

ITEM #: 24
DATE: 02-25-25
DEPT: P&H

COUNCIL ACTION FORM

**SUBJECT: HISTORIC PRESERVATION COMMISSION 2024 ACCOMPLISHMENTS
AND 2025 WORK PLAN**

BACKGROUND:

Under the Certified Local Government (CLG) Agreement with the State Historic Preservation Office (SHPO), local governments and their Historic Preservation Commissions (HPCs) are responsible for submitting an annual report documenting the City's and Commission's preservation work during the previous calendar year. The report documents that the City has met the requirements of the CLG program and is in good standing. The report also includes a proposed Work Plan for 2025 (see attached).

SHPO requires that an HPC representative provide details of the HPC's 2024 accomplishments and the Work Plan for 2025 to the City Council, followed by the Mayor acknowledging completion of this requirement. The Ames Historic Preservation Commission (HPC) met on December 9, 2024 and January 13, 2025, to develop and approve the 2025 Work Plan based upon the Ames Comprehensive Historic Preservation Plan Goals and Objectives (updated in 2021). The HPC also documented its accomplishments for 2024.

Attached is the portion of the CLG Report that addresses the accomplishments, successes, and challenges of the previous calendar year (2024).

With City Council's approval of the CLG report, the 2025 Work Plan will also be approved. It does not include any specific requests for funding beyond the annual \$1,750 appropriation for awards, outreach, and education.

The 2025 Work Plan focuses on the following items:

1. Complete the nomination of the Chautauqua Park – Ridgewood Neighborhood National Register Nomination by the Consultant (NHPA Consultants, LLC) hired to prepare the nomination.
2. Secure a speaker to address tax credit opportunities for historic properties in Ames.
3. Collaborate with the Ames History Museum to host a community "history" event in 2025.
4. Facilitate the dissemination of historic preservation information.

The historic nomination is already underway and part of the Planning Division workplan and is administered by staff and a consultant. The other education items are work items for the Commission to undertake with staff administrative support as needed. None of the proposed workplan items require prioritization with the Planning Division Workplan.

ALTERNATIVES:

1. Approve the 2024 accomplishments of the Historic Preservation Commission (HPC) and the Work Plan for 2025, as described in the 2024 Certified Local Government Report and direct the Mayor to acknowledge presentation of the report and authorize the report to be submitted to the State.

2. Refer the 2024 CLG Report back to the Historic Preservation Commission (HPC) and/or staff for revisions.

CITY MANAGER'S RECOMMENDED ACTION:

The HPC has documented its accomplishments for 2024 and has developed a 2025 Work Plan that represents its priorities for the current calendar year. The Work Plan focuses on resources utilized by the HPC. Completing the historic district nomination is the primary project for the year. Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1, as described above.

ATTACHMENT(S):

[Accomplishments, Successes, and Challenges.](#)
[2025 Work Plan](#)