

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**

April 15, 2012

4:30 PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Minutes of the March 28, 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. Historic Menasha Photo Contest
 - 2. Consideration of Alternative Designs for the Bridge Tower Museum Sign and Banners
- G. DISCUSSION
 - 1. Landmarks Commission Recognition/Awards
 - 2. Landmarks Commission Guidebook Distribution
 - 3. Façade Improvement Program Grant/Loan Balance
 - 4. 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
March 28, 2013
DRAFT MINUTES

A. CALL TO ORDER

Meeting called to order by Vice Chairman Taylor at 4:33 PM. (Chairman Grade arrived at 4:40).

B. ROLL CALL/EXCUSED ABSENCES

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

LANDMARKS MEMBERS EXCUSED: None

LANDMARKS MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil, PP Homan, Jeffry Maroszek and Ald. Mike Taylor

C. MINUTES TO APPROVE

1. **Minutes of the February 13, 2013 Landmarks Commission Meeting**

Motion by Comm. Taylor, seconded by Ald. Sevenich to approve the February 13, 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. None

G. DISCUSSION ITEMS

1. **Landmarks Commission Recognition/Awards**

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

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

Ald. Sevenich reported on the work that was being done by UWFV. Much of the content is outdated and new copy and images will need to be developed.

Additional discussion occurred on the signage as well as banners that would flank Tayco St. in the vicinity of the museum. Potential graphics for the banners could include an artistic depiction of the stone lion's head that is situated on the building.

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**

a. **Update on 212 Main Street**

Jeffry Maroszek reported on his undertakings to renovate 212 Main into a restaurant called Fresh. The restaurant would focus on farm to market foods, in particular those that are organic and non-genetically modified (GMO). Coffee roasting would be located on the second floor. In order to proceed he indicated a need to secure financing and see evidence that the overall

health of downtown was improving. Examples he provided included more of the commercial office space being leased, improvements to the pedestrian corridor, and construction of the waterside trail at the Gilbert site.

PP Homan provided Mr. Maroszek with an overview of the downtown's designation by the Wisconsin Economic Development Corporation (WEDC) as a "connect community." One of the projects that will come out of this effort will likely include an effort to reinvent and renovate the walkway.

Commissioners conveyed the importance of the 212 Main project's completion to the health and well being of the downtown.

5. Future Landmarks Commission Activities/Projects

a. Historic Menasha Photo Contest

Comm. Docter agreed to work with Joe Wiedert to secure the list of businesses and contact each one to offer gift certificates as prizes for the photo contest. Comm. Docter requested that PP Homan re-send the business contact information to herself and Comm. Lynch.

b. Historic Preservation Month

Landmarks Commission activities to highlight Historic Preservation month will primarily focus on the Historic Menasha Photo contest discussed earlier in the meeting.

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

1. No one spoke.

I. ADJOURNMENT

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

The motion carried.

Respectfully submitted by CDD Keil.