

[For SHPO use only]		
Received _____		
Minimum no. of meetings?	yes	no
Required training?	yes	no
Fully appointed commission?	yes	no
Has the commission been active?	yes	no
Has the commission accomplished at least one project?	yes	no
Comments:		
_____		
_____		
Approved/CLG in good standing	yes	no
More information requested _____		
_____		
Entered into database _____/_____		

**IOWA CERTIFIED LOCAL GOVERNMENT  
2016 ANNUAL REPORT (January 2016-December 2016)**

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

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 your commission completed in 2016. Do not include projects that were funded with a CLG grant or mandated by the Section 106 review and compliance process as we already have these in our files. **None**

2. How many National Register of Historic Places (NRHP) properties in your City, County, or LUD were altered, moved, or demolished in 2016? Please identify the property (historic name and address) and the action **Twelve properties that are contributing properties to the Cherokee Commercial Historic District have had façade restoration as part of the Community Development Block Grant (CDBG) Downtown Façade**

**Project awarded to the City of Cherokee by the Iowa Economic Development Authority (IDEA). The purpose of the grant is to accomplish revitalization of buildings in the general area of the Cherokee Commercial Historic District. This Project began in 2016 and will be completed in 2017.**

**Façade improvements and painting was also done at the Cherokee Locker (Trahn Hotel), 120 E. Main St. and at the Brightside Lounge, (no historic name) 225 W. Main St. which were not part of the Façade Project.**

3. In 2016, how many additional properties did your city place on its list of locally designated historic landmarks and/or historic districts? **None**

*If you have questions about whether you have a locally designation program or not, please contact Paula Mohr before you complete this section.*

*(As a reminder, **before** your elected officials approve or change local districts or ordinances, you must send a copy to the State Historic Preservation Office for review and comment.) Please attach a copy of the final designation nomination(s) and ordinance(s).*

Date the ordinance(s) reviewed and commented by SHPO \_\_\_\_\_

4. In 2016, what were the actions to revise, amend, change, or de-list a locally designated property? 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. (use additional pages if needed) **None**

## 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

4. Did your city, county, LUD or its historic preservation commission undertake any of the following activities in 2016? 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! (use additional pages if needed)  
**Yes, see below.**

- 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) **Commission members Jim Adamson, John R. Snapp, Barb**

**Busch-Mott, Jolene Schumacher, and Tim Greenwood all worked to varying degrees to assist in “The Reconnaissance Level Historic and Architectural Survey of Cherokee’s Residential Neighborhoods” being completed by Marlys Svendsen, Architectural Historian. Commission members gave Marlys Svendsen a driving tour of Cherokee to familiarize her with the City’s neighborhoods. Commission members also completed research on numerous property transfer sheets at the Cherokee Auditors Office to establish ownership records for many Cherokee historic homes. Commission members also did research at the Cherokee Area Archives on neighborhoods, homes, and the individuals that lived there. Commission member, John Snapp, photographed many of the homes for inclusion in the Survey. This Survey is a result of a Memorandum of Agreement (MOA) developed to resolve adverse effects to historic properties resulting from the acquisition and demolition of two (2) National Register of Historic Places (NRHP) eligible residential properties in Cherokee, Iowa as a result of the 2013 Flood Mitigation Project (declared disaster DR-4126-IA).**

- 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. Please be specific (use additional pages if needed)

**Our Commission continued our active participation in Cherokee’s CDBG Downtown Façade Revitalization Project. Commission members Jim Adamson, Barb Busch-Mott, and John R. Snapp attended meetings with the grant administrators (Simmering-Cory), RDG architects, representatives of Renaissance Restoration, the Cherokee city administrator, Sam Kooiker, and local property owners throughout the year as the Project progressed. We provided advice, input, and attended on-site visits to the 14 properties involved. The Project is approximately 50% complete and will be finished in 2017 when weather permits.**

**Our Commission also provided consultation on the C. E. White building at 123 E. Main Street in regards to the ongoing concern over structural issues and the need for a structural engineer’s consultation. Commission members Mick Samsel and Jim Adamson also attended several city council meetings to discuss this building and the aging Wilson school building and its possible demolition.**
- 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)

**Our Commission assisted with the Sanford Museum’s “Pedal through the Past” program in September 2016 honoring the 50<sup>th</sup> anniversary of the National Historic Preservation Act. It was a free biking event with informational stops at historical sites in Cherokee. Commission members did research at the Cherokee Area Archives and assisted in hosting presentations.**
- 5.** 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.

*(As a reminder, before your elected officials approve local districts or ordinances, you must send a copy to the State Historic Preservation Office for comment.)*

7. If new or revised design standards and/or guidelines were developed and adopted during 2016, please attach a copy. **None**

8. Are there any particular issues, challenges, and/or successes your preservation commission has encountered or accomplished this year? (use additional pages if needed) **Our Commission has been in ongoing communication with the City of Cherokee concerning deterioration issues with the historic Lewis Hotel. Since a change in ownership is pending any current action concerning this matter has been tabled. Our Commission has also been engaged in ongoing discussions with our City Administrator, Sam Kooiker, and State Senator Randy Feenstra concerning the deterioration and future uses for both the Donohoe and the Wade buildings at the Cherokee Mental Health Institute. In 2016 our Commission nominated both the Wade and Donohoe buildings for Preservation Iowa's "Most Endangered Properties List". We learned in early 2017 that our nomination was successful.**

9. Does your commission have a website and if so, what is the address?

**At this time we do not have a website, however we do sponsor a Flickr page, created by Commission member, John Snapp, in cooperation with the Cherokee Area Archives, which has photographs and narratives of Cherokee's historic buildings and city scenes. Our Commission member, Mick Samsel, is also active in creating a Cell Phone Tourism webpage with both walking and driving tours of Cherokee's historical buildings, city scenes, and notable Cherokee people.**

**The web addresses are: [https://www.flickr.com/photos/historic\\_cherokee\\_iowa/](https://www.flickr.com/photos/historic_cherokee_iowa/)  
<http://cherokeehistory.toursphere.com/en/index.html>**

### 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 (please note these are meetings actually held with a quorum, not just those that were scheduled). **Thirteen meetings were held as follows: January 12, 2016, February 9, 2016, February 23, 2016, March 22, 2016, April 26, 2016, May 24, 2016, June 28, 2016, August 2, 2016, August 30, 2016, September 27, 2016, October 18, 2016, November 15, 2016, & December 13, 2016.**

11. We recommend that each commission have a budget with a minimum of \$750 to pay for training and other commission expenses. In 2016, what was the dollar amount for the historic preservation commission's annual budget? **\$1,000.00**

12. Where are your official CLG files located? **Our Commission's official files and copies of annual reports, minutes of meetings, etc. are stored at the Cherokee City Hall - 416 West Main Street, Cherokee, IA 51012. Back-up copies are stored in the files and computer records of Commission Chairman, Jim Adamson and Commission Secretary, John R. Snapp.**

12. Please update the attached CLG Personnel Information Table (this must be completed). **Please see continuation sheets attached.**

13. Please attach biographical sketches for commissioners who were newly appointed in 2016 or 2017. Please be sure newly appointed commissioners sign and date their statement. **Please see attached biographical sketch for new 2017 commissioner – Megan Stroh.**

14. Please complete the 2016 Commission Training Table.

PLEASE SIGN and DATE

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***Signature of person who completed this report***

***Date***

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

***Date***

Please retain a copy for your official CLG file and send one hard copy with original signatures by February 28, 2017 to:

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

If you have questions, please contact me at: (515) 281-6826.

Thank you for your timely response!

## 2016 Historic Preservation Training Table

**An important requirement of the Certified Local Government program is annual training undertaken by at least one member of the historic preservation commission and/or staff liaison.** 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: **2016 Preserve Iowa Summit**

Sponsoring organization: **SHPO/Davenport Historic Preservation Commission**

Location: **Davenport, Iowa**

Date: **September 15-17, 2016**

Names of commission members, staff and elected officials who attended the Preserve Iowa Summit (*please note this must be completed. If no one attended, enter none*):  
**None**

Name of Training Session: **Preservation Iowa Workshop**

Sponsoring organization: **SHPO – Iowa Heartland RC&D**

Location: **Pella, Iowa**

Date: **November 11, 2016**

Names of historic preservation commissioners, staff and elected officials who attended:  
**CHPC commissioner Barb Busch-Mott**

Name of Training Session: **Federal Historic Tax Credit Webinar**

Sponsoring organization: **National Park Service, U. S. Dept. of Interior**

Location: **Online webinar viewed at Cherokee Area Archives**

Date: **December 21, 2016**

Names of historic preservation commissioners, staff and elected officials who attended:  
**CHPC commissioners John R. Snapp and Jim Adamson**

Name of Training Session: **Property Transfer Sheet Training Seminar**

Sponsoring organization: **Marlys Svendsen, Architectural Historian**

Location: **Auditor's Office, Cherokee County Courthouse**

Date: **June 9, 2016**

Names of historic preservation commissioners, staff and elected officials who attended:  
**CHPC commissioners Jim Adamson, John R. Snapp, and Jolene Schumacher**

Name of Training Session: **Little Sioux Archaeology School**

Sponsoring organization: **Sanford Museum**

Location: **Cherokee, Iowa and nearby vicinity**

Date: June 1 – June 10, 2016

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

Tim Greenwood



Biographical Sketch  
Applicant for Historic Preservation Commission

NAME: Megan Stroh

ADDRESS: 422 East Cedar St.; Cherokee, IA 51012

WORK PHONE NUMBER WORK: (712) 225- 3922

HOME PHONE NUMBER: (701) 412-8013

EMAIL ADDRESS: archaeologist@sanfordmuseum.org

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: see attached vita

EMPLOYMENT: see attached vita

INTERESTS: All things historical, but especially archaeological sites and public outreach about historical sites.

While serving on the Cherokee 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.

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Signature

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Date

## CLG Personnel Table

A. Please list the names of the Historic Preservation Commissioners who served during calendar year 2016:

James Adamson, John R. Snapp, Barb Busch-Mott, Mick Samsel, Dwight Varce, Tim Greenwood, Marlene Lundsgaard, Jolene Schumacher, & Bev Ziemann.

B. CHIEF ELECTED OFFICIAL **201 (note this is beginning January 2017)**

Name of Mayor, Chairman of Board of Supervisors, or President of LUD Trustees:

First Name: Mark

Last Name: Murphy

Mailing Address: 416 W. Main St., Cherokee, IA 51012

Phone Number: 712-225-5749

Email Address: cityckech@evertek.net

C. STAFF PERSON FOR THE HISTORIC PRESERVATION COMMISSION

First Name: Diane

Last Name: Cargin

Job Title: City Clerk

Mailing Address: 416 W. Main St., Cherokee, IA 51012

Phone Number: 712-225-5749

Email Address: cityckech@evertek.net

**2017 HISTORIC PRESERVATION COMMISSION: Please note that this is for 2017**

Please complete the following and provide information about your new 2016 commission.

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 circle yes. **Electronic and mailed communication will be sent to the staff person for the commission and the contact.**

**CHAIRPERSON/COMMISSIONER**

First Name Jim

Last Name: Adamson

Mailing Address (please provide full mailing address including city and zip code):

200 N. 6<sup>th</sup> St.; Apt #11; Cherokee, IA 51012

Home Phone Number: (712) 229-9502

Work Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_

Email Address: jpa91843@q.com

Representative, Name of Local Historic District: Cherokee, IA

Term Ends: Month December Day 31 Year 2018

Please indicate if this person serves as the Contact with the State Historic Preservation Office for the Commission. Circle **Yes**

**VICE CHAIRPERSON/COMMISSIONER**

First Name Mick

Last Name: Samsel

Mailing Address (please provide full mailing address including city and zip code):

745 W. Main St.; Cherokee, IA 51012

Home Phone Number: 712-225-5612

Work Phone Number: 712-225-2175

Email Address: biz883@mchsi.com

Representative, Name of Local Historic District: Cherokee, Iowa

Term Ends: Month December Day 31 Year 2017

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

**SECRETARY/COMMISSIONER**

First Name John R.

Last Name: Snapp

Mailing Address (please provide full mailing address including city and zip code):

10 Hillcrest Street; Cherokee, IA 51012

Home Phone Number: (319) 290-5334

Work Phone Number: (\_\_\_\_) \_\_\_\_\_

Email Address: jrsnapp@mchsi.com

Representative, Name of Local Historic District: Cherokee, Iowa

Term Ends: Month December Day 31 Year 2019

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

**COMMISSIONER**

First Name Barb

Last Name: Busch-Mott

Mailing Address (please provide full mailing address including city and zip code):

737 E. Spruce Street; Cherokee, IA 51012

Home Phone Number: 712-225-3347

Work Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_

Email Address: bdmott@mchsi.com

Representative, Name of Local Historic District: Cherokee, Iowa

Term Ends: Month December Day 31 Year 2019

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

**COMMISSIONER**

First Name Tim

Last Name: Greenwood

Mailing Address (please provide full mailing address including city and zip code):

900 W. Cherry St.; Cherokee, IA 51012

Home Phone Number: 712-261-4104

Work Phone Number: 712-225-2744

Email Address: paigetoo@q.com

Representative, Name of Local Historic District: Cherokee, Iowa

Term Ends: Month December Day 31 Year 2017

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

**COMMISSIONER**

First Name Dwight

Last Name: Varce

Mailing Address (please provide full mailing address including city and zip code):

605 W. Cedar St.; Cherokee, IA 51012

Home Phone Number: 712-225-4170

Work Phone Number: 712-225-5463

Email Address: antiques1@iowatelecom.net

Representative, Name of Local Historic District: Cherokee, Iowa

Term Ends: Month December Day 31 Year 2017

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

**COMMISSIONER**

First Name Megan

Last Name: Stroh

Mailing Address (please provide full mailing address including city and zip code):

422 East Cedar St.; Cherokee, IA 51012

Home Phone Number: 701-412-8013

Work Phone Number: 712-225-3922

Email Address: archaeologist@sanfordmuseum.org

Representative, Name of Local Historic District: Cherokee, Iowa

Term Ends: Month December Day 31 Year 2019

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