HISTORIC PRESERVATION COMMITTEE MINUTES
OF JUNE 13, 2005

Meeting called to order by Chairperson Fuelleman at 4:00 PM in the Executive Conference Room of City Hall Plaza.

PRESENT: Sarah Fuelleman, Jeff Cichantek, Iris Guensburg, Rick Koran, Carl Scott (arrived 4:05pm), David Korth
ABSENT: Alderman Mike Feirer
ALSO PRESENT: Bonnie Curtiss, Planner/Zoning Administrator

Minutes of the May 9, 2005 meeting.
HP05-09 Motion by Fuelleman, second by Guensburg to approve the minutes of the 5/9/05 meeting.
All Ayes.
Motion Carried

Recap of Historic Preservation Month 2005.
Guensburg presented a recap of the month's events and provided clippings of newspaper articles and examples of promotional materials. Korth noted the media coverage this year was exceptional.

Discussion/action on nomination of a historic district to the National Register of Historic Places (NRHP).
Curtiss presented maps of two potential residential districts. The 'Upham House District' and the 'West 5th & 6th Streets District' were identified by the historic preservation consultant as being eligible for listing in the NRHP. The scope of services for the project provides that the consultant will prepare one historic district nomination. With the consultant in the final stages of completing the project, Curtiss requested the Committee select one of the two districts for the nomination.
HP05-10 Motion by Guensburg, second by Fuelleman to direct the consultant to prepare a NRHP district nomination for the W. 5th & 6th Street neighborhood.
All Ayes.
Motion Carried.

Korth expressed concern that the property owners are aware of the NRHP program and proposed nomination of their district. Curtiss noted the open house in May when property owners in both residential neighborhoods were personally invited to hear about the NRHP program and survey project. Information on the NRHP program was mailed to all property owners in advance of the open house. When completed by the consultant, the final survey report and draft nomination will be presented at a public meeting of Common Council. Educational information on the NRHP will be provided again for the property owners, as well as elected officials.

Approval of budget expenditures for travel reimbursement.
Guensburg submitted a claim for travel reimbursement in the amount of $293.03. Curtiss noted the 'travel' budget contains only $190.00. Approval of the claim would require a transfer of remaining balance from another line item in the budget.
HP05-11 Motion by Korth, second by Cichantek to pay the travel reimbursement request of $293.03, using funds available in the travel line item and transferring remaining balance from operating supplies.
All Ayes.
Motion Carried.

Next agenda.
Alternative funding sources, outstanding bills from HP month, letter of intent for upcoming CLG historic preservation grant deadlines.

The next meeting will be July 11, 2005.

Motion by Scott, second by Guensburg, to adjourn at 4:45PM. Motion Carried.

Respectfully submitted,
Bonnie Curtiss
Planner/Zoning Administrator