

**Columbus Historic Landmarks and Preservation Commission**  
**Meeting Minutes**  
**Wednesday, July 24, 2024**  
**161 North Dickason Boulevard**

The meeting was called to order by Chair Ruth Hermanson at 3:07 p.m.

Attendance: Commissioners Ulrich, Altschwager, Hermanson, Kaland, Nichols and Gilbertson. Recreation Director Meyers, Economic Development Director Mike Kornmann and Mayor Hammer were also present. Commissioner Elling arrived at 3:20 p.m.

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

Approve agenda: Motion by Ulrich, second by Nichols to accept the agenda as presented. Motion carried unanimously.

Approve minutes from the Regular Meeting June 26, 2024: Motion by Nichols, second by Kaland, to approve the meeting minutes of June 26, 2024 with correction to Park Avenue address. Motion carried unanimously.

Council Liaison Report: Mayor Hammer reported that (among other items) the City Council recently discussed the potential removal of the culvert in Firemans Park during 2025 and approved seasonal installation of veteran recognition banners for downtown.

Staff Report: Recreation Directory Meyers reported that the city has entered budget season and that will occupy much of her time and also later on the Commission meeting tonight.

Treasurer's report: Commissioner Altschwager presented the report as of July 24, 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
- RestHaven Improvement	255362	\$ 85,682.20
- Façade Improvement Fund	255707	\$ 131.86
- Columbus Pavilion ADA Accessibility Fund	250968	\$ 4,000.89
- CHLPC Account	187450	\$ 33,748.26

Motion by Kaland, second by Nichols to accept the Treasurer's report dated July 24, 2024. Motion carried unanimously.

Motion by Nichols, second by Gilbertson to approve payment of \$67.48 to Minuteman Press for poster supplies. Payment to come from Account 255362. Motion carried unanimously.

Motion by Nichols, second by Gilbertson to approve payment of \$83.00 to Columbus American Legion for meals at the July concert. Payment to come from Account 255362. Motion carried unanimously.

Motion by Kaland, second by Nichols to include the Façade Improvement Fund as a discussion item in August. Motion carried unanimously.

Summer Concert Series 2024: The next concert is August 14 with Red Bud Players as opening act and Mark Kroft Trio as the main event.

Local Landmarks Designation and Local Designated Districts: No action. The group would like specific discussion on the August agenda regarding the following subjects:

- CLG Submittal 12/5/2024
- Survey update – who will do, cost estimates
- Education Subcommittee
- Research process and rationale from other communities
- Update design guidelines
- Creating a local district

Report on July 16 presentation to the Committee of the Whole

Commissioner Elling reported that the City Council Committee of the Whole was very receptive and thankful for the planning and design work that had been done to this point. They realized the need for improvements and renovation of the Rest Haven and will work together with the CHLPC to coordinate this future process. The Council is just beginning their 2025 budget process and also starting a new Capital Improvement Plan process. The Council and City Administrator encouraged the CHLPC to bring this project to the CIP materials and see where the ranking stood for future efforts.

Rest Haven SubCommittee Report: Commissioner Ulrich sent out the 2025 calendar sponsorship letters. The CHLPC will see where the City Council CIP process ends up placing the Rest Haven project.

Report on grant from Jan Ulrich: Commissioner Ulrich has applied for another \$5,000 grant from the Columbus Area Endowment.

Medallion Markings for Historic Districts: The Commission directed Recreation Director Meyers to ask the public works director for approval to install medallions in 10 locations in the Mid-Century Modern District.

Pavilion Steps north and south entry: Recreation Director Meyers reported that the timeline is possible for fall of 2024, but likely 2025.

2025 Budget recommendation for City Council review: Motion by Nichols, second by Kaland to recommend the following budget to City Council. Chair Hermanson to prepare the cover memo. Motion carried unanimously.

Line 310	\$350.00	for city website support and maintenance
Line 311	\$1,000.00	for possible public hearings and notices for local historic district(s)
Line 312	\$500.00	for organizational supplies during the year
Line 313	\$500.00	for notices, educational materials and public presentations
Line 315	\$1,500.00	for water tower long-term maintenance fund
Line 317	\$1,500.00	for attendance at state and regional historic preservation conferences
Line 318	<u>\$4,000.00</u>	for work on DownTown Historic District education/designation
Total	\$9,350.00	

Report on new agenda procedures: Economic Development Director Kornmann outlined the new agenda preparation and posting procedures. Agenda material should be sent to Mr. Kornmann's email 10 days prior to the meeting, including minutes, draft agenda, treasurer's report and any distribution materials.

2025 Capital Improvement Program recommendations: Economic Development Director Kornmann asked for direction on any historic preservation capital projects for the City Council to consider. He identified a 3-5 year window and minimum \$10,000 cost for possible consideration. Within this period the CHLPC thinks we will be spending time on the Resthaven building.

Other future items would be

- Air conditioning the Pavilion at Fireman's Park
- New accessible entryway plans for the Pavilion at Fireman's Park

**Next meeting date WEDNESDAY, August 28, 2024, at 4:00 p.m.**

Motion by Altschwager, second by Nichols to adjourn at 5:00 p.m. Carried Unanimously.

Respectfully submitted, Henry J. Elling, CHLPC Secretary