

BRING YOUR DREAMS.



## City of Brookings

### Meeting Agenda - Final-revised

### Brookings Historic Preservation Commission

Brookings City & County  
Government Center  
520 3rd St., Suite 230  
Brookings, SD 57006  
Phone: (605) 692-6281  
Fax: (605) 692-6907

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Thursday, January 12, 2017

5:30 PM

3rd Floor Community Room 300

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#### **REGULAR MEETING**

**1. Call to Order**

**2. Adoption of the Agenda**

**3. [ID 2017-0033](#) Approval of minutes**

**Attachments:** [December 8, 2016 minutes](#)

**4. Discussion of meeting schedule and agenda deadlines**

**5. [ID 2017-0043](#) Initial discussion on 2017-18 Goals & Objectives**

**Attachments:** [2017 Goals & Objectives \(draft\)](#)  
[2017 Calendar](#)

6. [ID 2017-0034](#) Project/Issue Updates & Reports
- A. Proposed Committee Structure
  - B. 11.1 review rubric
  - C. March 11.1 Property Owner Mailing
  - D. May Preservation Month Activities
  - E. Historic Sites on Bikes
  - F. 2017 Mayor's Award Schedule and Process
  - G. Central and District Plaques; property owner contact and contractor/installation process
  - H. Commission training and constituency building workshop
  - I. Liaisons:
    - 1) Comprehensive Master Plan Advisory Committee
    - 2) Downtown Brookings Inc. (DBI)
  - J. State Historic Preservation Office (SHPO)
  - K. Staff

**Attachments:** [Central District Letter](#)  
[Sexauer-University-Commercial Districts Letter](#)  
[Contractor Letter](#)  
[Realtor Letter](#)  
[Historic Districts Brochure](#)  
[Register Article by Virginia James](#)  
[2016 May Events Poster](#)  
[Press Release on Mayor's Awards](#)

## 7. Nominating committee report and election of officers

8. [ID 2017-0036](#) Announcements/Correspondence/Communications/Calendar
- February 1 - Deadwood Grant Fund deadline
  - February 16 - City Annual Report deadline
  - March 31 - National Park Service Funding Application deadline
  - May - National Historic Preservation Month

## 9. Adjournment

*Brookings Historic Preservation Commission Members: Angela Boersma, Leah Brink, Jessica Garcia Fritz, Janet Gritzner, Greg Heiberger, Virginia James, Janet Merriman, Les Rowland, and Dennis Willert. City Staff: Shari Thornes, City Clerk.*

*Assisted Listening Systems (ALS) are available upon request. Please contact Shari Thornes, Brookings City Clerk, at (605)692-6281 or [sthornes@cityofbrookings.org](mailto:sthornes@cityofbrookings.org). If you require additional assistance, alternative formats, and/or accessible locations consistent with the Americans with Disabilities Act, please contact Shari Thornes, City ADA Coordinator, at (605)692-6281 at least three working days prior to the meeting.*