

## Waverly Historic Preservation Commission

Thursday August 23<sup>rd</sup>, 2012 at 6:00 p.m. in the conference room of the Waverly Public Library

Members present: Erika, Lindgren, Mary Meyer, Don Meyer, Tom Hicks, Jim Hundley, and Karen Lehmann

Member absent: Kate Payne

Council absent: Kathy Olson

The meeting was called to order at 6:08 p.m.

### Approval of Minutes:

After a change to item #5 in the minutes to reflect that there were four commissioners present at the presentation of the Historic Preservation Awards at the July 20<sup>th</sup> Heritage Days event, a motion to approve was made by Don Meyer and seconded by Hicks. The motion carried.

### Regular Business:

1. Sarah Meyer-Reyerson reported on the conference call she participated in on Friday the 23<sup>rd</sup> of August. The call was regarding the October expiration of MOA process with FEMA. Discussion was had on the time frame for the extension. It was decided that a two year extension would be allowed based mostly on when state and federal committees meet to approve the surveys. This will push the expiration to October of 2014.
2. Progress Report on the North West survey being done by Marlys Svendson was shared by Meyer-Reyerson . General information is completed and the site forms are not done yet.
3. Progress Report on the South East survey being done by Marlys Sevendson was shared by Meyer-Reyerson. The National Register nomination is 70% complete. The first draft will be sent to SHPO between August 31<sup>st</sup> 2012, and December 31<sup>st</sup>, 2012.
4. Progress Report on the downtown survey being done by Jan Full was shared by Meyer-Reyerson. The necessary site inventory forms are done on West side. Full is also working on the documentation of the hydro dam building, so she will be incorporating that information into the downtown survey as well. The general information is done for the east side; the east side is 30-50% done.
5. The MOA's for these projects will be modified to reflect the new expiration date of October 2012. Further changes will be: the language of "mpd" to "survey report" and the modification of the description of site inventory forms required. All signatories will be sent new agreement in two weeks then there will be two weeks allowed for agreement discussion. At the October 1<sup>st</sup> city council meeting the changes can be approve and then signatures gathered.
6. Progress report for SW survey RFP. Meyer-Reyerson reported that the RFP is not yet drafted.
7. Subcommittee report regarding Historic Preservation Awards policy and procedures: Hundley stated that the committee had not yet met but had suggestions on new changes. Hundley referred to original application and suggested removing the three property limit, changing the wording to accept all properties rather than just "private residences", the criteria should be reworded, the deadline should be changed to June 15<sup>th</sup> of each year with winners being announced during Heritage Days ceremony each summer, and for the contact it could say, " for more information contact one of the commissions listed on the website or the library director. The need for a press release was discussed publicizing the Historic Preservation Awards that were given out this summer. Lehmann will contact the newspaper.

8. Lehmann shared email information sent from Emily Neunedorf regarding a major façade grant program for the downtown district. She invited the commission to work with them on this program. Don Meyer was nominated to represent commission in this program.
9. Names discussed for the downtown district: Original Town, Downtown, Cretzmeyer, East Side, Dairy Spot of Iowa District, Downtown East, East Bremer, Historic Downtown District or Downtown Historic District. The commission decided the favored name would be the Downtown Historic District.

The meeting adjourned at 7:52 p.m.

The next meeting is scheduled for September 27<sup>th</sup>, 2012 in the conference room of the Waverly Public Library.