



City of Columbia, Missouri

Meeting Minutes

Historic Preservation Commission

Tuesday, December 2, 2025
5:30 PM

Regular Meeting

Conference Room 1B
Columbia City Hall
701 E. Broadway

I. CALL TO ORDER

Meeting was called to order at 5:35 PM.

Chair - Stephen Bybee, Vice-Chair - Carrie Gartner, Secretary - Josh Parshall

Present: 6 - Melissa Hagen, Stephen Bybee, Carrie Gartner, Josh Parshall, Jennifer Luchau and
Trey Cook

II. INTRODUCTIONS

Guests - Matt Fetterly with the Boone County History & Culture Center, and Dennis Fitzgerald with CoMo Preservation

III. APPROVAL OF AGENDA

Commissioner Gartner moved to approve the agenda as distributed.

Commissioner Bybee seconded and the motion passed unanimously by voice vote.

IV. APPROVAL OF MINUTES

Mr. Palmer asked if anyone knew the last name of the guest from the previous meeting. He was only able to recall his first name was Louis when compiling the minutes, and Commissioner Bybee indicated that his name was Louis Wilson. Mr. Palmer suggested that the minutes be approved pursuant to Mr. Wilson's last name being added to the Introductions section where his name is listed as a guest.

Commissioner Gartner moved to approve the minutes with the suggested revision.

Commissioner Hagen seconded and the motion passed unanimously by voice vote.

November 5, 2025 Regular Meeting Minutes

Attachments: [HPC MINUTES 11052025](#)

V. DEMOLITION PERMIT APPLICATIONS

Staff Liaison, Rusty Palmer, presented the demolition permit applications for the two properties listed on the agenda.

Commissioner Bybee noted that the giraffe stone on the Ann Street property is unique, but the home has sustained significant termite damage and other structural deterioration.

Commissioner Luchau moved to close review of the demolition permit applications.

Commissioner Gartner seconded and the motion passed unanimously by voice vote.

804 N. Ann Street

Attachments: [804 N Ann St ASSESSOR](#)

[804 N Ann St](#)

206 Alexander Avenue

Attachments: [206 Alexander Ave ASSESSOR](#)

[206 Alexander Ave](#)

VI. STAFF REPORTS

A. Projects on Parks & Rec Properties

Mr. Palmer reported to the Commission that he met briefly with Gabe Huffington and Mitch Dooley with the Parks & Recreation Department to discuss projects they have planned on historic properties.

He noted that they were interested in potential grant funding for repairs to the Kirkland house (original structure 1871). and; potential federal funding if it can be elevated to national significance. Intention to stabilize house and create community garden. Needs some research, but it has been researched for Most Notables.

They were also interested in any restrictions on the Maplewood House given they were needing to perform some maintenance. Mr. Palmer noted that the preservation easement granted to the State Historic Preservation Office in 2015 expired in October, so no restrictions remain on the property.

The Parks Department also indicated that they are going to take ownership of the Locust Grove Baptist Church, after it is transported to Boone Junction on the grounds of the Boone History & Culture Center.

Mr. Palmer indicated there have been no new developments in regards to the McKinney Building.

B. Most Notable Plaques Order

Mr. Palmer shared a quote from D-Sport offering the plaques at the same price as last year; roughly \$130 apiece. When asked about potential replacement orders from past recipients, D-Sport indicated that they would be willing to give all new orders the same price, and owners would be allowed to order them separately to avoid using HPC funds.

Commissioners then discussed sending postcards to all past recipients to offer the replacement plaques. Mr. Palmer indicated that he believes he has contact information for all past recipients, and he would be able to generate a mailing list for the postcards.

Commissioner Gartner moved to request staff to prepare the postcards and mailing lists for all past recipients who were honored prior to the issuance of the bronze plaques.

Commissioner Hagen seconded and the motion passed unanimously by voice vote.

VII. OLD BUSINESS

A. Benton-Stephens Survey Phase I Consultant Selection

Attachments: [David Taylor](#)
[Designing Local](#)
[Loggia Preservation](#)
[Owen Eastlake](#)
[Trileaf](#)
[David Taylor BAFO Response](#)
[Designing Local BAFO Response](#)
[Loggia Preservation BAFO Response](#)
[Owen & Eastlake BAFO Response](#)
[TriLeaf BAFO Response](#)
[Guidelines for Evaluation Committee Members_1](#)
[Proposal Ranking Score Sheet](#)
[97.2025 RFP with attachments](#)
[Addendum No. 1](#)
[P23AF00890-004 Fully Executed Agreement](#)

Mr. Palmer presented the guidelines for the selection committee and the Commission discussed each proposal. The proposals were awarded a point total on a 40-point scale, as described on the consultant evaluation form. Mr. Palmer took notes on the discussion and point assignments. He then indicated that he will provide the score sheet and a narrative of the selection process to the City Purchasing Division for completion. Purchasing is responsible for determining the cost analysis and assigning up to 60 points for each proposal.

Commissioners Bybee, Gartner, and Parshall were designated as the selection committee.

B. Preservation Plan Updates & Next Steps

Mr. Palmer presented the Commission with some additional mapping iterations with regards to cultural resources and pressures across Columbia. Significant pressures included in the maps were demolitions, residential & commercial building permits, and subdivision actions. Mr. Palmer primarily utilized the Most Notable Properties and National Register of Historic Places listings to provide a geographic analysis of where known resources are located.

Mr. Palmer noted that he is still working on the Chapter 4 rewrite for the preservation plan, and that he intended to continue with additional work on Chapter 5 as well.

VIII. NEW BUSINESS

A. Preservation Plan Report to Council

Mr. Palmer also indicated that he will prepare a report for Council, providing an update on the preservation plan to be included on the January 20th Council agenda. He noted that the report will provide background on the grant project and the follow-up work completed to-date by the Commission. He will outline the public input process and review the feedback received by the Commission. Finally, the report will conclude with an anticipated timeline and a request to proceed with a final public input meeting planned in February in conjunction with the annual speaker series.

Mr. Palmer will create a shared Google Drive where Commissioners can view all preservation plan products and provide feedback directly to Mr. Palmer, with the 'final draft' to be completed in time for the February presentation to the public. The March HPC meeting would then be used to review any additional feedback for additional revisions, and the final preservation plan and recommendations would potentially be presented to the HPC at their April meeting for approval.

IX. GENERAL COMMENTS BY PUBLIC, MEMBERS AND STAFF

Mr. Palmer reported that all the website updates are complete, and that he would present on the updates in greater detail in January.

Dennis Fitzgerald with CoMo Preservation was then given the floor to ask questions on behalf of his organization. He first asked when the final draft of the preservation plan would be available for his organization to review. Commissioners indicated that the final draft would be available upon posting of the agenda for the February 7th speaker series event, which will act as the final public input session.

Mr. Fitzgerald then noted that the CoMo Gives campaign was underway, and asked if the HPC could solicit donations like other organizations in the community. Mr. Palmer stated that this is not possible given the financial structure of the HPC, noting that other City organizations listed in the campaign were housed within their departmental accounts, and that the HPC does not have a revenue account for collecting payments or donations like the Parks & Recreation Department or the Office of Cultural Affairs.

Mr. Fitzgerald noted that the home slated for demolition on Broadway would be a good candidate for grant projects to rehabilitate the property. Mr. Palmer noted that SHPO grants have not been made available for construction projects for a number of years, and when they are available, they are highly competitive due to their scarcity. He also noted that the Commission has already committed to completing the Benton-Stephens Neighborhood Survey, which is anticipated to span the next 3-4 years.

Mr. Fitzgerald then questioned whether the demolition permit application for 105 Meadow Lane was reviewed by the HPC. Mr. Palmer indicated that the application had been reviewed at a previous meeting; however, later discovered that it had not yet been submitted to the City. Mr. Palmer had been involved in a number of discussions on the property given the controversy surrounding the proposed redevelopment of the property. Mr. Palmer followed-up with the Commission and Mr. Fitzgerald to clarify.

Commissioner Hagen then shared recent reporting on the Niedermeyer Building that mischaracterized the 2013 efforts to save the structure from demolition, crediting CoMo Preservation instead of the HPC, or others who were involved. She suggested a larger discussion is needed to determine a clear definition of the roles played by the HPC and CoMo Preservation.

XI. ADJOURNMENT

Commissioner Bybee moved to adjourn the meeting at 7:30 PM, and the meeting was adjourned.

Members of the public may attend any open meeting. For requests for accommodations related to disability, please call 573.874.CITY (2489) or email CITY@CoMo.gov. In order to assist staff in making the appropriate arrangements for your accommodation, please make your request as far in advance of the posted meeting date as possible.

USB DRIVES PROHIBITED: A speaker who desires to display a presentation must upload the presentation, in advance, to the city network using an upload portal. To upload your files and learn more, visit CoMo.gov/upload.