

**HISTORIC DISTRICT COMMISSION (HDC) MEETING AGENDA
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET
WEDNESDAY, DECEMBER 20, 2023 - 5:30 PM**

- I. Call to Order / Roll Call / Pledge of Allegiance
- II. Petitions from the Public (*members of the public have 5 minutes to speak*)
- III. Acceptance of Agenda
- IV. Approval of Minutes from November 15, 2023 Regular Meeting
- V. Unfinished Business
 - 1. KNHPAC Heritage Grant (Street Sign Project)
 - 2. Building Assessments in the Historic District
 - 3. HDC Documents:
 - i. Permits for Certificate of Appropriateness
- VI. New Business
 - 1. Applications for Certificate of Appropriateness (*none*)
 - 2. Administrative Approvals (*none*)
 - 3. FY 25 Budget
 - 4. HDC coordinator Report
 - 5. Architectural Advisor Report
- VII. Announcements and/or Comments
- VIII. Comments from the Public (*members of the public have 5 minutes to speak*)
- IX. Adjourn

HISTORIC DISTRICT COMMISSION (HDC) MEETING MINUTES - DRAFT
CALUMET VILLAGE TOWNHALL, 340 SIXTH STREET
WEDNESDAY, NOVEMBER 15, 2023 - 5:30 PM

Present: Chair Voelker; Commissioners Dronet, Geisler, Green, HDC coordinator Haselden

Absent: Commissioner Que; Architectural Advisor Arnold

Also Present from the Village:

Present from the Public:

I. Call to Order / Roll Call / Pledge of Allegiance

Voelker called the meeting to order at 5:30pm with roll call and led the Pledge of Allegiance.

II. Petitions from the Public (*members of the public have 5 minutes to speak*)

None.

III. Acceptance of Agenda

Dronet moved, seconded by Geisler to accept the agenda as presented.

Motion Carried 4/0

IV. Approval of Minutes from September 20, 2023 Regular Meeting

Geisler moved, seconded Dronet to approve the minutes as presented.

Motion Carried 4/0

V. Unfinished Business

1. KNHPAC Heritage Grant (Street Sign Project)

No update. Project still in process.

VI. New Business

1. Applications for Certificate of Appropriateness (*none*)

2. Administrative Approvals (*none*)

3. HDC Documents:

i. Actual permit for Certificate of Appropriateness?

Discussion. Green has info from other historic districts and will share for possible template. Considering two permits, one for a COA public hearing and one for an approve projects.

4. Building Assessments in the Historic District.

Discussion. Board to review the National Park assessment.

5. FY 25 Budget

Haselden reviewed the HDC FY 24 Budget and updated budget v actual as of October as well as draft budget for FY 25.

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6. HDC coordinator Report

Updates from Haselden.

7. Architectural Advisor Report

None.

VII. Announcements and/or Comments

None.

VIII. Comments from the Public (*members of the public have 5 minutes to speak*)

None.

IX. Adjourn

Dronet moved, seconded by Green to adjourn the meeting at 6:09pm.

Motion Carried 4/0

Respectfully Submitted,

Megan Haselden, HDC coordinator

Abe Voelker, Chair

FY 2024 BUDGET

ACCOUNT DESCRIPTION	ACTUAL FY 2022	ACTUAL FY 2023	BUDGET FY 2024	ACTUALS AS OF OCTOBER	PROPOSED BUDGET FY 2025	NOTES
REVENUES(AND OTHER SOURCES)						
Permit Fees	\$60	\$120	\$60	\$40	\$120	
GIS Grant	\$0	\$0	\$0	\$0	\$0	
Transfers from:						
DDA	\$2,000	\$2,500	\$2,500	\$0	\$2,000	
General Fund (from KNHP Grant)	\$9,000	\$2,000	\$2,000	\$0	\$2,000	
Total Revenues	\$11,060	\$4,620	\$0	\$40	\$4,120	
EXPENDITURES(AND OTHER USES)						
Administration/Salaries	\$3,000	\$3,000	\$3,000	\$1,250	\$2,000	To VOC General Fund
Advertising/Promotion/Outreach	\$615	\$103	\$100	\$0	\$750	Increased outreach
Professional Services	\$42	\$260	\$200	\$0	\$200	Share of audit
Conference Fees	\$0	\$366	\$0	\$75	\$500	Conferences/Trainings
Travel Expense	\$0	\$0	\$400	\$0	\$250	For Conferences
GIS Survey	\$4,998	\$0	\$0	\$0	\$0	
Memberships	\$0	\$150	\$200	\$50	\$250	MHPN Membership; NAPC Membership
TOTAL EXPENDITURES	\$8,655	\$3,879	\$3,900	\$1,375	\$3,950	
NET REVENUES(EXPENDITURES)	\$2,405	\$741	(\$3,900)	(\$1,335)	\$170	
Fund Balance Beginning of Year	\$4,881	\$7,286	\$8,027	\$8,027	\$6,692	
Fund Balance End of Year	\$7,286	\$8,027	\$4,127	\$6,692	\$6,862	