



CITY OF KETCHUM
HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Tuesday, April 07, 2026

CALL TO ORDER:

Wendolyn Holland called to order at 4:31 PM (00:00:19 in video)

ROLL CALL:

Wendolyn Holland – Chairperson
Jakub Galczynski – Vice Chairperson
Melissa Ravelo
Clyde Holt

ALSO PRESENT:

Morgan Landers – Director of Planning and Building
Allison Kennedy – Senior Planner
Trent Donat – City Clerk
Matthew Johnson – City Attorney
Genoa Beiser – Associate Planner

COMMUNICATIONS FROM COMMISSIONERS: (00:00:46 in video)

- Wendolyn Holland:
 - Update on the combining of State Historic Preservation Office and Office of Energy and Mineral Resources.
 - Request for an update from staff on filling the empty seat on the Historic Preservation Commission (HPC) with a member of the Planning and Zoning Commission (PZC)
 - Response from Allison Kennedy
 - Lack of quorum for the May 5th HPC Meeting
 - Discussion on moving the May 5th HPC meeting to *May 12th at the regular time.
 - *Revised later in the meeting to May 13th due to a meeting room scheduling conflict.

CONSENT AGENDA: (00:04:10 in video)

1. Approval of the March 17, 2026 Meeting Minutes.

Motion to approve the consent agenda.

MOVER: Clyde Holt

SECONDER: Jakub Galczynski

AYES: Clyde Holt, Melissa Ravelo, Wendolyn Holland, & Jakub Galczynski

NAYS: None

RESULT: UNANIMOUSLY ADOPTED

NEW BUSINESS: (00:04:39 in video)

2. City Attorney & Clerk Presenting on: Open Meeting, Notice, & Communication Legal Refresher
 - Presentation by Matthew Johnson, City Attorney. (00:04:46 in video)
 - Questions from Commissioners. (00:21:37 in video)
3. 2026 Work Plan Drafting for City Council Adoption (01:05:30 in video)
 - Presentation by Allison Kennedy, Senior Planner. (01:06:48 in video)
 - Discussion by Commissioners and responses from Staff. (01:13:53 in video)
 - Public Comment: Jennifer Montgomery (01:59:40 in video)
4. Discussion of Inventory of City Assets
 - Presentation by Allison Kennedy, Senior Planner. (02:05:34 in video)
 - Discussion by Commissioners and responses from Staff. (02:07:39 in video)

*Allison Kennedy comments regarding rescheduling of May 5th HPC Meeting (02:26:30 in video)

- Previously agreed upon date of May 12th revised to May 13th due to a meeting room scheduling conflict.

Allison Kennedy comments on a grant opportunity that reopened from State Historical Preservation Office (02:27:16 in video)

- Commissioners agree to pursue the grant.

ADJOURNMENT: (02:31:45 in video)

Motion to adjourn the meeting at 7:02 PM.

MOVER: Melissa Ravelo

SECONDER: Jakub Galczynski

AYES: Clyde Holt, Melissa Ravelo, Wendolyn Holland, & Jakub Galczynski

NAYS: None

RESULT: UNANIMOUSLY ADOPTED



Wendolyn Holland,
Historic Preservation Commission Chairperson



Morgan Landers,
Director Planning and Building, City of Ketchum