

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
April 15, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Grade at 4:33 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Commissioners Kristi Lynch, Peg Docter, Tom Grade and Ald. Stan Sevenich

LANDMARKS MEMBERS EXCUSED: Commissioner James Taylor

LANDMARKS MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil

C. MINUTES TO APPROVE

1. **Minutes of the March 28, 2013 Landmarks Commission Meeting**

Motion by Ald. Sevenich, seconded by Comm. Docter to approve the March 28, 2013 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. **None**

F. ACTION ITEMS

1. **Historic Menasha Photo Contest**

Comm. Docter distributed a list of businesses that will be contributing prizes for the contest. She will be making a few more contacts, and a final listing will be available later in the week. CDD Keil is to coordinate the production of the contest form with Joe Weidert, and send contact information for the Post Crescent to Comm. Docter. Comm. Lynch will attempt to locate the article that was published on the previous contest and forward it to Comm. Docter.

2. **Consideration of Alternative Designs for the Bridge Tower Museum Sign and Banners**

Chairman Grade presented an alternative design for the Bridge Tower Museum that features an image of the sculpted lion's heads that decorate the bridge towers. Motion by Ald. Sevenich, seconded by Comm. Lynch to approve the design concept for the banners and signage. The motion carried. Chairman Grade will be contacting an artisan to create the metal sign, and CDD Keil is to arrange for the fabrication of the sign bracket.

G. DISCUSSION ITEMS

1. **Landmarks Commission Recognition/Awards**

CDD Keil reported that the mock-up of the recognition plaque for the Wild Apple had been completed and that it would be put into production soon.

2. **Landmarks Commission Guidebook Distribution**

No discussion was held on this item.

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

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

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

Completion of the Historic Photo Contest forms and promotion of the contest along with the reopening of the Bridge Tower Museum will remain as the primary projects.

5. **Next Meeting Date**

The next meeting will be held Thursday, April 25, 2013 at 4:30 PM.

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

1. No one spoke.

I. ADJOURNMENT

Moved by Comm. Lynch, seconded by Ald. Sevenich to adjourn at 4:58 PM.

The motion carried.

Respectfully submitted by CDD Keil.