

**NOTICE OF MEETING TO BE HELD BY THE
HISTORIC PRESERVATION COUNCIL
WEDNESDAY, MAY 31, 2023 - 9:00 AM
CITY HALL, COMMISSION CHAMBERS, 3RD FLOOR
1300 HOUSTON AVENUE, MCALLEN, TEXAS 78501**

AGENDA

At any time during the course of this meeting, the Historic Preservation Council may retire to Executive Session under Texas Government Code 551.071(2) to confer with its legal counsel on any subject matter on this agenda in which the duty of the attorney to the Historic Preservation Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. Further, at any time during the course of this meeting, the Historic Preservation Council may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code.

Public Comment (Individuals wishing to speak regarding an agenda item)

CALL TO ORDER -

1. Minutes

- a) Approval or Disapproval of Minutes held on February 15, 2023

2. Information Only

- a) Information regarding upcoming Texas Historical Commission Workshop

3. Adjournment

If any accommodations for disability is required, please notify the planning department at (956-681-1250) 72 hours before the meeting date with regarding to any item, the Historic Preservation Council may take various actions, including but not limited to rescheduling an item entirely for a particular action at a future date.

C E R T I F I C A T I O N

I, the undersigned authority, do hereby certify that the above agenda for the meeting of the McAllen Historic Preservation Council is a true and correct copy and that I posted a true and correct copy of said notice on the bulletin board in the municipal building, a place convenient and readily accessible to the general public at all times, and said notice was posted on the 26th of May at 3:00 p.m. and will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

Jessica Cavazos, Administrative Supervisor

STATE OF TEXAS
COUNTY OF HIDALGO
CITY OF MCALLEN

The Historic Preservation Council convened in a meeting on Wednesday, February 15, 2023 at 9:00am at the McAllen City Hall – 1300 Houston Avenue – Commission Chambers.

Present:	Orlando Gutierrez	Chairperson
	Dr. Jaclyn Miller	Vice-Chairperson
	David Cazares	Member
	Danny Boultinghouse	Member
	Carolina Civarolo	Member

Absent:	Odette Macdonald	Member
	Trisha Scott	Member

Staff Present:	Iris Dominguez	Deputy City Attorney
	Michelle Rivera	Assistant City Manager
	Edgar Garcia	Planning Director
	Natalie Moreno	Administrative Assistant
	Porfirio Hernandez	Planning Technician II

CALL TO ORDER – Orlando Gutierrez – Chairperson

1. Minutes

- a) Approval or Disapproval of Minutes held on September 28, 2022 (**TABLED ON 11/30/2022**)

Dr. Jaclyn Miller **motioned** to remove from table. Mr. David Cazares **seconded** the motion. Motion approved with 5 board members present and voting.

Mr. Boultinghouse **moved** to approved the minutes. Dr. Jaclyn Miller **seconded** the motion. Motion approved with 5 board members present and voting.

- b) Approval or Disapproval of Minutes held on November 30, 2022

Dr. Jaclyn Miller **moved** to approve the minutes. Mr. David Cazares **seconded** the motion. Motion approved with 5 board members present and voting

2. Public Hearing

- a) Request of Elva M. Cerda on behalf of McAllen Heritage Center, Inc. for a Certificate of Appropriateness for the construction of a new building annex to the existing Historic Landmark located at Lots 7 thru 14, McAllen Addition Subdivision, Hidalgo County Texas; 301 South Main Street. (CLM2023-0001).

Planning Director Edgar Garcia presented the item.

The plans submitted comply with the Historic Landmark Design Standards for the proposed building. Therefore, staff recommends approval of the Certificate of Appropriateness for the proposed annex as requested by the applicant.

Mr. Danny Boultinghouse abstained himself from this item.

Ms. Elva Cerda (founder of the museum) stated that there is a possibility they want to go to 3 levels once 2 levels get approved and all the fundraising goes well.

Mr. Gutierrez asked how the level 2 and level 3 impact the area. Ms. Cerda stated that level 3 would blend in with all the greenery and oak trees around the area if they are able to find a grant to cover the cost.

Ms. Carolina Civarolo asked what exhibits will be going in the annex. Ms. Cerda stated that it would be for the rotating exhibits, art exhibits, presentation area and possibility a kitchen for field trip lunches.

Chairperson Orlando Gutierrez asked if there was anyone present in **favor** of the Certificate of Appropriateness. There was no one in favor of the item.

Chairperson Orlando Gutierrez asked if there was anyone present in **opposition** of the Certificate of Appropriateness. There was no one in opposition of the item.

After discussion, Dr. Jaclyn Miller **moved** to approve the item. Mr. David Cazares **seconded** the motion. The board voted to approve the item with board 4 members voting and 1 abstaining.

3. Elections of Officers

Mr. Orlando Gutierrez made a **motion** to nominate Dr. Miller for Chairperson. Mr. David Cazares **seconded** the motion. The board voted to approve Dr. Millers nomination with 5 board members present and voting.

Mr. Orlando Gutierrez made a **motion** to nominate Mr. Danny Boultinghouse for Vice-Chairperson. Mr. David Cazares **seconded** the motion. The board voted to approve Mr. Boultinghouse nomination with 5 board members present and voting.

4. Adjournment

Mr. Danny Boultinghouse made a **motion** to adjourn the meeting. Dr. Jaclyn Miller **seconded** the motion, which passed unanimously with five members present and voting. The meeting was adjourned at 9:26 a.m.

Orlando Gutierrez
Chairperson



*Preserving
the real
places and
the real
stories of
Texas.*

Projects & Programs

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Description

CERTIFIED LOCAL GOVERNMENT (CLG) REGIONAL TRAINING

Historic Preservation Planning for CLGs

Workshop Dates, Location, & Registration Details

In-Person Workshop

Tuesday, June 6, 2023 – 9 a.m.–4:00 p.m.

Mission Event Center

200 N. Shary Road

Mission, Texas 78572

Registration Details

Cost of Workshop is \$25.00

Lunch and refreshments will be provided.

Workshop Description

This workshop is geared towards staff, commission members, and other interested parties from city and county CLG communities. The workshop fulfills CLG program requirements that commission members and staff attend a THC-led or THC-approved training at least once a year.

Preservation planning is a proactive way to protect a community's historic resources and character. It is an ongoing process that recognizes challenges, opportunities, and threats to preservation while setting priorities and focusing future efforts to achieve a community's goals. The goal of this workshop is to connect our city and county CLGs with some of the preservation planning tools available to them and equip them with an understanding of how CLGs activities fit into preservation at the local, state, and federal level.

The Certified Local Government (CLG) Program is a local, state, and federal government partnership to empower local communities to better protect historic resources. This is accomplished by identifying local priorities, meeting recognized historic preservation standards and providing access to financial and technical services to further the identification, evaluation, designation and protection of buildings, sites, districts, structures, and objects. Kelly Little, state coordinator for the Texas CLG Program, will talk about the fundamentals of historic preservation, and how cities and counties can utilize preservation planning to implement an effective preservation program.

City or county preservation programs are often invited to consult on federally-funded projects (i.e. Section 106 consultation), but are uncertain of their role in the process. This may include street and sidewalk improvement projects, installation of cellular towers, transportation projects, etc.; all of which can have an effect on a community's historic resources. Justin Kockritz from THC and Rebekah Dobrasko of TxDOT will provide guidance on the Section 106 process and how CLGs can be engaged to preserve the history and character of their community. Mr. Kockritz will provide an overview of the Section 106 process and how CLGs can effectively participate in consultation. Ms. Dobrasko will present how local governments can partner with TxDOT to ensure effects on historic properties are considered when regional transportation projects are planned. Mr. Kockritz and Ms. Dobrasko will also lead the group on a short tour of Mission's downtown commercial historic district to illustrate sample TxDOT project types and the character-defining features (such as decorative streetscape elements, sidewalks adjacent to storefronts and decorative street scape elements).

CLG REGIONAL TRAINING – MISSION

Meet the Presenters:

Rebekah Dobrasko lives in Austin, Texas and is the Cultural Resources Manager Section Director for the Texas Department of Transportation (TxDOT). She holds a masters degree in public history from the University of South Carolina and an undergraduate history degree from Tulane University in New Orleans. Prior to joining TxDOT in 2013, Rebekah worked at the South Carolina State Historic Preservation Office in Columbia, South Carolina for ten years. Rebekah is an avid public historian and national expert on the history of African American schools in the South. Her recent projects include a digital exhibit on equalization schools in Charleston, South Carolina in partnership with the College of Charleston; nominating Austin's African American L.C. Anderson High School stadium to the National Register of Historic Places, and writing interpretive plaques for the historic materials on the interior of the new East Side Memorial High School.

Justin Kockritz has worked for the Texas Historical Commission (THC) for over nine years where he serves as the lead project reviewer for the History Programs Division, focusing on transportation projects under Section 106 of the National Historic Preservation Act. He previously served as a regional architectural reviewer for the THC, and as an environmental review specialist for the North Carolina State Historic Preservation Office. A native of Dallas, Justin holds a master's degree in historic preservation from the University of Maryland, and undergraduate degrees from the University of Texas in urban studies and geography.

Kelly Little serves as state coordinator for the Certified Local Government Program at the Texas Historical Commission, where she works with a network of 77 CLG communities across the state to empower local communities to better protect historic resources. Kelly actively volunteers on the board of Preservation Austin and served as a council-appointed member of Austin's Historic Landmark Commission for four years. She has a Master's in Historic Preservation from The School of the Art Institute of Chicago, and a Bachelor's in Journalism and Mass Communications.

CERTIFIED LOCAL GOVERNMENT (CLG) REGIONAL TRAINING

Historic Preservation Planning for CLGs

In-Person Workshop

Tuesday, June 6, 2023

9 a.m.–4:00 p.m.

Mission Event Center

200 N. Shary Road

Mission, Texas 78572

8:30 - 9:00 am	Coffee and Networking
9:00 - 10:15 am	Welcoming remarks, and the Fundamentals of Historic Preservation for CLG Communities <i>Kelly Little, THC</i>
10:15 - 10:45 am	Break
10:30 - Noon	Educational Tour of Mission's Historic Commercial District <i>Justin Kockritz and Rebekah Dobrasko</i>
Noon - 1:00 pm	Lunch and Welcome from the City of Mission (box lunches provided)

1:00 - 2:00 pm	"What is Section 106 and How Can CLGs Participate?" <i>Justin Kockritz, THC</i>
2:00 - 3:00 pm	"TxDOT and Local Planning Efforts" <i>Rebekah Dobrasko, TxDOT</i>
3:00 - 4:00 pm	Questions and discussion with THC and TxDOT staff

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HISTORICAL PRESERVATION COUNCIL

2023 ATTENDANCE RECORD

	02/15/2023	05/31/2023	06/29/2023	07/27/2023	08/30/2023	09/28/2023	10/26/2023					
Dr. Jaclyn Miller- Chair	P											
Danny Boultinghouse Vice Chair	P											
Trisha Scott	A											
David E. Cazares	P											
Odette MacDonald	A											
Carolina Civarolo	P											
Melissa S. Knerr												
Orlando Gutierrez	P											

P – PRESENT
A – ABSEN
RS - RESIGNED
* NO QUORUM
** NO MEETING



PLANNING DEPARTMENT



311 N 15th Street McAllen, TX 78501
 Phone: 956-681-1250 Fax: 956-681-1279

2023 CALENDAR

Meetings:

- City Commission
- ▲ Public Utility Board
- Planning & Zoning Board
- Zoning Board of Adjustment
- HPC - Historic Preservation Council

Deadlines:

- D- Zoning/CUP Application
- N - Public Notification
- * **Holiday** - Office is closed

JANUARY 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 HOLIDAY	3	4 	5 N-1/17 & 1/18 D-2/7 & 2/8	6	7
8	9 ●	10 ▲	11	12	13	14
15	16 A-2/7 & 2/8	17 	18 N-2/7 & 2/8 D-2/21 & 2/22	19	20	21
22	23 ●	24 ▲	25	26 HPC	27	28
29	30	31				

FEBRUARY 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
5	6 A-2/21 & 2/22	7 	8 N-2/21 & 2/22 D-3/7 & 3/8	9	10	11
12	13 ●	14 ▲	15	16	17	18
19	20 A-3/2 & 3/3	21 	22 N-3/7 & 3/8 D-3/21 & 3/22	23 HPC	24	25
26	27 ●	28 ▲				

MARCH 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 A-3/15 & 3/16	7 	8 N-3/15 & 3/16 D-4/4 & 4/5	9	10	11
12	13 ●	14 ▲	15	16	17	18
19	20 A-4/4 & 4/5	21 	22 N-4/4 & 4/5 D-4/18 & 4/19	23	24	25
26	27 ●	28 ▲	29 HPC	30	31	

APRIL 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 A-4/18 & 4/19	4 	5 N-4/18 & 4/19 D-5/2 & 5/3	6	7 HOLIDAY	8
9	10 ●	11 ▲	12	13	14	15
16	17 A-5/2 & 5/3	18 	19 N-5/2 & 5/3 D-5/16 & 5/17	20	21	22
23	24 ●	25 ▲	26	27 HPC	28	29
30						

MAY 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 A-5/16 & 5/17	2 	3 D: 6/6 & 6/7 N-5/16 & 5/17	4	5	6
7	8 ●	9 ▲	10	11	12	13
14	15	16 	17 D-6/20 & 6/21	18	19	20
21	22 ●	23 ▲	24 N-6/6 & 6/7	25 HPC	26	27
28	29 HOLIDAY	30	31			

JUNE 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5 A-6/20 & 6/21	6 	7 D-7/12 & 7/13 N-6/20 & 6/21	8	9	10
11	12 ●	13 ▲	14	15	16	17
18	19	20 	21 D-7/26 & 7/27	22	23	24
25	26 ●	27 ▲	28	29 HPC	30	
	A-7/12 & 7/13		N-7/12 & 7/13			

Deadlines and Meeting Dates are subject to change at any time. Please contact the Planning Department at (956) 681-1250 if you have any questions.

2023 CALENDAR

Meetings:

- City Commission
- ▲ Public Utility Board
- HPC - Historic Pres Council
- Planning & Zoning Board
- Zoning Board of Adjustment

Deadlines:

- D- Zoning/CUP Application
- N - Public Notification
- * **Holiday** - Office is closed

JULY 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 HOLIDAY	5	6	7	8
9	10 ● A-7/26 & 7/27	11 ▲	12 N-7/26 & 7/27 D-8/8 & 8/9	13 	14	15
16	17	18	19	20	21	22
23	24 ● A-8/8 & 8/9	25 ▲	26 N-8/8 & 8/9	27 HPC	28	29
30	31		D-8/22 & 8/23			

AUGUST 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 A- 8/22 & 8/23	8 	9 N- 8/22 & 8/23 D-9/6 & 9/7	10	11	12
13	14 ●	15 ▲	16	17	18	19
20	21 A- 9/6 & 9/7	22 	23 N- 9/6 & 9/7 D-9/19 & 9/20	24 HPC	25	26
27	28 ●	29 ▲	30	31		

SEPTEMBER 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 HOLIDAY	5	6 N-9/19 & 9/20 D-10/3 & 10/4	7 	8 A-9/19 & 9/20	9
10	11 ●	12 ▲	13	14	15	16
17	18 A-10/3 & 10/4	19 	20 D-10/18 & 10/19 N-10/3 & 10/4	21	22	23
24	25 ●	26 ▲	27	28 HPC	29	30

OCTOBER 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 	4 N-10/17 & 10/18 D-11/1 - 11/7	5	6	7
8	9 ●	10 ▲	11	12	13	14
15	16 A-11/1 ZBA	17 	18 N- 11/1 ZBA D-11/15 & 11/21	19	20	21
22	23 ● A- 11/7 PZ	24 ▲	25 N- 11/7 PZ	26 HPC	27	28
29	30 A- 11/15 ZBA	31				

NOVEMBER 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 N- 11/15 ZBA D-12/5 & 12/6	2	3	4
5	6 A-11/21 PZ	7 	8 N- 11/21 PZ	9	10	11
12	13 ●	14 ▲	15 D-12/19 & 12/20	16	17	18
19	20 A-12/5&12/6	21 	22 N-12/5 & 12/6	23 HOLIDAY	24	25
26	27 ●	28 ▲	29	30		

DECEMBER 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 	6 HPC D-TBA N-12/19 & 12/20	7	8	9
10	11 ●	12 ▲	13	14	15	16
17	18 A- TBA	19 	20 D- TBA N- TBA	21	22	23
24	25 HOLIDAY	26 HOLIDAY	27	28	29	30
31						