

Official Minutes
McKENZIE HISTORIC PRESERVATION COMMISSION
February 23, 2012 MEETING MINUTES
McKenzie City Hall @ 5:30 PM

I. Call to Order/Establishment of a Quorum

Meeting called to order by Chairperson Robb and a quorum was established.

All members of the Historic Preservation Commission were present except Commissioner Jessie Townes.

Members of the Historic Preservation Commission are: Chairperson Dean Robb, Vice-Chairperson Keith Priestley, Secretary Lisa Norris, Commissioners Ed Dillon, Jessie Townes, Ken Mitchum and Mayor Jill Holland.

II. Approval of Agenda

Motion was made by Commissioner Dillon, seconded by Commissioner Norris, to approve the agenda. The motion passed.

III. Reading and Approval of the Minutes

Motion was made by Mayor Holland, seconded by Commissioner Dillon, to approve the minutes of the February 2nd, 2012 meeting. The motion passed.

IV. Old Business

A. Discussion and scoring of the two (2) proposals; (1) Thomason & Associates and (2) Askew Harcourt Hargrove & Associates (A2H) for the Tennessee Historic Commission Grant Commission and Renee Tavares

Renee Tavares, Historic Preservationist advised commission that a decision should be made on which firm they would like to use for the Design Review Guidelines for the Tennessee Historic Commission Grant based on commissions scoring.

Chairperson Robb asked for the commission to present their scoring.

Robb- based his scoring on 0-9 A2H -57 - Thomason 61, Commissioner Norris A2H- 10 - Thomason 9, Commissioner Mitchum preference was Thomason & Associates, Commissioner Dillon, A2H- 62 - Thomason 55, Mayor Holland overall preference was A2H, Commissioner Priestley A2H- 60 - Thomason 56.

Action Taken:

Askew Harcourt Hargrove & Associates (A2H) was awarded the grant for the Design Review Guidelines for the Historic Commission based on scoring and overall preference.

Mayor Holland will send the recommendation to the Tennessee Historic Commissions office with a cover letter and all the submitted materials from the consultant chosen (A2H). The State Office will then send a letter stating when to proceed with contract negotiations.

B. Any other properly presented business

Cliff Wheelock Code Enforcer presented a sign proposal from the College of Health Sciences, Bethel University at 647 Stonewall Street N. The sign is in the Historic Zone. Wheelock expressed that the proposal meets all requirements and recommends it be approved.

Action Taken:

Motion made by Mayor Holland, seconded by Commission Dillon to approve the sign as presented. The motion passed.

V. New Business

A. Advisory Committee Report – Nola Hobbs

Discussion:

Ms. Nola Hobbs reported she is gathering information for the cemetery walk in April, 2012.

B. Any other properly presented new business

Renee Tavares will conduct a Historic inventory workshop, Monday February 27th, 2012. Mayor Holland invited everyone to attend.

VII. Other Business

A. Agenda & Regular Meeting Schedule Dates

Agenda Meeting: Thursday March 8th, approximately 3:30 P.M.

Regular Meeting: Thursday March 22nd, approximately 5:30 P.M.

VIII. Adjournment

A motion was made by Commissioner Norris, seconded by Commissioner Priestley to adjourn. The motion passed. Meeting was adjourned at 5:19 P.M.