

COUNCIL ACTION FORM

SUBJECT: APPROVAL OF 2020 ANNUAL CERTIFIED LOCAL GOVERNMENT REPORT

BACKGROUND

Under the Certified Local Government (CLG) Agreement with the State Historic Preservation Office (SHPO), local governments and their Historic Preservation Commissions are responsible for submitting an annual report documenting the Commission's preservation work during the previous calendar year. The report documents that the Commission has met the requirements of the CLG program and is in good standing. The report also includes a Work Plan for the upcoming year.

The Commission met on February 8, 2020 and documented its accomplishments for 2020 and developed its Work Plan for 2021, based upon Commission priorities.

SHPO requires that a representative of the Historic Preservation Commission (HPC) provide details of the 2020 accomplishments of the HPC, and the Work Plan for 2021 to the City Council, followed by the Mayor acknowledging completion of this requirement. Attached is the portion of the CLG Report that addresses the successes and challenges of the previous calendar year (2020), and the 2021 Work Plan, as prepared by the HPC.

ALTERNATIVES:

1. Approve the 2020 accomplishments of the Historic Preservation Commission (HPC), and the Work Plan for 2021, as described in the 2020 Certified Local Government Report.
2. Refer the 2020 CLG Report back to the Historic Preservation Commission (HPC) and/or staff for revisions.

CITY MANAGERS RECOMMENDED ACTION:

The HPC has documented its accomplishments for 2020 and has developed a 2021 Work Plan that represents its priorities for the current calendar year.

Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1, as described above.

Attachment A

8. Did your city, county, LUD or its historic preservation commission undertake any of the following activities in this calendar year? 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.

- In calendar year 2020, the Ames City Council funded the Ames History Center a total of \$46,827 for the contracted services listed below.
 - Presented 45 presentations and open houses, to be hosted at the Ames History Center and in locations throughout the community.
 - Took the history trailer to 5 community events or elementary school visits.
 - Responded to no fewer than 300 research requests.
 - Hosted at least 750 public open hours at the Ames History Center.
 - Cataloged at least 450 historical Ames collections objects.
 - Posted 250 historical photos or stories online.
 - Made 75 new resources available online.
 - Presented 12 new exhibits at the museum, at other locations, or virtually.
 - Conducted research and installed a “Mayors of Ames” plaque.
 - Collaborated with no fewer than 5 partnering community organizations to conduct special projects, host events, and/or present programs.
- In 2020, the Ames City Council approved a fiscal year 2020/21 budget of \$2000 for historic preservation activities. The funding is to be used for training and conferences for members of the Ames Historic Preservation Commission, as well as for the Historic Preservation Annual Awards Program, tours, brochures, and other educational programs.
- The Historic Preservation Commission has completed the process of reviewing the Ames Comprehensive Historic Preservation Plan (adopted in November 2009) and will be meeting with the City Council this March to review the recommended changes to the Goals, Objectives, and Action Steps of the Ames Comprehensive Historic Preservation Plan.

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.

- Members of the Ames Historic Preservation Commission and City staff met with the

individual owners of property in the Old Town Historic District to review applications for the construction of a new front porch, repair, and rehabilitation of a “contributing” garage restoration, construction of a new deck, exterior doors, and construction of new fences. A Certificate of Appropriateness was issued by the Commission, or staff for each project.

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.

- On April 28, 2020, the City Council made a proclamation in observance of May National Historic Preservation Month.
- In January and February, nominations were received for the 2020 Annual Historic Preservation Awards Program. Two projects were selected for awards. One was the historic rehabilitation of the architectural offices of AVEC Design + Build at 131 Main Street in Downtown Ames. The other award recipient was Cornbred Barbeque for adaptive reuse of a portion of the former Chicago and Northwestern Railroad Depot in Downtown Ames at 526 Main Street.
- The following Commission members and City staff participated in the Virtual 2020 Preserve Iowa Summit originating from Dubuque, Iowa, held on June 4-6, 2020:
 - Peter Hallock, Ames Historic Preservation Commission
 - Susan Minks, Ames Historic Preservation Commission
 - Eloise Sahlstrom, City Staff Liaison to the Ames Historic Preservation Commission.

9. Are there any particular issues, challenges, and/or successes your preservation commission has encountered or accomplished this year?

Successes-

- The City of Ames continues to provide funding to the Ames Historical Society for a variety of services including education and research.
- The City of Ames had excellent participation by Historic Preservation Commission members and City staff in the Virtual 2020 Preservation Iowa Summit.
- Granting Certificates of Appropriateness. Review of applications resulted in the issuance of seven Certificates of Appropriateness.
- Use of the Historic Preservation section of the City of Ames website by the public and the Commission as a tool for public awareness about historic preservation in Ames.
- Updating of the Goals, Objectives, and Action Steps for the Ames Comprehensive Historic Preservation Plan.

Challenges-

- Public education and involvement during the Covid 19 Pandemic restrictions.

18. Each CLG was asked to provide a work plan last year. Please provide a self-assessment of your progress on the initiatives and programs you identified last year. Were you able to accomplish much of what you set out to do? If not, what would help you fulfill this in next year’s work plan?

2020 WORK PLAN –

Educate the Public Concerning the Value and Benefit of Historic Preservation.

- Facilitate the dissemination of historic preservation information.
 - Collaborate with the Ames History Museum and Iowa State University on resources and possible joint projects.
 - Explore new ways to involve Iowa State University students in historic preservation for the community.
- Continue with training funding and developing educational resources about Ames history and historic resources.
 - Participate in networking and educational opportunities afforded by the 2020 Preserve Iowa Summit, June 4-6 in Dubuque.
 - Have a strong presence in attendance from Ames.
- Continue Historic Preservation Commission Annual Historic Preservation Awards Program, and present awards with the Mayor at an Ames Council meeting in April or May.
- Continue to recognize May as Preservation Month with a Proclamation by City Council.
- Seek speakers for presentations of timely preservation topics in Ames.

****Assessment of Progress in 2020:***

Funding for training was included in the City budget by the Ames City Council. Two Commission members and one staff liaison to the Commission participated in the virtual 2020 Preserve Iowa Summit originating from Dubuque on June 4-6. Nominations for the annual Historic Preservation Awards Program were received and the Commission chose two nominations to receive awards. The Mayor and City Council made a proclamation to recognize May as Preservation Month.

Collaboration with the Ames History Museum to facilitate the dissemination of historic preservation information and with Iowa State University students did not occur in 2020. The Commission did not offer any presentations.

In 2021, there will be renewed efforts to seek speakers to present information to the community on topics that are beneficial to historic residential properties and as applicable to commercial properties in the Downtown area, collaborate with the Ames History Museum, and to consider participation in Iowa State University student projects as appropriate.

Promote the Economic Development and Vitality of the City through Historic Preservation.

- Partner with Ames Main Street to offer a presentation on the use of tax credits available for properties in both the Old Town Historic District and the Ames Main Street Historic District.
- Continue granting Certificates of Appropriateness in a timely manner. Make resources readily available to enable the public to be more aware and compliance more easily understood with design guidelines and design standards.
- Design and install two permanent signs on either end of Main Street showing “before” and “now” views of our historic Main Street, now listed on the National Register of Historic Places.

****Assessment of Progress in 2020:***

The granting of Certificates of Appropriateness (COA) continued in 2020 as in past years. City staff have the authority in Chapter 31 to issue a COA for alterations to existing structures provided the

alterations are consistent with the Design Guidelines and Design Criteria. All new construction which includes any addition that increases the amount of gross floor area requires approval of the Historic Preservation Commission.

There were no presentations on the use of tax credits available for properties in both the Old Town Historic District and the Ames Main Street Historic District. The Commission is actively seeking an individual to offer a presentation on the use of tax credits for Downtown properties and properties in the Old Town Historic District.

A request for the funding of two permanent signs on either end of Main Street was made to the City Council by Lisa Hovis, Commission member. Once funds are secured from the City, the sign project will move forward with construction of the signs and installation at each end of Main Street.

Complete Review of Chapter 31 of the Ames Municipal Code adopted in 2015.

- Review current procedures for obtaining a Certificate of Appropriateness.
- Convey text amendments to the City Council for consideration.

**Assessment of Progress in 2020:*

Reviewing of current procedures and Chapter 31 was limited in 2020. The Commission will continue review of Chapter 31 in 2021.

Continue to Use the Ames Comprehensive Historic Preservation Plan as a Working Document.

- Complete update of goals, objectives, and action steps.
- Prioritize updated goals, objectives, and action steps and present to the City Council for adoption.
- Review proposed Comprehensive Plan (Ames Plan 2040) in the summer of 2020.

**Assessment of Progress in 2020:*

The update of goals, objectives and action steps will be presented to the City Council in March 2021. Commission involvement with the draft of the Ames Plan 2040 will occur as needed in 2021.

19. Each commission should develop a work plan for the coming year. This work plan should include the project(s), initiatives, and programs you plan to begin or complete. Also discuss your plan for obtaining historic preservation training in 2021.

2021 WORK PLAN –

Educate the Public Concerning the Value and Benefit of Historic Preservation.

- Facilitate the dissemination of historic preservation information.
 - Collaborate with the Ames History Museum and Iowa State University on resources and possible joint projects.
 - Explore new ways to involve Iowa State University students in historic preservation for the community.
- Continue with funding for training of Commission members and developing educational resources about Ames history and historic resources.
 - Participate in educational opportunities afforded by the 2021 Preserve Iowa Summit offered virtually, originating from Council Bluffs on June 3-5. All Ames Historic

Preservation Commission members will be strongly encouraged to log into the virtual sessions.

- Continue Historic Preservation Commission Annual Historic Preservation Awards Program, and present awards with the Mayor at a City Council meeting in April or May.
- Continue to recognize May as Preservation Month with a Proclamation by City Council.
- Seek speakers for presentations of timely preservation topics in Ames.
- Seek membership in the National Alliance of Preservation Commissions.

Promote the Economic Development and Vitality of the City through Historic Preservation.

- Partner with Ames Main Street to offer a presentation on the use of tax credits available for properties in both the Old Town Historic District and the Ames Main Street Historic District.
- Continue granting Certificates of Appropriateness in a timely manner. Make resources readily available to enable the public to be more aware and compliance more easily understood with design guidelines and design standards.
- Design and install two permanent signs on either end of Main Street showing “before” and “now” views of our historic Main Street, as funding becomes available.

Complete Review of Chapter 31 of the Ames Municipal Code adopted in 2015.

- Review Sections of Chapter 31, Historic Preservation, for possible revisions.
- Convey any recommended text amendments to the City Council for consideration.

Continue to Use the Ames Comprehensive Historic Preservation Plan as a Working Document.

- Implement “Action Steps” with the support of the City Council.
- Conduct surveys of historic resources with the support of City Council, and grant funding.