



HISTORIC PRESERVATION COMMISSION MEETING

City Council Chambers, 33 East Broadway Avenue Meridian, Idaho

Thursday, August 28, 2025 at 4:30 PM

MINUTES

ROLL-CALL ATTENDANCE

☒ Blaine Johnston, Chair

☒ Patrick Gittings, Vice Chair

☐ (Vacant)

☒ Ken Freeze

☐ (Vacant - Youth)

☒ Debra Pitts

☐ Heather Giacomo

City Staff Cassandra Schiffler (Arts and Culture Coordinator), Sarah Alford (Arts Assistant) and Bill Nary (City Attorney) were also present.

ADOPTION OF AGENDA

K. Freeze motioned to adopt and P. Gittings seconded.

All ayes.

APPROVAL OF MINUTES [ACTION ITEM]

1. **Approve:** Minutes from the 7-24-25 Meeting of the Historic Preservation Commission

K. Freeze motioned to approve the minutes and P. Gittings seconded.

All ayes.

NEW BUSINESS [ACTION ITEMS]

2. **Presentation:** America 250 Planning ~ *Jacob Cluff, Community Relations and Policy Advisor, Mayor's Office*

J. Cluff gave a presentation on a task force he is leading to celebrate America's 250th anniversary. This will celebrate America, thank servicemen and women, and bring patriotism to the community. The committee is tasked with creating events, educational items, tasks, and more for America 250 in 2026. There are three concepts they have for events: Flag Day, Fourth of July, and First Responders Celebration.

K. Freeze wondered if they were looking for sponsorships and wondered what some of the ideas have been and if there will be souvenirs for attendees. J. Cluff stated he would have to follow up with him on a tangible item people would bring home, but there are talks about a legacy project of some kind. One of the ideas is to give the City of Meridian a bell for display. K. Freeze also asked about signage for celebrating America 250. J. Cluff stated there will be signage and they are trying to keep it in line with the state assets for America 250.

P. Gittings wondered if they were thinking of a parade or something at a park for the Fourth of July celebration. J. Cluff said there was some thought around the Dairy Days Parade and integrating some America 250 vintage pieces, period clothing, and memorabilia into that event. B. Johnston asked if J. Cluff is looking for anything from the HPC. J. Cluff clarified that his presentation is more informational but in the future they are looking for ideas from HPC. C. Schiffler brought up an item the America 250 committee had already discussed called, the "Meridian Minute." This would be a paragraph in the City Newsletter that says something about history. She suggested this would be a great opportunity for the HPC to contribute some knowledge or writing.

OLD BUSINESS [ACTION ITEMS]

- 3. Historic Walking Tours:** August 16 Tour led by Gittings and Johnston; Final Tour on September 20 scheduled with Freeze and Johnston

P. Gittings led the tour with fifteen residents and everyone seemed interested. B. Johnston helped support the tour and said it was a good turnout. B. Johnston stated he will be out of town for the next tour so K. Freeze should ask for help if he needs it. This will also be the final tour. P. Gittings suggested a handout with the web addresses for more resources to give out on the tours. P. Gittings stated he would be willing to put something together and have it on the agenda for next month. B. Johnston said he had no problem, however, he asked B. Nary if the commission would need to approve the document or if they could just hand it out on the tour. C. Schiffler stated she felt confident in answering and said there is no need to approve it. C. Schiffler volunteered to design and format the information if P. Gittings supplies the content.

- 4. Updates:** Addition to the Virtual Tour on Main Street Site by HullFilm, Potential National Historic Register Nomination of the Zamzows Mill, Elongated Coin Machine, Historic Preservation Plan Progress

C. Schiffler announced the addition is complete, she didn't receive any concerns, edits, or feedback from the commission after she sent it to them, so she approved the work and is processing the invoice.

B. Johnston stated there are no updates from Zamzows.

B. Johnston talked with J. Everts and he is interested in sponsoring the coin machine. J. Everts will talk with the mayor and thinks the best location for the machine would be City Hall. B. Johnston asked K. Freeze to give us more detailed information at the next meeting about the exact cost, etc. K. Freeze stated he has discussed with councilmen L. Cavener and he is interested in trying to get money into the next budget year for the coin machine. L. Cavener would like the machine to be free. K. Freeze suggested using a fridge dolly to move the machine outside of City Hall on Saturdays for the walking tour. B. Johnston stated that it is a logistics problem to discuss in the future.

C. Schiffler stated the consultant is working on the draft of the HPC plan. It should be ready for review at the next meeting. City staff is looking for more feedback from council on the goals, objectives, and strategies since they change the nature of the HPC from more educational and celebratory to being part of the development process. C. Schiffler is going to request to present to council on September 9th. B. Johnston requested that she confirm if she gets on the agenda and C. Schiffler stated she would confirm.

NEXT MEETING: September 25, 2025

K. Freeze asked if he could add one more item and B. Johnston responded that technically he couldn't, but they could discuss future agenda items. K. Freeze wanted to say he went to the council workshop session for the MDC "Destination Downtown" presentation the other day. B. Johnston stated he would like to talk about the destination downtown with MDC at the next meeting.

ADJOURNMENT [ACTION ITEM]

P. Gittings motioned to adjourn, and K. Freeze seconded.

All ayes.