

**CITY OF OSKALOOSA**  
**HISTORIC PRESERVATION COMMISSION**  
**REGULAR MEETING MINUTES**  
**January 17, 2020**

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, January 17, 2020 by Chairperson, Mark Tennison at City Hall Council Chambers, 220 South Market Street, Oskaloosa, Iowa.

COMMISSION MEMBERS PRESENT: Mark Tennison, Cheryl Lockwood, Nathan Wilson, Eric Stout, Scott Stefanc & Ross Knobbe.

COMMISSION MEMBERS Absent: Janel Campbell

CITY STAFF PRESENT: Mike Flahive, Shawn Christ and Becki Gatton.

OTHERS PRESENT: Margaret Ratcliff & Billy Blake

**Minutes from the October 18, 2019 meeting.**

It was moved by Stout, seconded by Lockwood to approve the October 18, 2019 Historic Preservation Commission minutes. All Ayes, motion carried unanimously.

**Citizens to be Heard**

None

**New Business**

**Election of Officers for 2020**

It was moved by Stout, seconded by Knobbe to retain the current officers. All Ayes, motion carried unanimously. Officers for 2020 will be Mark Tennison, Chair & Janel Campbell, Vice Chair & Secretary.

**Consider an application for a Certificate of Appropriateness for 107 High Ave West-Ratcliff & Blake Insurance Professionals, Inc.**

Ratcliff & Blake have applied for a COA to install a new blade sign on the front of 107 High Ave West. This will be a 34"x24" metal sign with a dark blue background, white lettering, and a black metal support bracket. It was moved by Wilson, seconded by Lockwood to approve the application as submitted. All Ayes, motion carried unanimously.

**Discuss the Preserve Iowa Summit event for 2020.**

Flahive presented information on this year's Preserve Iowa Summit that will be held June 4-6, 2020 in Dubuque. No action needs to be taken at this time, the City is just trying to gauge interest to see how many members may be interested in attending. Registration opens in April so we will discuss this again at a later meeting.

*Discuss the Certified Local Government Annual Report.*

Each year Certified Local Governments are required to submit an annual report of the past year's activities to maintain their CLG status. Flahive prepared the report and presented it to the Commission for their review. Suggestions for additions were made to items 8.2, 8.3, 10 & 18. Items for this year's work plan were also discussed. The Commission expressed interest in digitizing old records that are currently stored in the Building Department office as well as continuing the work regarding signage designation for Paradise Block. It was moved by Stout, seconded by Stefanc to approve the report with the noted changes. All ayes, motion carried unanimously.

*Miscellaneous Business*

None

With no further business, it was moved by Lockwood, seconded by Knobbe to adjourn  
The meeting adjourned at 12:40 p.m.

Minutes by Becki Gatton