



Approved

**MINUTES
HISTORIC PRESERVATION COMMISSION
REGULAR SESSION**

5:30 p.m.

Thursday, October 18, 2018

City Council Chamber, Historic Federal Building

Commissioners Present: Chairperson Emily Hilgendorf, Commissioners Brandi Clark, Melissa Daykin Cassill, Rick Stuter, Al Kopczyk, David Klavitter, John McAndrews and Joseph Rapp.

Commissioners Excused: Christy Monk.

Commissioners Unexcused: None.

Staff Members Present: Wally Wernimont and Melinda Rettenberger.

CALL TO ORDER: The meeting was called to order by Chairperson Hilgendorf at 5:33 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: Motion by Daykin Cassill, seconded by Clark, to approve the minutes of the September 20, 2018 meeting as submitted. Motion carried by the following vote: Aye – Rapp, Stuter, Clark, Kopczyk, Morrison, Monk, and McAndrews; Nay – None; Abstain – Hilgendorf and Klavitter.

ITEMS FROM PUBLIC:

Planned Improvements at Four Mounds Park/Four Mounds Estate: Chris Olson, Executive Director for Four Mounds, 4900 Peru Road, presented an overview of the planned improvements for Four Mounds Park and Four Mounds Estate. She reported today's presentation is to update the Commission on the proposed project and to request a letter of support for the Iowa Great Places Grant application. She noted the Four Mounds project is part of the City's Iowa Great Places (IGP) Grant application for the Driftless North End.

Ms. Olson noted the grant will be used for Four Mounds Park ecological restoration, visitor enhancements and increased ADA accessibility. She referred to the information included in the Commission's packet as well as the two handouts distributed at the

beginning of the meeting. She noted that the grant request is for \$198,160 and the REAP grant award of \$200,000 will be used as part of the match for this grant.

Ms. Olson reviewed the two handouts showing the existing conditions of the property and renderings of the proposed improvements and several new features. All of the improvements and new features will be ADA accessible.

Ms. Olson and the Commission reviewed the possible materials to be used for the project. Ms. Olson noted that Jeff Morton Architects did the design, but they don't have any specs yet and have not decided on materials to be used, but noted the materials will be natural.

In closing, Ms. Olson requested a letter of support from the Commission to include with the IGP grant application. Staff Member Wernimont referred to a letter drafted by Planning Services Manager Laura Carstens that is included in the packet, and provided a copy to Ms. Olson for her review. Ms. Olson agreed the letter looked good.

Chairperson Hilgendorf thanked Ms. Olson for her work on this project. Commissioner Klavitter noted that Ms. Olson served as a Commissioner on the Historic Preservation Commission for many years and thanked her for her service.

Motion by Klavitter, seconded by Cassill, to provide a letter of support to Four Mounds in support of the Iowa Great Places grant application. Motion carried by the following vote: Aye – Stuter, Rapp, Klavitter, McAndrews, Kopczyk, Clark, Cassill and Hilgendorf; Nay – None.

Planned Improvements at the Mathias Ham House Historic Site Campus: There was no one in attendance from the Dubuque County Historical Society.

Commissioner Rapp recused himself from the discussion as he is employed by the Ham House.

Staff Member Wernimont reviewed the plan included in the Commission packet. He noted the Dubuque County Historical Society is also seeking a letter of support from the Commission for the Mathias Ham House Site Campus Improvements Project. The Ham House is owned by the City but management of the property is provided by the Dubuque County Historical Society. This project is also part of the City's IGP application for the Driftless North End.

Staff Member Wernimont noted the IGP grant request is for \$268,261.00. The project includes long-term preservation and restoration of the Mathias Ham House Historical Site, including all structures on the site and the exterior landscaping. The grant would fund hiring a consultant to provide internal and external assessments of the house and other buildings on the property and landscaping.

Chairperson Hilgendorf asked Commissioner Rapp if he could provide any input into the project. Commissioner Rapp reported there are lots of things they are trying to address, and referred the Commission to the timeline included in the packet. He noted the main issues affecting the mansion are water issues and settling issues. The two exterior buildings (log cabin and school house) also have structural issues and they are trying to maintain the wood.

Staff Member Wernimont reported there was a landscaping plan done in 2010, which will be evaluated and updated as part of this project. He noted that having a structural assessment will help with applications for grant funds.

Chairperson Hilgendorf agreed it is good to get a current condition report. Staff Member Wernimont noted that he and Planning Services Manager Laura Carstens will be involved in the process, and any proposed exterior changes will be brought to the Commission.

Commissioner Rapp provided a detailed history regarding the log cabin and school house structures.

Discussion followed regarding City and on-line resources available to research historic properties. Commissioner Klavitter requested Staff Member Wernimont provide information to the Commission regarding on-line resources. Staff Member Wernimont reviewed the availability of on-line City and State records.

Motion by Kopczyk, seconded by Cassill, to provide a letter of support to the Dubuque County Historical Society in support of the Iowa Great Places grant application. Motion carried by the following vote: Aye – Stuter, Klavitter, McAndrews, Kopczyk, Clark, Cassill and Hilgendorf; Nay – None; Abstain – Rapp.

ITEMS FROM COMMISSION: Chairperson Hilgendorf said she would like to pursue discussion regarding educational events to educate the public on historic preservation for the next year. She noted that at the 2018 National Alliance for Preservation Commission conference the City of San Antonio made a presentation of their educational and funding raising efforts to educate the public. Commissioner Cassill indicated she strongly supported the idea of doing fundraising. Chairperson Hilgendorf questioned how the Commission would go about this. Staff Member Wernimont indicated the Commission could set-up a task force comprised of Commissioners, community members and possibly local business partners. Chairperson Hilgendorf requested this topic be placed on the November Commission meeting agenda.

ITEMS FROM STAFF:

Staff Approvals: Staff Member Wernimont reported work being done at 58 Bluff Street.

ADJOURNMENT: Motion by Rapp, seconded by Klavitter, to adjourn the October 18, 2018 Commission meeting. Motion carried by the following vote: Aye – Klavitter, Kopczyk, Cassill, Clark, Stuter Monk, McAndrews, Rapp and Hilgendorf; Nay – None.

The meeting adjourned at 6:48 p.m.

Respectfully submitted,



Laura Carstens, Planning Services Manager

11-15-18

Adopted