

**Glen Rose Historic Preservation Commission  
City Hall  
201 SW Vernon Street  
March 17, 2026  
Regular Scheduled Meeting Minutes**

Moderator: Ann Carver, Vice Chair

Recorder: Heather Bienko, HPO

Ann Carver, Vice Chair, called the meeting to order at 5:30 pm.

a. Pledge of Allegiance, US Flag

b. Roll call and verification of quorum: Attendees: Ann Carver, Karen Braswell, Sherri Steenson and Ember McCune present in person. Austin Bewley and Melinda Patrick present on Zoom.

A quorum has been established, and the meeting will proceed.

Heather Bienko, Historic Preservation Officer (HPO) non-voting and David LeBron Building and Code Officer are present.

**1. Consent Agenda:**

- 1) Discussion, consideration and possible action on appointment of Chairperson for Preservation Commission: Karen Braswell nominated Melinda Patrick with second by Sherri Steenson, motion passed 5-0.
- 2) Discussion, consideration and possible action on appointment of Vice Chairperson for Preservation Commission: Ember McCune nominated Anne Carver with second by Sherri Steenson, motion passed 5-0.
- 3) Discussion, consideration and possible action on appointment of Secretary for Preservation Commission: Minutes to be taken on a rotating basis by each commission member and the HPO. Will be done in alphabetical order. Jodi to send out minute cheat sheet before each meeting to HPO who will send to designated secretary for that meeting. Motion by Ann Carver with second by Ember McCune, motion passed 6-0.
- 4) Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Jim Holder for 300 NE Barnard St for Signage. Discussion resulted in recommendation for cap of monument sign to be made from limestone and letter to be standoff made from metal material. Motion by Sheri Steenson with second by Ember McCune, motion passed 6-0.
- 5) Discussion, consideration and possible action regarding City Tax Credit Incentive Program application for 115 W Elm: Incentive Tax Credit approved in the amount of \$464.70. Motion by Ann Carver with second by Ember McCune, motion passed 6-0.

- 6) Discussion regarding possible Facebook page for Historic Preservation Commission: All members agreed it would be a great idea for the Commission to have a Facebook page which would allow for improved communication to the public. Austin agreed to research and set up the Facebook account.
- 7) Discussion, consideration and possible action regarding the application received from Jeff Lee to fill the unexpired term of Gabriel Campos to the Historic Preservation Commission. Jeff Lee will be taking the expired seat of Scott Cole. Sherri Steenson made a motion to recommend Jeff Lee to City Council. Ember McCune seconded with motion passing 6-0.

### 3. Workshop

- 1) First Street Initiative – Ann Carver passed out First Street binders and let the commission now they need to fill out a survey that will be sent out by Heather Bienko. The survey should be returned no later than April 17<sup>th</sup> with results to be discussed at next Commission meeting.
- 2) Heritage Park Historic Buildings – Ann Carver informed the group she would be meeting with City Council and County Preservation Commission to discuss money/grants available to repair historic buildings located in the park. With possible nomination of the park and or one of the buildings to the National Register.
- 3) Historic Walking Tour Map – Ann Carver informed the group that the walking maps will be ready soon.

Ann Carver stated that there was no further business before the board, this meeting adjourned at 6:23 pm

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Melinda Patrick, Chairperson

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Heather Bienko, Historic Preservation Officer