



Historic Landmarks and Preservation Commission Meeting Agenda

Wednesday, June 24, 2026 at 4:00 PM

Columbus City Hall – 105 N. Dickason Boulevard

Call Meeting to Order

Notice of Open Meeting

Approval of agenda

Approve minutes from previous meeting(s)

[Consider](#) and take action to approve the meeting minutes from May 27, 2026

Public Comments (3 minute limit per person)

New Business

- [1.](#) Consider and take action regarding financial reporting and payments
2. Discussion of updates to the Rest Haven renovation project.
- [3.](#) Discussion regarding the potential local historic designation of the Fireman's Park Complex, located at 1049 Park Ave, benefits of Certified Local Government (CLG) status, and how local historic designation relates to State and National historic designation.
4. Debrief of the June 17 concert and consider and take action regarding planning for the July 15 concert in the 2026 Summer Concert Series
5. Update on the progress of the downtown historic placards
6. Consider items for future agendas

Adjourn



Historic Landmarks and Preservation Commission Meeting Minutes

Wednesday, May 27, 2026 at 4:00 PM

Columbus City Hall – 105 N. Dickason Boulevard

Call Meeting to Order

The meeting was called to order by Hermanson at 4:00pm. A quorum in attendance consisted of Altschwager, Gilbertson, Hermanson, Nagle, and Ulrich. Staff liaison Bennett was also present.

Notice of Open Meeting

Hermanson noted the meeting was posted according to law.

Approval of agenda

Gilbertson motioned to approve the agenda as presented; seconded by Altschwager. There was no discussion. 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 from the meeting of April 22, 2026. Gilbertson seconded the motion. There was no discussion. 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 staff did not receive any correspondence.

New Business

1. Consideration and possible action regarding financial reports and invoices

Treasurer Altschwager presented the latest financial report and brought several new invoices for review.

Nagle motioned to pay \$260.95 from the Rest Haven account to Minuteman Press for marketing materials related to the 2026 Summer Concert Series; seconded by Gilbertson. There was no discussion. The motion was carried by unanimous roll call vote.

Nagle motioned to reimburse from the Rest Haven account to Commissioner Gilbertson \$30 for paying the fee for a temporary alcohol license for the 2026 Summer Concert Series; Gilbertson seconded the motion. There was no discussion. The motion was carried by unanimous roll call vote.

Nagle motioned to reimburse from the HLPC general account to Commissioner Ulrich \$35.02 for paying for 5 petunias to be planted at the entry gate to Fireman's Park. Altschwager seconded the motion. There was discussion about how the flowers would be taken care of. Bennett suggested reaching out to Public Works as they water decorative City-owned plantings around town. Bennett noted that this item should be in partnership with the Public Spaces Committee going forward. The motion was carried by unanimous roll call vote.

Staff will work with the Treasurer to send invoices to the Finance Department for processing and payment. Altschwager gave the invoices to Bennett, who will take them to Finance along with a

copy of the meeting minutes. Bennett will try to schedule the Finance Director to meet with HLPC at a future meeting.

2. Consider and take action regarding the Rest Haven project (CC 4/8/26)

Bennett and Hermanson presented an update of the Rest Haven project stemming from the Council's decision regarding the project from its April 8th meeting. Bennett also presented a recap of the City Attorney's opinion stating that Public Works (DPW) will be leading the project similarly to other City facility projects and may have input from the Historic Landmarks Preservation Commission (HLPC). HLPC members expressed displeasure of the opinion highlighting the requested consulting of HLPC by DPW and that HLPC's primary role would be to fundraise for the project. There were additional concerns about leveraging past work done by the HLPC as members did not want to see that go to waste and had issues about starting the project over. Bennett recapped the staff meeting between himself, the Community Development Director, the Public Works and Utilities Director, and the City Administrator in which Public Works accepted the lead role on the project and Bennett was designated as the coordinator. The City will use Axiom through Ruekert Mielke to update the existing plans using the current scope of the project. Bennett has been working with Axiom to provide relevant information based on HLPC efforts.

There was additional discussion regarding the April 8th Council decision to postpone the project until the City Attorney opinion was obtained as there was no motion to directly alter or remove the January 6th Council decision for HLPC to replace the front entry doors, add push button access and needed electrical to the Rest Haven for up to \$25,000. Staff will look into this.

HLPC and staff agreed to a working meeting that will include Hermanson, Gilbertson, and Bennett to go over this topic prior to the next HLPC meeting.

3. Consider and take action regarding the local historic designation of the Fireman's Park Complex located at 1049 Park Ave. (CC 5/5/26)

Bennett and Hermanson presented the May 5th Council decision to not move forward with the application for the local historic designation of the Fireman's Park Complex with HLPC Commissioners expressing disappointment in the decision. During discussion, questions from the Council were addressed along with the presentation of new information highlighting a small portion of the park that contains the contributing structures defined by the National and State historic registry. Bennett presented informative comparison charts that highlighted differences between local, state and national historic designation. It was noted that members of the HLPC have been contacted by Alder Rostad about the topic and that he'll be attending the next HLPC meeting in June.

There was further discussion about creating a set of talking points to promote the benefits and address concerns regarding local designation, specifically Certified Local Government (CLG) status. Staff will try to create a list of talking points from the HLPC members for the next meeting.

4. Consider and take action regarding purchasing additional historic recognition yard signs

Nagle presented a list of proposed properties that still need historic recognition yard signs. Any requests to be included in the recognition program may be forwarded to Nagle or staff. It was clarified that pricing for the signs is based on quantity with 38 being the most efficient option. The focus of the initial wave of yard signs and going forward included century homes - especially in the Prairie Street and South Dickason Boulevard areas. Nagle added that there were four homes that used to be churches and looked for input on how to include that information on the yard signs.

Nagle will have an updated list and may request action on this topic at the next HLPC meeting.

5. Consider and take action regarding the 2026 Summer Concert Series

Staff and commission member addressed work orders for Public Works to set up the 2026 summer concerts along with coordinating marketing materials to be used online. Bennett addressed how

the City Finance Director wants to proceed with payment to performers. This will involve confirmation of each performance, then staff will send a copy of the performer contract and the February 17th HLPC minutes to the Finance Department for payment. Bennett will send Hermanson a copy of the performer contracts.

It was noted that there likely won't be any opening acts, however, food vendors will be available.

6. Consider and take action regarding 2027 budgeting and capital improvement projects

Bennett noted that HLPC members should have a list of items to budget for in 2027 along with any requests for capital improvement projects (CIP). Having a recommended budget will help staff and the CHLPC Treasurer to implement the City's purchasing policy with the Finance Department.

A major change for 2027 featured the HLPC's involvement in the Summer Concert Series. It was noted that 2026 will be the last year of hands-on involvement and beginning in 2027, the City's Recreation Department will be handling the concert series. There was discussion about the possibility of any proceeds generated could be shared with HLPC. Bennett will meet with Amy Jo to discuss this possibility.

7. Discuss initial draft of the zoning code rewrite regarding historic preservation

Bennett presented the initial draft regarding the historic preservation section of the zoning code. The zoning code rewrite is tasked to the Plan Commission and at its May 14th meeting it reviewed an initial draft of the historic preservation code. The main changes from the current code include moving the Historic Landmarks Preservation Commission (HLPC) composition, powers and duties to the same chapter as all other City boards, committees, and commissions, creation of downtown design standards to be reviewed by Plan Commission with input from HLPC, and giving final approval of local designation from HLPC to the Council pending review and recommendation by the HLPC.

It was emphasized that locally designated properties would still need HLPC approval of a Certificate of Appropriateness (COA) and are still subject to State and National historic regulations. It was also noted that the new zoning code, if implemented, may impact the City's Certified Local Government (CLG) status. Bennett stated that the Plan Commission expressed interest of including input by the HLPC regarding any changes to the zoning code that impacts historic preservation along with a desire to include HLPC in potential downtown design reviews.

HLPC expressed concerns about providing input to Plan Commission and will look to have this topic remain on future agendas. HLPC would likely forward recommendations to the Plan Commission. Individual members of HLPC may participate separately in public comments during the remaining 2026 Plan Commission meetings. Bennett will see if the representative from Vandewalle and Associates could attend a future HLPC meeting either in-person or via Zoom to answer questions. Any feedback would need to be forwarded to the Plan Commission for consideration.

8. Consider and take action to nominate and elect among the members of the Commission the following positions: Chair, Vice Chair, and Treasurer / Secretary

Hermanson motioned to nominate Nagle as Chair, Gilbertson as Vice Chair, and Altschwager as Secretary / Treasurer; Gilbertson seconded the motion. There was no discussion. The motion was carried by unanimous vote.

The new officers of the Historic Landmarks Preservation Commission are as follows: Brian Nagle - Chair, Libby Gilbertson - Vice Chair, and Beth Altschwager as Secretary/Treasurer.

Altschwager expressed concern about writing minutes and implementing the City's purchasing policy. Bennett will work with Altschwager by providing meeting minutes and aiding in the purchasing policy process.

Adjourn

Nagle motioned to adjourn the meeting; seconded by Altschwager. There was no discussion. The motion was carried by unanimous vote.

The meeting was adjourned at 6:56pm.

** 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 **



Agenda Item Report

Meeting Type: Historic Landmarks Preservation Commission

Meeting Date: June 24, 2026

Item Title: Consider and take action regarding financial reporting and payments

Submitted By: David Bennett, Communications & Economic Development Coordinator

Detailed Description of Subject Matter:

Secretary Beth Altschwager has given the City Finance Director, Kendra Riddle, the Historic Landmarks Preservation Commission's (HLPC) books. The Finance Director will work with the staff liaison to create monthly reports for review by the commission.

Most purchase invoices can be brought to staff for coding and then handed to the City's Finance department along with a copy of meeting minutes approving the expenditure. Items related to mailings can be done by staff at City Hall and coded to the appropriate account(s). Purchases exceeding certain thresholds will be subject to the City's purchasing policy and may require either City Administrator approval or Council approval.

The City's Finance Director will need to be included for the 2-signature process for the accounts at Farmers and Merchants Union Bank, if not already.

List all Supporting Documentation Attached:

- May 2026 Financial Report

Action Requested of the Historic Landmarks Preservation Commission:

Discussion.

Strategic Plan Objective:

CHLPC TREASURER'S REPORT
June 15, 2026

SUSAN STARE	CD	BALANCE	06.15.26	\$19,148.88
AUDITORIUM FUND				
WATER TOWER FUND 253474		BALANCE	06.15.26	\$12,204.85
Mary Poser/Former Columbus Auditorium Corporation				
2502700	CD			
		BALANCE	06.15.26	\$32,307.87
REST HAVEN IMPROVEMENT				
(new savings acct) 255362			Balance	\$145,048.46
			Withdrawal	\$1,140.95
Libby Gilbertson	temp alcohol lic		06.15.26	\$30.00
MMP summer concert signs			06.15.26	\$260.95
Parlour Trick Enterprise LLC(summer concert band			06.15.26	\$850.00
		BALANCE		\$145,664.42
CHLPC ACCOUNT 187450		BALANCE	06.15.26	\$32,219.18
Janice Ulrich plants for park enternece		Withdrawal	06.15.26	\$35.02
4th of July Committee 2014 donation for rest haven project				\$5,000.00
Rest haven bathroom donation from Bob & Janet Groh 2015				\$5,000.00
Rest haven donation from Dave & Sue Zittel 2018				\$500.00
Rest haven bathroom donation from Dave & Sue Zittel 2018				\$500.00
Rest haven bathroom donation from Bob & Janet Groh 2018				\$5,000.00
Rest haven bathroom donation from Mary Derr 2019				\$1,000.00
Rest haven donation from Dave & Sue Zittel 2019		09.09.19		\$500.00
Rest haven donation from Lyco 2019		09.09.19		\$500.00
Rest haven donation from Bob & Janet Groh 2019				\$10,000.00
Rest haven donation from Elizabeth Hinds 2020		07.15.20		\$20.00
Rest haven donation from Fred & Della Dartt 2020		08.13.20		\$100.00
Rest haven donation from Dave & Sue Zittel 2020		09.08.20		\$1,000.00
Rest haven donation from Bob & Janet Groh 2020		12.18.20		\$10,000.00
Rest haven donation from Bob & Janet Groh 2021		12.15.21		\$10,000.00

Rest haven donation from Rolf Poser	12.15.21	\$500.00
Rest haven donation from Lys Buck	12.31.21	\$100.00
Rest haven donation from Community Foundation of Collier County Ed & Judy Bergauer	02.16.22	\$5,000.00
Donation from Bob & Janet Groh	12.13.22	\$10,000.00
Rest haven donation from Rolf Poser	01.13.23	\$500.00
Rest haven donation from David & Sue Zittel	08.29.23	\$500.00
Rest haven donation from Rolf Poser	12.19.23	\$500.00
Donation from Bob & Janet Groh	01.04.24	\$5,000.00
2025 donation from Janet Groh	08.18.25	\$5,000.00

2018 Historic Calendar		\$7,784.44
2019 Historic Calendar		\$8,317.45
2020 Historic Calendar		\$6,920.00
2021 Historic Calendar		\$7,080.21
2022 Historic Calendar		\$12,595.00
2023 Historic Calendar		\$8,486.00
2024 Historic Calendar		\$7,537.00
2025 Historic Calendar		\$10,970.00
2026 Historic Calendar		\$8,620.00

June 15, 2026

COLUMBUS PAVILION ADA ACCESSIBILITY FUND

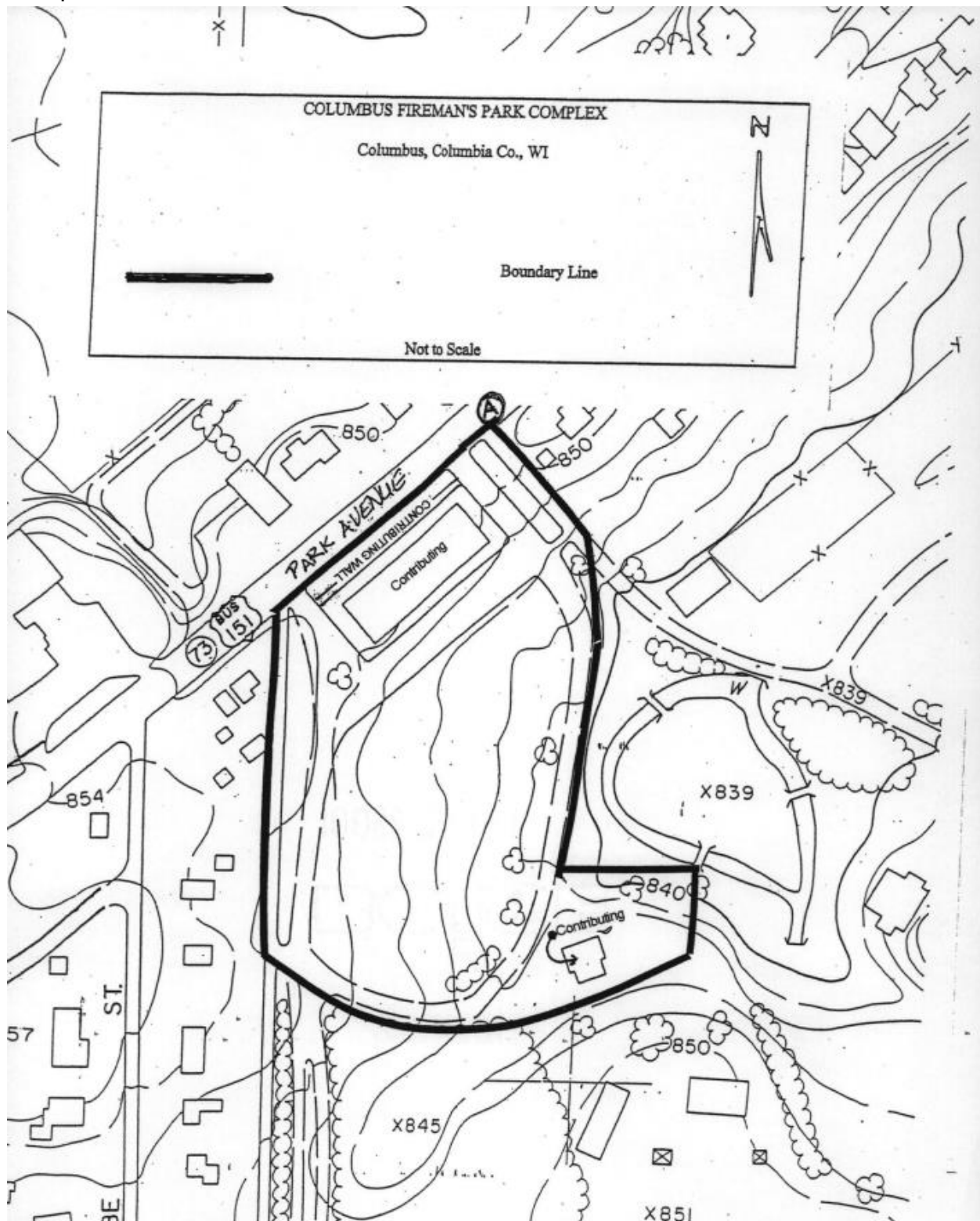
ACCOUNT 250968

06.15.26 Total

\$4,046.11

RESPECTFULLY SUBMITTED,
BETH ALTSCHWAGER, TREASURER

National Historic Designation Boundary and Contributing Structures – Fireman's Park Complex, 1049 Park Ave.



Local Designation Benefits & Process Comparisons

Quick Comparison of Benefits

Category	Local Designation	Wisconsin State Register	National Register
Main purpose	Protect historic character at the local level	Recognize statewide significance + enable incentives	Recognize national significance + enable federal programs
Biggest benefit	✓ Strong protection from inappropriate changes	💰 Access to state tax credits	💰 Access to federal tax credits + prestige
Property value impact	✓ Often stabilizes & increases values	⚖️ Moderate positive effect	⚖️ Moderate (recognition-driven)
Tax credits available	✗ Usually none (unless local programs exist)	✓ 20–25% WI tax credits	✓ 20% federal tax credit
Grants / funding eligibility	⚠️ Limited	✓ Some state programs	✓ Federal & some state programs
Restrictions on property owner	✓ YES (design review required)	✗ NO restrictions by listing alone	✗ NO restrictions by listing alone
Control over renovations	⚠️ Must get local approval for visible changes	✓ Full control (unless using incentives)	✓ Full control (unless federal funding involved)
Protection from demolition	✓ Strong (local approval required)	✗ None on its own	✗ None on its own
Protection from outside projects	⚠️ Local influence only	⚠️ Limited	✓ Federal review required if federal funds involved

Complexity of process	☐ Low–Moderate	☐ Moderate	☒ Highest (state + federal review)
Time to achieve	 Fast (months)	 Medium	 Longest (often 6–12+ months)
Public recognition / prestige	 Local recognition	 State-level recognition	 High national recognition
Best use case	Protecting neighborhood character	Unlocking funding for rehab	Large projects, grants, or prestige recognition
Works with other designations?	☒ Can layer with state/national	☒ Often paired with national	☒ Often paired with state/local

NOTE The Secretary of the Interior’s Standards applies to both WI state and Federal tax credits regarding design standards. Program rules and requirements differ.

Quick Tax Credits Comparisons

Situation	Must follow historic standards?
Using federal/state tax credits	✓ Yes (required)
Using federal funding or permits	✓ Yes (review required)
Using state/federal grants	✓ Yes (usually required)
No funding, no incentives	✗ No
Local historic designation applies	⚠ Maybe (depends on local ordinance)

Category	Federal Credit	Wisconsin State Credit
Design standards	✓ Same	✓ Same
Governing rules	IRS + NPS	State (WHS + WEDC)
Eligible properties	Income-producing only	Income-producing + homes
Credit %	20%	20% (commercial) / 25% (homes)
Payout timing	Spread over 5 years	Often faster (varies)
Approval	SHPO + NPS	SHPO (+ WEDC)
Funding caps	None specific	✓ Limited funding pool
Transferability	Limited	Often easier

Quick Comparison of Process

Step / Feature	Local Designation (Columbus, WI)	Wisconsin State Register	National Register
Who runs it	Historic Landmarks Preservation Commission (HLPC)	Wisconsin Historical Society (SHPO)	National Park Service (via SHPO)
Who starts it	Usually HLPC, property owner, or local group	Anyone (owner, org, citizen)	Anyone (submitted through SHPO)
Step 1: Eligibility check	Based on local criteria (age, architecture, local significance)	Must meet state/national historic criteria	Same criteria as state (often identical)
Step 2: Documentation	Local application (less detailed)	Formal nomination (history, photos, significance)	Same nomination format (very detailed)
Step 3: Review process	HLPC	State Historic Preservation Office (SHPO) review	SHPO review + National Park Service review
Step 4: Public input	☑ Often required (hearings, city meetings)	☑ Sometimes part of review	☑ Typically included in state review
Step 5: Decision body	HLPC	State review board	State review board → National Park Service final decision
Final approval	HLPC vote; appeals by City Council	Wisconsin State Register listing	National Park Service lists property
Timeframe	Usually fastest (months)	Moderate (several months)	Longest (6–12+ months typical)
Level of recognition	Local significance	State significance	National significance
Restrictions after listing	☑ Yes (design review required)	✗ None by itself	✗ None by itself
Main benefit	Protection of historic character	Access to state tax credits	Federal tax credits + prestige
Relationship to others	Independent	Often paired with national	Often paired with state

Historical Designation FAQ

- The Wisconsin State Historic Preservation Office (SHPO) has recognized Columbus as a Certified Local Government (CLG) since 1992
 - A CLG is any city, village, county, or town that has applied and been certified by the SHPO and National Park Service (NPS) to meet the **program criteria**:
 - Establish by ordinance a qualified historic preservation commission
 - A historic preservation commission has two key responsibilities:
 - **Designate (or recommend the designation of) properties as local landmarks**
 - **Create local historic districts**
 - Enforce appropriate state or local legislation for the designation and protection of historic properties
 - Maintain a system to survey and inventory local historic resources
 - Coordinate public participation in the local historic preservation program
- Wisconsin SHPO requires that CLGs:
 - The CLG must enact and enforce a historic preservation ordinance that regulates historic property.
 - A CLG must provide annual reporting to the SHPO on CLG activities.
 - A CLG must send copies of meeting minutes and agendas to the SHPO following each meeting.
 - **The ordinance must not allow historic property owners to "opt-out" of local historic designation.**
 - **Designation must not require owner consent.**
 - The commission must approve work on locally designated properties and recommendations may not be "advisory."
- Benefits of CLG Status
 - Community is eligible to apply for subgrants from the Wisconsin SHPO's federal Historic Preservation Fund allocation for eligible preservation projects. CLG communities in Wisconsin are eligible to apply annually for **no-match grant funding for historic preservation planning projects**. Grants can be used for:
 - Architecture and archaeology surveys to identify and evaluate historic resources, pursue a strategy of survey and designation
 - Nominations of properties and districts to the National Register of Historic Places (NRHP) or to a local list of landmarks

- **Allows property owners to leverage state and federal tax credit programs for investment in historic residential, commercial, and industrial buildings.**
 - Educational programs focused on local history and historic places
 - Historic preservation plans
 - Design guidelines for historic properties
 - Statewide or regional training events hosted by a CLG for preservation commissioners and staff
- Community may formally submit comment on National Register of Historic Places nominations within its municipal boundaries to the State Historic Preservation Review Board.
- Benefits of Local Designation
 - Fostering civic pride
 - Inventory of a city's historic assets
 - Strengthening the local economy
 - Stimulating heritage tourism and branding
 - **Preventing demolition; state and national designation are largely honorary**
 - Provides clear process for alterations when necessary that minimize the impact on historic landmark
 - Property value stability in the area
 - *Over the four-year period, the neighborhood with both a local and a National Register designation had increased sale prices of 157%. The second neighborhood, which had National Register status but no local historic zoning, had increased sale prices of 36%. Property values in the neighborhood without any historical zoning or recognition increased by only 20% during the same period.*
 - *Historic designation and design review not only benefits existing residents of a neighborhood, but it often attracts new buyers who know their investment will be protected.*
 - Priority for technical assistance from the Wisconsin Historical Society for restoring city-owned landmarks