



**City of Oskaloosa  
Historic Preservation Commission  
Lower Level Conference Room  
City Hall, 220 S. Market Street  
Oskaloosa IA, 52577**

**Agenda  
May 6, 2015  
12:00P.M.**

**1. Call to Order/Roll Call**

Chair: Tennison\_\_\_\_; Members: Boender\_\_\_\_; Broerman\_\_\_\_; Campbell\_\_\_\_;  
Comfort\_\_\_\_;

**2. Approval of Minutes**

**A. Approval of the minutes for the January 14, 2015 meeting**

Documents: [HPC MINUTES 1-14-15.DOCX](#)

**3. Miscellaneous Business**

**A. Election of Chairperson**

**B. Election of Vice-Chairperson**

**C. Election of Secretary**

Documents: [CHAPTER\\_2.84 MUNICIPAL CODE.PDF](#)

**4. New Business**

**A. Discuss the State Historical Society of Iowa Certified Local Government (CLG) annual report**

Documents: [CLG REPORT AGENDA ITEM.DOCX](#), [2014-CLG REPORT.PDF](#)

**B. Discuss annual training for the Historic Preservation Commission**

Documents: [TRAINING AGENDA ITEM.DOCX](#), [TRAINING DOCS.PDF](#)

**C. Discuss required project for Certified Local Government (CLG) and selection of project**

Documents: [PROJECT AGENDA ITEM.DOCX](#), [WORK FLOW SHEET.PDF](#)

**5. Adjournment**

Notice: If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431.



## Minutes of the Historic Preservation Commission

### City of Oskaloosa

Regular meeting January 14, 2015 12pm

The Meeting of the Historic Preservation Commission for the City of Oskaloosa was called to order at 12:05 pm Wednesday January 14, 2015 by City staff member Wyatt Russell.

Commission members present: Kerri Boender, Wanda Gardner, Julie Hansen, Mark Tennison.  
Commission members absent: Jeff Sisul (arrived at 12:20pm), Jo Broerman, Janel Campbell

It was moved by Hansen and seconded by Gardner to rearrange the agenda to move item 6B to the first item. Vote was YES: Boender, Gardner, Hansen, Tennison. No: NONE, Absent: Sisul, Broerman, Campbell.

Item 6B; Presentation of award to Dennis Shankster. Staff member Russell read the letter that was drafted and framed to Mr. Shankster, and presented Mr. Shankster with the award.

Item 2; Approval of the minutes from the November 5, 2014 meeting. Hansen moved to approve with Gardner seconding. Vote was YES: Boender, Gardner, Hansen, Tennison. No: NONE, Absent: Sisul, Broerman, Campbell.

Item 5A Consider approval of signage at 121 North Market Street. Representatives, Angela Sheely and Terry Buffington, discussed the options presented to the Commission members. During this time Jeff Sisul arrived at meeting. The Commission spoke in great depth about the purposed color scheme and asked the representatives if they would be willing to change the colors a little.

Sisul moved that the front building signage be separated from the rear for the vote, and that the color of the letters presented be approved for the style and to be of the color supplied which was gold in color, technical name is Dandy Lion – GLD614. Boender seconded the motion. The Vote was YES: Boender, Gardner, Hansen, Tennison, Sisul No: NONE, Absent: Broerman, Campbell.

The Commission then began discussion of the rear signage with regard to the color scheme. After it was found that the rear awning sign was not a banner type sign due to a phone call made by Terry Buffington to the sign company Sisul made a motion that the two rear awnings be painted the same approved red color that is present on the brick work of the building, and to include an aluminum backed sign that would attach to the existing awning and to have the background color tinted as to match the brick/awning color that was approved, and that the letters be of the same font and proportion as presented, with the color of the letters being gold in color like the front of the building, technical name Dandy Lion- GLD614. Gardner seconded the motion, and the Vote was YES: Boender, Gardner, Hansen, Tennison, Sisul No: NONE, Absent: Broerman, Campbell.

Item 6A Election of Vice Chair-person. Gardner moved that the Commission elect Julie Hansen as Vice Chair-Person, Sisul seconded the motion, and the Vote was YES: Boender, Gardner, Hansen, Tennison, Sisul No: NONE, Absent: Broerman, Campbell.

With no further business the meeting was adjourned at 12:55pm

Minutes by Wyatt Russell

## Chapter 2.84 - HISTORIC PRESERVATION COMMISSION

### Sections:

#### 2.84.010 - Duties and powers.

The commission shall have the following duties and powers:

- A. May conduct studies for the identification, evaluation, registration and designation of historic landmarks and historic districts meeting the definitions established by this chapter. The preservation commission may proceed at its own initiative or upon petition from any person, agency or organization.
- B. May accept nominations to designate local historic landmarks and local historic districts. Nominations may be prepared by the preservation commission and can be submitted by any person, agency or organization. The preservation commission will review, comment, and make recommendation to designate or not to designate the nominated historic property.
- C. Shall establish and oversee a property inventory that complies with the property inventory of the State of Iowa and is available for public inspection and use.
- D. Shall make a recommendation to the State Historic Preservation Officer for the listing of a property on the National Register of Historic Places and shall conduct a public hearing thereon.
- E. Shall conduct a periodic review of the city's preservation and design review programs to ensure that they meet the intent of this chapter.
- F. Shall review all applications for a certificate of appropriateness to alter designated historic landmarks or to alter buildings, structures, objects and/or sites within a designated historic district.
- G. Shall report annually to the city council on the status of the city's preservation and design review programs.
- H. Shall from time to time establish written design standards and guidelines, subject to the approval of city council. The council's approval shall be by resolution.
- I. May apply for grants or seek funding for the operation of programs that meet the intent of this chapter.
- J. May promote public interest in the purposes described in this chapter by carrying on a public education program. This can include:
  1. Assist and encourage any organization or persons who desire to protect, enhance, or preserve the use of structures and areas of historic and/or cultural significance;
  2. Encourage and assist in the establishment of educational and cultural programs, tours, and events to advance the purposes described in this chapter; advise owners or residents of historic properties;
  3. Encourage and assist in the use of incentive programs that aid property owners and residents of historic and/or culturally significant structures for their preservation, and/or culturally significant structures or areas of problems and techniques of, and resources for, historic preservation;
  4. Make recommendations to the city council and city commissions and boards on preservation issues when appropriate.
- K. With the approval of city council,

1. Acquire by purchase, bequest or donation, fee and lesser interests in historic properties, including properties adjacent to or associated with historic properties;
2. Preserve, restore, maintain and operate historic properties, under the ownership or control of the commission;
3. Lease, sell, and otherwise transfer or dispose of historic properties, including properties subject to rights of public access and other covenants; in a manner that will preserve the property;
4. Cooperate with the federal, state, and local governments in pursuance of the objectives of historic preservation;
5. Accept unconditional gifts and donations of real and personal property, including money, for the purpose of historic preservation.

(Ord. 1179 §1 (part), 2004)

#### 2.84.020 - Membership.

- A. The historic preservation commission (hereafter preservation commission) shall consist of seven members appointed by the city council. The members of the preservation commission shall be residents of the city or owners of real property within the city. At least one resident (or property owner within the district who is also a resident of the city) of each designated area of historic significance shall be appointed to the commission. Members shall receive no compensation. There also shall be two alternates who are voting members only when one of the seven appointed members is absent. The members shall have a demonstrated interest in historic preservation and, as available, shall include professionals in history, architectural history, archaeology, planning, or architecture.
- B. For all members of the preservation commission in office as of the effective date of this chapter, their terms shall expire as provided for in the ordinance in effect at the time of their appointment. For all appointments made after the effective date of this chapter, the term of office for each member of the commission shall be three years. The appointment of commissioners shall be staggered with no fewer than two being appointed in any given year and terms commencing on the first day of January.
- C. Members of the preservation commission may be removed by the city for cause upon the filing of written charges and after a public hearing before the city council.
- D. Vacancies shall be filled by the city according to the original selection as aforesaid. Vacancies occurring in the commission and subsequently filled, other than the expiration of term in office, shall be only for the unexpired portion of the term of the member replaced.

(Ord. 1179 §1 (part), 2004)

#### 2.84.030 - Staff assistance.

- A. City staff or a preservation commission subcommittee shall assist the preservation commission by providing appropriate documentation regarding proposals for a certificate of appropriateness, posting of notices of public meetings, and maintaining records of the official actions of the preservation commission. Any city staff member holding this role shall have a demonstrated interest in historic preservation and, as available, shall have training or experience in history, architectural history, archaeology, planning, or architecture. B. In addition, the commission may seek the advice of staff, design professionals or a subcommittee of members of the commission.

(Ord. 1179 §1 (part), 2004)

#### 2.84.040 - Operating procedures.

- A. The preservation commission shall adopt by-laws for the conduct of its business in accordance with the provisions of this chapter that define when the meetings will occur, how the agenda is to be structured, and how decisions are to be made.
- B. The preservation commission shall elect a chairman, vice-chairman and a secretary, each of whom shall serve for one year and who shall be eligible for reelection.

(Ord. 1179 §1 (part), 2004)

#### 2.84.050 - Meetings.

- A. The preservation commission shall meet once a month, excepting when no business is on the agenda. Additional meetings may be scheduled by the preservation commission as needed.
- B. All regularly scheduled meetings of the preservation commission shall be open to the public. Any person, or his duly constituted representative, shall be entitled to appear and be heard on any matter before the preservation commission.
- C. The preservation commission shall keep minutes of all its meetings showing the date, time and place, the members present, and the action taken at each meeting. The minutes shall show the results of each vote taken and information sufficient to indicate the vote of each member present. The vote of each member present shall be made public at the open session. The minutes shall be public records open to public inspection.
- D. The city clerk shall post the official city posting to contain notice of the time, place, and subject matter of such hearing at least twenty-four hours before the hearing.
- E. A majority of the preservation commission shall constitute a quorum; and action taken at any meeting shall require the affirmative vote of the majority of the preservation commission. If no quorum exists, then the application will be forwarded to the next meeting of the planning commission.

(Ord. 1179 §1 (part), 2004)

#### 2.84.060 - Annual reports.

- A. The preservation commission shall prepare a report to the city council summarizing the past year's activities of the preservation commission. This report should state the status of preservation in the city and recommend any improvements which the preservation commission deems necessary. The preservation commission shall present this report annually to the city council.

(Ord. 1179 §1 (part), 2004)

#### 2.84.070 - Training.

- A. The preservation commission shall participate in training programs from time to time. These may include special preservation commission study sessions, which shall not be a regularly scheduled meeting, or other training programs provided in the state or nation. At a minimum, all members shall attend one training session annually.

(Ord. 1179 §1 (part), 2004)

#### 2.84.080 - Maintenance of records.

- A. All records will be kept by the city and shall be kept indefinitely to the extent possible.

(Ord. 1179 §1 (part), 2004)



Historic Preservation Commission  
Meeting Date: April 15, 2015  
Requested By: Building Official

**Item Title:**

Discuss the State Historical Society of Iowa Certified Local Government (CLG) annual report

**Explanation:**

The Historic Preservation Commission is responsible to submit an annual CLG report with the State Historical Society of Iowa summarizing the city's historic preservation work during the calendar year. The Historical Resource Development Program (HRDP) grant guidelines require that certified local governments (CLGs) which wish to apply for an HRDP grant must be current with their CLG annual report in order to be eligible to apply. This is also the policy for the CLG grant program.

The following list is the stipulations in order to be a CLG:

- The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year.
- The commission will be composed of community members with a demonstrated positive interest in historic preservation, or closely related fields, to the extent available in the community.
- The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations.
- Commission members will participate in state-sponsored or approved historic preservation training activities.

**Budget Consideration:**

N/A

**Attachments:**

Sample 2014 CLG annual report

# STATE HISTORICAL SOCIETY OF IOWA

[For SHPO use only]
Received _____
Approved/CLG in good standing _____
More information requested _____
_____
_____

## Iowa Certified Local Governments 2014 Annual Report (January 2014-December 2014)

Name of the City, County, or Land Use District: [Click here to enter text.](#)

### Section I. Locating Historic Properties Identification, Evaluation, and Registration Activity

CLG Standards found in CLG Agreement and National Historic Preservation Act

- ◆ The CLG shall maintain a system for the survey and inventory of historic and prehistoric properties in a manner consistent with and approved by the State.
- ◆ The CLG will review National Register nominations on any property that lies in the jurisdiction of the local historic preservation commission.

1. Please provide complete reports and site inventory forms from historic identification/survey, and evaluation projects that your commission completed in 2014. Do not include projects that were funded with a CLG grant or mandated by the Section 106 review and compliance process as we already have copies in our files.
2. How many National Register of Historic Places (NRHP) properties in your City, County, or LUD were altered, moved, or demolished in 2014? Please identify the property and the action [Click here to enter text.](#)
3. In 2014, how many additional properties (landmarks, sites, zones, or districts) did your city place on its list of locally designated historic landmarks and/or local historic districts? *(As a reminder, **before** your elected officials approve local districts or ordinances, you must send a copy to the State Historic Preservation Office for review and comment.)* Please attach a copy of each designation nomination and ordinance. [Click here to enter text.](#)

4. In 2014, were there any actions to revise, amend, change, or de-list a locally designated property? If so, how many? Please attach documentation of the review and appeal process and decisions made by the historic preservation commission, planning and zone commission, City Council, District Court or other governmental agency or official involved with the process. [Click here to enter text.](#)

## Section II Managing, Protecting, and Preserving Historic Properties

- ◆ The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties
- ◆ The CLG shall provide for adequate public participation in the local historic preservation programs

5. Did your city, county, LUD or its historic preservation commission undertake any of the following activities in 2014? Please think broadly about this question and include any activity (small or large) that facilitated historic preservation in your community. This is your opportunity to boast about your accomplishments and get credit for the great work you do!

- a. Historic preservation planning. Examples include the development or revision of a preservation plan, development of a work plan for your commission, etc. (use additional pages if needed) [Click here to enter text.](#)
- b. Provided technical assistance on historic preservation issues or projects. Examples include working with individual property owners, business owners, institutions to identify appropriate treatments and find appropriate materials, research advice, etc. (use additional pages if needed) [Click here to enter text.](#)
- c. Sponsored public educational programming in historic preservation. Examples include training sessions offered to the public, walking tours, open houses, lectures, Preservation Month activities, etc. (use additional pages if needed) [Click here to enter text.](#)

6. If the city or county amended its historic preservation ordinance or resolution or passed additional ordinances or resolutions that impact historic properties, please attach copies of the amendments and new ordinances or resolutions. *(As a reminder, before your elected officials approve local districts or ordinances, you must send a copy to the State Historic Preservation Office for comment.)*

7. If new or revised design standards and/or guidelines were developed and adopted during 2014, please attach a copy.

8. Are there any particular issues, challenges, and/or successes your preservation commission has encountered or accomplished this year? [Click here to enter text.](#)

9. Does your commission have a website and if so, what is the address? [Click here to enter text.](#)

Section III  
Historic Preservation Program Administration

- The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year.
- The commission will be composed of community members with a demonstrated positive interest in historic preservation, or closely related fields, to the extent available in the community.
- The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations.
- Commission members will participate in state-sponsored or approved historic preservation training activities.

10. List dates of meetings held (please note these are meetings actually held, not those which were scheduled but did not take place). [Click here to enter text.](#)

11. Please update the attached CLG Personnel Information Table (this must be completed).

12. Please attach biographical sketches or resumes of commissioners who were newly appointed in 2014 or 2015. Please be sure newly appointed commissioners sign and date their statement.

13. Please complete the 2014 Commission Training Table.

PLEASE SIGN and DATE

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***Signature of person who completed this report***

***Date***

---

***Signature of Mayor or Chairman of the Board of Supervisors***

***Date***

Please retain and copy of the annual report for your official CLG file and send one hard copy with original signatures by February 27, 2015 to:

Paula A. Mohr  
State Historical Society of Iowa  
600 East Locust Street  
Des Moines IA 50319-0290  
[Paula.mohr@iowa.gov](mailto:Paula.mohr@iowa.gov)

If you have questions, please contact me at: (515) 281-6826.

Thank you for your timely response!

## 2014 Historic Preservation Training Table

An important requirement of the Certified Local Government program is annual training undertaken by at least one member of the historic preservation commission and/or staff liaison. In this table, provide information about the commissioners' involvement in historic preservation training, listing the name of the conference, workshop or meeting (including on-line training opportunities); the sponsoring organization; the location and date when the training occurred. Be sure to provide the names of commissioners, staff, and elected officials who attended.

Name of Training Session: [Click here to enter text.](#)

Sponsoring organization: [Click here to enter text.](#)

Location: [Click here to enter text.](#)

Date: [Click here to enter text.](#)

Names of historic preservation commissioners, staff and elected officials who attended: [Click here to enter text.](#)

Name of Training Session: [Click here to enter text.](#)

Sponsoring organization: [Click here to enter text.](#)

Location: [Click here to enter text.](#)

Date: [Click here to enter text.](#)

Names of historic preservation commissioners, staff and elected officials who attended: [Click here to enter text.](#)

Name of Training Session: [Click here to enter text.](#)

Sponsoring organization: [Click here to enter text.](#)

Location: [Click here to enter text.](#)

Date: [Click here to enter text.](#)

Names of historic preservation commissioners, staff and elected officials who attended: [Click here to enter text.](#)

Name of Training Session: [Click here to enter text.](#)

Sponsoring organization: [Click here to enter text.](#)

Location: [Click here to enter text.](#)

Date: [Click here to enter text.](#)

Names of historic preservation commissioners, staff and elected officials who attended: [Click here to enter text.](#)

Name of Training Session: [Click here to enter text.](#)

Sponsoring organization: [Click here to enter text.](#)

Location: [Click here to enter text.](#)

Date: [Click here to enter text.](#)

Names of historic preservation commissioners, staff and elected officials who attended: [Click here to enter text.](#)

Biographical Sketch  
Applicant for Historic Preservation Commission

NAME:

ADDRESS (street, city, zip code):

WORK PHONE NUMBER WORK: (    )

HOME PHONE NUMBER: (    )

EMAIL ADDRESS:

INTEREST IN LOCAL HISTORY AND HISTORIC PRESERVATION (Describe employment, education, memberships, publications, and/or other activities which indicate your interest in and commitment to historic preservation; or provide a statement detailing your interest in local history and commitment to historic preservation; use extra sheets if necessary)

EMPLOYMENT:

EDUCATION:

INTERESTS:

While serving on the \_\_\_\_\_ Historic Preservation Commission, I will work to insure that the commission enforces the Historic Preservation Ordinance/Resolution; upholds the CLG Agreement with the State of Iowa, and works in compliance with the Secretary of the Interior's Standards for Archaeology and Historic Preservation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## 2014-2015 CLG Personnel Table

A. Please list the names of the Historic Preservation Commissioners who served during 2014:

[Click here to enter text.](#)

B. CHIEF ELECTED OFFICIAL 2014

Name of Mayor, Chairman of Board of Supervisors, President of LUD Trustees:

First Name: [Click here to enter text.](#)

Initial: [Click here to enter text.](#)

Last Name: [Click here to enter text.](#)

CHIEF ELECTED OFFICIAL 2014 (note this is beginning January 2015)

Name of Mayor, Chairman of Board of Supervisors, President of LUD Trustees:

First Name: [Click here to enter text.](#)

Initial: [Click here to enter text.](#)

Last Name: [Click here to enter text.](#)

C. STAFF PERSON FOR THE HISTORIC PRESERVATION COMMISSION

First Name: [Click here to enter text.](#)

Initial: [Click here to enter text.](#)

Last Name: [Click here to enter text.](#)

Job Title: [Click here to enter text.](#)

Mailing Address (street, city, zip code): [Click here to enter text.](#)

Phone Number: [Click here to enter text.](#)

Email Address: [Click here to enter text.](#)

## 2015 HISTORIC PRESERVATION COMMISSION:

Please complete the following and provide information about your new 2015 commission. Please provide a work or a home mailing address, work or a home phone number and work or a home email address. If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Historic District). Specify the month, day, and year that the commissioner's term will end (Term Ends).

### CHAIRPERSON/COMMISSIONER

First Name [Click here to enter text.](#)

Initial [Click here to enter text.](#)

Last Name: [Click here to enter text.](#)

Mailing Address: [Click here to enter text.](#)

Home Phone Number: [Click here to enter text.](#)

Work Phone Number: [Click here to enter text.](#)

Email Address: [Click here to enter text.](#)

Representative, Name of Local Historic District (if applicable): [Click here to enter text.](#)

Term Ends: Month [Click here to enter text.](#) Day [Click here to enter text.](#) Year [Click here to enter text.](#)

Does this person serve as the Contact with the State Historic Preservation Office for the Commission? [Click here to enter text.](#)

**VICE CHAIRPERSON/COMMISSIONER**

First Name [Click here to enter text.](#)

Initial [Click here to enter text.](#)

Last Name: [Click here to enter text.](#)

Mailing Address: [Click here to enter text.](#)

Home Phone Number: [Click here to enter text.](#)

Work Phone Number: [Click here to enter text.](#)

Email Address: [Click here to enter text.](#)

Representative, Name of Local Historic District (if applicable): [Click here to enter text.](#)

Term Ends: Month [Click here to enter text.](#)Day[Click here to enter text.](#)Year [Click here to enter text.](#)

Does this person serve as the Contact with the State Historic Preservation Office for the Commission? [Click here to enter text.](#)

**SECRETARY/COMMISSIONER**

First Name: [Click here to enter text.](#)

Initial: [Click here to enter text.](#)

Last Name: [Click here to enter text.](#)

Mailing Address: [Click here to enter text.](#)

Home Phone Number: [Click here to enter text.](#)

Work Phone Number: [Click here to enter text.](#)

Email Address: [Click here to enter text.](#)

Representative, Name of Historic District (if applicable): [Click here to enter text.](#)

Term Ends: Month [Click here to enter text.](#)Day[Click here to enter text.](#)Year [Click here to enter text.](#)

Does this person serve as the Contact with the State Historic Preservation Office for the Commission? [Click here to enter text.](#)

## COMMISSIONER

First Name: [Click here to enter text.](#)

Initial: [Click here to enter text.](#)

Last Name: [Click here to enter text.](#)

Mailing Address: [Click here to enter text.](#)

Home Phone Number: [Click here to enter text.](#)

Work Phone Number: [Click here to enter text.](#)

Email Address: [Click here to enter text.](#)

Representative, Name of Local Historic District (if applicable): [Click here to enter text.](#)

Term Ends: Month [Click here to enter text.](#) Day [Click here to enter text.](#) Year [Click here to enter text.](#)

Does this person serve as the Contact with the State Historic Preservation Office for the Commission? [Click here to enter text.](#)

## COMMISSIONER

First Name: [Click here to enter text.](#)

Initial: [Click here to enter text.](#)

Last Name: [Click here to enter text.](#)

Mailing Address: [Click here to enter text.](#)

Home Phone Number: [Click here to enter text.](#)

Work Phone Number: [Click here to enter text.](#)

Email Address: [Click here to enter text.](#)

Representative, Name of Local Historic District (if applicable): [Click here to enter text.](#)

Term Ends: Month [Click here to enter text.](#) Day [Click here to enter text.](#) Year [Click here to enter text.](#)

Does this person serve as the Contact with the State Historic Preservation Office for the Commission? [Click here to enter text.](#)

## COMMISSIONER

First Name: [Click here to enter text.](#)

Initial: [Click here to enter text.](#)  
Last Name: [Click here to enter text.](#)  
Mailing Address: [Click here to enter text.](#)

Home Phone Number: [Click here to enter text.](#)  
Work Phone Number: [Click here to enter text.](#)

Email Address: [Click here to enter text.](#)

Representative, Name of Local Historic District (if applicable): [Click here to enter text.](#)

Term Ends: Month [Click here to enter text.](#)Day[Click here to enter text.](#)Year [Click here to enter text.](#)

Does this person serve as the Contact with the State Historic Preservation Office for the Commission? [Click here to enter text.](#)

## **COMMISSIONER**

First Name: [Click here to enter text.](#)  
Initial: [Click here to enter text.](#)  
Last Name: [Click here to enter text.](#)  
Mailing Address: [Click here to enter text.](#)

Home Phone Number: [Click here to enter text.](#)  
Work Phone Number: [Click here to enter text.](#)

Email Address: [Click here to enter text.](#)

Representative, Name of Local Historic District (if applicable): [Click here to enter text.](#)

Term Ends: Month [Click here to enter text.](#)Day[Click here to enter text.](#)Year [Click here to enter text.](#)

Does this person serve as the Contact with the State Historic Preservation Office for the Commission? [Click here to enter text.](#)



Historic Preservation Commission  
Meeting Date: April 15, 2015  
Requested By: Building Official

**Item Title:**

Discuss annual training for the Historic Preservation Commission

**Explanation:**

One of the requirements of the Certified Local Government (CLG) program is that Historic Preservation Commissioners undergo historic preservation training on an annual basis. Throughout the year, the State Historic Preservation Office notifies CLGs of training opportunities including workshops and conferences on a variety of topics.

**Budget Consideration:**

N/A

**Attachments:**

Workshops & Training Documents

# **WINDOWS WORKSHOP**

## **“Hands On Restoration”**



**HOSTED BY: JCHPC**  
**Jones County Historic Preservation Commission**

**We will be working on the windows in the building at:**  
**136 East Main in Anamosa, IA**

**May 19<sup>th</sup> - 22<sup>nd</sup> – 8:00 AM to 4:00 PM**

**HANDS ON INSTRUCTION BY:**  
**DAVID WADSWORTH --WAUKON, IA**  
**Specialist in old window restoration**

**For more information, please contact:**  
**Rose Rohr (319-480-0221) [rcrohr64@gmail.com](mailto:rcrohr64@gmail.com)**



MAY 29-30

2015

ST. KERIANS

CEMETERY

# Gravestone and Monument Repair Workshop

A Decorah Genealogy Association  
sponsored event.

Call **563-382-8559** for registration and  
details.



<https://goo.gl/maps/cW8uf>

Decorah Genealogy Association is pleased to announce that Jonathan Appell, premier monument conservator in the United States, will present a workshop near Decorah, Iowa, on Friday and Saturday, May 29 and 30. Mr. Appell has studied all skills involved in monument preservation and travelled abroad to learn from master masons and conservators.

Throughout the United States, he has conducted workshops to share his skills with those desiring to preserve our cemetery gravestones and other historical monuments. His professional associations and affiliations are extensive and a list is available upon request.

For more information, see <http://www.gravestoneconservation.com/about>

#### Workshop Content

Day 1 Basic geology relating to gravestones and monuments.

Types of gravestones and monuments, marker styles and associated problems.

Basic stone cleaning for slate, marble, sandstone, granite, and stone masonry.

Raising, re-leveling, and resetting gravestones and monuments.

Repairing fallen monuments, epoxies, pros and cons, and proper mixing and applications.

Day 2

Mortars, a brief historic overview, lime and NHL mortars.

Problems with Portland cement relating to gravestones and historic structures.

Infilling, creating cement repair mortars, color matching, and application.

Granite composite repair material, creating pigmentation and application.

Stone cleaning, philosophy, problems with cleaning, alternative techniques.

Historic overview and problems associated with sealing historic stone and masonry.

The workshop will be hands-on, an interactive event. All who attend are welcome to help perform the work, photograph, or simply observe.

Participants are also welcome to tape, photograph, or video the workshop for use with your personal non-profit group.

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### **Gravestone and Monument Repair Workshop**

May 29 and 30, 2015 RSVP May 1st.

To REGISTER please fill below and send with PAYMENT to:

Decorah Genealogy Association, 202 Winnebago St. Decorah, Iowa 52101-1812

Contact: 563-382-8559 or 563-380-3375. e-mail: [ddiggers@decorah.lib.ia.us](mailto:ddiggers@decorah.lib.ia.us)

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Circle one:    Friday only: \$60.00    Saturday only: \$60.00    Both days: \$100.00

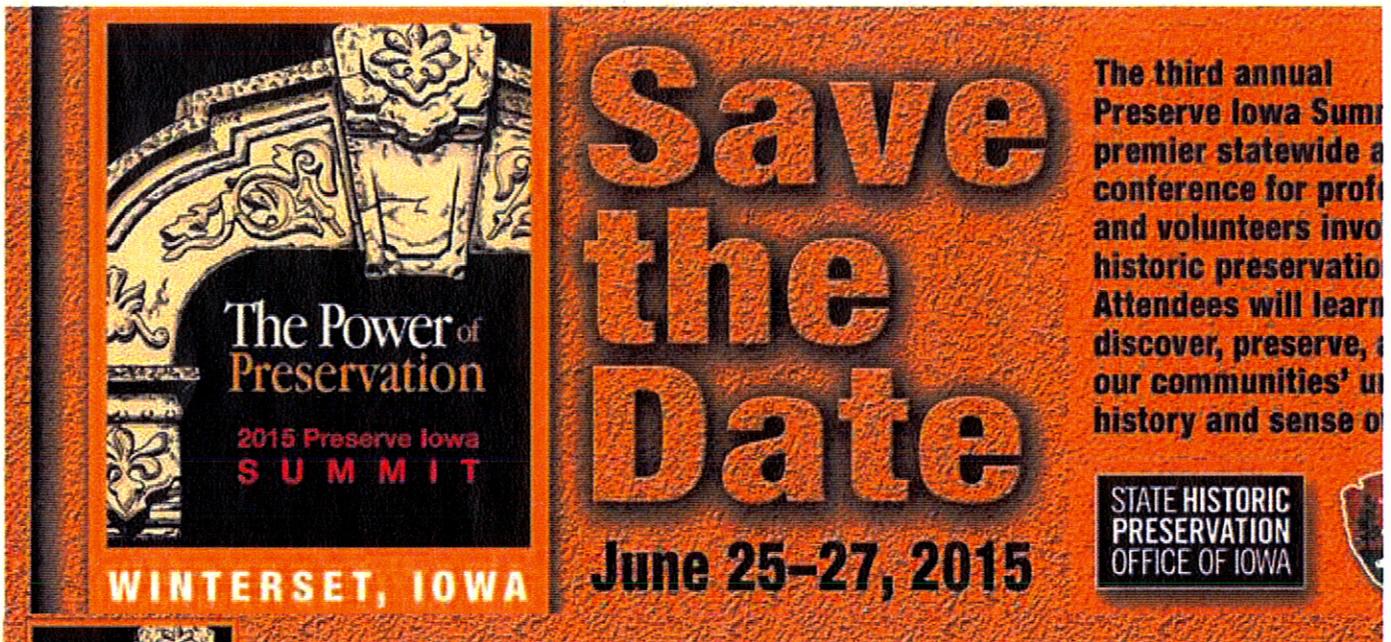
Decorah Genealogy Association is a 501 ( c ) 3 tax exempt organization. Noon lunch included each day.

## Wyatt Russell

**From:** Akhilesh Pal  
**Sent:** Wednesday, February 25, 2015 2:34 PM  
**To:** Wyatt Russell  
**Subject:** FW: SAVE THE DATE!! Preserve Iowa Summit; June 25-27, 2015

FYI

**From:** Mohr, Paula [DCA] [mailto:Paula.Mohr@iowa.gov]  
**Sent:** Tuesday, February 24, 2015 5:25 PM  
**Subject:** SAVE THE DATE!! Preserve Iowa Summit; June 25-27, 2015

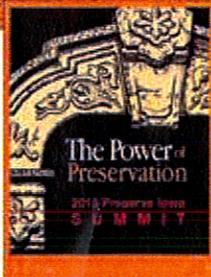


**Save the Date**

The third annual Preserve Iowa Summit is the premier statewide conference for professionals and volunteers involved in historic preservation. Attendees will learn, discover, preserve, and celebrate our communities' unique history and sense of place.

**June 25-27, 2015**

STATE HISTORIC PRESERVATION OFFICE OF IOWA



The Summit will feature 25 educational sessions held on or near the historic Winterset Courthouse Square. I the Urban Land Institute, Bonnie McDonald, President of Illinois Landmarks and Underground Railroad authority Pinsker will deliver keynote addresses throughout the summit. Preservation Iowa will present their "Preservatic awards and preservationists from across the state will share "Three-Minute Success Stories" in an energetic session to inspire! The conference will also include an exhibit hall and opportunities to network with other preservationists events. You won't want to miss the Mayor's Reception "Meet Me at Cedar Bridge" which will take place at one of the County's iconic covered bridges.

Tours of historic preservation successes, projects in progress, downtown Winterset, and significant outlying sites are offered. An all-day Underground Railroad workshop with educational sessions, and a tour of related historic sites in southwest Iowa is also offered.

The Summit is a coordinated effort of the Iowa Department of Cultural Affairs' State Historic Preservation Office and the Madison County Preservation Commission; in partnership with Preservation Iowa, Madison County, the City of Winterset, Madison County Development Commission, County Chamber of Commerce, and the community of Winterset. It is funded in part with Federal funds from the National Park Service and the Department of the Interior.

**The online registration site will be available in March. Questions?**

Brenda Hollingsworth, Madison County HPC, [madisoncountypreservation@gmail.com](mailto:madisoncountypreservation@gmail.com) • Paula Mohr, [Paula.mohr@iowa.gov](mailto:Paula.mohr@iowa.gov)



Historic Preservation Commission  
Meeting Date: April 15, 2015  
Requested By: Building Official

**Item Title:**

Discuss required project for Certified Local Government (CLG) and selection of project

**Explanation:**

The City of Oskaloosa Historic Preservation Commission is required to complete a project(s) annually and report to the State Historical Society of Iowa annual CLG report. Ideas of projects are as followed:

- Building inventory
- Walking tours
- Applying for a grant

The commission will need to discuss and approve a project and start a work flow involving the project.

**Budget Consideration:**

N/A

**Attachments:**

Work flow sheet

