



Rock Island Preservation Commission

Council Chambers (third floor) City Hall

1528 – 3rd Avenue

Regular Meeting

October 15, 2014

5:30 PM

1. Call to Order and Roll Call
2. Approval of the written Agenda
3. Approval of the September 17, 2014 meeting minutes
4. CLG grant update
5. Continued discussion on Preservation Commission outreach activities
6. Other Business
7. Adjourn

MINUTES
PRESERVATION COMMISSION
SEPTEMBER 17, 2014
CITY HALL COUNCIL CHAMBERS

MEMBERS PRESENT: Brent Bogen, Lendol Calder, Kent Cornish, Craig Kavensky, Lo Milani, Sue Swords, Colleen Vollman

MEMBERS ABSENT: Anthony Heddeleston, John Strieter

ASSOCIATE MEMBERS: Linda Anderson, Diane Oestreich

STAFF PRESENT: Ben Griffith

OTHERS PRESENT: Jessica Jackson, Andy Klockau, Nicole McAleeeoe and three other Augustana College students from Dr. Christopher Whitt's class

CALL TO ORDER: Chairman Bogen called the meeting to order at 5:30 PM.

AN ORDER APPROVING THE WRITTEN AGENDA:

MOTION: Calder made a motion to add an item for discussion of a CLG grant. Swords seconded the motion. **The motion carried on a vote of 7-0.** Swords made a motion to approve the agenda as amended. Milani seconded the motion. **The motion carried on a vote of 7-0.**

AN ORDER APPROVING THE MINUTES OF THE AUGUST 19, 2014 MEETING:

MOTION: Calder made a motion to approve the minutes as presented. Swords seconded the motion. **The motion carried on a vote of 7-0.**

CASE # 2-14-2—CONSIDERATION OF A CERTIFICATE OF APPROPRIATENESS FOR A FENCE AND STORAGE SHED AT 544 23RD STREET, ROCK ISLAND (LEVI HAVERSTICK HOUSE):

Griffith provided a brief review of the applicant's request. Homeowners Andy Klockau and Jessica Jackson indicated that they are interested in purchasing and installing a 7x7 resin shed with architectural detailing at the end of their driveway and that it would not be visible from 23rd Street, only from 6th Avenue. Mr. Klockau also discussed the 4-foot tall wrought iron fence proposed for the front yard area and described the area in which it would be located, referencing the drawing in the staff report.

Chairman Bogen asked if the fence would be painted black and Klockau responded that it would be. Kavensky asked if the shed would be painted. Klockau responded that it would not be likely since it would be difficult to adhere to the plastic and may fade quicker than the color on the house. Jackson added that resin doesn't require painting or upkeep while wood does. Hearing no further questions, Chairman Bogen asked for a motion.

MOTION: Cornish made a motion to approve the request as presented. Milani seconded the motion.

Associate Anderson assumed the fence would be painted black, stating that it was not specified in the motion and there was a great deal of time discussing it previously. She also said it was important to include it in the motion so it can be referenced in the future. There was a brief discussion amongst the members about how to revise the resolution and how to reference the specific details of the proposed improvements.

Cornish stated that his motion included "as presented" and asked if that was sufficient to cover everything proposed by the applicants. Swords asked if the pictures provided could be included with the resolution.

Associate Anderson stated she was concerned with the wording of the resolution and that the Commission had run into problems in the past because items were not spelled out clearly. She was concerned that if someone looked it up in the minutes, they would not be able to determine what was actually approved. Griffith stated that the staff report with the attachments was included in the agenda packet which is also available online to reference and that neither the report or resolution were normally included with the minutes.

Chairman Bogen stated that in his legal opinion, "as presented" incorporates the plans included in the packet. Hearing no further discussion, he asked if the Commission was ready to vote. **The motion carried on a vote of 6-0.**

UPDATE ON REGULAR PRESERVATION COLUMN WITH THE ARGUS DISPATCH:

Chairman Bogen asked for an update on the preservation column. Milani reported that he had not received any response from the Argus Dispatch. He stated that he intended to go down and ask for an interview. Milani stated he had nothing else to report and was surprised he had received no answer when the newspaper was seeking guest writers.

UPDATE ON OTHER PRESERVATION COMMISSION OUTREACH ACTIVITIES:

Chairman Bogen opened the floor for discussion on outreach activities. He stated that Heddlesten had discussed updating audio tours with QR Codes and asked if there were any other outreach topics. Swords asked Calder if he had any students interested in any projects. Calder replied that he had no students interested but recently hired an instructor with preservation experience in the U.S. and England and was trying to convince him to teach a class on historic renovations to four or five students.

DISCUSSION OF CLG GRANT APPLICATION:

Chairman Bogen opened the floor for discussion of the CLG grant application from IHPA. Associate Oestreich stated the importance of the CLG grant and getting back into the CLG grant system. She stated the grant required a 30% match which included staff time as well as volunteers, noting the difference in billable rates of commissioners who were architects or professors and others who were billed at minimum wage. She discussed updating audio tours with the QR codes. Associate Oestreich also discussed the possibility of funding a study for determination of eligibility of a National Registry district for the downtown area, referencing the recent historic tax credit workshop by Landmarks Illinois at the Establishment Theater. She concluded by suggesting that a subcommittee be established to research and determine what type of grant to pursue.

Chairman Bogen stated that it would be appropriate to set up a committee to meet before the next regular Preservation Commission meeting to research the idea further. He then asked for volunteers. Calder suggested Heddlesten since he had already started working on QR codes. Associate Oestreich, Associate Anderson and Chairman Bogen also volunteered. Chairman Bogen asked if Ms. Howe could arrange a meeting date and time, preferably later in the afternoon for those who work.

Kavensky left the meeting at 5:55 p.m.

OTHER BUSINESS:

Chairman Bogen asked the Augustana College student attendees what the Commission could do for them. Vollman asked them to sign in at the podium. Nicole McAleese stated that they were in Dr. Christopher Whitt's American government political science class.

Milani stated that he had been called upon to review restoration work at the Col. Davenport house due to water damage and structural repairs and detailed some of his findings to those present.

Griffith stated that no applications had been submitted for the October 15th meeting but while the deadline for landmarks had passed, the deadline for COA's was not until the following Tuesday. Griffith thanked everyone who attended the Commissioner Training, adding that the presenters were very impressed with the number of attendees and the depth of discussion. He stated that he had placed certificates at everyone's seats, as well as the Bi-State Audio Webinar schedule for the upcoming year. Griffith reminded everyone to be mindful of any *ex parte* communications and to contact the Planning Office with any questions regarding any items on upcoming agendas.

ADJOURNMENT:

MOTION: Vollman moved to adjourn. Calder seconded the motion. **The motion carried on a vote of 6-0.**

The meeting was adjourned at 6:04 p.m.

Minutes submitted by Ben Griffith

MEETING SUMMARY
PRESERVATION COMMISSION
CLG GRANT SUBCOMMITTEE
SEPTEMBER 24, 2014

MEMBERS PRESENT: Brent Bogen, Associate Linda Anderson, Associate Diane Oestreich

STAFF PRESENT: Ben Griffith, Brandy Howe

Note: Staff names in **BOLD** preceding action items.

The meet was called to order at 5:10 p.m. The subcommittee discussed two possible projects that could be funded by a CLG grant: QR code audio tours or a Heritage Resource Plan (i.e. preservation plan). It was determined that the preferred project would be a Heritage Resource Plan; however, the group was open to pursuing the QR code audio tour project if preferred by City Council.

Prior to preparing a grant application, the Preservation Commission must first receive City Council approval to prepare and submit a grant application to the Illinois Historic Preservation Agency (IHPA). **Brandy Howe** will prepare a memo summarizing the grant application and merits of the proposed preservation plan. The memo will also include a list of previously funded CLG grant projects. **Brent Bogen** will represent the Commission at the City Council meeting. **Diane Oestreich** and **Linda Anderson** will work together to prepare a brief summary of the QR Code project. **Brandy Howe** will work with Ben Griffith and Jeff Eder to get the CLG grant on the City Council's agenda in October.

Preservation Plan Project

Brandy Howe will contact Catherine O'Conner at IHPA and/or Frank Butterfield at Landmarks Illinois to learn more about preservation plans—consultants who do this type of work, typical scope of services, typical project cost. This information will be included in the above described memo.

QR Code Project

The subcommittee discussed the logistics of the QR code project and decided that the pilot project should focus on downtown buildings and include a 3 or 4 fold brochure that would include thumbnail photos and QR codes to access audio files for downtown buildings. **Diane Oestreich** will obtain cost estimates for brochures, honorariums for vocalists, and determine if Daryl Empen is willing to design such a brochure. **Brandy Howe** will find out if the City's website can host audio files.

The meeting was adjourned at 6:15 p.m.

**Memorandum
Community Economic Development Department**



To: Thomas Thomas, City Manager
Subject: CLG Grant Application
Date: September 29, 2014

The Preservation Commission is requesting Council approval to submit an application to the Illinois Historic Preservation Agency (IHPA) for a Certified Local Government grant. A summary of the grant program is attached as well as a summary of past CLG-funded projects. The Commission is seeking CLG funding for one of the following two projects, with the preference being the Heritage Resource Plan.

Heritage Resource Plan

The Commission seeks to develop a comprehensive, city-wide preservation plan that will integrate preservation with the City's economic development initiatives. The plan would identify strategies to address the following:

- Promote preservation as a tool for revitalizing neighborhoods and commercial areas;
- Enhance tourism and cultural activities;
- Engage the community in historic preservation efforts;
- Identify organizational capacity beyond the City to implement preservation activities;
- Establish clear, predictable, and objective review processes for landmarking buildings and certificates of appropriateness; and
- Strengthen the City's historic preservation program.

Several consulting firms and planning professionals in Illinois provide preservation planning services. Based on calls to these firms, a preservation plan would cost between \$25,000-\$30,000. The CLG grant would cover 70 percent of the project cost; the 30 percent match could be covered by in-kind services. Please note that this is a reimbursable grant, meaning that the grantee must have the necessary financial resources available to complete the project.

QR Code Project

As an alternative to the Heritage Resource Plan, the Commission would like to develop a brochure with Quick Response (QR) codes directing users to audio files to accompany the downtown walking tour brochure. The anticipated project cost is approximately \$2,500 - \$3,000 which would cover printing, use of audio recording and editing equipment, and honorariums for vocalists. The 30 percent match could be in-kind services by the Preservation Commission, including brochure design services.

RECOMMENDATION: Direct staff to submit an application to IHPA for a 2015 Certified Local Government grant for one of the two above described projects.

Submitted by: Brandy Howe, AICP, Urban Planner
Ben Griffith, AICP, Planning Administrator
Jeff Eder, Community & Economic Development Director

Approved by: Thomas Thomas, City Manager

CLG Grant Program Summary

The grant is available to reimburse communities for funding projects that focus on Survey, Public Education, Planning, and National Register of Historic Places Nominations.

There is no minimum or maximum grant amount; IHPA has historically granted between \$3,000 and \$25,000 for eligible preservation projects.

Grant applications are due on November 14, 2014.

Eligible Grant Project Types:

- *Survey Projects*—undertaken to identify and gather information on prehistoric and historic properties such as buildings, archaeological sites, landscapes, and historic districts. The purpose is to make well-informed decisions about the relative importance and future preservation of historic resources.
- *National Register Nomination and Listing Revision Projects*—updating lists of contributing and non-contributing properties and the reevaluation of their periods of significance
- *Planning Projects*—promote preservation of existing resources and develop principles and techniques, including periodic review and revision of existing preservation planning documents
 - Comprehensive Community Preservation Plan
 - Archaeological Resource Protection Plan
 - Revision of Existing Planning Documents
 - Feasibility Studies and Structural Assessment
- *Public Education Projects*—include outreach programs or activities that promote historic preservation in the community, including production and distribution of information in various media, development of audio-visual presentations or websites, and temporary or permanent exhibits

Project Period

The project period may not exceed two years. The project must begin within six months of proposed start date. Reimbursable expenditures are those that occur after notification of award and before September 30, 2016.

Funding

Funding is awarded on a matching basis with federal IHPA share 70% and the local share 30% (cash or in-kind contribution). Because funding is provided through reimbursement, the grantee must have necessary financial resources available to complete the total project before completion. Federal funds may not be used as any part of matching share, except for CDBG program funds, as applicable.

Reimbursement Procedures

After the date of contract approval, the grantee will incur eligible costs, pay them, and then submit acceptable proof of payment to the IHPA for reimbursement.

Previous CLG Grant Funded Projects

- 1996 Produced the *KeyStone Neighborhood Driving Tour* booklet and *Rock Island's Modernistic Architecture* brochure.
- 1997 Produced the *Park View Addition Walking Tour*.
- 1998 Produced the *Rock Island's Historic Residential Neighborhoods, 1835-1955: A Summary Report*.
- Total project cost - \$10,471.
 - Grant funded – \$6,000
 - Local match - \$4,471
- 2000 Produced 75 copies of *Rock Island's United States Housing Corporation Houses, A Neighborhood Historic Preservation Plan*.
- Total project cost - \$7,500 with a 60/40 match.
 - Grant funded - \$4,500.
 - Local match - \$3,000 (CDBG funding).
- 2001 Produced 37,000 copies of the *Historical Highlights of Augustana College* tour booklet.
- Total project cost - \$26,000 with a 60/40 match.
 - Grant funded - \$15,600.
 - Local match - \$10,400 (\$3,000 from Augustana College / \$3,000 from the City / and \$4,400 in-kind staff support from both entities).
- 2002 Produced ~10,000 copies of the *Stroll these Sidewalks* brochure.
- Total project cost - \$15,216 with a 60/40 match.
 - Grant funded - \$9,130.
 - Local match - \$6,086 (\$1,830 from CDBG funding / \$4,256 in-kind staff support).
- 2003 Produced 2,500 of the *History & Architecture: Downtown Rock Island* tour booklet.
- Total project cost - \$15,400 with a 60/40 match.
 - Grant funded - \$9,240.
 - Local match - \$6,160 (general fund).
- 2004 Produced the *Old Friends Are Worth Keeping* video.
- Total project cost - \$10,650 with a 60/40 match.
 - Grant funded - \$6,390.
 - Local match - \$4,260 (\$3,000 marketing budget / \$1,260 in-kind staff support).
- 2005 Produced *The Best of Epitaphs Brought to Life* tour booklet and the book, *150 Years of Epitaphs at Chippiannock Cemetery*.
- Total project cost - \$18,550 with a 60/40 match.
 - Grant funded - \$11,130.
 - Local match - \$7,420 (\$3,000 marketing budget / \$1,000 Chippiannock Cemetery Heritage Foundation / \$2,340 in-kind staff and volunteer support / and \$1,080 in-kind digital photography).

- 2006 Produced approximately 4,000 copies of the *Broadway Historic District* tour booklet.
- Total project cost – \$21,500 with a 70/30 match.
 - Grant funded - \$15,050.
 - Local match - \$6,450 (\$3,000 marketing budget / \$2,700 in-kind staff support / \$750 cash from the Broadway Historic District Association).
- 2007 Reprint existing brochures.
- Total project cost - \$15,500 with a 70/30 match.
 - Grant funded - \$10,850
 - Local match - \$4,650 (\$3,000 marketing budget / \$1,600 in-kind staff support).
- 2008 Completed the significant structure inventory: *Rock Island's 100 Most Significant Unprotected Structures*.
- Total project cost - \$8,300 with a 70/30 match.
 - Grant funded - \$5,810.
 - Local match - \$2,490 (\$2,290 marketing budget / \$200 in-kind volunteer support).
- 2009 Market feasibility study for Old Lincoln School by Artspace.
- Total project cost - \$25,000 with a 60/40 match.
 - Grant funded - \$14,000.
 - Local match - \$11,000 (\$6,000 from Downtown TIF / \$5,000 from Landmarks Illinois).
- 2010 Conducted a Weatherization and Energy Efficiency Workshop.
- Total project cost - \$10,900 with a 70/30 match.
 - Grant funded - \$7,630.
 - Local match - \$3,270 (\$1,370 general fund / \$1,900 in-kind staff support).
- 2011 Developed the Renovate QC website.
- Total project cost - \$10,546 with a 70/30 match.
 - Grant funded - \$7,382.
 - Local match - \$3,164 (in-kind staff support).
- 2012 Create a Strategic Economic Development Planning for Rock Island's Historic Structures. *NOTE: This application was awarded but funding returned in 2013.*
- Total proposed project cost - \$6,800.
 - Grant funded - \$4,760.
 - Local match - \$2,040 (\$900 general fund / \$500 CDBG funding / \$640 in-kind staff support).
- 2013 Preservation Commission did not apply for a CLG grant.