



**HERITAGE PRESERVATION COMMISSION
Regular Meeting August 8, 2024 - 4:30 p.m.
Minnesota Valley Room, First Floor, Intergovernmental Center**

Any person speaking to the Commission shall give to the Secretary of the
Commission the NAME and HOME ADDRESS of such person prior to speaking.

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **APPROVAL OF MINUTES**
 1. **April 11, 2024 HPC Minutes approval**
4. **OLD BUSINESS**
 1. **Review of May Preservation Month Tours.**
5. **NEW BUSINESS**
 1. **2024 HPC Conference**
6. **MISCELLANEOUS**
7. **ADJOURNMENT**

Heritage Preservation Commission

3. 1.

Meeting Date: 08/08/2024

Title

April 11, 2024 HPC Minutes approval

Attachments

April Minutes

Historic Preservation Commission

Regular Meeting

April 11, 2024, 4:30pm

City of Mankato

Present: Justin Vossen, Mary Murray, Jessica Potter, Tim Pulis, Mike Lagerquist, John Zehnder

Staff: Molly Westman, Sydney DePrenger, Mark Konz

Call to Order

The meeting was called to order at 4:30pm.

Approval of Agenda

John Zehnder moved to approve the agenda, Mike Lagerquist second with all in favor.

Approval of Minutes

March 13, 2024 Minutes

Mary Murray moved to approve the minutes from March 13^h, 2024. John Zehnder second with all in favor.

Old Business

HPC Tour for Preservation Month

Jessica Potter had some updates on the tours and brochures. Visit Mankato and City Center Partnerships are paying for the brochure printing. She explained the details of the brochure map. She asked the commission to read through the dialogue and make edits if there are any.

The commission looked over rough draft for the brochure of the historic plaque locations and nationally designated properties in Mankato and discussion was had. Jessica Potter mentioned that the brochure should be completed and printed by the time of the tours in May.

Mike Lagerquist stated that he would like to include the Mankato Clinic building into the bus tour.

Molly updated the commission on the buses, she was able to get buses for the three tours, two on Thursday, May 9th, 4:00pm and 5:30pm and then one on Saturday, May 11th, at 10am.

As for the bus tour, Jessica Potter wondered what the commission wanted to focus on.

The commission discussed roles and timing in regards the tours. The idea of the bike tour was tabled, the commission did not think it would be as popular as the bus tour. The commission reviewed the stops and locations on the map and discussed which ones they felt did not need to be included.

Mary Murray offered to drive the route and time it to give the commission an idea of how long the route will take. Once the route time is noted, the commission will decide the starting time for the first tour on Thursday. They are between starting at 3:30pm or 4:00pm.

Many of the commissioners are available for the tours to help out. 5 spots on the buses will be set aside for staff and HPC members.

New Business

Miscellaneous

Mark Konz asked if the commission thought they would schedule another meeting before the tours.

The commission decided that email communication will suffice. An emergency meeting is scheduled for April 25th, at 4:30pm on Zoom if the commission feels that it is needed to meet before the tours.

Adjournment

The meeting was adjourned at 5:32pm.

Heritage Preservation Commission

4. 1.

Meeting Date: 08/08/2024

Title

Review of May Preservation Month Tours.

Review

Recap the tours that were held by the HPC on May 18th, 2024 in honor of preservation month.

Heritage Preservation Commission

5. 1.

Meeting Date: 08/08/2024

Title

2024 HPC Conference

Review

Discussion for the upcoming [PreserveMN 2024](#) in Redwing, Minnesota held on September 18-20, 2024. Grants are available to provide scholarships for HPC members to attend. Discussion at the meeting will involve who would like to attend.

Attachments

Scholarship Letter

MEMORANDUM

DATE: July 29, 2024

TO: Certified Local Governments

FROM:  Amy Spong, Deputy State Historic Preservation Officer

SUBJECT: Scholarship Notice to Attend Preserve Minnesota 2024

The Minnesota State Historic Preservation Office (MNSHPO) is pleased to offer scholarships to Certified Local Governments (CLGs) for the **44th Annual Statewide Preserve Minnesota Conference to be held on September 18-20, 2024 in Red Wing.**

As part of the annual CLG pass-through funding, Heritage Preservation Commissioners, city staff, and city officials with direct involvement in the HPC are invited to apply for a CLG grant for a scholarship to assist in covering the cost of attending the conference. The conference includes a variety of educational sessions, tours, and networking opportunities. More information about the conference is available at the [Preserve MN website](#).

Scholarship recipients must attend the conference on both Thursday and Friday. Scholarships can cover registration and lodging. Hotel expenses can be requested from cities located more than 50 miles from Red Wing. Grants must be matched by 30% for total costs, although there is no cash match required. Travel time and time attending the conference can be used as match. Scholarship recipients are required to make their own registration, transportation and lodging arrangements.

Scholarships will be awarded on a first-come, first-serve basis until all funds have been expended. Each CLG may request scholarships for up to five participants.

Application Deadline: Wednesday, September 4, 2024

Please note that the scholarships will be awarded to the CLG, to whom the reimbursement will be made. Matching funds can come from the CLG as city funds, in-kind match, or costs borne by the attendee. Any CLG under a cooperative agreement with the State Historic Preservation Office is eligible to submit an application for a scholarship. **Scholarship recipients must attend the conference on both Thursday and Friday.**

Source of Funding and Availability

The MNSHPO administers the U.S. Department of the Interior's Historic Preservation Fund (HPF) Program in cooperation with the National Park Service. Under this program the Department of the

Interior specifies that at least ten (10) percent of Minnesota's annual HPC Program award be designated as pass-through funding to CLGs each year. Scholarships are available on a 70:30 matching ratio.

Scholarships will cover:

- Registration (including opening reception and tours)
- Lodging

The match requirement is 70:30, 70 percent federal and 30 percent local match. No cash is required for the 30 percent match. Travel time and time attending the conference may be used as match.

CLGs may apply for a scholarship immediately by filling out the attached application and budget sheet and emailing it to Michael Koop: michael.koop@state.mn.us.

As of July 2024, the following Minnesota communities have been certified and are eligible to apply for funds:

Afton	Edina	Lake City	Pipestone
Albert Lea	Elk River	Lanesboro	Red Wing
Belview	Excelsior	Litchfield	Saint Cloud
Carver	Faribault	Little Falls	Saint Paul
Center City	Farmington	Mankato	Saint Peter
Chaska	Fergus Falls	Maplewood	Stillwater
Chatfield	Florence Twp.	Minneapolis	Taylors Falls
Cottage Grove	Gaylord	New Ulm	Wabasha
Dassel	Hastings	Newport	Waseca
Duluth	Henderson	Northfield	Winona
Eden Prairie	Kenyon	Otsego	

This program receives Federal funds from the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental Federally assisted Programs on the basis of race, color, national origin, age, or disability. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of Federal assistance should write to: Director, Equal Opportunity Program, U.S. Department of the Interior, National Park Service, P.O. Box 37127, Washington, D.C. 20013-7127.