

It is expected that a Quorum of the Board of Public Works, Park Board, Administration Committee, and/or Common Council may attend this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
LANDMARKS COMMISSION
Council Chambers
140 Main Street, Menasha**

February 13, 2013

4:30 PM

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [Minutes of the January 9, 2013 Landmarks Commission Meeting](#)

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

Five (5) minute time limit for each person

E. COMMUNICATIONS

1. None

F. ACTION ITEMS

1. None

G. DISCUSSION

1. Landmarks Commission Recognition/Awards
2. Tayco Street Bridge Museum Project Update
3. Façade Improvement Program Grant/Loan Balance
4. Landmarks Commission Interaction with Downtown Businesses
5. Future Landmarks Commission Activities/Projects

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

Five (5) minute time limit for each person

I. ADJOURNMENT

*If you are not able to attend this meeting, please contact the
Community Development Department no later than the Monday prior to the meeting.*

Menasha is committed to its diverse population. Our Non-English speaking population or those with disabilities are invited to contact the Community Development Department at 967-3650 at least 24-hours in advance of the meeting so special accommodations can be made.

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
January 9, 2013
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 4:34 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Mary Nebel, Kristi Lynch, Tom Grade, James Taylor and Ald. Stan Sevenich

LANDMARKS MEMBERS EXCUSED: Commissioners Debra Gorell and Peg Docter

LANDMARKS MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil

C. MINUTES TO APPROVE

1. **Minutes of the October 10, 2012 Landmarks Commission Meeting**

Motion by Comm. Taylor, seconded by Ald. Sevenich to approve the October 10, 2012 Landmarks Commission meeting minutes.

The motion carried

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

1. No one spoke.

E. COMMUNICATIONS

1. **Landmarks Commission Website – Revised Layout**

Commissioners commented on the following:

- The mural depicted on the web page banner is difficult to see/comprehend
- Possibilities for offering opportunities for individuals and businesses to donate to Landmarks Commission projects/initiatives
- Inclusion of the Menasha Historic District Project Planning Guide
- Creation of Links to the State Historical Society's Gallery of Photos

F. ACTION ITEMS

1. **None**

G. DISCUSSION ITEMS

1. **Landmarks Commission Recognition/Awards**

Comm. Grade presented the copy to be used in the plaque. There was consensus to add: "Presented to Joe and Mary Jo Weidert" to the copy along with the date the building was erected, if that information could be found.

2. **Tayco Street Bridge Museum Project Update**

Commissioners discussed various steps in preparation for reopening the museum as follows:

- Comm. Lynch is to contact the Menasha High School Art Department regarding production of a video
- Ald. Sevenich is to contact UW-Fox Valley regarding the same
- Comm. Grade is to contact Mark Ropella concerning the video being developed for the Menasha Historical Society and discuss opportunities for collaboration with the Landmarks Commission
- CDD Keil is to obtain the keys and make them available to commissioners at the Community

Development Department office

- Comm. Taylor reported on the quotes he received for the bridge tower sign

3. **Façade Improvement Program Grant/Loan Balance**

CDD Keil reported that the balance has remained unchanged at approximately \$11,000.

4. **Landmarks Commission Interaction with Downtown Businesses**

Comm. Grade commented on building relationships between the Landmarks Commission and downtown businesses. Several issues were identified with building condition and appearance issues that CDD Keil is to assess. Commissioners also requested that CDD Keil contact the owner of 212 Main Street to inquire about the status of his rehabilitation efforts and to offer whatever assistance that might be available from the Landmarks Commission.

5. **Future Landmarks Commission Activities/Projects**

Comm. Lynch reported that the Discover Historic Menasha photo contest is ready to go, but she need assistance with finding the list of businesses that contributed the prizes.

Comm. Taylor indicated he would contact the owner of the Hotel Pub to discuss signage options.

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

1. No one spoke.

I. ADJOURNMENT

Moved by Ald. Sevenich, seconded by Comm. Taylor to adjourn at 5:40 PM.

The motion carried.

Respectfully submitted by CDD Keil.