

**Tony reached out to Randy Hemann, the City manager, about the HPC's \$1,500 operating budget that was omitted from the City's current budget. Randy replied that we should draw off the \$8,000.00 (which is earmarked for the Design Guideline Consultant) for the time being and we will have access to this \$1,500.00 when we need it. Randy has made sure that all the necessary people are aware of this money and how it is to be used. The commission approved of this as well as Cheryl Hart who had been informed by Randy of the situation.
 Copy of Letter from R. Hemann included.*

Old Business

Topic	Discussion	Outcome
Election of Secretary	Tony reached out to Christine to find out if she would be interested in filling the vacancy of Secretary. She agreed to but only until the end of this year.	Joan Roberson made a motion to nominate Christine Usry for the position of Secretary and it was seconded by Rick Thomas. The HPC voted unanimously to approve.
Application of New Members	Tony encouraged everyone to please continue their search for new members. He would like to recruit these new members in time to attend the Retreat in October.	Tony encouraged the commission to seek out new members but reminded them that time is of the essence.
<u>Active Projects</u>	Tony reviewed the Request For Proposal (RFP) for project consultant prepared by	

<p><i>Design Guidelines Project / CLG Grant</i></p>	<p>Susan Wicker. Tony suggested she add a section on <i>Solar/Electric Roof Panels</i> since he foresees that to be an issue we will have to deal with at some point. Susan forwarded the RFP draft to the State Office approximately ten (10) days ago. The next step will be to send copies to the list of Vendors that the State has chosen. Cheryl Hart suggested that we also publish the finalized RFP on our website.</p> <p>We will also announce in the Oxford Public Ledger (OPL) that bids are being sought by asking the Project Manager to run an add stating that the State Office is supervising the collection of bids.</p>	<p>Susan drafted a RFP which was reviewed by Tony and forwarded to Michelle McCabe at the State office for approval. The finalized RFP will be published on the Oxford HPC website and in the OPL.</p>
<p><u>Active Projects</u></p> <p><i>218 College Street Update</i></p>	<p>There is a large sign stating: <u>FOR SALE BY OWNER:</u> and had a phone number standing in the front yard of the property on 218 College St. as of this week. Tony spoke with Mr. Crawford about three weeks ago and Mr. Crawford told him that he planned to sell the property. Tony reminded him at that time of the assistance that Preservation North Carolina (PNC) could provide. Tony contacted Cathleen Turner at PNC earlier this week. She had not yet heard from Mr. Crawford, but agreed to reach out to him to offer their assistance. Ms. Turner called Tony late yesterday afternoon to keep him abreast of the situation and informed him that she would be mailing Mr. Crawford information that he would need to get the PNC started in helping him sell his home. We look forward to hearing from her before our next meeting.</p>	<p>Tony Armento spoke with Cathleen Turner from PNC who then contacted Mr. Crawford. She informed him of all the services she could provide to help in the resale of the property on 218 College St. if he were interested. Cathleen Turner will keep us abreast of the situation.</p>
<p><u>Goal Updates</u></p> <p><i>Downtown Master Plan Committee</i></p>	<p>Joan reported that the last meeting was held to decide on specific invitations (who to invite to the public meetings) and she didn't feel it was necessary for her to attend. The Public Meeting will be held on September 15th from 5 to 7p.m. at St. Stephen's Fellowship Hall. This group is mainly focused on pedestrian friendly</p>	<p>It was decided that Christine would be our representative at the public Downtown Master</p>

	<p>and safety issues in the downtown area. Christine Usry offered to attend to gain insight from the community on changes wanted since Joan will be attending a CAMP along with three (3) other commission members in Salisbury on the 15th so she therefore is unable to attend.</p> <p>After much discussion concerning whether or not the HPC should formally request that the Downtown Master Plan Committee consider the impact of its decisions on the historic districts, it was decided that Christine, our representative, would attend the meeting and bring our ideas to the table if she thought it were appropriate at this particular time.</p>	<p>Plan Committee in September. She will use her judgment as to whether or not she would incorporate our issues into this meeting or wait until a more suitable time.</p>
<p><u>Goal Updates</u></p> <p><i>BICENTENNIAL EVENT PARTICIPATION</i></p> <p><i>(1) Walking Tours partnership with Oxford Parks & Recreation</i></p>	<p>Christine will be meeting with the Granville Little Theatre (GLT) before Labor Day to discuss their interest in participating with the skits carried out at the homes on the walking tour. Christine is also in the process of drafting a letter to send to the owners of homes included in the walking tour section of the historical district, requesting permission to stop at their homes for the tour and for information or any great stories they may have to share with us for the tour. They hope to have more to report in September. Rick Thomas read a rough draft of the Bicentennial Tour/Plans and it will be modified by Christine.</p> <p>Rick also feels it would be nice to write a paragraph about the HPC to include in</p>	<p>Christine will be meeting with the GLT discussing plans for their participation with skits at a select few of the Historic Homes for the walking tour during the Bicentennial event. Christine is in the process of writing letters to the homeowners that will be included in the walking tour requesting their permission and any stories they will share. She will have more to report in September.</p> <p>Rick will draft a paragraph</p>

<i>(2) Bicentennial (cont.)</i>	the Bicentennial Booklet. He agreed to draft a rough copy and will have it for the commission to read soon.	about the HPC to be included in the Bicentennial Booklet.
<i>(3) Speaker's Bureau and OPL articles</i>	<p>Tony spoke with Cecelia Moore at the UNC Speakers Bureau. She provided him a short list of resources to contact and hopes to have more to report on next month.</p> <p>Rick had nothing to report on the OPL articles at this time. They will not begin working on these until January 2016.</p>	<p>Tony spoke with Cecelia Moore at the UNC Speakers Bureau who provided him with a list of resources that he will contact and report back to the HPC next month.</p> <p>Nothing to report on the OPL articles at this time.</p>
<i>HPC Retreat Date</i>	Tony informed the commission that the date for the Retreat had been moved to Wednesday, October the 28 th from 9 a.m. to 5 p.m. because the Library will not be available on October the 27 th , and the Facilitator will arrive at 9:30.	The date of the Retreat was moved to the 28 th of October

COA APPLICATION REVIEW #1: There were no COA's to consider at this meeting.

Summary of Approved Minor Works: There were none at this time.

COA Renewal: There were no Renewals this month.

Demolition by Neglect

<i>Property Owner Address</i>	<i>Status</i>
<u>217 College Street</u> <u>Watkins Property</u>	<i>Cheryl Hart reported that the house had not been sold and Cathleen Turner explained that many had looked at it but none had bought as of yet and a contractor is interested in it so all looks good. Tony spoke with Cathleen earlier that day and she informed him that she was sending out another package that day and that the HPC should not be concerned that the property will be lost.</i>

New Business: No New Business at this time.

Topic	Discussion		Outcome
Motion to Adjourn	1st	2nd	Outcome By unanimous decision, the meeting adjourned at 7:17 p.m.
	Christine Usry	Rick Thomas	

Date of Next Meeting: Thursday 9-17-2015

Minutes Prepared by: Lu Anne Gilligan