

Decorah Historic Preservation Commission
December 1, 2021 Meeting Minutes (FINAL)

1. **Roll Call.** Mark Muggli, chairperson, called the meeting to order at 4 p.m. All commissioners – Adrienne Coffeen, Mark Branum, Hayley Jackson, Karen Tjossem, Judy van der Linden and Diane Scholl – were present.
2. **Review and approval of October 27, 2021 minutes. Distributed by DHPC secretary Judy van der Linden.** Mark declared the minutes adopted as written.
3. **C-3 District Mural Guidelines update.** Mark reported that the Planning and Zoning Commission at its November meeting unanimously accepted DHPC’s Mural Guidelines.
4. **Broadway-Phelps Park Historic District Boundary Increase update.** Mark said he has heard nothing from the State Preserves Office regarding several proposed changes to the nomination since it was approved in October.
5. **Charles Altfillisch project.**
 - a. **Project title, costs, funding sources, and funding decision.** Mark’s application for Hotel-Motel Tax funds for the Altfillisch publications was approved, but one committee member thought DHPC should use city money for the project. Because of that comment, commissioners discussed using the DHPC budget for expenses. Mark reported that City Manager Travis Goedken okayed that use of DHPC money. MOTION: Judy made the following motion: “Keeping in mind that DHPC applied for Hotel-Motel Tax money because the former city manager said commission budgets could NOT be used for such projects, AND, that DHPC was urged to request city funding for the project, at a time when such funds are not readily available, AND because CO-VID restrictions have prevented DHPC members from spending their budget for conferences and other educational opportunities, I move DHPC use its budgeted funds to get the Altfillisch project off the ground with the expectation that future updates to the project material will be paid for by the city of Decorah.” Motion passed unanimously.
 - b. **Brochure preparation, maps, photos.** Mark said Jeremy Brill volunteered to make maps for the brochure, which could save DHPC \$1,500. Mark will suggest several photos for the brochure, including a head shot of Altfillisch, to the person who compiles it. He will also tell that person to make the brochure as large as it needs to be to accommodate the content. Commissioners decided to name the brochure: *Charles Altfillisch: A Tour of his Decorah Architecture*.
 - c. **Web content.** Commissioners may edit web content for several more days. Mark will submit the final brochure and web content document on Monday, Dec. 6.
6. **Historic Preservation and Disaster Preparedness.** Commissioners briefly discussed the Iowa Flood Hazard maps. Mark suggested commissioners continue to mull DHPC’s best approach to disaster preparedness for historic structures and districts. *Hayley will research Luther College’s preparedness plan and report back.*
7. **Contacts:** Mark reported on these attempted contacts and the lack of responses.
 - a. **Sept. emails and phone call to Brett Reese, Rebound Properties, ca. downtown development – no response.**

- b. **Nov. 3 email to Mayor and City Manager ca. two potential downtown housing projects – no response.**
 - c. **June 28 email to Mayor ca. possible Municipal Building changes – no response.**
- 8. **Potential future DHPC projects.** Mark suggested members reread David Anderson's 2010 Planning for Preservation report to identify projects the group might begin after the Altfillisch project ends. He proposed brainstorming about these at a future meeting.
- 9. **Commissioner Reports.** There were no reports.
- 10. **Public Comment.** No members of the public attended.
- 11. **Possible upcoming meeting Wednesday, December 29, 2021, 4:30 pm.**
Commissioners decided to skip December's meeting and meet next on January 26, 2022. **NOTE: A special meeting might be called before Jan. 26 if a C-3 application is submitted and has to be considered.**
- 12. **Adjournment.** Meeting adjourned at 5 pm.