



# MEETING AGENDA

**Duluth Heritage Preservation Commission, [Special Meeting](http://duluthmn.gov/live-meeting)**  
**To view the meeting, visit <http://duluthmn.gov/live-meeting>**

**Monday, June 1, 2020, 12:00 PM**  
**(Note: Special Date, Time, and Location)**

## Call to Order and Roll Call

### Unfinished Business

1. PL 20-054 Historic Construction Permit (Façade/Windows/Doors), Temple Opera Building at 201 East Superior Street, Related to Rehabilitation of the Structure for New Occupancy

### Communication and Other Businesses

2. Consideration of Minutes: May 26, 2020
3. Update, Public Input on Interpretative Plan/Signage for PL 20-057 Historic Construction Permit LSMRR
4. Correspondence: MN SHPO CLG Grant Awards

## Adjournment

**NOTICE:** The Heritage Preservation Commission will be holding its June 1 Special Meeting by other electronic means pursuant to Minnesota Statutes Section 13D.021 in response to the COVID-19 emergency. Some members of the Board will be participating through video conference. Due to the COVID-19 emergency and the closure of City facilities, public comment will not be taken in person. However, members of the public can monitor the meeting and provide public comment on agenda items through WebEx Events. Visit <https://duluthmn.gov/live-meeting> to access the meeting. The public is also encouraged to submit written comment to [planning@duluthmn.gov](mailto:planning@duluthmn.gov) prior to the meeting. Please include "HPC Agenda" in the subject line, and include your name and address and the agenda item you are speaking to. Please note that all public comment is considered Public Data.

**PRESERVATION PLAN**  
**MASONIC TEMPLE BUILDING HERITAGE PRESERVATION LANDMARK**

**I. INTRODUCTION**

The following preservation plan contains design review guidelines which will serve as a basis for the Duluth Heritage Preservation Commission's permit review decisions with regard to exterior building facades of the Masonic Temple Heritage Preservation Landmark. These guidelines define the acceptable means by which the Masonic Temple Building unique physical appearance can be preserved and enhanced through rehabilitation, restoration, or new construction.

One purpose of these guidelines is to provide assurance to the owners of the property that the permit review process will be based on clear standards rather than the taste of individual commission members.

The guidelines will be interpreted with flexibility depending on the particular merit of the proposed changes under review and their impacts on any part of the building. Consideration will be given to the availability of historical materials. When applying the guidelines, the Commission will also consider the economic impacts of the design requirements. Decisions of the Heritage Preservation Commission are subject to appeal to the City Council within ten days of written notice of the decision by any party aggrieved by the Commission's decision.

**II. AREAS TO BE PRESERVED**

- A. South (front) exterior building facade
- B. West exterior building facade

**III. NEW CONSTRUCTION**

New construction is not anticipated for the Masonic Temple Building Heritage Preservation Landmark since the footprint of the existing building takes up the entire property. Any new addition to the landmark would necessarily be an upward expansion. In this case, such addition would need to provide height, massing, setback materials, and rhythm compatible to the original building. Guidelines for new construction focus on general rather than specific design elements as follows:

- A. Setback-Siting.

In general, new construction should match the setback of the original building.

B. Massing, volume, and height.

Any new construction should conform to the massing of the original structure respecting the height, volume, and scale of adjacent structures.

C. Roofs, Caps and Cornices.

New roof, cap and/or cornice design should replicate the style of roof and materials of the original structure. A new roof should also relate in size and proportion to adjacent buildings.

D. Materials and Detail.

Any new construction should match the brownstone of the existing building and restore details lost in the removal of the three upper stories.

E. Windows and Doors.

Windows should relate to those of the existing building in terms of solid to opening ratios, distribution of window openings, and window setback from the wall surface. The proportion, size, and detailing of windows and doors in any new construction should restore the appearance of the original facade and relate to that of the existing building. Double-hung windows are traditional in the district and shall be encouraged for new construction. Window and door frames shall be wood, appropriately colored aluminum and/or vinyl clad materials.

**IV. RESTORATION AND REHABILITATION**

In general, the United States Secretary of the Interior's Recommended Standards for Historic Rehabilitation shall be followed (see Attachment A). In addition, the following standards shall be applied:

A. Masonry and Walls.

1. Original masonry and mortar shall be retained whenever possible without application of waterproofing, water repellent coatings or surface consolidation treatments unless these treatments are absolutely required to solve a specific technical problem.

2. Where necessary, repair or replacement of deteriorated materials should be made with new material that duplicates the old as closely as possible.

3. To preserve the life of building materials, masonry should

be cleaned only when necessary to halt deterioration or to remove graffiti and stains. The most gentle method shall be used, such as the use of low pressure water or approved chemical solutions.

4. The original or early color and texture treatment of masonry surfaces should be retained wherever possible.

5. When repointing, old mortar shall be duplicated in composition, color and texture and be duplicated in joint size, profile type, and method of application in order to preserve the original appearance. If laboratory analysis shows the composition characteristics of the original mortar to be unsuitable, mortar composition may be altered. If the mortar composition is to be altered, the appearance of the mortar shall duplicate the color and texture of the original mortar. Mortar shall be no more than 1 part in 8 Portland Cement.

B. Roofs, Cornices and Details.

1. Since the existing roof is flat and not visible from the street level, the manner of repair or replacement is not critical. However, some thought should be given to the fact that many buildings further up the hill do have views of the roof of this building, thus new roofing materials should blend in with the existing building and adjacent structures.

2. All historic craftsmanship, detailing and decorative features that give the roof its essential character should be preserved or restored. Similar material shall be used to repair or replace deteriorating or missing architectural elements such as cornices, brackets, cupolas, chimneys, cresting, vanes, gutters, downspouts, and railings wherever possible.

C. Windows and Doors.

1. Existing window and door openings shall be retained. Whenever possible, original windows and doors and their hardware shall be repaired for reuse.

2. A missing or non-repairable original window or door should be replaced with a window or door that has an appropriate profile and resembles the original and which is recessed to its original depth.

3. Replacement of windows and doors with new stock windows, sashes or doors shall not be allowed if they require alteration of the frame opening or if the size of the window panes, sash or door cause changes in the scale and original

proportions of the building.

4. Infilling of window openings is generally not acceptable.

5. Plastic or metal awnings and fake shutters should not be allowed. Shutters are inappropriate for this building.

6. Heating and air conditioners should be installed in such a manner as to not damage window and door frames or require the removal of the original doors or windows. Window or door installation shall be considered only when all other viable heating and cooling systems installations will result in significant damage to historic materials.

7. Storm windows and doors should be selected to be compatible with the character of the building and shall not damage window and door frames or require the removal of the original windows or doors. Exterior storm windows should be appropriate in size and color and should be operable.

8. Awnings and canopies shall not be utilized when they conceal richly detailed entries and/or windows. Aluminum or plastic awnings shall not be allowed. Large or garish lettering shall not be allowed.

9. Lintels, sills, pediments, hoods and steps should be retained or repaired if possible. If repairing, the color and texture shall match existing colors and textures.

#### D. Storefronts

1. Existing storefronts should be retained and repaired including windows, sash, doors, transoms, signage, and decorative features which contribute to the architectural and historic character of the building.

2. Where original or early storefronts no longer exist or are too deteriorated to save, the commercial character of the building should be preserved, preferably through an accurate restoration of the original storefront based on historical research and physical evidence; or where this is prohibitive, with a building design which is compatible with the scale, design, materials, color and texture of the historic building.

3. Storefront or new design elements on the ground floors should not be introduced which alter the architectural or historic character of the building nor shall these elements disturb its relationship with the street, its setting, or cause destruction of the significant historic fabric. Materials which distract from the historic architectural character of the building shall not be used.

## **V. SIGNS AND ACCESSORIES**

Signs shall be compatible with the character of the building. Signs should not conceal architectural detail, clutter the building's image, or distract from the unity of the facade.

### **A. Materials**

Sign materials shall complement materials of the existing building. Surface design elements shall not distract from or conflict with the structure's age and/or design. Materials which are the same as those that were used for signage during the period of the building construction shall be encouraged. Newer materials and technologies such as extruded aluminum and plastics, internally lit cabinet signs, or backlit awning signs are not appropriate for the building.

### **B. Type Styles**

The type styles used to letter the signboard shall enhance the building's design and materials. Type styles should also be compatible with types from the period of the building's construction.

### **C. Method of Attachment**

Painted signs may be permissible on glass windows and doors. The facade shall not be damaged in sign installation except for minor attachment. The method of attachment shall respect the structure's architectural integrity and shall become an extension of the buildings architectural features wherever possible.

### **D. Lighting**

Location of exterior lights shall be appropriate to the individual structure. Subdued lighting is preferred. There shall be no flashing, blinking, moving or varying intensity lighting, fixtures shall relate to the historic period of the building's construction.

## **VI. DEMOLITION**

The Heritage Preservation Commission is charged with reviewing permit applications for demolition of structures under Duluth City Code, Chapter 28A, Article II, Sec. 28A-5; Duluth City Code, Chapter 10, Article II, Sec. 10.3; and Duluth City Code, Chapter 10, Article III, Sec. 10-4.

In general, demolition of the Masonic Temple Building Heritage Preservation Landmark will be discouraged. In the event that a building is over 50% destroyed by fire or an act of God, demolition may be permitted.



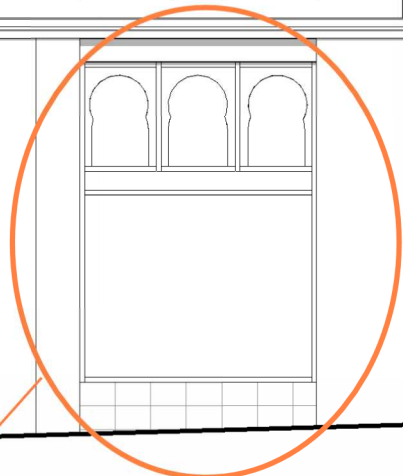
TEMPLE OPERA BLOCK

REMOVE AND REPLACE ALL WINDOWS WITH FRAME & SASH ALUMINUM WINDOWS--PAINTED FINISH

NEW ALUMINUM STOREFRONT SYSTEM WITH INFILL PANEL -- PAINTED FINISH



Example of Frame and Sash Window



Example of Storefront Window



Additional HPC Information - 6.1.2020

NORTHSHORE THEATER ← TEMPLE OPERA BUILDING

PRESERVE, CLEAN AND RE-FINISH EXISTING WOOD DOOR FRAME AND ROUND-TOP TRANSOM

NEW ALUMINUM DOOR SYSTEM TO BE INSET INTO EXISTING WOOD FRAME. DOORS TO MATCH EXISTING DOOR STYLE

REMOVE AND REPLACE ALL 2ND & 3RD FLOOR WINDOWS WITH FRAME & SASH ALUMINUM WINDOWS--PAINTED FINISH

NEW ALUMINUM STOREFRONT SYSTEM WITH INFILL PANEL -- PAINTED FINISH



HISTORICAL DOOR FRAME AND ROUND TOP TRANSOM TO BE PRESERVED

DOORS TO BE REPLACED WITH ALUMINUM DOORS TO MATCH STYLE OF ORIGINAL DOORS

STOREFRONT TO BE RE-CREATED WITH ALUMINUM STOREFRONT



Additional HPC Information - 6.1.2020





*Additional HPC Information - 6.1.2020*

print 11x17



TEMPLE OPERA RENOVATIONS

STREET VIEW

Copyright DSGW

A3

Date: 5/29/2020 8:11:25 AM

ALL INTERIOR WOOD TRIM IS TO BE PRESERVED AND RE-FINISHED



ONLY "SASH" PORTION OF THE WINDOW OPENING IS TO BE REPLACED WITH A NEW WINDOW

View of Interior Window Trim and Details

Additional HPC Information - 6.1.2020

Heritage Preservation Commission  
May 26, 2020 Special Meeting Minutes  
City Hall – Council Chambers

*Due to the COVID-19 emergency, the HPC members participated through video conference from home. The meeting was held as a Special Meeting pursuant to Minnesota Statute 13D.021 in response to the Covid-19 emergency.*

Call to Order and Roll Call

President Jessica Fortney called to order the meeting of the Heritage Preservation Commission (HPC) at 12:03 p.m. on Tuesday, May 26, 2020.

**Attendance:** (Via WebEx video conferencing – all votes conducted via roll call)

Attending: Ken Buehler, Stacey DeRoche, Jessica Fortney, Brandon Hartung, Mike Poupore (joined during the 1<sup>st</sup> presentation), and Sarah Wisdorf

Absent: Meredith Anderson

Staff Present: Adam Fulton, Steven Robertson, Kyle Deming and Chris Lee

1. Recognition of two new commission members: Meredith Anderson and Brandon Hartung. Steven Robertson welcomes Brandon Hartung and invited him to introduce himself at the end of the meeting.

New Business

Due to audio issues, Item 2 (PL 20-054) is moved later in the agenda

3. PL 20-057 Historic Construction Permit (Impacts of 335 Feet/Temporary and 185 Feet/Permanent), Lake Superior and Mississippi Rail Road, Related to the Spirit Lake Sediment Remediation Project. Kyle Deming gives an overview. The LSMRR from Spring Street to Boy Scout Landing The U.S. Environment Protection Agency (EPA), Great Lakes National Program Office, is proposing temporary impacts to 355 feet and permanent impacts to 185 feet of the Lake Superior and Mississippi Railroad (LSMRR) as part of the Spirit Lake Sediment Remediation Project. It was designated a Duluth Landmark July 15, 2019, by the City Council via Ordinance 10634 (Planning file number PL 18-007). Therefore, according to Sec. 50-37.14.B of the Duluth Legislative Code, before demolition or construction may occur the Heritage Preservation Commission (HPC) must review the application and approve a Historic Construction/Demolition Permit. Ken Buehler asked when the project will start. Deming stated this construction season. Chair Fortney asked if there was a return letter from SPHO. Deming affirmed. Chair Fortney noted the permanent changes include picking up bridges and setting them back down. They were wooden and will be changed to pre-fab concrete. She has more questions for the applicant about the bridges including color, and width.

**Applicant:** Courtney Pacelli the projects EPA consultant addressed the commission. The pre-fab concrete will be colorized to match the timber aesthetic. The bridges will consist of new materials and will be a little wider, but the grade will remain the same. LSMRR will be re-using materials from their yard when possible. (Mike Poupore enters meeting.) Pacelli gave an overview of the bridge work. Poupore asked about Mud Lake. Pacelli stated it is a different project. Ken Buehler referred to figure 6 and asked about the crossing of the railroad track to spit of land point. Pacelli noted this allows access for

maintenance purposes for utility trucks. Buehler noted it is also a trail for pedestrians, so it will be multi-purpose. Pacelli affirms. Chair Fortney asked about the view shed. Will you see the holding tanks permanently? Pacelli noted there are three confined disposal facilities. The features will look as natural as possible. The areas will be capped in accordance with MPCA standards. The top will be seeded with natural grasses, and the habitat will be restored to these features. Buehler noted the train along the edge of the river will now be going through thicket wetland. Poupore asked if there was feedback from the Indigenous Commission or the railroad. Pacelli stated Fond Du Lac and SPHO have completed reports which are included as part of the 106 consultation process. Tweaks in their design were made to address concerns of the native tribes. The MOA discussed in the next agenda item will address the concerns of all involved parties.

**Public Comment:** No speakers.

**Commissioners:** Ken Buehler recused himself from voting, but urged the HPC to approve

**MOTION/Second:** Poupore/Wisdorf support the historic construction permit for the Lake Superior and Mississippi Rail Road related to the Spirit Lake Sediment Remediation Project

**VOTE: (5-0, Buehler Abstained)**

4. Memorandum of Agreement Between US EPA, MN SHPO, Fond Du Lac Band of the Lake Superior Chippewa, City of Duluth, and the United States Steel Corporation Regarding the Spirit Lake Sediment Remediation Project . Kyle Deming gave an overview. The Memorandum of Agreement (MOA) memorializes the actions and responsibilities of the parties relative resolving the adverse effects to historic resources expected to occur as part of the Spirit Lake Sediment Remediation Project. The agreement commits the U.S. EPA to archival documentation of the Lake Superior and Mississippi Railroad (LSMRR) prior to construction work and restoration of the railroad to an operational condition at the end of the three-year long project. It also commits the U.S. EPA and U.S. Steel to prepare an interpretation program at points along the proposed pedestrian walkway which is to be installed along a portion of the LSMRR. Lastly, the agreement commits the U.S. EPA to prepare a draft National Register of Historic Places Registration form for the LSMRR Historic District: West Duluth Segment. Chair Fortney noted she is pleased with archival documentation and feels interpretation is important. Stacey DeRoche asked what the interpretation will look like, and what will it encompass. Deming deferred to the applicant.

**Applicant:** Courtney Pacelli the projects EPA consultant addressed the commission. Interpretive planning will begin after executing the MOA. The EPA and US Steel will create a draft which will include interpretive signage along the railroad and pedestrian trails, and could include walking tours. The plan will developed by parties involved in the MOA.

**Commissioners:** Poupore asked if the pedestrian pathway will effect the train. Pacelli stated the pedestrian trail has a 15' setback from the railroad. No adverse effects were determined. Brandon Hartung noted interpretation is important. He noted the document in which xxxx amount of dollars will be provided by U.S. Steel. How is this amount determined? Pacelli stated the amount is being negotiated between the parties. This is a 3-year construction project. The specific amount will be determined by 5/29/2020. Hartung asked when the public will be able to provide feedback regarding the interpretive signage. Pacelli the draft will need to be completed. She is unsure exactly when the public will be invited to comment. She will follow-up.

**MOTION/Second:** Buhler/DeRoche support the MOA regarding the Spirit Lake Sediment Remediation Project

**VOTE: (6-0)**

2. PL 20-054 Historic Construction Permit (Façade/Windows/Doors), Temple Opera Building at 201 East Superior Street, Related to Rehabilitation of the Structure for New Occupancy. Chris Lee gave an overview. 201E, LLC is proposing to impact the south and west façades of the Temple Opera Building. The proposal is to update exterior elements and compromised parts of the structure. The elements being replaced are not original to the building and have deteriorated beyond usable life. By updating these parts, the building will have better weather proofing and energy efficiency. The Temple Opera Building was designated a Duluth Landmark July 9, 1991, by the City Council. Therefore, according to Sec. 50-37.14.B of the Duluth Legislative Code, before demolition and construction may occur the Heritage Preservation Commission (HPC) must review the application for the proposed work and approve a Historic Construction/Demolition Permit. Criteria to be considered as part of the HPC's permit review are found in Sec. 50-37.14.C: The commission shall approve the application, or approve it with modifications, if the commission determines that the application complies with all applicable provisions of this Chapter and state law and that the work to be performed shall not adversely affect the historic preservation landmark or district based on adopted historic preservation guidelines. Chair Fortney asked if all windows will be replaced in the front and side facades. Lee affirms. Chair Fortney asked why was aluminum was chosen over wooden windows. Lee deferred to the applicant.  
**Applicant:** John Gerzina, project architect, addressed the commission. Aluminum was chosen due to energy code compliance and durability. It won't have a shiny finish, but will be painted in a muted color. The ornate trim will be kept.  
**Commissioners:** Poupore feels it is a poor choice to use aluminum. DeRoche noted the front door area looks like it has been changed quite a bit. Gerzina noted changes were added through the years and they are meeting the spirit of the preservation plan. The display cases are not needed anymore. DeRoche agrees with Poupore about the windows. Chair Fortney noted the window material and they should also be concerned with the interior. Gerzina noted the preservation plan includes the exterior. DeRoche noted the preservation plan states to replace windows as close as possible to the original. Gerzina stated the original windows are long gone, and what exists now were replacement windows from the 1970's. DeRoche feels the interior appearance is important too and feels wood would be appropriate. Gerzina asked respectfully if there was a question, and feels he has met the preservation plan. The windows will have a dark gray paint finish. Poupore noted replacing the store front windows. He will not be able to support. It changes the whole building as presented now. Buehler asked the applicant if the ornate wood inside will be kept. Will the interior ornate wood hide the aluminum window? Gerzina stated you will see very little of the window due to the ornate wood trim. They also need to consider the energy code and long-term viability. They are trying to find a good balance. Chair Fortney asked what brand of window has been proposed. Gerzina stated it is not determined yet, but it will be a highly effective commercial brand. Poupore added it will be a commercial brand in a historic building. Hartung asked if the west door and all of the windows will be replaced. How will the arched windows be replaced? Gerzina noted the doorway facing the west will be entirely replaced and the windows will be custom fabricated to fit the openings. Robertson noted staff hopes the HPC will consider this application and approve with conditions if appropriate; he noted the community in general has a challenge with maintaining

occupancy and use of historic structures. He concluded by stating that the staff recommended approval as they seem to be substantially complying with the preservation plan, and they see it as a positive project for downtown. Wisdorf is in support. She noted aluminum will add longevity and there are similar windows across the street. In order to get businesses downtown, compromises need to be made. DeRoche is concerned to have an aluminum door. This is a great project for downtown, but more research on materials is needed. Hartung agrees with DeRoche. He noted the Moorish design pattern in the ground level windows. Poupore encourages the development of the building, but wants it done correctly. He suggests a design alternative be proposed by the applicant. This is a gainful opportunity to preserve the historic downtown district.

**Public Comment:** No speakers.

**MOTION/Second:** Wisdorf/Buehler support the historic construction permit for the Temple Opera Building with conditions added of wanting to see the interior of the windows, no metal exterior metal doors and adding Moorish feature overlays to the ground floor windows

**VOTE: (3-3, Fortney, Hartung and Poupore Opposed – Motion Failed)**

**Commissioners:** Poupore noted there are aestically pleasing metal doors and he would be okay with removing that condition. Owner, Brian Forcier, addressed the commission. He thanked the commissioners for their service. He noted they restored the Last Place on Earth Building. This building incorporated interior wooden trim. It's important to them, too. The construction permit timing is critical. He will agree to interior wood windows if it moves the project forward. DeRoche noted the owner's willingness and asked for a revote. Buehler asked the owner about agreeing to the Moorish design on the windows and the doors. Forcier stated he is fine with the replication of the Moorish design. He needs to install a handicap accessibility door. They will try to keep the avenue doors, but the front doors need to be handicap accessible. Robertson noted the HPC has a regular meeting scheduled for June 8<sup>th</sup>. He added that staff supports the HPC carefully weighing the pros and cons of the zoning application, but noted that in the grand scheme of things the city wants to prevent the decline by neglect of historic buildings, and this application proposes to improve the structure. Chair Fortney is willing to move it forward. Buehler suggested rephrasing the motion and showing leniency on the front door for handicap accessibility. Poupore stated asking for an alternative design is appropriate for the June 8<sup>th</sup> meeting. Square aluminum windows are not acceptable. He wishes to table for design alternatives. Buehler asked the owner if design alternatives can be presented to the HPC. He noted they can have a special meeting before the regular meeting on the 8<sup>th</sup>. Chair Fortney noted she would feel more comfortable seeing the final components in the applicant's proposal. Forcier noted he has performed other projects in the city successfully, and is a bit taken back. Wisdorf noted she appreciates Chair Fortney's comment to see it in the final design, but due to the applicant's good reputation with other projects, she feels they can move forward today. She is not in support of tabling. Buehler stated they could vote on a motion to table, but ask to call a special meeting for June 1<sup>st</sup>, 2020.

**MOTION/Second:** Poupore/Hartung Table for another week for design alternatives

**VOTE: (4-2, Buehler and Wisdorf Opposed – Motion Passed)**

Communication and Other Business

5. Consideration of Minutes: March 17, 2020  
**MOTION/Second:** Buehler/DeRoche approve the minutes **VOTE: (6-0)**
6. Correspondence: Delay in Announcing MN SHPO CLG Grant Awards Until After May 15, 2020 – Robertson gave an overview.
7. Correspondence: MNDOT Section 106/Section 306108 Review of Lakewalk Extension Through Brighton Beach and Congdon Boulevard – Per Robertson included on page 167 of the packet for their consideration.

Buehler welcomes new commissioner Hartung. Hartung introduced himself. He moved to Duluth in 2012. Has a degree in communications and is enrolled in a graduate program at UMD. He works at Glensheen and likes history and preservation. He thinks the HPC will be a good fit.

Buehler noted this was a spirited meeting, but he feels good to be part of this group and commends Chair Fortney's actions.

Robertson will follow-up with the commissioners about their next meeting.

Adjournment at 2:02 p.m.

Respectfully,

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Adam Fulton – Deputy Director  
Department of Planning and Economic Development

May 26, 2020

Ms. Eleanor Bacso  
City of Duluth  
411 W. 1st Street  
Room 160  
Duluth, MN 55802

RE: 2020 Certified Local Government Grant Application

Dear Ms. Bacso,

I am pleased to inform you that the Certified Local Government (CLG) grant application for Fiscal Year 2020 from the City of Duluth for \$24,000 to prepare design guidelines for the Duluth Commercial Historic District has been approved.

Feel free to contact Admin's grants office if you have any questions; Sarah Hernandez, 651-201-2504, [sarah.hernandez@state.mn.us](mailto:sarah.hernandez@state.mn.us) can assist you. You will be contacted by grants staff when your CLG contract is ready for execution through the grants system.

The State Historic Preservation Office looks forward to working with the city on this important project. Should you have any questions or concerns about the grant award, please do not hesitate to contact Michael Koop at 651-201-3291 or [michael.koop@state.mn.us](mailto:michael.koop@state.mn.us).

Sincerely,



Amy H. Spong  
Deputy State Historic Preservation Officer



May 26, 2020

Ms. Eleanor Bacso  
City of Duluth  
411 W. 1st Street  
Room 160  
Duluth, MN 55802

RE: 2020 Certified Local Government Grant Application

Dear Ms. Bacso,

I am pleased to inform you that the Certified Local Government (CLG) grant application for Fiscal Year 2020 from the City of Duluth to host the 2021 Preserve Minnesota Annual Historic Preservation Conference has been approved. However, the City's request for \$17,200 was reduced slightly to \$13,000. In addition, at this time we are uncertain if the 2020 Annual Conference will be held this September in Stillwater or postponed until 2021. Postponing Stillwater until 2021 will obviously prevent Duluth from hosting in the same year, which will require additional conversations in order to adjust the schedule.

Feel free to contact Admin's grants office if you have any questions; Sarah Hernandez, 651-201-2504, [sarah.hernandez@state.mn.us](mailto:sarah.hernandez@state.mn.us) can assist you. You will be contacted by grants staff when your CLG contract is ready for execution through the grants system.

The State Historic Preservation Office looks forward to working with the city on this important event. Should you have any questions or concerns about the grant award, please do not hesitate to contact Michael Koop at 651-201-3291 or [michael.koop@state.mn.us](mailto:michael.koop@state.mn.us).

Sincerely,



Amy H. Spong  
Deputy State Historic Preservation Officer