



proud past, promising future

**CLARK COUNTY HISTORIC PRESERVATION COMMISSION
MINUTES**

Meeting Held: February 4, 2014

Members Present:	Eric Lanciault, Sarah Fox, Andy Gregg, Steve Kaiser, Robert Hinds, Doug Wilson
Members Excused:	
Staff Present:	Jacqui Kamp, Clark County; Jan Bader, City of Vancouver
Volunteers:	
Guests:	Clark College student (didn't sign in)

- I. **Roll Call & Introductions** –All in attendance.
- II. **January 14, 2014 Minutes:** Sarah made the motion to approve. Robert seconded. All approved the motion.
- III. **City Liaison:** Jan provided an update on the interpretive panels. There will not be one for the Kiggins theater due to logistics. The city is looking into other alternatives.
- IV. **Old Business & Updates:** None
- V. **New Business & Announcements**
 - Work Plan and Budget: Staff provided the commission a breakdown of the budget with the three categories of: Program Outreach (65%); Professional Education (30%); and Program Administration (5%). Steve suggested a 4th category called “direct preservation”. Examples could include the documentation of endangered properties, or the 3-D photography idea. Jacqui will add the 4th category to the budget and change the percentage amounts as discussed.

Jacqui provided a brief update on the bit of research she has done on the mobile application idea. She spoke with a local company who answered questions on the process of developing a mobile app. A general estimate would be in the range of \$20,000 to get it up and running. The idea could be to go for a CLG grant (due in April) for around \$10,000 and use \$10,000 from the program outreach category of the budget. The commission discussed different ideas on how the mobile application could work. For example, concentration on a topic, like the Hawaiian settlers.

The commission also discussed an idea for the program administration category. There is a list of CCHR properties that were never recorded with the county’s auditor. That means that when the property changes hands, the new owner may not be aware of its historical status. This can cause some problems as the commission has experienced with the Kapus Farm. The idea is to send a letter out to the current property owners of those sites and ask them to sign the certificate and return. There will be a budget cost as there is a recording charge of around \$70. Jacqui will draft a letter for the commission to review for March.

Sarah made a motion to approve the budget. Steve seconded. The motion passed unanimously.

- Appointments/vacancy update: Jacqui informed the commission that there is a change by the BOCC in re-appointments for commissions and advisory groups. Instead of allowing a member to be re-appointed to their seat for their second term, the seat has to be advertised to the public for interest. The HPC will have 3 members finishing their second term by the end of June (Andy, Doug and Steve). The commission discussed the experience required for the commission. With Doug's term expiring, we would need another archaeologist and possibly another architect. The commission members will start putting the word out to colleagues.

Note: Jacqui checked the term dates and Eric will be completing his first term at the end of June. Since we currently have six members, we will only be seeking two new members.

- Meeting at the museum: Susan Tissot has asked if the HPC would like to hold one of their regular meetings at the museum. The commission liked the idea and proposed the April meeting.
- May meeting: Due to some conflicts, it has been requested that the May meeting be postponed to the second Tuesday of the month.
- Archaeology month: The museum needs a speaker for the Archaeology lecture. Doug suggested the preservation officer for the Grand Ronde.

VI. Public Comment – A student from Clark College and her mother attended the meeting to observe a commission meeting.

VII. Adjournment