

CITY OF MENASHA
Landmarks Commission
Council Chambers, 3rd Floor, City Hall – 140 Main Street
June 12, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by Comm. Grade at 4:30 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Ald. Mike Keehan, Commissioners Paul Brunette, Kristi Lynch, Tom Grade and James Taylor

LANDMARKS MEMBERS EXCUSED: Commissioner Peg Docter

LANDMARKS MEMBERS ABSENT: None

OTHERS PRESENT: CDD Keil, Morgan Rae, Ald. Sevenich

C. MINUTES TO APPROVE

1. **Minutes of the May 23, 2013 Landmarks Commission Meeting**

Motion by Comm. Lynch, seconded by Ald. Keehan to approve the May 23, 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. **Presentation of Updated Bridge Tower Video – Ald. Sevenich**

Ald. Sevenich explained the project he had undertaken with UW Fox Valley to update the video presentation for the Bridge Tower Museum and conducted a showing of the video. A television monitor, DVD player and switch to activate the video will be needed.

2. **Bridge Tower Museum Update**

Comm. Grade explained the intentions to update the museum. This will include the removal of the large display case, to be replaced with a video monitor, and painting of the interior a light tan color. Comm. Taylor suggested installing a brochure rack and a sign-in book. The placement of bridge tower museum banners along the canal, washing windows, and rotating the head on the street light for better illumination was also suggested.

3. **Menasha Historic Photo Contest Prize Award – Contest Winner Selection**

CDD Intern Morgan Rae reported that there were 92 entrants into the photo contest with 49 having identified the buildings correctly. The committee conducted a random selection from among the correct responses, with the winner being Mark Mader. The contest prizes will be awarded at a future Common Council meeting.

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

The grant/loan balance remained the same at approximately \$11,000.

5. Future Landmarks Commission Activities/Projects

The following items were discussed:

- Addressing building appearance items such as broken windows and run down appearing storefronts on vacant buildings
- Creating geocaches at historic sites
- Creating a Facebook account for the Landmarks Commission

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

1. No one spoke.

I. ADJOURNMENT

Moved by Comm. Grade, seconded by Comm. Taylor to adjourn at 5:36 PM.

The motion carried.

Respectfully submitted by CDD Keil.