



**CITY OF WARRENSBURG, MISSOURI
HISTORIC PRESERVATION COMMISSION
MUNICIPAL CENTER
200 S. HOLDEN ST., WARRENSBURG, MO 64093**

**MEETING AGENDA
JUNE 27, 2018
4:00 PM**

1. Call To Order
2. Roll Call
3. Minutes Of Previous Meetings

3.I. April 25, 2018

Documents:

[DRAFT_MINUTES.PDF](#)

4. Election Of Officers
5. Requests And Petitions Presented
6. Motions, Resolutions, And Recommendations
7. Other Business And Appearances
 - 7.I. Brief Of The Historic Preservation Conference
 - 7.II. Brief Of The FY19 Budget
 - 7.III. Review And Discuss Of 2018-2019 HPC Strategic Action Plan

Documents:

[2018-2019 - HPC STRATEGIC ACTION PLAN WITH ACTIONS.PDF](#)

8. Comments Of Commissioners / Staff / Public
 - 8.I. Next Meeting Scheduled On July 25, 2018 At Municipal Center At 200 S. Holden Street
9. Adjournment



CITY OF WARRENSBURG, MISSOURI
MINUTES

HISTORIC PRESERVATION COMMISSION
April 25, 2018

1. Call to Order

Acting as Chair, the meeting was called to order by Karen Hicklin at 4:03 p.m. at the Municipal Center, 200 S. Holden St., Warrensburg, MO.

2. Roll Call

Roll was called and members present included Deanna Westenhaver, Karen Hicklin, Andrea Glinn and Carla Prael. Kristin Pack, City Planner, was also present.

3. Minutes of Previous Meetings

Members reviewed the minutes from the March 25, 2018, Historic Preservation Commission meeting. Westenhaver moved to approve the minutes. Prael seconded. Approved 4-0.

4. Requests and Petitions Presented – none

5. Motions, Resolutions, and Recommendations

I. 2018 Architectural Scavenger Hunt

Pack presented the Architectural Scavenger Hunt with the changes requested. The Commission discussed locations where the scavenger hunt flyer could be placed throughout downtown. Westenhaver motioned to approve the 2018 Architectural Scavenger Hunt. Prael seconded. The motion was passed 4-0.

II. 2018 Notable Structures and Preservation Opportunities Booklet

Pack presented the proposed 2018 Notable Structures and Preservation Opportunities Booklet with the changes requested. Pack stated the gas station off Old Highway 13 was not included because she was unsure since the building was located outside of City Limits. Prael stated the intention of the booklet when it was created was to have buildings inside City Limits. The Commission noted some grammatical corrections in the booklet. Prael motioned to approved the 2018 Notable Structures and Preservation Opportunities Booklet with the stated corrections. Glinn seconded. The motion passed 4-0.

III. 2018 National Preservation Month Proclamation

Pack presented the proposed National Preservation Month Proclamation and stated the only addition from 2017 was the statement for the walking tour. Westenhaver moved to approve the 2018 National Preservation Month Proclamation. Prael seconded. Approved 4-0.

6. Other Business and Appearances

I. Planning for Historic Preservation Month

Staff and the Commission discussed the upcoming National Historic Preservation Month dates for May including but not limited to, the proclamation will be read at the May 14 City Council meeting and Lee's Summit is offering a lecture on May 24. The Commission discussed the prizes for the Architectural Scavenger Hunt.

7. Comments of Commissioners/Staff/Public

Pack asked the Commission if they wanted to meet for the May 23 regular meeting since the Historic Downtown Walking Tour is May 22. The Commission agreed to cancel the May 23 meeting and meet again on June 27.

8. Adjournment

Prael moved to adjourn. Glinn seconded. Approved 4-0 and the meeting adjourned at 4:51 p.m.

Date: _____

Chairperson

Goal 1

Increase community awareness of the importance and benefits of preservation

Build on annual Preservation Month activities.

Continue and expand upon the Architectural Scavenger Hunt, with an emphasis on involvement with the local schools.

- Reduce the "Adult" Scavenger Hunt from 12 Items to 6 Items with map located on the back
- Create a "Kids" Scavenger Hunt with 6 Items with emphasis on finding the Architectural Style of a building or on finding Building Materials

Continue to publish an annual Notable Structures & Preservation Opportunities booklet in May.

Develop a Warrensburg Heritage Show where citizens are encouraged to bring in locally relevant historical items for display during May.

Develop the Downtown Walking Tour including training on presentation and tour information, and partner with Warrensburg Main Street and the Johnson County Historical Society

Develop additional Historic Warrensburg tours and events including,

Front Porch Tour of local landmark and National Register of Historic Places properties.

~~Continue Fright Nights celebration. Collaborate with local schools to involve students.~~

Partner with Trails Regional Library to have a National Preservation Month table with Historic Preservation materials and sponsor a reading event with preservation books for children.

Reach out to Johnson County Hospice to partner with their 2019 Holiday Homes Tour.

- Sponsor boards outside each house with information on its history, historical context or architectural characteristics/style

Long term goal to integrate self guided tours with the Warrensburg Convention & Visitors Bureau through an app or other interactive media.

Host 2021 Missouri Preservation Conference.

Issue press releases and proclamations for Historic Preservation Month, National Register of Historic Places listing, local landmarks, and other preservation related events and milestones.

Work with local media outlets to have Historic Preservation Commissioners and staff share information on a quarterly basis.

~~Coordinate with historic property owners to have Commissioners tour properties quarterly to increase their knowledge of historic resources in Warrensburg.~~

Coordinate on a quarterly basis to increase public awareness with webinars, presentations, and on-site education such as surveys and mini-tours.

Overlapping goals

Encourage fundraising activities for local preservation projects and groups, as detailed under Goal 3.

Goal 2

Increase formal recognition of historic properties

Encourage National Register of Historic Places nominations.

~~Continue the process of listing the Holden and Pine Streets Commercial Historic District.~~

Re-evaluate the eligibility of the West Gay Street Residential Historic District recommended by Tiffany Patterson of SHPO in 2010.

Long term goal of establishing assistance for property owners wanting to complete a National Register of Historic Places nomination.

- Ideas?

- Create a self-funded nomination process for property owners eligible for listing under the Multiple Property Documentation Form

Encourage Local Landmark and Local District nominations. Reach out to property owners of notable and significant properties.

Apply for a Historic Preservation Fund Grant to complete a cemetery survey, including a preservation plan and maintenance plan.

- Nomination to the National Register of Historic Places once the cemetery survey is completed?

Overlapping goals

Build on annual Preservation Month activities, as detailed under Goal 1.

Develop Historic Warrensburg Tours, as detailed under Goal 1.

Commissioner tours, as detailed under Goal 1.

Goal 3

Strengthen community partnerships

Warrensburg Convention & Visitors Bureau

Continue efforts to create tours and other events in collaboration with WCVB, as detailed under Goal 1.

Johnson County Historical Society

Continue efforts to create tours and other events in collaboration with the Historical Society, as detailed under Goal 1.

Continue to hold an annual membership with the Historical Society.

Prioritize one seat on the Commission to be held by a representative chosen in collaboration with the Historical Society.

Main Street

Continue efforts to create tours and other events in collaboration with Main Street, as detailed under Goal 1.

Prioritize one seat on the Commission to be held by a representative chosen in collaboration with Main Street.

Trails Regional Library

Continue efforts to create tours and other events in collaboration with the library, as detailed under Goal 1.

Local Schools

Continue to look for opportunities to involve primary and secondary education students throughout Johnson County in events, both as participants and coordinators.

Look for opportunities to utilize University of Central Missouri students, and students of other Missouri institutions, to further preservation goals.

Media

Strengthen relationship with local media outlets to encourage stories relating to preservation efforts and events.

Goal 4

Strengthen technological resources that assist with identifying, monitoring, and protecting historic resources

Maintain the Historic Warrensburg GIS Database including information on,

National Register Listings

Local Landmarks & Districts

Cultural Resource Survey

Long term goal of finding a means to make historic information readily accessible to the public electronically.