

To: Historic Landmarks Board

From: Amy Kreimeier (AICP) Senior Planner
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Re: August 23 Agenda

Date: August 16, 2022

Memorandum

NOTE: If anyone can't make the meeting, please advise as soon as possible.

ACTION ITEMS

1. **Governance 101.** Councilwoman Uhing to present second Governance 101 session. This session will focus on the roles and responsibilities of boards and commissions and their members in a successful organization.
2. **Chalk Art Festival Planning.** Board to finalize plans for Chalk Art festival event. Chalk Art Festival is September 17th. The cost to participate is \$14 for 24 pieces of chalk, or \$18 for a box of 48 pieces. It also includes one reserved sidewalk square. Registration may occur at the big tent out in front of Valley Art on the day of the event (Sept. 17) from 8:00 a.m. until 4:00 p.m. Preregistration is also available on the Thursday prior to the event (Sept. 15) from 5:00 p.m. until 7:00 p.m. inside of Valley Art, 2022 Main St.
3. **Public Safety Open House Planning.** Board to discuss plans for the Public Safety Open House event. Event anticipated to occur on October 8th.
4. **Sesquicentennial Update.** Board member Haveluck to provide update on Sesquicentennial event planning and board participation.
5. **Editorial Calendar.** Board to continue discussion on editorial calendar and drafting of articles.

INFORMATION ITEMS

Preservation Grants: The Board was awarded \$4,152 for FY21-22. Five applications have been approved to date:

2004 Main Street – door repair. A grant of \$391 was awarded. This project has been completed.

2620 18th Avenue – porch repair. A grant of \$750 was awarded. This project has been completed.

2114 B Street – siding restoration. A grant of \$750 was awarded. This project has been completed.

1638 Birch Street – painting. A grant of \$750 was awarded. This project has not yet begun.

2114 B Street – window replacement. A grant of \$750 was awarded. This project has not yet begun.

Remaining \$761 of preservation grant funding to be awarded to remaining open preservation grant projects. Funding to be split equally between recipients. All funding has been allocated.

September Agenda: public safety open house planning

2022-2023 CALENDAR - UPCOMING AGENDA ITEMS

August 23, 2022 (fourth (not fifth) Tuesday)

- ☐ Chalk Art Festival planning (September 10)
- ☐ Public Safety Open House planning (October 8)
- ☐ Governance 101

September 27, 2022

- ☐ Public Safety Open House planning (October 8)

October 25, 2022

- ☐ 2023 Photo contest
- ☐ Website review

November 15, 2022 (third Tuesday)

- ☐ 2023 Photo contest

December 20, 2022 (third Tuesday)

- ☐ Discuss 2023 work plan
- ☐ Prepare January-June 2023 Editorial Calendar
- ☐ 2023 Photo contest

January 25, 2023

- ☐ Review and adopt 2023 work plan
- ☐ Review and adopt January-June 2023 Editorial Calendar
- ☐ Photo contest
- ☐ Annual officer elections
- ☐ Adopt 2022 meeting schedule

February 28, 2023

- ☐ Practice Design Review Hearing

March 28, 2023 (fourth Tuesday)

- ☐ Discuss selection of Stewart Award recipient
- ☐ Preservation Month

April 25, 2023

- ☐ Select Stewart Award recipient
- ☐ Preservation Month
- ☐ Prepare annual report

May 8, 2023 City Council Meeting

- ❖ *Present Annual Report*
- ❖ *Preservation Month Proclamation; honor Stewart Award recipient and photo contest winners*

May 23, 2023 (Tuesday)

- ☐ Review July-December 2023 Editorial Calendar
- ☐ Website review

June 25, 2023

- ☐ National Night Out planning
- ☐ Governance 101

July 25, 2023

- ☐ Chalk Art Festival planning
- ☐ Adopt July-December 2022 Editorial Calendar