



Historic Landmarks and Preservation Commission Meeting Agenda

Wednesday, September 24, 2025 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 August 27, 2025.

Public Comments (3 minute limit per person)

New Business

- [1.](#) Consideration and possible action regarding financial reports and invoices.
- [2.](#) Consider and take action(s) on Rest Haven restoration, upgrades, and maintenance projects
- [3.](#) Consider and take action to purchase placards for historical properties.
4. Discussion of the 2025 Columbus Area Endowment grant application update.
5. Discuss and possibly take action regarding plans to celebrate the 250th anniversary of the United States.

Adjourn

Columbus Historic Landmarks and Preservation Commission
Meeting Minutes
Wednesday, August 27, 2025
Columbus City Hall, 105 N Dickason Boulevard

The meeting was called to order by Chair Ruth Hermanson at 4:00 p.m. in the City Hall committee room.

Attendance: Commissioners Altschwager, Hermanson, Gilbertson, Nagle, Ulrich, Mayor Hammer and Elling. Dave Bennett was also present.

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

Approve agenda: Motion by Altschwager, second by Gilbertson, to approve the August 27 agenda as presented. Motion carried 7-0.

Minutes of July 23, 2025: Motion by Hammer, second by Altschwager, to approve. Motion carried unanimously.

Financial Report, Payment of Invoices and Bills: Motion by Gilbertson, second by Nagle to approve payment of

- \$245.00 to Hubbleton Brewery for the beverages at the August concert; payment from account #255362.
- Payment of \$96.19 to Commissioner Ulrich for envelopes, stamps and paper mailings for calendar subscription, from account #255362.
- The invoice for Events.com posting of Summer Concert Series would be presented to the City for payment from the CHLPC/Planning account.

Roll call vote carried unanimously.

2026 Budget request: The staff has included a request of \$5,000 in the 2026 city budget for use by the Commission. Potential activities include placards for 67 buildings in the Downtown Historic District; file cabinet for the historic preservation commission office, racking and shelving system for the office.

Rest Haven Project Presentation: The planning group will review proposals from several electricians for work and bring to the September meeting for review and possible recommendation to the City Administrator. Motion by Gilbertson, second by Nagle, to develop a bid sheet for the main door and electrical system improvements for consideration on September 24. Motion carried unanimously.

Summer Concert Series: The commissioners requested that this be on the September agenda for review of expenses and revenues.

Tourism Reimbursement Grant: The Commission reviewed the reimbursement parameters for the digital advertising activity and noted the invoice received from Events.com. It appears the information collected at the concerts will be helpful in validating additional application monies in 2026. The tourism grant includes up to \$750 in digital advertising expenses in 2025.

Partnership with Tourism Commission for distribution of historic tour books: Mr. Bennett asked whether the commissioners would be open to setting out the remaining historic tour books with an insert from the Tourism Commission. Motion by Gilbertson, second by Altschwager, to donate up to 300 books to the Tourism Commission for coordinated distribution.

Oddtoberfest Raffle Participation: Commissioner Gilbertson indicated that the Odd Fellows have asked if the CHLPC would be interested in selling 50/50 raffle tickets for one hour during the festival. Any proceeds from the one hour drawing would be split 50% to the winning ticket and 50% to the CHLPC. Motion by Hammer, second by Altschwager to participate. Motion carried unanimously.

Columbus Area Endowment Grant application: Commissioner Ulrich requested approval to apply for an additional \$6,000 to assist in the completion of the electrical system upgrade at the RestHaven. Motion by Hammer, second by Nagle to approve Commissioner Ulrich's application. Motion carried unanimously.

2025 Wine Walk Participation: The Chamber of Commerce has questioned whether the CHLPC would sponsor and host a site on the December event. Motion by Gilbertson, second by Altschwager to thank the Chamber for the offer but decline. Motion carried unanimously.

2026 Historic Calendar: Commissioner Ulrich noted that the solicitation for sponsorships had been mailed. Distribution of the calendars will be in November, 2025.

Report on Pavilion at Fireman's Park staircase replacement: Mr. Bennett reported that the City has contracted for replacement of both the north and south staircases. Work will be done in the fall of 2025 as reservation times allow.

Motion by Altschwager, second by Nagle to adjourn at 5:35 p.m. Carried Unanimously.

NEXT MEETING: Wednesday, September 24, 2025 at 4:00 p.m., back a City Hall.

Respectfully submitted, Henry J. Elling, CHLPC Secretary

CHLPC TREASURER'S REPORT**September 16, 2025**

SUSAN STARE	CD	BALANCE	09.16.25	\$19,148.88
AUDITORIUM FUND				

WATER TOWER FUND 253474		BALANCE	09.16.25	\$10,664.75
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Mary Poser/Former Columbus Auditorium Corporation**2502700****CD**

BALANCE	09.16.25	\$32,307.87
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REST HAVEN IMPROVEMENT**(new savings acct) 255362**

BALANCE	09.15.25	\$135,772.44
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2026 calendar sponsorship	08.26.25	\$2,470.00
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2026 calendar sponsorship	09.15.25	\$2,940.00
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Withdrawal

Hubbleton Brewering	09.02.25	\$245.00
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Jan Ulrich postage	09.02.25	\$96.19
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CHLPC ACCOUNT 187450	BALANCE	08.18.25	\$32,719.58
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\$2,400.00

4th of July Committee 2014 donation for rest haven project	\$5,000.00
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Rest haven bathroom donation from Bob & Janet Groh 2015	\$5,000.00
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Rest haven donation from Dave & Sue Zittel 2018	\$500.00
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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		\$5,000.00
Donation from Bob & Janet Groh	02.16.22	
Rest haven donation from Rolf Poser	12.13.22	\$10,000.00
Rest haven donation from David & Sue Zittel	01.13.23	\$500.00
Rest haven donation from Rolf Poser	08.29.23	\$500.00
Donation from Bob & Janet Groh	12.19.23	\$500.00
2025 donation from Janet Groh	01.04.24	\$5,000.00
	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		\$6,220.00
TOUR BOOK LOAN	09.16.25	\$290.39

September 16, 2025

COLUMBUS PAVILION ADA ACCESSIBILITY FUND

ACCOUNT 250968

09.16.25 Total

\$4,030.95

RESPECTFULLY SUBMITTED,
BETH ALTSCHWAGER, TREASURER



Agenda Item Report

Meeting Type: Historic Landmarks & Preservation Commission

Meeting Date: September 24, 2025

Item Title: Consider and take action(s) on Rest Haven restoration, upgrades, and maintenance projects

Submitted By: David Bennett, Communications & Economic Development Coordinator

Detailed Description of Subject Matter:

The Columbus Historic Landmarks & Preservation Commission (CHLPC) will have a couple of funding options for electrical work done at the Rest Haven, located in Fireman's Park. One option is to use access to remaining 2025 Capital Improvement Plan (CIP), while another is to go through the bidding process. Both will need to have a set of specifications for the work to be done and will ultimately need Council approval.

The CHLPC is planning to either refurbish the double doors or replace with a single door and decorative window located at the existing main entry doors at the Rest Haven and possibly make the door(s) accessible through electronic power.

The CHLPC is looking to purchase window screens to allow for air circulation at the Rest Haven while not allowing birds to fly into the building when the windows are open.

List all Supporting Documentation Attached:

Action Requested of the Historic Landmarks & Preservation Commission:

Take action to address each project separately or combine them into a single motion.

Downtown Placard Example

