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**MINUTES**  
**HISTORIC PRESERVATION COMMISSION**  
**Wednesday, June 15, 2016**  
**5:30 pm**  
**City Hall - Training Room**

**CALL TO ORDER/ROLL CALL** – Meeting convened at 5:30 pm

**Members Present:** Jayne Hoffman, Heidi Heinze, Jeff Bjork, , Mark Anderson, Pam Friede  
**Members Absent:** Rebecca Prendergast – Excused

**Staff Present:** Tony Steiner – *City Planner*, Tyler Galde – *GIS Intern*

**Others Present:** None

**APPROVAL OF AGENDA/MINUTES**

MSC Bjork / Friede to approve the minutes of the May 18th meeting - unanimous

**PUBLIC COMMENT**

Staff introduced Tyler Galde, GIS Intern.

Susan Reese via message from staff asked if designating the Foster Cemetery as a historic landmark would be possible. Staff will research process and report back.

**OLD BUSINESS**

**Plaque for Mel's Midtowner**

Progress is being made. Heidi will meet with Mel's owner Gene Gavin to go over Chronology. At next meeting HPC will go over draft of Chronology and select a picture for the plaque.

**Prairie Mill Chronology**

The Prairie Mill Chronology was put on hold last year. Most of the information has been assembled. A draft chronology is ready Mark will meet with Neil Anderson to discuss draft chronology. HPC will review final draft at August meeting.

**Story Map Edit**

Commission members gave edits to Tyler. Format suggestions were made. Tyler was instructed to work on edits and format. An update will be given at our July meeting.

**Update on Historic Preservation Sub Grant- Swinging Bridge Nomination**

Tony will be putting together the RFP for the project and will report back to HPC on progress at July meeting. The State requires a final completion date of August 2017.

**River Falls Days**

Tyler presented the draft of the post card to HPC for review. HPC liked the draft and the choice of a glossy surface. Cost estimates were discussed and HPC would like to get as many printed as possible. Staff will check the budget to see if 3000 can be printed. Heidi will pick up post cards for distribution prior to River Falls Days.

**NEW BUSINESS****Agenda Items for July 13, 2016 Meeting**

- Plaque for Mel's Midtowner
- Prairie Mill Chronology
- Story Map Edit and Ideas
- Update on Swinging Bridge
- Foster Cemetery

**ADJOURNMENT-**

MSC Bjork /Friede to adjourn at 6:35 p.m. - unanimous

Respectfully submitted,



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Tony Steiner, City Planner