



HISTORIC PRESERVATION COMMISSION MEETING

City Council Chambers, 33 East Broadway Avenue Meridian, Idaho

Thursday, January 22, 2026 at 4:30 PM

MINUTES

ROLL-CALL ATTENDANCE

Blaine Johnston, Chair

Patrick Gittings, Vice Chair

Hailey Stewart

Ken Freeze

James Abdel-Monem

Harold Wilson

Heather Giacomo (absent)

City Staff: Arts and Culture Coordinator C. Schiffler, City Attorney B. Nary, and Planner N. Napoli were also in attendance.

B. Johnston called the meeting to order at 4:31pm.

ADOPTION OF AGENDA

Motion: P. Gittings moved to adopt the agenda.

Second: K. Freeze.

Approval: Motion carried unanimously.

APPROVAL OF MINUTES [ACTION ITEM]

- 1. Approve:** Minutes from the 12-12-25 Special Meeting of the Historic Preservation Commission

Motion: K. Freeze moved to approve the minutes.

Second: J. Abdel-Monem.

Approval: Motion carried unanimously.

NEW BUSINESS [ACTION ITEMS]

2. Election: 2026 Historic Preservation Commission Chair and Vice Chair Elections

Chair: B. Johnston volunteered to continue as Chair. No other nominations were made. Approval: B. Johnston elected as Chair unanimously [02:30].

Vice Chair: P. Gittings announced he was stepping down from the position.

P. Gittings nominated K. Freeze for Vice Chair.

Second: H. Wilson.

Approval: K. Freeze elected as Vice Chair unanimously [03:00].

3. Approve Project: Consultant Proposals for Water Tower National Register of Historic Places Nomination

Discussion: C. Schiffler reported that an RFP was sent to six consultants, resulting in four responses. A scoring rubric was used, and The Arrow Rock Group (TAG) was the highest-rated applicant with an average of 96/100 points. The proposed cost is \$7,475. B. Johnston noted that the cost will be covered by a \$7,500 payment from a developer as part of a separate Section 106 mitigation agreement. P. Gittings requested a summary of the project for the record, noting that SHPO recommended the Water Tower eligible for the National Register [08:08].

Motion: P. Gittings moved to recommend the City contract with TAG for the nomination work for an amount not to exceed \$7,475.

Second: K. Freeze.

Approval: Motion carried unanimously [11:08].

4. Review and Provide Comment: Development Application VanTrust AZ H-2025-0052 and VanTrust ZOA-2025-0002 and Impacted Properties with Historic Survey Forms

Discussion: B. Johnston expressed interest in documenting a Tudor home at 4925 Franklin Ave. with professional photographs before any development. B. Nary (City Attorney) clarified that the Commission can ask the owner for permission to photograph without needing Council approval. K. Freeze offered to take architectural photos if permitted. However, Planner N. Napoli clarified that while the application had a potential drawing that encompassed the property at 4925 Franklin, it is not part of the current VanTrust application and will remain as county property for the time being [16:00].

OLD BUSINESS [ACTION ITEMS]

5. Updates and Discussion:

Elongated Coin Machine

B. Johnston is waiting for written confirmation from J. Evers regarding sponsorship. The item was postponed for one month [17:16].

Social Media Subcommittee

Postponed for one month [17:43]. C. Schiffler noted that social media efforts are already working toward ADA compliance ahead of the April 1 deadline.

Planning for National Historic Preservation Month Activities (May 2026)

"Voices of Meridian": H. Wilson had several ideas for the commission (see attachment below) and suggested a panel discussion featuring long-time residents to share oral histories. P. Gittings suggested partnering with the Meridian Library District's unBound branch to record these stories as podcasts for long-term preservation [23:46]. **Action Items:** P. Gittings will contact the library district; H. Wilson will check for resources at the College of Western Idaho (CWI).

Oregon-California Trails Association: C. Schiffler shared that the association president is willing to give a presentation. The Commission scheduled a 20-minute presentation for the March meeting and an hour-long public presentation for May 16, concurrent with the walking tours [36:31].

SOP for Coordination of HPC and Current Planning Update

C. Schiffler reported progress in integrating updated SHPO/ICRIS data with the City's GIS system [38:11].

WORKSHOP

- 6. Special Workshop:** Preservation Commissioner Training for Idaho Cultural Resource Information System (ICRIS) ~ *State Historic Preservation Office (SHPO)*

*Note: Workshop will be held in-person, no hybrid option will be available for the workshop

The Commission transitioned to an in-person workshop in the conference room. See PPT slides below for presentation. This portion was not recorded/broadcast [38:55].

FUTURE MEETING TOPICS / DISCUSSION

- Planning for walking tour dates in May.
- Discussion on "America 250" integration.

NEXT MEETING: FEBRUARY 26, 2026

ADJOURNMENT

Meeting adjourned at 6:34.

***Portions of this document were drafted with support from Google Gemini AI. All content was edited and reviewed by Cassandra Schiffler, Arts & Culture Coordinator.**

Ideas for Meridian History Month 2026

1. From First Paths to City Lines: Meridian Before and After Settlement

Format: Guided walking tour + large-format map overlays

An interactive walking tour uses historical maps overlaid with present-day Meridian to show Indigenous travel corridors, early farms, irrigation canals, and city growth, connecting Meridian's 1890s founding to national westward expansion and land privatization following the Homestead era.

2. Meridian 1893: A Town Is Born During a Nation in Crisis

Format: Expert panel + audience Q&A

This panel explores Meridian's formal emergence in the early 1890s alongside major national events of the same year—including the **Panic of 1893**, rail expansion, and western settlement pressures—helping audiences understand how national economic forces shaped local development and connecting local founding moments to U.S. economic and political history while highlighting why preserving early structures, records, and stories matters today

3. Voices of Meridian: Living Memory and Community Change

Format: Live panel + recorded oral history archive

Long-time Meridian residents (50–60+ years) share firsthand stories of farming, downtown change, schools, and civic life, paired with historical context linking post-WWII growth, interstate development, and suburbanization to national trends.

4. Rails, Canals, and Co-ops: The Infrastructure That Built Meridian

Format: Interactive lecture + model displays

This event highlights rail service, irrigation canals, agricultural co-ops, and fire services that enabled Meridian's growth, situating them within U.S. infrastructure expansion and agricultural modernization of the late 19th and early 20th centuries.

5. Before Meridian: Indigenous Presence and Pathways in the Treasure Valley

Format: Educational talk + facilitated discussion

This session centers the **Northern Paiute and Shoshone** peoples whose seasonal travel and stewardship shaped the Meridian area long before settlement, connecting Indigenous displacement to broader U.S. expansion policies of the 19th century.

ICRIS

Idaho Cultural Resource Information System

for Certified Local Governments

Meridian Historic Preservation Commission

January 2026

ICRIS

Idaho Cultural Resources Information System

- Launched in January 2024
- Statewide system for survey and inventory tracking
- Enables efficiencies in our office regarding regulatory review, etc.
- National Park Service requirement to 'maintain a system for the survey and inventory of historic properties'
- <https://icris-history.idaho.gov/>
- Works best with Chrome or Firefox

Subscription & Permissions

- [How to Register Training Video](#)
- Guest, Basic, Basic+, Pro Basic
- Subscription unlocks additional features
 - Shapefile downloads
 - Work queues & workflow tracking
 - [Work Queues Training Video](#)
 - Additional GIS layers
 - Access to Survey 123 (only for newly recorded resources)

ICRIS Functions for CLGs

- Search, view, and download inventory of historic (unrestricted) resources
- Create, view, and manage ongoing CLG surveys
- Search and view past CLG surveys
- All abilities of Guest users
 - Public Historic Resources map
 - View list of active and recent Section 106 projects

Using ICRIS: Basic Functions

- Overview of modules
- Adjusting the screen display
- Best practices

Using ICRIS: Search

- Map search, tabular search, layers, basemaps, display fields
- Resource types
 - Sites (parks, historical sites)
 - Districts (campuses, residential districts, large ranches)
 - Buildings (farmsteads, sheds, factories)
 - Structures (bridges, silos, grain elevators, earthworks)
 - Objects (monuments, signs, boundary markers)
 - Linear Resources (canals, roads, railroads, trails)
- [Searching for Resources & Projects Training Video](#)
- [Resource Data Standards Guide](#)

Resource Map Symbolism

MAP COLOR KEY

-  Building, Structure, Object, or Site
-  Archaeology
-  District
-  Linear

Shape Outline

-  Overall Eligible
-  Overall Not Eligible
-  Overall Unevaluated

Individually eligible OR
contributing to an eligible
district

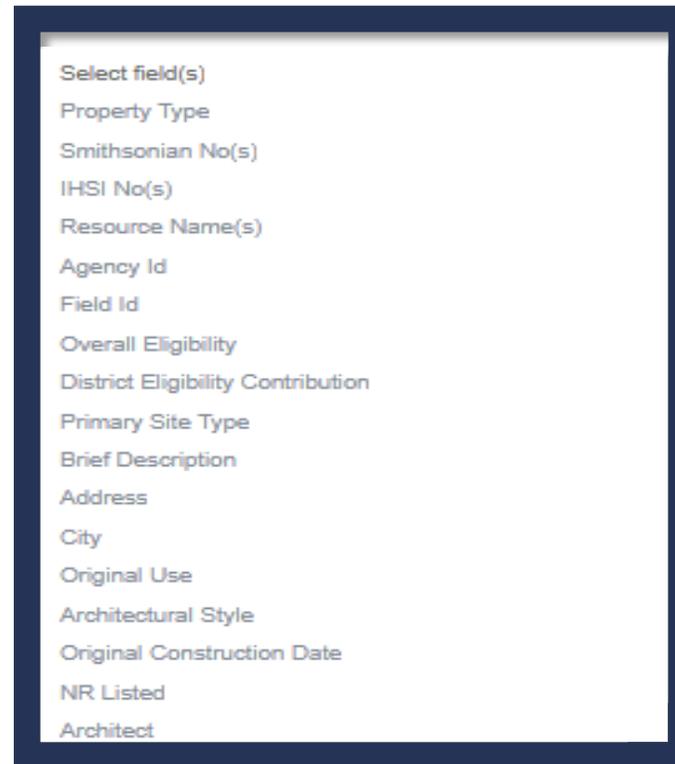
ICRIS Data

- Data comes from required documentation via Section 106, CLG surveys
- SHPO requires updates after 10 years have passed

Resources previously recorded in other formats must be updated in ICRIS upon re-visitation or if the resource will be adversely affected by the project. After which, resources must be updated after 10 years or before if changes to a resource have occurred upon re-visitation.

Using ICRIS: Downloading Data

- Two ways to download data
 - Search results
 - Project resources
- Two data formats
 - CSV/Excel (.csv)
 - Shapefile (.shp)
- Filter by eligibility, city, NR listed, date



Using ICRIS: Resource Records

- ICRIS-born resource records vs Legacy site forms
- A *resource record* includes
 - Resource name, ownership, description, history, eligibility
 - Property type, address, construction date, alteration/demolition date, feature information*, materials, architect/style
 - Photos, attachments, GIS, district information

Creating a New Project

- Project types
 - CLG Survey: Ideal for larger thematic or geographic surveys of multiple resources
 - Determination of Eligibility: Ideal for small or single resource reviews
- Project requirements
 - One project photo
 - All required form fields

Using ICRIS: Creating a New Project

- Project status
 - In progress: The project has not been submitted by the creator
 - Lead agency review: Project has been submitted to the lead agency; CLG will be the lead agency
 - Submitted to SHPO: SHPO is reviewing the project
- [Creating a New Project Training Video](#)
- [Project Data Standards Guide](#)

Project Map Symbolism

MAP COLOR KEY

-  Current Project Boundary
-  Current Project Buffer
-  Other Project Boundary
-  Building, Structure, Object, or Site
-  Archaeology
-  District
-  THPO
-  Linear

Resources Shape Outline

-  Overall Eligible
-  Overall Not Eligible
-  Overall Unevaluated

Creating & Updating Resources

- Requirements include
 - All required form fields
 - GIS map location
 - 2 JPEG photos
 - [Free Convert HEIC to JPEG converter](#)
 - [How to turn off HEIC format on iPhone](#)

Using ICRIS: Creating & Updating Resources

- Creating a new resource vs updating a resource (create a new version)
 - Eggers Farmstead
 - Meridian Water Tower
- [Creating a Resource Record Training Video](#)
- [Updating Resources Record Training Video](#)
- [Resource Record Data Standards Guide](#)

Using ICRIS: Organizations & Work Queues

- Organization pages
- Organization queue vs work queue
- Work queue vs project list
- ICRIS status
- [Work Queues Training Video](#)

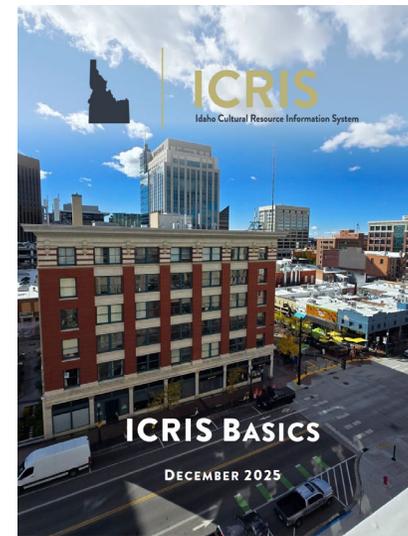
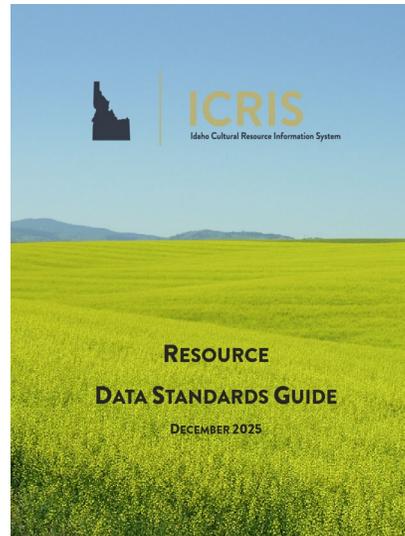
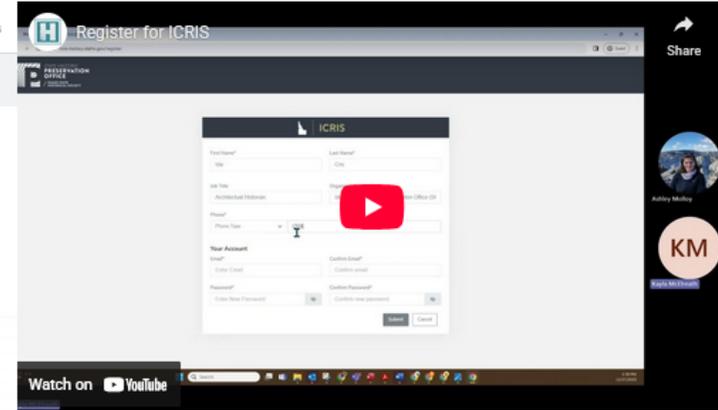
Assistance

- [All Training videos](#)
- [All Written guides](#)
- Email icris@ishs.idaho.gov

ICRIS Training

ICRIS Trainings 14 Videos

- ▶ Register for ICRIS
- ▶ ICRIS Org Pages and Subscriptions
- ▶ ICRIS General Public Resource Search and Sectio
- ▶ ICRIS Work Queues and Assigning Projects
- ▶ ICRIS Searching for Resources, Surveys, and Proj
- ▶ Creating a New Project
- ▶ Creating a New Survey



Discussion & Feedback



- Questions?
- Comments?
- [Survey](#)