



Approved

**MINUTES
HISTORIC PRESERVATION COMMISSION
EDUCATION TASK FORCE**

Wednesday, November 2, 2011
Conference Room B, City Hall

Commissioners Present: Commissioners David Klavitter, Mitzi Krey and Bob McDonell.

Commissioners Excused: None.

Staff Members Present: Melinda Rettenberger, Planning Secretary.

CALL TO ORDER: The meeting was called to order by Commissioner Klavitter at 12:57 p.m.

AFFIDAVIT OF COMPLIANCE: Staff presented an Affidavit of Compliance verifying the meeting was being held in compliance with the Iowa Open Meetings Law.

MINUTES: None.

HISTORIC PRESERVATION PROGRAMMING:

Funding for Historic Preservation Video: Commissioner McDonell reviewed the efforts of the Committee thus far, and that they would like to continue to explore opportunities to produce educational videos. Commissioner Krey reported she has identified a possible grant for funding the videos. It is a grant through the Department of Education for \$40,000, and is to be used strictly for educational purposes. The deadline for submittal is November 10th. She reported she has contacted the City Manager and is awaiting his approval before submitting the grant application. She noted we would know within two weeks of the deadline whether or not the grant would be funded. The funds would be available after January 1, 2012. Commissioner Krey felt it was imperative that the City be involved with the grant.

Commissioner Krey suggested that if the grant was approved, the Committee might want to approach Loras College about incorporating the production of the videos into their classes, with the option of students getting credit for helping with the development of the videos. Discussion followed and it was agreed that the Committee would wait to see if they receive the grant before deciding how to proceed and/or contacting Loras College.

Minutes – Historic Preservation Commission Education Task Force

November 2, 2011

Page 2

Coordinating with the Dubuque Old Home Enthusiasts Group: Commissioner Klavitter reported he has researched both the website and Facebook page for the Dubuque Old House Enthusiasts to see what type of information was available on historic preservation. He reported there is not a lot of information on either their website or Facebook page regarding historic preservation. The group meets monthly and usually has a speaker at their meetings. Commissioner Klavitter suggested a Committee member might volunteer to speak at a future meeting. This would provide an opportunity to provide the group with more information about historic preservation in Dubuque and also to approach them about posting information on their website as well as having information available during their annual tour of homes.

Facebook Page Dedicated to Dubuque Historic Homes and Neighborhoods:

Commissioner Klavitter reported he found another Facebook page featuring historic properties, Dubuque Historic Homes and Neighborhoods he believed was administered by Gwen Kosel.

Committee members questioned if it would be possible to provide a link between the City's website and the two Facebook pages and the Old House Enthusiasts website. Is this something the City can do, or can the Commission and/or individual Commission members do this? It was agreed that these questions should be given to staff to answer.

Possible Historic Renovation Workshops: Chairperson Klavitter reported he has received an informational email from Jack Porter with the State Historic Preservation Office about training opportunities. In particular, Commissioner Klavitter discussed an email he received from Robert Yapp regarding workshops that provide hands-on contractor training opportunities. Chairperson Klavitter reported he has had previous contact with Mr. Yapp concerning one of the workshops which was a hands-on three day workshop at a cost of approximately \$5,000.

Discussion followed regarding possible funding options for a multiple day workshop. It was questioned whether the City has any funds that can be used for this type of training, or if there is another grant or funding source for this type of educational program. It was suggested that if the Department of Education grant was funded, any remaining grant funds not used to create the videos could be used to fund a hands-on training session. Commissioner Krey reported that Greater Dubuque Development Corporation does award local grants, but she did not know what the requirements were for this grant. Commissioner McDonell suggested Chris Olson would be a good resource as Four Mounds recently received a grant from CFGD. Commissioner Krey will follow-up with Chris Olson.

NEW BUSINESS: Chairperson Klavitter reported Dubuque Main Street recently hired a Tax Credit Coordinator to help new businesses obtain tax credits as part of their financing. Chairperson Klavitter reported he spoke with the new coordinator about the possibility of extending his services to homeowners, which he agreed might be possible.

Minutes – Historic Preservation Commission Education Task Force

November 2, 2011

Page 3

Discussion followed regarding the use of tax credits to help secure bank loans for residential properties, particularly in the downtown area. Chairperson Klavitter will invite the Tax Credit Coordinator to attend the December Task Force meeting.

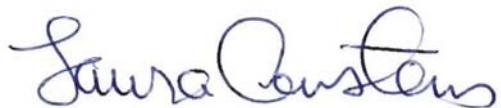
ITEMS FROM PUBLIC: None.

ITEMS FROM THE COMMITTEE: None.

ITEMS FROM STAFF: None.

ADJOURNMENT: The meeting adjourned at 1:27 p.m.

Respectfully submitted,



Laura Carstens, Planning Services Manager

Adopted—December 7, 2011