

## MINUTES

Pine Bluff Historic District Commission Meeting  
September 16, 2011  
3:00 P.M.

The Pine Bluff Historic District Commission met on Friday, September 16, 2011 at 3:00 p.m. in the Mayor's Conference Room.

The meeting was called to order by Chairperson, Commissioner Dee Herring.

**Roll Call:** There were six (6) commissioners present: Commissioners Dee Herring, Marlene Davis-Lily, Dave Sadler, Chad Kelley, Jack Stradley and Darnell Hawkins. Others present were: Robert Tucker and Amy Widner (from the Pine Bluff Commercial).

**Minutes:** The Minutes from the previous meetings were reviewed. A motion was made by Commissioner Dave Sadler to approve minutes from July 15, 2011 meeting. The motion was second by Commissioner Marlene Davis-Lily. Motion approved. A motion was made to approve minutes from the August 19, 2011 meeting by Commissioner Darnell Hawkins and was seconded by Commissioner Jack Stradley. Motion approved.

**Financial Report:** Robert Tucker reported the Commission's balance on hand was \$5,520.90. A \$1,200.00 deposit was made to the account reflecting the city's receipt of the 2011 Certified Local Government (CLG) grant from the Arkansas Historic Preservation Program (AHPP).

### **Old Business**

- **Boone Murphy House Update:** Mr. Tucker indicated that advertising for bids for the first portion of the second phase of work on the project will occur on or around October 1, 2011. This work will begin with interior demolition of dilapidated interior sheetrock, followed by electrical and plumbing rough-in, sewer reconnections and installation of a new energy efficient HVAC system. It is hoped that this work will be completed by the end of the year.

### **New Business**

- **Commercial Historic District:** Mr. Tucker informed the commission that the city council read the district designation ordinance three (3) times at the 9/6/11 hearing and voted to approve it. Chairperson Herring asked what the next step would be. Mr. Tucker replied that it would be to begin preparation of the design guidelines document for the Downtown Historic District, just like was done for the Fifth Avenue Historic District. Commissioner Hawkins asked what the guidelines would cover and a general discussion followed regarding the preservation of historic character and detailing, appropriate massing and scale and other elements which the guidelines would discuss.

Chairperson Herring discussed the advisability of getting design guideline documents from other, similar historic districts, such as Argenta, Hot Springs, Little Rock and maybe Texarkana. Mr. Tucker said he had contacts in Texarkana and Hot Springs, while Ms. Herring stated she had contacts in LR and NLR.

Tucker stated he would investigate and determine what the public review and adoption process is for design guidelines. Commissioner Sadler stated he would help Mr. Tucker to prepare the guidelines.

- **Saenger Theater Update:** Commissioner Sadler briefed the commission on the upcoming fundraiser kick-off event for the Saenger Theater. It will be held at the Reynolds Center at 2:30pm on Saturday, September 17. He mentioned that there has been some negativity activity by others on the Saenger Facebook page. He also stated that the Old Towne Theaters Center (OTTC) will be operating a booth to sell T-shirts at the upcoming “Smoke on the Water” barbecue event at Regional Park on Saturday, September 17. Finally, he mentioned that he and other members of the OTTC board will visit other restored Saenger Theaters in order to learn more about how they operate. This effort will lead to the development of best management practices (BMPs) for use going forward in the effort to renovate the Saenger Theater here in Pine Bluff.

With no further discussion, a motion was made and seconded to adjourn.