

**2/6/12 - Monday, February 6, 2012**

**EAU CLAIRE  
LANDMARKS COMMISSION**

**Meeting of February 6, 2012**

Members Present: Katrinka Bourne, Kathy Mitchell, Carrie Ronnander, Patrick Kurtenbach, Jim Seymour

Members Absent: Karen Nusbaum, Ken Ziehr

Minutes. The minutes of the January 9, 2012 meeting were approved as written.

The meeting was chaired by Katrinka Bourne and called to order at 4:30 p.m.

Presentation of Plaque to Jenny Ebert. The Commission presented a plaque to Jenny Ebert thanking her for serving on the Landmarks Commission for the past six years.

**1. Discussion of City Hall Building Analysis, and Grant Programs.**

The Commission continued their discussion of the City™s plans to undertake a building analysis of City Hall building complex. At the previous meetings, the Commission noted that they hoped that the analysis would include a review of the historic features of the buildings. The 2012 budget includes \$50,000 to undertake this study to look at such factors as: ADA issues, restrooms, exterior conditions, electrical, roofs, doors, windows, flooring, wall coverings and office upgrades to meet current technology demands. It would also consider the historic character of the building complex.

It was noted that at the previous meeting, Acting City Manager, Brian Amundson indicated that he would like guidance from the Commission as the study progresses to provide input to the firm that would be undertaking the analysis. He also indicated that he would like to see the City work on preparing a RFP for the project and hiring a firm during the second quarter of this year.

It was also noted at the previous meeting that it would be beneficial to seek grant funds to assist in the study, provided the potential funding source(s) do not include an excessive amount of stipulations or added requirements. At that meeting, the Commission directed staff to submit a grant application to the National Trust for Historic Preservation. The Commission discussed two additional grant programs, one with the Eau Claire Community Foundation and the other with the Eau Claire Historic Preservation Foundation.

**ACTION TAKEN:** Carrie Ronnander moved that the City submit a grant application to the Eau Claire Community Foundation to provide funding to assist with the building analysis study. Pat Kurtenbach seconded the motion. All votes were in favor. Motion carried.

Jim Seymour moved that the City submit a grant application to the Eau Claire Historic Preservation Foundation to provide funding to assist with the building analysis study. Kathy Mitchell seconded the motion. The motion carried with Carrie Ronnander abstaining.

**2. Review of 2012 Commission Work Program.**

The Commission reviewed their draft 2012 work program. One of the items discussed related to possible activities for Preservation Week. Carrie Ronnander suggested a project with the public library related to scanning historic documents or photographs. The library will be sponsoring the activity to encourage the public to make digital records of historic documents. Carrie indicated that she would contact representatives from the library to see if the Landmarks Commission could participate in some fashion. The Commission also discussed possible documents that could be scanned, including the City™s Intensive Survey report and survey cards.

**3. Update on Landmark Activities and Properties.**

A. Update from Eau Claire Historic Preservation Foundation. Pat Kurtenbach provided an update of Foundation activities, which included the home tour in May.

There being no further business to come before the Commission, the meeting was adjourned at 5:15p.m.

Submitted by,

Patrick Kurtenbach, Secretary