

**McKENZIE HISTORIC PRESERVATION COMMISSION**  
**AUGUST 25, 2011 MEETING MINUTES**  
**McKenzie City Hall @ 5:30 PM**

I. Call to Order/Establishment of a Quorum

Chairman Robb called the meeting to order at 5:43 pm and established a quorum. Commissioner Norris was absent.

II. Approval of Agenda

Motion was made by Commissioner Holland, seconded by Commissioner Dillon, to approve the agenda. The motion passed.

III. Introduce Commissioner and Swear In

Our newest Commissioner, Ken Mitchum, was introduced and the entire Historic Preservation Commission was sworn in with the exception of Commissioner Norris.

IV. Reading and Approval of the Minutes

Motion was made by Commissioner Priestley, seconded by Commissioner Dillon, to approve the minutes of the July 28, 2011 meeting. The motion passed.

V. Old Business

A. Any properly presented old business

There was no old business to be discussed.

VI. New Business

A. NWTDD Planner, Donny Bunton

Mr. Donny Bunton, our community planner with NWTDD, was introduced to the Commission.

B. Update of the McKenzie Historic District Research Committee neighborhood meetings.

Mr. Charles Pruneau, Chairman of the Historic District Research Committee, presented the McKenzie Historic District Design Guidelines to the Commission for our review and discussion. These recommended guidelines addressed alterations and repairs to existing structures, new construction and additions and

appurtenant structures. A copy of these guidelines will be attached to the official minutes.

The Commission complimented the committee on their work and preparation of the guidelines for the Historic District. Mayor Holland suggested the Commission review these guidelines and be prepared to discuss them at the September meeting.

C. Tennessee Mainstreet Presentation

Jennifer Waldrup made a presentation to the Commission regarding the Tennessee Mainstreet program. McKenzie was one of 12 cities in 2010 designated as a Tennessee Downtown city. This is an 18 month program to learn about revitalization of Tennessee towns. The city will be eligible for a \$15,000 grant at the end of the 18 month program.

The first Tennessee Mainstreet meeting was held on July 11, 2011. During that meeting a SWOT analysis of McKenzie was discussed. During the August meeting it was determined we would focus on strengthening our downtown, improving shopping and eating, developing festivals/events, identifying retail that would work for McKenzie and making an inventory of our historic buildings. Grants will be investigated to renovate existing buildings as well.

D. Grant status (Jill Holland, Mayor)

Mayor Holland reported that McKenzie has received a \$15,000 Historical Preservation Grant. \$9,000 will come from the State of TN and \$6,000 from the city of McKenzie.

E. Any properly presented new business

There was no new business brought up for discussion.

VII. Other Business

A. Any properly presented other business

There was no other business brought up for discussion

B. Agenda & Regular Meeting Schedule Dates

Agenda:	September 8, 2011	Time: Approximately 3 pm
Regular:	September 22, 2011	Time: Approximately 5:30 pm

VIII. Adjournment

A motion was made by Commissioner Dillon, seconded by Commissioner Priestley, to adjourn. The motion passed. Meeting was adjourned at 6:19 pm.