

[For SHPO use only]
Received _____
Approved/CLG in good standing _____ _____
More information requested _____ _____
Entered into database _____ / _____

**IOWA CERTIFIED LOCAL GOVERNMENT
2012 ANNUAL REPORT (January 2012-December 2012)**

NAME OF THE CITY, COUNTY, OR LAND USE DISTRICT: LISBON, IOWA

Mailing Address of the Mayor, Board of Supervisors, or Land Use District Trustees
(PLEASE DO NOT GIVE MAILING ADDRESS OF STAFF OR COMMISSION CONTACT):

P. O. Box 68, Lisbon, IA 52253
 Phone Number: 319-455-2459
 Email: lisboncityadmin@citiyoflisbon-ia.gov

Section I.
 Locating Historic Properties
 Identification, Evaluation, and Registration Activity

- CLG Standards found in CLG Agreement and National Historic Preservation Act
- ◆ 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.
 - ◆ The CLG will review National Register nominations on any property that lies in the jurisdiction of the local historic preservation commission.

1. Please provide complete reports and site inventory forms from historic identification/survey, evaluation, and/or registration/nomination projects that the City, County, or Land Use District completed in 2012. Do not include projects that were funded with a CLG grant or mandated by the Section 106 review and compliance process. None in 2012.
2. How many NRHP Properties in your City, County, or LUD were altered, moved, or demolished in 2012? Please describe the nature of the action. None in 2012.

Please list in the space below those NRHP properties altered, moved or demolished:

3. In 2012, how many additional properties (landmarks, sites, zones, or districts) did your city place on its list of locally designated historic landmarks and/or historic districts? Please attach a copy of each designation nomination and ordinance. None in 2012.

4. In 2012, were there any actions to revise, amend, change, or de-list a locally designated property? If so, how many? Please attach documentation of the review and appeal process and decisions made by the historic preservation commission, planning and zone commission, city Council, District Court or other governmental agency or official involved with the process. None in 2012.

Section II

Managing, Protecting, and Preserving Historic Properties

- ◆ The CLG will enforce all appropriate state and local ordinances for designating and protecting historic properties
- ◆ The CLG shall provide for adequate public participation in the local historic preservation programs

5. Did your city, county, LUD or its historic preservation commission undertake any of the following activities in 2012? Please think broadly about this question and include any activity (small or large) that facilitated historic preservation in your community.

- a. Historic preservation planning. Examples include the development or revision of an preservation plan, development of a work plan for your commission, etc. (use additional pages if needed) The Lisbon Historic Preservation Commission met regularly (6 times) during 2012, and worked diligently to develop goals and action plans (attached) that will give direction to the future work of our Commission. Work on our website continues. In addition, members of the Lisbon HPC participated in an online survey conducted by the State Historic Preservation Office in an effort to update its Statewide Historic Preservation Plan.
- b. Provided technical assistance on historic preservation issues or projects. Examples include working with individual homeowners, business owners, institutions to identify appropriate treatments and find appropriate materials, research advice, etc. (use additional pages if needed). The City of Lisbon continues to offer a grant program for downtown business owners to preserve and renovate their buildings. Grant applications are first reviewed by the Lisbon HPC, which then advises the City Council of the project's sensitivity to historic preservation. Upon completion of the project and prior to the payment being issued to the business owner, the Lisbon HPC conducts a final inspection on behalf of the City. During 2012 the Lisbon HPC advised the City Council on four downtown projects. Two projects were completed in 2012; the remaining two projects are underway.

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. (use additional pages if needed). On the recommendation of the Lisbon HPC, May was proclaimed as “National Preservation Month” by our City Council. In collaboration with other organizations, the Lisbon HPC committed funding toward the cost of digitizing Mount Vernon and Lisbon newspapers (Mount Vernon Hawk-Eye, Mount Vernon Record, Mount Vernon Hawkeye-Record and the Lisbon Herald, Sun Hawkeye Record Herald, and The Sun) published between 1869 and the present. When this project is complete, these newspapers will be available online at no cost. The Lisbon HPC began conversations with elementary teachers from the local school to discuss ways in which we could work together during National Preservation Month to plan special activities to promote historic preservation.

6. If the city or county amended its historic preservation ordinance or resolution or passed additional ordinances or resolutions that impact historic properties, please attach copies of the amendments and new ordinances or resolutions. N/A

7. If new or revised design standards and/or guidelines were developed and adopted during 2012, please attach a copy. N/A

8. Are there any particular issues, challenges, and/or successes your preservation commission has encountered or accomplished this year? Two Main Street businesses completed renovations projects during 2012, and two renovation projects are currently underway. These projects were made possible through the support of the City of Lisbon through its Downtown Reinvestment Program, funded annually at the level of \$20,000. At least one other proposal might have been submitted; however, there were no funds remaining for 2012. We perceive the need for additional funding for this program moving forward and will work with our City Council to secure funding as the need arises. The HPC, in coordination with others, salvaged several old cement fence posts along the Lincoln Highway on the west end of the City limits following a water improvement project. In addition, the chair of the Lisbon HPC consulted with Leah Rogers on an archeological test/dig at a local farm.

Section III Historic Preservation Program Administration

- The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year.
- 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.
- The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations.

- Commission members will participate in state sponsored or approved historic preservation training activities.

10. List dates of meetings held. The Lisbon HPC met six times during 2012: February 1, March 7, May 2, September 12, October 3, and November 7. All meetings were held in accordance with Iowa's Open Meetings law.

11. Please update the attached CLG Personnel Information Table (this must be completed).

12. Please attach biographical sketches or resumes of commissioners who were newly appointed in 2012 or 2013. No new commissioners were appointed during 2012.

13. Please complete the 2012 Commission Training Table.

PLEASE SIGN and DATE

Signature of person who completed this report *Date*

Signature of Mayor or Chairman of the Board of Supervisors *Date*

SUBMIT PAPER/HARD COPY, ONE (1) COPY OF THE REPORT TO:

Paula A. Mohr
 State Historical Society of Iowa
 600 East Locust St,
 Des Moines IA 50319-0290
Paula.mohr@iowa.gov

Thank you!

2012 Historic Preservation Training Table

In this table, provide information about the commissioners' involvement in historic preservation training, listing the name of the conference, workshop or meeting (including on-line 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 Training Session: Statewide Historic Preservation Conference

Sponsoring organization: State Historical Society of Iowa

Location: Decorah, Iowa

Date: April 27 and 28, 2012

Names of historic preservation commissioners, staff and elected officials who attended:
Charlee King-Adams

Name of Training Session:

Sponsoring organization:

Location:

Date:

Names of historic preservation commissioners, staff and elected officials who attended:

Name of Training Session:

Sponsoring organization:

Location:

Date:

Names of historic preservation commissioners, staff and elected officials who attended:

Name of Training Session:

Sponsoring organization:

Location:

Date:

Names of historic preservation commissioners, staff and elected officials who attended:

Name of Training Session:

Sponsoring organization:

Location:

Date:

Names of historic preservation commissioners, staff and elected officials who attended:

Biographical Sketch
Applicant for Historic Preservation Commission

NAME: (Mr. Mrs. Ms. Dr. *please circle one*):

ADDRESS:

WORK PHONE NUMBER WORK: ()

HOME PHONE NUMBER: ()

EMAIL ADDRESS:

INTEREST IN LOCAL HISTORY AND HISTORIC PRESERVATION (Describe education, employment, memberships, publications, and/or other activities which indicate your interest in and commitment to historic preservation; or provide a statement detailing your interest in local history and commitment to historic preservation; use extra sheets if necessary)

EDUCATION:

EMPLOYMENT:

INTEREST:

While serving on the _____ Historic Preservation Commission, I will work to insure that the commission enforces the Historic Preservation Ordinance/Resolution; upholds the CLG Agreement with the State of Iowa, and works in compliance with the Secretary of the Interior's Standards for Archaeology and Historic Preservation.

Signature

Date

2012-2013 CLG Personnel Table

A. Please list the names of the Historic Preservation Commissioners who served during 2012:

Rebecca Hess, Chair
Lisa Alger, Secretary
Winnie Hosford
Charlee King-Adams
Ann Opatz

B. CHIEF ELECTED OFFICIAL 2012

Name of Mayor:

Ms.

First Name: Beryl

Initial:

Last Name: O'Connor

CHIEF ELECTED OFFICIAL **2013 (note this is beginning January 2013)**

Name of Mayor:

Ms.

First Name: Beryl

Initial:

Last Name: O'Connor

C. STAFF PERSON FOR THE HISTORIC PRESERVATION COMMISSION

Mr. Mrs. Ms. Dr.

First Name:

Initial:

Last Name:

Job Title:

Mailing Address:

Phone Number:

Email Address:

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes No

2013 HISTORIC PRESERVATION COMMISSION:

Please complete the following and provide information about your new 2013 commission. Be sure to indicate how the individual wishes to be addressed (Mr., Mrs., Ms., Dr.). Please provide a work (circle W) or a home (circle H) mailing address, work (circle W) or a home (circle H) phone number and work (circle W) or a home (circle H) email address. Please provide new or updated information on past and present: profession, employment, training, preservation skills including ownership of a historic property (Past or present: profession/employment, preservation skills, historic property owner). If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Historic District). Specify the month, day, and year that the commissioner's term will end (Term Ends). If a commission member serves as contact with the State Historic Preservation Office for the Commission, please mark the check off box below that individual's name.

CHAIRPERSON/COMMISSIONER

Ms.

First Name: Rebecca

Initial

Last Name: Hess

Mailing Address: P. O. Box 822, Lisbon, IA 52253

Home Phone Number: N/A

Work Phone Number: 319-455-0141

Email Address: rrhess@msn.com

Past or Present profession/employment, preservation skills, historic property owner:

Owner, Canton Studio, Lisbon, Iowa. Historic property owner.

Representative, Name of Local Historic District: Lisbon

Term Ends: Month Day Year 2014

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes No

VICE CHAIRPERSON/COMMISSIONER

First Name N/A

Initial

Last Name:

Mailing Address:

Home Phone Number:

Work Phone Number:

Email Address:

Past or Present profession/employment, preservation skills, historic property owner:

Representative, Name of Local Historic District:

Term Ends: Month Day Year

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes No

SECRETARY/COMMISSIONER

First Name: Lisa

Initial

Last Name: Alger

Mailing Address: 230 East Main Street, Lisbon, IA 52253

Home Phone Number: 319-455-2267

Work Phone Number: N/A

Email Address: rlalger3@gmail.com

Past or Present profession/employment, preservation skills, historic property owner:

Teacher, Washington Elementary School, Mt. Vernon, Iowa

Representative, Name of Historic District: Lisbon

Term Ends: Month Day Year 2013

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes No

COMMISSIONER

First Name: Charlee

Initial:

Last Name: King-Adams

Mailing Address: Box 146, Lisbon, IA 52253

Home Phone Number: 563-554-7551

Work Phone Number: N/A

Email Address: charleekingadams@yahoo.com

Past or Present profession/employment, preservation skills, historic property owner:

Retired. Former marketing director; owned a shop and café in a 100 year old downtown Muscatine button factory for six years.

Representative, Name of Local Historic District: Lisbon

Term Ends: Month Day Year 2014

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes No

COMMISSIONER

First Name: Winnie

Initial:

Last Name: Hosford

Mailing Address: Box 215, Lisbon, IA 52253

Home Phone Number: 319-455-5058

Work Phone Number: N/A

Email Address: whosford@mchsi.com

Past or Present profession/employment, preservation skills, historic property owner:

Retired. Former nurse and pharmacy technician. Volunteer at Lisbon History Center.

Previous historic home owner.

Representative, Name of Historic District: Lisbon

Term Ends: Month Day Year 2013

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes No

COMMISSIONER

First Name: Ann

Initial:

Last Name: Opatz

Mailing Address: Box 491, Lisbon, IA 52253

Home Phone Number: 319-455-2847

Work Phone Number: N/A

Email Address: annopatz@yahoo.com

Past or Present profession/employment, preservation skills, historic property owner:

Retired. Assistant Dean in Academic Affairs at Cornell College for 24 years.

Representative, Name of Local Historic District: Lisbon

Term Ends: Month Day Year 2013

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle Yes No

LISBON HISTORIC PRESERVATION COMMISSION
Goals and Action Plans – 2012

1. Promote the Downtown Reinvestment Program

Action Plan 1: Review and document the use of funds awarded since the inception of the program

Action Plan 2: Consider level of funding needed for the future

Action Plan 3: Develop a strategy for promoting the program to business owners

2. Promote awareness of historic preservation through special activities during Historic Preservation Month (May)

Action Plan 1: Work with City Hall official to declare May as National Historic Preservation Month (proclamation)

Action Plan 2: Develop weekly "historic preservation quiz" to run in The Sun newspaper during the month of May

Action Plan 3: Consider hosting a scavenger hunt competition

Action Plan 4: Coordinate special activities for elementary classes at Lisbon Community Schools

3. Increase visibility of Lisbon Historic Preservation Commission as a community organization

Action Plan 1: Continue to expand web presence

Action Plan 2: Plan special events, perhaps in coordination with other organizations

Action Plan 3: Develop a database of persons/businesses interested in historic preservation

Action Plan 4: Consider ways of partnering with Mt. Vernon Historic Preservation Commission

4. Review initial "Planning for Preservation Project" (June 2007) and consider next steps to undertake to designate historic districts

5. Complete Certified Local Government annual report

6. Consider expanding membership

7. Continue to participate in training to enhance knowledge of historic preservation

Action Plan 1: Identify one or two workshops/seminars/programs that all members could participate in during 2012-13

Action Plan 2: As appropriate, communicate grant/funding possibilities to business and home owners