



City of Oskaloosa
Historic Preservation Commission
Council Chambers, Third Floor
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
November 19, 2021
12:00 P.M.

1. Call to Order/Roll Call

Chair: Tennison _____; Members: Campbell _____; Lockwood _____;

Benson _____; Stout _____; Vande Ree _____

2. Approval of Minutes

A. Minutes from the July 16, 2021 meeting.

Documents:

[HPC MINUTES 07-16-2021.PDF](#)

3. Citizens to be Heard

4. New Business

A. Discuss the Annual Work Plan.

Documents:

[HPC ANNUAL WORK PLAN DISCUSSION.PDF](#)
[WORK PLAN FOR 2021.PDF](#)

B. Election of Officers for 2022.

Documents:

[OFFICER ELECTION COMMUNICATION.PDF](#)

5. Miscellaneous Business

6. Adjournment

Notice: If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431.

CITY OF OSKALOOSA
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING MINUTES
July 16, 2021

A regularly scheduled meeting of the Historic Preservation Commission (HPC) for the City of Oskaloosa was called to order at 12:02 p.m. on Friday, July 16, 2021, by Chair, Mark Tennison at City Hall Council Chambers, 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Mark Tennison, Cheryl Lockwood, Eric Stout, & Scott Stefanc

COMMISSION MEMBERS ABSENT: Janel Campbell & Cheryl Benson

CITY STAFF PRESENT: Mike Flahive, Shawn Christ, & Morgan DeBruin

OTHERS PRESENT: Sherry Vavra, Jessica Reuter, Ann Brower, & Deann DeGroot

Minutes from the May 21, 2021, Historic Preservation Commission Meeting

It was moved by Stefanc, seconded by Lockwood to approve the May 21, 2021, Historic Preservation Commission minutes. All Ayes, motion carried unanimously.

Citizens to be Heard

None

New Business

Consider an application for a Certificate of Appropriateness to create outdoor seating and community space in a public alley located between 109 and 113 High Ave West.

Main Street Oskaloosa, Mahaska Chamber, & the Chamber's Tourism Committee is purposing to add outdoor seating in the alley located between 109 and 113 High Ave West. This is the alley between Tasos & Hunter's. This would be like "The Alley" and will be a partnership with the City of Oskaloosa to enable use of a public alley. The alley will feature a free-standing shelter structure with lighting and seating. This will be handicap accessible & the seating will be picnic tables to make it feel like you're riding in a trolley. It will also include historic photos of downtown Oskaloosa, and an iron arch at the entrance. The new location would be called "Trolley Stop Alley." It was moved by Lockwood, seconded by Stefanc to approve the Certificate of Appropriateness as presented. All ayes, motion carried unanimously.

Miscellaneous Business

None

With no further business to discuss, Stefanc made a motion to adjourn, seconded by Lockwood. The meeting adjourned at 12:25 p.m.

Minutes by Morgan DeBruin



Historic Preservation Commission

Meeting Date: November 19, 2021

Requested By: Development Services Dept.

Item Title:

Discuss the Annual Work Plan.

Explanation:

Each year Certified Local Governments are required to submit an annual work plan that includes project(s), initiatives and/or programs the commission plans to begin or complete for the new calendar year.

The work plan for 2021 included marking the Paradise Block Historic district with signage, digitizing important HPC documents, and participating in training opportunities.

The purpose of this meeting is to follow up any work plan activities and discuss the future work plan for 2022.

Budget Consideration:

None

Attachments:

Annual Work Plan



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January 4, 2020

HPC Work Plan for 2021

The City of Oskaloosa Historical Preservation Commission has recommended the following work plan for 2021:

Historical Sign Project for Paradise Block District

- The Commission's work plan for 2020 included marking the Paradise Block Historic District with the proper signage to signify the history of this historic area of Oskaloosa. Some examples were presented and various ideas discussed, however, progress was limited due to Covid-19. Therefore, the Commission plans to continue with this work plan for 2021.

Digitize Important HPC Documents

- The HPC has agreed that preserving and storing important historical documents and information is very important. Therefore, as part of the work plan for 2021, the HPC would like to start digitizing historical pictures and documents. This will be an ongoing project that will continue into the following years.

Training Opportunities

- As part of the ongoing training and educational opportunities, several members of the Historical Preservation Commission have committed to attending the 2021 Preserve Iowa Summit.





Historic Preservation Commission Communication

Meeting Date: November 19, 2021

Item Title:

Election of Officers for 2022.

Explanation:

According to Oskaloosa Municipal Code Chapter 2.56.060, the commission is required to elect a chair, vice-chair and secretary at the beginning of the year to serve in those roles for the calendar year. There are no limitations on the number of consecutive terms.

Budget Consideration:

None

Attachments:

None

Requested By: Development Services Dept.