

**HISTORIC PRESERVATION COMMITTEE MINUTES**  
**OF OCTOBER 20, 2008 SPECIAL MEETING**

Meeting called to order by Chairperson Guensburg at 9:00 AM in Conference Room 108 of City Hall Plaza.

**PRESENT:** Iris Guensburg, Gary Gray, Carl Scott, Alderman Scott Noble

**ABSENT:** Melissa Lake, Jeff Cichantek, David Korth

**ALSO PRESENT:** Bonnie Curtiss, Planner/Zoning Administrator; Bill Penker

**Review/Discussion concerning the 2009 Recommended Budget for the Historic Preservation Committee.**

Alderman Noble requested the special meeting to review the HPC budget, discuss some of his ideas, and get Committee input prior to the Council budget meetings. Noble pointed out that with the small \$1,400 average operating budget for the HPC it is difficult to work in additional educational/awareness projects such as the walking tour brochures without grants and matching funds. Noble shared his ideas for an oral history project he learned about at the Madison historic preservation conference; something like this would be impossible for the Committee to do without additional funding. Noble suggested that the HPC budget should be increased and wanted to know what the Committee thought about this. He also gave his opinion that some of the room tax dollars going to the Convention and Visitors Bureau should be shared with the Committee to help them promote Marshfield's history and historic resources. Noble thought the Committee could use the funds as seed money to issue grants to organizations and individuals for historic preservation or promotion efforts.

Noble also pointed out that the 2009 Recommended Budget for the Upham Mansion includes no funding for 2009 and no funding projected out through 2012. The budget summary notes that no funds were requested for 2009. Noble and other Committee members acknowledged the condition of the Upham Mansion and that it is in much need of repair and maintenance. Noble suggested that seed money in the HPC budget could be used for grants for things like this, such as maintenance and programming at the Upham Mansion, as well as other historic preservation or promotion programs of other organizations.

Scott did not think this Committee is set up as a granting agency. He also believes that private organizations at some point should become self-sustaining.

The group discussed CVB's mission, to assist community organizations in promoting Marshfield, and what they have done or have not done to help promote Marshfield's historic resources. Guensburg said when she questioned the CVB about getting the historic districts in the visitor's guide and getting all the historic items in one place, she was told it would cost too much money.

Curtiss shared comments from Melissa Lake who couldn't make the meeting. Lake said if the committee has a specific project in mind, and a dollar amount to go with it, then she would support asking the city for additional money. If the committee doesn't have a project, she sees no reason to ask for additional money. Lake brought up the Roddis House local landmark plaque planned for 2009; that the last rough estimate for the pedestal, plaque and installation would cost around \$1,000. This dollar amount is not exact, as some of the sign work might be donated.

Penker threw out some questions for the Committee to think about. Who is marketing & promoting the historic resources? Whose responsibility is it to market and promote? This committee? Marshfield Convention & Visitor's Bureau? Main Street Marshfield? He questions whether this committee is responsible to market and promote historic sites, districts -- to purchase/install the plaques, signs for historic sites, districts, etc, as they've done in the past. The duties of the HPC as outlined in the Municipal Code imply that the committee's duties are "to recommend appropriate markers or plaques for historic structures, sites and districts."

Committee discussed the need for all historic preservation groups to coordinate and communicate their efforts and the need to integrate historic preservation into planning and figure out where it fits in the city's strategic planning process.

Gray requested fellow committee members to consider these options and provide their input to Alderman Noble:

- HPC Budget should remain status quo
- Ask City for additional money, dollar amount?
- No changes to 2009 recommended budget; but develop a plan for next year with specific projects and dollar amounts.

Committee members did not support any changes to the 2009 HPC budget, and all agreed on the need to develop a plan. Gray commented that this discussion should have started 6 months ago and he would like more committee input.

Motion by Gray second by Scott to adjourn meeting @ 10:40 AM.  
Motion Carried.

Respectfully submitted,  
Bonnie Curtiss Planner/Zoning Administrator