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State Historical Society of Iowa

2021 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.

no

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 the CLG Coordinator at historic.preservation@iowa.gov before you complete this section.

Yes

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 the CLG Coordinator at historic.preservation@iowa.gov 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.

None added in 2021 however, an application was received in December 2021 that will be on the January 2022 agenda.

5.1.

Please attach a copy of the final designation nomination(s) and ordinances(s) for these properties

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

N/A

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.

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?.

Every meeting has time set aside to allow property owners to come in and get advice on their projects so that it will be easier for them when they apply for their Certificate of Appropriateness or nomination. The commission has advised a property owner on the best way to replace doors to make them more secure after they were robbed. The commission also advised another property owner on ways to make their property that is in the Highland Historic District closer to its historic appearance.

9.

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

Like probably every other community the biggest issue has been COVID-19 which required the commission to cancel its annual awards banquet after changing the date a couple of times. The commission is also having issues with a consultant on a grant project that has gone AWOL.

10.

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

The commission is working to form relations with the Youth Art Council, Youth City Council, Experience Waterloo, Cedar Valley Historical Society, Cedar Falls Historic Society, Cedar Falls Historic Preservation Commission, and the NAACP.

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?

https://www.cityofwaterlooiowa.com/departments/planning-zoning/historic_preservation_commission/index.php

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 20th, February 16th, March 18th, April 20th, May 18th, July 20th, August 17th, September 21st, October 19th, November 16th.

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?

\$0

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).

Waterloo City Hall
715 Mulberry Street
Waterloo, IA 50703

17.

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

Ed Ottesen, Terry Stevens, Susan Price, Nick Hedrick, Mathew Gilbert, Alice Rohret

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 was able to start working on several items on the action plan. Several items on our action plan were had to be put off due to COVID and the annual banquet being cancelled which resulted in the canceling of several projects that were planned leading up the banquet. At this point in time the banquet is scheduled to happen this May and many of the items delayed from last year will be implemented here in 2022.

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 2022. Please attach your work plan to your annual report.

[Action Plan 01.18.22.pdf](#)

20. Please update contact information about your 2022 Chief Elected Official.

Note: This is beginning January 2022. 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	(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. Electronic and mailed communication is sent to the staff person and chair of the commission who will forward to the rest of the commission members.

First and Last Name	Job Title	Mailing Address	Phone Number	Email Address
John Dornoff	Planner II	715 Mulberry Street	3192914366	john.dornoff@waterloo-ia.org

22.**Please complete the following and provide contact information about your 2022 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 Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Ed Ottesen	1941 West 6th Street, Waterloo, Iowa 50702	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.

Main Street Waterloo.

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 2022 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
Nicholas Hedrick	207 Highland Blvd, Waterloo, Iowa 50703	319-290- 4475	319-290- 4475	nhedrick@cfholiday.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 the CLG Coordinator at historic.preservation@iowa.gov before you complete this section.

Highland Neighborhood

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

04/15/2022

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 2022 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
Susan Price	2753 Fairlane Avenue, Waterloo, Iowa 50702	319-269- 6745	319-269- 6745	sueprice49@yahoo.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.

N/A

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

05/02/2022

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 2022 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 2022 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
Mathew Gilbert	1427 Dearborn Avenue, Waterloo, IA 50707	319-504- 6685	319-504- 6685	global.mrg@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.

02/04/2023

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 2022 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	danceterryh2oloo@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.

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

27.3.

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

28.

Please complete the following and provide information about your 2022 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 2022 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 2022 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 2022 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 2022.

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.

1

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
Preservation Iowa		Online		John Dornoff, Alice Rohret, and Mathew Gilbert

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.

Mathew Gilbert, Alice Rohret, and John Dornoff

36. Signature page

Annual Report Certification (1).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]

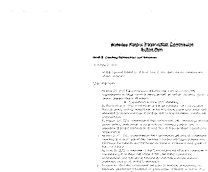
Survey Materials

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 01.18.22.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 (1).pdf



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