



Historic Preservation Commission

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Regular Meeting

Final Minutes

Monday, March 18, 2019

6:00 PM

De Pere City Hall Council Chambers

Call to Order

The meeting was called to order at 6:00 PM by Chairperson Mike Fleck

Attendee Name	Title	Status	Arrived
Scott Crevier	Alderman	Present	
Mike Fleck	Chairperson	Present	
Gene Hackbarth	Commissioner	Present	
Brian Netzel	Vice Chairperson	Excused	
Sue Sands	Commissioner	Present	
Adam Turriff	Commissioner	Excused	
Joanne Vomastic-Muka	Commissioner	Present	

Also present: City Planner Peter Schlein.

- Approval of the minutes of the November 20, 2018 Historic Preservation Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Commissioner
SECONDER:	Scott Crevier, Alderman
AYES:	Crevier, Fleck, Hackbarth, Sands, Vomastic-Muka
EXCUSED:	Brian Netzel, Adam Turriff

- Discussion and possible action regarding a \$12,000 grant from the Wisconsin Historical Society to produce a National Register of Historic Places nomination for two potential historic districts in De Pere.

City Planner Peter Schlein reported that the Wisconsin Historical Society approved a \$12,000 grant that the HPC applied for in Fall of 2018. He outlined the following timeline of events that have taken place regarding the grant process:

Fall 2017 - Intensive survey which identified two potential neighborhood districts: Mansion Street and Daviswood Ranch Homes.

Spring 2018 - HPC held neighbor meeting about historic districts to gauge interest.

Fall 2018 - HPC applied for \$12,000 WHS subgrant.

Winter 2018 - City received letter from the Wisconsin Historical Society granting the \$12,000 subgrant in order to designate the potential historic districts.

Peter explained the next steps in the process as follows:

March 2019 - Wisconsin State Historical Society posts notice for consultants.

March/April 2019 - WHS prepares a Memorandum of Agreement (MOA) for City to review & sign.

March/June 2019 - WHS prepares paperwork for project start.

No later than August 2019 - Per MOA timeline, project begins.

Per MOA timeline - project finishes.

City Planner Peter Schlein asked for input from any HPC members who have been involved in nominations in the past. Gene Hackbarth suggested that it is very important to keep property owners in the two districts involved in the process. Mike Fleck added that

it would be a good idea to try to get email addresses for all of the residents. Peter also suggested that HPC members may need to begin initial contact by visiting the neighborhoods. He added that once the Memorandum of Agreement has been reviewed by City staff, he will notify the HPC members via email. Gene Hackbarth noted that once the MOA is signed, the process of hiring the consultant will begin. No action needed to be taken at this time.

RESULT: NO ACTION

4. Future Agenda Items.

Gene Hackbarth noted that it's not too early for the HPC to begin thinking about 2020 subgrant possibilities. He also added that the Wisconsin Association of Historic Preservation Commissions is holding their annual state conference in Oshkosh on April 12. Because De Pere is a member of this organization, there will not be a fee charged for any HPC members who wish to attend. Gene added that he will forward the registration information to staff to distribute to everyone.

RESULT: DISCUSSED

Adjournment

Sue Sands moved, seconded by Gene Hackbarth, to adjourn the meeting at 6:19 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker