

**VAN BUREN HISTORIC DISTRICT COMMITTEE
FEBRUARY 10, 2005**

The Van Buren Historic District Committee held their February meeting at the Municipal Complex February 10, 2005. All Committee members were present.

First item on the agenda was approval of the minutes from the December 2004 meeting. A motion was made by Martin Duckworth to approve the minutes as written, the motion was seconded by Ralph Irwin. Motion carried with a unanimous vote.

The second order of business was discussion and review of the Public Hearings scheduled for Tuesday February 15, 2005 at 6P.M., and Tuesday February 22, 2005 at 6P.M. at the Van Buren Municipal Complex. There was discussion of having copies of the guidelines on hand for people to pick up as they come into the Hearings. It was agreed to have about 20 copies available, and that Maryl Koeth could take care of this for the Committee. Chairman John Symonds made the comment that he thought the Committee should have Candice Settle, City Attorney present at the first Public Hearing, and he would contact her about this. Symonds also stated he received the guidelines on CD, and would email to the Committee.

Next was the introduction of the new Reporting Secretary, Cami Brown. John Symonds introduced Ms. Brown, and informed the Committee that she would be paid for time spent on the Historic District Committee business with funds provided by the CLG Grant the Historic District received. Boyd Mahar is rewriting the grant monies so that the monies can cover Cami Brown's salary for the liason/reporting secretary position she has offered to fill. Symonds told the Committee that Dorvan Wiley and Maryl Koeth volunteered to be the liason for the CLG Grant System. Mr. Symonds also let the Committee know Ms. Brown would be available for the two Public Hearings. Ms. Brown would assume more responsibility when Lyn Faldon returns to work in the Building Inspector's Office, as Ms. Faldon is out on medical leave, and Cami is taking care of those duties as well as Planning Commission. All Committee members were in agreement this was satisfactory. There was mention of Cami becoming the CLG Liason, which will be addressed at a later date.

Next item on the discussion was the copy of the City Ordinance #21998. It was mentioned that Candice Settle might want to revisit this. This item was tabled until the March meeting. John Symonds stated he would give the amendment for this ordinance to the City Attorney, and put this issue on the agenda for the March meeting.

Another item discussed was the Van Buren City Web Page, and whether or not Historic District should use. Cami Brown is working with Jerry Poague of

Poague and Associates to keep the Website updated for Planning Commission, and agreed to check into this for the Historic District.

Next up was the issue of the request from Sue Deatons' attorney, Randy Shock, for copies of all COA's filed by Sue Deaton or on her behalf, and copies of minutes from any meeting where Sue Deaton or her property were discussed. The Committee agreed Cami Brown should go through, copy and distribute all information dealing with Sue Deaton Property.

Cami Brown brought up the issue of the minutes for the Historic District for 2004, and that the tapes were there, but signed minutes could not be located. John Symonds said he did have copies of the minutes for 2004. Ms. Brown stated she could not find a tape or a copy of minutes for January 2005, and the Committee all agreed there were not minutes, since that meeting was actually an informal discussion. It was agreed Cami Brown would begin records for the Historic District Committee with February 2005. The Committee agreed Cami Brown should take the papers and information she has located on the Historic District from 2004 that has not been filed properly, and put these documents in order as best she can.

With no further business, John Symonds dismissed the Committee.

John Symonds, Chairman

Cami L. Brown, Secretary