

OFFICIAL NOTICE AND AGENDA

The City of Stoughton will hold a **Regular** meeting of the **Landmarks Commission** on **Thursday, October 10, 2019 at 6:30 pm** in the **Hall of Fame Room, Lower Level, Opera House, 381 E. Main Street**, Stoughton, Wisconsin, 53589.

AGENDA:

1. Call to order.
2. Public Comment (each speaker allowed 3 minutes).
3. Consider approval of the Landmarks Commission meeting minutes of September 12 and September 23, 2019.
- Communications/Updates.
4. Budget Request.
5. Update: Linderud photo collection. (Todd)
6. Update: Community outreach. (Kristi and Kim)
 - Tower Times deadline – October 17, 2019
7. Communication: Historic Preservation Conference in Lake Geneva Oct 25-26.
- Discussion/Potential Action.
8. Local downtown district planning.
 - Lakota Group listening sessions – October 22, 2019
 - Open House – November 6, 2019
9. Subcommittee review of historic preservation ordinance definitions.
10. Commission reports/calendar.
11. Future agenda items.
 - a. Update: RDA subcommittee.
 - b. Update: 1892 High School.
 - c. Discuss 2019 Historic Preservation Award.
 - d. Update: 2019 local landmark mini-grants.

12. Adjournment.

10/1/19mps

COMMISSIONERS:

Peggy Veregin

Alan Hedstrom

Kristi Panthofer

Jean Ligocki (Council Rep)

Greg Pigarelli

Kimberly Cook

Todd Hubing

EMAIL NOTICES:

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Council Members

Leadership Team

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Receptionists

Joe DeRose

For security reasons, the front door of City Hall will be locked after 4:30 P.M. (including the elevator door). Please use the east employee entrance.

IF YOU ARE DISABLED AND NEED ASSISTANCE, PLEASE CALL 873-6677 PRIOR TO THE MEETING.

NOTE: AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE COUNCIL.

Landmarks Commission Meeting Minutes

Thursday September 12, 2019 – 6:30 pm

City Hall, Hall of Fame Room, Lower Level, 381 E. Main Street, Stoughton, WI.

Members Present: Peggy Veregin, Chair; Alan Hedstrom, Vice-Chair; Todd Hubing; Jean Ligocki; Kimberly Cook; and Kristi Panthofer.

Absent: Greg Pigarelli

Staff: Michael Stacey

Guests: None

1. **Call to order.** Veregin called the meeting to order at 6:30 pm.
2. **Public Comment (each speaker allowed 3 minutes).**
No one spoke.
3. **Consider approval of the Landmarks Commission meeting minutes of August 8 and August 19, 2019.**
Motion by **Ligocki** to approve the minutes as presented, 2nd by **Hubing**.

Panthofer arrived at 6:31

Veregin requested a change to agenda item #5 on August 8th. Hubing noted the time Ligocki arrived on August 19th should be amended. Stacey will make the changes.

Motion carried 6 – 0.

4. **Mini-grant: Approval of completed work: 201 S. Franklin Street – Panthofer**
Panthofer recused herself and left the meeting.

Veregin gave an overview of the project.

Motion by **Hedstrom** to approve the completed work and disburse the mini-grant funds, 2nd by **Cook**. Motion carried 5 – 0.

Panthofer returned to the meeting.

5. **Update: Linderud photo collection.**
Hubing stated there has been a recent uptick in visitors to the Linderud site (<https://www.historicstoughton.org>) due to the Facebook information posted by Panthofer.

Veregin suggested a tribute to Art Wendt on the site would be nice. Hubing will update the site to reflect Art's passing.
6. **Update: Community outreach.**
Panthofer stated there has been some Facebook activity. Panthofer is seeking some pictures of homes from Hubing to post on Facebook.

Cook is now an administrator for the Landmarks Facebook page and can post information.

The group discussed some upcoming events that the Landmarks Commission could attend to provide information as follows:

Art Walk – Sep 28th, 10am – 5pm

Cider Tasting – Oct 12th

Wine Walk – Oct 17th

Ligocki will contact Jim Ramsey at the Stoughton Public Library about having a table for information during the Art Walk. Ligocki will also contact the owner of Mershon's Cindery and is willing to setup but would like someone else to take down the information.

7. Update: 2019 local landmark mini-grants.

There is only one project left to complete. Stacey talked to the applicant last week who said the project will start soon.

Stacey to check with the Finance Director about where the funding for the mini-grants comes from and report back.

8. Communication: Historic Preservation Conference in Lake Geneva Oct 25-26.

Veregin gave an overview of the conference schedule and recommended all attend. Currently, Veregin, Cook, Hubing and Hedstrom plan to attend. Stacey will check his schedule and see if it will work.

9. Local downtown district planning.

Veregin is planning a Commission kick-off meeting with the Lakota Group. The consensus being Monday September 23, 2019 at 6:30 pm.

The group discussed what the meeting will cover such as project timeline and expectations.

Veregin plans to attend the September 24th Council meeting to provide information about the process.

Ligocki explained the discussions she has been having about the \$30,000 budget request. There is a need to provide detailed information about the process and the role of the Lakota Group. Ligocki recommended reducing the funding request to \$13,000 for 2020 due to the timing of the public outreach.

The Commission will be seeking an invoice from the Lakota Group this year.

Ligocki suggested the Commission start the 2021 budget discussion on Jan 1, 2020.

Some communities that have Local Downtown Districts are: Cedarburg; Bayfield; Janesville; Beloit; Milwaukee and Madison.

10. US Highway 51 corridor study.

Cook explained that she sees these studies all the time and when the City receives requests in the future they could be forwarded to her to provide comments. The Commission agreed.

11. Tower Times articles.

Veregin asked for input from the Commission for future articles. The next articles are due Oct 17th and the Tower Times is sent out in November.

The Commission came up with the following ideas:

- Preservation award information
- Mini-grant information
- Recognizing Art Wendt
- Linderud website information
- Walking tours information

12. Formation of subcommittee to review historic preservation ordinance definitions.

Veregin explained the need to review the ordinance is a result of findings during the Power Plant discussions.

There are 2 sections that appear to need amending which are 38-31 Intent and 38-32 Definitions.

Ligocki will talk to Attorney Dregne to gain clarification about what may need review/amending.

Ligocki, Hedstrom and Veregin volunteered to be on the subcommittee.

Ligocki will email Attorney Dregne and let the subcommittee know when she has the information.

13. Commission Reports/Calendar.

Nothing to report.

14. Future agenda items.

- a. Update: RDA subcommittee.
- b. Update: 1892 High School
- c. Discuss 2019 Art Wendt Historic Preservation Service Award

15. Adjournment. Motion by Ligocki to adjourn at 8:25 pm, 2nd by Cook. Motion carried 6 - 0.

Respectfully Submitted,

Michael Stacey

Landmarks Commission Special Meeting Minutes

Monday September 23, 2019 – 6:30 pm

City Hall, Hall of Fame Room, Lower Level, 381 E. Main Street, Stoughton, WI.

Members Present: Peggy Veregin, Chair; Alan Hedstrom, Vice-Chair; Todd Hubing; Jean Ligocki; Kristi Panthofer; Kimberly Cook and Greg Pigarelli, Secretary.

Absent: None

Staff: Michael Stacey

Guests: Nick Kalogeresis; Doug Kaarre; Mayor Swadley and Mackenzie Krumme

1. Call to order. Veregin called the meeting to order at 6:30 pm.

2. Project kick-off: Local Historic District Community Engagement.

Nick Kalogeresis of Lakota Group gave a background of their company, goals for the project and discussed ways they can help engage the community.

Mr. Kalogeresis explained the community engagement process as follows:

- Stakeholder listening sessions – Commission will need to decide who the stakeholders will be such as the Common Council;
- Community Open House – Need to decide date and location.

Potential stakeholders mentioned: Common Council; Leadership Team; Property Owners; RDA Subcommittee and the Chamber of Commerce.

Mr. Kalogeresis stated they will need information from the Commission and City staff such as National Registry information; Photos of historic buildings; GIS information and Property owner information.

Veregin has the National Register of Historic Places information. Cook has GIS information from a proposed Highway project.

The group decided on the following dates:

- Stakeholder sessions including the Common Council meeting – October 22nd
- Open House – October 30th (Alternate date: November 6th)

Mr. Kalogeresis stated the Open House would be interactive and they typically have 20-40 exhibits and will provide handouts. They will discuss the benefits of a local district and plan to create a website for information related to the project.

The group discussed other ways to provide information such as the landmarks Facebook page, landmarks website, City website and the Tower Times.

The group discussed possible additional meetings after the Open House to reach more people.

Doug Kaarre of Lakota Group stated the website can remain when the Open House is over.

There is interest in making a video tape of the Open House.

Mr. Kalogeresis stated they will contact Veregin and City staff to start gathering information.

3. Adjournment. Motion by Hubing to adjourn at 8:00 pm, 2nd by Cook. Motion carried 7 - 0.

Respectfully Submitted,

Michael Stacey