

**WATERLOO HISTORIC PRESERVATION COMMISSION  
REGULAR MEETING – April 17, 2018– 4:30 P.M.  
First Floor Conference Room, City Hall**

Ottesen called the regular meeting of the City of Waterloo Historic Preservation Commission meeting to order at 4:33 p.m.

Commission Members in attendance were: Ottesen, Price, Stevens, Jaacks, Miller, Orlando and Jenson.

Commission Member(s) absent were: None

Others Present: Pat Morrissey – City Council Representative; Ed Gallagher – Grout Museum Representative; Candy Streed – Silos and Smokestacks Representative; John Dornoff – Planning Staff; and 3 citizens

**Approval of Agenda**

*Motion made by Price, seconded by Miller to approve the agenda of the April 17, 2018 regular meeting. Motion carried unanimously.*

**Approval of Minutes**

*Motion made by Miller seconded by Price to approve the minutes of the March, 2018 regular meeting as amended. Motion carried unanimously.*

**Oral Presentations:**

Charles Pearson discussed the proposed Waterloo Civil Rights trail and connecting it to the Smokey Row survey.

**Hearings**

**Request for a Certificate of Appropriateness for fences to be installed in both the front and back yards at 246 Alta Vista.**

Dornoff read the staff report.

Jenson asked why it needs to be a 4-foot fence instead of the 3-foot fence to which the applicant responded that the fencing comes only in a 4-foot size and it would be difficult if not impossible to cut down to 3-feet.

*Motion made by Jaacks seconded by Jenson to approve the application for a Certificate of Appropriateness for fences to be installed in both the front and back yards at 246 Alta Vista. Motion carried unanimously.*

**Reports**

**1. Main Street**

Main Street has a new director Jessica Rucker who will be attending the awards banquet this year.

## **2. Silos and Smokestacks.**

Streed announced that Silos and Smokestacks is working toward moving from their existing space in the Fowler Building to a new space in the Master Service Station where the Visitors Bureau is located. The goal of the move is to not only have offices but have a true visitor's center where people can learn more about the area and the other sites that can be visited.

## **3. Grout Museum**

The Grout Museum will be holding their annual Gala on April 28<sup>th</sup> honoring Veterans.

## **4. Building Update**

Dornoff noted that the city is going after St. Mary's and that the Engineering Department is planning to demolished the rectory to do work on Virden Creek but once in cities hands the whole complex may be demolished.

A RFP for the Rath building has not been released yet and several commissioners noted that the building still has not been secured. There was also discussion on the city have the money to secure the building.

Morrissey said that something needs to be done with the Dunsmore House. The commission needs to be given \$500,000 to fix up the building and use it.

## **5. Walnut Survey**

It is tentatively planned to have the public hearing on the Survey possibly at the next meeting of commission. Ottesen asked they are going to be able to get the project done on time to which Dornoff answered that it is in their contract to have it ready to go by October.

## **6. Smokey Row**

Dornoff noted that the proposals are due on April 30<sup>th</sup> so by the next council meeting should have an idea of how the project is going to unfold.

## **7. Highland**

No Report.

### **Discussion Items/Possible Actin Items**

#### **1. Phone Call with Maia Fiala-Jessen**

The Commission had a phone conversation with Maia Fiala-Jessen of Preservation Iowa and Main Street Iowa.

The Downtown Summit will be held in Waterloo at the end of August. They are considering adding an additional day to the conference which would be August 28<sup>th</sup> when they will have their annual awards banquet and offer tours of the area.

They will prefer to have walking tours unless the commission can find a way to provide a bus to do a more extensive tour of the area. Although everything has not been finalized they are looking to have the

lunch from 12:30 till 1:30 and have tours from 2 till 4. They have not selected a site for the luncheon so the commission suggested the Brown Derby.

## **2. Banquet 2018**

Dornoff noted that thanks to Gallagher and Morrissey that the Banquet will be held at the Grout Museum this year.

Jenson stated that he has talked to Bryan's on 4<sup>th</sup> and they will cater for \$5 per person and sent around a menu with the appetizer options on it.

***Motion made by Jenson seconded by Stevens to approve using Bryan's on 4<sup>th</sup> to cater the 2018 Awards Banquet. Motion carried unanimously.***

Commissioners also discussed whether to have a cash bar or brink non-alcoholic beverages to the banquet.

## **3. School Art Project**

Orlando delivered fliers to the schools and stories have appeared in the Courier and at KWWL. The art projects are due April 27<sup>th</sup> and hopefully will be judged quickly so that the winners can be announced and ready for the awards banquet on the 3<sup>rd</sup>.

## **4. CLG Annual Report**

Dornoff explained that when he did some research for the CLG Annual Report he noted that in cities he researched, the cities with the most successful historical programs are ones that have a Historical Society that does the leg work. The place that has a successful preservation program without a very active historical society is Dubuque.

## **5. CIP 2019-2023**

Dornoff noted that the commission has received money to cover the commission's portion of the cost for the Smokey Row survey. Orlando asked if money from the Civil Rights grant covers the difference will the commission be able to use the money for other projects.

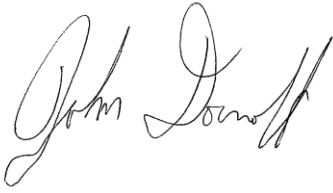
## **6. Website/Reports/Data Base**

Dornoff noted that he is in the process of digitizing all the reports that the planning office has and will be putting them on the website by the first of June.

## **Adjournment**

***Ottesen adjourned the meeting at 5:47 p.m.***

Respectfully submitted,

A handwritten signature in black ink, appearing to read "John Dornoff". The signature is written in a cursive style with a large initial "J" and a distinct "D".

John Dornoff  
Planner I