WATERLOO HISTORICAL PRESERVATION AGENDA

WATERLOO HISTORIC PRESERVATION COMMISSION
WATERLOO, IOWA
REGULAR MEETING – 4:30 P.M.
Tuesday, October 8, 2019
Waterloo Public Library

General Rules for Public Participation

1. The presentation order for all new or old business agenda items shall be as follows: a) Staff report, b) Applicant’s presentation, c) Opinions of interested citizens, d) Applicant’s rebuttal, e) Commission discussion.
2. Interested citizens may address any item on the agenda when that item is being discussed.
3. Interested citizens may speak one (1) time per item. Please limit your comments to approximately ten (10) minutes. Although generally discouraged, at the discretion of the Chair, interested citizens may be allowed to speak more than once per item.
4. The “Oral Presentations” section of the agenda is an opportunity to address items not on the agenda. An individual may speak to one (1) non-agenda issue per meeting for a maximum of approximately ten (10) minutes. Official action cannot be taken by the Commission at that time; however the topic may be placed on a future agenda or referred to staff.
5. Keep comments germane and refrain from personal, impertinent or slanderous remarks and repetitious information.
6. All comments and requests for information shall be directed towards the chair, and not towards individuals in the audience. All comments shall be in keeping with proper and courteous conduct.
7. If handouts are to be provided, you are encouraged to deliver them to the Planning and Zoning Department at least 24 hours prior to the meeting to be distributed to Commission members. If not possible to be pre-delivered, you are encouraged to bring ten (10) sets of all handouts for Commission and staff. A minimum of one (1) copy of any handout (including original pictures) must be retained by staff for the official record of the request.

The chair shall take whatever action is necessary to ensure that these rules are observed and the meeting proceeds in an orderly fashion.

I. Approval of Agenda

II. Approval of Minutes of the August 20, 2019 meeting

III. Oral Presentations

IV. Hearings

Request for a Certificate of Appropriateness for replacement windows for a home located at 103 Alta Vista.

V. Building/Project Consultation
VI. Reports

1. Main Street
2. Silos and Smokestacks
3. Grout Museum
4. Update on Buildings
5. Update on Projects
6. Highland Neighborhood
7. Walnut Neighborhood

VII. Discussion Items/Possible Action Items

1. Library Presentation October 30th
2. School Art Project 2020
3. Iowa Most Endangered Building List 2020
4. APA Iowa conference
5. City owned properties/Demo List
6. Dilapidated housing subcommittee
7. Action Plan

VIII. Design Guidelines

IX. Adjournment
Ottesen called the regular meeting of the City of Waterloo Historic Preservation Commission meeting to order at 4:30 p.m.

Commission Members in attendance were: Ottesen, Price, Rohret, Stevens (arrived at 4:45pm), and Hedrick.

Commission Member(s) absent were: Miller and Morehouse.

Others Present: Pat Morrissey – City Council Liaison; John Dornoff – Planning Staff and Ed Gallagher – Grout Museum Liaison.

**Approval of Agenda**

Motion made by Price, seconded by Rohret to approve the agenda of the September 17, 2019 regular meeting. Motion carried unanimously.

**Approval of Minutes**

Motion made by Hedrick, seconded by Price to approve the minutes of the August 20, 2019 meeting. Motions carried unanimously.

**Hearings**

No hearings.

**Oral Presentations**

Morrissey drove by the Dunsmore house and said it is getting worse. Met with Wickersham from the Community Foundation who stated that they are awarding money for the area of historic preservation but currently they are not getting a lot of applications.

Gallagher asked what would happen to the building if it was restored.

Ottesen said that was part of the problem was finding a use for the building.

Deadline for the Community Foundation grant is October 1st.

**Reports**

1. **Main Street**

October 3rd will be Tour d’Loo which will include 13 sites.

Friday ‘loo has ended for the year but Main Street is starting to work on next year.
Main Street has introduced new branding.

Winter Wonder'loo will be the Saturday after Thanksgiving when Shop Small starts.

First event of the new year will be Funky Junkaloo in March.

2. **Silos and Smokestacks.**

The have started work on their new location.

3. **Grout Museum**

The historic home tour on August 24th was successful with comparable crowds to last year. There was compliments about the variety of homes on this year’s tour.

4. **Building Update**

300 Commercial is progressing. No update on the Rath Building.

5. **Project Update**

Dornoff talked with the consultants from the Civil Rights project and they are hoping to have a public hearing and Dornoff told them that the November HPC meeting would work better than October due to the Library Presentations.

6. **Highland**

There are some homes up for sale in the neighborhood.

**Discussion Items/Possible Action Items**

1. **Library Presentations**

October 8th will be the presentation from Andrew Bell on Tax Credits.

The October 30th presentation will focus on buildings that have been lost Buildings that can be talked about: Paramount Theater, Bickley Mansion, Klinefelter’s Livery Stables, shops of the Illinois Central Railroad, Sullivan House, Buildings around the convention center, and other retail buildings lost in the downtown area.

2. **School Art Project**

Stevens has contacted the schools and gotten a positive response from them. However, for the elementary schools the flyers will need to be translated into Spanish and Bosnian.

3. **Iowa Most Endangered Building**

Courier/Montgomery Ward’s buildings were suggested from last year. Dornoff would like a decision made by next meeting in order to get the paperwork done by December 1st when it is
usually due.

4. **American Planning Association – Iowa Chapter**

Dornoff stated that he will be doing a presentation at the APA Iowa Chapter Conference in Iowa City on October 10th talking about Historic Preservation.

5. **City Owned Properties/Demo List**

Morrissey wanted clarification of what Chris Western said at the last dilapidated housing meeting about Church Row to which Dornoff answered that the city is looking create a program like Walnut that includes such organization as Habitat for Humanity that would see the area improved and possible historic surveys.

Pat suggested that the commission start a dilapidated housing subcommittee.

*Motion made by Stevens, seconded by Rohret to create a subcommittee on dilapidated housing and invite community members to be a part of it. Motion carried unanimously.*

Suggested people to include on the committee include Laura Hoy, Mary Potter, David Deeds, and Terrance Hollingsworth. Morrissey also suggested that Marty Peterson the new city attorney be a part of the committee.

6. **Action Plan**

Discussion on updating the plan.

Also discussed organizations to work with including the Cedar Valley Historical Society, UNI, and Habitat for Humanity.

**Other Discussion:**

None

**Design Guidelines**

Morrissey asked about the background on Design Guidelines.

Ottesen passed out an article from the National Park Service Discussion design guidelines.

Should different historical areas have different design guidelines such as in Dubuque and should contributing homes have different standards from non-contributing. Also, could those non-contributing homes be contributing homes in the future?
Adjournment

Ottesen adjourned the meeting at 5:30 p.m.

Respectfully submitted,

[Signature]

John Dornoff
Planner I
APPLICANT: John Rivera, 103 Alta Vista, Waterloo, Iowa

DESCRIPTION: Request for a Certificate of Appropriateness to replace windows.

STRUCTURE RATING: The house is rated as an "C" structure for architectural significance and is listed as not contributing to the district.

STAFF ANALYSIS: The applicant is requesting to replace windows in his home.
Iowa Site Inventory
Office of Historic Preservation
Iowa State Historical Department
East 12th & Grand Avenue
Des Moines, Iowa 50319

Identification
1. Site Name
2. Village/Town/City: Waterloo Township
3. Street Address: 103 Alta Vista Ave
4. Legal Location: Urban: subdivision
township: block
range: parcel
section: subparcel
5. UTM Location: zone: easting: northing: ; Acreage:
6. Owner(s) Name
7. Owner(s) Address: (Street address) (City) (State) (Zip)
8. Use: Present: 1909 Original:

Description
9. Date of Construction: Architect/Builder:
10. Building Type: ☑ single-family dwelling ☐ industrial ☐ other institutional ☐ religious
cross multiple-family dwelling ☐ educational ☐ public ☐ agricultural
cross commercial ☐ clapboard ☐ stone ☐ brick ☐ board and batten ☐ shingles ☐ stucco
cross other
12. Structural System: ☐ wood frame with interlocking joints ☐ wood frame with light members (balloon frame)
cross masonry load-bearing walls ☐ iron frame ☐ steel frame with curtain walls ☐ reinforced concrete
cross other
13. Condition: ☑ excellent ☐ good ☐ fair ☐ deteriorated
14. Integrity: ☑ original site ☐ moved—if so, when?
Notes on alterations, additions (with dates and architect, if known) and any other notable features of building and site:
15. Related Outbuildings and Property: ☐ barn ☐ other farm structures ☐ carriage house ☐ garage ☐ privy
cross other
16. Is the building endangered? ☑ no ☐ yes—if so, why?
17. Surroundings of the building: ☐ open land ☐ woodland ☐ scattered outbuildings ☐ densely built-up ☐ commercial
cross industrial ☐ residential ☐ other #3238 frame 22
18. Map

☐ Steely
☐ Alta Vista Ave
Significance  

103 Alta Vista Ave

(Indicate sources of information for all statements)

20. **Architectural significance**

   - [ ] a. Key structure/individually may qualify for the National Register
   - [ ] b. Contributing structure
   - [ ] c. Not eligible/intrusion


21. **Historical Significance**

   Theme(s) ____________________________

   - [ ] a. Key structure/individually may qualify for the National Register
   - [ ] b. Contributing structure
   - [ ] c. Not eligible/intrusion

22. **Sources** (for primary and secondary sources, give complete facts of publication: author, title, place of publication, date, etc.):

Prepared by: ___________________________ Date: ___________________________

Address ___________________________ Telephone ___________________________

Organization ___________________________

For Office of Historic Preservation Use Only

1. **Office Information Sources on this Property**

   - [ ] County Resource File
   - [ ] Windshield Survey
   - [ ] National Register
   - [ ] Grants-In-Aid: ___________________________
   - [ ] Determination of Eligibility

2. **Subject Traces**

   a. ___________________________
   b. ___________________________
   c. ___________________________
   d. ___________________________
   e. ___________________________

3. **Review and Compliance Project**

   - [ ] Other ___________________________
   - [ ] Other ___________________________
   - [ ] Other ___________________________

4. **Photo Images**

   ___________________________
   ___________________________
   ___________________________
   ___________________________
Location and Functional Information
1. Historic Name(s) ________________________________________________
2. Common Name(s) ______________________________________________
3. Street Address ________________________________________________
4. City __________________________________________________________
5. Vicinity [ ] 5. County ____________________________
6. Subdivision ____________________________________________________
7. Block(s) ______________________________________________________
8. Lot(s) _________________________________________________________
9. Legal Description: (If Rural) _________________________________
   Township __________________ Range ___________ Section ___________
   Quarter of _________ Quarter of _________
   Description __________________________________________________
   Code __________________________________________________________
10. Historic Function(s) __________________________________________
11. Current Function(s) __________________________________________
12. Owner ________________________________________________________
    Address ______________________________________________________
    City/State ___________ Phone # _______ ZIP ________

BHP Sources: Cty. Resource [ ] HABS [ ] Photo [ ] NR [ ] Tax Act [ ]
   Grants [ ] DOE [ ] R&C [ ]
   (Plat Map) (Sketch Map)

(Integrity Notes) Roll/Frame / Photographer _________________________
View __________________________________________________________
Location of Negatives: __________________________________________

(3 X 5 photograph)
IOWA SITE INVENTORY FORM
EVALUATION SHEET

Architectural Significance and Associated Context(s):

Applicable National Register Criteria: [ ] A [ ] B [ ] C [ ] D Other
National Register Eligibility: Individual: ___ Yes ___ No
District: ___ Contributing ___ Non-Contributing
Reviewed by/Date: ____________________________________________________________________________

Continuation Sheet [ ]

Historical Significance and Associated Context(s):

Applicable National Register Criteria: [ ] A [ ] B [ ] C [ ] D Other
National Register Eligibility: Individual: ___ Yes ___ No
District: ___ Contributing ___ Non-Contributing
Reviewed by/Date: ____________________________________________________________________________

Continuation Sheet [ ]

Prepared by ____________________________ Date __________________________
Address ____________________________ Telephone __________________________
Affiliation ____________________________
Property Characteristic Form - RESIDENTIAL
Survey ID Number 07-028-6804

Street Address: 
Legal Description: (If Rural)

City
County

Location Integrity: Original Site (OS) Moved (MV) Moved to Original Site (MO)

Endangered?: N or Y If yes, why:

Ground Plan: a. Building Shape(s) __________ b. Width ______ by Depth ______ in units

Architectural Style/Stylistic Influences

Key Stylistic Attributes Code

Materials: Foundation
Walls
Roof

Number of Stories 2

Roof Shape
Builder(s) ____________________________________________________________
Architect(s) __________________________________________________________

Original Construction Date ______ Modification/Addition Dates:

Continuation Sheet [ ]

Significant Interior Components:

Surveyor Comments:

continued

Columns formal paneled square
3-story height shaded sash pattern
8-over-8 windows casements upper stories glazed by cement
Natural rock chimney & concrete bands
has form, proj. lintels still evident in porch
burial vault & vault & prefab concrete side entry

Continuation Sheet [ ]

Sources: detached, siding, side garage garage appeared shed
extension, shore, doorway orig. was, now vertical, tied

Continuation Sheet [ ]

Needs Further Study/Anomaly [ ]

Surveyor __________________________ Date __________________________
Location and Functional Information

1. Historic Name(s) 
2. Common Name(s) 
3. Street Address 103 Alta Vista Avenue
4. City Waterloo, Vicinity Blackhawk, County Blackhawk
6. Subdivision Highland 2nd Filing
7. Block(s) 8, Lot(s) 14

9. Legal Description: (If Rural) 
   Description: 

10. Historic Function(s) single dwelling
11. Current Function(s) single dwelling

12. Owner David A. and Kathleen F. Schmidt
    Address 103 Alta Vista
    City/State Waterloo, Zip 50703

BHP Sources: Cty. Resource, HABS, Photo, NR, Tax Act, Grants, DOE, R and C

(Integrity Notes) Roll/Frame 25/11, View looking northeast, Location of Negatives: City of Waterloo

Photographer Karen Bode Baxter

(Sketch Map) Alta Vista

(Plat Map)
Built in 1910, this four square house has design features that are typical of this plan, including the flared hipped roof and dormers on the sides and front, formal projecting lintels, wide enclosed eaves, half columns on full-width hipped front porch. The unusual central diamond muntin pattern in the upper sashes, faux stone foundation, and the natural rock chimney with two concrete bands may be evidence of Craftsman influences, but the asbestos tile replacement siding obscures most of the original features and the enclosure of the porch changes the balance of the design.

In Highland Historic District. Previously evaluated by Barbara Beving Long as non-contributing although originally evaluated as contributing by Pearson/SHSI. Alterations are reversible and would upgrade its status. Previous photo survey #3238, fr. 22. For more information, see Pearson site form 1.
Applies to: All Properties within Preservation District

- Synthetic siding may be used provided:
- All sources of moisture that have caused damage to the structure are corrected and the damage repaired prior to the application of the siding
- Historic architectural features such as window trim, brackets, moldings, rafter tails, columns, balusters and similar details are not covered, removed, cut or otherwise damaged. Unless severely deteriorated, historic wood siding must not be removed

F. Paint and Color
Paint schemes should be simple. One color for the body of the house, one on the trim and one accent color for windows and doors usually is enough. Colors should be selected to complement the style and period of the house. Colors should blend with and complement the overall color schemes existing on the same street. Consult the Waterloo Public Library or paint dealers for information on paint colors appropriate for use on various styles of houses. A building permit is not required for painting and historic review is not required.

Recommended:
Repainting
- Removing loose and peeling paint and cleaning the surfaces to be painted in accordance with pertinent State and Federal guidelines. Practices that help reduce the potential for the creation of lead dust, such as misting surfaces with water when scraping, are encouraged. Old paint that is sound and reasonably smooth should be left in place as a foundation for the new paint
- Taking all recommended safety precautions, including using a proper respirator to avoid breathing the fumes or dust from lead-based paint
- Collecting and properly disposing of paint chips and other waste
- Priming, caulking, and finishing with high-quality products
- Removing any grayed surface of weathered wood by sanding
- Treating dry wood with linseed oil and priming with an oil-based primer

Paint color
- Choosing a color scheme that is consistent with the architectural style of the building. Typically, this would be one color for the body of the building, one or two colors for the trim, and black or dark green for the storm sashes. If a horizontal board delineates the upper floor of the building, a second color may be used for the upper floor walls.

Not Recommended:
Repainting
- Dry sanding, sandblasting or using high-pressure sprayers to remove paint from masonry or wood
- Using high heat or open flames for paint removal
- Using paint strippers containing methylene chloride
- Using other methods with a high potential to create lead dust that are discouraged by State and Federal guidelines
- Scrapping historically painted surfaces to bare wood, then applying clear finishes or stains in order to create a "natural look"

Paint color
- Choosing bright, obtrusive colors
- Painting a building entirely white, or one color as this can obscure details of the structure

G. Windows, includes shutters & storm windows
Windows are one of the most important elements that define a building’s architectural character. Important window characteristics include window type, size, proportion, trim and pattern of divided-lights. Most often, historic windows are double-hung, but casements were occasionally used. Except for small decorative windows, historic windows are generally considerably taller than they are wide, and lower and upper floor windows are often aligned vertically.

**Recommended:**

**Historic windows**
- Preserving the historic windows by repairing sashes and frames
- Retaining historic window frames and replacing badly deteriorated sashes with new sashes that match the historic ones

**Replacement windows**
- Replacing badly deteriorated windows with new ones that match the type, size, sash width, trim, use of divided-lights, and overall appearance of the historic windows
- Using new wood windows and sashes, if necessary, to replace historic wood windows and sashes. The use of metal-clad, solid-wood windows is acceptable. Replacement windows and trim must accept paint. Divided-lights may be created with muntin bars that are adhered to both sides of the glass, but not with snap-in muntin bars
- Replacing a bedroom window, if required for egress by the Building Code, with a new one that matches the size, trim, use of divided-lights, and overall appearance of the previous bedroom window or other windows in the house

**New windows**
- Adding windows that match the type, proportions, trim, and appearance of the historic windows. The sash width must be similar to that of the original windows
- Adding new windows in a location that is consistent with the window pattern of the historic building or buildings of similar architectural style

**Storm windows**
- Installing traditional wood storm windows and screens on older buildings
- Installing wood-frame combination storm window with screens that resemble traditional wood storm windows. The use of metal-clad, wood-frame combination storm windows is acceptable. Storm windows must accept paint

**Disallowed:**

**New and replacement windows**
- Installing modern types of windows including sliding, awning, casement, and bay window when they were not original to the building, consistent with the architectural style, or required egress
- Installing metal, vinyl clad or vinyl windows when they were not original to the building
- Using snap-in muntin bars to achieve the appearance of divided lights

**Not Recommended:**

**Storm windows**
- Installing exterior metal or vinyl storm windows

**Shutters**
- Installing shutters on windows that did not historically have shutters

**Exception:**

**Applies to:** All Properties within Preservation Districts and non-contributing properties in Historic Districts.
Vinyl or vinyl clad wood window may be used for replacement of basement windows provided the foundation wall is no more than 18 inches above grade.

H. Doors, includes garage doors
The original size and shape of door openings should be maintained. Many historic entrance doors are of panel-type construction or solid frames with glass lights in the upper part of the door. Historic storm doors are often wood doors with removable sashes. These historic door styles should be used when it is necessary to replace original doors. Historic garage doors often possess distinctive design features and should be retained if possible.

Recommended:

Historic doors
• Repairing historic doors rather than replacing them
• Replacing badly deteriorated doors with new or salvaged doors that are similar in size, material, style, and appearance

New doors
• Installing a wood screen door that accepts sashes with glass or screen
• Adding new door openings that are trimmed to match other doors and windows in the building
• Substituting a material in place of wood for doors and screen doors only if the substitute material retains the style and appearance of the historic doors and screen doors. The substitute material must be durable, accept paint, and be approved by the Historic Preservation Commission

Garage doors
• Retaining and repairing historic garage doors where practical
• Installing new garage doors that resemble the styles of historic ones
• Adding trim to garage door openings that match that of other doors and windows in the garage

Disallowed:

New doors
• Installing flush entrance doors or other modern door styles
• Installing sliding patio doors if they were not original to the building or consistent with the architectural style
• Installing natural aluminum storm doors
• Blocking down door openings to accommodate standard door sizes

Not Recommended:
• Installing a double-car garage door where two single car doors are more consistent with the historic style

Exception:
Applies to: All Properties within Preservation Districts
• Sliding patio doors or other modern-style doors may be installed on the rear of a primary building provided that the openings are trimmed to match the existing doors and/or windows.
• Installing new garage doors that are simple in design. Smooth or simple panel-type doors may be used.

I. Porches
Waterloo Historic Preservation Commission
Action Plan

Goal A: Creating Partnerships and Alliances:

1. At the beginning of each year, the prepared list proposed in item one will be updated as necessary. - Done
2. The prepared list of community organizations proposed in item one will receive an invitation to the Commission’s Historic Preservation Awards ceremony, open to members of the community organization. - Done
3. By September, 2019, the commission will prepare a list of community organizations to forge informal alliances with to further common goals of historic preservation in Waterloo.
4. By December 31, 2019 a member of the Commission will correspond, through email, writing, telephone, or face-to-face communication, with a president or board member of at least one of the identified community organizations.
5. By December 31, 2019, a member of the Commission will attend a member meeting of at least one of the identified community organizations and introduce themselves and the purpose, mission statement and goals of the Commission.
6. By June 30, 2020 a member of the commission will correspond, through email, writing, telephone, or face-to-face communication, with a president or board member of at least two of the identified community organizations.
7. By June 30, 2020, a member of the Commission will attend a member of the meeting of at least one other of the identified community organizations and introduce themselves and the purpose, mission, statement and goals of the Commission.
8. By June 30, 2020 the commission will support through preparation of literature, promotional material, or sponsorship, a Waterloo historic tour created and led by the Cedar Valley Historic Society.

Goal B: Identify, Evaluate and Protect:

1. By April 30, 2017 the Commission will ratify a specific list of S.M.A.R.T. goals pursuant of the Feb. 2, 2017 special meeting. - Done
2. By May 31, 2017, the Commission will identify at least two neighborhoods in the city of Waterloo that are of the highest-priority of obtaining a historic designation survey, to be obtained by December 31, 2017. - Done
3. By April 1, 2017 two commission board members will prepare a formal list, with descriptions, entitled “Most Endangered Buildings of Waterloo” which will be ratified by the commission by April 30, 2017. - Done
4. By March 1, 2018 the commissioners will prepare a formal list, with descriptions, entitled “Most Endangered Buildings of Waterloo 2018” which will be ratified by the commission on by March 1, 2018. - **Done**

5. By March 1, 2019 the commissioners will prepare a formal list, with descriptions, entitled “Most Endangered Buildings of Waterloo 2018” which will be ratified by the commission on by March 1, 2019. - **Done**

6. By February 1, 2020 the commission will seek, and if possible, identify an appropriate church and prepare a Letter of Intent for the 2020 cohort of participants in the National Fund for Sacred Places in collaboration with the National Trust for Historic Preservation. For the Partners for Sacred Places Fund.

7. By March 1, 2020 the commissioners will prepare a formal list, with descriptions, entitled “Most Endangered Buildings of Waterloo 2020” which will be ratified by the commission at the March meeting. - **In Progress**

**Goal C: Education/Community Outreach/Communication:**

1. Prior to the Commission’s Historic Preservation Award’s ceremony, a member of the Commission will sign and send an invitation to the ceremony to each of the Waterloo City Council members and the Mayor of Waterloo. Such action will occur each year that the Commission holds a ceremony.

2. By February 24, 2017 a board member will prepare a letter to the Waterloo City Council in support of the Council approving the partnership and memorandum of understanding with the Walnut Neighborhood Association. - **Done**

3. By September 30, 2017 a board member of the Commission will prepare a student contest related to Historic Preservation for entry and awarding at the 2018 Waterloo Historic Preservation Commission Awards Ceremony. - **Done**

4. By September 30, 2018 a board member of the Commission will prepare a student contest related to Historic Preservation for entry and awarding at the 2019 Waterloo Historic Preservation Commission Awards Ceremony. - **Done**

5. On October 23, 2018 the commission will give a presentation at the Waterloo Public Library. - **Done**

6. By September 30, 2019 a board member of the Commission will contact the Waterloo School District or at least one local elementary school or middle school, to inquire about hosting a board member of the Commission at a school period for purposes of discussion the importance of local history and historic preservation to students - **Done**

7. In October, 2019 the commission will give a presentation at the Waterloo Public Library.
8. By December 31, 2019, two commission board members will prepare an article for publication in the Waterloo Courier listing and describing the Most Endangered Buildings of Waterloo as ratified by the Commission in April of 2019.

9. By January 31, 2020 a board member of the Commission will contact the school district to set up the student art contest for the 2020 Awards Banquet.

**Goal D: Funding:**

1. By December 31, 2017 the Commission will apply for at least two grant applications, not with the Community Foundation of Northeast Iowa, for the support of a Historic Preservation Project. - Done

2. By December 31, 2017, the Commission will identify other sources of potential support for projects. - Done

3. By September 6, 2019 the Commission will apply for the annual CLG state grant.

4. By April 1, 2020 the Commission will apply for a grant with the Community Foundation of Northeast Iowa for purposes of support a project of the Commission

**Goal E: Internal Development:**

1. By December 31, 2019, at least one-third of board members will have attended an education seminar, workshop, webinar, or conference that is approved for state accreditation credits.

2. By December 31, 2019, at least 3 members of the board will have attended an education seminary, workshop, webinar, or conference that is approved for state accreditation credits.