City of Cedar Rapids
Historic Preservation Commission

MEETING NOTICE
The City of Cedar Rapids Historic Preservation Commission will meet at:

4:30 P.M.
Thursday, October 26, 2017
in the
Five Seasons Room, City Services Center
500 15th Avenue SW, Cedar Rapids, Iowa

AGENDA

Call Meeting to Order

1. Public Comment
Each member of the public is welcome to speak and we ask that you keep your comments to five (5) minutes or less. If the proceedings become lengthy, the Chair may ask that comments be focused on any new facts or evidence not already presented.

2. Approve Meeting Minutes

3. Action Items
   a) Demolition Applications (30 minutes)
      i. 1821 Ellis Boulevard NW – All Structures - *City owned property*
      ii. 410 1 Avenue NW – Primary Structure – *City owned property*
      iii. 414 6th Avenue SW – Primary Structure – *Private property*
      iv. 1124 6th Street NW – Primary Structure – *Private property*
   
   b) Demolitions On Hold
      i. 213 2nd Street SE- Primary Structure, *Private Property* – expires 12/12/17

   c) Consideration of providing a letter of support for Historic Tax Credits

4. Presentation – College District Area Action Plan (15 minutes)

5. Discussion Items (30 minutes)
   a) 2018 Historic Preservation Commission Work Plan
   b) Hubbard Property Signage Disposition
   c) Historic District Guideline Update

6. Announcements

7. Adjournment

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a City program, service, or activity, should contact the Community Development Department at (319) 286-5041 or email cd-plan@cedar-rapids.org as soon as possible, but no later than 48 hours before the event.
# HISTORIC PRESERVATION COMMISSION REGULAR MEETING,
Thursday, October 12, 2017 @ 4:30 p.m.
Five Seasons Conference Room, City Services Center, 500 15th Avenue SW

<table>
<thead>
<tr>
<th>Members Present:</th>
<th>Mark Stoffer Hunter  Chair</th>
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<tbody>
<tr>
<td></td>
<td>Amanda McKnight-Grafton</td>
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<td>Tim Oberbroeckling</td>
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<td></td>
<td>Ron Mussman</td>
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<td></td>
<td>Barb Westercamp</td>
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<td>Todd McNall</td>
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<td>Heather Sundermann</td>
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<td>BJ Hobart</td>
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<td>Ann Poe – City Council Liaison</td>
</tr>
</tbody>
</table>

| City Staff:          | Jeff Hintz, Planner     |
|                     | Iván Gonzalez, Planner  |
|                     | Jennifer Pratt, Community Development Director |
|                     | Angie Charipar, Assistant to the City Manager and acting Parks Director |
|                     | Daniel Gibbins, Parks Superintendent |
|                     | Anne Kroll, Administrative Assistant |

## Call Meeting to Order
- Mark Stoffer Hunter called the meeting to order at 4:30 p.m.
- Eight (8) Commissioners were present with zero (0) absent.

## 1. Public Comment
There was no public comment.

## 2. Approve Meeting Minutes
- Tim Oberbroeckling made a motion to approve the minutes from September 28, 2017. Barb Westercamp seconded the motion. The motion passed unanimously.

## 3. Action Items
### a) Demolition Applications
#### i. 916 H Avenue NW – 12x24 Accessory Structure, Private Property
- Removed at the request of the applicant.

#### ii. 209 2nd Street SE – Primary Structure, Private Property
- Jeff Hintz stated that this property was built in 1967 and is within the bounds of the National Register of Historic Places (NRHP) District, but is not contributing and past the period of significance. Staff recommends immediate release because the existence of the building has no impact on the NRHP District and Architectural Historian, SHPO and NPS concur. Mark Stoffer Hunter has been working with the applicant on photo documentation.
- Mark Stoffer Hunter gave some historic background of the building and suggested that this property be discussed with the next agenda item since they are next door and have the same applicant.

**iii. 213 2nd St SE – Primary Structure, Private Property**
- Jeff Hintz stated that this property was built in the early 1900s and is within the bounds of the National Register of Historic Places (NRHP) District, but is not contributing and has had a multitude of alterations. Staff recommends immediate release because the existence of the building has no impact on the NRHP District and Architectural Historian, SHPO and NPS concur. Mark Stoffer Hunter is working with the owner to do salvage and documentation. The Commission has had discussions about this building and the removal of the red paneling. The applicant has removed the paneling and there is brick behind it that has been painted grey, but the main façade is cinderblock and the original building has been severely compromised. Future plans for both properties have not yet been submitted, however the applicant has been in discussions with the City. There is an addition planned to the south of the Security Building that would come before the HPC for a review.
- Al Buck of Solum Lang Architects stated the immediate plan is there will be a parking lot, but in five (5) to ten (10) years the applicant plans to build a multi-story building on the site.
- Mark Stoffer Hunter gave some historic background of the building.
- Todd McNall made a motion to approve the demolition applications at 209 and 123 2nd St SE.
- Mark Stoffer Hunter stated that he would like more time with 213 2nd Street for salvage and photo documentation.
- Todd McNall withdrew his motion to approve the demolition application at 209 and 123 2nd St SE.
- Amanda McKnight Grafton agrees with the staff recommendation for demolition because SHPO has deemed both buildings not historically significant and tearing them down will not damage the Downtown National Historic District.
- Tim Oberbroeckling made a motion to approve the demolition of 209 2nd Street SE. Todd McNall seconded the motion. The motion passed unanimously.
- Tim Oberbroeckling made a motion to place a sixty (60) day hold on the demolition of 213 2nd St SE that can be released early if salvage and photo documentation is completed. Amanda McKnight Grafton seconded the motion. The motion passed unanimously.

4. Discussion Items
   a) Bever Park Bridge
- Jeff Hintz stated that the Bever Park Bridge was presented to the HPC at their September 14, 2017 meeting. Staff received comments from the HPC and the public that they wish to save the bridge from demolition. Since then there has been positive media coverage about saving the bridge. City staff met with Anderson Bogart to analyze the bridge and their bridge expert worked with the City to explore all options for saving the bridge. The condition of the bridge is that there are several holes in the decking covered with boards, the Portland Cement abutments and deck are in poor condition, and the decorative rock headwalls are in fair to good condition, except at the water flow line. Mr. Hintz provided the following two (2) options: full restoration and culverts.
  - **Option 1 – Full Restoration**
    a) Cost $200,000 - $250,000
    b) Keeps bridge in place.
    c) Matches original look.
d) Process to restore:
   - Removal of existing abutments and deck
   - Replacement with precast culvert section
   - Removal of headwalls, set on new foundation

   - **Option 2 – Culverts**
     a) Cost $70,000 - $90,000
     b) Keeps bridge in place.
     c) Accessible from one side.
     d) Process to preserve:
        - Slide two culverts underneath bridge
        - Remaining opening filled with flowable mortar
        - Bypass ditch required around bridge

- Jeff Hintz noted that Option 1 fully retains historic character and requires significant private donations and Option 2 retains bridge in place and requires private donations.
- Daniel Gibbins discussed the stormwater increase under the bridge and the need to reroute the overflow around the bridge. The Commission discussed how that affects the bridge and being able to cross it. Mr. Gibbins shared ideas of what that could look like.
- The Commission discussed fundraising options and asked how to get started. Jennifer Pratt stated that the HPC can create a subcommittee to work with staff on a fundraising strategy.
- Tim Oberbroeckling would like to reach out to Iowa bridge repair companies to see if they would be willing to do some pro bono work on this bridge and ask if the City has to do the work. Daniel Gibbins stated that the City does not have to be the one to do the work.
- Todd McNall does not feel that taking off the headwalls, rebuilding the bridge, and placing the headwalls back on is historic restoration and feels that there are more options than the two (2) given to the Commission.
- Amanda McKnight Graton agrees with Todd McNall and would like to see more options to save the bridge. The subcommittee could also look at grant opportunities to help pay for the restoration.
- Tim Oberbroeckling, Todd McNall, Heather Sundermann, and BJ Hobart offered to be on the subcommittee.
- Council member Poe would like to see Bever Park and Ellis Park on the National Register of Historic Places and would like for staff to work on that. Jeff Hintz stated that the first step is to have inventory done to determine if they are eligible. Amanda McKnight Grafton volunteered to help with the cataloguing. Daniel Gibbins stated that students from Iowa Big will be working on this project. Ron Mussman and Barb Westercamp also volunteered.

b) Local Historic Landmark Application – 525 A Avenue NE Grace Episcopal Church
- Jeff Hintz stated that SHPO had some follow-up questions about the Local Historic Landmark application for Grace Episcopal Church and shared a hand-out of the information to be sent to SHPO. SHPO should be able to make their decision after their questions are answered.
- Amanda McKnight Grafton reviewed the information in the hand-out.
- The HPC agreed this information would be helpful and is a concise summary of why the property is historically significant.
c) Historic Sites and Markers Update

- Jeff Hintz shared a map of the locations where the posts and markers have been installed. Forty-five (45) of the first fifty (50) have been or will be installed by next week. Five (5) markers will be installed in 2018. Other locations on the original list will have content developed over the winter and City staff is working with Mark Stoffer Hunter and Brie Swenson-Arnold on the content. Those locations will be installed in groups of fifteen (15) to twenty (20) with interested property owners having first installation.

d) Historic District Guideline Update

- Iván Gonzalez stated that staff is working on the formatting of the Guidelines and they are about eighty (80) percent completed.

5. Announcements

- BJ Hobart announced that the Knutson Building will now be named The Chelsea Building.
- Jeff Hintz stated that the Public Hearings for the Mott and Knutson Buildings took place and that the ordinances designating them as historic were approved by City Council and the second and third hearings will be held at the October 24, 2017 meeting.
- Jeff Hintz stated that St. Paul’s Church is a top ten (10) winner of a grant to repair their HVAC system as a project they submitted to Sacred Places program as part of the National Trust for Historic Preservation. The award is for up to $250,000.

6. Adjournment

- Barb Westercamp made a motion to adjourn the meeting at 6:07 p.m. Tim Oberbroeckling seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Anne Kroll, Administrative Assistant II
Community Development
Historic Preservation Commission Agenda Item Cover Sheet

Meeting Date: October 26, 2017

Property Location: 1821 Ellis Blvd NW
Property Owner/Representative: City of Cedar Rapids
Owner Number(s): Demolition Contact: John Riggs 286-5981
Year Built: 1928
Description of Agenda Item: ☑ Demolition Application ☐ COA ☐ Other

Background and Previous HPC Action: This property was recently acquired by the City and removal of the structure is necessary to allow for the construction of the Flood Control System. Until the construction begins in this area, the lot will be seeded and maintained as grass.

The garage is also part of this review as it was constructed in 1928, along with the home.

City Assessor Information on the parcel:

Historic Eligibility Status: Eligible ☐ Not Eligible ☑ Unknown ☐ N/A ☐
Explanatio (if necessary):

The 2009 Beverly Hill Additions Architectural Reconnaissance Survey identified this property as Not Eligible for the National Register of Historic Places.

The State Historic Preservation Office has reviewed and concurred with this survey.

If eligible, which criteria is met:
☐ Associated with significant historical events (Criteria A)
☐ Associated with significant lives of person (Criteria B)
☐ Signifies distinctive architectural character/era (Criteria C)
☐ Archaeologically significant (Criteria D)
Other Action by City: Yes ☑ No ☐ N/A ☐
Explanation (if necessary): Demolition of the structure once a bid had been awarded.
Recommendation: Immediate release.

Rationale: Determined not historic for state or national significance in an intensive level survey. The structure generally lacks character defining features that would be significant at the local level.
Historic Preservation Commission Agenda Item Cover Sheet

Meeting Date: October 26, 2017

Property Location: 410 I Avenue NW
Property Owner/Representative: City of Cedar Rapids
Owner Number(s): Demolition Contact: John Riggs 286-5981
Year Built: 1900
Description of Agenda Item: ☒ Demolition Application ☐ COA ☐ Other

Background and Previous HPC Action: This property was recently acquired by the City and removal of the structure is necessary to allow for the construction of the Flood Control System. Until the construction begins in this area, the lot will be seeded and maintained as grass.

City Assessor Information on the parcel:

Historic Eligibility Status: Eligible ☐ Not Eligible ☒ Unknown ☐ N/A ☐
Explanation (if necessary):

The 2009 Hull's 3rd Addition Architectural Reconnaissance Survey identified this property as Not Eligible for the National Register of Historic Places.

The State Historic Preservation Office has reviewed and concurred with this survey.

If eligible, which criteria is met:
☐ Associated with significant historical events (Criteria A)
☐ Associated with significant lives of person (Criteria B)
☐ Signifies distinctive architectural character/era (Criteria C)
☐ Archaeologically significant (Criteria D)

Other Action by City: Yes ☒ No ☐ N/A ☐
Explanation (if necessary): Demolition of the structure once a bid had been awarded.
Recommendation: Immediate release.
Rationale: Determined not historic for state or national significance in an intensive level survey. The structure generally lacks character defining features that would be significant at the local level.
Meeting Date: October 26, 2017

Property Location: 414 6th Avenue SW
Property Owner/Representative: Clinton Walker
Owner Number(s): Demolition Contact: John Riggs 286-5981
Year Built: 1880
Description of Agenda Item: ☑ Demolition Application ☐ COA ☐ Other

Background and Previous HPC Action: The dwelling currently has no value as it is not habitable. This property was impacted by the 2008 flood and was never brought back to habitable condition. The owner has authorized the City to complete the demolition on his behalf. The lot will be maintained as grass once the demolition has taken place.

City Assessor Information on the parcel: 

Historic Eligibility Status: Eligible ☐ Not Eligible ☑ Unknown ☐ N/A ☐
Explanation (if necessary):
The 2008 Young's Hill/Kingston Neighborhood Reconnaissance Survey identified this property as Not Eligible for the National Register of Historic Places.

The State Historic Preservation Office has reviewed and concurred with this survey.

If eligible, which criteria is met:
☐ Associated with significant historical events (Criteria A)
☐ Associated with significant lives of person (Criteria B)
☐ Signifies distinctive architectural character/era (Criteria C)
☐ Archaeologically significant (Criteria D)
Other Action by City: Yes ☑ No ☐ N/A ☐
Explanation (if necessary): Demolition of the structure once a bid had been awarded.
Recommendation: Immediate release.
Rationale: Determined not historic for state or national significance in an intensive level survey. The structure generally lacks character defining features that would be significant at the local level.
Historic Preservation Commission Agenda Item Cover Sheet

Meeting Date: October 26, 2017

Property Location: 1124 6th Street NW
Property Owner/Representative: Tigani Mohamoud
Owner Number(s):  
Demolition Contact: John Riggs  286-5981
Year Built: 1890
Description of Agenda Item: ☑ Demolition Application ☐ COA ☐ Other

Background and Previous HPC Action: The dwelling currently has no value as it is not habitable. This property was impacted by the 2008 flood and was never brought back to habitable condition. The owner has authorized the City to complete the demolition on his behalf. The lot will be maintained as grass once the demolition has taken place.

City Assessor Information on the parcel:  

Historic Eligibility Status: Eligible ☐ Not Eligible ☑ Unknown ☐ N/A ☐
Explanation (if necessary): The 2009 Hull’s 3rd Addition Architectural Reconnaissance Survey identified this property as Not Eligible for the National Register of Historic Places.

The State Historic Preservation Office has reviewed and concurred with this survey.

If eligible, which criteria is met:
☐ Associated with significant historical events (Criteria A)
☐ Associated with significant lives of person (Criteria B)
☐ Signifies distinctive architectural character/era (Criteria C)
☐ Archaeologically significant (Criteria D)

Other Action by City: Yes ☑ No ☐ N/A ☐
Explanation (if necessary): Demolition of the structure once a bid had been awarded.

Recommendation: Immediate release.

Rationale: Determined not historic for state or national significance in an intensive level survey. The structure generally lacks character defining features that would be significant at the local level.
To: Historic Preservation Commission
From: Jeff Hintz and Iván Gonzalez, Community Development
Subject: Historic Preservation Commission 2018 Work Plan
Date: October 26, 2017

Background
The Historic Preservation Commission is required to approve a work plan annually for the City Council’s review and approval. At the Commission’s meeting on October 26, 2017 staff will provide an overview of the Commission’s 2018 draft work plan [Attachment 1] and receive feedback from the Commission on potential changes. At the meeting on November 9, action to approve the work plan needs to be taken.

With the Adoption of the Historic Preservation Plan in September of 2015, the 2016 work plan included all the initiatives to be accomplished in year one as indicated in the plan. Following that same methodology, initiatives listed as to be completed in 2-3 years were split, some, some listed in 2017 and others are listed in the draft 2018 work plan. 2018 is year 3 since adoption of the Historic Preservation Plan. Items which were not completed in 2017 have been included in the draft work plan so they can be finished up in 2018.

Work plan items completed in 2017:
Goal 1: Participate in preservation, salvage and documentation of historic structures
  • Prioritize the list of areas that have been identified for intensive surveys in the Cedar Rapids Citywide Historic and Architectural Reconnaissance Survey.

Goal 2: Increase Communication
  • Installation of 45 historic markers at sites throughout the City. These markers indicated people, places and architecture that helps to communicate some of the things that are historic in Cedar Rapids.

Goal 4: Provide information and educational opportunities for the public
  • Ed McMahon of the Urban Land Institute provided a lecture about why place matters.
  • Add videos on how to repair historic windows to the City’s website

Goal 5: Provide educational opportunities for HPC members
  • City staff sent opportunities for training and learning opportunities via email throughout the year.

Next Steps
After review and approval by the Commission, the draft work plan will be updated with any requested changes and then be reviewed by the City Council Development Committee on November 14, 2017 and City Council for final review and approval in December.

Attachments:
1. Draft City of Cedar Rapids Historic Preservation Commission 2018 Work Plan
City of Cedar Rapids Historic Preservation Commission

Work Plan for 2018

Approved by the Cedar Rapids City Council on December xx, 2017

General Information

CHARTER
The Historic Preservation Commission is comprised of up to nine (9) volunteer citizens appointed by the Mayor and approved by the City Council for three year terms. The Cedar Rapids Historic Preservation Commission makes recommendations on National Register of Historic Places nominations and local historic district designation. With City Council approval, the Historic Preservation Commission initiates historic preservation studies designed to identify and preserve the City’s historic building resources. The Commission also reviews and approves applications for Certificates of Appropriateness in the two local historic districts and local historic landmarks. Additionally, the Commission reviews demolitions of structures as provided in Chapter 18 of the Municipal Code.

MEETINGS
The Historic Preservation Commission meets every second and fourth Thursday of the month at 4:30 p.m. unless otherwise published. Meetings are held at the City Services Center.

COMMISSIONERS and CONTACTS

Commissioners
Amanda McKnight-Grafton, Chair
Todd McNall, Vice-Chair
Bob Grafton, Secretary
Barbara Westercamp
Tim Oberbroekling
Mark Stoffer Hunter
Ron Mussman
B.J. Hobart
Heather Sundermann

Council Liaison
Ann Poe
(319) 286-5099
a.poe@cedar-rapids.org

Staff Liaisons
Jeff Hintz
(319) 286-5781
j.hintz@cedar-rapids.org

Iván Gonzalez
(319) 286-5428
i.gonzalez@cedar-rapids.org

This work plan serves as a guide to action and may be adapted or revised as new events and opportunities arise.
Process

On November 9, 2017, the Historic Preservation Commission met to affirm its goals for the 2017 work plan. The Commission engaged in an action planning process that involved the following steps:

- **Commitments and Vision**: Selection of goals that the Commission agreed upon and believed were achievable over the course of a year.

- **Key Actions**: Identification of action steps to address goals.
VISION
The purpose of Chapter 18 of the Municipal Code, which outlines historic preservation and the duties of the Historic Preservation Commission are to:

(1) With City Council approval, conduct studies for the identification and designation of historic districts and sites meeting the definitions established by chapter 18;

(2) Make recommendations to the City Council for the listing of a historic district or site in the National Register of Historic Places;

(3) Review and act upon all applications pursuant to the procedures established by Chapter 18 and other applicable laws;

(4) Further the efforts of historic preservation in the City by making recommendations to the City Council and City commissions and boards on preservation issues when appropriate, by encouraging the protection and enhancement of buildings or structures with historical, architectural or cultural value, and by encouraging persons and organizations to become involved in preservation activities;

(5) Educate the public at large on the benefits of historic preservation and build a preservation ethic and public awareness;

(6) Recommend acceptance of unconditional gifts and donations of real and personal property, including money, for the purpose of historic preservation;

(7) Recommend acquisition by purchase, bequest, or donation, fee and lesser interests in historic properties, including properties adjacent to or associated with historic properties;

(8) Recommend the preservation, restoration, maintenance, and operation of historic properties, under the ownership or control of the City;

(9) Recommend that the City lease, sell, and otherwise transfer or dispose of historic properties subject to rights of public access and other covenants and in a manner that will preserve the property;

(10) Cooperate with the federal, state and local governments in the pursuance of the objectives of historic preservation;

(11) Provide information for the purpose of historic preservation to the City; and

(12) Promote and conduct an educational and interpretive program on historic properties within the City.
GOAL 1: Participate in preservation, salvage and documentation of historic structures

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<tr>
<th>TASK</th>
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<tr>
<td>- Determine neighborhoods’ interests in establishing local historic districts/landmarks</td>
<td>Full Commission</td>
<td>Ongoing</td>
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<td>- Implement the City’s Historic Rehabilitation Program and research and explore other financial resources for preservation related activities</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
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<td>- Explore the preparation of an adaptive reuse ordinance</td>
<td>Staff</td>
<td>Ongoing</td>
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<td>- Work with iGreenCR and the environmental initiatives in EnvisionCR to include preservation in the environment programs</td>
<td>Staff</td>
<td>Ongoing</td>
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<td>- Incorporate historic preservation into Neighborhood Action Plans and Corridor Action Plans, planning Study Areas, and other City planning projects</td>
<td>Staff</td>
<td>Ongoing</td>
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<td>- Update the guidelines for Cedar Rapids Historic Districts</td>
<td>Full Commission/Staff</td>
<td>1&lt;sup&gt;st&lt;/sup&gt; Quarter</td>
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<tr>
<td>- Update Chapter 32 Zoning of the municipal code to better support preservation and conservation of neighborhood character</td>
<td>Staff</td>
<td>3&lt;sup&gt;rd&lt;/sup&gt; Quarter</td>
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<td>- Maintain the disaster-response program for endangered properties</td>
<td>Staff</td>
<td>Ongoing</td>
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<tr>
<td>- Develop a list that prioritizes the community’s buildings of historic significance</td>
<td>Full Commission/Staff</td>
<td>1&lt;sup&gt;st&lt;/sup&gt; Quarter</td>
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<td>- Tailor energy efficiency standards to fit historic resources</td>
<td>Staff</td>
<td>Ongoing</td>
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<td>- Continue to pursue landmark designation of eligible city-owned structures</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
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<td>- Develop an endangered properties watch list</td>
<td>Full Commission</td>
<td>4&lt;sup&gt;th&lt;/sup&gt; Quarter</td>
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<td>- Consider developing a Neighborhood Conservation District program for neighborhoods that may not be eligible for historic district designation.</td>
<td>Staff</td>
<td>1&lt;sup&gt;st&lt;/sup&gt; Quarter</td>
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<td>- Work with affordable housing organizations to use historic resources in their projects.</td>
<td>Full Commission/Staff</td>
<td>4&lt;sup&gt;th&lt;/sup&gt; Quarter</td>
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<td>- Work with economic development partners to include historic resources in redevelopment policies and economic development plans.</td>
<td>Staff</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Quarter</td>
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GOAL 2: Increase communication

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<td>- Continue to improve the HPC website for ease of use and to provide more information</td>
<td>Staff</td>
<td>Ongoing</td>
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### GOAL 3: Improve public relations

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<tr>
<td>-Develop and distribute educational materials (e.g. brochures, postcards, web-based materials) for property owners and the general public to enhance public awareness and understanding of the city’s cultural and social history</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
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<td>-Identify outreach events with community organizations that may be interested in historic preservation.</td>
<td>Full Commission</td>
<td>4&lt;sup&gt;th&lt;/sup&gt; Quarter</td>
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<td>-Link interested property owners to training and technical assistance programs on the use of tax credits</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
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<td>-Continue to promote public access to historically significant civic resources</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
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### GOAL 4: Provide information and educational opportunities for the public

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<th>TASKS</th>
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<tr>
<td>-Update the content of the GIS database of historic properties</td>
<td>Staff</td>
<td>Ongoing</td>
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<td>-Develop a formal heritage tourism program</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
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<td>-Maintain a training program for City staff.</td>
<td>Staff</td>
<td>Ongoing</td>
</tr>
<tr>
<td>-Identify outreach events with community organizations that may be interested in historic preservation.</td>
<td>Full Commission</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Quarter</td>
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### GOAL 5: Provide educational opportunities for HPC members

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<tr>
<th>TASKS</th>
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<tr>
<td>-Provide training to the Historic Preservation Commission</td>
<td>Full Commission/Staff</td>
<td>Ongoing</td>
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