

It is expected that a Quorum of the Board of Public Works, Park Board, Administration Committee, Personnel 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
Menasha City Center, Room 132
100 Main Street, Menasha**

June 12, 2019

5:00 PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. Minutes of the May 8, 2019 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 / DISCUSSION ITEMS
 - 1. Application for Signage – 68 Racine Street – Great Big Graphics
 - 2. Selection of 2019 Historic Photo Contest Winner
 - 3. Selection of Photo Contest Gift Certificates
 - 4. Landmarks Commission Website
- G. PUBLIC COMMENT ON ANY ITEM OF CONCERN ON THIS AGENDA
 - Five (5) minute time limit for each person
- H. ADJOURNMENT

If you have any questions, please call the Community Development Department at (920) 967-3650 between 8:00 AM – 4:00 PM, Monday through Friday

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
Menasha City Center, Room 133
100 Main Street, Menasha
May 8, 2019
DRAFT MINUTES

A. CALL TO ORDER

AP Stephenson called the meeting to order at 5:27 PM.

B. ROLL CALL/EXCUSED ABSENCES

LANDMARKS MEMBERS PRESENT: Ald. Tom Grade and Commissioners Massey, Mueller, and Wydeven.

LANDMARKS MEMBERS EXCUSED: Commissioner Almendarez and Collier.

OTHERS PRESENT: AP Joe Stephenson.

C. MINUTES TO APPROVE

1. Minutes of the April 10, 2019 Landmarks Commission Meeting

Comm. Mueller made a motion to approve the minutes of April 10, 2019

Landmarks Commission Meeting. The motion was seconded by Ald. Grade. The motion carried.

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

There was no public present at the meeting.

E. COMMUNICATIONS

1. None

F. ACTION / DISCUSSION ITEMS

1. Election of Officers

a. Chairperson

AP Stephenson took nominations for Chairperson of the Landmarks Commission.

Comm. Mueller nominated Ald. Grade as Chairperson. No other nominations were made.

Comm. Mueller made a motion to cast a unanimous ballot electing Ald. Grade as Chairperson of the Landmarks Commission. The motion was seconded by Comm. Wydeven. The motion carried.

At 5:30 PM AP Stephenson gave the chair to Ald. Grade.

b. Vice-Chairperson

Ald. Grade took nominations for the Vice-Chairperson of the Landmarks Commission.

Comm. Mueller nominated Dean Wydeven as the Vice-Chairperson of the Landmarks Commission.

Comm. Wydeven nominated Kate Mueller as the Vice-Chairperson of the Landmarks Commission.

Dean Wydeven was elected Vice-Chairperson 3-0 with Comm. Wydeven abstaining from the vote.

2. Application for Signage – 10 Tayco Street – Tayco Tap

Comm. Mueller made a motion to approve the signage application for 10 Tayco Street. The motion was seconded by Comm. Massey. The motion carried.

3. Historic Structures Photographer – Selection

AP Stephenson contacted a number of qualified photographers to take photos of historic structures in Menasha. The Landmarks Commission is looking for a qualified photographer to take sixty digital photos of various landmarks in Menasha to be used on the website. Five photographers contacted AP Stephenson back with quotes. The quotes are as follows:

- 72Shots: 54 digital photos for \$129 (Sun Prairie)
- Jenna Marlene: 60 Digital photos for \$650 (Appleton)
- Elegant Exposure: 60 digital photos for \$3,000 (Menasha)
- MC Kinny Photography: 15 photos for \$975 (Appleton)
- Nicholas Jevne Photography: 60 digital photos for \$350 (Menasha)

The Landmarks Commission debated the various quotes and discussed the following:

- Qualifications of the photographers.
- Where each photographer lived and how far they would commute from.
- The amount of time it could take to get the pictures.
- The price per shot.

Comm. Mueller made a motion to accept Nicholas Jevne Photography's quote for 60 digital photos for \$350. The motion was seconded by Comm. Massey. The motion carried 3-0 with Ald. Grade abstaining from the vote.

4. Landmarks Commission Website

The Landmarks Commission discussed the website in length and decided how it would be presented to the Common Council at their May 20, 2019 meeting.

5. Landmarks Ordinance Discussion

There were no ordinance updates at this time.

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

Five (5) minute time limit for each person

There were no public comments.

H. ADJOURNMENT

Comm. Wydeven made a motion to adjourn the meeting at 5:51 PM. The motion was seconded by Comm. Massey. The motion carried.

Minutes prepared by AP Joe Stephenson.



Application for renovation, remodel or signage
project in a Menasha Historical District

Date: 5/21/19 Property Address: 68 Racine St

Applicant's name: SCOTT Peterson Owner or Renter? Rent

Mailing Address if different than Property Address: _____

City: Menasha State: _____ Zip: _____

Daytime Phone: 920 205 8944 Evening Phone: _____ E-mail: _____

Description of planned improvement: Two Sided sign using Black channel sign holder - 10ft bottom 13ft top of graphic from sidewalk

Note: Please attach all material lists, material brochures, samples and photos, Ascale drawing is recommended or may be required by the Commission.

List all contractors, sub contractors and material suppliers Great Big Graphics

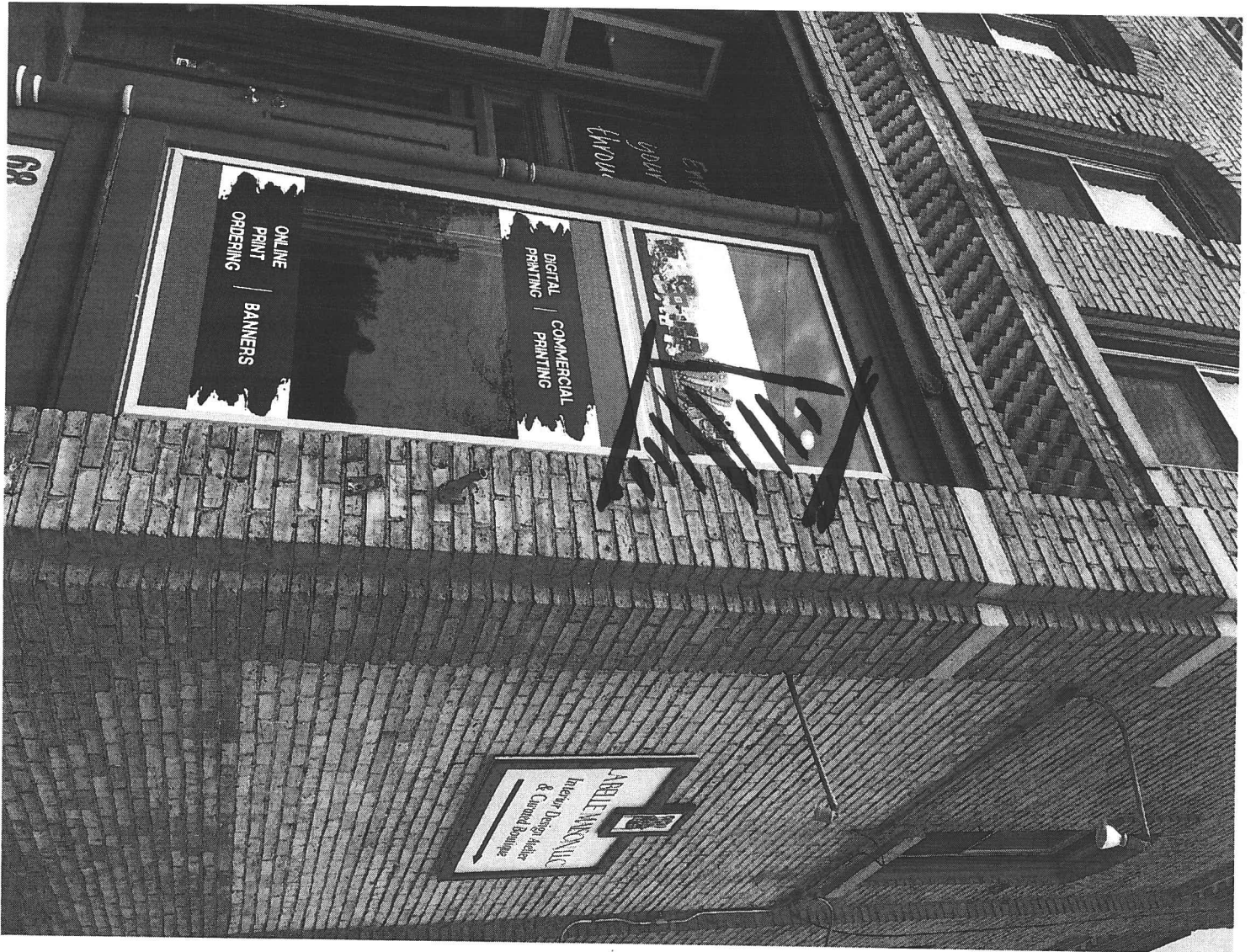
Powder coated Black metal - Metal DE Bond
Sign board - Blue Copy/white Backdrop

Estimated Total Cost: \$ 600.00 Estimated Start Date: ASAP Estimated Completion Date: ASAP

JUNE 15

Colors, Materials





SEE REVERSE FOR COLOR

GREAT BIG graphics llc.

Enriching your brand through print

~ White X

GREAT

↙ Blue

BIG

↙ Blue

graphics llc.

↗ Blue

Enriching your brand through print

↗ Blue

Approved Paint Colors For The Downtown Menasha Historic District

This is a small representation of the many approved colors for the district . Colors presented here are approximate.
A complete set of paint swatches is available at the City of Menasha Economic Development office.

