

Draper Historic Preservation Commission
Meeting Minutes
Wednesday, August 5, 2015
Held at Draper City Hall

Board Attendees; Commissioners, Katie Shell, LaRayne Day and Draper City Council member, Marsha Vawdrey. Chairman, Frank Lewis, and Darrell Smith were excused. Also attending was Kathryn Hughes and Todd Shoemaker.

The meeting was called to order at 6:05 p.m. by Katie Shell. She introduced and welcomed Kathryn Hughes who has submitted an application to Draper City to be on the Historic Preservation Commission.

- **Minutes of the meeting held July 1, 2015, were reviewed** by those attending. A motion to approve the minutes was made by Katie Shell and seconded by Marsha Vawdrey. All commission members present voted to approve the minutes.
- Katie suggested that we schedule a **training and review of the ordinances of the DHPC** in the near future.
- **Draper Park School:** The Godfrey's need to submit receipts for their grant. Also need to get information from them as to how the work on the school is progressing for the Face Book page.
- **Home Tour Pamphlets:** The home tour pamphlets are being completed by Christine Shell and the proofs are nearly ready. Todd Shoemaker asked to preview the pamphlets. Kathryn Hughes said she would be happy to help with the pamphlets.
- **CLG Grant:** The deadline for completing work for the grant is August 31, 2015. Some of the items that still need to be completed are:
 - Work on the Crossgrove home needs to be completed. Contractor needs to submit copy of cashed check from his bank showing that project was paid for and check was deposited
 - LaRayne to check with Rob Perry on his window project. There are currently no plans to get that work completed.
 - Need all of the paper work from Draper City regarding the conference in Atlanta last fall.
 - Need list from each commission member of volunteer hours.
 - LaRayne and Katie will meet at LaRayne's to fill out grant forms on August 17th at 6:30 p.m.
 - LaRayne to submit invoices from Korral Broschinsky and Nathan Hampton to Draper City.
- **Demolition Requests:** Katie expressed how important it is that we follow through with the demolition requests when they come in so that we do not hold up contractor's work. The City notifies our commission so that we have time to take pictures or do what ever we need to do to gather information on a building, but we cannot hold up the system. Todd said he would follow up with Frank to see if the demolition permit for the home they recently took pictures of had been signed.
- **Other:**
 - Todd Shoemaker suggest having **Korral Broschinsky** attend one of our meetings so that she can explain what she does when she completes an intensive level survey for historic homes.
 - Still need to put out the word that we are looking for **new commission members**.
 - The **National Trust check** needs to be cleared up
 - Katie will complete **the National Park form**.
 - Katie will be out of town the last four days in August
 - Kathryn Hughes e-mail address is kgaglione@gmail.com
- **A motion to adjourn the meeting was made by LaRayne Day and seconded by Katie Shell. The meeting was adjourned at 7:05 pm.**

The next meeting is scheduled for Wednesday, September 2, 2015 at 6 p.m. at Draper City Hall.

Respectfully submitted by LaRayne Day, DHPC Secretary