



HISTORIC PRESERVATION COMMISSION SUBCOMMITTEE MEETING

Parks and Rec Conference Room, 33 East Broadway Avenue Meridian, Idaho

Wednesday, August 23, 2023 at 10:00 AM

MINUTES

ROLL-CALL ATTENDANCE

☐ Blaine Johnston

☒ Debra Pitts

☒ Patrick Gittings

Also present was Meridian Arts and Culture Coordinator, Cassandra Schiffler.

D. Pitts volunteered to act as Chair for this meeting.

ADOPTION OF AGENDA

P. Gittings made motion to adopt agenda, seconded by D. Pitts

All ayes

NEW BUSINESS [ACTION ITEMS]

- 1. Planning:** Review Example RFP Documents and Develop an RFP for Creating an Updated Meridian Historic Preservation Plan

Commissioners discussed how to develop an RFP and the example RFPs attached to the agenda packet. D. Pitts expressed the need to define the plan's purpose and to give the commissioners an opportunity to define what is important. Topics that the commission might give feedback on include community involvement, government, SWOT analysis, updating current plan info, etc. P. Gittings suggested a survey. P. Gittings and D. Pitts will communicate via email about survey questions to send to the commission for responses. P. Gittings will create the survey via SurveyMonkey and send out to the commission.

NEXT MEETING: TBD, 2023

September 8 at 10:30 AM

ADJOURNMENT

D. Pitts motioned to adjourn, seconded by P. Gittings.

Meeting adjourned at 11:05