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 133 100 Main Street, Menasha

July 24, 2019

5:00 PM

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. Minutes of the June 12, 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 204 Main Street Koi Coffee and Tea
- 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 132 100 Main Street. Menasha

June 12, 2019 DRAFT MINUTES

A. CALL TO ORDER

The meeting was called to order at 5:00 PM by Alderperson Tom Grade.

B. ROLL CALL/EXCUSED ABSENCES

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

LANDMARKS MEMBERS EXCUSED: Commissioner Almendarez.

OTHERS PRESENT: AP Joe Stephenson.

C. MINUTES TO APPROVE

1. Minutes of the May 8, 2019 Landmarks Commission Meeting
A motion was made by Comm. Collier to approve the minutes of the May 8, 2019
Landmarks Commission Meeting. The motion was seconded by Comm. Massey.
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 were no public comments at this time.

E. COMMUNICATIONS

1. None

There were no communications at this time.

F. ACTION / DISCUSSION ITEMS

1. Application for Signage – 68 Racine Street – Great Big Graphics
AP Stephenson presented the signage application for 68 Racine Street.

Comm. Heimerman made a motion to approve the application as presented with the condition that the applicant chooses a blue from the landmarks approved color pallet. The motion was seconded by Comm. Collier. The motion carried.

2. Selection of 2019 Historic Photo Contest Winner

The winner for the photo contest was randomly selected among the list of applicants who submitted a correct photo contest application. The winner is Mary Meyer from Neenah.

3. Selection of Photo Contest Gift Certificates

The Landmarks Commission selected five businesses to get gift cards from and present to the winner of the photo contest. The following are the locations the gift cards will be obtained and in what amount:

- 1. Jimmy John's (\$20)
- 2. Your Daily Grind (\$20)
- 3. Tayco Tap (\$20)
- 4. Wild Apple (\$20)
- 5. Mystic Earth (\$20)

4. Landmarks Commission Website

AP Stephenson informed the Landmarks Commission that the new website application was now live and able to be used by the public.

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

Five (5) minute time limit for each person

There were no public comments at this time.

H. ADJOURNMENT

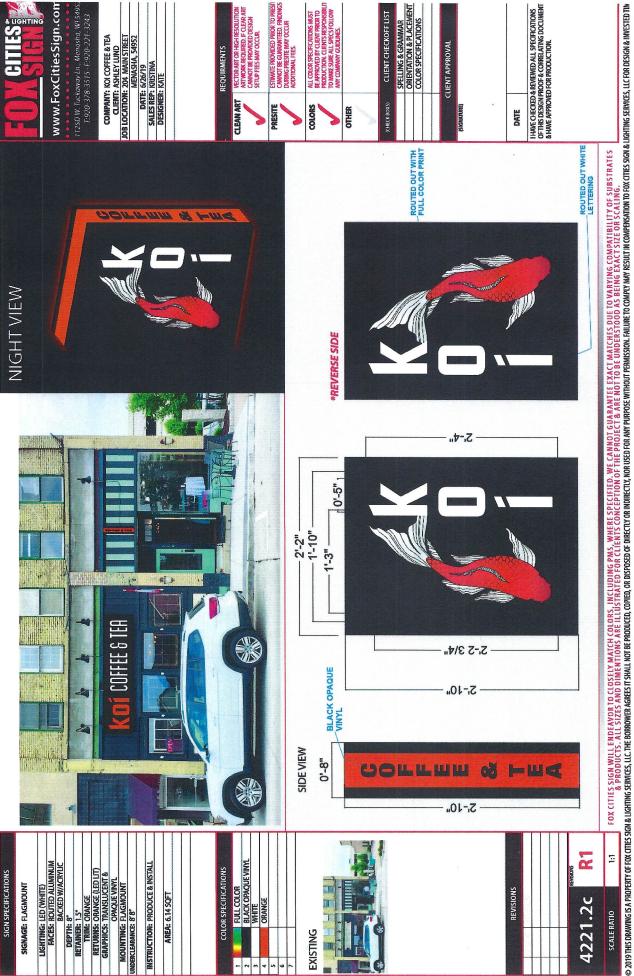
A motion was made by Comm. Heimerman to adjourn the meeting at 5:58 PM. The motion was seconded by Comm. Collier. The motion carried.

Minutes prepared by AP Joe Stephenson.

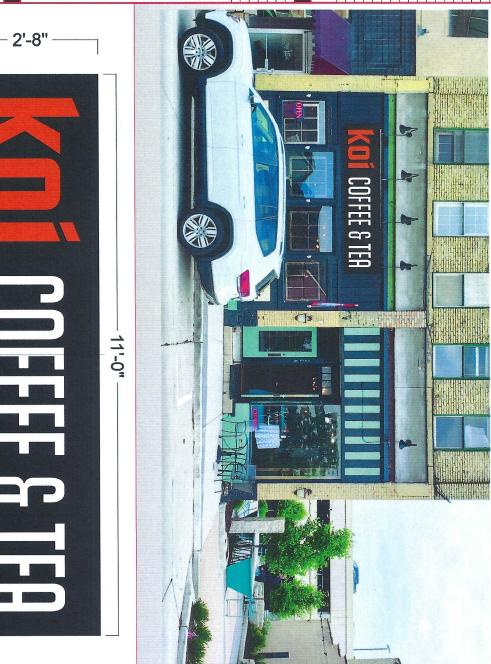


Application for renovation, remodel or signage project in a Menasha Historical District

| Date: 7/11/19 Property Address: 204 Main St Manasha WI |
|---|
| Date: 7/11/19 Property Address: 204 Main St, Menasha, W/ Applicant's name: Ashley Lund - Koi Coffeet Owner or Renter) 54952 |
| Mailing Address if different than Property Address: |
| City: State: Zip: |
| Daytime Phone: 920-385-858 Evening Phone: |
| Description of planned improvement) Remove existing worden wall panel sign |
| @ 29.33 sqft + install ONE (i) new s/s aluminum panel w/ digital vinyl |
| print-also @ 29.33 sqft. 2) Install (ONE) als flagmount |
| LED internally - Illominated cabinet. |
| Note: Please attach all material lists, material brochures, samples and photos, Ascale drawing is recommended or may be required by the Commission. |
| ist all contractors, sub contractors and material suppliers Fox Cities Sign + Lighting |
| Knstma Coppo Knstma Foxcitiessign. Co 11250 Tuckavay Ln 920-207-2461 |
| 1/1/ Maska, W/ S4967 100 201 7781 |
| stimated Total Cost: \$ 2,200 Februard Standard Total Cost: \$ 2,200 |
| Customer is expecting an August 2nd opening. We would love to have signage installed as close to that date as possible. |
| we would love to have signage installed as close |
| to 11 late as possible |
| to that date as possible. |
| The land of the land |
| Thank you for your time! |







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I HAVE CHECKED & REVIEWED ALL SPECIFICATIONS OF THIS DESIGN PROOF & CORRELATING DOCUMENT & HAVE APPROVED FOR PRODUCTION.

DATE

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|---|-------------|----------------|------------|-------------------|-------------------------------|---|-------------------------------|---|-----------------------|---------|
| VECTOR ART OR HIGH RESOLUTION ARTWORK REQUIRED. IF CLEAR ART | REQUIRMENTS | | e: 6-23-19 | MENASHA, WI 54952 | JOB LOCATION: 204 MAIN STREET | COMPANY: KOI COFFEE & TEA CLIENT: ASHLEY LUND | 1:920-378-3515-F:920-221-3243 | 125D W. Tuckaway Ln., Menasha, WI 5495. | www.FoxCitiesSign.com | S III S |