

Minutes of the
BOUNTIFUL CITY HISTORIC PRESERVATION COMMISSION
November 29, 2018 – 5:00 p.m.

Present:	Mayor	Randy Lewis
	Councilmembers	Richard Higginson
	Commission Members	Sandy Inman, John Simmonds, April Williamsen
	City Manager	Gary Hill
	City Attorney	Clinton Drake

Department Directors/Staff:	
Recording Secretary	Maranda Hilton

Excused:	
Commission Member	Robert McArthur

Official notice of the Historic Preservation Commission Meeting was given by posting an Agenda at City Hall and on the Bountiful City Website and the Utah Public Notice Website and by providing copies to the following newspapers of general circulation: Davis County Clipper and Standard Examiner.

Historic Preservation Commission Meeting – 5:00 p.m.
Planning Commission Conference Room

Mayor Lewis called the meeting to order at 5:05 p.m., welcomed those in attendance and led introductions.

TRAINING ON ORDINANCE AND OPEN MEETINGS – MR. CLINTON DRAKE

Mr. Clinton Drake, City Attorney, led a presentation on the Historic Preservation Ordinance. Everyone was given a copy of the Ordinance and he went through the main points. The Commission was given instruction on how to follow the Ordinance and how best to implement it. It was discovered that two proposed members of the Commission have a conflict under 3-2-103 (a); “two or more members of the Commission shall not serve on the same board, commission or other leadership position within another organization while serving on the Commission.” Both Sandy Inman and John Simmonds currently serve on the Bountiful Historical Foundation Board. Discussion was led to resolve this conflict, and it was decided that John Simmonds would step down from the Foundation so that he could serve on this Commission. A tentative yearly meeting schedule was decided, potential agenda items for the next meeting were recommended, and direction was given on how to move forward in their duties.

Mr. Drake explained that as an advisory body to the City Council, the Commission needs to follow the Utah Open Meetings Act. This states that all business of the Commission should be conducted openly, and that all meetings should be noticed to the public beforehand. This also

means that they will need to elect officers, and appoint someone to take the official minutes of each public meeting.

ELECTION OF OFFICERS – MR. CLINTON DRAKE

Sandy Inman nominated John Simmonds as the Chair of the Historic Preservation Commission. Councilman Higginson seconded the nomination, and it passed with Councilman Higginson, and Commissioners Inman, Simmonds and Williamsen voting “aye”.

Sandy Inman nominated April Williamsen as the Vice-Chair of the Historic Preservation Commission. Councilman Higginson seconded the nomination, and it passed with Councilman Higginson, and Commissioners Inman, Simmonds and Williamsen voting “aye”.

Councilman Richard Higginson volunteered to be the interim secretary until the final secretary is selected. April Williamsen made a motion that Richard Higginson serve as the temporary secretary of the Historic Preservation Commission and John Simmonds seconded the motion. The motion passed with Councilman Higginson and Commissioners Inman, Simmonds and Williamsen voting “aye”.

CONSIDERATION OF RULES OF PROCEDURE – MR. CLINTON DRAKE

Mr. Drake will draft a sample “Rules of Procedure” and email it to the Commission for their review and approval at the next meeting.

It was decided that the next meeting of the Commission would be Thursday, January 10th, 2019, at 5:00 p.m., in the Planning Commission conference room at City Hall.

UPDATE ON HISTORIC MABEY HOME – MR. GARY HILL

Mr. Gary Hill, City Manager, gave a brief update on the sale and upcoming restoration plans of the Historic Mabey Home. The RDA Board of Directors approved the purchase of the home by the Crouch family, who will renovate and preserve the home, and use it as part of their business. The City is excited that the building will be open to public as a place of business, and are sure that the Crouch family will do a wonderful job honoring Governor Mabey as a former resident of that home.

ADJOURN

Chairman Simmonds looked for a motion to adjourn the meeting. Commissioner Inman made the motion to adjourn, and Vice-Chair Williamsen seconded the motion. The motion passed with Councilman Higginson and Commissioners Inman, Simmonds and Williamsen voting “aye”.

Chairman Jon Simmonds

Commission Secretary