

**MINUTES
CITY OF AMES
HISTORIC PRESERVATION COMMISSION**

Date: January 8, 2018	Kim Hanna, Chairperson	2019
	Jason Dietzenbach, Vice Chairperson	2018
Call to Order: 6:00 PM	Peter Hallock	2018
	Lisa Hovis	2018
Place: Ames City Hall Council Chambers	*Ted Grevstad-Nordbrock	2019
	Edith Hunter	2020
Adjournment: 6:41 PM	*Barry Snell	2020
	[*Absent]	

CALL TO ORDER: Kim Hanna, Chairperson, called the meeting to order at 6:00 PM.

APPROVAL OF AGENDA:

MOTION: (Dietzenbach/Hovis) to approve the Agenda for the meeting of January 8, 2018.

MOTION PASSED: (4-0)

APPROVAL OF THE MINUTES OF THE MEETING OF DECEMBER 11, 2017:

MOTION: (Hovis/Dietzenbach) to approve the Minutes of the meeting of December 11, 2017.

MOTION PASSED: (4-0)

PUBLIC FORUM: There were no public comments.

PRIORITIZATION OF THE GOALS AND OBJECTIVES OF THE AMES COMPREHENSIVE HISTORIC PRESERVATION PLAN

Ray Anderson, staff liaison, stated that the Commission has been discussing the need to prioritize the goals, objectives and action steps in the Ames Comprehensive Historic Preservation Plan. The Commission believes it would be appropriate to prioritize the goals, objectives and action steps, as we move forward with implementation of the Historic Preservation Plan. He noted that a copy of the adopted goals, objectives and action steps was sent by email to each Commission member.

Ms. Kim Hanna stated that she knows Goal #3, Objective A (Revise Chapter 31) has been completed and wanted to know if there is a way to make this a working document that can be crossed out so they know it is completed. She noted that when she looked through all the goals it became clear that if they started on one goal it would also apply towards other goals.

The Commission had an open discussion regarding what actions to take in regards to the goals, objectives, and action steps, and determined there is a need to increase public awareness of and support for historic preservation archival materials, in combination with utilizing a website/on-line presence. It was discussed that the Commission could better utilize the City website, or possibly work with another website to make historic preservation information available to the public. Mr. Anderson stated that we would need to reach out to Susan Gwiasda, Public Relations, to determine what could be added to the City website. Ms. Hanna asked the Commission how they would like to proceed with the website work. She questioned if this would be a fall 2018 project, since this year's syllabus has already been created. The Commission agreed to table the discussion of the website creation until the next meeting to speak with Ted Grevstad-Nordbrock, Commission member.

Ms. Hanna proposed two priorities for 2018. One would be to focus on communication with neighborhood associations that already exist and are identified in the Historic Preservation Plan and to determine if there are any residents that are interested in pursuing individual or neighborhood designations as local historic districts, or landmarks, or as National Register nominations. The second priority would be to update the Historic Preservation portion of the City website. Mr. Jason Dietzenbach stated another goal the Commission should pursue in 2018 would be to establish partnerships with the Ames Historical Society, Iowa State University, and local school districts. The Commission responded by saying this would be a great way to help bring them into the neighborhood meetings and Commission meetings, as well.

Mr. Anderson recommended that a letter be prepared and sent to neighborhood associations to determine if they would be interested in pursuing identification of historic resources in their neighborhood. Once the Commission reviews the responses, the Commission would have a better idea as to how to proceed with further surveys of historic resources. Mr. Dietzenbach mentioned that it was previously discussed to have the Ames Historical Society do a lecture and maybe tie that into the letter as well. Ms. Hanna stated she will work with Ray Anderson and Eloise Sahlstrom with drafting a letter and also getting comments back from the rest of the Commission before it is sent out to the neighborhood associations. Ms. Hanna did mention that talking about the website at the next meeting would be beneficial with the possibility of Iowa State Students attending the meeting as they can hear what kind of projects the Commission would be working on.

MOTION: (Hunter/Hovis) Draft an informational letter to qualifying neighborhood associations informing them of the opportunities and benefits of moving forward for either individual historic designation or neighborhood historic designation.

MOTION PASSED: (5-0)

DISCUSS PLANS FOR THE 2018 HISTORIC PRESERVATION AWARDS PROGRAM

Mr. Anderson stated that it is time to initiate the 2018 Historic Preservation Awards Program. The first step will be to send out a press release describing the 2018 Historic Preservation Awards Program, and providing information on how to submit a nomination. This information will also be included on the City website. All nominations will be due by February 23, 2018. The Historic Preservation Commission will then consider nominations at the Commission meeting on March 12, 2018. Plaques will be presented by the Mayor and Chairperson of the Historic Preservation Commission at the City Council meeting on April 24, 2018.

Ms. Hanna asked Commission members to think of projects completed within the past year that would be deserving of recognition, and to send nomination materials to the persons responsible for such projects.

MOTION: (Hallock/Hunter) to proceed with the 2018 Historic Preservation Awards Program as outlined by staff.

MOTION PASSED: (5-0)

COMMISSION COMMENTS: None

STAFF COMMENTS: Mr. Anderson stated that Eloise Sahlstrom will be the City staff liaison to work with the Commission during the months of March and April, 2018. He mentioned that terms will expire for three of the Commission members at the end of March. Each member is

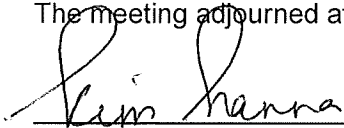
eligible to complete 2 full three-year terms. Those that are interested in serving a second full term should notify Mayor Haila of their interest. Mr. Anderson also noted that he has not received any notification from the National Park Service regarding the nomination of the Ames Historic Downtown for listing on the National Register of Historic Places.

MOTION TO ADJOURN:

MOTION: (Hallock/Hovis) to adjourn the meeting.

MOTION PASSED: (6-0)

The meeting adjourned at 6:41 PM.



Kim Hanna, Chairperson
Historic Preservation Commission



Amy L. Colwell, Recording Secretary
Department of Planning & Housing