Tempe Historic Preservation Commission

SUBCOMMITTEE AGENDA

Date: Tuesday, March 31, 2009

Location: Hatton Hall 34 East Seventh Street

3:30 PM Call to Order

1. Call to Audience: Persons wishing to address the SUBCOMMITTEE on any matter may do so at the discretion of the Chair, however, Arizona Open Meeting Law limits commission discussion to matters listed on the posted agenda. Other topics may be placed on a future agenda for discussion.

2. Discuss and Consider Preservation Investments Package for presentation to the Historic Preservation Commission (04/09/2009) & to the Technology Economic & Community Development Council Committee (05/08/2009): Identify and prioritize recommendations for preservation investments

3. Discuss and Consider Chair / Staff Updates:

4. Current Events / Announcements / Future Agenda Items
   - Member Announcements
   - Staff Announcements
   - Next Meeting Date Thursday, 04/09/2009 6:00 p.m. Hatton Hall

Adjourn

Arizona Open Meeting Law limits the Commission to discuss only matters listed on the posted agenda.

The City of Tempe endeavors to make all public meetings accessible to persons with disabilities. Within 48 hours notice, special assistance can be provided for sight and/or hearing impaired persons at public meetings. Please call (480) 350-8241 (voice) or 350-8400 (TDD) to request an accommodation to participate in this meeting of the Tempe Historic Preservation Commission.

HPCagendHPC-sc-agenda033109.doc filed 033009 Hansen; Nucci; Krosschell; Fillmore; Stennerson;

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PRESERVATION

HISTORIC PRESERVATION COMMISSION

Anne Bilsbarrow, Alternate
Elias Y. Esquer
Bob Gasser, Chair
Dan Killoren
Charlie Lee, Alternate
Donna Marshak
Kriste Melcher
Ann Patterson
Liz Wilson, Vice-Chair

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HISTORIC PRESERVATION OFFICE

Amy Douglass
E Hunter Hansen
Joe Nucci
Mark Vinson

♦

The City of Tempe is a Certified Local Government, in association with the United States Department of the Interior / National Park Service

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Tempe Historic Preservation Office
Community Development Department
21 East 6th Street, Suite 208
P.O. Box 5002
Tempe, AZ 85280

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480.350.8028
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CITY OF TEMPE ARIZONA

† RULES OF PROCEDURE †

AS ADOPTED BY THE

TEMPE HISTORIC PRESERVATION COMMISSION

JANUARY 9, 2003

WHEREAS, the commission recognizes the underlying principal of these rules to be decision-making by majority, and

WHEREAS, the application of these rules provide every member of the voting body of this commission with equal rights, and

WHEREAS, these rules afford commissioners protection of the minority rights to be heard, to protest, to convince their peers, and to fully understand the issues discussed or voted, and

WHEREAS, the use of the rules offers a simple and direct procedure for conducting commission business;

NOW THEREFORE, the Tempe Historic Preservation Commission does adopt for use and implement the rules of order as procedure for conducting the commission's business as set forth herein and as follows:

MOTIONS, shall follow correct order … considering only one question at a time, as such:

- A Commission member addresses the Chair,
- The Chair acknowledges that member,
- The member states the motion,
- Another member seconds the motion,
- The Chair repeats the motion,
- The Chair calls for discussion of the motion,
- The Chair puts the motion to a vote,
- The Chair announces the results of the vote.

IMPARTIALITY, shall provide for and protect the rights of individual members, of minority opinions, of majority opinion, and of any member absent from a meeting, as such:

- Members may communicate to the Commission when recognized by the Chair,
- The Chair maintains highest priority to direct the course of the meeting,
- The maker of a motion will take precedence over others,
- New speakers will take precedence over those who already spoke to a motion,
- The Chair should typically request speakers for an opposing view.

ORDER OF BUSINESS, shall proceed in consideration of interested public, invited guests, staff, and any having business with the commission, as such:

- Call to order and approval of minutes shall be the commission's first business,
- Members of the public and guests of the commission shall next be invited to speak,
- Public Hearing presentations or discussion shall be the commission's next business,
- Public Meeting presentations or discussion shall be the commission's next business,
- Presentations by City Staff shall be the commission's next business,
- Presentations by Consultants shall be the commission's next business,
- Presentations by Standing Committees of this Commission shall occur next,
- Presentations by Special Committees of this Commission shall occur next,
- General discussion and Commissioner's Business shall then occur.

† Based on Robert's Rules of Order as summarized and presented by Pat Cramer for TLC 12/11/2002.

WELCOME

TO THE MONTHLY MEETING OF THE

TEMPE HISTORIC PRESERVATION COMMISSION

The Tempe Historic Preservation Commission meets at 6:00 p.m. on the second Thursday of the month at Hatton Hall, 34 East 7th Street. The Historic Preservation Office prepares an agenda with supporting material for Historic Preservation Commission meetings. State law requires that commission agendas be publicly posted at least 24 hours prior to a meeting; however, Historic Preservation Commission agendas are usually available the Monday before the Thursday meeting. You can find Historic Preservation Commission agendas in the following locations: the City Clerk's Office on the 2nd floor of City Hall, the Historic Preservation Office on the 2nd floor of the Orchid House, the bulletin board on the Garden Level outside of the City Council Chambers, and on the internet at http://www.tempe.gov/historicpres.

Historic Preservation Commission monthly meetings are recorded on audio tape. Proceedings of the meetings are maintained by the Historic Preservation Office. Meeting minutes are transcribed from the proceedings, approved by the commission, accepted by City Council, and maintained as the permanent public record by the City Clerk's Office. The public is welcome to review public records at the City Clerk's Office any time during normal business hours. Agendas and minutes are also available on the internet from the Tempe Preservation website at http://www.tempe.gov/historicpres/Agendas+Minutes.html. To purchase a hard copy of the Historic Preservation Commission meeting minutes, please call the Clerk at (480) 350-8241.

The Tempe Historic Preservation Commission is created to advise Tempe City Council on matters concerning historic preservation. The commission believes that providing citizens with opportunities to communicate comments and concerns is vital for an informed commission and a representative local government. There are many ways to reach the Historic Preservation Commission during public meetings and at other times as well.

Members of the public may come forward and talk with the commission during the "Call to the Audience" at the beginning of each monthly meeting. Arizona Open Meeting Law limits commission discussion to matters listed on the posted agenda, however, you may request that an item be placed on the agenda for discussion at an upcoming commission meeting. Persons who address the commission during the call to the audience, are asked to provide their name and zip code on a comment card available at the meeting.

Citizens who know in advance that they want to address the commission on a specific issue can have the issue placed on the agenda for discussion as a Scheduled Public Appearance by calling the Historic Preservation Office at (480) 350-8870 no later than the Friday morning before the Thursday meeting.

Citizens can also contact the Historic Preservation Office to communicate with commission members. The Tempe Preservation website is the commission's primary public outreach facility. From the site at http://www.tempe.gov/historicpres/ you will find the most up to date information on Tempe Preservation including: announcements of meetings and events, agendas and minutes, along with additional contact information. For more information on Historic Preservation contact Joe Nucci, Tempe Historic Preservation Officer at 480.350.8870 or by email sent to joe_nucci@tempe.gov.