A. Opening Matters

1. Call to Order and Verification of Quorum
   Chairman King called the Regular Meeting to order at 4:47 p.m.

   Members Present
   Matt King, Chairman
   Kristen Bergman, Vice-Chair
   Robert Shears, Secretary
   Charles Gilmore
   Susan McKee
   Anne Pollard
   Barbara Smallwood
   Mary Lee Townsend
   Jim Turner

   Members Absent
   Jack Hodgson

   Staff Present
   Amanda DeCort, Bob Edmiston, Ed Sharrer
   * Arrived late

2. Approval of Regular Meeting Minutes of September 8, 2011
   Commissioner Bergman made a motion to approve the Regular Meeting
   Minutes for September 8, 2011. Commissioner Smallwood seconded.
   Chairman King called for a vote on the motion. The motion was approved
   unanimously by members present.
3. Disclosure of Conflicts of Interest

No one reported a conflict of interest with the proposal on the agenda.

B. Actionable Items

1. **COA-11-039 / 225 E. 20th Street** (North Maple Ridge)
   Applicant: Jules Merenda

   **COA Subcommittee Review Date: September 20, 2011**

   Work started prior to COA application

   Request: Extend front porch to the east to connect with side porch, flooring and railing to match existing.

   Mr. Sharrer reported that the applicant asked for a continuation of their application. Commissioner Townsend made a motion to continue the application to the next TPC Meeting on October 13th. Commissioner Smallwood seconded the motion. Chairman King asked for a vote on the motion.

   **Vote: 225 E. 20th Street**

   **In Favor**
   1. Bergman
   2. Gilmore
   3. King
   4. McKee
   5. Pollard
   6. Shears
   7. Smallwood
   8. Townsend
   9. Turner

   **Opposed**
   None

   **Abstaining**
   None

   **Not Present**
   None

   The motion to Continue was Approved Unanimously by members present and voting.
C. Reports
   1. Committee Reports
      a. Outreach
         1. Tulsa Preservation Awards
            Ms. DeCort presented Katie Fox with her Tulsa Preservation Award for her interior design work on the Robinson Packer Lofts.
      b. Rules & Regulations
         No report.
      c. Design Guidelines
         Commissioner Bergman reported that staff met with residents of Maple Ridge regarding the Unified Design Guidelines project. The meeting was so well attended, it had to be moved to a larger room. Staff will meet with the other four HP-zoned districts over the coming few weeks, culminating with a public meeting on Tuesday, October 11 at 6:00pm.

2. Staff Report
   a. Discussion of Conflict of Interest
      Mr. Edmiston led a discussion of each Commission member’s responsibility to be impartial at public gatherings where TPC business is discussed. He reminded the Commission that they can attend public meetings, but to not express their position on the issues in order to maintain the appearance of impartiality. Otherwise, a Commission member should recuse himself or herself from the vote on the issue when it is taken up at a Commission meeting.

3. Chair Report
   No report.

D. New Business
   None.

E. Announcements and Future Agenda Items
   Ms. DeCort announced that the National Trust for Historic Places has reorganized, which includes closing and restructuring their regional offices. Several positions at the Trust have been eliminated. In addition, Ms. DeCort notified the Commission that Monica Hamilton in the Mayor’s Office should be contacting each of them in the next week or so concerning their reappointments.

F. Adjournment
   Chairman King adjourned the meeting at 5:22 p.m.

The proceedings of the Tulsa Preservation Commission Regular Meeting of September 27, 2011 were recorded. The meeting minutes were transcribed by Ed Sharrer. Minutes approved by the TPC on October 13, 2011.