

**WATERLOO HISTORIC PRESERVATION COMMISSION**  
**REGULAR MEETING – July 15, 2014– 4:30 P.M.**  
**1<sup>st</sup> Floor Conference Room, City Hall**

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

Commission Members in attendance were: Price, Cass, Linda, George, Ottesen and Andera.

Commission Member(s) absent were: Valtchev, Linda & Cass.

Others Present: Chris Western, Staff to the Commission, Adrienne Miller and City of Waterloo Planning Staff and 1 member of the public.

**Approval of Agenda**

***Motion made by Price, seconded by George to approve the amended agenda. Motion carried unanimously.***

**Approval of Minutes**

***Motion made by Price, seconded by George to approve the minutes of the June 17, 2014 Regular Meeting. Motion carried unanimously.***

**Hearings**

***No hearings were held.***

**Reports**

**1. Main Street**

Ottesen stated that the design council had met discussing changes to be made to the 4<sup>th</sup> street pedestrian bridge. Ottesen also stated that Friday' Loo is continuing downtown until September.

**2. Silos and Smokestacks**

No Update

**3. Grout Museum**

No Update

**4. Rath Administration Update**

Western noted that windows are being boarded up and interior work is beginning to take place.

**Discussion Items/Possible Action Items**

**1. Community Outreach:**

Ottesen questioned if anything had been researched on outreach to local architects, realtors etc for award nominations. Miller indicated no lists have been generated and she will put together a flyer

and begin a list of firms and companies who shall receive the flyer. Ottesen indicated that neighborhood associations would be another group to contact regarding awards.

Stevens suggested creating a brochure stating what the Historic Commission is and what they do to assist with making the commission be known throughout the community. The brochure would include any available grants, awards and projects that the commission has worked on in the past, present and future.

**2. Community Foundation:**

Miller noted that she had been continuing discussions with the Community Foundation regarding changing the Commissions account from an endowment fund to an expendable fund. Miller indicated the options that the commission has with the Community Foundation which are changing to a “Quasi-Endowment” fund where the minimum is \$10,000 but the Commission could utilize the fund for activities or an “Expendable” fund which has no minimum balance requirement but we will be charged a fee to have the fund with them. The last option is to place our funds elsewhere. Stevens questioned what the fee would be if we switch to an “Expendable” fund and Miller indicated that she was not sure of the exact fee but would have that information at the next meeting. Miller indicated that the Commission is currently being charged a fee from the Community Foundation due to the fact their fund does not meet minimum requirements for the “Endowment” fund.

***Motion made by Price, seconded by Stevens to approve changing the Historic Preservation Commission fund with Community Foundation of Northeast Iowa from an “Endowment” fund to an “Expendable” fund to allow for the commission to utilize the fund for activities such as awards ceremonies and training. Motion carried unanimously.***

**3. Designation of new district- Historic Preservation Plan:**

Price mentioned the triangle along the railroad tracks and questioned if anyone had researched the area. Stevens mentioned the area included the “Miller Drug Store” and “Daltons Heating” along with many other businesses. George questioned if any major highways were along the triangle area suggesting a district could focus on the development of businesses and transportation in that particular area. George indicated that she will find maps of the area to see what kind of information she can find regarding the transportation associated with the triangle area.

Ottesen questioned the Walnut Street Neighborhood and suggested looking at the evaluation that was previously done on the area. Ottesen mentioned possibly finishing an application that was started years ago to designate the area as a historic district. Miller indicated that she would research the past application and evaluation booklet and see what the commission would have to do from there. Ottesen stated that the commission should also look into other neighborhoods on the east side. Linda mentioned in an email to the commission that the three neighborhoods she believed were historically significant to the City of Waterloo not for architecture were the Unity Neighborhood, Franklin-Gateway Park neighborhood and the We Care Neighborhood.

Information on all three of the neighborhoods can be found in the Historic Preserve Plan for the City of Waterloo. Price indicated that she would research more on the We Care Neighborhood, Stevens indicated that she would research the Franklin-Gateway Park Neighborhood and George indicated she would research the Unity Neighborhood before the next meeting to discuss options on districts.

**4. Training- Preserve Iowa Summit August 21<sup>st</sup> - 23<sup>rd</sup> Cedar Rapids**

Miller indicated that the Summit would be coming up in August and in order to receive the discounted pricing the commission would have to register by August 1<sup>st</sup>. Stevens indicated that she would be available to go on the Thursday and Friday of the Summit on behalf of the commission.

*Motion made by Price, seconded by George to approve sending commission member Terry Stevens to the Preserve Iowa Summit in Cedar Rapids on August 21<sup>st</sup> -23<sup>rd</sup> for the cost of \$50. Motion carried unanimously.*

**Adjournment**

*Ottesen adjourned the meeting at 5:25.*

Respectfully submitted,

Adrienne Miller,  
Associate Planner