



# Historic Landmarks and Preservation Commission Meeting Minutes

Wednesday, April 22, 2026 at 4:00 PM

Columbus City Hall – 105 N. Dickason Boulevard

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## Call Meeting to Order

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

A quorum consisted of Hermanson, Gilbertson, Nagle, Hammer, Altschwager. Staff liaison Bennett was present. Amy Jo Meyers was in attendance. Ulrich arrived at 4:01pm.

## Notice of Open Meeting

The meeting was posted according to law.

## Approval of agenda

Gilbertson motioned to approve the agenda as presented; seconded by Nagle. No additional discussion. The motion was carried unanimously. Ulrich arrived.

## Approve minutes from previous meeting(s)

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

Nagle motioned to approve the meeting minutes as presented from March 24, 2026; seconded by Gilbertson. Add \$275 to be added to Minutes for the 2026 4<sup>th</sup> of July Ad Book. Nagle amended the motion to add the \$275; Gilbertson seconded the amended motion. The amended motion was carried unanimously.

## Public Comments (3 minute limit per person)

Ulrich reminded the Commission about flowers for Fireman's Park entrance. Altschwager made note of her reaction to the Council's decision regarding the Rest Haven project.

## New Business

### 1. Consideration and possible action regarding financial reports and invoices

Financial Report was presented by Altschwager and highlighted expenditures to Gilbertson, Minuteman Press, and 4<sup>th</sup> of July ad book and the balance. \$650 and \$20 donations were received. \$6420 in total concert donations have been received so far. Gilbertson had sent thank you notes for the donations.

There was discussion to authorize prepay for the Summer Concerts in order to pay bands immediately after performing. Will be brought up at next meeting.

An invoice of \$78 from Gilbertson for postage for the historic recognition letters was presented by Gilbertson. Nagle motioned to approve the payment to Gilbertson for up to \$78 for postage from the CHLPC Account; seconded by Hermanson. There was no additional discussion, and the motion was carried unanimously by roll call vote.

### 2. Consider and take action regarding the Council decision from its April 9, 2026, meeting requesting legal review of the Rest Haven project

Hermanson recapped the Council decision from her perspective. Bennett was asked about the possibility of a member of HLPC to attend Tuesday's staff meeting on the topic. Bennett will check to see if it's possible or if it's a staff-only meeting. Gilbertson and Hermanson highlighted past bidding results and shared concerns about reusing donor funds to bid it out again. Commission discussed about phasing of the project. There was a question of where the Rest Haven rental monies go. Meyers noted it goes to the general fund and will ask to see if the Recreation Committee would designate a maintenance fund for a portion of the proceeds to go to. Hammer add his perspective from the Council meeting and suggested prioritizing immediate need. Hermanson that the bathroom be prioritized if the doors have to be ADA compliant. Meyers suggested prioritizing the doors. Bennett will meet with Hermanson and Gilbertson either prior or after the staff meeting. Hermanson and Gilbertson suggested an action plan to create phases for the project. No action was taken.

3. 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 of application for the local historic designation of the Fireman's Park Complex and cited a few concerns regarding how it would impact non-contributing structures and current projects at the Pavilion and Rest Haven. Gilbertson asked about the metal roof of the Rest Haven, and Hermanson noted that the roof was submitted to State Historic Preservation Office (SHPO). There was discussion of how to recommend the application to Council as staff recommended having the Council submit the application at its next meeting as best practice for City-owned properties. The Commission discussed amendments to the application.

Gilbertson made a motion to recommend to council to review and submission of the application for the local designation of Fireman's Park Complex. Seconded by Nagle and with no additional discussion, the motion was carried by unanimous vote. Bennett will add the edits to the application and send it to the May 8th Council meeting.

4. Update of the results regarding the letters sent to notify property owners about getting historic recognition placards and yard signs

Gilbertson received 3 responses for the placards and hand delivered a placard to an owner. The yard signs have been delivered. The Historical Society will aid in installing the placards as needed. Possible reminder letters would be brought to a future meeting for approval to send out if a majority of yard signs aren't up.

5. Consider and take action regarding 2027 budget planning and capital improvement projects

Nagle went to the Wisconsin Historical Society website and has created a spreadsheet of historic properties for additional recognition opportunities. Nagle noted many homes don't have signs for historic recognition and suggested prioritizing century homes and other identified properties. Discussion of QR codes on yard signs and printed materials for a future digital walking tour. Gilbertson suggested completing an entire district at a time. Nagle noted that signs are \$33 each. Nagle and Gilbertson will provide a proposal for how many signs to purchase.

A couple of items were mentioned for the capital improvement project (CIP) list such as better insulation for pavilion and HVAC. The Commission plans to brainstorm more possible CIP recommendations at its next meeting.

6. Presentation and discussion of the roles and responsibilities of the Historic Landmarks Preservation Commission

Bennett presented a summary of general responsibilities for boards, committees, and commissions, along with those of staff liaisons. There was discussion regarding Treasurer duties and Secretary duties. Bennett noted that these two positions are generally combined and serve as an alternate chair to meetings and Staff handles minute-taking and finances. Hermanson noted that the Commission has concerns about making sure that donated funds don't get comingled in the general fund. Hammer and Bennett assured the group that City Administration and the new finance department would be diligent in regard to financial matters.

7. Consider and take action to set a new date and time for regular HLPC meetings

Gilbertson noted that there was an individual interested in attending a commission meeting but would like to move the meeting times to 5:30pm. The goal of a later time would be to allow people to attend after work. There was discussion about using the time change as a recruitment tool for possible new members. Hermanson noted seasonal time changes for commission meetings and cited the summer concerts and Lenten date changes. Hermanson suggests setting the next meeting at 5:30pm. No motion was made, but general consensus was to try 5:30pm at the next meeting as the membership could move it back to 4:00pm if need be.

**Adjourn**

Altschwager motioned to adjourn the meeting; seconded by Hermanson. There was no additional discussion. The motion was carried unanimously. The meeting was adjourned at 6:16pm.

\*\* 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 \*\*