CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

ITEM: Professional Consultant Services to Conduct a Historic Survey **DATE:** March 21, 2022

MOTION: Approval of the Professional Consulting Services Agreement – Historical Survey

FINANCIAL IMPACT: The City will need to appropriate the funding for this survey from the General Fund. The total cost of each phase is $4,900 for a total of $9,800.

BACKGROUND: At the City Council meeting of February 21, 2022, following the adoption of the Historic Master Plan Design guidelines, the City Council accepted the request from the Master Plan Steering Committee, to enact a moratorium on demolition of structures within the Mixed-Use area for six months to allow for a review of structures to gather input to determine the local history of buildings within the District. It was further suggested to contact Jim Jacobsen, who had done the original historic survey of buildings in the Main Street area for the National Register of Historic Places designation.

Staff and Councilmember Trevillyan met with Mr. Jacobsen to discuss a potential project to better organize the data that he had previously compiled and to solicit additional property owner and citizenry input.

Attached is Mr. Jacobsen's proposal to address Councilmember Trevillyan's request. I would note that there are two parts to the proposal and that Councilmember Trevillyan had reviewed the proposal and was satisfied with the proposal. He also stated that he would like the City to commission Mr. Jacobsen to undertake both parts of the proposal. The total cost of each phase is $4,900 for a total of $9,800.

At the Finance and Administration City Council Subcommittee (F&A) meeting of March 9, 2022, F&A reviewed the proposal and directed staff to bring it forward to the whole City Council for action.

OUTSTANDING ISSUES: There are no outstanding issues.

RECOMMENDATION: The Finance and Administration City Council Subcommittee recommends that the City Council pass a motion approving the Agreement for Professional Consulting Services with James Jacobsen.

Lead Staff Member: Clyde E. Evans, AICP

STAFF REVIEWS

Department Director	Clyde E. Evans, Director, Community and Economic Development CEE
Appropriations/Finance	CL for ES
Legal	
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	N/A
Dates(s) Published	N/A

SUBCOMMITTEE REVIEW (if applicable)

Committee	F&A		
Date Reviewed	March 9, 2022		
Recommendation	☒ Yes	☐ No	☐ Split

ATTACHMENTS:

Exhibit I Survey Proposal

EXHIBIT I

History Pays!

Providing Historic Preservation Planning Services for
Historic Property and Community Redevelopment

Attn. James E. Jacobsen
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Phone: 515-274-3625
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February 24, 2022

Clyde E. Evans, AICP
Director of Community and Economic Development
City of West Des Moines
4200 Mills Civic Parkway
West Des Moines, Iowa 50265

Dear Clyde;

Yesterday's meeting tour and lunch was enjoyable. I did touch base with Main Street VJ and they are searching for the box though I don't really think it contains anything that I haven't scanned.

Here is what I would term a rock-bottom proposal that simply reorganizes what we already know about each building in the district. I propose no additional research at this point for this first step. I am including a generalized outline for how the product would be organized. I would prepare a unified WORD document with page breaks separating each property. The district ordering would be retained. All contributing and non-contributing buildings would be included. The demolished buildings and any simple structures (the arch) would be excluded (so I am figuring on 70 buildings). My time estimate is three-quarters of an hour per property or $70 each for a total cost of $4,900. The sample outline would be augmented with a current façade photo, historical photos (only clear useful images) and for now I would ignore owner information. Buildings that are individually National Register listed would be so referenced and any applicable information from those documents would be appended. I would also stress original builder/historical name and year of construction. Finally any historic district references (particular stories, references to style) would be included.

The resulting summaries would give you folks a good idea of a minimal baseline that could be tweaked or otherwise expanded to meet your needs. I think that this product would work very well for promulgation online or in other forms seeking owner or other public comment.

Feel free to offer any changes to this proposal. The timeframe would be completion during March 2022. As a proposed Phase Two I would focus on filling in more recent tenant/owner histories using city directories and the Des Moines Register/Tribune Archives. Phase Two would cost $4,900.

Yours truly,

James E. Jacobsen

Recommended Basic Building Report Format:

204 Fifth Street, 1915:

Current color photo

Evaluation: This is a contributing building, being counted as one unified storefront design. [discussion of character defining elements as they relate to the district-treatment of potential for upgrading non-contributing evaluations]

History:
[Treatment of original construction date, owner/builder, historical name, first tenant]

[tenant history would become a sequence perhaps with bullet, giving date ranges, appended with stories]

The assessor date is 1920 but is too late. G. H. Chase acquired the property in August 1915 and the 1920 Sanborn depicts the front part of this building. Tenants were Gordon's tobacco (1915-22), Joice Confectionery (1925), Penrod's barbershop (1919), Farris' electrical (1927), Rost Candy Shop (1927-32), Franklin's Hamburger shop (1932), Charles Pigneri's Valley Shoe Shop (1935-68); Tip Top Coffee Shop (1935-43); Pigner Shoe Repair (1937-45) and Holm Bake Shop (1945).

Description:

This is a second single-story red brick double storefront with a core that measures 28 feet by 45 feet. The facade is covered and the storefronts, of unequal size, are identical in layout and materials to those of 1968. The parapet/transom line is covered but the parapet proper is set above a line of square cut corbelled brackets and there is a tile coping. The back of the plan consists of short extensions that were present as early as 1937.

Alterations:
Tours Bakery remodeled the electrical system in early 1966 (north storefront), and other electrical work was done in 1986.

Historical Images:

[These would be chronological order-photos, drawings]

[Citations would be either in footnote or image caption format]