

**WATERLOO HISTORIC PRESERVATION COMMISSION
REGULAR MEETING – AUGUST 21, 2007 – 5:15 P.M.
MEETING ROOM A, WATERLOO PUBLIC LIBRARY**

Chairperson Ottesen called the regular meeting of the City of Waterloo Historic Preservation Commission meeting to order at 5:18 p.m.

Those in attendance were: Anderson, Berry, Brockway, Morgan, Ottesen, Potter, and Quirk.

Those absent were: Newton and Olsson.

Also present was staff member, Tim Andera, Lynne Wagner of Silos and Smokestacks, and Matt Boyd of the Highland Neighborhood Association.

Approval of Minutes

Motion made by Quirk, seconded by Morgan to approve the July 17, 2007 Regular Meeting Minutes with a change to the Silos and Smokestacks Monthly report, noting that Beth Boland of the National Parks Service will be speaking at a conference in Waterloo on September 17th and 18th, and not September 8th and 18th of 2007. Motion carried unanimously.

Approval of Agenda

Motion made by Quirk, seconded by Morgan to approve the agenda as submitted. Motion carried unanimously.

Reports

1. Main Street

Ottesen gave the Main Street report noting that plans are being organized for this year's upcoming Tour De'Loo event, which tours through Downtown projects that have been completed or are underway on October 11th, 2007. Ottesen noted that currently there are 12 sites on the tour this year.

Morgan noted that the hanging flower baskets along 4th Street look great this year, and it has been great that somebody has been able to take care of the flowers on more of a regular daily basis. Ottesen noted the husband of the Main Street Director has been caring for and watering the flowers this year. Ottesen also noted that it is currently being looked into put more flowers and baskets along Sycamore Street, but currently, more money needs to be raised for this project to move forward. Morgan questioned if Main Street has asked the Waterloo Garden Club to maintain and take care of the flowers along 4th Street. Potter noted that providing some additional landscaping and vegetation downtown may be a good senior project for local students graduating high school.

2. Silos and Smokestacks

Lynne Wagner gave report noting that Beth Boland of the NPS will have a presentation at UNI regarding the “Power of Place” on September 17th and how special places hold important stories of past people and events, and how important it is to preserve a sense of place. Wagner noted that a workshop would be held on September 18th by Beth Boland that will relate how teachers can incorporate historic preservation education into their curriculum.

3. Grout

No report this month.

Public Hearings

1. **Vote to approve a cost share agreement with the Highland Park Neighborhood Association for the purchase of one Preserve America road sign to be placed at the gateway to the neighborhood.**

Andera noted that he had gotten into contact with a sign contractor the week prior to the meeting to get an estimate for a new Preserve America sign. Andera noted that the Commission was aware there was a sign maker in Idaho who would be able to provide us with the Preserve America decal, and then we could pass that decal onto a local sign contractor who could make the new sign. Andera noted he has not heard back from the local sign contractor with an estimate. Matt Boyd of the Highland Neighborhood Association noted that he would like to have an estimate first before he takes the idea to the neighborhood association board.

Motion made by Morgan, seconded by Quirk to table the request to a future meeting until an estimate is received. Motion carried unanimously.

Discussion Items/Possible Discussion Items

1. **Review draft copy of MOA agreement for 93-97 Vinton Street and the Rath Administration Building completed by Tallgrass Historians.**

Ottesen noted that at the meeting that was held in June with the State, City and consultant, certain guidelines and steps were laid out for what should be included in the Memorandum of Agreement. Ottesen noted that one of the requirements in the MOA is that the City needs to extensively advertise the building and the incentives that go along with it for redevelopment, especially incentives in terms of historical preservation, such as state and federal tax credits. Morgan noted she does not like the idea of having the Rath Administration building included together in the MOA with 93-97 Vinton Street, specifically noting that the HPC has already given permission to the City to demolish the Cooper and Maintenance Buildings. Quirk noted that she agreed as well. Commission members noted that the main reason that 93-97 Vinton Street is being demolished is to make way for the expansion of Crystal Distribution Services. Commission members noted that Crystal has no plans of expanding anywhere in the adjacent areas of the Rath

Administration building, and felt the building should be separated. Quirk noted that the City has not done enough to preserve the administration building to keep it from getting into a state of disrepair. Commission members felt that the administration building and 93-97 Vinton should be under separate MOA's. There was discussion on the time line in terms of demolition of the buildings. Ottesen questioned if the buildings were separated into separate agreements, will the March 31, 2008 deadline to begin receiving demolition estimates for the administration building still exist. Anderson noted that deadline would still be in place, as the grant money for the demolition of the buildings would still be available until September 2008, and also noted that if the City does not utilize the grant money available, the grant will no longer be available after September 2008. Ottesen questioned if the grant money available for demolition can be used for possible rehabilitation of the Rath Administration building, but also use another portion of it for the demolition of 93-97 Vinton Street. Andera noted that the money available for the demolition of all buildings is a Brownfield Economic Development Initiative (BEDI).

Motion made by Quirk, seconded by Morgan to allow for demolition of 93-97 Vinton Street, and that the Rath Administration Building be separated into its own Memorandum of Agreement and grant money be located to stabilize the building. Motion carried 6-0, with Anderson abstaining due to a conflict of interest.

Discussion Items

1. HPC Workshop with Paula Mohr

Andera noted that Paula Mohr from the SHPO office is interested in setting up an education workshop with the HPC on historical preservation matters. Andera noted that he has recently contacted members to see which date worked. Andera noted that September 17th worked the best for everyone, and a morning or early afternoon time would work best. Ottesen noted he would pass along to Paula Mohr that the 17th of September would work best from about 9 a.m. to 12 p.m.

2. CLG Newsletter/CLG Grant Application

Andera noted that he included in the packet a CLG Newsletter that was sent out to all CLG communities that provided news on what was happening with other CLG's in the state. Andera noted that Sioux City has a very well designed and attractive HPC webpage, and currently the HPC website for Waterloo is below par. Commission members questioned if the City had a web designer on staff. Andera noted that there is no full-time web designer on staff. Anderson noted that it is being currently looked at to hire somebody to redesign the City homepage, and it can possibly be looked into seeing if this person could redesign the HPC homepage.

Andera noted that recently, he had submitted a draft grant application to the state for a possible CLG grant to fund a downtown survey. Andera noted that the survey areas include blocks along the north side of the Cedar River, particularly East 4th Street and Sycamore Street. Andera noted that the greatest potential for a historic district exists in this area, compared to the south side of the river, where parking ramps and other new

buildings have removed older original buildings to downtown. Andera noted that there are buildings in that area of downtown that would be eligible for the National Register, but no potential for a district. Andera noted that there have been surveys done on residential properties in the city, but none ever on downtown, and it is time to have one done. Brockway questioned with the new expo grounds going in near the library, will it be affecting the Wonder Bread Factory. Anderson noted that this plan would not be affecting the factory, and currently, the company that owns the building is going through bankruptcy. Brockway noted that if something were to happen to Wonder Bread and they vacated the building, he doesn't see any reason why the Wonder Bread building could not be incorporated into the plans for downtown.

3. Kingbard Walking Tour

Potter noted that she has contacted interested individuals on the contact list she had recently received for the Kingbard Walking Tour, and noted she did receive some feedback from them. Potter noted that many of the interested people felt May would be the best month to hold the tour, but also noted that June would be just as favorable. Potter noted that she is looking to establish a work session with the residents in either the 2nd or 3rd week of October, and then possibly invite the residents to the regular HPC meeting in November. Lynne Wagner of Silos and Smokestacks noted that this would be a good time to look at coinciding this tour with My Waterloo Days, as events for the festival are currently being changed.

4. HPC Financial Report

Andera noted that he had recently received the most up to date HPC financial report, and it showed when \$150 was deposited by the Waterloo Conventions and Visitors Bureau to go towards a Preserve America road sign, and the \$40 withdrawn from the account to pay for the rental of the Snowden House for the HPC Annual Awards. Andera also noted that currently the HPC has a fair amount of money in their budget.

Hearing no further discussion chairperson Ottesen adjourned the meeting at 6:12 P.M.

Respectfully submitted,



Tim Andera
Associate Planner
Staff to the Commission