CITY OF MENASHA
Landmarks Commission
Council Chambers, City Hall – 140 Main Street
June 9, 2010
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Joe Weidert at 4:35 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Mary Nebel, Tom Grade, Joe Weidert, Kristi Lynch and Alderman Eric Hendricks
LANDMARKS MEMBERS EXCUSED: Commissioners Bernie Zimmerman and Charlie Cross
OTHERS PRESENT: CDD Keil and Mike Prokash

C. MINTUES TO APPROVE

1. **Minutes of the May 12, 2010 Landmarks Commission Meeting**
   Moved by Ald. Hendricks, seconded by Comm. Grade to approve the minutes of the May 12, 2010 Landmarks Commission meeting.

   The motion carried.

D. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA OR ANY ITEM RELATED TO THE RESPONSIBILITES OF THE LANDMARKS COMMISSION

1. Mary Nebel questioned the status of the property at 68 Racine Street relative to Landmarks Commission jurisdiction and designation as an Historic Structure.

E. COMMUNICATIONS

1. **None**

F. ACTION ITEMS

1. **Outdoor Seating Area Review – 56 Racine Street – Club Tavern**
   Greg Keil stated that the request for Outdoor Alcohol Service in the area in front of Club Tavern could not be processed as the proposed area was within street right of way.

G. DISCUSSION ITEMS

1. **Landmarks Commission Recognition/Awards**
   Commissioners discussed reducing the size of the plaque to either 6"X 9" or 9"X12". Greg Keil is to obtain cost estimates. The process for nominating projects for Landmarks Commission recognition is to be placed on the next agenda. Joe Weidert will work on creating the contents of the recognition plaque.

2. **Landmarks Commission Guidebook Distribution**
   Joe Weidert reported that the printed was preparing a proof copy of the guidebook. Mary Nebel offered to perform a final edit. The printer has yet to quote a price for printing the guidebooks.

3. **Façade Improvement Program Grant/Loan Balance**
   The balance remains at approximately $21,000.

4. **Historic Building Identification Contest**
   Commissioners discussed when the contest might be held and how the contest materials would be distributed. It was decided that the contest should be run in October and that the feasibility of including the contest in the City's fall newsletter is to be determined.

5. **Future Landmarks Commission Activities/Projects**
   Commissioners doing a feature article in each City Newsletter highlighting a historic building or event, creating some sort of icon or signage for the historic districts, and providing assistance to

property owners with individual property designations.

H. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA

1. No one spoke

I. ADJOURNMENT

Moved by Ald. Hendricks, seconded by Comm. Lynch to adjourn at 5:30 PM.

The motion carried.

Respectfully submitted by Greg Keil, CDD.