

Certified Local Government Annual Report

Name of Certified Local Government: City of Muscatine

Jodi Royal-Goodwin

2/14/2020

Signature of person who completed this report

Date

I certify that a representative of the historic preservation commission has attended a public meeting and presented the details of this report to the city council (city CLG) or the Board of Supervisors (county CLG).

March 5, 2020

Date of public meeting

3/6/2020

Signature of Mayor or Chairman of the Board of Supervisors

Date

Diana L. Broderson, Mayor

Printed Name of Elected Official

Please upload this completed form with your annual report on SlideRoom.

Thank you.



Certified Local Government Annual Report

* indicates a required field

Under the CLG Agreement with the State, local governments and their historic preservation commissions are responsible for submitting an annual report documenting the commission's preservation work and that they have met the requirements of the CLG program.

This annual report is also an important tool for your commission to evaluate its own performance and to plan for the coming year.

⚠ One question on this form needs attention.

A required question is incomplete: [36](#)

1. Name of the city, county, or land use district: *

Please choose the name from the drop down table.

Muscatine (city) Historic Preservation Commission

2. Did your commission undertake any projects for historic identification/survey, evaluation and or registration/nomination projects in this calendar year? *

CLG Standards are in your local government's Certified Local Government (CLG) Agreement and the National Historic Preservation Act:

- 1) The CLG shall maintain a system for the survey and inventory of historic and prehistoric properties in a manner consistent with and approved by the STATE.
- 2) The CLG will review National Register nominations on any property that lies in the jurisdiction of its historic preservation commission. Please upload any Iowa Site Inventory Forms or other survey materials produced during the year. Please do not upload any projects that were funded with a CLG or HRDP grant, mandated by the Section 106 review and compliance process, or National Register nominations as we already have these documents in our files.

yes

3. Were any National Register of Historic Places (NRHP) properties in your City, County, or LUD were altered, moved, or demolished in this calendar year? *

yes

All identified locations are contributing properties within registered historic districts.

- 414 @ 4th - Altered (siding)
- 216 W 2nd - Interior Alterations (remodel)
- 502 W 4th - Altered (roof & front porch)
- 400 W 4th - Altered (roof)
- 217 W 2nd - Altered (roof/deck guardrail)
- 2017 2nd - Interior Alterations (structural beams)
- 112 Locust - Interior Alterations (kitchen & bath)
- 126 W 2nd - Interior Alterations (adaptive reuse)
- 208 E 2nd - Altered (roof)
- 518 W 3rd - Altered (remodel attic)
- 216 Sycamore (adaptive reuse)

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4. Does your local government designate local landmarks or local districts? *

IMPORTANT: Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact Paula Mohr before you complete this section.

No

5. If you answered yes to the previous question, in this calendar year, what properties did your city place on its list of locally designated historic landmarks and/or historic districts? Please provide the historic name and address of each property

IMPORTANT: Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact Paula Mohr before you complete this section.

REMINDER: Before local districts are designated by your city council, you must send the local nomination to the SHPO for review and comment. Please allow at least 45 days for review before the nomination is scheduled for city council review. The SHPO review takes place after your commission has approved the local district nomination and BEFORE it is placed on the city council's agenda.

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7. Has your city or county passed other ordinances that directly or indirectly affect historic preservation? *

no

8. Did your city, county, LUD or its historic preservation commission undertake any of the following activities in this calendar year? Please think broadly about this question and include any activity (small or large) that facilitated historic preservation in your community. This is your opportunity to boast about your accomplishments and get credit for the great work you do!

CLG Standards found in CLG Agreement and National Historic Preservation Act:

1) The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties.

2) The CLG shall provide for adequate public participation in the local historic preservation programs.

- a. Historic preservation planning. Examples include the development or revision of an preservation plan, development of a work plan for your commission, etc.
- b. Provided technical assistance on historic preservation issues or projects. Examples include working with individual property owners, business owners, institutions to identify appropriate treatments and find appropriate materials, research advice, etc.
- c. Sponsored public educational programming in historic preservation. Examples include training sessions offered to the public, walking tours, open houses, lectures, Preservation Month activities, etc.
- d. Design guidelines/standards

8.1.

Describe the city, county, LUD, and/or historic preservation commission's historic preservation planning activities in this calendar year. *

properties.

Discussion of areas remaining to be surveyed resulted in identification of two areas as well as the pros and cons of each area. The verbalization of barriers to completing surveys resulted in a request for budget authority in the City's FY20/21 budget to support staffing survey work and member and staff training related to historic preservation.

Members also participated in discussions regarding tools to support preservation of individual properties, including a meeting with Senator Mark Lofgren on the revised 657(a) process. Participants in this meeting discussed a number of properties that may qualify for acquisition under this process and how it could be used to renovate deteriorated historic properties. The HPC has also agreed to review proposed plans for building improvements for applicants under the City's new Facade Forgivable Loan Program, which targets the Historic Downtown.

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8.2.

Describe the city, county, LUD, and/or historic preservation commission's public education programs in this calendar year. *

Please provide specific details such as date of event, description of the event, how many people participated, did the commission partner with other organizations)

The HPC sponsored a public seminar in partnership with the Friends of Muscatine Historic Preservation to educate Muscatine property owners on the tools available to support the financial investment in preservation. A consultant was hired to provide an overview of the state historic tax credit process and City staff provided information on local incentives to off-set a property owner's expense when undertaking significant preservation activities. The event was attended by about 50 property owners.

The HPC is also supporting efforts of the Friends of Muscatine Historic Preservation to host a walking tour of the Fair Oaks District in spring of 2020. The HPC has volunteered assist with recruiting homeowners to be on the tour as well as marketing the event.

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8.3.

If answer includes d. New or revised design standards and/or guidelines were developed and adopted during the calendar year,

Please provide specific details such as date of event, description of the event, how many people participated, did the commission partner with other organizations)

preservation commission has encountered or accomplished this year.

The Downtown Walking tour model was completed by an HPC member and posted on the City and Convention and Visitor Bureau's websites.

A historical property long-suffering from disinvestment and at-risk of demolition is now being rehabilitated. The building, located at the corner of 5th Street and Mulberry Avenue, had been vacant for many years. There were issues identifying the property owner and eventually the City obtained ownership of the derelict building through 657A. The City identified an investor through a request for proposals and the property has now been stabilized and is in under reconstruction.

While a lot has been accomplished to further historic preservation in the community the HPC continues to experience challenges. The primary challenge is the lack of dedicated resources to pursue/support preservation activities. In the past there has been significant reliance on volunteers to participate on the Commission and volunteer their time for conducting survey work and other activities. This volunteerism has decreased substantially in recent years. However the Commission also does not receive an annual allocation of funding to pursue either preservation or awareness activities. A formal request for funding has been submitted for the City's FY21 budget to address some of this concern.

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10. **What partnerships did your commission form or continue with other entities? (examples include local main street office, historical society, library, museum, service club, etc.) If none, enter N/A ***

The HPC continues to work closely with the Friends of Muscatine Historic Preservation and this year partnered with the library to host training as well as promote historical documents.

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11. **Did your historic preservation commission receive any grants (other than CLG or HRDP) this year? If so, please describe. If none, enter N/A. ***

N/A

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12. **Does your commission have a website? ***

Yes

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<https://www.museumofia.gov/online-history-preservation-commission>

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13. Does your commission have a Facebook page? *

- Yes
 No

14.

List dates of public commission meetings held (please note these are meetings actually held with a quorum, not just those that were scheduled). *

CLG Standards found in CLG Agreement and National Historic Preservation Act:

- 1) The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year.
- 2) The commission will be composed of community members with a demonstrated positive interest in historic preservation, or closely related fields, to the extent available in the community.
- 3) The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations.
- 4) Commission members will participate in state-sponsored or state-approved historic preservation training activities.

January 16, 2019
February 20, 2019
June 19, 2019
August 21, 2019
September 18, 2019
November 20, 2019

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15.

We recommend that the local government provide the commission a budget with a minimum of \$750 to pay for training and other commission expenses. In this calendar year, what was the dollar amount for the historic preservation commission's annual budget? *

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16. Where are your official CLG files located? *

Certified Local Government files must be stored at city hall (for city commissions) or the county courthouse (for county commissions).

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17.

Please list the names of the Historic Preservation Commissioners who served during this calendar year. *

Michael Maharry; Paul Carroll, Devin Pettit, Mark LeRette, Julie Wolf, Rochelle Conway, and Fred Galoso

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18.

Each CLG was asked to provide a work plan last year. Please provide a self-assessment of your progress on the initiatives and programs you identified last year. Were you able to accomplish much of what you set out to do? If not, what would help you fulfill this next year's work plan? *

- (a) Publish the downtown self-guided tour on the City's website - complete
- (b) Invoke 657(a) on the Jayne House and the Purple House in order to have them rehabilitated and reoccupied - not started due to revisions to the law
- (c) Identify and complete education for the Commissioners - completed
Commissioners participated in Historic Tax Credits 101 training
- (d) Initiate discussion and evaluation of Colver Street for nomination as a Historic District - Windshield survey is complete however the lack of resources has delayed additional action
- (e) Begin planning the Historic Home Tour for Spring 2020 following approval of the Fair Oaks District approval for the National Register - on-going; the Friends of of Muscatine Historic Preservation is leading this initiative which is supported by the Commission through members volunteering in a variety of ways
- (f) Host a community forum on utilizing Historic Tax Credits and City Incentives - complete

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19.

Each commission should develop a work plan for the coming year. This work plan should include the project(s), initiatives and programs you plan to begin or complete. Also discuss your plan for obtaining historic preservation training in 2020. Please attach your work plan to your annual report. *

20. Please update contact information about your 2020 Chief Elected Official. *

Note: This is beginning January 2020. Please provide the information for the Mayor, Chairman of the Board of Supervisors, or President of LUD Trustees.

First and Last Name	Mailing Address	Phone Number	Email Address
Diana Broderson	215 Sycamore St	563-264-1551	dbroderson@mt

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21. Please update contact information about your Staff Person for the Historic Preservation Commission. *

This is a local government staff member and is required.

First and Last Name	Job Title	Mailing Address	Phone Number	Email Address
Jodi Royal-Good	Community	215 Sycamore St	562-264-1551	jroyal-goodv

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22. Please complete the following and provide contact information about your 2020 Chairperson/Commissioner. *

Note: Electronic and mailed communication will be sent to the staff person for the commission and the chair who will forward the information to the rest of the commission members.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Devin Pettit	618 Walnut,	563-299-3361		devinpettit@

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N/A

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22.2. Specify the month, day, and year that the commissioner's term will end. *

06/30/2024

22.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission? *

- Yes
- No

23.

Please complete the following and provide information about your 2020 Vice Chairperson/Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Mark LeRet	716 W 3rd E	3185307116		mleterette@m

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23.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact Paula Mohr before you complete this section.

N/A

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23.2. Specify the month, day, and year that the commissioner's term will end.

06/30/2020

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- Yes
- No

24.

Please complete the following and provide information about your 2020 Secretary/Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Rochelle Cc	920 W 3rd St	5632631590		rconway@rr

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24.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

N/A

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24.2. Specify the month, day, and year that the commissioner's term will end.

06/30/2023

24.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

- Yes
- No

[Clear Answer](#)

25.

Please complete the following and provide information about your 2020 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address



25.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

N/A

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25.2. Specify the month, day, and year that the commissioner's term will end.

06/30/2025

25.3.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

Yes

No

[Clear Answer](#)

26.

Please complete the following and provide information about your 2020 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Fredrick Ga	507 W 2nd :	5636073777		fredrickgalo:

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26.1.

If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.

N/A

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26.2. Specify the month, day, and year that the commissioner's term will end.

26.

Does this person serve as the Contact with the State Historic Preservation Office for the Commission?

- Yes
- No

[Clear Answer](#)

27.

Please complete the following and provide information about your 2020 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address



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28.

Please complete the following and provide information about your 2020 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address



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29.

Please complete the following and provide information about your 2020 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address



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commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
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31. Please complete the following and provide information about your 2020 Commissioner.

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
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32. Please attach biographical sketches for commissioners who were newly appointed in 2020.

Please be sure newly appointed commissioners sign and date their statement.

Choose a file

33. Does your commission have any vacancies? If so, how many? If you have no vacancies, enter N/A. *

N/A

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34. Please complete the Commission Training Table. *

historical preservation training, listing the name of the conference, workshop or meeting (including online training opportunities); the sponsoring organization; the location and date when the training occurred. Be sure to provide the names of commissioners, staff, and elected officials who attended.

Name of Event	Sponsor Organization	Location	Date	Names of Attendees
Preserve Iowa	Iowa Department of Cultural Affairs	Newton	June 7-8, 2019	Michael Maharry

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35. Who of your commission members, staff, and/or elected officials attended the Preserve Iowa Summit? If so, please provide their names. *

Please note this must be completed. If no one attended, enter none.

Michael Maharry

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36. Signature page *



This question is required.

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