

**Minutes of Meeting**  
**Historic Preservation Committee**  
**April 2, 2014**  
**10:30 a.m.**

The Kootenai County Board of Commissioners: Chairman Todd Tondee and Commissioner Dan Green met to discuss the following agenda items. Also present were Advisory Board Chairman Syd Albright and members Colleen Allison, Evalyn Adams, Russell Brown, Bill Singleton, Chickie Albright, and Robert Singletary, and Deputy Clerk Nancy Jones. Commissioner Jai Nelson was excused.

**A. Call to Order:** Chairman Tondee called the meeting to order at 10:30 a.m.

**B. Introductions:** There were no introductions made.

**C. Changes to the Agenda:** There were no changes made to the agenda.

**D. Old Business:** There was no old business discussed.

**E. New Business:**

Historic Preservation Committee Chairman Syd Albright noted that the committee had vacancies for a long period, but that all of the positions have now been filled. He expressed thanks to the Board for their work in approving recent nominees, noting that the current members bring broad historical and professional experience to the committee.

Mr. Albright provided the Board with a copy of the Historic Preservation Committee creed, and asked for some discussion of (and direction for) future projects. Mr. Albright and committee member Robert Singletary explained that, traditionally, this committee has focused predominantly on identifying buildings and sites that are eligible for nomination to the national registry. However, in recent years the committee has developed a broader view of their responsibilities. Mr. Albright shared that the group would like to take on additional tasks that help ensure the preservation of experiences, stories, and artifacts, as well as buildings. Further, the committee would like to engage in community outreach, through special events and school presentations.

The attendees discussed the role of County advisory boards and the funding that would be required for these special projects. The Commissioners explained that no advisory boards have assigned budgets, as their role is to act only in an advisory capacity. Further, the Commissioners clarified that the primary role of the committee is to advise the Board on matters related to historic preservation, and not to represent the County in the community. They also acknowledged that this committee is unique in certain aspects and that requests might be considered on an individual basis. Committee member Colleen Allison initiated a discussion about submitting grant applications for special projects. The Board indicated that grant funding through the County could be considered, but that a specific proposal would need to be clearly identified and approved by the Board. Chairman Tondee stated that it is important to keep the purpose of the committee in mind and to only consider projects that serve a unique purpose within the community. As an example, Chairman Tondee mentioned the recent demolition of a building on the Fort Grounds, stating that such an item would be appropriate for involvement by this committee. The attendees discussed the idea that advisory board action is often initiated when requests for Board input are received by members of the community; however, community outreach is not a typical function of these boards. Mr. Albright asked the Board if they would consider establishing a petty cash fund for the group, but the request was denied.

The members of the Historic Preservation Committee expressed interest in preparing a project plan for an essay contest, which would be associated with the County sesquicentennial celebration. The Commissioners indicated that an essay contest might receive Board support if a direct relation to the anniversary was established, and a clear and concise explanation of all required funding was presented to the Board. Further, Commissioner Green explained that budgeted funds could be allocated for special projects in FY2015. He explained that any proposal would have to be clearly defined and be within the scope of historic preservation. Further, he explained the difference between having a budget and receiving an allocation for a specific project. Chairman Tondee reminded the committee that individual expenditures would still require Board approval, even after the funds have been allocated to the project, as a whole. He stated that any proposals would need to be presented to the Board no later than the second week of May for consideration during the FY2015 budget process.

**F. Staff Reports:** There were no staff reports.

**G. Public Comment:** This section is reserved for citizens wishing to address the Board regarding a County related issue. There was no public comment.

The meeting was adjourned at 11:38 a.m.

Respectfully submitted,

JIM BRANNON, CLERK

TODD TONDEE, CHAIRMAN

BY: \_\_\_\_\_  
Nancy A. Jones, Deputy Clerk

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