



**AGENDA**  
**City of Milton**  
**Historic Preservation Commission**  
**Wednesday, December 5, 2018**  
**5:30 p.m.**  
**MILTON CITY HALL**  
**Conference Room**  
**710 S. Janesville Street**

1. Call To Order
2. Approve Agenda
3. Approval Of Minutes - October 10, 2018

Documents:

[HISTORIC PRESERVATION COMMISSION MINUTES 10-10-18.PDF](#)

4. Discussion And Possible Action On Milton History Video Series
5. Discussion And Possible Action On Milton Women's History Tour In 2019
6. Discussion And Possible Action On Design And Purchasing Of Milton House Magnets
7. Discussion And Possible Action On 2019 Work Plan

Documents:

[WORK PLAN 2019.PDF](#)

8. Reports & Updates (The Following Items Will Not Have Any Action Taken)
  - 8.I. Milton Historical Society / Milton House Museum
9. General Items
10. Motion To Adjourn

**\*\*Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's office at 868-6900, 710 S. Janesville Street, Milton, WI 53563.**

Notice is hereby given that a majority of the Common Council may be present at this meeting at the above mentioned date and time to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the City Council will not take any formal action at this meeting.

Posted by: Leanne Schroeder, November 30, 2018



**City of Milton  
Historic Preservation Commission  
October 10, 2018**

**Call To Order**

Aldersperson Ryan Holbrook called the October 10, 2018 meeting of the Historic Preservation Commission to order at 5:30 p.m.

Present: Aldersperson Ryan Holbrook, Devin Elliott, Lisa Perkins, Harvey Smith, Terry Williamson, Julie Marquardt, Dean Teuscher, and Leah Kinmonth.

Also Present: Rod Hilton, Kari Klebba, and Administrative Services Director Inga Cushman.

**Approve Agenda**

Comm. Elliott motioned to approve the agenda. Comm. Smith seconded, and the motion carried.

**Approval Of Minutes - September 19, 2018**

Comm. Teuscher motioned to approve the minutes. Comm. Perkins seconded, and the motion carried.

**Discussion And Possible Action On 2019 Cemetery Tour**

The commission discussed the concept with R. Hilton. Comm. Kinmonth, Comm. Smith, Comm. Marquardt, and Comm. Ald. Holbrook will serve on the subcommittee.

**Discussion And Possible Action On Milton History Video Series**

The commission reviewed the draft videos that are being developed.

**Discussion And Possible Action On Milton Women's History Tour In 2019**

The commission discussed having this event on March 10, 2019. Comm. Elliott and K. Klebba are contacting businesses about transportation. Comm. Williamson, Comm. Perkins, Comm. Elliott, and Comm. Marquardt will serve on the subcommittee.

**Discussion And Possible Action On Design And Purchasing Of Milton House Magnets**

Comm. Marquardt will check with another vendor on pricing for magnets.

**Reports & Updates (The Following Items Will Not Have Any Action Taken)**

**a. Milton Historical Society / Milton House Museum**

K. Klebba discussed the Whodunit? event at the Milton House on October 12 and 13, 2018. The Milton House is hosting a viewing of Hocus Pocus on October 19, 2018, and the Milton House is preparing for the production of *A Christmas Carol* in December.

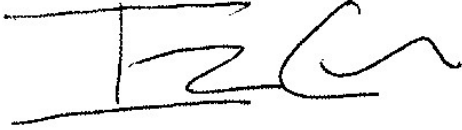
**General Items**

There were no general items.

**Motion To Adjourn**

Comm. Smith motioned to adjourn the October 10, 2018 meeting of the Historic Preservation Commission at 6:33 p.m. Comm. Teuscher seconded, and the motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'I. Cushman', written over a horizontal line.

Inga Cushman  
Administrative Services Director



# City of Milton

## Historic Preservation Commission

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### 2019 Work Plan

#### **Mission:**

The City of Milton Historic Preservation Commission will strive to protect properties in the City through local designation, to educate residents and property owners about the value of historic preservation, and to serve as a resource for education and development of historic properties in Milton.

#### **Goals:**

##### **Goal 1: Clarify Historic Preservation Commission to City and to the Commission.**

- Objective 1b: Work with local media and utilize existing technology to provide education and information to the public about the Historic Preservation Commission as needed.
- Objective 1c: Determine the process for locally designating historic properties and inform the public.
  - 2019 Task – Work with city staff to develop a form and supporting documentation for properties to be locally designated.
- Objective 1d: Coordinate historic preservation efforts with groups responsible for land use, parks, recreation, neighborhood planning, capital improvement programming, and economic development.
  - 2019 Task – Work with the Community Development Authority (CDA) on implementing historic preservation aspects of the Comprehensive Plan as needed.

##### **Goal 2: Develop the Historic Preservation Commission into a resource for helping citizens and businesses preserve privately owned historical structures and to bring awareness and educate the public about historic preservation.**

- Objective 2a: Improve/formalize map of designated historic properties.
  - 2019 Task – Work with city staff to develop a map or series of maps that show properties and districts that are locally designated, are on the National Register of Historic Places, or are potentially eligible for the National Register of Historic Places.
- Objective 2b: Create educational resources and learning opportunities for property owners of historic properties.
  - 2019 Task – Formalize a historic property owners discussion group.
- Objective 2c: Utilize existing communication methods through the City and explore alternative methods to effectively educate the public about historic preservation in the City of Milton.
  - 2019 Task – Finalize the development of videos about the history of Milton and distribute via social media and other networks.
- Objective 2d: Stay in contact with the Wisconsin Historical Society to be up-to-date on historic preservation initiatives at the State and Federal levels.
- Objective 2e: Continue an annual award program to highlight the historic preservation efforts of community members.
  - 2019 Task – Recognize up to two people, projects, or programs for a Historic Preservation Award to be presented at the Community Recognition Picnic on May 23, 2019.

- Objective 2f: Foster an appreciation and understanding of architectural style, craftsmanship, building materials, and character of older properties.
- Objective 2g: Develop relationships with local realtors that may sell historic properties and other professionals that are involved in historic preservation efforts in the community.
- Objective 2h: Continue to provide the *Historic Milton, Wisconsin Tour Guide* of historic properties in Milton to the public at a nominal charge with regular updates.
  - 2019 Task – Increase distribution of the 2016 Edition of the *Historic Milton, Wisconsin Tour Guide*.

**Goal 3: Seek funding for historic preservation efforts.**

- Objective 3a: Apply for grant funding through various sources as necessary.

**Goal 4: Increase cultural heritage tourism to the City of Milton.**

- Objective 4a: Develop signage and promotional items to recognize and promote the City’s historic resources.
- Objective 4b: Provide information to residents and tourists about the City of Milton’s historic resources.
  - 2019 Task – Set up a table at established community events, including Arts & Crafts on the Lawn, Civil War Days, and the 4<sup>th</sup> of July, to provide information about historic resources and preservation efforts in Milton and to sell the *Historic Milton, Wisconsin Tour Guide*. This may be a joint effort with other committees/commissions.
- Objective 4c: Develop and / or assist at events that promote Milton’s history.
  - 2019 Task – Host a Women’s History Tour in March and a Cemetery Tour in October.

**Goal 5: Develop a relationship with the School District of Milton to educate Milton’s youth about the City’s history.**

- Objective 5a: Collaborate with teachers in the School District of Milton to develop lessons for teachers that can be incorporated easily into the established curriculum that will highlight the history of Milton.
- Objective 5b: Encourage School District of Milton participation in Civil War Living History Days at the Milton House Museum, which showcases Milton history and Civil War history.

**Previous Accomplishments:**

- ✓ CLG status obtained (1999)
- ✓ Regular updates of the *Historic Milton, Wisconsin Tour Guide*
- ✓ Preserve America designation obtained (2011)
- ✓ Awarded Historic Preservation Fund Subgrant in 2012, 2013, and 2014.
- ✓ 2015 Historic Preservation Excellence Awards – Identification and Designation Honorable Mention Award from Wisconsin Association of Historic Preservation Commissions (WAHPC)

**Milton Historic Preservation Commission Members:**

Ryan Holbrook, Chairperson	Devin Elliott
Leah Kinmonth	Julie Marquardt
Gail Nordlof	Lisa Perkins
Harvey Smith	Dean Teuscher
Terry Williamson	Kari Klebba, Milton Historical Society Rep.