

Historic Preservation Commission Meeting Minutes

City of Glen Rose, Texas

February 25, 2025 – 5:30 PM

Call to Order and Pledge of Allegiance

The meeting was called to order by Melinda Patrick at 5:30 PM. Attendees stood for the Pledge of Allegiance to the United States flag.

Roll Call

Roll call confirmed a quorum. Members present: Gabriel Campos, Ann Carver, JC Stone, Melinda Patrick and Karen Braswell. Also present: Heather Bienko, Stephen Boyd and Jodi Holthe.

Consent Agenda

The commission reviewed the minutes from the January 21, 2025, HPC meeting. No changes or corrections were noted. The motion to approve was made by Karen Braswell and seconded by Ann Carver, and passed unanimously (5-0)

Individual Items for Consideration

1. Tax Credit Program Application

- Heather presented the revised tax credit program application.
- Members discussed minor copy edits and recommended clarifying the total grant request section to reflect that this is a tax credit program, not a grant.
- A discussion was held regarding matching funds, the tax credit cap, and the process of city involvement in property inspections and final approval.
- Clarification was sought regarding who would handle inspections and whether the City Administrator or City Council would provide final approval.
- Concerns were raised about the complexity of the process and its practicality for property owners, with some members questioning whether the effort was justified for the potential tax credit amount.
- It was suggested that the application process should be made as simple as possible to encourage participation.
- The role of the HPC was clarified: HPC will approve applications but not manage compliance or inspections, which will be handled by city departments.

A motion was made by Melinda Patrick to approve the tax credit program application with the following adjustments:

- Minor copy edits.
- Reference to the official tax credit program in the ordinance.
- Further discussion with the city to determine the appropriate timeline for application submission and completion deadlines.

Motion seconded by JC Stone and passed unanimously (5-0).

2. HPC Application Package (Updated COA Form)

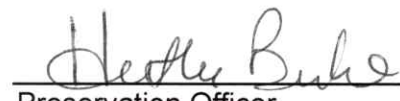
The updated Certificate of Appropriateness (COA) form was reviewed. Changes were primarily formatting and presentation-related, with no substantial content changes.

A motion was made by Ann Carver to approve the revised COA form and seconded by Melinda Patrick and passed unanimously (5-0).

Adjournment

The meeting was adjourned at **6:00 PM**.


Chairperson Historic


Preservation Officer