

1/9/12 - Monday, January 9, 2012

**EAU CLAIRE
LANDMARKS COMMISSION**

Meeting of January 9, 2012

Members Present: Katrinka Bourne, Kathy Mitchell, Karen Nusbaum, Ken Ziehr, Carrie Ronnander, Patrick Kurtenbach, Jim Seymour

Members Absent: None

Minutes. The minutes of the December 5, 2011 meeting were approved as written.

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

New Commission Member. The Commission welcomed Jim Seymour to the Commission. Jim replaces Jenny Ebert who completed her second term on the Commission.

Election of Officers. The following officers were appointed by the Commission.

A. Chairperson. Ken Ziehr moved to nominate Katrinka Bourne as Chairperson. Kathy Mitchell seconded the motion. All votes were in favor. Motion carried.

B. Vice-Chairperson. Kathy Mitchell moved to nominate Carrie Ronnander as Vice-Chairperson. Karen Nusbaum seconded the motion. All votes were in favor. Motion carried.

C. Secretary. Katy Mitchell moved to nominate Pat Kurtenbach as Secretary. Ken Ziehr seconded the motion. All votes were in favor. Motion carried.

1. Discussion of City Hall Building Analysis, Updates, 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 meeting, 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. City Manager, Brian Amundson was present at the meeting to discuss the building analysis and timetable. Brian indicated that the analysis would 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.

Brian added 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.

The Commission questioned whether it would be beneficial for the Commission to explore grant funding sources to assist in the project. Brian indicated that this would be beneficial, provided the potential funding source(s) do not include an excessive amount of stipulations or added requirements.

Pat Ivory noted that the National Trust for Historic Preservation had a grant program and that this type of analysis appeared to be eligible for the program. Grants range from \$2,500 to \$10,000. Application deadlines are the first of February, June and October. Brian noted that a grant submitted for the June 1st application period would work with his timeframe for the study.

Katrinka Bourne noted that the Eau Claire Foundation might also have grant funds. She stated that she would obtain more information for the next meeting. Pat Kurtenbach added that grants may be available from the Eau Claire Historic Preservation Foundation.

ACTION TAKEN: Kathy Mitchell moved that the City submit a grant application to the National Trust by June 1st to provide funding to assist with the building analysis study. Karen Nusbaum seconded the motion. All votes were in favor. Motion carried.

2. Review of 2011 Commission Work Program and Discussion of 2012 Work Program.

The Commission reviewed their 2011 work program and the status of each project. The Commission also discussed possible projects for 2012. Pat Ivory noted that several projects undertaken by staff or the Commission were not included in the original listing of 2011 projects.

The Commission also discussed projects not completed in 2011 and whether some would be carried over into 2012. The Commission decided to continue discussion of developing a listing of 2012 projects at their next meeting.

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. He noted that the Foundation is considering a change in their name to better reflect the group™s mission.

B. South Barstow Street Reconstruction. Pat Ivory updated the Commission on the status of the City™s plans to reconstruct South Barstow Street. Pat noted that since a number of properties along Barstow Street are listed on the National Register or are locally landmarked, the Commission has had a representative attend the public meetings for the project. Barbara Lozar was the

Commission™s representative.

Pat added that the reconstruction of South Barstow had been moved to 2013, but Graham Avenue and South Barstow will be changed to two-way streets this fall. Graham Avenue will receive some repairs this summer. Pat indicated that this additional timeframe will allow the City to finalize design plans for the street. Pat Kurtenbach indicated that he could attend any public meetings on behalf of the Commission.

C. Community Development Procedure Manual. The Commission reviewed an excerpt from the Community Development Department™s procedural manual pertaining to the Landmarks Commission. Pat Ivory stated that the Department is working on developing this manual to better inform other staff members of Department responsibilities and functions.

D. February Commission Meeting. The Commission discussed the meeting date for the February meeting. Pat Ivory indicated that he would inform the Commission of which date the Commission would meet by the end of the month.

There being no further business to come before the Commission, the meeting was adjourned at 5:40p.m.

Submitted by,

Patrick Kurtenbach, Secretary