



City of Davis

**Historical Resources Management Commission Meeting Minutes  
Monday, March 19, 2018  
7:00 p.m.**

**Senior Center, 646 A Street, Activity Room, Davis, CA 95616**  
(Southeast Corner of A Street & 7<sup>th</sup> Street)

Commissioners Present: Karen Clementi, Mark S. Davis, David Hickman, William Allen Lowry, Scott Miltenberger, Erin Autry Montgomery, Richard Rifkin

Commissioners Absent: Rand Herbert

Staff Present: Staff Liaison Ike Njoku, HRMC Secretary Nancy Stephenson

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**1. Call to Order & Roll Call.**

Chair S. Miltenberger called the meeting to order at 7:00 p.m.

**2. Approval of Agenda.**

Action: R. Rifkin moved, seconded by K. Clementi to approve the agenda. Motion passed by the following vote:

Ayes: Clementi, Davis, Hickman, Lowry, Miltenberger, Montgomery, Rifkin  
Noes: None.  
Absent: None.  
Abstaining: None.

**3. Brief Announcements from Staff, Commissioners, and Liaisons.**

The commissioners selected a subcommittee of S. Miltenberger, A. Lowry, and E. Montgomery to attend Downtown Davis charrettes scheduled for April 25, 26 and 27 of 2018.

D. Hickman: Form 700 is due 4/2/18.

**4. Public Comment**

None.

**5. Consent Calendar**

**A.** Draft January 22, 2018 Minutes approval.

**B.** February 26, 2018 Minutes approval.

Action: A. Lowry moved, seconded by M. Davis to approve the consent calendar as listed above. Motion passed by the following vote:

Ayes: Clementi, Davis, Hickman, Lowry, Miltenberger, Montgomery, Rifkin  
Noes: None.  
Absent: None.  
Abstaining: None.

## **6. Written Communications.**

Written communications were circulated.

## **7. Museum Report.**

Hattie Weber Museum Director Dennis Dingemans: Spoke with City Engineer Dianna Jensen of Public Works, who will be managing the renovation of WPA building. Jensen will be revising the contract, contacting interested contractors. In the meantime, Museum will be occupying the space.

## **8. HRMC Business Items.**

### **A. Commission Goals Update – review and update of the Commission goals.**

Commissioners voiced their concerns about the work of historical consultant Mark Hulbert, who is carrying out his survey without input from the HRMC. Comments are summarized as follows:

- Since HRMC had been left out of the process, there is a risk of duplication of efforts; for instance, why is work that was done as the result of a grant in 2014-15 being duplicated?
- It was acknowledged that M. Hulbert is not scoped to attend HRMC meetings.
- M. Hulbert could do something wrong by HRMC standards.
- M. Hulbert's list may be incomplete, yet his list may be considered complete.
- Lowry was able to see the contract – Mark's scope is not specific and could be anything.
- How can the charrette process begin when the historical resources have not all been identified?

Commissioners discussed HRMC goals, and voted to put them in order of priority. Commission Goals for 2018 – 2020 are summarized as follows in order of priority:

For City Council Action:

- Landmark designation/National Register nomination and signage for four original bike lanes
- Historic designations for individual properties and districts
  - Conservation Overlay District: complete DPR 523 documentation for unsurveyed properties
  - 2003 survey: review/update properties found eligible for designation
  - 2015 survey: complete DPR 523 documentation for significant properties
  - Compile master list of designated historical resources, surveyed properties, and unsurveyed properties and reconcile list with that of Consultant Mark Hulbert.
  - Compile documentation for designation as districts: Elmwood 1 & 2, University Estates 1 - 12
- Establish College Park Overlay Zoning District and design guidelines

Not requiring City Council Action:

- Develop historic window and door replacement guidelines.
- Subcommittee will discuss with staff funding needs of HRMC.
- Promote and preserve Davis history and historical resources.

Commission directed I. Njoku to compile and reformat goals and email the revision to commissioners for further input. I. Njoku will incorporate edits from commissioners, and provide revised goals for the Commission's consideration at April 16, 2018 meeting.

### **B. Potential Joint Meeting with City Council – identification of items of interest to discuss with Council. At this point, City Council does not have any joint meetings lined up through June (and have a full plate of agenda items).**

S. Miltenberger contacted City Council Liaison Rochelle Swanson regarding meeting of HRMC with City Council. City Council has full agenda through June 2018. S. Miltenberger will arrange to meet with City Manager Mike Webb and Community Development and Sustainability Director Ash Feeney.

Commissioners agreed it would be a good idea to set up a yearly meeting well in advance with the City Council, preferably in May, which is Preservation Month. It was noted that the joint meetings were very brief and rushed, so commissioners will need to be focused. S. Miltenberger will ask to schedule a meeting with City Manager Mike Webb in late April/early May.

The commissioners decided by consensus to table further discussion on the joint meeting until the April 16, 2018 HRMC meeting.

- C. Subcommittee on Historic District Process – appoint a subcommittee to review and outline historic district processes consistent with attached relevant sections of the ordinance.

The commissioners decided by consensus to table this item until the April 16, 2018 regular meeting. Commissioners directed staff liaison I. Njoku to prepare the following for consideration at the April 16, 2018 regular meeting:

- Prepare an outline for historic district designation process.
- Draft the resolution for Preservation Month.

S. Miltenberger provided the following recap of tasks to be completed by the next meeting:

- I. Njoku will compile goals for consideration at April meeting.
- K. Clementi will work on list, update what Commission has done with that list and combining it with R. Herbert's list.
- S. Miltenberger will respond to City Council Liaison R. Swanson, arrange meeting with City Manager.
- I. Njoku will provide names of subcommittee who will be attending Downtown Davis Charrettes to R. Wolcott.

## **9. Adjourn.**

The next meeting will be April 16, 2018 at the Senior Center Activity Room, 646 A Street, Davis, CA 95616 (southeast corner of A Street and 7th Street) at 7:00 p.m.

The meeting was adjourned at 8:30 p.m.