

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**

**December 15, 2011**

**4:30 PM**

**AMENDED AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [Minutes of the October 12, 2011 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. **192 Main Street Front Façade Alteration - Paint**
- G. DISCUSSION
  - 1. Landmarks Commission Recognition/Awards
  - 2. Façade Improvement Program Grant/Loan Balance
  - 3. Future Landmarks Commission Activities/Projects
  - 4. Historic Preservation Month
  - 5. Landmarks Commission Meeting Days/Times
- 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**  
**1<sup>st</sup> Floor Conference Room, City Hall – 140 Main Street**  
October 12, 2011  
**DRAFT MINUTES**

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**A. CALL TO ORDER**

Meeting called to order by Chairman Joe Weidert at 4:30 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

LANDMARKS MEMBERS PRESENT: Commissioners Kristi Lynch, Tom Grade, Mary Nebel, Joe Weidert and Ald. Stan Sevenich

LANDMARKS MEMBERS Excused: Commissioners James Taylor and Bernie Zimmerman

OTHERS PRESENT: CDD Keil

**C. MINTUES TO APPROVE**

1. **Minutes of the August 10, 2011 Landmarks Commission Meeting**

Moved by Ald. Sevenich, seconded by Comm. Grade to approve the minutes of the August 10, 2011 Landmarks Commission meeting as corrected.

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. None

**F. ACTION ITEMS**

1. None

**G. DISCUSSION ITEMS**

1. **Landmarks Commission Recognition/Awards**

Commissioners discussed the status of the awards. CDD Keil is to forward a listing of the business names and addresses of those businesses that have yet to receive their awards.

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

The façade loan balance is approximately \$11,000.

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

Commissioners discussed:

- Assisting business owners with façade planning and improvement projects
- Potential involvement with the Menasha lock tender's house renovation
- Updating the Bridge Tower Museum display
- Creating articles for the city newsletter

4. **Renovation Seminar Action Plan**

It was the consensus of commissioners not to pursue the organization of a renovation seminar at this time.

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

1. No one spoke.

**I. ADJOURNMENT**

Moved by Ald. Sevenich, seconded by Comm. Lynch to adjourn at 5:18 PM.

The motion carried.

*Respectfully submitted by Greg Keil, CDD.*