

**CITY OF MENASHA**  
**Landmarks Commission**  
**Council Chambers, City Hall – 140 Main Street**  
April 14, 2010  
**MINUTES**

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**A. CALL TO ORDER**

Meeting called to order by Chairman Joe Weidert at 4:35 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

LANDMARKS MEMBERS PRESENT: Commissioners Tom Grade, Bern Zimmerman, Joe Weidert, Kristi Lynch, Charlie Cross, Mary Nebel

LANDMARKS MEMBERS EXCUSED: Commissioner Alderman Mike Taylor

OTHERS PRESENT: CDD Keil, Miranda Schuh and Mike Prokash

**C. MINTUES TO APPROVE**

1. **Minutes of the March 10, 2010 Landmarks Commission Meeting**

Moved by Comm. Nebel, seconded by Comm. Zimmerman to approve the minutes of the March 10, 2010 Landmarks Commission meeting.

The motion carried.

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

1. No one spoke

**E. COMMUNICATIONS**

1. **Mary Nebel E-mail**
2. **Wisconsin Association of Historic Preservation Commission Spring Conference**

**F. ACTION ITEMS**

1. **Façade Improvement Grant Request – Franky’s – 196-198 Main Street**

Mike Prokash presented his request for a façade improvement grant in the amount of \$2,646.15 for front and rear awnings. Due to previous grant allocations, this is the maximum amount available per program guidelines. The total project cost based on a quote from Oshkosh Tent & Awning Co., Inc. was \$6,216.00

The installation of the awnings was approved conceptually at the March 10, 2010 Landmarks Commission meeting and the approved awning color is “Black Cherry”.

Motion by Bern Zimmerman, seconded by Tom Grade to approve the façade improvement grant for awning installation in the amount of \$2,646.15. The motion carried.

**G. DISCUSSION ITEMS**

1. **Criteria for Selecting Properties for Landmarks Commission Recognition/Awards**

Commissioners discussed the creation of a nomination process and criteria for the Landmarks Commission selection. The type and cost of recognition plaques/awards was also discussed. There was consensus that the nomination process should be open to everyone. Joe Weidert volunteered to create a nomination form.

2. **Landmarks Commission Guidebook Development**

Joe Weidert reported that the guidebook was undergoing final proofing and that he would obtain a quote for publishing.

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

Greg Keil reported that the balance was approximately \$21,000.

4. **Wisconsin Historic Preservation Month Plan/Activities**

Commissioners discussed the following activities:

- Updating and distributing the walking tour brochure
- Distributing the Landmarks Commission Guidebook
- Creating a historic preservation project recognition award
- Meeting with the Historical Society to refresh the Tayco Street Bridge Museum
- Creating a “name that building” contest based on architectural details

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

1. No one spoke

**I. ADJOURNMENT**

Moved by Comm. Grade, seconded by Comm. Cross to adjourn at 5:25 PM.

The motion carried.

*Respectfully submitted by Greg Keil, CDD.*