



# Historic Landmarks and Preservation Commission Meeting Minutes

Tuesday, March 24, 2026 at 4:00 PM

Columbus City Hall – 105 N. Dickason Boulevard

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## Call Meeting to Order

Meeting was called to order at 4:02pm. Commissioners Altschwager, Hermanson, Gilbertson, Nagle, Hammer, and Elling along with staff liaison Bennett were present.

## Notice of Open Meeting

Hermanson noted the meeting was posted according to law.

## Approval of agenda

Gilbertson motioned to approve the agenda and a second by Hammer. The motion was carried by unanimous vote.

## Approve minutes from previous meeting(s)

Consider and take action to approve the minutes of previous meeting(s).

Nagle motioned to approve the minutes as presented of the meeting from February 17, 2026. Altschwager seconded the motion. The motion was carried by unanimous vote.

## Public Comments (3 minute limit per person)

There were no members of the public in attendance for comment and there was no correspondence.

## New Business

1. Consider and take action to approve the Treasurer's Report and invoices

Financial report was presented by Altschwager who highlighted the balance of Rest Haven account and noted that there was a deposit of \$2,400 from 2023, but no clue as to from what. The Commission decided to remove the deposit from report but is still considered part of the CHLPC account. There was some discussion regarding revenues from the calendars, and the Commission will drop the price from last year's calendars to sell them. There was discussion about sponsors who complained about being omitted from calendar. There was \$1,500 in donations so far for the 2026 Concerts.

Gilbertson was to be reimbursed \$312 for stamps and an invoice from Minuteman Press for \$159.55 for promotional stickers for summer concert yard signs and banners was presented.

Motion by Nagle to use the HLPC account to reimburse Gilbertson for \$312 and to pay Minuteman Press \$159.55. Altschwager seconded the motion. There was no additional discussion. Roll call vote: 6-0.

2. Consider and take action to develop and prioritize capital improvement projects and budget for 2027

Bennett noted to the Commission that it should begin to think about what it would like to budget for in 2027 and what projects it would like to see as part of the City's Capital Improvement Projects list for 2027. Gilbertson suggested to budget for stamps and envelopes. Elling asked what to do with the HLPC account and not to focus on the Planning line item for historic preservation. Gilbertson

added that there's priority in completing the doors at the Rest Haven, then getting quotes for the bathrooms along with Nagle wanting to identify other houses for historic recognition that are not part of the walking tour. The Commission would like to get a view of the past five years of spending.

Staff will add this item to the next meeting agenda.

3. Consider and take action to bring to Council an updated project scope related to the installation of new front doors, electrical, and accessibility buttons for the Rest Haven building

The Commission discussed having double doors vs single door front entry and comparing that to having side door ADA entrance with initial information presented by Hermanson. Discussion included eliminating glass panels on the front door entryway and the possibility of an installer modifying door frames to fit for compliance. Additionally, whichever side the side door is ADA accessible, the corresponding bathroom would be formatted for ADA accessibility too. Gilbertson introduced the possibility of adding a coded deadbolt to the front doors like what the Recreation building has to possibly replace strike plate to save money and noted that the Rest Haven side and bathroom doors got kicked in repeatedly in the past. An option to amend the previous project scope was made to not make front doors ADA, but lock top and bottom. This option would need to be reapproved at Council. There was discussion regarding how the side door accessibility option may affect future breezeway plans. The Commission expressed concern about all doors matching from different vendors and installers. The Commission discussed a new recommendation for Council to amend the previous project and combine phase 1 and part of phase 2 and then approve door quotes, installer quotes, and push buttons at its next meeting.

Hermanson motioned to recommend to Council at the April 8th meeting to expand the project scope to include replacing the front and side doors, add ADA accessibility entry to one of the side doors and to increase the amount to \$50,000. A second to the motion by Gilbertson. There was no additional discussion. The motion was carried by unanimous vote.

4. Consider and take action to begin marketing and other preparations for the 2026 Summer Concert Series

An update on the progress of the Summer Concert Series was given that included which bands will be performing along with the ordering of some marketing materials. The Old Rock will be providing beer, a bartender, and appropriate insurance. Hermanson shared initial sponsors for the concerts. Altschwager will contact the Marines, Ice Cream Ladies, and other food vendors for the concerts.

There was discussion regarding the possibility of applying for a Tourism grant, but the Commission declined citing its local-oriented marketing strategy and difficulty in getting analytics to support the grant application. The Commission will use its print materials and promote on the City's website and Facebook pages.

5. Consider and take action regarding historic recognition efforts, specifically implementing placards installation and yard signs distribution

Gilbertson updated the Commission of the letters for property owners regarding the yard signs and bronze placards. A draft was created and edited after consulting with the City Attorney and City staff about the installation of the placards. There was a question if the letters were approved by the Commission if they would need to be reapproved prior to sending out. Staff confirmed they could be and will double check. Stamps for the mailings would be paid from the Planning budget's historical preservation line item. No action was taken.

6. Consider and take action regarding the draft application for the local historic designation of Fireman's Park Complex, located at 1049 Park Ave.

Bennett presented a draft application for the local historic designation of the Fireman's Park Complex. The Commission briefly reviewed the application materials and would like to review further. Final input for the application will take place at the next meeting.

7. Consider and take action regarding historic marketing activities, specifically regarding advertising in the 4th of July Ad Book

Gilbertson presented an ask for participating in the 2026 4th of July Ad Book. The Commission advertised in the book in 2025 with a half-page advertisement. Gilbertson presented additional options for advertising in the 2026 book.

Nagle motioned to approve purchasing a 1/2-page advertisement in the 2026 ad book for the 4th of July. A second by Altschwager. There was no additional discussion. The motion was carried by a roll call vote: 6-0.

### **Adjourn**

The next meeting will take place on Wednesday, April 22, 2026.

Altschwager motioned to approve adjourning the meeting. A second by Nagle. The meeting was adjourned by unanimous vote at 5:25pm.

\*\* These minutes will be approved at a future meeting and may be amended. These minutes are respectfully submitted by David Bennett, Communications and Economic Development Coordinator \*\*