

## Historic Preservation Commission Meeting held at the Waverly Public Library on December 1, 2011

Meeting called to order by Lehmann at 6:02 p.m.

Commissioners Present: Jim Hundley, Karen Lehmann, Tom Hicks, Mary Meyer, Kate Payne and Erika Lindgren

Commissioners Absent: Don Meyer

Visitors: none

Approval of Minutes was passed after revisions by a motion made by Lindgren and seconded by Payne.

Yes: 6 No: 0 Absent: 1

### Regular Business:

1. Letter of Agreement for 2<sup>nd</sup> round of buyouts by the CDBG: Meyer-Reyerson reported on the CDBG Buyout process stating that a letter of agreement will be needed from the city regarding the compensation from HUD for that group of buyouts. It has been suggested to do a feasibility study of the former Junior High building. An RFP went out in April for the building from the school system who owns the property. No formal proposal has been submitted at this point. There is potential for a proposal from the Community Housing Initiative. Commissioners are interested in whether the potential proposal from Community Housing Initiative would benefit from a study or if they are already doing similar type studies. Commissioners discussed various other projects that could be funded by this compensation from HUD.
2. Update on Historic Survey projects for NW, SE and downtown potential districts: Monday night the city council will receive check requests for Marlys Svendsen and Jan Full for their work this far in the project. The city will be reimbursed by FEMA for these expenses. November of 2012 is the deadline for this work; in August of next year a request will be made for an extension on the project.
3. Jan Full has submitted site inventory forms for a section of the potential district that are near completion and available for input from commissioners.
4. Comments on the potential 4<sup>th</sup> Street SW construction: Meyer-Reyerson shared traffic studies that have been done in the past for 4<sup>th</sup> Street in regard to future projects. This road is state jurisdiction controlled by the DOT. Commissioners discussed the impact of a potential change to a three lane road by the DOT.

**Councilperson Olson report:** A recommendation has been made to have the sidewalk replacement plan fall under the responsibilities of the Waverly public works department rather than the original plan. Olson explained the detail of how the new plan would work as described at a previous city council meeting.

**Chairperson Lehmann report:** Lehmann reported that she and others were at city council recently to presented Historic Preservation awards as scheduled.

**Staff report: none**

Adjournment: 7:05 p.m.