



COMMUNITY DEVELOPMENT DEPARTMENT

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River Falls, WI 54022

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**AGENDA
HISTORIC PRESERVATION COMMISSION
Wednesday, February 10, 2016
6:00 p.m.
City Hall – Training Room**

6:00 p.m. CALL TO ORDER/ROLL CALL

APPROVAL OF AGENDA

PUBLIC COMMENTS – Non-Agenda Related Topic

OLD BUSINESS ITEMS

1. Staff Introductions
2. Election of Chairperson and Vice Chairperson
3. Work Plan Ideas
4. 315 West Maple Street Plaque
5. Update on Historic Preservation Sub Grant Application

NEW BUSINESS

Agenda Items for March 9, 2016 Meeting

ADJOURNMENT

*Council members may be in attendance for informational purposes only.
No official Council action will be taken.*

Notification: River Falls Journal, 02/5/16
Post: City Hall Bulletin Board and Library 02/5/16



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MINUTES
HISTORIC PRESERVATION COMMISSION
Wednesday, December 9, 2015 at 5:30 pm
Training Room

CALL TO ORDER/ROLL CALL – Meeting convened at 5:30 pm

Members Present: Jeff Bjork, Betty Most, Jeanne Zirbel, Jayne Hoffman, Pam Friede

Members Absent: Heidi Rushmann, Hal Watson

Staff Present: Mike Huth – *Management Analyst*

Others Present: Tyler Boles

APPROVAL OF AGENDA/MINUTES

MSC Most/Hoffman to approve the minutes of the September 9th Meeting – unanimous

PUBLIC COMMENT

None.

OLD BUSINESS

Plaque, 117 N. Main Street – George T. Smith (Second Chances)

Staff informed the HPC that the Second Chances plaque is now installed. HPC members and staff discussed that a formal press event and official unveiling should occur during Historic Preservation Month in May 2016.

Plaque, 121 N. Fremont Street - Jenson-Pennington House

Staff presented Tyler Boles (property owner) of 121 N. Fremont Street the special local historical recognition plaque and HPC members thanked him for the dedicated preservation of historic buildings within the city and surrounding area. Staff and Tyler discussed having a formal press event during Historic Preservation Month in May 2016.

Historic Preservation Fund Subgrant

Staff provided the HPC with a status update regarding the recently submitted grant application to the State of Wisconsin to fund the nomination of the Glen Park Suspension Footbridge to the State and National Register of Historic Places. Staff is anticipating an announcement of grant awards in February 2016.

Recap - 2015 Wisconsin Historical Society Conference

Staff and Jayne Hoffman provided an overview of the September 2015 Wisconsin Historical Society Conference in Middleton Wisconsin. They attended many valuable workshops and toured historic properties. Staff showed a short video regarding walking tours and storytelling

NEW BUSINESS

Agenda Items for January 13, 2016 Meeting:

- Meeting Time for 2016 – HPC members indicated that they would prefer a 6p.m. meeting time.
- Election of Chairperson and Vice Chairperson - Staff drew attention to the fact that with Zirbel and Most resigning, the chairperson and vice chair positions would be open and need to be filled through election at the January 2016 HPC meeting. Staff also encouraged the HPC members to think of people that would be interested in being part of HPC since the committee would now have two vacant seats.
- Work Plan Ideas - Staff would like the HPC members to bring work plan ideas to the January 2016 meeting so the yearly work plan can be organized. A brief discussion occurred regarding two ideas that should be included. Jayne Hoffman provided an overview of a media (film) preservation event that could possibly be funded through grant money. This event would allow people with film reels to bring items to a professionally trained preserver to capture the images. Another item was that the HPC would like to see the historic image postcards distributed at the River Falls Days parade again, with a new image.
- 315 West Maple Street Plaque – Staff indicated that in January or February a presentation of the plaque to the property owners (Woods) can occur.

Press Interactions

With the recent inquiry by the River Falls Journal, staff and HPC members discussed how to proceed with responding to the press core. Discussion was held regarding individual vs. committee voice and that all members need to be cognizant of what is being said or distributed. Staff reassured the HPC members that if they ever have questions they can contact department staff.

ADJOURNMENT – Meeting adjourned at 6:50 p.m.

Respectfully submitted,



Mike Huth, Management Analyst



COMMUNITY DEVELOPMENT DEPARTMENT

MEMORANDUM

TO: Historic Preservation Commission

FROM: Tony Steiner, City Planner 

DATE: February 10, 2016

RE: February Historic Preservation Commission Meeting Agenda Items

Item 1: RE: Staff Introductions

As you know Mike Huth has moved on to a new position in Lincoln County and Nathan Schilling's internship has ended. We wish both of them the best of luck in their future endeavors. We have two new staff members who will be with us on Wednesday evening, Amy Peterson and Jason Blatz. Attached you will find a brief introduction. Also since several of you don't know me I will also be giving you a brief introduction.

Item 2: RE: Election of Chairperson and Vice Chairperson

At the December meeting staff drew attention to the fact that Jeanne Zirbel and Betty Most are retiring at the end of their terms. The Chairperson and Vice Chairperson positions are now open and need to be filled through election. The HPC also needs to be actively involved in recruiting new members as there are now currently two vacant positions. Please be ready to discuss.

Item 3: RE: Work Plan Ideas

Staff would like the HPC members to bring work plan ideas to the February 2016 meeting so the yearly work plan can be organized. At the last meeting a brief discussion occurred regarding two ideas that should be included. Jayne Hoffman provided an overview of a media (film) preservation event that could possibly be funded through grant money. This event would allow people with film reels to bring items to a professionally trained preserver to capture the images. Another item was that the HPC would like to see the historic image postcards distributed at the River Falls Days parade again, with a new image.

Item 4: RE: 315 West Maple Street Plaque

Staff is in receipt of a special recognition plaque for 315 West Maple Street. A date for presentation of the plaque to the property owners (Woods) should be discussed.

Item 5: RE: Update on Historic Preservation Fund Sub Grant

Staff has submitted the grant application to the State of Wisconsin to fund the nomination of the Glen Park Suspension Footbridge to the State and National Register of Historic Places. Staff is anticipating an announcement of grant awards in February 2016. As of this writing we have not heard any word and staff will update you on the status at our meeting.



COMMUNITY DEVELOPMENT DEPARTMENT

MEMORANDUM

TO: Historic Preservation Commission

FROM: Tony Steiner, City Planner *LS*

DATE: February 10, 2016

RE: Welcome New Staff Members

Please welcome two new members of the Community Development Department.



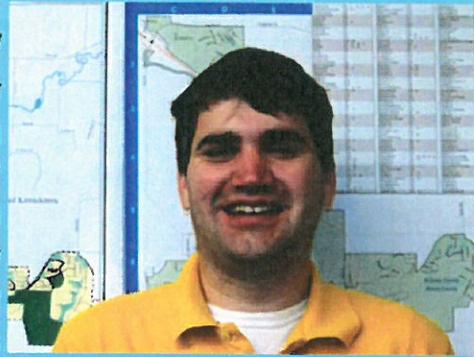
Amy Peterson began in the new role of Assistant Community Development Director on January 11. She hails from La Crosse where she served as the Planning and Economic Development Administrator and the Interim Director of Planning and Development. Prior to La Crosse, she worked for MSA Professional Services in Marshfield. Amy has a bachelor's degree in Forestry, and a master's degree in Liberal Studies with an emphasis in Ecology, Economics and Ethics.

Amy likes to be proactive, organized and have fun in her work. She is excited to work on plan creation and implementation projects, assist with department organization and employee mentoring, and current planning day-to-day operations.

In her free time, Amy enjoys bike riding, birding, hiking, cooking and crafts. She is an animal lover and enjoys the company of cat, Maggie. Amy is married and her husband is stationed at Buenos Aires National Wildlife Refuge near Sasabe, Arizona, on the U.S./Mexico border.

Amy says the hospitality of the people of River Falls has been outstanding in the short time that she's been here. She is looking forward to integrating into the community and getting to know more people and making new friends.

Welcome to **Jason Blatz**, who started as a GIS/ Planning intern within the Community Development Department. He graduated from University of Wisconsin – River Falls in December 2015 with a B.S. in Geography and a minor in GIS. Jason will be assisting Community Development on several projects such as the South and North Main Street Corridor Plans, Park Master Plan, Kinnickinnic River Corridor, working with the Historic Preservation Commission and other duties as assigned.



When he is not working Jason enjoys hiking, biking, traveling, photography, woodworking and art. Jason looks forward to meeting and getting to know everyone and hopes he can be of assistance.

Both Amy and Jason will be at our meeting on Wednesday night, be sure to say hello.