



Charles City

Historic Preservation Commission Minutes

Tuesday, November 30, 2021, 5:30 pm, 401 North Main St.



Members Present: Chair Carol Frye, Jennifer Lessin, Jennifer Thiele, Christopher Anthony, City representative Phoebe Pittman (ex-officio) and Director Mark Wicks. Also in attendance Mike Bauer and Bob Steenson from the Charles City Press. Not present: Mary Ann Townsend, Laura Wallace, Michael Barrigan and Student Advisor Xander Graeser.

Meeting called to order by Chair Frye at 5:30 p.m. ***Motion by Anthony and second by Thiele to approve the agenda. All approved.*** Approval of the **Minutes from the September 28, 2021**, Commission meeting was ***motioned by Lessin and seconded by Thiele. All approved.***

Public comment period: There were no public comments submitted

Iowa Great Places Grant

The Wicks reported he had applied for an Iowa Great Places Grant on behalf of the Save the Depot group to be used toward its Phase II renovation project, and we were awarded \$150,000. Charles City was one of six communities state-wide to receive a Great Places grant.

Depot Update

The railroad depot building was successfully relocated to the other side of the rail yard in October after the needed \$358,000 was raised. Bauer said the depot was set on a new foundation and now Phase II fundraising will begin to renovate it for use as the American Passenger Train History Museum, as well as public meeting spaces and a trailhead for the community recreational trail. An estimated \$750,000 is needed for Phase II, which the aforementioned Iowa Great Places Grant will help out with.

Commission Website

Anthony went over the new Charles City Historical Preservation Commission website on WIX and that he created. While the site is live, it is not public as yet and does not have a domain name. **Commission members will be sent a link to review the site** on their own and provide feedback, but the group said they liked what they were seeing. Possible additions include resource listings with historical contractors, the historic homes walking tour information, how to get your property listed on the National Register of Historic Places, as well as the Commission's mission statement. Anthony noted he still needs to add some of the past agendas and meeting minutes as well. He will **look into domain name costs** and report back at the next meeting. Wicks will check to see if he has all the **Commission members' bio information and photo** for the website.

Commission Logo

At the previous Commission meeting the group was asked to look at examples of possible logos that the Commission might want to consider adopting some version of. Frye shared a couple of examples, while Anthony also passed around several conceptual drawings he had put together. The group liked the Anthony graphic with the old courthouse inside a circle, Historic Preservation Commission at the top right of the circle and a scroll banner that said "Charles City" at the bottom of the circle. A suggestion was made to try and incorporate the three colors from, the City's logo somehow, perhaps as additional rings around the circle. **Anthony will work on that and send out for further review and input.**

Strategic Planning: Commission Goals

Also at the previous meeting Commission members were asked to brainstorm ideas for HPC goals and priorities for the coming 1-3 years. Goals included:

- Continue to fill out the Student Advisory Board
- Complete Commission website and new logo
- Approach the Charles Theatre again about potential National Register of Historic Places nomination
- Look at placing simple metal signs with brief history of what was at that site or why the current building is historically significant
- Look at incorporating QR Codes at historic properties or sites that explain or show their past significance ... link to Commission website as well. These could be placed on a sign, on the building or possibly on a window cling. This should appeal to younger generations.
- Research and see what Main Street Iowa recommends for grants for repairs to historic properties ... link that information to the Commission website
- Coming up with a “wild and Wacky” historical tour of Charles City

It was decided that the **Top 5 Priorities** will be:

1. Website and Logo
2. Student Advisory Board
3. Looking into QR Codes for historically significant sites
4. Continue historic preservation awareness and education efforts in the community
5. Approach the Charles Theatre about a possible National Register nomination

Other Business

- It was noted that Jeff Sisson will be making a presentation at the Floyd County Museum on **“Weird Secrets About Buildings in the Community”** on December 18th at 1 p.m.
- Wicks noted that the Commission at the recent Community Volunteer Recognition Awards Event had recognized **Jeff Sisson** for his many contributions and historical research not only to the HPC but to Charles City overall. The question was posed to the Commission what type of gift or plaque it wanted to present him with to go with that recognition? **Anthony offered to check out some options** in town and get back to the Commission to see what it wanted to do? Sisson will be making a public presentation at the Museum on December 18th, would everyone agreed would be the perfect opportunity to present him with this gift.

The **next meeting** was set for February 22, 2022, at 5:30 p.m. at the Floyd County Historical Museum.

Being no further business, the **meeting was adjourned at 6:41 p.m. following a motion by Anthony and second by Thiele. All Approved.**

- *Minutes respectfully submitted by Mark Wicks*