

Notice of Public Meeting
Adel Historic Preservation Commission
Agenda

DATE: Tuesday, 18 July 2017

TIME: 8:00 p.m.

PLACE: Adel City Hall

1. Call meeting to order
2. Introduction of new Commission member – Cori Howard
3. Minutes of June 2017 meeting – Deb Christensen
4. Follow-up on Brick St Bakery grant recommendation
5. Design Guidelines Planning & Community Involvement
 - a. Resolution – Anthony Brown
 - b. Flowchart – Deb Christensen
6. Other Properties for Historic Register – Rich Hughes
7. Annual Committee Schedule – Rich Hughes
8. Building Plaques
9. Dallas Co News
10. This Month's Historical Trivia Question – Rich Hughes
11. Other
12. Adjourn

Minutes of the Adel Historic Preservation Commission

20 June 2017 at City Hall – 8:00 p.m.

Members Present: Rich Hughes, Deb Christensen, Heith Hockenberry, and Vonz Odem. **Absent:** Tom Hagen.
City: Anthony Brown. **Visitor:** Todd VonStein, DesignCo representing Brick Street Bakery

Chair Rich Hughes called the meeting to order at 8:07 p.m.

Minutes: Minutes from the May 2017 (DEC) meetings were read and approved without correction or amendment (motion by Vonz, second by Rich).

Brick Street Bakery Grant: Optimae, current owners of the bakery, submitted a grant application to help fund replacement and relocation of the air intake system. Todd VonStein of DesignCo presented information on Optimae, the bakery and need for an updated ventilation system, and answered questions by the Commission. Anthony noted that the previous owners of this building at 109 North 9th Street had been granted \$4,000 by City Council several years ago. AHPC had recommended \$15,000 for interior and exterior work. Because the previous owners began work prior to implementation of the CDBG project, they did not participate in the CDBG and were not eligible for those funds. After discussion, Heith moved that the Commission recommend to City Council that Optimae be granted \$10,000 for the project with \$5,000 for interior work and \$5,000 for exterior work, to include screening and painting of the new system to improve exterior aesthetics. Second by Deb. Motion passed without amendment. Anthony requested the Funding Review by Thursday, 22 June, so that he can forward the recommendation to the City Council for their 26 June meeting. Deb will attend to speak on behalf of the Commission and Anthony will invite the property owners to the Council meeting to be held at 6 pm at the library. Any other Commission members are invited to attend, as well.

Design Guidelines Planning & Community Involvement: Rich attended the June Chamber Chat held at Brick Street Bakery on Friday, June 2nd at 7:30 a.m. to apprise business owners of the need for design guidelines to help maintain the Historic District aesthetic, which was well received overall.

Anthony is drafting a resolution that could be put before City Council. Deb handed out copies of the preliminary flowchart she has been working on for Commission members to look over before the next meeting. Heith is working on an initial email response to building owners from the AHPC (from a previous meeting).

Other Properties for Historic Register: Rich will contact Paula Mohr for her thoughts about submitting applications for placing the depot, city hall, and former library (originally a church) on the National Register.

Annual Committee Schedule: Rich will work on this for the next meeting.

Preserve Iowa Summit 2017 was held June 10-14 in Fort Dodge. Vonz (Thursday), Rich (Friday), and Deb attended and provided verbal reports on sessions they attended. Powerpoints of the presentations have been sent to attendees and both Deb and Vonz felt the Thursday keynote speaker on Why Old Places Matter was particularly relevant. Deb will forward the powerpoint to Anthony as this contains information that could be used in community education endeavors.

Historical Trivia Question: This month's question asks, when the first phone system was installed in the early 1900s, who had phone number 1? Answer is Russell Abstract.

The **next regular meeting** of the Adel Historic Preservation Commission will be 18 July 2017 at 8:00 pm at City Hall.

The meeting was adjourned at 9:37 p.m.

Respectfully submitted,
Deb Christensen, AHPC Secretary