

**MINUTES  
CITY OF AMES  
HISTORIC PRESERVATION COMMISSION**

Date: October 10th, 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: 7:00PM	Jesse David Chariton	2023
	Rosemary Dale	2025

[\*Absent]

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

APPROVAL OF AGENDA:

MOTION: (Winder/Dale) to approve the agenda for the meeting of October 10, 2022.

*MOTION PASSED: (6-0)*

APPROVAL OF THE MINUTES OF THE MEETING OF SEPTEMBER 12, 2022:

MOTION: (Winder/Chariton) to approve the Minutes of the meeting of September 2022.

*MOTION PASSED: (6-0)*

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PUBLIC FORUM: There were no public comments.

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**CLIMATE ACTION PLAN PROCESS/PRESENTATION**

Deb Schildroth, Assistant City Manager, introduced the members of the climate action team that were in attendance, including Susan Gwiasda, Public Relations Officer for the City of Ames and Merry Rankin, Director of Sustainability at Iowa State University. Ms. Schildroth said every few years the City Council reviews the Climate Action Plan. In value of environmental sustainability, the plan includes reducing greenhouse gases, setting a target, centering around community input and how they move around the community. In August 2019, the City needed to assess the status of greenhouse emissions in Ames. They partnered with the company Pale Blue Dot for six months to make those determinations. City Council worked with a group from Canada on determining what their target is since 2021 to find out what the plan should be, what the steps should be, etc. Council voted on standards and goals for greenhouse gases. Timeline with SSG was displayed on screen. Ms. Schildroth said they have received a plan from their consultant,

and they are determining how they could accomplish the goals in the plan, the legal feasibility of the plan, staffing requirements, etc.

Susan Gwiasda, Public Relations Officer, said sustainability is not new and Ames has been progressive in that area for years. Ames has taken a comprehensive look at sustainability. One example of this is the Resource Recovery Plant. The plant was the first garbage to fuel plant in the nation at the time it opened. She said the City is in the midst of a study to determine if there needs to be a Resource Recovery Plant 2.0. She said there are glass recycling bins that have been located throughout Ames for well over a decade as well as in Story County. All glass is accepted and sent to Kansas City and is made into insulation. There is also a program for disposing of old pumpkins, so they do not go to the Resource Recovery Plant. There are special bins at this time of year to collect what is basically food waste. Ms. Gwiasda also highlighted the Food Waste Diversion program, as well as CyRide making the transition over time to electric buses. Ms. Gwiasda discussed the Ames Solar Farm, Sun Smart Ames, which is essentially a type of Ames Coop where Ames Electric customers can buy in and get a discount on their electric bill.

Merry Rankin, Director of Sustainability at Iowa State University, said they have identified Six Big Moves and twenty-nine strategies that give definitive consideration and order to be able to meet the goals set by Council. She noted what the Six Big Moves were and said in April 2022 the twenty-nine strategies were provided to City Council. Since City staff have been reviewing the strategies to present a detailed report to Council on November 15. That report would include what would be necessary, feasible, of concern and what would be of opportunity related to the twenty-nine strategies. She said a few examples would be building retrofits to municipal, residential, commercial and other types of buildings. She discussed accomplishing 30% energy savings below what was established for the initial baseline with the consultants. She said they have goals in place for waste production and renewable energy is a key factor. They are looking at extensive goals for solar and wind energy and electric vehicles. Consideration for transportation and challenging themselves to choose opportunities and trips that can be completed by walking, biking or other no emission options. She said as they spoke with various organizations in the community, they wanted to ensure people had access to review information that has been discussed regarding sustainability. She said they are also available to answer questions and provide follow up information. As they talk with various groups within the Six Big Moves areas, they are providing a four-step recommendation process. Those steps are for businesses and even individuals to look at their own carbon emissions, set their own goals, research, and look at action items to accomplish the goals, and prioritize where to begin. She encouraged everyone to reflect on what climate change looks like and what climate action can look like.

Matt Oakley, Commission Member, asked about the first of the Six Big Moves and what the Historic Preservation Commission might be able to do to be helpful. Ms. Rankin said components such as energy audits from the City Electric Department are useful. She also said there are other options available for energy savings and energy efficiency. She said those kinds of things would be beneficial and would allow conversations between the Commission and the community.

Ms. Schildroth said City Council has not acted yet of the Six Big Moves or the twenty-nine strategies. The proposed plan will be presented on November 15 to City Council. She said the Six Big Moves is a package and all of it needs to be done to move closer to their target. She

said their consultant also looked at the ages of homes in Ames and what would be available for retrofits.

Ms. Minks asked if the Climate Action Plan would be integrated into the Comprehensive Plan and Ms. Gwiasda said it would. Ms. Schildroth said this is a plan for the community and so many pieces they do not have control over within it. She explained further how this was the case.

Ms. Minks commented that Historic Preservation Commission oversees Chapter 31, and they want to make sure they are in sync with Council and able to provide resources to people who ask for them. Susan Gwiasda said she thought Ms. Minks hit on a good point. Some people may need financial assistance, but they may also need knowledge or information. She said they are looking within their own organization regarding how to assist.

Ms. Minks said she looks forward to partnering with the Climate Action Committee and thanked them for attending and presenting.

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## **CHAPTER 31 DISCUSSION**

Ms. Minks said Ms. Winder wrote a memo about the status of the project and where they are headed. Ms. Winder said she reviewed the guidelines from the last meeting, and they only applied to creating a new ordinance and were not applicable. She noted the subcommittee had discussed focusing on the Certificate of Appropriateness and the correlating definitions. The sub-committee felt that would be most appropriate and would help the Commission communicate better with people who need a Certificate of Appropriateness. Ms. Winder outlined a plan that she felt would be feasible and summarized what was on the timeline. She said the proposed deadlines were not absolute and were suggested end dates. She said there were also useful design guidelines from other communities that students could use to make illustrated design guidelines. She felt the Commission needs to publicize the completion of design guidelines and conduct workshops. She said she had a recommended proposal the Commission could vote on or approve another time if needed.

Mr. Oakley asked who would write the guidelines and who would take photos and make the visual component. Ms. Winder said the Commission would write the language and students would put together the visual portion. Mr. Oakley asked if the Commission would define what sections they would go over and what the process would be. Ms. Winder said the Commission would continue to have a subcommittee that would meet with City staff as well as the Commission.

Mr. Anderson asked who would be editing the wording of the design guidelines. Ms. Winder said the wording would come from the Secretary of the Interior and be done by the Commission and students would work on the illustrations.

Ms. Dale said she has yet to have it explained to her thoroughly or for her to be convinced that the suggestions so far will improve Chapter 31. She thought the Commission needed to explain in more detail why the definitions should be changed.

MOTION: (Oakley/Chariton) to approve the Chapter 31 timeline presented by Ms. Winder.

*MOTION PASSED: (6-0)*

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#### **CLG GRANT UPDATE**

Ms. Minks asked if Ms. Sahlstrom had anything to add to the quarterly report that was provided to the Commission. Ms. Sahlstrom thanked everyone for coming to the Neighborhood Meeting. She said a video on the presentation will be included on the website once it has been edited.

Ms. Dale said the meeting was excellent and all the presenters were succinct and clear. She said she worried if neighborhood residents would be concerned but it was an uplifting event.

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#### **COMMUNITY EDUCATION TOPICS**

Ms. Minks noted this was discussed at the last meeting and there were some ideas that were mentioned. She said Ms. Hunter and Ms. Dale discussed partnering with the Ames History Museum and they needed look into having a downtown event. Ms. Minks asked if they would be able to report back to the Commission in November. Ms. Hunter replied that they would.

Ms. Minks said Mr. Oakley had forwarded information that a credit union in Dubuque, IA might be able to share about various tax breaks available to Downtown District owners. He said he would research and let the Commission know what he discovered.

Mr. Chariton said his ideas did not come to fruition. Ms. Minks said a representative from the Ames History Museum told her they are always open to partnering with the Commission and other local organizations.

Ms. Minks said this Thursday she will be attending a free online webinar hosted by the National Alliance of Preservation Commissions. The webinar will be about hidden tools for decision making for people who are members on a Commission.

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#### **COMMISSION COMMENTS:**

No comments at this time.

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#### **STAFF COMMENTS**

Ms. Sahlstrom said there is still a challenge for finding broken links on the Historic Preservation website. She said she is hoping to start updating the website soon.

#### **MOTION TO ADJOURN:**

MOTION: (Chariton/Dale) to adjourn the meeting at 7:00PM.

*MOTION PASSED: (6-0)*

The meeting adjourned at 6:56PM.



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Susan Minks, Chairperson  
Historic Preservation Commission



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Laura Colebrooke, Recording Secretary  
Department of Planning & Housing