



## ***Yellowstone Historic Preservation Board***

*A Certified Local Government (CLG)*

*Program representing four governing bodies:*

*City of Billings  
City of Laurel*

*Yellowstone County  
Crow Tribe*

### **MEETING MINUTES**

*April 19, 2011*

**Members Present** – Nancy Curriden, Kyle Rickoff, Warren Osik, Bill DuBeau, Julie Larsen

**Members Absent** – Kathleen Armstrong, Monica Weldon

**Staff Present** – Lora Mattox and Kevin Kooistra-Manning

**Others Present** – Lynda Woods, Community Development Division

The minutes of the February meeting were approved on a motion by Julie, seconded by Nancy. Minutes approved.

**Public Comment** – None

**Western Pawn** – This item is tabled until next month due to the applicant not being ready to submit.

**CDBG Rehab Project Review – 2710 Vigilante Trail** – This is a HUD CDBG project and includes the replacement of windows and doors. The house was constructed in 1953 and previous work has been completed on the property. The only comment included the desire by the board not to have a arched pane on the front door.

**SHPO Contract/Electronic Downtown Walking Tour** – Lora reviewed the update on the SHPO grant, the contract has been received and signed by the City. It was sent back to the State for its signature. Once the executed contract is returned we can officially begin work on the project. Lora will check on the requirements for acquiring bids for this project. Due to the low amount of the grant, Lora believes we can abide by state and city standards through phone bids. Lora discussed that on a warmer and nicer day, that she and Kevin may walk the downtown and determine the path to correspond to the web based layout. Kyle will continue to be our liaison to the web based consultants for reference; he has an excellent layout concept. At the next meeting we will be able to brainstorm this project more, be thinking about the design and information to include in the marketing, i.e., postcard vs. brochure information, outreach, etc.

**2011 Work Plan** – Per discussion last month, Lora has updated and edited the Work Plan for 2011-2012. The board had no additions or corrections.

**Consultant's Report - Below**

*YELLOWSTONE HISTORIC PRESERVATION BOARD*

**Tuesday, April 19, 2011**

*Report by Kevin Kooistra-Manning*

*North Elevation National Register Nomination:*

Spoke briefly with Shauna Kerr about National Register nomination for North elevation. They have materials that can be incorporated into nomination. Kevin needs to start writing larger nomination.

*Historic Preservation Roundtable:*

YHPB hosted the March 15 Historic Preservation Roundtable at the Babcock Theater. Format was well-received and heard many positive comments about the high speed powerpoint. Food from IGA and Costco and cost for the Awards were submitted to Lora Mattox at County Planning.

In regards to the Roundtable, we had very positive comments from. The Babcock was a great place for the event and we will plan on booking this location in advance to ensure no double booking. There was also discussion on expanding and inviting the History Department of MSU-B and other schools to include more participation. The question arose as to whether it would be better to have an evening event to allow more audience participation. Kevin will conduct a survey of participants to see if there is any concern or comments about moving the time of the event.

**Historic Preservation Officer Report** – Lora mentioned the contract work for the 3 grants going right now for the YHPB, the 2010-2011 CLG grant is wrapping up, the 2011-2012 CLG grant is just getting going and the work on the SHPO grant for the Walking Tour project.

**Board Roundtable** – None.

The next meeting is scheduled for Tuesday, May 24, 2011 at 8:00 a.m. The meeting will be held in the large conference room, 4<sup>th</sup> floor Library.

Meeting adjourned.