**LISBON HISTORIC PRESERVATION COMMISSION
Minutes of Meeting
March 12, 2020**
The meeting was called to order at City Hall at 4:50 p.m. by Chair Rebecca Hess. Present: Marc Mohn, Marianne Zahorik, and Ann Opatz. Late arrival: Michelle Platt. Guest: Council Liaison John Bardsley.

Moved by Mohn, seconded by Zahorik, to approve the agenda as presented. The motion passed on a voice vote of 4-0.

Moved by Hess, seconded by Zahorik, to approve the minutes of the February meeting. The motion passed on a voice vote of 4-0.

Discussion and Action on reimbursement to Opatz (printing expenses): Opatz requested reimbursement for $52.97 for a printer cartridge, noting that she had used her home printer for many LHPC printing projects. Moved by Hess, seconded by Mohn, to approve reimbursement. The motion passed on a voice vote of 3-0-1 with Opatz abstaining.

(Platt arrived at 5:00 p.m.)

Discussion and Action on Proposal from Douglas Steinmetz for the Preparation of a
Condition Report for the Library building: Hess presented a proposal from Steinmetz of Align Architecture and Planning for a Façade Preservation Plan for the Library building. He proposed completing the work within a three-month timeframe at a cost of $3,550. Moved by Hess, seconded by Opatz, to accept Steinmetz’s proposal and to seek possible sources of funding for the project. The motion passed on a voice vote of 5-0.

Discussion and Action on Proposal from Douglas Steinmetz for the Preparation of a
Condition Report for the History Center Building: Hess presented a proposal from Steinmetz of Align Architecture and Planning for a Façade Preservation Plan for the History Center building. Like the plan for the library building, the work would be done within a three-month timeframe at a cost of $3,550. Moved by Platt, seconded by Mohn, to accept the proposal and request the City cover the cost from current fiscal year funds allocated for work on the History Center building in order to move this along in a timely manner. LHPC will formally request these funds at the March 23 Council meeting. The motion passed on a voice vote of 5-0.

Plans for National Register Designation Celebration: Discussion followed regarding plans for the May 6 event. Commissioners will continue to work on details and report back at the next meeting. Mohn requested reimbursement of $64.13 for the popcorn machine rental for the

celebration. Moved by Opatz, seconded by Zahorik, to approve the reimbursement. The motion passed on a voice vote of 3-0-1 with Mohn abstaining.

Updates:

Meyers Farm District: Opatz reported that she checks in weekly with Leah Rogers on the status of the Site Inventory Form for the Meyers Farm District. We are still waiting word from the SHPO.

“Opening Doors to Lisbon History – The Library”: Opatz reported that Amy White and her son expect to have the library video completed during the month of March.

“Save Our Buildings, Save Ourselves” video project: Opatz reported that Gina Snyder has volunteered to help finish this video project, with some assistance from LHPC.

Iowa Great Places application: Zahorik reported that the Lisbon’s Future committee has been meeting twice monthly to work on the application, due May 1.

Tax Credit Workshop: Through Linn County Planning and Development, Opatz learned that Maura Pilcher, a member of the Linn County Historic Preservation Commission, may be interested in presenting a tax credit workshop in Lisbon. Opatz will reach out to Pilcher to ascertain her interest and report back at the next meeting.

Historic District/Properties Signage on Hwy. 30 and Hwy. 1; street sign toppers: Hess noted that the City is still working to secure tourism signs, using information provided by Paula Mohr at the SHPO. LHPC will work on identifying street sign toppers that will work with our lamp posts.

Downtown Reinvestment Program: Hess reported that the 2020/21 budget includes $20,000 to continue this program. She also noted that Meier is waiting to hear from her contact at the State if TIF funds can be used to expand the Downtown Reinvestment Program to include grants for those in the Main Street Historic District who wish to undertake extensive rehabilitation projects on their buildings.

Social Media (Facebook, Instagram): Mohn reported that he plans to create a LHPC FaceBook page soon, hopefully linking it to an Instagram account. Preliminary plans call for weekly postings. We will use the clues and photos from our 2012 National Historic Preservation Month activity for the first 36 posts.

LHPC Work Plan 2020: Platt requested edits to the LHPC 2020 Work Plan, designed to keep us organized and on schedule.

Other Business: Zahorik reported that Casey Krall is looking for photos of her building as it originally looked. LHPC will assist in locating photos.

Training: The Preserve Iowa Summit will be held in Dubuque June 4-6. Mohr has sent a full schedule for the event, to be held in Dubuque this year.

Next meeting: Thursday, April 16, 4:45 p.m.

The meeting adjourned at 6:55 p.m.

Submitted: Ann Opatz, Secretary
Date Approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 Rebecca Hess, Chair