Historic Landmarks and Preservation Commission Meeting Minutes

Wednesday, October 21, 2026 at 4:00 PM

Columbus City Hall – 105 N. Dickason Boulevard

Call Meeting to Order

The meeting was called to order at 4:00pm by Nagle.

A quorum in attendance consisted of Gilbertson, Nagle, Altschwager, Hermanson, and Ulrich. Staff liaison Bennett was also present. Hammer was excused.

Notice of Open Meeting

It was noted that the meeting was noticed according to law.

Approval of agenda

Gilbertson motioned to approve the agenda; seconded by Altschwager. There was no discussion and the motion was carried by unanimous voice vote.

Approve minutes from previous meeting(s)

Consider and take action to approve the meeting minutes as presented for September 23, 2026.

Hermanson would like to add the dates of the past Certificate of Appropriateness (COA) meetings that were referenced for item 2 in the September minutes. The commission would like them added.

Hermanson motioned to approve the minutes with the added dates to referenced meetings; seconded by Altschwager. There was no additional discussion. The motion was carried by unanimous voice vote.

Public Comments (3 minute limit per person)

Hermanson commented about the public safety building discussion from the October 7th Council meeting regarding a study for City Hall. Hermanson noted that the study was not brought to HLPC and noted that the annex was added in 1992 to provide elevator access to the Auditorium.

There were no additional comments by members of the commission. There were no members from the public in attendance for additional comments and there was no correspondence.

New Business

1. Consider and take action regarding the financial report and any new invoices

   Ulrich presented an invoice for the calendars for $1,254.33

   Ulrich presented an invoice $3.43 for mailing.

   Ulrich presented an invoice for 3 toner cartridges $56.56.

   Ulrich highlighted costs with mailing calendars and presented an invoice for $52.95.

   Altschwager motioned to approve a total of $1,367.27 to reimburse Ulrich from the Rest Haven account; seconded by Gilbertson. Passed by unanimous roll call vote.

   Altschwager reported on new calendar sales of $2,715 on October 6th and noted a total of $6,835 in sales.

There was discussion on staff findings regarding the Rest Haven account. Bennett noted that the past minutes and HLPC Treasurer reports weren't matching up with reported totals from Farmers & Merchants Union Bank (F&M Bank) or the City's accounting software, Workhorse. Altschwager had brought in F&M Bank booklets that bank staff have signed off on to clarify balance totals. The totals listed in the bank booklets for each account were $19,148.88 for the Susan Stare Auditorium Fund, $12,245.41 for the Water Tower Fund, $32,307.87 for the Mary Poser/Former Columbus Auditorium Corporation account, $156,348.46 for the Rest Haven Improvement account, $32,219.18 for the CHLPC account, and $4,061.24 for the Columbus Pavilion ADA Accessibility Fund.

The commission and staff noted there were gaps in the findings report due to older minutes and HLPC Treasurer reports not being readily available and addressed the possibility of error. Bennett will continue to update findings as more information becomes available. Bennett will work with Altschwager to make copies of the booklets and available audits. Gilbertson suggested the City contact the bank to reconcile the differences.

The Commission reviewed the two Certificate of Deposit (CD) accounts. The CDs include Susan Stare and Mary Poser/Former Columbus Auditorium Corporation accounts and accrued interest. Gilbertson asked if they get renewed. Hermanson said they might auto renew but renewal should be double checked. No action was taken to check on CD renewals but may be discussed with action taken at a later meeting.

2. Preliminary review of the application for the nomination of the Fireman's Park Complex, located at 1049 Park Ave. for local historic designation and to take action to schedule a public hearing and final review of the application if needed

   The commission reviewed the application for local historic designation of the Fireman's Park Complex and noted that there were no changes needed nor any additional questions prior to forwarding it to the public hearing and final review.

   Gilbertson motioned to move the application forward in the designation process and schedule the public hearing; seconded by Hermanson. The commission discussed the public hearing date and determined December 2, 2026, at 6:00pm for the public hearing. There was no further discussion, and the motion was carried by unanimous voice vote.

   The public hearing for local designation of Fireman's Park Complex will be at the Council Chamber in City Hall, Wednesday, December 2, 2026, at 6:00pm. Staff will send out the appropriate notice letters to adjacent properties and send out a Class 1 notice prior to the public hearing.

3. Finalize potential recipient list and take action to purchase historic recognition yard signs

   Nagle presented the quote from Suttle Strauss, the company that has made the previous batch of historic recognition yard signs. Nagle noted a price increase for the same number of signs and wanted to discuss if using a combination of the HLPC account to offset the remaining balance to the Planner - Historic Preservation line item for the purchase. 38 signs would be purchased to replace old signs (excluding the first round of Suttle Strauss signs) and provide previously excluded historic districts with the new signage. Nagle highlighted that Suttle Strauss pricing is based on how much product is used, with 19 signs per sheet. 38 signs would maximize the value by using up an entire sheet, rather than paying for most of a sheet. Nagle addressed questions about the list of properties and noted that they are based on State historic records.

   Historic District Letters would be included along with historic tax credit information, but some letters would be modified accompanying tax credits information would be omitted for properties that are outside any recognized historic district or aren't officially recognized as a historic site.

   Nagle noted that there was an issue with the yard signage posts not aligning with the holes in the signs but was remedied.

Hermanson motioned to accept the quote for 38 signs, using both the Planner line item and CHLPC account to move forward purchasing the signs; seconded by Althschwager. There was no additional discussion, and the motion was carried by unanimous voice vote.

4. Discuss and take possible action regarding attendance to historic preservation conferences and training

   Hermanson presented background on commissioner attendance at previous State historic conferences and noted that April and October were usual dates of the conferences and that they tended to cost about $300 per person.

   The commission would like to keep a running total of historic preservation events in 2027 to budget for in 2028 and left it open for possible attendance in 2027 pending commission approval and adequate funds in the HLPC account.

5. Update regarding the current Rest Haven door replacement project

   Bennett had no new updates regarding the Rest Haven project. Mayor Hammer was not in attendance, but Gilbertson noted that Mayor Hammer has not met with the City Administrator yet.

   The Commission voiced its frustration at the lack of progress and would like to have the Administrator attend a meeting. Gilbertson advocated to work to get the project in front of Council. It was noted that neither the Council, nor HLPC are willing to pay for the most recent design work to move forward with the current bidding process.

   Ulrich declared that there will be no more book royalties if the project is not going to get done. The funds from these are an important contribution towards the Rest Haven. The calendars would be discontinued unless there's a succession plan. The calendars generally cost less than $1,500 but provide an average of $8,500 of revenue annually.

   A working group will meet to discuss details about moving the project forward to the rest of the commission.

6. Update from the Plan Commission's zoning code rewrite review regarding historic preservation

   Nagle recapped the discussion of the historic preservation portion of the zoning code rewrite at the October 8th Plan Commission meeting. Nagle noted that the discussion highlighted the landmarking process and downtown design process.

   The HLPC recommended that a formal, written process would be desired for downtown review. and recommended to follow COA timeline and present to Plan Commission.

   Bennett noted that the draft code regarding yard signs on properties included an exception for historic recognition that was requested by Nagle.

   The Plan Commission will review the draft zoning ordinance again in November and is likely to have a public hearing in December.

7. Update on the 2027 City Budget

   Nagle recapped the City budget presentations to the October 5th Committee of the Whole and noted that there would be no funding from the City's levied general fund due to the commission having over $30,000 in its own general fund with unallocated funds. The commission voiced displeasure with the draft 2027 City budget and advocated for additional funding. Bennett highlighted that other budgets had requests that went unfulfilled as the City continues to participate in the State's expenditure restraint incentive program along with other funding needs.

   It was noted that the $1,500 contribution of levied funds toward the Water Tower fund will continue.

   Nagle noted the separation of the Planner - Historic Preservation line item and the HLPC accounts and made a point that it didn't look like HLPC spent funds. Bennett highlighted that HLPC primarily spent and plans to use up the Planner line item this year. Bennett noted that the commission requested funds to bolster only that account and did not provide a budget of expenditures from any

of its other accounts. Additionally, it is common practice that any funds that sitting around generally do not receive additional funding. Bennett recommended to the commission to create a budget for at least its HLPC account that is recognized as unallocated in an effort to show Council that HLPC needs additional funding.

Gilbertson recommended to work on the budget year-round. No action was taken.

Adjourn

The commission discussed when it would have its next meeting. The commission agreed to Wednesday, December 2, 2026, at 4:00pm. This would precede the public hearing regarding the Fireman's Park Local Historic Designation public hearing at 6:00pm and the final review of the local historic designation after the public hearing.

Altschwager motioned to adjourn the meeting; seconded by Gilbertson. There was no discussion and the motion was carried by unanimous voice vote.

The meeting was adjourned at 6:05pm.

** 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 **