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**COMPLETE**

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Page 1: CONTACT INFORMATION

**Q1 City**

Mineola

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**Q2 Name of individual completing the Annual Report**

Doris Newman

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**Q3 Mailing Address**

P.O. Box 179 300 Greenville Hwy.

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**Q4 City/State/Zip**

Mineola, TX 75773

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**Q5 Phone Number**

903-569-6183

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**Q6 E-mail Address**

mainstreet@mineola.com

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Page 2: HISTORIC PRESERVATION OFFICER (HPO)

**Q7 Does the City have a designated Historic Preservation Officer?** **Yes**

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**Q8 Name of HPO**

Doris Newman

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**Q9** Does the Historic Preservation Officer satisfy the Secretary of the Interior's Professional Qualification Standards? **NO**

**Q10** How many staff members make up the city's preservation program? (e.g. 2 full time, 1 part-time)

1

**Q11** Please list all trainings attended by the Historic Preservation Officer and/or city preservation staff during the past fiscal year such as a THC workshop, National Trust conference or other preservation-specific training. If none, write "none".

Texas Main Street Summer 2018 New Manager Orientation & Professional Development conference (Amarillo) ; TDA Roundtable (Waco); TDA Annual Conference (Corpus Christi); Real Places Conference (Austin)

**Q12** Please list any individual or institutional professional memberships held by the CLG. **No Professional Memberships**

Page 3: PRESERVATION COMMISSION PART A

**Q13** Does the CLG maintain an adequate and qualified local Preservation Commission? **Yes**

Page 4: PRESERVATION COMMISSION PART B

**Q14** How many members serve on the local Preservation Commission?

9

**Q15** Do the members of the Preservation Commission represent the general ethnic diversity of the community? **Yes**

**Q16** Does the CLG have the following technical representation on the local Preservation Commission?

**HISTORIAN,  
HISTORIC PROPERTY OWNER,  
HISTORIC  
PRESERVATIONIST**

Please explain any technical representation not listed above::

We have retired teachers on the board as well as a current teacher, Jim Phillips, who is board chairman and sponsor of the Junior Historians.

**Q17** How many times did the Preservation Commission meet during the last fiscal year? (CLG regulations require that commissions meet at least 6 times a year.)

12

**Q18** Are the Commission meetings held in accordance with the Texas Open Meetings Act? **Yes**

**Q19** Have the Preservation Commission's meeting minutes been submitted to the THC for the past fiscal year? (If not, please send ASAP to virginia.owens@thc.texas.gov) **Yes**

**Q20** Did the CLG make any new appointments to the Preservation Commission during the past fiscal year? (CLG regulations require that all current commission members have resumes on file with the THC.) **NO**

**Q21** When does the Preservation Commission usually meet? Please include date and time. (e.g. Third Monday of the month at 4pm.)

Second Thursdays at 4:30 p.m.

**Q22** Please list all trainings attended by the Preservation Commission in the past fiscal year such as a THC workshop, CLG training, National Trust conference or other preservation-related training, including trainings held by staff.

None that I'm aware.

Page 5: LOCAL DESIGNATION AND DESIGN REVIEW

**Q23** When did the CLG adopt its current preservation ordinance?

Adopted in 1994, last revision in 2000.

**Q24** Did the CLG make any revisions to the historic preservation ordinance during the past fiscal year? **NO**

**Q25** How many historic properties are currently protected under the local preservation ordinance? (i.e. local landmark designation and/or local historic district)

83

**Q26** In the past fiscal year, did the CLG designate any properties through local historic districts? **NO**

**Q27** In the past fiscal year, did the CLG designate any properties as local landmarks? **NO**

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**Q28** Does the CLG pursue local designation for state and federally designated properties? **No**

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**Q29** Does the CLG enforce at least a minimum 60-day stay of the demolition of locally designated properties? **Yes**

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**Q30** Does the CLG have the authority to issue Certificates of Appropriateness as outlined by its historic preservation ordinance? **YES**

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**Q31** Please complete the following information regarding Certificates of Appropriateness:

Number of applications received:	<b>4</b>
Number of applications reviewed administratively by the Historic Preservation Officer:	<b>4</b>
Number of applications reviewed by the Historic Preservation Commission:	<b>3</b>
Total number of applications where the final action was approval:	<b>3</b>
Total number of applications where the final action was denial:	<b>0</b>
Total number of applications withdrawn:	<b>0</b>
Number of applications involving new construction within an existing historic district:	<b>0</b>
Number of applications proposing demolition of historic property:	<b>1</b>
Total number of demolition applications that were approved:	<b>1</b>
Number of applications involving dangerous buildings, life safety threats or requiring some form of mitigation:	<b>0</b>
Number of applications involving economic hardship:	<b>0</b>

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**Q32** Please describe any specific recurring design issues related to Certificates of Appropriateness (i.e. inappropriate window replacement, infill, commercial signage).

None I am aware of yet.

**Q33** Has the CLG adopted local Design Guidelines or Standards?

**Both,**

Please list the districts or areas that adopted design guidelines including the date of adoption (e.g. Post Oak Historic District Design Guidelines, 2014).:  
Mineola Downtown Historic District

**Q34** Does the CLG use the Secretary of the Interior's Standards for the Treatment of Historic Properties when reviewing alterations to locally designated properties?

**Yes**

**Q35** Did the CLG make any revisions or updates to the Design Guidelines or Design Standards during the past fiscal year?

**NO**

Page 6: PUBLIC PARTICIPATION

**Q36** Does the CLG allow for public comment during posted Preservation Commission meetings?

**Yes**

**Q37** Please describe any projects, educational programs and public outreach activities completed during the past fiscal year.

Model train set in scenery similar to 1920s Mineola; construction of barn to house 1/4 scale Union Pacific mini train as well as construction of railroad tracks and beginning of operations for that mini train; Christmas Tour of Historic Homes.

Page 7: HISTORIC RESOURCES SURVEYS

**Q38** Does the CLG maintain a system for the survey and inventory of historic properties?

**Yes**

**Q39** Please list all of the CLG's historic resources surveys and updates with the date of completion. (e.g. Post Oak Historic District, 2008; Downtown, 2013; East Side, 2011)

Mineola Downtown Historic District 2004, updated 2006

**Q40** From the surveys listed above, what is the total number of historic properties surveyed in the CLG? (e.g. 546 historic properties)

**Q41** Is the inventory regularly updated to reflect alterations, additions, and demolitions impacting historic resources? **Yes**

**Q42** What is the format of survey/inventory photos? **Printed**

**Q43** Is there historical documentation to go with the surveys such as photos and research? **Yes**

**Q44** Do the surveys include a map showing the locations of the resources? **Yes**

**Q45** Are the historic resources surveys and/or inventories available to the public? **Yes**

**Q46** Does the CLG have plans to conduct a new or update an existing survey? If so, please list name of the survey and the projected completion date.

Yes. Mineola Historical Resources Survey. 2019

Page 8: PARTICIPATION IN THE NATIONAL REGISTER PROCESS PART A

**Q47** In the past fiscal year, has the CLG reviewed a National Register nomination? **No**

Page 9: PARTICIPATION IN THE NATIONAL REGISTER PROCESS PART B

**Q48** Did the CLG submit its recommendation regarding the National Register nomination to the THC's National Register Program, the city's chief elected official, the owner of the property, and the applicant of the nomination? **Respondent skipped this question**

**Q49** Did the CLG host or help host an informational meeting for the public concerning the proposed nomination? **Respondent skipped this question**

**Q50** Did the CLG provide reasonable opportunity for the public to comment on the National Register nomination? (i.e. at the preservation commission meeting) **Respondent skipped this question**

Page 10: MONITORING PROPERTIES (STATE AND FEDERAL)

**Q51** Did the CLG notify the Texas Historical Commission of any activities affecting National Register properties, SALs and RTHLs? **NO**

**Q52** Did the CLG provide comment on any federal undertakings through the Section 106 Federal Review Process in the past fiscal year? **NO**

Page 11: ACQUIRING PROPERTY

**Q53** Does the CLG have the authority to acquire property? **No**

**Q54** Did the CLG acquire, or help others acquire, any historic property during the past fiscal year through purchase, donation or other means? **NO**

Page 12: CLG GRANTS

**Q55** Did the CLG apply for an FY18 CLG Grant? **No**

**Q56** What prevented the CLG from applying for CLG grant funds? **Lack of staff time to manage project**

Page 13: LOCAL PRESERVATION INCENTIVES

**Q57** Does the CLG offer any local incentives to support historic preservation projects? **Facade Grants, Tax Abatements**

**Q58** How many properties were assisted by local preservation incentives identified in the question above?

Facade Grants **2**

**Q59** Please describe any success stories of property owners using local incentives in the past fiscal year, if any. Example: Lincoln Theater at 123 Main St. sat vacant for 10+ years before being bought and re-purposed as a community center. Initial investment: \$50,000; façade grant: \$15,000. **Respondent skipped this question**

Page 14: PRESERVATION PLANNING AND FUTURE GOALS

**Q60** Does the CLG have a preservation plan, or a community comprehensive master plan that incorporates preservation goals? **YES**

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**Q61** Did the CLG make any revisions or updates to the preservation plan or a community comprehensive master plan during the past fiscal year? **NO**

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**Q62** Please describe any anticipated local preservation activities and initiatives for the next fiscal year.

Further work toward completion of Iron Horse Square Park.

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**Q63** Are there any specific issues that the Texas Historical Commission may be able to address in your community? (e.g. Certificate of Appropriateness application review, ordinance revisions, CLG grants, preservation planning, survey and inventory, design standards, etc.)

not at this time

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**Q64** Please use this space to describe any accomplishments of the CLG in the last fiscal year that are not reflected in the questions above.

**Respondent skipped this question**

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**Q65** Certification

**I hereby certify that the information provided in this report is accurate and correct to the best of my knowledge.**

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