RALEIGH HISTORIC DEVELOPMENT COMMISSION
Minutes of the Business Meeting
Tuesday, July 19, 2016 - 222 W. Hargett St., Room 305

I. CALL TO ORDER

Chair Sarah David called the meeting to order at 7:48 am. A quorum was declared following roll call.

A. Roll Call: Martha Lauer, Executive Director, called the roll as follows:
Present: Nicole Alvarez, Elizabeth Caliendo, Sarah David, Don Davis, Sabrina Goode, Esther Hall, John Hinshaw, Laurie Jackson, Caleb Smith
Excused: Jenny Harper, Jimmy Thiem
Other: Martha Lauer, Executive Director; Tania Tully Preservation Planner

B. Welcome

C. Approval of Agenda: Mr. Smith moved for approval of the agenda; Mr. Hinshaw seconded; motion carried 9/0.

D. Approval of Minutes: Mr. Smith moved to waive reading of and approve the June minutes; Mr. Davis seconded; motion carried 9/0.

II. FINANCES

A. 2016-17 Budget

B. HPF Grant Award

C. North State Bank Account

D. Staff

III. NEW BUSINESS

A. Southern Gateway Corridor Plan – Dhanya Sandeep: Ms. Hall made a motion to explore Caraleigh and Fuller Heights as a local district and that a memo be drafted; Ms. Jackson seconded; motion carried 10/0.

B. Lustron House Revolving Fund Loan Request: Ms. Hall made a motion to approve the fund request of up to $100,000; Mr. Davis seconded; motion carried 10/0.

IV. COMMITTEE REPORTS

A. Certificate of Appropriateness Committee
   1. June 23rd Meeting

B. Research Committee
   1. Oak Grove Archaeological Survey: Mr. Hinshaw made a motion to approve an expenditure of up to $6,000 the archaeological survey; Mr. Smith seconded; motion carried 10/10.
   2. Raleigh Architectural Survey Update

C. Community Awareness Committee
   1. Method Day: Ms. Jackson reported using sign up genius for the event.
   2. Mobile Tours: Oberlin Village and Method: Mr. Davis made a motion to spend up to $3,000 for the mobile tours; Mr. Smith seconded; motion carried 10/0.

D. Nominations Committee
   1. Strategic Plan

V. STAFF REPORT

A. Design Guidelines Update
B. Code Violations – Vacant & Closed List
C. Community Development Division Housing Reviews

VI. NEWS OF OTHER ORGANIZATIONS

See as listed in agenda.

VII. OTHER BUSINESS

A. Dr. M.T. Pope House Statewide Significance: Ms. Jackson made a motion to assign this to the nominations committee; Mr. Hinshaw seconded; motion carried 8/0.

VIII. ADJOURMENT

With no further business, the meeting adjourned at 9:11 am.

Sarah David, Chair
Raleigh Historic Development Commission

Teresa Young, Administrative Support
Raleigh Historic Development Commission