

CITY OF MENASHA
LANDMARKS COMMISSION
COUNCIL CHAMBERS
DATE: July 9, 2008

MINUTE NOTES
CHE—SECRETARY

0. REGULAR MEETING

1. CALL TO ORDER

- a. TIME: 4:07 pm
- b. CHAIR: Patti

2. ROLL

- a. LANDMARKS MEMBERS
 - i. Chair:
 - ii. Vice Chair: Patti Rudolph present
 - iii. Ald. Jason Pamenter absent
 - iv. Kristi Lynch present
 - v. Mary Nebel present
 - vi. Chris Evenson present
 - vii. Charlie Cross absent
 - viii. Joe Weidert absent
- b. OTHERS PRESENT
 - i. Jessica Beckendorf
 - ii. Hon. Don Merkes, Mayor

3. MINUTES

- a. Date(s) of meeting minutes: May 28, 2008
- b. Motions:
 - i. Amendments: None
 - ii. Motion to approve:
 - 1. By: Mary
 - 2. 2nd: Kristi
 - 3. Result: Approved

4. PUBLIC COMMENTS ON MATTERS OF CONCERN TO THE CITY

None

5. SUBSTANTIVE AGENDA ITEMS

- A. A. Committee update on Grant Status
 - i. Discussion Item
 - ii. Attachments: None
 - iii. Presenter: Jessica
 - iii. Discussion: work description now headed to city council for approval of letting bids for work; Bid review/interviews to be on in August to keep on 9/1/08 deadline; Bids to be distributed to members immediately upon receipt; Hope to put bid selection as action item on August agenda, may require later meeting.

- B. A. Election of Commission Chair
 - i. Action Item
 - ii. Attachments: None.
 - iii. Presenter: Jessica
 - iii. Discussion: Patti commended for her interim work as chair; Discussion as to lack of capacity of members present to take on responsibility; Qualifications of absent members for position reviewed
 - iv. Motion: Elect Joe Weidert as Commission Chair
 - 1. By: Mary
 - 2. 2nd: Patti
 - 3. Result: Approved

- C. B. Review of Sign Guidelines
 - i. Action Item
 - ii. Attachments: None
 - iii. Presenter: Jessica
 - iii. Discussion: Sign guidelines not included for final review in packet, therefore action deferred on this item to next meeting.

- D. C. Addition of Historic Sign Ordinance to Landmarks Ordinance and approval of Landmarks Ordinance
 - iv. Action Item
 - v. Attachments: Proposed draft of Historic Sign provisions, incorporated into proposed ordinance.
 - iii. Presenter: Jessica

- vi. Discussion: Limited number of signs within current district; Length of time sign in existence (Is 40 years too long?); Alteration of sign as requiring Certificate of Appropriateness.
- vii. Motion: Resolved that the Landmarks Ordinance, with the changes approved at the May 28, 2008 meeting and the insertion of the words “or sign”, after the word “property” in the third line of section (j) (1) of the Landmarks Ordinance and including the historic sign provisions as presented to the Commission be presented to the City Council for adoption.
 - 1. By: Kristi
 - 2. 2nd: Chris
 - 3. Result: Approved

6. ADJOURNMENT

- a. TIME: 4:45 pm
- b. MOTION
 - i. BY: Chris
 - ii. 2ND: Kristi
 - iii. Result: Approved

ITEMS TO INCLUDE/CONSIDER FOR NEXT AGENDA: Forms, including Certificate of Appropriateness; Historic Trust Color Samples; Budget for Commission; Sign guidelines.