

**MINUTES
CITY OF AMES
HISTORIC PRESERVATION COMMISSION**

Date: April 11, 2022	Edith Hunter	2023
	Susan Minks	2024
Call to Order: 6:00PM	Angie Kolz	2024
Place: Council Chambers	Mary Jo Winder	2024
	Matt Oakley*	2023
Adjournment: 6:50PM	Jesse David Chariton	2023
	Rosemary Dale	2025

[*Absent]

CALL TO ORDER: Edith Hunter, Vice-Chairperson, called the meeting to order at 6:00 PM.

APPROVAL OF AGENDA:

MOTION: (Kolz/Winder) to approve the Agenda for the meeting of April 11, 2022.

MOTION PASSED: (6-0)

APPROVAL OF THE MINUTES OF THE MEETING OF MARCH 7, 2022:

MOTION: (Minks/Winder) to approve the Minutes of the meeting of March 7, 2022.

MOTION PASSED: (6-0)

PUBLIC FORUM: There were no public comments.

ELECTION OF OFFICERS

Edith Hunter, Vice-Chair, suggested each Commission member introduce themselves since there were two new members present. Ms. Hunter said she would be open to another member being nominated for Vice-Chairperson as well as Chairperson of the Commission.

Mary Jo Winder, Commission Member, said she would like to nominate Susan Minks for Chairperson. Jesse David Chariton, Commission Member, said he would like to nominate Ms. Minks as well.

MOTION: to approve Susan Minks as Chairperson of the Historic Preservation Commission

MOTION PASSED: (6-0)

Ms. Minks asked for nominations for Vice-Chairperson. Edith Hunter nominated Mary Jo Winder for Vice-Chairperson.

MOTION: to approve Mary Jo Winder as Vice-Chairperson of the Historic Preservation Commission

MOTION PASSED: (6-0)

CLG GRANT UPDATE

Susan Minks, Chairperson, asked if there was an update on the CLG Grant. Mary Jo Winder asked if Eloise Sahlstrom, Planner for the City of Ames, could give an update from their report that went to the State. Ms. Sahlstrom explained what was in the report and the amended schedule for the grant. Ms. Sahlstrom said they are working with Human Resources on hiring two to three students to work on the grant. She said the Legal Department is working with Human Resources on deciding how to move forward with hiring students, since there was a different process for how they normally hired.

Eloise Sahlstrom, Planner for the City of Ames, said she thought they would need to have each task the students would perform broken down by cost. She said that would help with advertising and hiring the positions. Ms. Sahlstrom said she was concerned about attracting applicants, since the spring semester at Iowa State is almost done.

Ms. Minks discussed the Council Action Form that was included in the packet sent to Commission Members. Further discussion regarding this item took place.

Ms. Minks said unless there were more questions, she would move on to the next agenda item.

CHAPTER 31 DISCUSSION

Ms. Minks recapped some of the previous discussion that had taken place regarding Chapter 31. Ms. Winder said reviewing Chapter 31 was in the Annual Work Plan for Certified Local Government.

Mr. Anderson, Planner for the City of Ames, explained the Work Program in more detail.

Ms. Winder explained the types of changes the Commission wanted to make to Chapter 31. She said the Commission had chosen to go through the Chapter slowly at each meeting of the Historic Preservation Commission this year.

Ms. Dale asked if the plan was separate from the one the Commission was wanting to include graphics with.

Ms. Winder replied that was a different project that Ms. Dale was referring to.

Ray Anderson, Planner for the City of Ames, said he reviewed the proposed changes to the Chapter, and he thought the proposed changes would be major changes.

Ms. Minks suggested having more information and discussion on what corrections would constitute as a major change. She asked if they let City Staff know ahead of time what section of the Chapter they wanted to review if that would be helpful. Mr. Chariton asked if the Commission Members anticipated they would go through the ordinance line by line and voting on the proposed changes. Ms. Minks said she thought they could potentially vote on what changes they might want to include in a recommendation letter to City Council.

Ms. Winder said once the proposed revisions are done, the Commission will have to provide a presentation to City Council on what the suggested changes would be.

Ms. Minks said since there was no further discussion or questions, she would move on to the next item on the agenda.

COMMISSION COMMENTS:

There were no Commission comments.

STAFF COMMENTS

Mr. Anderson said for Historic Preservation Month there is a proclamation that is read at the last meeting of the City Council, which would take place on April 26th. He said typically the Chair of the Historic Preservation Commission would attend the meeting to accept the proclamation from the Mayor. Ms. Winder said she thought it would be a good idea if other members of the Commission were able to attend the Council Meeting.

Ms. Sahlstrom said the revisions to the Downtown Façade Grant Program will be on the agenda for the May Meeting. She said City staff will be preparing some proposed language to review at that time.

Ames History Meeting would also be submitting an item for review by the Historic Preservation Commission.

MOTION TO ADJOURN:

MOTION: (Winder/Hunter) to adjourn the meeting at 6:50PM.

MOTION PASSED: (6-0)

The meeting adjourned at 6:50 PM.



Susan Minks, Chairperson
Historic Preservation Commission



Laura Colebrooke, Recording Secretary
Department of Planning & Housing