



**Historic Preservation Commission Meeting Minutes
Indian Trail Meeting Hall
December 7, 2022
4:00 P.M.**

Members Present: Charles Drew, Rick Pukenas, Bonnie Bray, Bonner Herring, Josh Cline McGee, Jim McKee, and Lewis 'Tal' West

Members Absent: Alexis Gore Graves and Joanne Wesson

Staff Present: Travis Henley, Director of Development Services
Maureen Meehan, City Planner

Board of Aldermen Liaison: Robert Carroll

Others Present: Karen Mosteller and Fred Fiss

1. Development Director Travis Henley called the meeting to order at 4:05 pm
2. The pledge of allegiance was led by Mr. Henley.
3. Introduction of Staff and Commission Members.
4. **Nomination of Chair**

Mr. Henley opened the floor for nominations for the Chair of the Commission. Mr. Josh Cline McGee nominated Chief Charles Drew. A vote was taken for nominee Chief Charles Drew. Aye: Ms. Bonnie Bray, Chief Charles Drew, Mr. Bonner Herring, Mr. Josh Cline McGee, Mr. Jim McGee, Mr. Rick Pukenas, and Mr. Lewis 'Tal' West. ***Unanimous vote; Motion carried.***

Chief Charles Drew was elected Chair of the Historic Preservation Commission.

5. **Nomination of Vice-Chair**

Mr. Henley opened the floor for nomination for Vice-Chair of the Commission. Ms. Bonnie Bray nominated Mr. Rick Pukenas. A vote was taken for nominee Mr. Rick Pukenas. Aye: Ms. Bonnie Bray, Chief Charles Drew, Mr. Bonner Herring, Mr. Josh Cline McGee, Mr. Jim McGee, Mr. Rick Pukenas, and Mr. Lewis 'Tal' West. ***Unanimous vote; motion carried.***

Mr. Rick Pukenas was selected as Vice-Chair of the Historic Preservation Commission.

Chief Charles Drew assumed leadership of the meeting.

6. **Rules of Procedure – Discussion and Considerations**

The Commission discussed and reviewed the Rules of Procedures implemented by the Historic Preservation Commission of the City of Wilmington. There is consideration for adopting similar rules of policy and procedures outlined in their guidelines. The Commission and Staff went through Wilmington’s rules of procedure. Staff will work on drafting language that will be specifically tailored to the unique character of Southport and to the preservation of the designated Historic Districts.

7. **Next Steps**

Mr. Henley proposed that the Commission, along with Staff Members, consider visiting one of Wilmington’s meetings and reviewing their minutes to help understand the process. Another option would be for Wilmington Staff to visit the Southport area for suggestions and recommendations.

The overall goals of the commission should come before the landmark designation discussion.

Chair Drew asked if there were any public comments: There were none.

He questioned if anyone was aware of what kind of project was being done at 113 E Bay Street. It was confirmed that it was just a remodel.

8. **Adjourn:**

Motion to adjourn by Jim McKee, seconded by Tal West. ***Unanimous vote; motion carried.***

Meeting adjourned at approximately 5:30 p.m.

Chairman, Charles Drew

City Planner, Maureen Meehan