

## Certified Local Government Annual Report

Name of Certified Local Government: City of Cherokee  
Cherokee Historic Preservation Commission

Signature of person who completed this report:

John R. Snapp Date: February 26, 2024

I certify that a representative of the historic preservation commission has attended a public meeting and presented the details of this report to the city council (city CLG) or the Board of Supervisors (county CLG).

Date of public meeting: February 27, 2024

Signature of Mayor or Chairman of the Board of Supervisors Date Printed:

Chay W. Schmidt

**Please upload this completed form with your annual report on SlideRoom. Thank you.**

# NOT SUBMITTED

Reviewers cannot see your material until you submit your application. Once you have finished the last step, you will receive a confirmation message and ID number.

## Iowa Economic Development Authority

### SHPO CLG Annual Report for 2023

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Cherokee, IA 51012, United States  
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**Forms** [Edit](#)

### SHPO Certified Local Government Annual Report \* indicates a required field

*Under the CLG Agreement with the State, local governments and their historic preservation commissions are responsible for submitting an annual report documenting the commission's preservation work and that they have met the requirements of the CLG program.*

*This annual report is also an important tool for your commission to evaluate its own performance and to plan for the coming year.*

*We look forward to hearing from each CLG this year!*

1.

**I am aware the submission of this report requires a signature from my communities chief elected official.**

The signature form is located here:

yes

**2. Name of the city, county, or land use district:**

Please choose from the drop down list.

Cherokee (city) Historic Preservation Commission

3.

**Did your commission undertake any survey, evaluation, and/or registration/nomination projects?**

CLG Standards are in your local government's Certified Local Government (CLG) Agreement and the 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 its historic preservation commission.

No

4.

**Were any National Register of Historic Places properties in your jurisdiction altered, moved, or demolished in this calendar year?**

Yes

4.1.

**Please identify the property or properties and the action (altered, moved, or demolished).**

Lewis Hotel 235 W. Main (on NRHP) - altered. The Lewis Hotel owned by Zachary Zoul continues to undergo restoration/renovation of its rooms (apartments) on the upper floors plus restoration of the former restaurant area and basement to the original floor plan and look. A gathering place for community events has been created in the

basement. The lobby has been restored to the original look and new historically correct windows have been installed.

Brummer Block 101-103 E. Main (contributing building to the Cherokee Historic Commercial District) - altered. Renovation and restoration of the three story quartzite Brummer Building continues aided by generous contributions from Cherokee residents, businesses, and \$100,000.00 Community Catalyst grant. This project was undertaken by the Brummer Legacy Foundation, Inc. - a non-profit formed to save this historic building from demolition as it had been vacant for over ten years. The building has a double storefront. The work on the east storefront has been completed and a new tenant occupied the space in March - Botanicals by Katie. Work on the restoration of the west storefront is now ongoing aided by the funds mentioned above. The original floors and tin ceilings in both storefronts were refinished and retained. New lighting, electrical components, and HVAC were installed. The front facades were restored to the original look of the building as much as practical, even keeping some old etched glass and transoms.

**5. Does your local government designate local landmarks or local districts?**

IMPORTANT: Most local governments do not have a program for local designation. If you have questions about whether you have a local designation program or not, please contact the CLG Coordinator at [historic.preservation@iowaeda.com](mailto:historic.preservation@iowaeda.com) before you complete this section.

No

**6.**

**Has your community passed ordinances that directly or indirectly impact historic preservation during this calendar year?**

No

**7.**

**Did your city, county, LUD or its historic preservation commission undertake any of the following activities in this calendar year? Please think broadly about this question and include any activity (small or large) that facilitated historic preservation in your community. This is your opportunity to boast about your accomplishments and get credit for the great work you do!**

Please check all that apply!

CLG Standards found in CLG Agreement and National Historic Preservation Act:

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

a. Historic preservation planning. Examples include the development or revision of an preservation plan, development of a work plan for your commission, etc. | b. Provided technical assistance on historic preservation issues or projects. Examples include working with individual property owners, business owners, institutions to identify appropriate treatments and find appropriate materials, research advice, etc. | 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.

## 7.1.

**Describe your communities historic preservation planning activities in this calendar year.**

Cherokee Historic Preservation Commission Work Plan for 2023

1. Plan and coordinate History Week (possibly a week in September 2023). Coordinate with Sanford Museum, Cherokee Public Library, Cherokee Mental Health Institute (museum tour), Brummer Legacy Foundation, Inc., and Cherokee Depot Renovation regarding activities, speakers, driving and walking tours (shuttle services), etc. Finalize the placement of the historical roadside/trailside marker for the MHI grounds obtained thru a grant from the State Historical Society.
2. Continue to work with Le Mars & Sioux City Historic Preservation Commissions in the development of Northwest Iowa Heritage Corridor and plan/attend training sessions offered by their Historic Preservation Commissions.
3. Continue to promote saving Cherokee's endangered buildings including the Brummer Building and the former Wilson School building. We also will continue to provide any needed assistance/advice to the new owner of the historic of the Lewis Hotel and other building owners as they come forward. Add the former Hobart & Snyder Grain & Lumber (built 1870) to the Most Endangered Properties List.
4. Continue to update the Cherokee Historic Preservation Facebook page and continue to add historical photos and information to our CHPC website.
5. Award a plaque from the CHPC to a local business or residential property owner to honor their work in the preservation of their home or building as part of our annual history week event.

6. Encourage at least two owners of buildings (contributing) in the historic downtown commercial district to purchase National Registry plaques to be placed on their buildings.
7. Sponsor a workshop in Cherokee, possibly a training seminar on historic tax credits, grant writing, or window restoration.
8. Further work on researching the application process to nominate the historic Fountain House/Magnetic Park area (near the new trail system) to the National Register of Historic Places.
9. The Senator Guy M. Gillette home movies that we acquired and digitized, make them available to the Sanford Museum, State Historical Museums in Iowa City and Des Moines and possibly place them on our website or Facebook page.
10. Promote and help develop along with our City, County, area state legislators, and economic development entities a process for small business owners to apply for forgivable loans to better utilize, restore, and save our historic downtown buildings.
11. Resubmit or renew our application paperwork to the Iowa Dept. of Cultural Affairs to have Cherokee, IA re-listed as an Iowa Cultural Entertainment District.

## 7.2.

### **Describe your communities assistance with preservation issues or projects in this calendar year.**

Please be specific (address(es) of the property(ies), what was the issue(s), what assistance was provided.

Commissioners Jim Adamson, Mick Samsel, and John Snapp met and advised Zachary Zoul, owner of the Lewis Hotel, undergoing renovation on several occasions to provide historical context and ideas for repair and restoration on the front entrance. They also participated in a tour of the building with Kolby DeWitt, Regional Director, for Senator Joni Ernst. Commissioner Cindy Wilberding, a real estate agent, helped save a historic home that was going to be sold to the City for \$1.00 by finding a buyer who agreed to restore the home. Commissioner Jim Adamson worked with the foundation that owns the restored Lily of the Valley country school when it was learned it had to be moved to a new location to facilitate the move. Commissioners Kerisa Pingel and Barb Busch Mott have done preliminary research to have the historic site "Pilot Rock" which recently came under new ownership nominated to the NRHP. Commission members Busch Mott, Samsel, and Snapp have began research and investigation of the Fountain House entrance pillars (former gated entrance) which involved obtaining old photos, a written history, estimates on renovation costs, and guidance on how to save and preserve these pillars. The Commission met with the new owner of a historic grain elevator in Cherokee (one of oldest in Iowa) to provide him with the history of the building. Commissioner Tim Greenwood gave a presentation at the 100 year celebration

of the Cherokee Country Club highlighting the history of the Club. Commissioners Busch Mott and Snapp met with Sara Tracy, Cherokee County Engineer, to gather research on all the bridges in Cherokee County. This was prompted by one of the programs at Preserve Iowa Summit. We obtained photos, history, built dates, and maps of all the bridges in Cherokee County. This information is now available to the public at the Cherokee Area Archives. Commissioner Snapp continued to work with the Brummer Legacy Foundation, Inc on the renovation of the Brummer Building and assisted in the preparation of the successful Community Catalyst grant. Commissioners Busch Mott and Snapp also assisted with NRCS annual training program at Magnetic Park, former Fountain House grounds, and the historic Beacon Hollow cemetery by providing tours and the local history. Commissioners Snapp, Samsel, and Busch Mott also attended several meetings in November & December 2023 attempting to save the historic grounds at the Cherokee Mental Health Institute which the State is planning to list for sale either for development or farm/pasture land.

**7.3. Please describe your community's public education programs in his calendar year.**

Please provide specific details such as date of event, description of the event, how many people participated, whether the commission partnered with other organizations.

As in the past our Commission sponsored a History Week in September. We find that we get better attendance in that month rather than in May because we don't have competition from graduations and other events. The events we sponsored:

Friday, Sept. 22 - A Chamber of Commerce Coffee at the Immaculate Conception Catholic Church Parish Hall sponsored by our commission to highlight the Church's 150th anniversary and which included the Church history and a slide show of historic photos. Attendance - 50+.

Sunday Sept. 23 - Sanford Museum - Commissioner John Snapp gave a powerpoint presentation on the timeline and history of Cherokee's churches. Also, at the museum, commissioner Kerisa Pingel had a display all week of historic photos and memorabilia from area churches. Attendance - 45+.

Tuesday Sept. 26 - Dedication of the new Iowa Roadside Historical Marker which was installed in September 2023 on Cherokee Mental Health Institute grounds to tell the early history of the Institute and funded by a matching grant written by commission member Barb Busch Mott. Match funding from Cherokee MHI, commission funds, and community donations. Attendance - 20-25

Tuesday Sept. 26 - Open House tour of the museum at the Cherokee Mental Health

Institute sponsored by our commission with co-operation of CMHI. Attendance - 60+.

Wednesday Sept 27 - Sponsored program on the History of the Carnegie Libraries of Iowa and the Cherokee Carnegie Library by Dr. Shana Stuart, Adjunct Instructor and Director of Carnegie Libraries in Iowa. Attendance - 20+.

Thursday, Sept 28 - Magnetic Park and Trail Dedication and Donor Recognition - hosted by the Cherokee Trails Committee in co-operation with CHPC. Hot dogs and ice cream served. Golf carts and trail guides for those unable to walk the length of the trail to view the twelve historic interpretive sign markers created by members of the our commission and the Cherokee Area Archives. Also to view the renovated "red shed" recently restored by members of our Commission along with signage on the Ogilvy barn by commission member Mick Samsel. Attendance - 200+.

Friday Sept. 29 - Recognition of 120th Anniversary of the Carnegie grant for the Cherokee Public Library with the event held at the Sanford Museum. Tyler Hahn, Librarian, spoke on the digitization of the library's collections. Attendance - 25+.

Saturday Sept. 30 - Fall Family Festival at the historic Cherokee Depot - Tours of the restored Illinois Central Depot, restored cabooses, bunk, and refrigerator cars, and tours of the depot exhibits and model railroad layout with trains running. Attendance - 125-150.

**8.**

**Were there any issues, challenges or successes your preservation commission encountered or accomplished this year?**

Issues and challenges - In the Fall of 2023 we learned of the State of Iowa's proposed plan to sell 100 acres of the 200 acre grounds at the Cherokee Mental Health Institute. This hospital with its park like grounds opened in 1902 and has been an asset and enjoyment not only to hospital staff and patients but also to all the citizens of Cherokee ever since. The grounds contain sweeping green lawns, stately 125 year old trees, re-established natural prairie, a popular 2.8 mile recreation trail, a state of the art disc golf course, and recently a pickle ball court. Also included were the endangered and historic Wade and Donohoe buildings and the grave site of one time superintendent, Dr. George Donohoe. The State's plan was to sell this land to either developers or neighboring farmers. Our Commission members in conjunction with concerned area residents and city officials have spent countless hours attempting to halt this process or to have the historic property transferred to the City of Cherokee for protection. This process is ongoing.



Successes:

Our annual history week as mentioned above.

We completed the renovation and restoration of the Red Shed which had been slated for demolition (originally built with salvaged lumber from the historic Fountain House) on Magnetic Park grounds.

We completed Cherokee Mental Health Institute historical marker grant project.

Provide input to the Lily of the Valley country schoolhouse move project.

Helped with a Chamber of Commerce project in regard to local tourism. Example - two tour buses with visitors arrived in Cherokee on alternate days in July. 45-50 on each bus, the visitors toured Mud on Main, Lily of the Valley country school, the Sanford Museum & Planetarium, the historic Cherokee depot, the Blooming House, MHI, and the Yacht Club. Several of our commission members assisted with the tours.

Commission member, John Snapp, was named Cherokee's "Citizen of the Year" for 2023 for his work as a Commission member, Cherokee Area Archives Co-chair and volunteer, and board member of the Brummer Legacy Foundation, Inc.

**9. What partnerships did your commission form or continue with other entities?**

Examples include local main street office, local school, historical society, library, museum, service club, etc.

If none, enter N/A

The Cherokee Historic Preservation Commission as it has in years past partnered with the Cherokee Area Archives, the Cherokee Public Library, the Sanford Museum and Planetarium, the Cherokee Trails Committee, Depot Renovation, Inc., the Cherokee Rotary Club, the Cherokee Mental Health Institute, the Cherokee City Council and city administration, the Cherokee Washington High School shop, art, and history departments, the Lily of the Valley Country School #5, the Cherokee Chamber of Commerce, the Cherokee Chronicle Times, and KCHE Radio on events for our History Week and other events as mentioned within this report.

**10.**

**Did your historic preservation commission receive any grants (other than CLG or HRDP) this year? If so, please describe. If none, enter N/A.**

State Historical Society of Iowa's Historical Grant Program for a historical marker at the

Cherokee Mental Health Institute for \$2,200.00 project completed in 2023 with the placement of the signage in September.

**11. Does your Historic Preservation Commission have a website?**

Yes

**11.1. What is the website address?**

This site is currently disabled, we are attempting to determine why.

**12. Does your commission have social media accounts?**

Yes

**12.1. Please list any accounts your Historic Preservation Commission utilizes.**

<https://www.facebook.com/CherokeeHistory>

**13.**

**List dates of public commission meetings held (please note these are meetings actually held with a quorum, not just those that were scheduled).**

CLG Standards found in CLG Agreement and National Historic Preservation Act: 1) The CLG will organize and maintain a historic preservation commission, which must meet at least three (3) times per year. 2) 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. 3) The commission will comply with Iowa Code Chapter 21 (open meetings) in its operations. 4) Commission members will participate in state-sponsored or state-approved historic preservation training activities.

We held twelve regular public Commission meetings in 2023, all with a quorum present as follows:

January 18, 2023

February 15, 2023

March 15, 2023

April 19, 2023

May 17, 2023

June 21, 2023

July 19, 2023

August 16, 2023

September 20, 2023

October 25, 2023

November 29, 2023

December 13, 2023

**14.**

**Based on the work plan submitted last year for your commission please provide a self assessment of the progress your commission made on the initiatives and programs that were identified last year.**

See our 2023 Work Plan in Question 7.1.

1. Our Commission was able to accomplish most of our proposed Work Plan for 2023. We had a very successful History Week in September (see Question 7.3 for the details).

2. While we continue to have dialogue with the LeMars and Sioux City HPC's, not a lot of progress has been made in developing a Northwest Iowa Heritage Corridor.

3. Our Commission continued to assist and advise with the ongoing renovation work at the Lewis Hotel, the Brummer Block, and the Wilson School building. We also gave technical advice to the new owner of the property at 208 W. Maple (contributing to Cherokee Commercial Historic District) and to the caretakers of the 1915 Methodist Church on a repointing project they are going to begin. (Preservation Brief on Masonry Work).

4. Commission member Busch Mott regularly updates our Facebook page with our preservation activities and historical news of interest to our Community.

5&6. While we did not award a historical plaque to a business or residence this year we did succeed in the placement of the SHSI historical marker on the CMHI campus.

7. We did not sponsor a window workshop in 2023 because our partner, Brummer Legacy Foundation, Inc. was not yet able to start on the 2nd and 3rd floor window restorations as they were completing the 1st floor business block renovations but we plan to do this workshop in 2024.

8. We did preliminary work on nominating the former Fountain House/Magnetic Park area to the National Register of Historic Places but were advised that there was probably not enough extant structures and points of interest to allow the nomination to be successful.

9. Completed the work of digitizing the Senator Guy Gillette home movies and have placed them in the appropriate museums and archives.

10. Renewing the paperwork application to the Iowa Department of Cultural Affairs to have Cherokee, IA re-listed as an Iowa Cultural Entertainment District is still an ongoing project.

**15. Where are your official CLG files located?**

If your commission also has digital file storage please note how those are being stored.

Our official CLG files are stored at Cherokee City Hall, 416 W. Main St. with back-up records with our Chairman and Secretary and some older duplicate files at the Cherokee Area Archives. Some of the files stored at City Hall are digitally stored on the City website. Copies of meeting minutes are also digitally stored by the City and our Secretary.

**16.**

**In this calendar year, what was the dollar amount of the historic preservation commission's annual budget?**

We recommend that the local government provide the commission a minimum of \$750 annual budget to pay for training and other commission expense.

1000

**17. Additional Budget information**

This is an optional question, if there is any additional information you wish to share with the State Historic Preservation Office regarding your community's budget.

Recent changes in the State's tax laws have made budgeting very difficult for city officials. Perhaps the State should assist in subsidizing State's HPC's.

**18.**

**Please list the names of the Historic Preservation Commissioners who served during this calendar year.**

Commissioners that served in 2023 were:

Jim Adamson

Mick Samsel

John Snapp

Barb Busch-Mott

Tim Greenwood

Cindy Wilberding

Kerisa Pingel

Mark Younie

Jonathon Caldwell

## 19. 2024 Work Plan

Each Commission should develop an annual work plan. Please include the project(s), initiatives and programs your commission plans to begin or complete.

2024 CHPC Work Plan Final.docx

## 20. Commission Training Table

An important requirement of the Certified Local Government program is annual state-sponsored or state-approved training undertaken by at least one member of the historic preservation commission and/or staff liaison. In this table, please provide information about the commissioners' involvement in historic preservation training, listing the name of the conference, workshop or meeting (including online 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 Event	Sponsor Organization	Location	Date	Name of Attendees
Iowa Downtown Forum	IEDA	Storm Lake, IA	June 29, 2023	John R. Snapp
CLG Online Grant Application Program	SHPO - Allison Archambo	Online	October 23, 2023	John R. Snapp

## 21.

**Who of your commission members, staff, and/or elected officials attended the Preserve Iowa Summit? If so, please provide their names.\***

Please note this must be completed. If no one attended, enter none.

Now is also a good time to start planning to attend the 2024 Preserve Iowa Summit in Mount Pleasant on June 6-8, 2024. If no one attended please mark N/A.

John R. Snapp  
Barb Busch-Mott  
Kerisa Pingel

## **22. Suggestions for improvement**

The CLG program is here to support the Historic Preservation Commissions across Iowa. Do you have any suggestions for how we can improve our services to your commissions?

Like the online training programs and Allison Archambo has mentioned that she will be making field trips to visit statewide HPC's - an excellent idea!

## **23.**

### **What training topic would be most helpful for your Historic Preservation Commission?**

We will use this information to help design the CLG Roundtable at the Preserve Iowa Summit and other training opportunities throughout the year.

Summary of available grants and their requirements for historical preservation projects. Perhaps a guideline with steps to take when a HPC is approached with a request for assistance in historical preservation of a building or house by a community member.

## **24. Chief Elected Official**

Did your communities Chief Elected Official (Mayor, Chairman of the Board of Supervisors, or President of LUD Trustees) change in 2023?

No

## **25. Has the contact information for your communities staff liaison changed?**

If you have a new staff liaison please select yes.

No

## **26. Commission Members**

Please include all commission members in this table.

If the commissioner represents a locally designated district please provide the district in their role field.

If the commissioner doesn't have an email address please enter a phone number.

For any new commissioners please include the biographical sketch in the following question.

First and Last Name	Mailing Address	Email Address	Term	Role
Jim Adamson	200 N. 6th St., Apt. 11, Cherokee, IA 51012	jpa91843@gmail.com	12/31/2024	Chairman
Mick Samsel	221 W. Main, Cherokee, IA 51012	biz883@mchsi.com	12/31/2026	
John R. Snapp	10 Hillcrest St., Cherokee, IA 51012	jrsnapp49@gmail.com	12/31/2025	
Barb Busch-Mott	737 E. Spruce, Cherokee, IA 51012	bkbusch4@gmail.com	12/31/2025	
Kerisa Pingel	502 N. Craig Dr., Cherokee, IA 51012	kerisapingel@yahoo.com	12/31/2025	Secretary
Tim Greenwood	900 W. Cherry, Cherokee, IA 51012	paigetoo@q.com	12/31/2026	

8 Brady

Cindy Wilberding	Dr., Cherokee, IA 51012	cwilberding@yahoo.com	12/31/2026
Mark Younie	315 N. 11th St., Cherokee, IA 51012	youniefett@aol.com	12/31/2024
Jonathan Caldwell	418 N. 11th St., Cherokee, IA 51012	jcaldwell0202@gmail.com	12/31/2024

**27.**

**Please attach biographical sketches for commissioners who were newly appointed in last calendar year.**

Please be sure newly appointed commissioners sign and date their statement.

**28.**

**Does your commission have any vacancies? If so, how many? If you have no vacancies please enter N/A.**

N/A

**29. Authorized Official Signature**

[https://iowa1.sharepoint.com/:w:/s/PublicShares-SHPO2/EWJOyE84x5BEqsMBNQhGagMBGTwUBVRnzrokBawjj6h\\_3w?e=HeBDes](https://iowa1.sharepoint.com/:w:/s/PublicShares-SHPO2/EWJOyE84x5BEqsMBNQhGagMBGTwUBVRnzrokBawjj6h_3w?e=HeBDes)



**Certified Local Gov**

Name of Certified Local Government

Signature of person who completed this page

Verify that a representative of the historic group and presented the details of this report to the City Council

Date of public meeting

Signature of Mayor or Chairman of the Board

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**MEDIA Edit**



**FH Pillars Project**

A newspaper article describing our commission's plan for restoring the historic pillars at the entrance to the Magnetic Park and Fountain House grounds.



**2023 History Week poster**

A listing of our History Week activities.



**MHI Sign Dedication2**

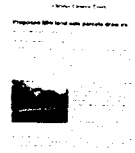
Dedication of the new historic roadside marker placed on the MHI campus, a successful grant application and cooperative effort of our HPC, the Cherokee Mental Health Institute, the State Historical Society of Iowa and the William G. Pomeroy Foundation



**Dr. Shana L. Stuart Carnegie Libraries**



Part of our CHPC History Week



MHI Land Sale

Newspaper article