

**Charlotte-Mecklenburg
HISTORIC LANDMARKS COMMISSION
January 9, 2023
Virtual Meeting
6:01 p.m. – 7:01 p.m.**

Draft Minutes

Present

Victoria Archibald/County
Robert Barfield/County/HLC Secretary
Akadius Berry/County
Lesley Carroll/County
Brian Clarke/County/HLC Vice Chair/Survey Committee Chair
Andra Eaves/County
William Hughes/City/HLC Chair
Edwin Wilson/City/HLC Treasurer
Stewart Gray, HLC Historic Resources Program Manager
Elizabeth Stuart, HLC Senior Administrative Support Assistant
Tommy Warlick, HLC Consulting Preservation Planner
Leslie Johnson, Deputy County Manager

Absent

Nadine Ford/City

Note: This meeting was held virtually through the Microsoft Teams video conferencing platform.

1. Consideration of Minutes

Commissioner Barfield presented a motion seconded by Commissioner Wilson that the minutes for the December 12, 2022, meeting of the Historic Landmarks Commission be approved. The Commission unanimously approved the motion.

2. Chair's Report: William Hughes

Chair Hughes stated that Jack Thomson is no longer Executive Director of the Commission and asked the Commission to give the same level of respect to Historic Resources Program Manager Gray as he fills this role in the interim. Chair Hughes thanked the Commission for their work throughout the past year.

3. Public Comment Period (Up to 3 Minutes Per Person)

Chair Hughes noted that this is the period for public comments on any item within the Commission's purview that does not include quasi-judicial matters. No members of the public made comments.

4. Financial Report: Stewart Gray

Gray reported that the revolving fund current balance is approximately \$4.5 million. He noted that staff had a meeting with the department's financial advisor prior to Executive Director Thomson's departure. Gray stated that he will be meeting with the financial advisor periodically to reconcile the revolving fund balance. He reported that a reconciled balance should be available at the February meeting.

Commissioner Barfield asked for elaboration on this reconciliation.

Gray explained that Thomson used information produced by the Asset and Facility Management department, but that the Commission now has a new financial analyst who is double-checking the accuracy of previous records.

5. Consideration of Right of First Refusal for the McQuay House, 3200 Tuckaseegee Road, Charlotte

Commissioner Wilson presented a motion seconded by Commissioner Berry that the Historic Landmarks Commission convene in closed session. The Commission unanimously approved the motion.

Commissioner Wilson presented a motion seconded by Commissioner Eaves that the Historic Landmarks Commission reconvene in open session. The Commission unanimously approved the motion.

6. Reaffirmation of the Recommendation of Landmark Designation for the Renfrow Commercial Properties: Tommy Warlick

Consulting Preservation Planner Warlick reminded the Commission that in the Fall they recommended proceeding with landmark designation of the Renfrow Commercial Properties to the Town of Matthews. Warlick explained that staff sent the designation report to the State Historic Preservation Office for comment, which was recently received. He noted that the comments focused on the physical buildings. He stated that Susan Mayer, consultant, has strengthened the statements of integrity and significance.

Gray stated that Mayer's changes address concerns appropriately and that staff continues to believe that the property is a good candidate for landmark designation.

Chair Hughes noted that the designation report has been repeatedly altered. He thanked staff for ensuring African American history related to these properties was incorporated.

Commissioner Wilson presented a motion seconded by Commissioner Barfield that the Historic Landmarks Commission recommend to the Town of Matthews that it process the Renfrow Commercial Properties for historic landmark designation including the exteriors of the ca. 1900 frame building, the ca. 1920 gin operator's house, and the ca. 1950 brick commercial building and the associated tax parcels. The Commission unanimously approved the motion.

7. Consideration of Updates to the HLC Rules of Procedure: Stewart Gray

Gray reported that the Rules of Procedure have been revised to reflect changes the Commission has already voted to implement but which have not yet been added to the document. Gray reviewed the changes that were necessary since the Design Review Committee no longer exists.

Chair Hughes thanked staff and Vice Chair Clarke for their work on revising the Rules of Procedure.

Vice Chair Clarke presented a motion seconded by Commissioner Carroll that the Historic Landmarks Commission adopt the changes to the Rules of Procedure as presented. The Commission unanimously approved the motion.

8. HLC Staff Report

A. Deputy County Manager Leslie Johnson will update the Commission at the February 13 meeting on the process of hiring a new Director for the HLC.

Deputy County Manager Johnson stated that she will have more information regarding the Director position at the February meeting.

B. HLC 2022 End of Year Review

HLC staff presented the 2022 end of year review.

Chair Hughes stated that the revolving fund is doing well.

Commissioner Wilson thanked staff for their work on the Adventure Club.

C. HLC Ongoing Projects and Initiatives

Gray stated that staff have many ongoing initiatives. He asked for the Commission's patience during this transitional period.

D. Adventure Club February Outing

HLC Senior Administrative Support Assistant Stuart stated that the Adventure Club will be heading to the Charlotte Coliseum on February 18 at 2:30 p.m. for a tour of the Coliseum and Ovens Auditorium before the Charlotte Checkers Hockey Club hits the ice.

9. Old Business

There was no old business.

10. New Business

There was no new business.

Commissioner Berry presented a motion seconded by Commissioner Carroll that the meeting of the Historic Landmarks Commission adjourn. The Commission unanimously approved the motion.

The meeting adjourned at 7:01 p.m.