



# Rochester Hills

## Minutes

### Historic Districts Study Committee

1000 Rochester Hills Dr.  
Rochester Hills, MI  
48309  
(248) 656-4600  
Home Page:  
[www.rochesterhills.org](http://www.rochesterhills.org)

*Chairperson Jason Thompson, Vice Chairperson Julie Granthen*  
*Members: Steven Branstner, Suzanne Carlson, James Hannick,*  
*Sue Thomasson, LaVere Webster*

---

Thursday, February 9, 2012

5:30 PM

1000 Rochester Hills Drive

---

#### CALL TO ORDER

*Chairperson Jason Thompson called the Regular Meeting to order at 5:31 p.m. in the Auditorium.*

#### ROLL CALL

**Present** 7 - Steven Branstner, Suzanne Carlson, Julie Granthen, James Hannick, Sue Thomasson, Jason Thompson and LaVere Webster

*Quorum present*

*Also present: Kristine Kidorf, Kidorf Preservation Consulting*  
*Maureen Gentry, Recording Secretary*

#### APPROVAL OF MINUTES

2012-0041 June 9, 2011 Regular Meeting Minutes

**A motion was made by Webster, seconded by Hannick, that this matter be Approved as Presented. The motion carried by the following vote:**

**Aye** 7 - Branstner, Carlson, Granthen, Hannick, Thomasson, Thompson and Webster

#### COMMUNICATIONS

*A) Invitation to Parliamentary Procedure Training Workshop March 5, 2012*

#### PUBLIC COMMENT

*Chairperson Thompson called for any public comments. No public comments were received.*

## UNFINISHED BUSINESS

*There was no Unfinished Business to come before the Study Committee.*

## NEW BUSINESS

*Ms. Kidorf recalled that there was discussion about establishing training for new members (or current). She wished to discuss dates and asked if anyone was interested. There were positive responses. Ms. Kidorf suggested that they could start at 5:00 p.m. on a day before a Historic Districts Commission (HDC) meeting, perhaps before next month's meeting. She felt it was a good opportunity for everyone. The time could be flexible, but she asked the group to reserve 5:00 p.m. on March 8, and said it could be moved back if there was not an HDC meeting.*

*Mr. Hannick stated that he would be out of the state during March, but not to worry about him, noting that there would be extra copies of the materials.*

*Chairperson Thompson referred to the invitation to the Parliamentary Procedure training for March 5, 2012 at 6 p.m. He noted that it went out to all the Boards and Commissions, and encouraged that it would be a good idea if people had the time.*

## ANY OTHER BUSINESS

### *Election of Officers*

*Chairperson Thompson moved next to Election of Officers. He advised that there were two chosen from the Study Committee - a Chairperson and a Vice Chairperson. The Secretary had always been City Staff, although he stated that someone could be appointed from the Committee if they wished. He opened the nominations for Chair.*

*Upon nomination by Mr. Webster, seconded by Mr. Hannick, Chairperson Thompson was unanimously re-elected as Chairperson.*

*Chairperson Thompson opened the nominations for Vice Chairperson, noting that Dr. Stamps had previously been Vice Chair. Ms. Granthen had been appointed to fill Dr. Stamps' remaining term. Chairperson Thompson stated that Dr. Stamps was a great member of the board, but he had decided to retire from the Committee and from Oakland University, and he was not sure he could make the commitment.*

*Chairperson Thompson opened the floor for nominations.*

*Mr. Hannick nominated Ms. Granthen. Chairperson Thompson asked if there were any other nominations, reminding that someone could self-nominate, and heard none. He asked Ms. Granthen if she accepted. Ms. Granthen said she would be happy to do it, but she felt that the position should be held by someone who had been on the Committee longer, since this was her first meeting. She asked the duties of the Vice Chair. Chairperson Thompson advised that the Vice Chair filled in in his absence to run the meeting, which was usually not too long, and conducted the business of the meeting.*

*Seeing some hesitation on Ms. Granthen's part, Mr. Branstner nominated Ms. Carlson. Ms. Granthen said that she would only be on the Committee until the end of the year, because she was filling a term. Chairperson Thompson noted that all terms were for one year. Ms. Granthen said it was very nice to be nominated, and she decided to accept. Mr. Branstner withdrew his nomination. Hearing no other discussion, Chairperson Thompson called for a vote, which was unanimously in favor of Ms. Granthen.*

*Chairperson Thompson nominated the City Staff to remain as Secretary. Hearing no other nominations, he called for a vote, which was unanimously in favor.*

### **Establish 2012 Meeting Schedule**

*Chairperson Thompson noted that the Committee had received a copy of the proposed 2012 Meeting Schedule, advising that the meetings were scheduled for the second Thursday of the month at 5:30 p.m. He asked if the Committee had any concerns with the proposed schedule.*

*Ms. Thomasson said that because there were so many cancellations the previous year, she wondered what the cutoff date would be to find out whether there was or was not a meeting. She asked if it was determined in the same week. Chairperson Thompson responded that Ms. DiSipio (Regular Recording Secretary) usually called him ten days to two weeks before, and they substantially knew by then, but usually the Committee would not know until about a week before. He had brought up the idea of moving to a quarterly meeting schedule, but there was a problem with that, because the By-Laws required a monthly meeting to be scheduled. He explained that there would have to be a change to the By-Laws to have quarterly meetings.*

*Ms. Kidorf said she apologized that she did not have the By-Laws, and she indicated that they could be changed, and that this would be the time to do it. If the Committee wanted to take a brief recess, she would try to find the By-Laws. She agreed it might make sense to go to quarterly meetings, and if business came forward, that could be adjusted. She also suggested that they could leave the dates intact and cancel some of the meetings and then revisit it.*

*Ms. Thomasson mentioned that she had to come for the Historic Districts Commission meetings anyway, but her job was busier when wedding season picked up, often with Thursday evening rehearsals. If she knew a meeting was cancelled, she could schedule accordingly before 7:00 p.m.*

*Ms. Kidorf said they would know the same time the HDC was informed. Ms. Thomasson commented that the HDC hardly ever cancelled a meeting. Chairperson Thompson recalled that about half the HDC meetings were cancelled in 2011.*

*Mr. Webster suggested that they leave the calendar intact for the second Thursday and cancel two meetings and hold one, and cancel two meetings and hold one, which would end up with a quarterly schedule, and they would not have to adjust the By-Laws. If something came up, they could call a meeting. The Committee determined to cancel April, May, July, August, October and November. Ms. Kidorf thought that made sense, and she added that in September, they could decide about December's meeting.*

**MOTION** by Thomasson, seconded by Webster, it is hereby **RESOLVED** that the Rochester Hills Historic Districts Study Committee establishes the 2012 Regular Meeting Schedule as follows:

**2012 MEETING DATES**

<i>January 12, 2012 (Cancelled)</i>	<i>July 12, 2012 (Cancelled)</i>
<i>February 9, 2012</i>	<i>August 9, 2012 (Cancelled)</i>
<i>March 8, 2012</i>	<i>September 13, 2012</i>
<i>April 12, 2012 (Cancelled)</i>	<i>October 11, 2012 (Cancelled)</i>
<i>May 10, 2012 (Cancelled)</i>	<i>November 8, 2012 (Cancelled)</i>
<i>June 14, 2012</i>	<i>December 13, 2012</i>

Voice Vote:

Ayes: All  
Nays: None  
Absent: None

**MOTION CARRIED**

*Chairperson Thompson stated for the record that the motion had passed unanimously. He asked if there was any further business.*

*Ms. Kidorf asked if Mr. Breuckman, the City's new Manager of Planning, had been introduced at a previous meeting. She wondered if the Committee was aware of a Staff change. Ms. Thomasson did not believe Mr. Delacourt was at the last meeting, which Chairperson Thompson confirmed. Ms. Kidorf advised that Mr. James Breuckman had replaced Mr. Delacourt, and that he used to be a consultant to the City through McKenna Associates. She further advised that her contract with the City had been renewed for another three years, so she would continue providing support to the HDSC and the HDC.*

**NEXT MEETING DATE**

*Chairperson Thompson reminded that the next Regular Meeting was scheduled for Thursday, March 8, 2012 at 5:00 p.m. for training.*

**ADJOURNMENT**

*Upon motion by Mr. Webster, seconded by Mr. Hannick and after receiving an affirmative vote, Chairperson Thompson adjourned the meeting at 5:55 p.m.*

---

*Jason Thompson, Chairperson  
City of Rochester Hills  
Historic Districts Study Committee*

---

*Maureen Gentry, Recording Secretary*