

**CITY OF MENASHA**  
**Landmarks Commission**  
**Council Chambers, 3<sup>rd</sup> Floor, City Hall – 140 Main Street**  
January 8, 2014  
MINUTES

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**A. CALL TO ORDER**

Meeting called to order by Chairman Grade at 5:01 PM.

**B. ROLL CALL/EXCUSED ABSENCES**

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

LANDMARKS MEMBERS EXCUSED:

LANDMARKS MEMBERS ABSENT:

OTHERS PRESENT: CDD Keil, PP Homan, Dave Mix, Paul Mix, and Don Carpenter

**C. MINUTES TO APPROVE**

1. **Minutes of the December 11, 2013 Landmarks Commission Meeting**

Motion by Comm. Taylor, seconded by Ald. Keehan to approve the December 11, 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. **Adjustment to Façade Improvement Grant, 206 Club – 64 Racine Street (Increase for Window Finish Color)**

CDD Keil indicated that the Landmarks Commission did not specify the color of the windows to be replaced at the 206 Club. The vendor quoted \$160 for a bronze anodized finish, as opposed to the base anodized aluminum. The 206 Club does not have an additional \$160 in its budget and has requested that amount be added to the \$2,500 grant approved at the 11/19/2013 Landmarks Commission meeting.

Motion by Comm. Docter, seconded by Comm. Lynch to approved the 206 Club's request for an additional \$160 in facade grant funds to be used to fund the dark bronze window finish color. The motion carried.

**G. DISCUSSION ITEMS**

1. **Isle of Valor Historic Site Designation**

VFW representatives discussed their desire to have the Isle of Valor designated as a historic site to honor Menasha's Medal of Honor recipients. They have made contact with the State Historical Society, and are reaching out to seek guidance from the appropriate City committees and commissions to ensure all approvals are in place prior to submitting an application.

Commissioners discussed location and design of potential signage, and appropriate course of action for indicating support for the effort.

2. **Broad Street Lot / Main Street Pedestrian Link**

PP Homan indicated she would prepare a project management document to identify items that need to be completed to move the project forward.

Comm. Taylor requested that the next Landmarks Commission meeting be utilized to hold a brainstorming session. Neighboring business owners are to be invited for their input. Comm. Taylor also requested that the City Arborist be consulted when selecting trees for the area.

Motion by Comm. Taylor, seconded by Comm. Docter to invite neighboring businesses to the next Landmarks Commission Meeting. The motion carried.

3. **Bridge Tower Museum**

PP Homan reviewed the updated project task list. She indicated she will be meeting with Adam Alix to discuss final on-site improvements that need to be completed prior to opening. Additional items that will be added to the task list include:

- Weld a pamphlet holder from the remnant sign material
- Acquire a plaque indicating all organizations and businesses that contributed to the reopening of the museum

4. **On-going Projects into 2014**

Commissioners indicated a desire to conduct the historic photo contest for 2014. Items discussed regarding the contest included marketing the event, gathering prizes, buildings/neighborhoods to feature and selecting photos.

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

1. Comm. Taylor expressed a desire to create contests or events to celebrate structures that are slated for future removal and inquired about restoring and reinstalling the light fixture at the entrance to the Memorial Building.

**I. ADJOURNMENT**

Motion by Ald. Keehan, seconded by Comm. Lynch to adjourn at 6:00 PM.

The motion carried.

*Respectfully submitted by PP Homan.*