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## State Historical Society of Iowa

### 2021 Certified Local Government Annual Report

Bloomfield Historic Preservation Commission / Diana Upton-Hill

402 Goode Street

Bloomfield, IA 52537, United States

641-919-2608

bloomfieldhpc@gmail.com

**Forms** [Edit](#)

### 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.*

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

Please choose the name from the drop down table.

**2.**

**Did your commission undertake any projects for historic identification/survey, evaluation and or registration/nomination projects in this calendar year?**

CLG Standards are in your local government's Certified Local Government (CLG) Agreement and the National Historic Preservation Act:

- 1) 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.
- 2) The CLG will review National Register nominations on any property that lies in the jurisdiction of its historic preservation commission.

Please upload any Iowa Site Inventory Forms or other survey materials produced during the year. Please do not upload any projects that were funded with a CLG or HRDP grant, mandated by the Section 106 review and compliance process, or National Register nominations as we already have these documents in our files.

no

**3.**

**Were any National Register of Historic Places (NRHP) properties in your City, County, or LUD were altered, moved, or demolished in this calendar year?**

yes

**3.1.**

**Please identify the property (historic name and address) and the action (altered, moved, demolished).**

Two buildings, located at 113 & 114 S. Madison, are currently undergoing substantial interior and exterior renovation. The facades were in a dangerous state, near collapse, due to years of neglect. As noted in our 2020 report, the City had taken ownership of the structures, stabilized and weatherized them, then successfully completed a transfer of ownership to a real estate development company, Goodhill Company (owned and operated by local residents of Bloomfield). The facade rehabilitation is part of a Main Street Iowa Challenge Grant and is going to be restored back to its original design. They have also applied for an upper housing grant in order to establish six (6) new, high-end apartments for our community.

**4. 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@iowa.gov](mailto:historic.preservation@iowa.gov) before you complete this section.

Yes

**5.**

**If you answered yes to the previous question, in this calendar year, what properties did your city place on its list of locally designated historic landmarks and/or historic districts? Please provide the historic name and address of each property**

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@iowa.gov](mailto:historic.preservation@iowa.gov) before you complete this section.

REMINDER: Before local districts are designated by your city council, you must send the local nomination to the SHPO for review and comment. Please allow at least 45 days for review before the nomination is scheduled for city council review. The SHPO review takes place after your commission has approved the local district nomination and BEFORE it is placed on the city council's agenda.

There were zero new properties placed on the City's list of locally designated historic landmarks and/or historic districts in calendar year 2021.

**5.1.**

**Please attach a copy of the final designation nomination(s) and ordinances(s) for these properties**

**6.**

**In this calendar year, what were the actions to revise, amend, change, or de-list a locally designated property? Please provide the name and address of the property(ies) and the action. If no action was taken, enter N/A**

N/A

**7.**

**Has your city or county passed other ordinances that directly or indirectly affect historic preservation?**

no

**8.**

**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!**

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.

**8.1.**

**Describe the city, county, LUD, and/or historic preservation commission's historic preservation planning activities in this calendar year.**

Our group did develop a work plan for 2021, and we accomplished a great deal of the items included in the plan. The work plan was shared among commissioners and presented to the City Council.

**8.2.**

**Describe the city, county, LUD, and/or historic preservation commission's assistance on preservation issues or projects in this calendar year. Please be specific (address(es) of property(ies), what was the issue(s), what technical assistance was provided?).**

We worked very closely with the director of our Senior Center, located at 109 E. Franklin, on plans for their new signage. We discussed materials, placement, installation and lighting possibilities. Informal guidelines were sent via email to the director, and she is using the information in their grant application materials.

**8.3.**

**Describe the city, county, LUD, and/or historic preservation commission's public education programs in this 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)

In May, we worked closely with the City to release a weekly "Local History Fact Friday" on their Facebook page (our HPC does not have its own page). The posts were meant to educate, inform and inspire the public regarding local preservation efforts and the purpose of HPC. Our goal was not only to celebrate Historic Preservation Month, but also to highlight the fact that our local CLG reached a 30 year milestone in 2021. Additionally, one of our commissioners created a few Facebook profile pic "frame" options that we encouraged folks to use during the month of May.

**8.4.**

**If answer includes d. New or revised design standards and/or guidelines were developed and adopted during the calendar year,**

Please upload the document here.

**9.**

**Are there any particular issues, challenges, and/or successes your preservation commission has encountered or accomplished this year?**

A huge goal I am pleased to report that we accomplished was our entire commission completing a full review of our chapter in the City ordinance. We found a good deal of language that needs to be revised in some way and have received official confirmation from the CLG coordinator to move forward with recommending the amendments to our council. This will be set in motion in early 2022.

**10.**

**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**

Our commission and City continues to utilize resources provided by the local and state Main Street programs, the Davis County Historic Commission, and the Davis County Historical Society. A number of volunteers are involved in more than one organization, and we are pleased that there remains a solid, symbiotic relationship among the entities.

11.

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

N/A

**12. Does your commission have a website?**

No

**13. Does your commission have a Facebook page?**

No

14.

**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.

3/16/21

3/31/21

4/12/21

5/10/21

6/2/21

6/14/21

6/28/21

7/12/21

7/26/21

8/9/21

9/13/21

10/11/21

11/8/21

12/13/21

15.

**We recommend that the local government provide the commission a budget with a minimum of \$750 to pay for training and other commission expenses. In this calendar year, what was the dollar amount for the historic preservation commission's annual budget?**

\$125

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

Certified Local Government files must be stored at city hall (for city commissions) or the county courthouse (for county commissions).

City Hall  
111 W. Franklin Street  
Bloomfield, IA 52537

17.

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

Felicia Walker  
Jennifer Cronin  
Diana Upton-Hill  
Lisa Wagler  
Kerry Johnson  
Nathan Thordarson

18.

**Each CLG was asked to provide a work plan last year. Please provide a self-assessment of your progress on the initiatives and programs you identified last year. Were you able to accomplish much of what you set out to do? If not, what would help you fulfill this next year's work plan?**

We were able to accomplish most of our goals outlined in our 2021 work plan. Funding will be our biggest (possible) obstacle for 2022 work plan tasks, namely because we would like to kick off the development of formal Design Guidelines, which is estimated at more than \$23K.

**19.**

**Each commission should develop a work plan for the coming year. This work plan should include the project(s), initiatives and programs you plan to begin or complete. Also discuss your plan for obtaining historic preservation training in 2022. Please attach your work plan to your annual report.**

[2022 Bloomfield HPC Work Plan - Sheet1.pdf](#)

**20. Please update contact information about your 2022 Chief Elected Official.**

Note: This is beginning January 2022. Please provide the information for the Mayor, Chairman of the Board of Supervisors, or President of LUD Trustees.

First and Last Name	Mailing Address	Phone Number	Email Address
Chris Miller	111 W. Franklin, Bloomfield, IA 52537	515- 971- 6777	chris.miller@cityofbloomfield.org

**21.**

**Please update contact information about your Staff Person for the Historic Preservation Commission.**

This is a local government staff member and is required. Electronic and mailed communication is sent to the staff person and chair of the commission who will forward to the rest of the commission members.

First and Last Name	Job Title	Mailing Address	Phone Number	Email Address
Tammy Roberts	Community Development Director	111 W. Franklin, Bloomfield, IA 52537	641- 664- 9653	tammy.roberts@cityofbloomfield.org



22.

**Please complete the following and provide contact information about your 2022 Chairperson/Commissioner.**

Note: Electronic and mailed communication will be sent to the staff person for the commission and the chair who will forward the information to the rest of the commission members.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Diana Upton-Hill	402 Goode Street, Bloomfield, IA 52537	641-919-2608	641-664-1216	dianauptonhill@gmail.com

22.1.

**If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.**

N/A

**22.2. Specify the month, day, and year that the commissioner's term will end.**

03/01/2022

22.3.

**Does this person serve as the Contact with the State Historic Preservation Office for the Commission?**

Yes

23.

**Please complete the following and provide information about your 2022 Vice Chairperson/Commissioner.**

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

24.

**Please complete the following and provide information about your 2022 Secretary/Commissioner.**

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Felicia Walker	301 E. Poplar, Bloomfield, IA 52537	641- 242- 2510	641- 664- 1216	feliciawalker005@gmail.com

24.1.

**If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.**

N/A

**24.2. Specify the month, day, and year that the commissioner's term will end.**

03/01/2024

**24.3.**

**Does this person serve as the Contact with the State Historic Preservation Office for the Commission?**

No

**25.**

**Please complete the following and provide information about your 2022 Commissioner.**

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Kerry Riley	610 N. Washington, Bloomfield, IA 52537	641-242- 1063		kerrbearbaby@yahoo.com

**25.1.**

**If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.**

N/A

**25.2. Specify the month, day, and year that the commissioner's term will end.**

03/01/2023

**25.3.**

**Does this person serve as the Contact with the State Historic Preservation Office for the Commission?**

No

**26.**

**Please complete the following and provide information about your 2022 Commissioner.**

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Earl Howard	807 S. Columbia, Bloomfield, IA 52537	641-664-1922		earl.howard@cityofbloomfield.org

**26.1.**

**If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.**

N/A

**26.2. Specify the month, day, and year that the commissioner's term will end.**

03/01/2023

**26.3.**

**Does this person serve as the Contact with the State Historic Preservation Office for the Commission?**

No

**27.**

**Please complete the following and provide information about your 2022 Commissioner.**

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

First and Last Name	Mailing Address	Home Phone Number	Work Phone Number	Email Address
Nathan Thordarson	208 W. North, Bloomfield, IA 52537	641-680-0156		nthordarson@gmail.com

**27.1.**

**If the commissioner represents a locally designated district, provide the name of the district (Representative, Name of Local Historic District). If the commissioner does not represent a local historic district, enter N/A.**

N/A

**27.2. Specify the month, day, and year that the commissioner's term will end.**

03/01/2024

**27.3.**

**Does this person serve as the Contact with the State Historic Preservation Office for the Commission?**

No

**28.**

**Please complete the following and provide information about your 2022 Commissioner.**

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

**29.**

**Please complete the following and provide information about your 2022 Commissioner.**

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

**30.**

**Please complete the following and provide information about your 2022 Commissioner.**

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

**31.**

**Please complete the following and provide information about your 2022 Commissioner.**

Note: Electronic and mailed communication will be sent to the staff person for the commission and the contact.

**32.**

**Please attach biographical sketches for commissioners who were newly appointed in 2021.**

Please be sure newly appointed commissioners sign and date their statement. The form to use for this can be found in the "Attachments" section. You will need to upload in both locations.

[Kerry Riley Biographical Sketch.pdf](#)

**33.**

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

N/A

**34. Please complete the Commission Training Table.**

An important requirement of the Certified Local Government program is annual state-sponsored (such as the Preserve Iowa Summit) or state-approved 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 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	Names of Attendees
Preserve Iowa Summit	City of Bloomfield	Online	June 2021	4

**35.**

**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.

Earl Howard  
 Diana Upton-Hill  
 Felicia Walker  
 Nathan Thordarson

**36. Signature page**

The form to use for this can be found in the "Attachments" section. You will need to upload in both locations.

[Annual Report Certification-BLANK.pdf](#)

**ATTACHMENTS** Edit

**Ordinances/Resolutions**

If you have a new ordinance/resolution or have changed your existing ordinance/resolution, upload it here.

[ no file ]

### Ordinances/Resolutions

[ no file ]

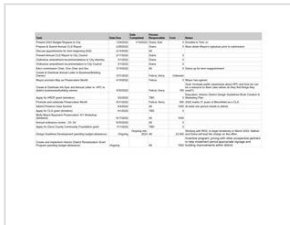
### Survey Materials

If you have produced Site Inventory Forms or a survey in the calendar year, please upload it here

[ no file ]

### Work plan

Please upload the upcoming year's work plan here.



2022 Bloomfield HPC Work Plan - Sheet1.pdf

### Biographical Sketches for New Commissioners

If you have new commissioners, please upload their Biographical Sketches here. Please make sure that they are signed. The form can be downloaded from here:

<https://drive.google.com/file/d/1GDBtPLv2an2sXho54yJfZRT13bwL4RFZ/view?usp=sharing>



Kerry Riley Biographical Sketch.pdf

### Supplementary Material

Upload any supplementary material here

[ no file ]

### Supplementary Material 2

Upload any supplementary material here

[ no file ]

### Supplementary Material 3

Upload any supplementary material here

[ no file ]



## Elected Official's Signature Page

Please schedule a time to present your annual report to your city council or Board of Supervisors. Ask your elected official to sign the signature page and upload here.

The form can be downloaded from here: <https://drive.google.com/file/d/1YcetiR-inEjVfvoUWn3A5czCeim2m-XC/view?usp=sharing>



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