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State Historical Society of Iowa

2019 Certified Local Government Annual Report

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Forms Edit

Certified Local Government Annual Report

* indicates a required field

Under the CLG Agreement with the State, local governments and their historic preservation commissions are responsible for submitting an annual report documenting the commission's preservation work and that they have met the requirements of the CLG program.

This annual report is also an important tool for your commission to evaluate its own performance and to plan for the coming year.

1. Name of the city, county, or land use district:

Please choose the name from the drop down table.

Waterloo Historic Preservation Commission

2.

Did your commission undertake any projects for historic identification/survey, evaluation and or registration/nomination projects in this calendar year?

CLG Standards are in your local government's Certified Local Government (CLG) Agreement and the National Historic Preservation Act:

- 1) The CLG shall maintain a system for the survey and inventory of historic and prehistoric properties in a manner consistent with and approved by the STATE.
- 2) The CLG will review National Register nominations on any property that lies in the jurisdiction of its historic preservation commission. Please upload any Iowa Site Inventory Forms or other survey materials produced during the year. Please do not upload any projects that were funded with a CLG or HRDP grant, mandated by the Section 106 review and compliance process, or National Register nominations as we already have these documents in our files.

yes

3.

Were any National Register of Historic Places (NRHP) properties in your City, County, or LUD were altered, moved, or demolished in this calendar year?

no

4. Does your local government designate local landmarks or local districts?

IMPORTANT: Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact Paula Mohr before you complete this section.

No

5.

If you answered yes to the previous question, in this calendar year, what properties did your city place on its list of locally designated historic landmarks and/or historic districts? Please provide the historic name and address of each property

IMPORTANT: Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact Paula Mohr before you complete this section.

REMINDER: Before local districts are designated by your city council, you must send the local nomination to the SHPO for review and comment. Please allow at least 45 days for review before the nomination is scheduled for city council review. The SHPO review takes place after your commission has approved the local district nomination and **BEFORE** it is placed on the city council's agenda.

6.

In this calendar year, what were the actions to revise, amend, change, or de-list a locally designated property? Please provide the name and address of the property(ies) and the action. If no action was taken, enter N/A

None

7.

Has your city or county passed other ordinances that directly or indirectly affect historic preservation?

no

8.

Did your city, county, LUD or its historic preservation commission undertake any of the following activities in this calendar year? Please think broadly about this question and include any activity (small or large) that facilitated historic preservation in your community. This is your opportunity to boast about your accomplishments and get credit for the great work you do!

CLG Standards found in CLG Agreement and National Historic Preservation Act:

- 1) The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties.
- 2) The CLG shall provide for adequate public participation in the local historic preservation programs.

b. Provided technical assistance on historic preservation issues or projects. Examples include working with individual property owners, business owners, institutions to identify appropriate treatments and find appropriate materials, research advice, etc.|c. Sponsored public educational programming in historic preservation. Examples include training sessions offered to the public, walking tours, open houses, lectures, Preservation Month activities, etc.|d. Design guidelines/standards

8.1.

Describe the city, county, LUD, and/or historic preservation commission's assistance on preservation issues or projects in this calendar year. Please be specific (address(es) of property(ies), what was the issue(s), what technical assistance was provided?.

The property owner of 200 sycamore was looking for historic information about his property for a possible preservation project. City staff worked with people from the Grout Museum and the Waterloo Courier to find out more information about the building.

City staff recently received a request for information about the Courier Building that the commission nomination for the Most Endangered list. The person is a developer of historic projects and is looking at the courier buildings for possible restoration and was looking to information about what the building look like before the false from was applied to it at some point probably in the 1960's.

The owners of the building at 316 West 3rd Street asked city staff for information about getting the building on the National Register of Historic Places. City staff gave them the process to get it approved through city and directed them to information from the State and Federal Governments.

8.2.

Describe the city, county, LUD, and/or historic preservation commission's public education programs in this calendar year.

Please provide specific details such as date of event, description of the event, how many people participated, did the commission partner with other organizations)

On May 9th, 2019 the Historic Preservation Commission held its annual awards banquet at the Grout Museum which included the following honorees:

The Hotel President

The Hotel President is the newest member of the National Register of Historic Places in Waterloo. The hotel was originally built in 1929 and was considered a "showcase" hotel at the time with Waterloo being an important hub of industrial activity in the Midwest. In 1948 six wrestling promoters formed the National Wrestling Alliance at the hotel while the hotel was managed by Lark Gable grandfather of Olympic Gold Medal winner Dan Gable. In 1968 the hotel was sold and became subsidized housing for the elderly which it continues as today after a \$12 million renovation started in 2015.

The Courtyard by Marriott at Tech Works

The Courtyard by Marriott at Tech Works has been open only for a short time but has

already had an effect on the area to the northwest of downtown Waterloo brining 191 new hotel rooms to the historic structure which cost \$43 million. The building was originally built in 1947 and the original architects would have never conceived the transformation that the building would have after being considered surplus by John Deere. The project was the brainchild of Developer Rodney Blackwell from the Quad Cities. Many of the original details of the building were retained in order to give the property the character it deserves.

Judy and Dean Toepfer

Judy Toepfer and her husband Dean who passed away in 2016 have lived at 251 Alta Vista in the Highland Neighborhood for many years and Judy serving on the Historic Preservation Commission. According to Joyce Oaks who nominated the couple, before his death Dean made their bungalow shine as he was a true craftsman and restored much of the interior of the home along with spending a large amount of money to maintain the property. In addition to all the work he did around his home, Dean worked for John Deere for 34 years.

The Smokey Row Trio:

Orrin Miller, Tim Kuhlmann, and Sue Pearson

As part of the Smokey Row survey, the commission was required to include a 100 hours of volunteer labor to help make the project happen. Three people outside the commission worked long and hard to help get the project research done.

Orrin Miller was born in 1945 in Waterloo and served his country in the United States Navy from June, 1962 until June, 1968 then worked for John Deere which he retired from. In 1984 he started researching the history of Waterloo and Industrial Technology which go together since Waterloo's history and industrial development are so intertwined over the years. Orrin's tireless research was indispensable to the Smokey Row intensive level survey and we thank him for his important contribution.

Tim Kuhlmann grew up on a farm between Waterloo and Denver and he had fond memories of going to the Denver library with his school classmates. He attended Hawkeye School of Technology (now Hawkeye Community College) and graduated with a degree in Accounting. After working in retail for several years he went back to school and graduated from UNI with a degree in studio art. For the past 15 years he has been an assistant librarian at the Waterloo Public Library and in the last 4 years became interested in local history and has compiled presentations on early Waterloo doctors, early Waterloo churches, Rath Packing, Chamberlain Manufacturing, Cedar Valley drive-in theaters, the history of South Street in Church Row, Waterloo theme parks, and early clothing stores. Tim is also the Vice-President of the Cedar Valley Historical Society.

This is the second time that Sue Pearson will be honored with an award from the Historic

Preservation Commission. Sue served as one of the original members of the Historic Preservation commission lived in the Highland neighborhood at the time. Like Tim, Sue has worked for many years at the Waterloo Public Library as a Research Librarian and continues to support the efforts of the Historic Commission although no longer an actual member of the commission.

Approximately 45 people attended the banquet which was the 3rd year in a row with record attendance.

On October 8th and October 30th the Historic Preservation Commission held presentations at the Waterloo Public Library. On October 8th Andrew Bell did his presentation on Historic Preservation Tax Credits and on October 30th the commission talked about maintaining historic homes. Unfortunately bad weather affected attendance with only a handful of people attending each event but the people who attended said the information was good and they hope they could use it on their own projects.

8.3.

If answer includes d. New or revised design standards and/or guidelines were developed and adopted during the calendar year,

Please provide specific details such as date of event, description of the event, how many people participated, did the commission partner with other organizations)

[HPC Design Guidelines - Windows.pdf](#)

9.

Are there any particular issues, challenges, and/or successes your preservation commission has encountered or accomplished this year?

Money, Money, and Money.

The commission is looking to apply for more grants to go to the next phase of the Northeast triangle intensive level survey and then move on to the Church Row Neighborhood.

10.

What partnerships did your commission form or continue with other entities? (examples include local main street office, historical society, library, museum, service club, etc.) If none, enter N/A

The commission is working to have a better relationship with the Grout Museum, and at the Awards Banquet the Vice-President of the Cedar Valley Historic Society was honored with award for his volunteer work on the NE Triangle project so the commission is

working toward a partnership with that organization. Finally, the commission through Ed Ottesen is improving its relationship with Main Street Waterloo.

11.

Did your historic preservation commission receive any grants (other than CLG or HRDP) this year? If so, please describe. If none, enter N/A.

N/A

12. Does your commission have a website?

Yes

12.1. What is the website address?

<http://www.cityofwaterlooia.com/historicpreservation>

13. Does your commission have a Facebook page?

No

14.

List dates of public commission meetings held (please note these are meetings actually held with a quorum, not just those that were scheduled).

CLG Standards found in CLG Agreement and National Historic Preservation Act:

- 1) The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year.
- 2) The commission will be composed of community members with a demonstrated positive interest in historic preservation, or closely related fields, to the extent available in the community.
- 3) The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations.
- 4) Commission members will participate in state-sponsored or state-approved historic preservation training activities.

January 15th, February 19th, March 19th, April 16th, May 21st, June 18th, July 16th, August 20th, September 17th, November 19th and December 17th.

15.

We recommend that the local government provide the commission a budget with a minimum of \$750 to pay for training and other commission expenses. In this calendar year, what was the dollar amount for the historic preservation commission's annual budget?

The commission currently has no budget beyond the grants it has recieved.

16. Where are your official CLG files located?

Certified Local Government files must be stored at city hall (for city commissions) or the county courthouse (for county commissions).

The Community Development and Planning Office of Waterloo City Hall.

17.

Please list the names of the Historic Preservation Commissioners who served during this calendar year.

Ed Ottesen, Susan Price, Terry Stevens, Maddie Morehouse, Nick Hedrick, Ron Miller, Alice Rohret, Luke Jensen.

18.

Each CLG was asked to provide a work plan last year. Please provide a self-assessment of your progress on the initiatives and programs you identified last year. Were you able to accomplish much of what you set out to do? If not, what would help you fulfill this next year's work plan?

The commission has worked hard to keep up with the action plan and adjust it as necessary. The commission did get behind trying develop alliances so the commission has made the decision to refocus on that this coming year. The commission did accomplish all of its ongoing actions in 2019. The biggest struggle the commission has faced is getting 1/3rd of the commission to training sessions however, it did accomplish that this year. In December the commission updated its action plan to separate on-going action items that happen every year from one time time items in order to be able to

19.

Each commission should develop a work plan for the coming year. This work plan should include the project(s), initiatives and programs you plan to begin or complete. Also discuss your plan for obtaining historic preservation training in 2020. Please attach your work plan to your annual report.

Action Plan Update 01.14.20.pdf**20. Please update contact information about your 2020 Chief Elected Official.**

Note: This is beginning January 2020. Please provide the information for the Mayor, Chairman of the Board of Supervisors, or President of LUD Trustees.

First and Last Name	Mailing Address	Phone Number	Email Address
Quentin Hart	715 Mulberry Street, Waterloo, Iowa 50703	319-291-4301	mayor@waterloo-ia.org

21.**Please update contact information about your Staff Person for the Historic Preservation Commission.**

This is a local government staff member and is required.

First and Last Name	Job Title	Mailing Address	Phone Number	Email Address
John Dornoff	Planner	715 Mulberry Street Waterloo Iowa 50703	319-291-4366	john.dornoff@waterloo-ia.org

22.**Please complete the following and provide contact information about your 2020 Chairperson/Commissioner.**

Note: Electronic and mailed communication will be sent to the staff person for the commission and the chair who will forward the information to the rest of the commission members.

First and Last	Mailing Address	Home Phone	Work Phone	Email Address
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Name		Number	Number	
Ed Ottesen	1941 West 6th Street, Waterloo, Iowa 50702	319-234- 1863	319-429- 5569	eaohome@mchsi.com

22.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

N/A

22.2. Specify the month, day, and year that the commissioner's term will end.

02/03/2023

22.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

Yes

23.

Please complete the following and provide information about your 2020 Vice Chairperson/Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Susan Price	2753 Fairlane, Waterloo 50702	319-269- 6745		sueprice49@yahoo.com

23.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact Paula Mohr before you complete this section.

N/A

23.2. Specify the month, day, and year that the commissioner's term will end.

05/02/2022

23.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

No

24.

Please complete the following and provide information about your 2020 Secretary/Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Nicholas Hedrick	207 Highland Blvd, Waterloo, Iowa 50703	319-290- 4475	319-290- 4475	nhedrick@cfholiday.com

24.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

Representative, Highland Historic District

24.2. Specify the month, day, and year that the commissioner's term will end.

04/15/2022

24.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

No

25.

Please complete the following and provide information about your 2020 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Alice Rohret	206 Iowa Street, Waterloo, Iowa 50703	319-939- 5277		alicerohret@gmail.com

25.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

N/A

25.2. Specify the month, day, and year that the commissioner's term will end.

03/04/2022

25.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

No

26.

Please complete the following and provide information about your 2020 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Maddie Morehouse	134 Vincent Road, Waterloo, Iowa 50701	319- 429- 1035	319- 232- 1422	morehoussemaddie@gmail.com

26.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

N/A

26.2. Specify the month, day, and year that the commissioner's term will end.

12/17/2021

26.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

No

27.

Please complete the following and provide information about your 2020 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Terry Stevens	1629 Ackermant Street, Waterloo, Iowa 50703	319- 291- 6724	319- 833- 3129	danceterryh2o1oo@aol.com

27.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

N/A

27.2. Specify the month, day, and year that the commissioner's term will end.

12/09/2022

27.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

No

28.

Please complete the following and provide information about your 2020 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

29.

Please complete the following and provide information about your 2020 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

30.

Please complete the following and provide information about your 2020 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

31.

Please complete the following and provide information about your 2020 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

32.

Please attach biographical sketches for commissioners who were newly appointed in 2020.

Please be sure newly appointed commissioners sign and date their statement.

33.

Does your commission have any vacancies? If so, how many? If you have no vacancies, enter N/A.

The commission currently has one vacancy but a person has applied to be on the commission and should be appointed on February 3rd, 2020.

34. Please complete the Commission Training Table.

An important requirement of the Certified Local Government program is annual state-sponsored (such as the Preserve Iowa Summit) or state-approved training undertaken by at least one member of the historic preservation commission and/or staff liaison. In this table, provide information about the commissioners' involvement in historic preservation training, listing the name of the conference, workshop or meeting (including online training opportunities); the sponsoring organization; the location and date when the training occurred. Be sure to provide the names of commissioners, staff, and elected officials who attended.

Name of Event	Sponsor Organization	Location	Date	Names of Attendees
Preserve Iowa Summit	Preservation Iowa	Newton	06/05/19	John Dornoff
Preserve Iowa Summit	Preservation Iowa	Newton	06/06/19 - 06/07/19	Alice Rohret
The Rosenwald Schools GIS Mapping Project	National Trust Forum	Webinar	1/30/19	John Dornoff
ArtUp: Murals & Other Ways to Introduce Public Art into Your Historic Downtown	American Planning Association	Webinar	2/21/19	John Dornoff
Ensuring Perpetuity: Effective Easement Monitoring	National Trust Forum	Webinar	03/13/19	John Dornoff
Managing Photography at Historic Sites:	National Trust Forum	Webinar	03/19/19	John Dornoff

Effectively Capturing Collections, Buildings, Landscapes, and Visitors on a Budget

Historic Preservation of African American Cemeteries	American Planning Association	Webinar	03/29/19	John Dornoff
Regulating Historic Signs	American Planning Association	Webinar	04/05/19	John Dornoff
Preservation in Decorah	Winneshiek County Historic Preservation Commission	Decorah	05/04/19	John Dornoff
Celebrating Historic Preservation in Waverly	Waverly Historic Preservation Commission	Waverly	05/11/19	John Dornoff
Preservation 101	Jackson County Historic Preservation Commission	Maquoketa	08/03/19	John Dornoff
Historic Tax Credits	Waterloo Historic Preservation Commission	Waterloo	10/08/19	John Dornoff
Historic Tax Credits	Waterloo Historic Preservation Commission	Waterloo	10/08/19	Ed Ottesen

Historic Tax Credits	Waterloo Historic Preservation Commission	Waterloo	10/08/19	Susan Price
Historic Tax Credits	Waterloo Historic Preservation Commission	Waterloo	10/08/19	Nick Hedrick
Preserving Your Historic Home	Waterloo Historic Preservation Commission	Waterloo	10/30/19	John Dornoff
Preserving Your Historic Home	Waterloo Historic Preservation Commission	Waterloo	10/30/19	Ed Ottesen
Preserving Your Historic Home	Waterloo Historic Preservation Commission	Waterloo	10/30/19	Susan Price

35.

Who of your commission members, staff, and/or elected officials attended the Preserve Iowa Summit? If so, please provide their names.

Please note this must be completed. If no one attended, enter none.

John Dornoff - Staff

Alice Rohret - Commissioner

36. Signature page

1986 - Commission Memo about historic survey.pdf

ATTACHMENTS Edit**Ordinances/Resolutions**

If you have a new ordinance/resolution or have changed your existing ordinance/resolution, upload it here.

[no file]

Ordinances/Resolutions

[no file]

Survey Materials

If you have produced Site Inventory Forms or a survey in the calendar year, please upload it here

[no file]

Work plan

Please upload the upcoming year's work plan here.

Action Plan Update 02.10.20.pdf

**Biographical Sketches for New Commissioners**

If you have new commissioners, please upload their Biographical Sketches here. Please make sure that they are signed. The form can be downloaded from here:
<https://drive.google.com/file/d/1GDBtPLv2an2sXho54yJfZRT13bwL4RFZ/view?usp=sharing>

[no file]

Supplementary Material

Upload any supplementary material here

[no file]

Supplementary Material 2

Upload any supplementary material here

[no file]

Supplementary Material 3

Upload any supplementary material here

[no file]

Elected Official's Signature Page

Please schedule a time to present your annual report to your city council or Board of Supervisors. Ask your elected official to sign the signature page and upload here.

The form can be downloaded from here: <https://drive.google.com/file/d/1YcetiR-inEjVfvoUWn3A5czCeim2m-XC/view?usp=sharing>

**Annual Report Certification.pdf**