



Historic Preservation Commission Agenda

9:00 a.m. Regular Meeting

Wednesday April 7, 2021

Virtual Only Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/88539257513?pwd=TU4zZm1ZVmtjcE1tQ1E3eUR0Q01Udz09>

Meeting ID: 885 3925 7513

Passcode: 801425

1. **Roll Call**
2. **Adoption of the Agenda**
3. **Approval of the Minutes**
 - a. March 3, 2021
4. **Visitors to be Heard**
 - a. Michelle Dennis of M.L. Dennis Consulting
5. **Old Business**
 - a. 2021-2022 Grant Application
 - b. Clay County Courthouse
6. **New Business**
 - a. Upcoming Workshop
7. **Adjourn**

Access the Historic Preservation Commission Agenda on the web – www.vermillion.us

Addressing the Commission: Persons addressing the Commission shall be recognized. Please raise your hand to be recognized and state your name and address.

a. Items Not on the Agenda Members of the public may speak under Visitors to Be Heard on any topic NOT on the agenda. Remarks are limited to 5 minutes and no decision will be made at this time.

b. Agenda Items: Public testimony will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen who wishes may speak one time for 5 minutes on each agenda item. Public testimony will then be closed and the topic will be given to the governing body for possible action. At this point, only commission members and staff may discuss the current agenda item unless a commission member moves to allow another person to speak and there is unanimous consent from the commission. Questions from commission members, however, may be directed to the public through the presiding officer at any time.

Meeting Assistance: The City of Vermillion fully subscribes to the provisions of the Americans with Disabilities Act of 1990. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Manager's Office at 677-7050 at least 3 working days prior to the meeting so appropriate auxiliary aids and services can be made available.

As a courtesy to others, we ask that cellular phones and pagers be turned off during the meeting.

Unapproved Minutes
Historical Preservation Commission
Wednesday March 3, 2021 Regular Meeting

The regular meeting of the Vermillion Historical Preservation Commission was called to order via Zoom on March 3, 2021 at 9:01 a.m.

1. Roll Call

Present: Cyndy Chaney, Susan Keith Gray, Jim Wilson, William Dendinger
Absent: Ed Gerrish, Dietrik Vanderhill
Staff present: James Purdy, Assistant City Manager; Jose Dominguez, City Engineer; John Prescott, City Manager

2. Adoption of the Agenda

Dendinger moved to adopt the agenda, seconded by Wilson. Roll call: Chaney- Y, Wilson-Y, Keith Gray-Y, Dendinger-Y. The motion carried.

3. Approval of the Minutes

a. February 3, 2021

Dendinger moved that minutes be adopted, seconded by Wilson. Roll call: Chaney- Y, Wilson-Y, Keith Gray-Y, Dendinger-Y. The motion carried.

4. Visitors to be Heard

5. Old Business

5a. City staff reported that the City has received one expression of interest form thus far. The Council will be making the appointment at the upcoming March 15 council meeting.

5b. Wilson has been discussing workshops with several consultants via email. One consultant has mentioned \$7-800 as a cost. The Commission discussed whether this workshop would take place in person or via zoom. A suggested location would be the movie theatre which could fit 30-35 socially distanced participants. The Commission will propose to use all remaining funds from the basic grant on workshops. The money left over from the supplemental fund is proposed to be used for an earnest payment to ML Dennis Consulting on the new historic district survey project. Wilson will provide City staff with more information on the cost and content of the workshop, which staff will provide to the State Historic Preservation Office along with a revised budget for the 2020-2021 fiscal year.

6. New Business

6a. The commission will request \$9,000 supplemental towards the historic district survey project, and the \$2,000 basic funds could be used for workshops or other projects. The also discussed hiring a student to conduct research or assist with updating the forest avenue book. The Commission would also like to start planning for the Prentis Park celebration birthday celebration. The money for that project

would likely be requested in the 2022-2023 fiscal year grant. The Commission also discussed an update of the walking tour brochure.

In other notes, Wilson stated that at the County Commissioners meeting, they noted planning to have a bond issue in June in regards to the jail/courthouse.

7. Adjourn

Moved by Dendinger to adjourn, seconded by Chaney. Chaney- Y, Wilson- Y, Keith Gray-Y, Dendinger-Y. The motion carried. Meeting adjourned at 9:57.

Vermillion Historical Preservation Commission

PRESERVATION PROJECT APPLICATION

The completed application form must be submitted with a cover letter signed by an authorized representative of the applicant certifying that the Allocation Guide has been read. Attach supplemental sheets coded to the appropriate questions if needed. If you need assistance, call the, SD SHPO at 605-773-3458. Applications must be completed in correct format and typed.

Project: Vermillion Historic Preservation Commission Outreach and Education

Location of Project Area: City of Vermillion

Applicant Name and Address: Project Manager Name and Address:

Susan Keith Gray
119 N. University St
Vermillion, SD 5706

John Prescott
25 Center St
Vermillion, SD 57069

Telephone: 605-670-0390

Telephone: 605-677-7050

Email: susankeith.gray@gmail.com **Email:** johnp@cityofvermillion.com

Federal Amount Requested: Basic \$2,000 Supplemental \$9,000

Project Products: Nomination document for the S. University Historic District, Updated Walking Tour Brochure, and Updated Forest Avenue Book.

PROJECT SUMMARY: The Historic Preservation Commission has been working on the creation of a new historic district for over a year. Phase II of the survey project will be used to develop a nomination for submittal to the SHPO and NPS. It has been 10 years since the Vermillion Historic district walking tour guide has been updated. The Commission would like this document (originally developed by the Clay County Historic Preservation Commission) to be revisited and improved. A book detailing the history of the Forest Avenue Historic District was first released in 1982, and there has been interest in the community to research some potential updates.

TENTATIVE SCHEDULE. Indicate sequence of work and anticipated time required to complete each stage of the project. Please be as specific as possible.

Basic: Fall 2021 CLG Annual Meeting, Fall 2021 Update of Walking tour brochure, Spring 2022 Update of Forest Avenue Book

Supplemental: Phase II of the S University Historic District Survey

- Draft of nomination to the City for review by March 31, 2022 – up to 150 hours or \$7,500.00
- Suggested revisions to Consultant by April 15, 2022
- Final document to the City by April 30, 2022 – up to 20 hours or \$1,000.00
- Complete revisions for final submission to SHPO for NPS submission by August 15, 2022 – up to 10 hours or \$500.00

COST ESTIMATES: List major categories of work involved and the estimated cost of each, using the major budget heading cited in the Allocation Guide. **Divide into Federal/Match columns.** Federal share should be matched dollar for dollar of the total project costs. Make a separate budget for the Basic and the Supplemental Funds.

Basic: \$2,000 Overall

\$1,000 Virtual or In-Person Educational Actives

\$500 Printing Expenses for Public Brochures and Advertising

\$500 Updating the Forest Avenue District Book

Supplemental- \$9,000 for Phase II of the S University Historic District survey

ATTACH A LIST OF MEMBERS: Provide an updated resume of members using the form provided.

Susan Keith Gray

Ed Gerrish

Jim Wilson

Cynthia Chaney

Dietrik Vanderhill

William Dendinger

Monica Iverson – Appointed March 15th

I certify that the information contained in this application is true and correct to the best of my knowledge, and that I am the duly authorized representative of the applicant. I have read the Allocation Guide and am familiar with all terms and conditions set forth therein. Attached are the necessary resumes of project personnel.

Dated: 4/7/2021

Project Manager's Signature