



# City of Richmond

*Where History Meets Opportunity*

## Richmond Historical Commission Meeting Minutes

City Commission Room (In-Person and Zoom)  
600 Morton Street, Richmond, Texas 77469

**Tuesday, February 21, 2023, at 8:00 a.m.**

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The Richmond Historical Commission met in a regular meeting on Tuesday, February 21, 2023, at 8:00 a.m. Chairperson Edwards, called the meeting to order. A quorum was present, with the following members in attendance:

Carol Edwards - Chair  
Lonnie Meadows  
Jackie Atkinson  
Gary Gillen  
David Smith

Staff in attendance: Mason Garcia, Historic Preservation Officer (HPO); Helen Landaverde, Planner II; Jay Williams, Planner I; Gary Smith, City Attorney; Scott Fajkus, Building Official; and Brittany Mullings, Public Works Executive Secretary.

Chairperson Edwards declared the meeting open.

Chairperson Edwards introduced agenda item number A2., Recite the Pledge of Allegiance to the U.S. Flag and Texas Flag. Pledge of Allegiance to the U.S. Flag and Texas Flag was recited.

Chairperson Edwards introduced agenda item number A3., Public comments. She asked if there were any public comments. Hearing no public comment, the agenda item was closed.

Chairperson Edwards introduced agenda item number A4., Elect Richmond Historical Commission Chair and Vice-Chair. Vice-Chair Meadows nominated Chairperson Edwards for the Chair position. Chairperson Edwards accepted. Commission Member Gillen nominated Commission Member Atkinson for the Vice-Chair position. Commission Member Atkinson accepted. Commission Member Smith moved to approve both nominations. All Commission Members were in favor.

Chairperson Edwards introduced consent agenda items B1-B2. B1. Review and approve minutes from December 20, 2022, regular meeting. B2. Announce the next Richmond Historical Commission meeting to be held on March 21, 2023, at 8:00 a.m. Commission Member Gillen moved to approve the minutes. The motion was seconded by Commission Member Meadows. The vote for approval was unanimous.

Chairperson Edwards introduced regular agenda item C1a., Community and Museum Events Update. There was no update given.

Chairperson Edwards introduced regular agenda item C2., Staff update and discussion:

C2a. Discuss a potential submission to the National Register of Historic Places designation for The Exchange Hotel. Mr. Garcia explained an application for the second story of the Exchange Hotel will be submitted to the Texas Historical Commission for designation as a Historic place. A variance was submitted by Mr. Ken Tisdell to the Texas Department of Licensing and Regulations to replace the original interior doors, frames, transom windows and other modifications to the historical building. The Commission requested a tour of the Exchange Hotel second story.

Chairperson Edwards introduced regular agenda item C3., Consider agenda item request by Commission Members for March 21, 2023, regular meeting. Commission Member Gillen suggested having a plaque made for Claire Rogers for her time and service on the Richmond Historical Commission and inquired if the Commission had sufficient funds for a plaque.

Chairperson Edwards introduced regular agenda item C4., Excuse from attendance at regular Richmond Historical Commission Meeting. Chairperson Edwards requested excuse from attendance from the January meeting. Her absence was approved at the last meeting. Commission Member Meadows moved to approve Commission Member Stuarts absence. The motion was seconded by Commission Member Smith. The vote for approval was unanimous.

There being no further business to be brought before the Richmond Historical Commission, Chairperson Edwards adjourned the meeting at 8:15 a.m.

Approved



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Carol Edwards, Chair

Richmond Historical Commission