



# Historic Landmarks and Preservation Commission Meeting Agenda

Tuesday, January 27, 2026 at 4:00 PM

Columbus City Hall – 105 N. Dickason Boulevard

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**Call Meeting to Order**

**Notice of Open Meeting**

**Approval of agenda**

**Approve minutes from previous meeting(s)**

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

**Public Comments (3 minute limit per person)**

**New Business**

- [1.](#) Consideration and possible action regarding financial reports and invoices.
- [2.](#) Presentation and discussion regarding the City's fiscal policies and procedures.
- [3.](#) Consider and take action to determine 2026 spending priorities and overall historic preservation goals.
- [4.](#) Consider and take action regarding Rest Haven maintenance and upgrades.
- [5.](#) Consider and take action regarding historic recognition of local buildings and site, specifically implementing fixed placards.
- [6.](#) Discussion of the feasibility of local historic designations of the Fireman's Park Pavilion and Rest Haven.
- [7.](#) Consider and take possible action regarding the 2026 Summer Concert Series.

**Adjourn**



# Historic Landmarks and Preservation Commission Meeting Minutes

Wednesday, November 19, 2025 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 by Chair Ruth Hermanson at 4:00 p.m. in the City Hall committee room.

Commissioners Altschwager, Hermanson, Gilbertson, Elling, and Mayor Hammer. Mike Kornmann and David Bennett were also present. Commissioner Ulrich was absent and excused.

Commissioner Nagle arrived at 4:30 p.m.

## Notice of Open Meeting

Chair Hermanson noted that the meeting agenda had been posted and distributed per State Statutes.

## Approval of agenda

Motion by Elling, second by Altschwager, to approve the November 19 agenda as presented. Motion carried 5-0.

## Approve minutes from previous meeting(s)

Consider and take action to approve the minutes of October 22, 2025.

Motion by Gilbertson, second by Hammer to approve the October 22 minutes as presented. Motion carried 5-0.

## Public Comments (3 minute limit per person)

Mike Kornmann announced that the stairs at the Pavilion in Fireman's Park are currently under reconstruction. The City Council has included HVAC installation at the Pavilion in their 2026 capital budget.

## New Business

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

Motion by Hammer, second by Elling to accept the treasurer's report as presented.

2. Consider and take action regarding HLPC fundraising activities.

Chair Hermanson reported that she had confirmed with previous commissioners that there was no specific designation of funds in the HLPC account #187450.

3. Consider and take action regarding Rest Haven maintenance and upgrades, specifically the updated proposals for electrical work and main doors. Other discussion and possible actions may be taken regarding window screens and bathroom project.

Chair Hermanson presented information on entry door style and materials. She recommended an aluminum-clad door from Zuerhn at a cost of \$8,935.57. This would fall within the amount previously approved by the Commission.

Chair Hermanson then presented information on electrician proposals for wiring to the new front entry door and installation of same. She recommended proceeding with H.E. and Security in the amount of \$980.00. Motion by Gilbertson, second by Nagle to recommend use of H.E. and Security for electrical installation in the amount of \$980.00 as shown in the estimate dated November 19, 2025. Roll call vote carried 6-0. Kornmann advised that an electrical permit would be required.

To complete this task, motion by Gilbertson, second by Nagle to recommend up to \$6,000.00 from H.E. and Security for installation and purchase of push button fixtures for the new entry door. Roll call vote carried by a 6-0 margin.

4. Consider and take action regarding possible sites for local historic designation, specifically to identify and prioritize a list of properties.

Commissioner Gilbertson identified the potential for designation of various City buildings, including the Library, Pavilion at Fireman's Park, and Rest Haven building. Kornmann suggested that the entire of Fireman's Park might be considered as an historic site. This will be discussed at a future meeting.

5. Consider and take action regarding historic recognition of local buildings and sites, specifically yard signs.

Commissioner Gilbertson presented information regarding potential replacement of yard signs indicating historic homes in the city. She noted that these sites came from walking tour locations. There are 38 potential signs. She contacted two printers, Minuteman and SuttleStraus. She recommends proceeding with SuttleStraus at a cost of \$1,140.00 from their November 14 proposal. Motion by Hammer, second by Nagle to approve purchase of up to 38 yard signs from SuttleStraus at a cost not to exceed \$1,500.00. Roll call vote carried 6-0.

6. Consider and take action regarding plans for USA 250th.

No action was taken as we have not yet heard from the July 4th Celebration Committee.

7. Review 2025 Summer Concert report and consider and take possible action to solicit for bands and sponsors, gather insurance quotes, and develop marketing materials for the 2026 Summer Concert Series.

No co-sponsors had yet appeared for this series of events. Commissioners were asked to bring ideas to the next regular meeting (December or January).

8. Consider and take action to close CHLPC's self-loan for tour books and take other possible actions regarding CHLPC account #187450.

Notations have been made on the regular treasurer's report regarding the amount of funds previously spent on the books, and revenues received to off-set this cost. Motion by Elling, second by Gilbertson to acknowledge completion of this tour book loan as of November 19 2025 and discontinue an further reporting on this balance. Motion carried unanimously. Further discussion on the need for Account #187450. The group will consider relocating monies from this account to another specific purpose at the next meeting (December or January).

## **Adjourn**

The group agreed to cancel any meeting in December, 2025.

Motion by Altschwager, second by Gilbertson to adjourn at 5:47 p.m. Carried Unanimously.

NEXT MEETING: Wednesday, January 28, 2026, at 4:00 p.m., at City Hall.

Respectfully submitted, Henry J. Elling, CHLPC Secretary

\*\* These minutes will be approved at a future meeting and may be amended.\*\*

**CHLPC TREASURER'S REPORT**  
**January 10, 2026**

<b>SUSAN STARE</b>	<b>CD</b>	<b>BALANCE</b>	<b>01.10.26</b>	<b>\$19,148.88</b>
<b>AUDITORIUM FUND</b>				
<b>WATER TOWER FUND 253474</b>		<b>BALANCE</b>	<b>01.10.26</b>	<b>\$10,704.85</b>
		<b>interest</b>	<b>11.30.25</b>	<b>\$40.10</b>
<b>Mary Poser/Former Columbus Auditorium Corporation</b>				
<b>2502700</b>	<b>CD</b>	<b>BALANCE</b>	<b>01.10.26</b>	<b>\$32,307.87</b>
<b>REST HAVEN IMPROVEMENT</b>				
<b>(new savings acct) 255362</b>				
		<b>BALANCE</b>		<b>\$137,711.92</b>
		<b>DEPOSIT</b>		
<b>2026 calendar sponsorship</b>			<b>12.26.25</b>	<b>\$280.00</b>
		<b>interest</b>	<b>11.30.25</b>	<b>486.9</b>
<b>CHLPC ACCOUNT 187450</b>		<b>BALANCE</b>	<b>11.03.25</b>	<b>\$32,730.58</b>
		<b>interest</b>	<b>11.30.25</b>	<b>\$123.30</b>
				<b>\$32,858.88</b>
<b>Jan book</b>			<b>01.07.26</b>	<b>\$5.00</b>
				<b>\$2,400.00</b>
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

January 10, 2026

**COLUMBUS PAVILION ADA ACCESSIBILITY FUND**

<b>ACCOUNT 250968</b>	01.10.26	Total	\$4,046.11
	interest	11.30.25	\$15.66

RESPECTFULLY SUBMITTED,  
BETH ALTSCHWAGER, TREASURER



City of Columbus, Wisconsin  
Tourism – Room Tax Fund Reimbursement Final Report

Item #7.

**Applicant's Information**

**Name:** Henry Elling

**Phone:** 920-350-5644

**Email:** ejh2261@outlook.com

**Organization Information**

**Name:** City of Columbus Historic Landmarks Preservation Commission

**Phone:** 920-623-5900

**Email:** ruth@hermansonllc.com

**Tax-Exempt:** Yes

**Awarded for:** \$750 for additional digital marketing for the 2025 Summer Concert Series

**Use of Funds:** The Historic Landmarks Preservation Commission (HLPC) hosted 3 concerts in 2025. \$748 were spent on additional digital advertising via a couple of 2-week marketing campaigns in conjunction with leveraging free marketing tools by Events.com and Facebook. No data was collected regarding overnight stays or economic impact. HLPC surveyed attendees to see which of the free marketing materials were effective. Events.com digital marketing targeted a 50-mile radius around Columbus and generated over 5,800 views and over 2,800 opens. The survey showed that the free marketing options were localized through tactics such as word-of-mouth, flyers and banners, and posting to local Facebook groups.

**Supporting Materials:**

- Events.com analytics
- HLPC marketing survey
- Photos




City of Columbus, Wisconsin  
Tourism – Room Tax Fund Reimbursement Final Report

Item #7.

**Total Events.com:** Total spent \$748 / \$750

- 5,815 views and 2,848 opens
- Advertised in a 50 mi radius of Columbus, Madison, and Milwaukee

Events.com Promotion #1 Budget: \$352.00 / \$750



**Summer Concert Series**  
19/06/2025 @ Fireman's Park

[View event details](#)

Promotion recap



**830**  
Total Views



**77**  
Total Opens

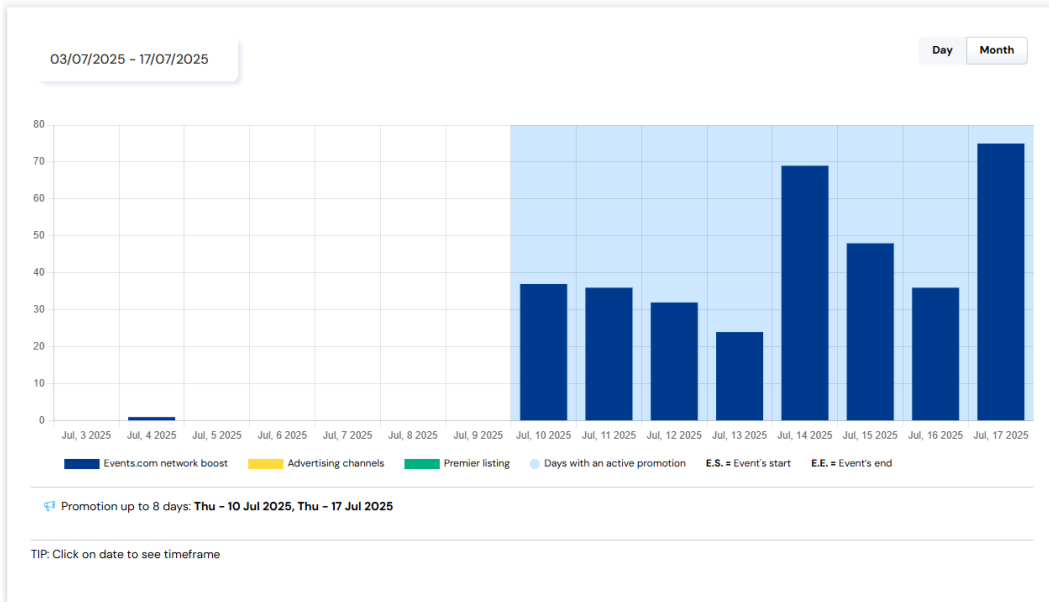


**\$ 5**  
CPE



**1**  
Promotions Created

Breakdown by day (views)



Events.com Discover: Featured listings

CHANNEL	VIEWS	OPENS	CTR	CPM	CPE	
Events.com Discover	514	77	14.98%	\$ 373.54	\$ 2.49	<a href="#">View on Discover</a>



City of Columbus, Wisconsin  
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Item #7.

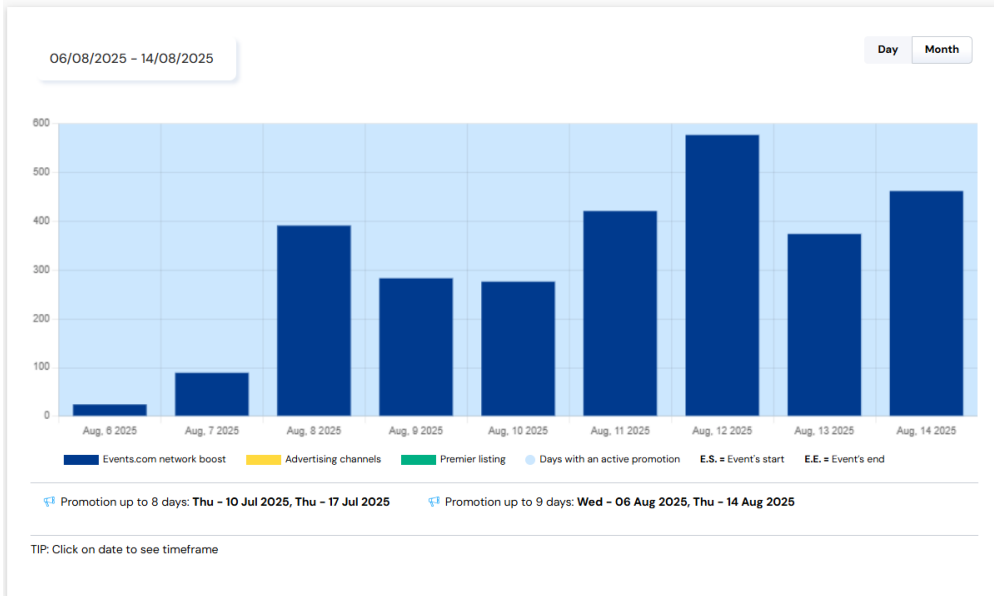
Events.com Promotion #2 Budget: \$396.00 / \$750

**Summer Concert Series**  
 19/06/2025 @ Fireman's Park [View event details](#)

Promotion recap

4,985 Total Views
2,771 Total Opens
\$ 1 CPE
2 Promotions Created

Breakdown by day (views)



Events.com Discover: Featured listings

CHANNEL	VIEWS	OPENS	CTR	CPM	CPE
Events.com Discover	4,146	2,771	66.84%	\$ 103.84	\$ 0.16

Boosted Listings

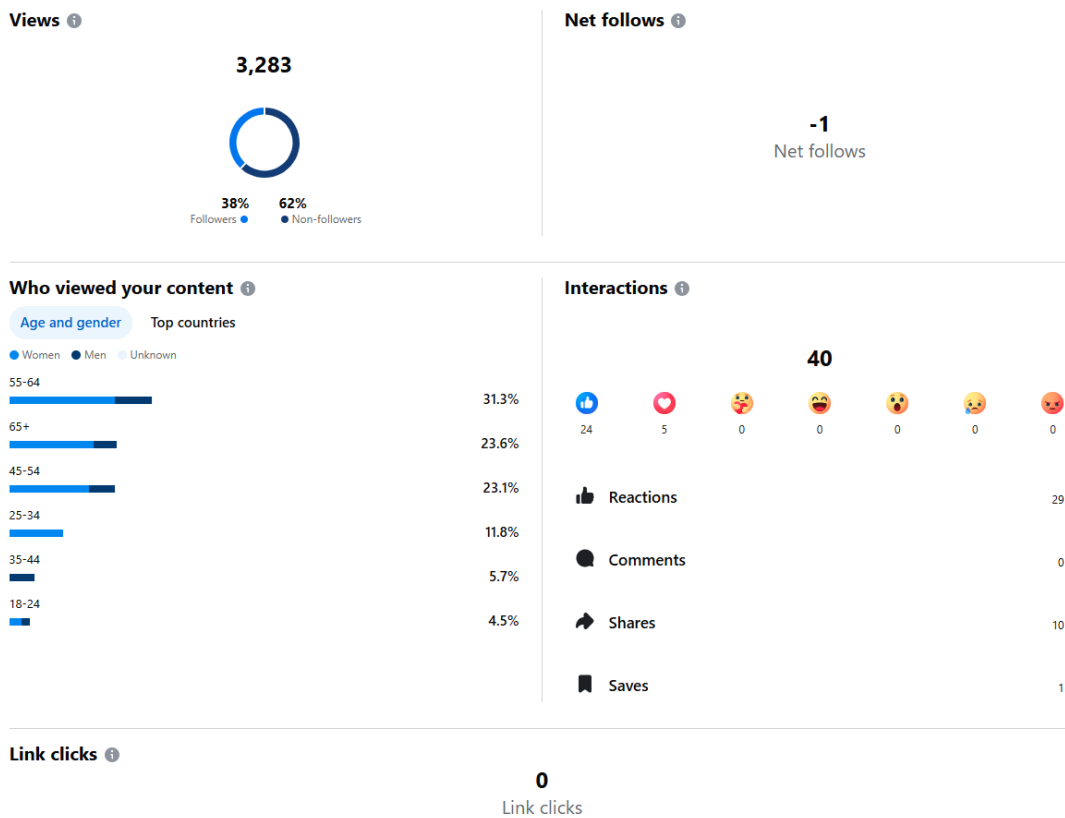
CALENDAR	VIEWS	OPENS	CTR	CPM	CPE
Redbud City Events	703	--	--	--	--
OnDoorCounty.com	72	--	--	--	--
Music Festivals US	45	--	--	--	--



Total Facebook for all concerts (5 posts via City page):

- Avg. 44% non-followers
- Gained 2 followers
- 12,053 views
- 25 shares

### Facebook Post #1

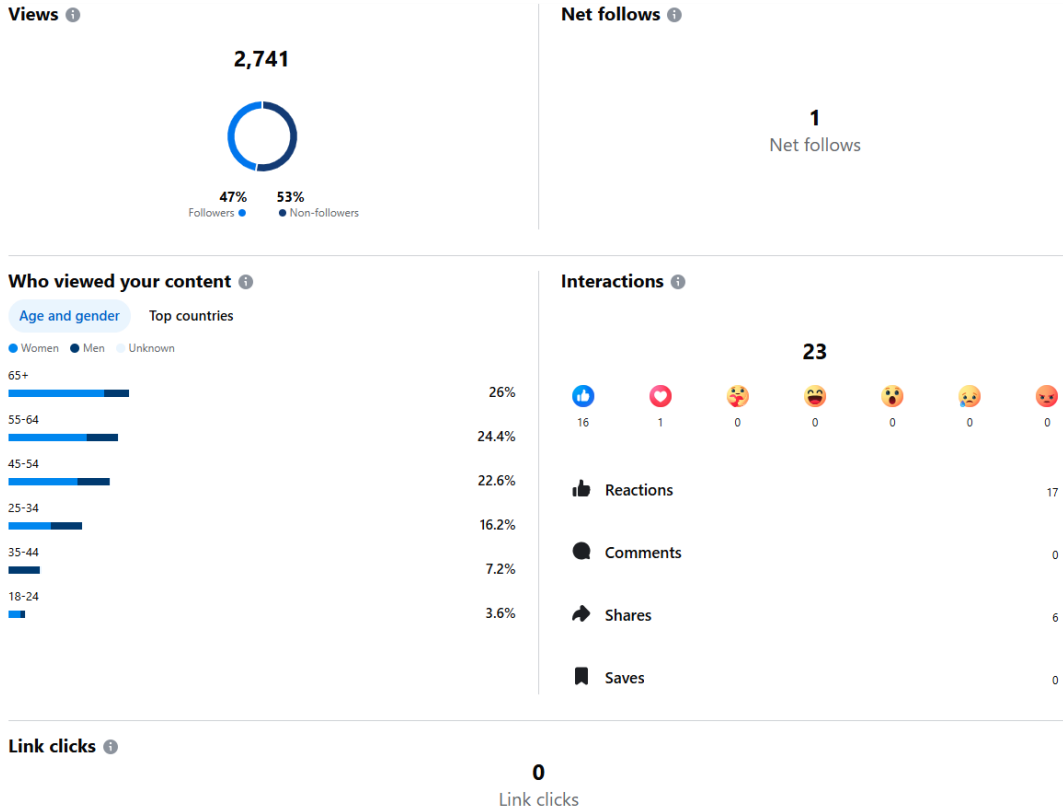




City of Columbus, Wisconsin  
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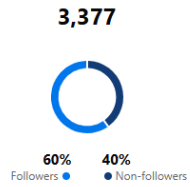
Facebook Post #2





Facebook Post #3

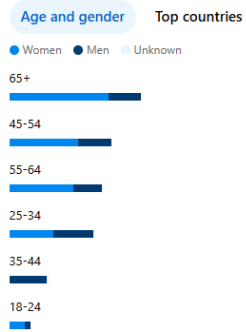
Views ⓘ



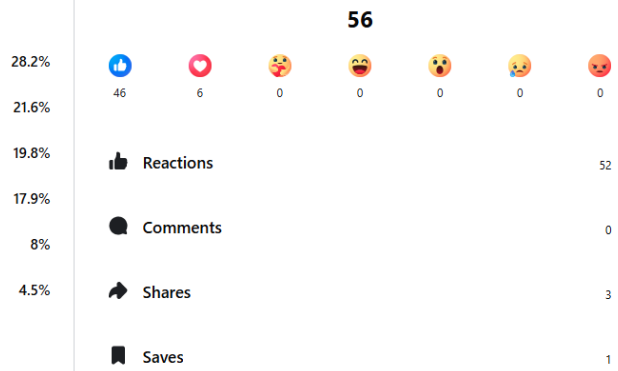
Net follows ⓘ

1  
Net follows

Who viewed your content ⓘ



Interactions ⓘ

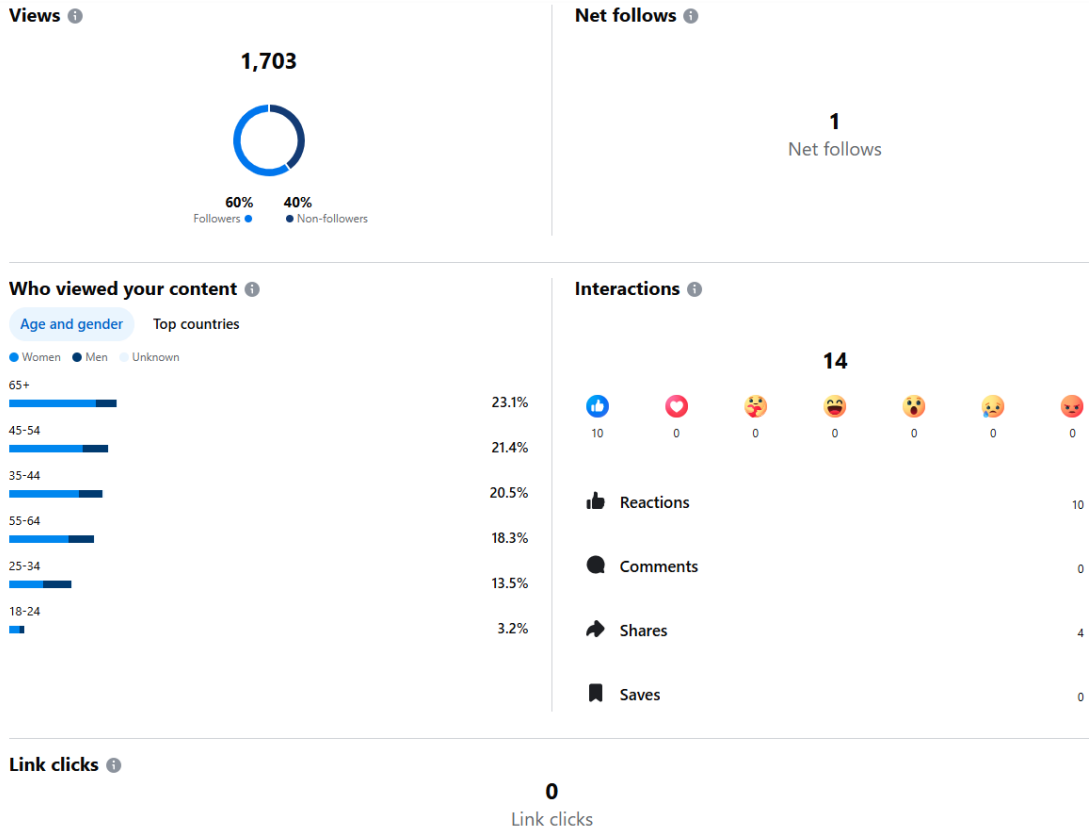


Link clicks ⓘ

0  
Link clicks

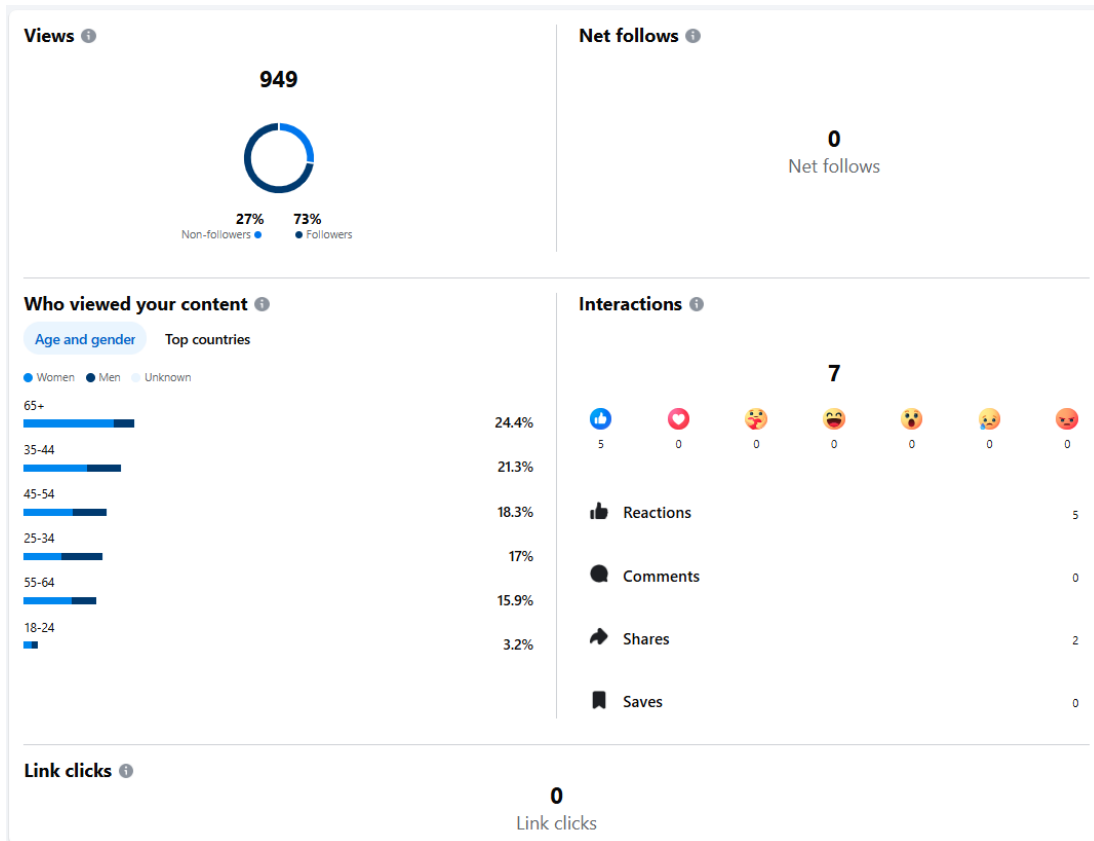


Facebook Post #4





### Facebook Post #5





## HLPC Marketing Survey

Categories with total responses from 165 total forms completed

People were allowed to list all the places they may have seen the concert information:

- 86 - word of mouth
- 80 - banners around the city
- 65 - Facebook postings
- 62 - yard signs
- 60 - 4<sup>th</sup> of July tourism book
- 22 - postcards from businesses
- 18 - posters in store windows
- 17 - City website information



City of Columbus, Wisconsin  
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Photos





City of Columbus, Wisconsin  
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