



Charles City Historic Preservation Commission Minutes

May 3, 2023, 5:30 pm, 401 North Main St.



Members Present: Chair Carol Frye, Jason Webster, Mike Bauer, Mckenna Lloyd, Phoebe Pittman and Commission Secretary Mark Wicks. Not present: Christopher Anthony, Laura Wallace, and Student Advisors Xander Graeser and Bryce Walker.

Meeting called to order by Chair Frye at 5:30 p.m. ***Motion by Bauer and second by Webster to approve the agenda. All approved.*** Approval of the **Minutes from the March 29, 2023**, Commission meeting were approved following a ***motion by Webster and seconded by Lloyd. All approved.***

Public comment period: There were no public comments submitted

OPEN COMMISSION SEATS/NOMINATIONS

With Lloyd's appointment to the Commission by Mayor Dean Andrews, it leaves one open Commission seat yet to fill. The Mayor has requested the Commission make a recommendation(s) to fill that seat. At the last meeting the Commission listed **Dean Tjaden, Linda Tjaden, Ryan Rahmiller, Tony or Byron Lessin, Susan Jacob and Larry Michehl** as possible choices to consider, then were asked to think on it some more and revisit at this meeting. It was decided to talk to Michehl first, then Rahmiller. If both are No, we can put out a public invite to interested candidates.

STUDENT ADVISORY TEAM INTERVIEWS

The Middle School has scheduled our Student Advisory interviews for **9 a.m. on Wednesday, May 10th**. Wicks had emailed Commission members asking if they would be available to assist with the interviews, however no one responded that they were. Similarly, no one at the meeting could make that date and time work. Possible alternative dates were discussed, but Pittman said the other dates after the 10th wouldn't work. Suggestion was made to **contact Laura Wallace and Jeff Sission** to see if they might be available to assist this year?

NATIONAL HISTORIC PRESERVATION AWARENESS MONTH

Fry and Bauer joined Wicks at the May 1st City Council meeting for the reading of the **mayoral proclamation** of May as National Historic Preservation Awareness Month. Lloyd has set up a **new HPC Facebook Page** that we can now promote, but additional material is needed to post on it. Wicks will send the proclamation and photo of the reading. Commission also wants to **announce the new historic image puzzle** featuring the popcorn Wagon this month. Suggestion made to also **post an historic image with info** in the newspaper and on the Facebook page yet this month as another reminder that it is Historic Preservation Awareness Month. Wicks will see what he can find.

The group would still like to do **Charles City History trivia** at the local brewery. Suggestion made to have **each Commission member come up with 3-5 questions** and **Wicks will draw questions from the former C.I.T.Y. tours**. We could also ask former Commission members Jeff Sisson, Mary Ann Townsend and Marilee Monroe for potential material to use. Pittman also recommended **utilizing 8th graders to come up with 5 questions**. We need at least 30 questions in all. Goal is to have this in place at the brewery by next May for sure, if not earlier.

HPC FACEBOOK PAGE

As mentioned earlier Lloyd created a new Charles City Historic Preservation Commission website, which was reviewed and Lloyd thanked for her efforts. It needs to be renamed so it is easier to search for and

find. The new name will be “**CC Historic Preservation.**” We need to announce it to the public and upload additional material onto it. It was suggested that we post the new puzzle when it is available for sale, pull over some of our website photos, the history of the HPC, Commissioner photos and info, as well as link to our website. It was noted that we don’t have **images of all of our local National Register of Historic Places properties and** that is something we can put both on Facebook and the website.

NEXT HISTORIC IMAGE PUZZLE

The second image in the series of historic local images on 250-piece puzzles was selected and will be ordered right away for delivery and **public announcement yet this month.** The Commission reviewed several different images of the **old Popcorn Wagon in Central Park** and selected the one it wanted to use. The group decided to order 20 puzzles this time, based on how well the first puzzle sold. Wicks will contact Unique Country Store to see if it can do that order in time. Otherwise, the Commission said we will need to look for another source as we had some issues getting extra copies of the first puzzle in a timely manner.

QR CODES PROJECT

The Commission still wants to look at creating QR Codes to put on our historic properties that the public can use to find out more about the history of that building, see old photos of what it used to look like and direct people to our HPC Website. We hope to **work with the Student Advisors on this project.** It was noted that we will need a **main QR Code in Central Park** that takes people to all of the different locations. It was also suggested that the tour takes people in a circular direction so that they end up back at the park where they started. Lloyd noted that there are **grant programs** that might help with the project, including the Certified Local Government Grant that is available now. Bauer mentioned in Minneapolis they have little plaques on the sidewalks with the QR Codes. Webster said it would be cool to have posts with slanted plates on top with the QR Code and a photo of an historic property like the Hart Paar tractor plant.

OTHER BUSINESS

- **Preserve Iowa Summit** ... Wicks asked for confirmation on who is planning on going to the Summit June 1-3 in Sioux City so he can register us as a group to get the discount. Bauer will be going all 3 days, as will be Wicks.
- **Website Update** ... Postponed until Christopher Anthony can be in attendance.
- **Commission Photo** ... Wicks said we need to take a new Commission group photo, but will wait until we are at full strength again member-wise.
- **Heritage Fest** ... Lloyd said there will be a planning meeting May 6th at 2 p.m. at the Museum for the Heritage fest celebration planned for July 29th, from 8:30-5 p.m. This event will celebrate Floyd County history and feature history-inspired games, crafts and more. She encouraged the Commission to consider having a booth at the event for increased public awareness.

The **next meeting** was set for 5:30 p.m. on June 14th, at 401 North Main.

Being no further business, the **meeting was adjourned at 6:38 p.m. following a motion by Webster and second by Bauer. All Approved.**

- *Minutes respectfully submitted by Mark Wicks*