

**MINUTES
CITY OF AMES
HISTORIC PRESERVATION COMMISSION**

Date: May 13, 2024	Scott Huffman	2026
	Melissa Goodwin	2026
Call to Order: 6:00 PM	Robert Ewald	2026
Place: Council Chambers	Michael Murphy	2025
	William Walker	2027
Adjournment: 6:41 PM		

[*Absent]

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

APPROVAL OF AGENDA:

MOTION: (Ewald/Goodwin) to approve the agenda for the meeting of May 13, 2024.

MOTION PASSED: (5-0)

APPROVAL OF THE MINUTES OF THE MEETING OF March 11, 2024:

MOTION: (Huffman/Goodwin) to approve the Minutes of the meeting of March 11, 2024.

MOTION PASSED: (5-0)

PUBLIC FORUM: There were no public comments.

ELECTION OF OFFICERS

Ray Anderson, Planner for the City of Ames, and Staff Liaison to the Commission, reviewed the process for conducting officer elections.

Robert Ewald, Commission Member, nominated Scott Huffman for Commission Chair.

MOTION: (Ewald/Goodwin) to elect Scott Huffman as Chair of the Historic Preservation Commission.

MOTION PASSED: (5-0)

Michael Murphy, Commission Member, nominated himself for position of Vice-Chair.

MOTION: (Murphy/Ewald) to elect as Michael Murphy as Vice-Chair of the Historic Preservation Commission.

MOTION PASSED: (5-0)

UPDATE ON CLG GRANT FOR NRHP NOMINATION OF CHAUTAUQUA PARK-RIDGEWOOD HISTORIC DISTRICT

Eloise Sahlstrom, City Planner, stated a notice from the State Historic Office was received to inform the Commission the CLG Grant for NRHP Nomination of Chautauqua Park-Ridgewood Historic District was awarded. Ms. Sahlstrom is working with the Purchasing Department on a Request for Proposals since the City will be contributing to funding a consultant. Ms. Sahlstrom hopes to post the RFP within the week, complete all necessary steps, and begin work when new fiscal year starts on July 1st. Ms. Sahlstrom will update the Commission as the project proceeds.

DISCUSS EDUCATIONAL OPPORTUNITIES FOR THE PUBLIC AND COMISSION MEMBERS

Mr. Anderson stated the Work Plan was sent to Commission Members and provides ideas for education for the public and Commissioners. The Preserve Iowa Summit is June 6-8th and Commission Members who wish to attend must let Ms. Sahlstrom know this evening to register in time.

William Walker, Commission Member, stated he will be able to attend the entire conference. Ms. Sahlstrom noted the dates of the conference and general guidelines for gas and meal reimbursement.

Mr. Huffman, Commission Chair, may be able to attend on Friday only. Mr. Anderson noted Commission Members would have to provide their own transportation and would be reimbursed for mileage and meals. Lodging would be paid for upfront by the City.

Mr. Anderson discussed educational events the Commission has hosted for the public held in the past.

Mr. Huffman asked if the Downtown district fulfills part one submission for tax credits. Ms. Sahlstrom replied they would qualify. A tax credit presentation was done for downtown Ames three years ago. Last year was the Commission participated in the 515

Week Event. A former Commission Member was an Old Town representative who used to publish content in the Old Town newsletter to educate and inform the public.

Mr. Walker asked the Commission and Planning staff if they would be open to student engagement events. The Planning Club at Iowa State University would be interested in speaking with the Commission.

Ms. Sahlstrom replied that would be a separate type of event but is always an option. Mr. Huffman said he is inclined to host an event in downtown Ames like the previous tax credit event. Mr. Huffman stated a colleague of his may be able to facilitate a presentation.

Ms. Sahlstrom said Old Town would qualify for tax credits as well. There will be a neighborhood meeting for Chautauqua Park in the fall and it would be recommended Commission Members attend.

Melissa Goodwin, Commission Member, asked about the possibility of hosting National Alliance Mentorship Program?

Ms. Sahlstrom replied they applied and were members, but the Alliance did not have a record of their membership and felt the Commission did not benefit from that. The City has not reapplied. Someone from the Commission could contact them and find out more information.

Mr. Murphy asked if there is anything the Commission can do for information outreach when someone comes in to apply for a building permit and they live in the Old Town District. Mr. Murphy asked if any information regarding tax incentives etc. was handed out to customers at that time. Mr. Anderson stated the City does not do that for building permits, as there are no regulations for the interior of homes in the Old Town district, only the exterior. Mr. Murphy asked what the process would be if he wanted to replace the foundation on a house in Old Town. Ms. Sahlstrom said the Inspections Department would talk with Planning staff and they would direct the customer to information that is available online. If they wanted to use tax credits that would be on a personal interest level.

Mr. Murphy felt handing out information to people who own houses in Old Town when they stop into City Hall would be beneficial. Mr. Anderson replied that is not something staff has done since the Certificate of Appropriateness addresses that. They have not gone beyond that in educating the public in that area. The Inspection Department has an entirely different Code and staff.

ANNUAL REVIEW OF HISTORIC PRESERVATION COMMISSION BYLAWS

Mr. Anderson commented the Bylaws are reviewed every year to see if any changes are needed and most years they are not. Staff does not have any specific items they

feel should be changed. If someone wants to change something it will need to be discussed at a future meeting due to open meetings law. The Commission agreed to leave bylaws as they are.

COMMISSION COMMENTS:

Mr. Huffman had all Commission Members introduce themselves.

STAFF COMMENTS

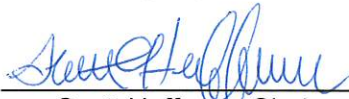
Mr. Anderson commented he will get back to the Commission about the Preserve Iowa Summit.

MOTION TO ADJOURN:

MOTION: (Murphy/Goodwin) to adjourn the meeting.

MOTION PASSED: (5-0)

The meeting adjourned at 6:41 PM.



Scott Huffman, Chairperson
Historic Preservation Commission



Laura Colebrooke, Recording Secretary
Department of Planning & Housing