

Special Meeting
May 29, 2015

MINUTES OF A SPECIAL MEETING OF THE CASA GRANDE HISTORIC PRESERVATION COMMISSION HELD ON FRIDAY, MAY 29, 2015, AT 3:00 P.M. AT 901 N. MORRISON AVENUE, CASA GRANDE, ARIZONA.

I. Call to Order:

Chairwoman Jantz called the meeting to order at 3:00 p.m.

II. Roll Call:

Jantz, Marge Chairwoman
Rooney, Susan Member
South, Joyce Member

City Staff Present:

Laura Blakeman-City Planner
Linda Harris-Administrative Assistant

III. Unfinished Business:

A. Discussion on Federal Fiscal Year 2015 Certified Local Government Pass-Through Grant regarding Nomination Preparation for designating local landmarks – “Signs”.

Chairwoman Jantz stated that the Pass-Through Grant is due June 19, 2015. The City will apply for the grant, as a local certified government (CLG). The grant will be for nomination of the Historic Landmark Sign Preservation Program. The amount of the grant will be for \$10,000.00 . She explained that the City's match will be 40%, which can be in-kind contributions. There was a discussion on how the in-kind would be figured.

Chairwoman Jantz noted that Eric Vondy from SHPO will provide some general feedback if we submit the grant application before the due date.

Chairwoman Jantz stated that she spoke with Vince Murray, who was recommended to her, regarding obtaining a bid request from him.

Mrs. Blakeman suggested that we look at different options for bids since we have to send out a request for proposals.

There was a discussion on the items that the members would like to see addressed with the grant proposal. There are approximately 38 signs which the Commission believes may become local landmarks. Existing signs on historic properties would

already be covered under the ordinance.

Chairwoman Jantz mentioned that she would like to see the members come up with a slogan as part of the marketing.

Mrs. Blakeman stated that she will contact Eric Vondy and Vince Murray for some direction in the grant proposal.

The following "wish list" items were recommended by the members to be included in the grant:

Scope Items:

- A. Work items to be completed by the project administrator (City Staff)
 - 1. Prepare and advertise for request for proposal
 - 2. Award contract for survey and possible nomination preparation
 - 3. Grant administration
- B. Work items to be completed by the consultant
 - 1. Prepare survey of signs/historical research
 - 2. Prepare landmark sign and registry database
 - 3. Prepare letter to owners for nomination eligibility
 - 4. Endangered Signs secure documentation
 - 5. Waiver of claims form
 - 6. Sign Park - options for re-use/relocation of signs
 - 7. Sign Treatment plan
 - 8. Prepare local landmarks sign ordinance
 - 9. Prepare Nomination Register for local landmarks
 - 10. Revise Nomination per City, SHPO, and Neighborhood Comments (if applicable)
 - 11. Electronic Mapping of Historic Landmark Sign locations integrated into the City of Casa Grande's Web site/Casa Grande Main Street web site
 - 12. Prepare Final Local Register Nomination Package (if applicable)
 - 13. Track progress through local, state and federal processes (if applicable)

IV. Adjournment:

Chairwoman Jantz called for adjournment at 4:20 p.m.

Submitted this **9th day of June 2015**, by Linda Harris, Administrative Assistant to the Historic Preservation Commission, subject to the Commission's approval.

Approved this 27 day of July, 2015, by the Casa Grande Historic Preservation Commission.

For Clara J. Jantz
Chairwoman Jantz