



# Historic Landmarks and Preservation Commission Meeting Agenda

Wednesday, January 22, 2025 at 4:00 PM

Columbus City Hall – 105 N. Dickason Boulevard

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## Call Meeting to Order

## Roll Call

## Notice of Open Meeting

## Approval of Agenda

## Public Comment (limit 3 minutes per person)

## Consent Agenda

1. Approval of Minutes-Discussion/Possible Action
2. Accept the Financial Report-Discussion/Possible Action
3. Pay Invoices/Bills-Discussion/Possible Action

## Unfinished Business

4. Discussion and possible action regarding State Historical Society Certified Local Government Grant for the Creation of a Downtown Historic District
5. Discussion/possible action regarding Summer Concert Series
6. Discussion and possible action regarding the creation of a locally designated downtown historic district
7. Discuss and take possible action regarding the current fundraising status for Rest Haven building

## New Business

8. Review and discuss the process for designating a historic sites and structures
9. Review and discuss of the Certificate of Appropriateness Process
10. Discuss and set goals and specific tasks for 2025

## Future Meetings

Next Meeting February 26, 2025

## Adjourn



**Columbus Historic Landmarks and Preservation Commission Meeting  
Minutes  
Wednesday, November 20, 2024  
105 North Dickason Boulevard**

The meeting was called to order by Chair Ruth Hermanson at 4:30 p.m.

Attendance: Commissioners Beth Altschwager, Ruth Hermanson, Pete Kaland, Elizabeth (Libby) Gilbertson, Katie Nichos, Economic Development Director Mike Kornmann also present. Excused- Henry Elling and Jan Ulrich,

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

Approve agenda: Motion by Kaland, second by Altschwager to accept the agenda as presented. Motion carried unanimously.

Public Comment: No public comments

Approve Minutes: October minutes were reviewed. Gilbertson made a motion to accept the minutes as written, Kaland seconded. Motion carried.

Financial Report: Altschwager reviewed Financial Reports. It was unclear if the Façade Improvement Fund was voted on to close and then transfer the money to the Rest Haven account. A new motion was made by Gilbertson to move the Façade Improvement Grant money (account number 245707) to the Rest Haven account (account number 253362) for façade improvements, and then close the Façade Improvement Fund account. Voice vote held of all present members. Motion carried.

Treasurer's report: as of October 14, 2024:

- Susan Stare Auditorium Fund (CD)		\$ 19,148.88
- Water Tower Fund	253474	\$ 10,585.22
- Mary Poser/ Former Columbus Auditorium Corporation	2502700 (CD)	\$ 32,307.87
- Rest Haven Improvement	255362	\$ 98,587.12
- Façade Improvement Fund	255707	\$ 131.86
- Columbus Pavilion ADA Accessibility Fund	250968	\$ 4,000.89
- CHLPC Account	187450	\$ 33,756.26

There were no invoices or bills.

Summer Concert Series: Ruth reported on her attendance at the Tourism Commission meeting to discuss that concert series and possible grant from the commission. She noted that the Tourism Commission voted to give CHLPC approximately \$1000 to support the summer concert series. They provided some feedback on the events such as:

- Be more consistent in reporting that the concerts are held inside the Pavilion in case of rain
- Advertise more to draw in from other communities. Mike Kornman suggested Facebook ads that are cost effective and reach a wide range of people by advertising by zip code. This will be investigated for 2025. He also noted that the ads can be customized by dates being displayed so events can be advertised by date.
- There was also a request that CHLPC try to determine what zip code the attendees are coming from for the concerts. Gilbertson suggested obtaining zip codes of attendees via a card filled out while at the concert and then collected right after with needed demographic information for Tourism. Kaland suggests advertising the concerts in both the Dodge Co and Columbia Co tourism books. Concerts are currently advertised in the Columbia Co tourism book, but not the Dodge Co. book. This will be investigated. Ruth also discussed that the start time of the concert seems to be working right now. She also noted again that Tourism supports

concert events. The concert subcommittee will meet after Christmas to start the booking process. Names and dates can be obtained for the tourism books. We will discuss at that time using Mark Croft/booking agent, to book 2025 concerts at no cost to CHLPC. The contract language used by Mark Croft's booking agency was similar to that of the city contracts used with bands per Katie Nichols.

Item #1.

Further discussion on the concerts including offering other civic clubs the opportunity to partner by sponsoring or coordinating additional concerts.

Local Landmarks Designation and Local Designated Districts: No known activity has been done on landmark designation. Other CLGs in the state were emailed to those interested in reviewing the process in October. Hermanson asked Kaland and Altschwager about their availability to assist with this process. Discussed landmarking single structures in place of full districts to get to know the process. Hermanson noted that the Wisconsin State Historical Society (WSH) suggests landmarking structures owned by the city first to get the community interested in the process. Nichols noted that if full districts were done, public hearings for each property could be scheduled consecutively. This will continue to be reviewed for next steps.

It was also discussed how CHLPC could obtain a listing of the historic districts in town. Mike Kornman will investigate by the January meeting. It was suggested that we all read and review DIVISION 9. HISTORIC SITES AND STRUCTURES city code before our next meeting. Mike will email the code to commissioners.

Fundraising status for Resthaven: The Vibrant Spaces grant was reviewed, Mike Kornman is in the process of completing the application. A narrative was emailed by Gilbertson. The amount to request was discussed at length. Hermanson will get the cost of electrical for the Rest Haven from the contact who had provided an estimate on work completion, McKee and Associates. She will forward to Mike Kornman when she receives it. We will attempt to request the full \$50,000 for electrical and front door installation including the automatic door opener. Gilbertson made a motion recommending that a resolution with proposed amendment of grant request of \$50,000 to be brought to city council for approval regarding the Vibrant Spaces grant, seconded by Altschwager. Motion carried.

Rest Haven rehabilitation project was again discussed- the commission, with the help from Mike Kornman, will be applying for the Vibrant Spaces grant from the Wisconsin Economic Development Corporation (WEDC). Contacts are also being made with prior donors of CHLPC. Hermanson asked about Amy Jo Meyers remaining on the subcommittee for the Rest Haven due to her prior involvement. Mike suggested Hermanson talk with Matt Amundson, City Administrator, about that request.

Hermanson noted that some home owners who had previously been given a small yard sign designating their home as a 'historic home' have requested new signs due to theirs no longer being visible and/or worn. The commission will research what they were made out of and how/if they can be reproduced as well as try to determine what properties had been given them initially.

Meeting dates for December was reviewed, CHLPC monthly meeting date was moved to December 4<sup>th</sup> due to the holidays, but it was also discussed that this date could be used by the subcommittee to finalize the

Vibrant Spaces grant application with Mike K., and then a full meeting can be called/cancelled if needed. Hermanson will decide meeting status closer to the date and call one if needed.

*Item #1.*

Kaland made a motion to adjourn at 6:12 pm, seconded by Altschwager. Motion carried.

Respectfully submitted by Elizabeth Gilbertson, Vice Chair, for Henry Elling, CHLPC Secretary

November 20, 2024 CHLPC minutes





**CHLPC TREASURER'S REPORT**  
**January 15, 2025**

<b>SUSAN STARE</b>	<b>CD</b>	<b>BALANCE</b>	<b>01.15.25</b>	<b>\$19,148.88</b>
<b>AUDITORIUM FUND</b>				
<b>WATER TOWER FUND 253474</b>		<b>BALANCE</b>	<b>01.15.25</b>	<b>\$10,625.02</b>
		<b>interest</b>	<b>11.30.24</b>	<b>\$39.80</b>
<b>Mary Poser/Former Columbus Auditorium Corporation</b>				
<b>2502700</b>	<b>CD</b>	<b>BALANCE</b>	<b>01.15.25</b>	<b>\$32,307.87</b>
<b>REST HAVEN IMPROVEMENT</b>				
<b>(new savings acct) 255362</b>		<b>BALANCE</b>	<b>01.15.25</b>	<b>\$98,968.65</b>
		<b>interest</b>	<b>11.30.24</b>	<b>\$341.53</b>
<b>2025 calendar sponsorship</b>		<b>DEPOSIT</b>	<b>01.14.25</b>	<b>\$40.00</b>
<b>FAÇADE IMPROVEMENT FUND</b>		<b>BALANCE</b>	<b>01.15.25</b>	<b>\$132.36</b>
<b>(new savings acct) 255707</b>		<b>interest</b>	<b>11.30.24</b>	<b>\$0.50</b>
<b>CHLPC ACCOUNT 187450</b>		<b>BALANCE</b>	<b>01.15.25</b>	<b>\$32,567.71</b>
		<b>interest</b>	<b>11.30.24</b>	<b>\$124.75</b>
<b>4th of July Committee 2014 donation for rest haven project</b>				<b>\$5,000.00</b>
<b>Rest haven bathroom donation from Bob &amp; Janet Groh 2015</b>				<b>\$5,000.00</b>
<b>Rest haven donation from Dave &amp; Sue Zittel 2018</b>				<b>\$500.00</b>
<b>Rest haven bathroom donation from Dave &amp; Sue Zittel 2018</b>				<b>\$500.00</b>
<b>Rest haven bathroom donation from Bob &amp; Janet Groh 2018</b>				<b>\$5,000.00</b>
<b>Rest haven bathroom donation from Mary Derr 2019</b>				<b>\$1,000.00</b>
<b>Rest haven donation from Dave &amp; Sue Zittel 2019</b>		<b>09.09.19</b>		<b>\$500.00</b>
<b>Rest haven donation from Lyco 2019</b>		<b>09.09.19</b>		<b>\$500.00</b>
<b>Rest haven donation from Bob &amp; Janet Groh 2019</b>				<b>\$10,000.00</b>
<b>Rest haven donation from Elizabeth Hinds 2020</b>		<b>07.15.20</b>		<b>\$20.00</b>
<b>Rest haven donation from Fred &amp; Della Dartt 2020</b>		<b>08.13.20</b>		<b>\$100.00</b>
<b>Rest haven donation from Dave &amp; Sue Zittel 2020</b>		<b>09.08.20</b>		<b>\$1,000.00</b>



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
2018 Historic Calendar	01.04.24	\$5,000.00
2019 Historic Calendar		\$7,784.44
2020 Historic Calendar		\$8,317.45
2021 Historic Calendar		\$6,920.00
2022 Historic Calendar		\$7,080.21
2023 Historic Calendar		\$12,595.00
2024 Historic Calendar		\$8,486.00
2025 Historic Calendar		\$7,537.00
		\$10,805.00
TOUR BOOK LOAN	01.15.25	\$226.39

January 15, 2025

COLUMBUS PAVILION ADA ACCESSIBILITY FUND

ACCOUNT 250968		01.15.25	\$4,015.93
	interest	11.30.24	\$15.04

RESPECTFULLY SUBMITTED,  
BETH ALTSCHWAGER, TREASURER