



**Minutes of the
Millcreek Historic Preservation Commission
November 14, 2023
5:00 p.m.
Special Meeting**

The Historic Preservation Commission of Millcreek, Utah, met in a special meeting on November 14, 2023, at City Hall, located at 1330 E Chambers Avenue, Millcreek, UT 84106. The meeting was live streamed via the City's website with an option for online public comment.

PRESENT:

Commissioners

Peter Brinton
Kaye Donahoe (Excused)
Molly Enos, Chair
Tiffany Hunter Greene (Excused)
Emily Johnson (Excused)
Ryan Lufkin, Vice Chair
Arie Leeftang

City Staff

Francis Lilly, Assistant City Manager
Alexander Wendt, Deputy City Recorder
Kurt Hansen, Facilities Director
Sean Murray, Planner

Attendees:

REGULAR MEETING – 5:00 p.m.

TIME COMMENCED – 5:12 p.m.

1. Updates From Sub-Committees

Commissioner Lufkin did not have any updates from the Communication Sub-Committee. Mr. Lilly said he would like to have a special meeting in December to talk about historic properties and markers. Mr. Lilly asked the Commissioners if December 14th would be okay for the special meeting. This would be a special meeting like the meeting that took place in December, 2022. Chair Enos said she would be out of town that week. Mr. Lilly said it is easy to move this meeting. Mr. Lilly suggested Tuesday December 19th for the Special Meeting. Chair Enos said she has a hard stop time of 1 p.m. on the 19th. Mr. Lilly suggested meeting at 11:30 a.m. Mr. Murray, Millcreek Planner, said that he will ask the city GIS specialist to help make a map of the properties to reduce the amount of driving that Commissioners do. Mr. Murray will be dividing up the properties to the Commissioners to do their initial reconnaissance survey. Chair Enos said she would like the list of properties to be finalized by December 8th. Chair Enos asked if Mr. Lilly was able to meet with Commissioner Johnson about the scope of collection policy. Mr. Lilly said that the City Attorney reviewed the document and gave his approval. Mr. Lilly will be sending the document to the City Council for approval in late November. Chair Enos said the Commission was still missing an example release form. The goal of finishing the scope of collection document is to launch Preservica in

the spring. Commissioner Leeftang asked if physical objects will be scanned. Mr. Lilly said the Commission will only be collecting documents and photos. Chair Enos said they would only allow 2D media.

2. Staff Updates

The city hall open house will be on Thursday the 16th from 4-8 p.m. Mr. Lilly encouraged the Commissioners to come enjoy and be part of the festivities. Chair Enos asked if Council Member Jackson had everything she needed about historic preservation during the opening ceremonies. Mr. Lilly said yes.

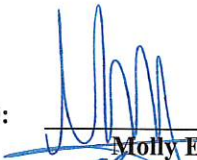
3. Approval of October 12, 2023, Regular Meeting Minutes

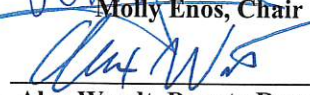
Commissioner Lufkin made the motion to approve the October 12, 2023, Regular Meeting Minutes. Commissioner Brinton seconded the motion. Chair Enos asked for the vote. Commissioner Leeftang abstained, Commissioner Brinton voted yes, Chair Enos voted yes. Commissioner Lufkin voted yes. The motion passed unanimously.

4. Adjourn

ADJOURNED: Commissioner Lufkin made the motion to adjourn the meeting at 5:29 p.m. Commissioner Brinton seconded. Chair Enos asked for the vote. Commissioner Leeftang voted yes, Commissioner Brinton voted yes, Chair Enos voted yes. Commissioner Lufkin voted yes. The motion passed unanimously.

APPROVED:

 12.19.2023 Date
Molly Enos, Chair


Attest: Alex Wendt, Deputy Recorder