

**WATERLOO HISTORIC PRESERVATION COMMISSION MINUTES**  
**REGULAR MEETING – October 17, 2023– 4:30 P.M.**  
**The meeting was held in the Mollenhoff Room at City Hall**

Chairperson Gilbert called the regular meeting of the City of Waterloo Historic Preservation Commission to order at 4:30 p.m.

Commission Members present were: Matthew Gilbert, Ivan Valtchev, Jared Hottle, Hector Salamanca Arroyo and Cole Weliver.

Commission Member(s) absent were: Ed Ottesen, Nick Hedrick, Terry Stevens, and Susan Price

Others present were: Lexi Schneider - Planning Staff and Ed Gallagher – Grout Museum

**Approval of Agenda**

***Motion made by Valtchev, seconded by Weliver to approve the agenda of the October 17, 2023 regular meeting. Motion carried unanimously.***

**Approval of Minutes**

***Motion made by Hottle, seconded by Salamanca Arroyo to approve the minutes of the September 19, 2023 regular meeting. Motion carried unanimously.***

**Oral Presentations**

No Report

**Hearings**

None

**Reports**

**1. Main Street**

Valtchev noted Main Street held a National Main Street Accreditation event which analyzed a self-assessment tool. A representative from Main Street America was at the event and explained Main Street Waterloo will be evaluated in 2025 based on their performance in 2024. This self-assessment tool is a detailed way to measure success. Main Street Waterloo, Main Street Iowa, and Main Street America will share the results on their websites.

**2. Silos and Smokestacks.**

No Report

### **3. Grout Museum**

Gallagher explained the 120<sup>th</sup> Annual Dry Run Sewer Banquet was a success. The Friday the 13<sup>th</sup> Planetarium Show was sold out despite there being short notice for the event. The Grout Museum and the library are working together to fix the issue the new levee has caused with funding. The Grout is looking to expand their Board. The Waterloo in WWII exhibit is still at the Grout Museum and a Civil Rights in Iowa Exhibit is also at the Grout currently.

### **4. Project Update**

Schneider noted all of the materials from the Civil Rights Project are on the City of Waterloo website. All the markers have been approved and will be installed hopefully this week.

Valtchev explained the Park Avenue Bridge project which will implement a design item to remember the historic bridge is still in progress as the City of Waterloo wanted a few items changed to the design.

### **5. Highland**

Weliver stated the garden clean up in Highland was a success. A shed has been built for gardening tools near the garden. The neighborhood is preparing for the approximately 700 children they will receive for Trick or Treating. Highland Neighborhood Association has been reminding residents of when Christmas wreath's should be going up.

### **6. Walnut**

Gilbert noted the Fall Fun in Walnut event will be held November 3, 2023 from 1pm to 3pm at the All-In Grocers event space. This event will be in place of Trick or Treating. Valtchev explained Trick or Treating in the Walnut Neighborhood can be difficult due to the bad street lighting with all of the shade trees. Gilbert stated the 415 Walnut Collective is holding a breakfast event at the First Presbyterian Church on October 28, 2023 from 9am to 11am. A community planning event for the 415 Walnut Collective will be held via zoom on February 2, 2024 from 12:30pm to 1:30pm. All-In Grocers is now open in the Walnut Neighborhood. The restaurant in the same building as the grocery store will be opening this month or next month sometime and the community space is now open for bookings.

### **Discussion Items/Possible Action Items**

#### **1. School Art Project 2023**

No Report

#### **2. Main Street Waterloo Collaboration**

Gilbert explained he has been in contact with Jessica Rucker, the Main Street Waterloo Director, about combining Tour De Loo 2024 with the Historic Preservation Commission Awards Banquet by having a kickoff for the event. Rylee, Main Street Waterloo Intern, hosted the ghost tours last week.

### **3. Other Collaborations**

Gilbert noted he has spoken to the Human Rights Department and Main Street Waterloo about a taskforce for the Civil Rights Project. Gilbert asked if a City of Waterloo meeting space could be used for these meetings, to which Schneider stated something could probably be worked out since the taskforce was created by the Waterloo Historic Preservation Commission.

### **4. City-Owned Properties and Demo List**

No Report

### **5. Maps**

Schneider stated John Dornoff is still working on the maps and she can offer to help him to complete them faster.

Gallagher asked if there was a way to create an interactive map with historical designation status and past photos with current photos.

### **6. Goals and Action Plans**

Schneider asked the Commission to take a look at their goals and action plan and see if there is anything they can check off the list by the end of the year or if there is anything they would like to add for the 2024 list.

Valtchev noted he would like to speak with the City Council about the Dunsmore House, to which Schneider stated she will attempt to get Noel and Aric to attend the November meeting to give an update on the Dunsmore House. Salamana Arroyo asked if a plan has been made for the Dunsmore House, to which Schneider stated a plan has not been made and the Commission was tasked with coming up with a plan for the historic home.

Gilbert stated as part of the community outreach section, the Civil Rights Project research and findings should be displayed and advertised more on social media so members of the community and visitors are aware of the project and the Historic Preservation Commission.

Hottle noted he would like the Commission to meet with realtors and educate them more on the historic districts and properties in Waterloo. The board office luncheons could be a good opportunity to help educate realtors.

### **Discussion Items:**

Schneider reminded commission members of the National Register of Historic Places Workshop in Decorah on October 20<sup>th</sup> from 9am to 3:30pm.

Schneider also asked if the Commission had any ideas on buyers for Leonard Curtis, owner of 908 and 904 Grant Avenue. Valtchev said he contacted an individual but they were not interested. He noted Leonard could try to contact Iowa Heartland Habitat for Humanity.

Gilbert noted the Community Foundation Grant runs from November 15, 2023 to January 15, 2024. The National Trust Past Forward Conference will be in November and is going to be held in Washington D.C.

**Design Guidelines:**

No Report

**Adjournment**

*Chairperson Gilbert adjourned the meeting at 5:30 p.m.*

Respectfully submitted,

A handwritten signature in cursive script that reads "Lexi Schneider".

Lexi Schneider  
Planner I