

**MINUTES OF THE ARTS & HISTORICAL PRESERVATION ADVISORY
BOARD FOR THE MEETING HELD ON DECEMBER 2, 2020**

1. Call meeting to order and the establishment of a quorum
Meeting called to order at 4:00 p.m.
2. Roll call
**Present: Mary Branum, Jan Inlow-Collier
Surinder Aulakh, Sam Malchar, Theresa Elliott
Absent: Christine Hopkins, Ellen Morrison
Council Member Daivid Collins
Staff: Asst. City Secretary Nellie De La Fuente, City Attorney Don Glywasky,
Asst. City Attorney Mehran Jadidi
Tammy Jacobs, Asst. Finance Director**
3. Approval of minutes from October 28, 2020 meeting
**BM Elliott made motion to approve
BM Malchar second.
Motion carried.**
4. Public Comment
Each person is limited to 3 minutes
**Karla Klay asked about the application schedule.
Chair Branum told her this is on the Agenda for discussion in item 6**
5. Discuss possible procedure changes to allocation calculation of funds to a percentage
**BM Elliott made a motion that we ask the City Attorney to make recommendations to amend the Ordinance to remove the fix dollar allocation and replace it with a percentage based allocation and also to include that percentage is based on the penny's budgeted value for that year any overage or additional funds above and beyond whether awarded would go into the reserve fund; likewise any reduction in the penny value would be just not allocated.
BM Aulakh second.
Motion passes.**
6. Discuss AHP 2022/2023 application schedule and procedures; possibly move application date from January 15th to February 15th due to Covid
**Chair Branum recommended that we look at either February 15th or March 15th because the presentations are not until May and it gives our recipients a larger window to forecast as to what their marketing and advertising budget would be.
BM Elliott stated that she did not have a problem with a March 15th application deadline.
BM Elliott wanted to suggest to change some of the wording in amending the Ordinance. As of right now it says that on the 2nd Wednesday of May each year the applicants shall be allowed to publically address the advisory board; she said we might consider to add the language "no later than the 2nd Wednesday" that way you can make sure you have a majority of your advisory board available. Also the other mandated day is the 2nd Wednesday in August is when the mandatory meeting of all of the awardees meet and again I would consider to add the language "no later than the 2nd Wednesday" again that way you can make sure you can have a majority of your advisory board available. BM Elliott**

said she only suggested the language change just so that it would give us flexibility.

Asst. City Attorney Mehran agreed with BM Elliott suggestion with the language change.

BM Elliott stated that the March 15th application deadline, May presentations and July recommendations works.

Chair Branum made a motion that the applications for the recipients for HOT be no later than March 15, 2021

BM Elliott second.

Motion passes.

BM Elliott made a motion that the language for the mandatory meetings be amended to include the wording "no later than the 2nd Wednesday of the May and August meetings"

BM Aulakh second.

Motion passes.

7. Review spreadsheet from Finance; if available

BM Elliott suggested for the next meeting that the board know where they stand with collections vs. budget and reserved amounts.

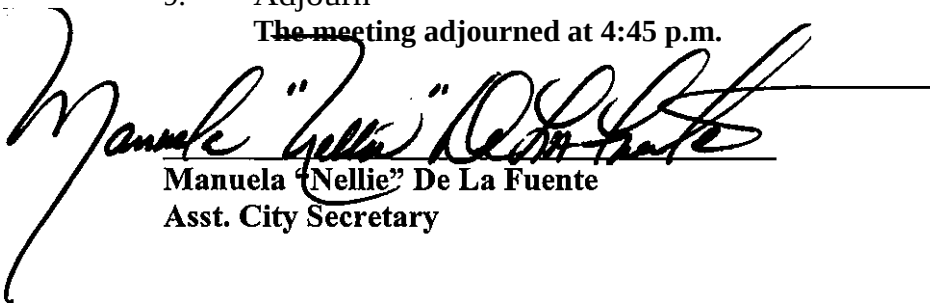
Chair Branum stated that she spoke to the Park Board and stated that HOT collections for July, August, and September were 6,138,915.94. The Breakdown is as follows: July- \$1.975 million and August- \$1.890 million. September was \$2.742 million and it was larger because there is a number for short-term rentals paying quarterly.

8. Discuss 2021 meeting schedule - will Covid impact?

Chair Branum stated that the board will need another meeting to go over the changes on the allocations because we will need this prior to receiving the applications. The next meeting date is set for January 13, 2021 at 4p.m.

9. Adjourn

~~The meeting~~ adjourned at 4:45 p.m.



Manuela "Nellie" De La Fuente
Asst. City Secretary

