



**City of La Porte Historic Preservation Commission Meeting Minutes**

**Tuesday, February 15, 2022 at 5:30 PM**

**Healthcare Foundation of La Porte  
140 East Shore Parkway, La Porte, Indiana**

A meeting of the City of La Porte Historic Preservation Commission ("Commission") was held in-person at the Healthcare Foundation of La Porte Conference and Learning Center at 140 East Shore Parkway, La Porte, IN, 46350 on Tuesday, February 15, 2022 at 5:30 P.M. ("Local Time"), pursuant to notice duly given in accordance with the rules of the Commission and the Indiana Open Door Law.

This meeting was called to order at 5:30 PM by Robert Alt, President.

The board recited the Pledge of Allegiance.

On call of the roll, the members of the Commission were shown to be present or absent as follows:

**MEMBERS PRESENT:** Mr. Bruce Johnson, Ms. Jo Happel, Dr. Anna Weissman, Ms. Kelsey Gushrowski, Ms. Barbara Krieg, Ms. Cassie Holmquest, and Mr. Robert Alt.

**MEMBERS ABSENT:** None.

**GUESTS PRESENT:** City Councilwoman Laura Konieczny, Mr. David Heinold, and Ms. Deb Parcell.

**MINUTES:** Ms. Jo Happel made a motion to **approve the January 12, 2022 regular meeting minutes** and the motion was seconded by Dr. Anna Weissman. The motion passed unanimously (7-0).

**CLAIMS:** There were no claims.

**HEARING OF VISITORS:** None.

**COA(s):** **211 Rose Street – Install 80 feet of 4 foot aluminum fence**  
Deb presented a brief report on the staff approval for the installation of 80 feet of 4 foot aluminum fence at 211 Rose Street. Dr. Anna Weissman recused herself from this item.

**DEMOLITION REPORT:** None.

**LETTERS OF SUPPORT:** None.

**TREASURER'S REPORT:** David provided an update that he has coordinated with Robert Alt on resolving the issues with the Edward Jones bank account.

## OLD BUSINESS:

- A. La Porte Historical Coloring Book Update – Bruce reported that Hawkins Print Shop has the City logo on the back of the booklets. Deb mentioned that there will need to be an acknowledgement of grant funding assistance from Indiana Humanities for the Coloring Book project on the back of the booklet as well. Bruce mentioned that the cost for printing each book is \$2.39. The board needs to create a list of schools. Bruce will host an open house at the museum for the project. Bruce mentioned that he is working with the La Porte Economic Advancement Partnership on getting sponsors for distributing the coloring books to area schools. David will provide a map of the 21 historic sites to Bruce and check with Indiana Humanities on specifics of the grant agreement for distributing the coloring books to schools. Cassie mentioned that there are about 600 children at 9 schools. Cassie will identify the number of children per school for the next meeting.
- B. 2022 Commission Assistance Agreement with Indiana Landmarks – Robert explained that the Commission Assistance Agreement with Indiana Landmarks has been revised to allow more flexibility with appropriated funds to the Historic Preservation Commission. Indiana Landmarks will provide on-call assistance when there is a Certificate of Appropriateness and educational event. The Office of Community Development & Planning will cover the Indiana Landmarks contract with Professional Services funds. The Historic Preservation Commission will have access to the appropriated HPC fund account for special projects. Anna made a motion to **approve the 2022 Commission Assistance Agreement with Indiana Landmarks** and the motion was seconded by Kelsey. The motion passed unanimously (7-0).
- C. Common Council Update on 1403 Indiana Avenue Single Site Designation – David explained that the single site designation for 1403 Indiana Avenue was withdrawn by the applicant because the property was recently sold and is no longer owned by the applicant anymore. The Common Council acknowledged the withdrawal for the single site designation application at the applicant's request.

## NEW BUSINESS:

David explained that he is working with Nick Otis for revisions to Ordinance #1820 that add the Treasurer board position and four properties to the list of designated historic districts on the Municode site. No formal action is needed from the commission.

Anna will write a letter to Ms. Amy Ross whom attended the previous board meeting and inquired about the Historic Preservation Commission.

Bruce questioned how to guide property owners towards local designation. Robert mentioned that the board needs to address how to handle who we are and what the benefits of local designation can provide property owners. Deb mentioned that she will provide the commission members with an example handout on local designation. Anna mentioned that the commission needs to work on messaging for the Design Guidelines in the form of a Frequently Asked Questions document on the website next month.

Laura mentioned that the Realtors Association would like to hear from HPC on single site designations and historic district education. The realtors meet once per month. Robert will coordinate with the La Porte County Association of Realtors representatives on setting up educational opportunities for the commission.

## **OTHER BUSINESS:**

- A. 2022 HPC Annual Planning Session - Robert and Anna led the discussion about the annual planning session. Anna mentioned that the commission should develop facebook posts with history of local sites and structures. Robert mentioned that the commission should hold regular meetings at different locations every other month to feature historic sites in the community. Anna mentioned that the commission needs to work on developing letters of support for distribution to property owners for great work on their homes.

Anna mentioned that a Google Drive has been setup for the commission members to access agendas, minutes, and supporting documents. The google drive will allow members to collaborate on letters of support, events, issues, and projects more easily. The google drive will also contain important information regarding the City's Certified Local Government reports, commission members biographies, and the current list of designated homes with property owner information.

### **Actions for the Historic Preservation Commission in 2022:**

1. Barbara will draft a letter of support template that the commission can send out to property owners for great work on their homes. (Goal is send one per month)
2. Bruce will work on setting a date for a spring launch of the coloring book. (The date will be in either April or May)
3. Robert will work on setting up a date in coordination with Deb for a Summer Event Workshop hosted by Indiana Landmarks. (Decide by March HPC meeting)

### **Potential Events for the Historic Preservation Commission in 2022:**

Scavenger hunt, walking tour, award or certificate to property owner for exemplary work at City Common Council meeting, May is Preservation Month, Design Guidelines, Designated homeowners, and marketing materials for distribution

Robert explained that the commission bylaws allow the creation of subcommittees to accomplish the mission of the Historic Preservation Commission. The following subcommittees were proposed: 1. Designations 2. Events/Marketing  
3. Outreach/Education 4. Grants/Fundraising

There will need to be 2-3 people per subcommittee and the subcommittees will develop 2-3 projects/goals/actions. The board discussed separating the Outreach and Education subcommittee to allow more focus on each topic.

1. Designations – Robert & Cassie
2. Events/Marketing – Anna & Jo & Kelsey
3. Outreach – Barbara & Jo
4. Education – Bruce & Cassie
5. Grants/Fundraising – Bruce & Anna

Each subcommittee will create an action plan to report back at the March HPC meeting.

Coloring Book Project – Deb will check with Indiana Humanities about grant specifics on how the commission can spend the grant funds allocated to this project. David will work on submitting cash request for artist work. Bruce will work with LEAP on finding sponsors with businesses and corporations. Cassie will contact the schools to find out the number of children at each of the 9 schools and how many 3<sup>rd</sup> grade students are at each school.

**ANNOUNCEMENTS:**

Deb made an announcement that the Scott-Rumely House is listed on the National Register of Historic Places.

There being no further business, Ms. Jo Happel made a motion to adjourn the meeting and the motion was seconded by Ms. Barbara Krieg. The motion passed unanimously (7-0). The meeting adjourned at 8:00PM.



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Historic Preservation Commission President



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Attest