

Historic Preservation Commission Meeting Minutes

HPC met Nov 29th, 2012 in the Conference Room of the Waverly Public Library

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

Commissioner absent: Don Meyer

Visitor: Mayor Bob Brunkhorst

A motion to approve September minutes was made by Hicks, it was seconded by Hundley, and the motion was carried.

The commissioners read the report for the October meeting. (No minutes to approve due to no quorum in the October meeting.)

1. Progress Report on **Old Fourth Ward / SE** NRHP District Survey – Meyer-Reyerson stated the SE project is basically complete, and there is no update at this time.
2. Progress Report on the **NW** Survey –Meyer-Reyerson reported Svendsen’s progress stating that the project is progressing well, a large amount of research is being done for site forms and the project is currently ahead of schedule.
3. Progress Report on the **Downtown** Survey – Meyer- Reyerson reported Full’s statement that while she has been working on some other small NRHP nominations elsewhere she will be returning very soon to the East side Downtown survey and Power plant survey in tandem.
4. Meyer-Reyerson stated that there is a chance contract amendments for the downtown survey and the SE/NW residential survey may not be needed (as a result of the MOA extension). She will report more at the next meeting.
5. Progress Report on the **SW Survey** Request-for-Proposals – Meyer-Reyerson stated that the new RFP will be written patterned after the previous RFPs for the other districts. The deadline for the project is 5 yrs from execution of the document dated April 24, 2012.
6. Report on **Historic Preservation Awards** – Draft submitted to commissioners with edits.
Motion: Lindgren, seconded by Tom, carried. May proclamation should be part of the process.
Lehmann asked sub-committee to write documentation on steps for this process.
Discussion of Waverly Historic Register – will remain suspended until the districts are in place.
Subcommittee will look over the form for this nomination as well at their subcommittee meeting.
7. Discussion: **Dry Run Project** – Mayor Brunkhorst reported that the city council is looking at upcoming road construction projects. The first priority of the council currently is to make improvements to the dry run. This would include widening and deepening it. There are homes along the dry run that may need to be acquired and demolished. Commissioners looked over maps presented by the mayor on the homes that are along the dry run. Proposed acquisitions were identified, as well as key historical and contributing historical homes.
Discussion: **Fourth Street Project**– Mayor Brunkhorst stated that the latest submission of changes to the street is considerably less than previously drawn. Changes to the Dry Run culvert at 2nd have yet to be determined.

Mayor Brunkhorst stated that the 10th Ave project is an 8 million dollar project. Commissions shared concern that 10th Ave project could potentially eliminate the need to alter Fourth Street. Mayor Brunkhorst stated that it is yet to be determined what order in which these projects will be done.

8. Discussion of 2012 and 2013 **goals** and presentation was tabled until the January historic preservation meeting. Mayor Brunkhorst encouraged commissioners to look over the commission's charter for any desired changes. The mayor also encouraged all commissioners to attend the council meeting on March 25th, 2013.
9. Hundley asked about what amount of **HPC funds budgeted**. Meyer-Reyerson reviewed the current budget for the commission. Currently there are \$2000 in hotel motel tax funds for the commission. The commission may request more funds for the next fiscal year.

No other reports.