



Historic Preservation Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Agenda

Monday, December 18, 2023	6:00 PM	Council Chambers and Virtual
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Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Historic Preservation Commission** of the City of De Pere will be held on **December 18, 2023 at 6:00 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The Public or Members of the Historic Preservation Commission, which may count toward an official quorum, may attend the meeting either in person in the Council Chambers or telephonically or electronically via video conferencing or other appropriate technological means. Telephonic or electronic access to the meeting is provided below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at <http://deperecitywi.igmp2.com/>.

Call to Order

1. Roll Call
2. Approval of the minutes of the October 16, 2023 Historic Preservation Commission meeting.
3. Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Historic Preservation Commission. §6-3(f) DPMC.
4. Consideration and possible action on the proposed historic district signage project. Presentation by Jonathon Hansen and Adam Turriff.
5. Consideration and possible action on the proposed local designation of three commercial properties and three residential properties. Presentation by Jonathon Hansen.
6. Consideration and possible action on the application for a 2024 CLG Sub-grant. Presentation by Gene Hackbarth.
7. Consideration and possible action on the second educational/city heritage program for year 2023. Presentation by Jonathon Hansen.
8. Consideration and possible action on new projects proposed to be completed by HPC in year 2024, including the establishment of a timeline to complete each task.

Adjournment

Any person wishing to attend this meeting, who, because of disability, requires special accommodations should contact the City Planner's office at 339-4043 by noon on the day of the meeting so that arrangements can be made.

*Items with an asterisk require City Council approval.

Agenda Sent To:

Alderspersons

City Administrator

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Jason Tish, Wisconsin Historical Society



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: December 18, 2023

DEPARTMENT: Historic Preservation Commission

FROM: Kelly Barker

SUBJECT: Approval of the minutes of the October 16, 2023 Historic Preservation Commission meeting.

ATTACHMENTS:

- HPC_Oct2023_Minutes_Draft (PDF)



Historic Preservation Commission

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Draft Minutes

Monday, October 16, 2023

6:00 PM

Council Chambers and Virtual

Call to Order

The meeting was called to order at 6:00 PM by Chairperson Jonathon Hansen

Attendee Name	Title	Status	Arrived
Patrick Boyd	Commissioner	Present	
Mike Fleck	Commissioner	Excused	
Gene Hackbarth	Vice Chairperson	Present	
Jonathon Hansen	Chairperson	Present	
Jane Schueller	Commissioner	Present	
Adam Turriff	Commissioner	Excused	

Also present: City Planner Peter Schleinzi.

2. Approval of the August 21, 2023 Historic Preservation Commission meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Vice Chairperson
SECONDER:	Patrick Boyd, Commissioner
AYES:	Patrick Boyd, Gene Hackbarth, Jonathon Hansen, Jane Schueller
EXCUSED:	Mike Fleck, Adam Turriff

3. Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Historic Preservation Commission. §6-3(f) DPMC.

There were no public comments. Jane Schueller introduced herself to the commission. She was appointed in September 2023.

RESULT:	DISCUSSED
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4. Consideration and possible action on the proposed historic district signage project. Presentation by Jonathon Hansen, Adam Turriff, and Mike Fleck.

City Planner Peter Schleinzi reviewed the proposed historic district signage project. The review phase has been completed. On September 29, 2023 the printing of the signs began, which could take about 4-5 weeks. Ald. Hansen reported that the team is now working on the method for notifying and distributing the signs to property owners. Peter suggested a notice be sent to everyone to notify them that the signs are available. Gene Hackbarth also suggested including instructions on how to properly affix the signs to the houses. Ald. Hansen moved, seconded by Gene Hackbarth, to receive and place the update on file. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Chairperson
SECONDER:	Gene Hackbarth, Vice Chairperson
AYES:	Patrick Boyd, Gene Hackbarth, Jonathon Hansen, Jane Schueller
EXCUSED:	Mike Fleck, Adam Turriff

5. Consideration and possible action on the proposed local designation of three commercial properties and three residential properties. Presentation by Jonathon Hansen and Mike Fleck.

Ald. Hansen provided an update on the proposed local designation of three commercial and three residential properties. Letters were sent to the following addresses: 233 N Broadway St (CA Lawton Apartments), 807 N Broadway St, 823 N Broadway St, 922 N Broadway St, 935 N Broadway St, 400 Grant St (Old St Boniface Church/Birder Hall), and 380 Main Av (Old Public Library). The owner of 823 N Broadway St reached out to Ald. Hansen via telephone. She expressed her reservations with the process. She asked if the HPC members would be willing to set up a meeting to go over the process in more detail with her and the other homeowners on N Broadway St. City Planner Peter Schleinz suggested adjusting the timeline for this project so it would be ready for the December HPC meeting, with Council approval in January 2024. Gene Hackbarth added that there is no cost to the property owner to apply for local designation. Currently there are 4-5 properties in De Pere that are locally designated. Ald. Hansen made a motion, seconded by Gene Hackbarth, to receive and place the update on file. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Chairperson
SECONDER:	Gene Hackbarth, Vice Chairperson
AYES:	Patrick Boyd, Gene Hackbarth, Jonathon Hansen, Jane Schueller
EXCUSED:	Mike Fleck, Adam Turriff

6. Consideration and possible action on the proposed federal and state historic designations of three properties. Presentation by Jonathon Hansen and Mike Fleck.

Ald. Hansen provided an update on the proposed federal and state designations of three properties. The property owners of 127 N Broadway St reached out to him in August with interest in a proposed designation. The letter of intent was submitted to the Wisconsin Historical Society on August 14, 2023. The letter of intent must be followed up with a full application by December 18, 2023. City Planner Peter Schleinz reported that the HPC can approve this project as complete. He added that the owner of 710 Waubaunauqua Trl recently inquired about state and federal designation. Discussion followed regarding adding this property to the grant in addition to 127 N Broadway St. Peter explained that he did not think that would be possible because it was not part of the original letter of intent. He suggested checking that property to make sure there is not anything that would make it ineligible for the grant. Gene Hackbarth noted that if the WHS does not allow the HPC to add the second property to this year's grant, the HPC could apply for another sub-grant in 2024. Gene Hackbarth moved, seconded by Patrick Boyd, to approve the completed project. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Gene Hackbarth, Vice Chairperson
SECONDER:	Patrick Boyd, Commissioner
AYES:	Patrick Boyd, Gene Hackbarth, Jonathon Hansen, Jane Schueller
EXCUSED:	Mike Fleck, Adam Turriff

7. Consideration and possible action on the application for a 2024 CLG Sub-grant. Presentation by Gene Hackbarth.

Gene Hackbarth provided an update on the 2024 Sub-grant application. City Planner Peter Schleinz explained that staff needs to get quotes to include with the grant application that is due on December 18, 2023. Therefore, it is important to get everything done in time to submit the application by the deadline. Gene Hackbarth stated that he will talk to Jason Tish at the Wisconsin Historical Society regarding the possibility to add the second property at 710 Waubaunaqua Trl to the grant. Patrick Boy moved, seconded by Ald. Hansen, to receive and place the update on file. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Patrick Boyd, Commissioner
SECONDER:	Jonathon Hansen, Chairperson
AYES:	Patrick Boyd, Gene Hackbarth, Jonathon Hansen, Jane Schueller
EXCUSED:	Mike Fleck, Adam Turriff

8. Consideration and possible action on the second educational/city heritage program for year 2023. Presentation by Jonathon Hansen and Mike Fleck.

Ald. Hansen stated that the historic walking tour is now live on Definitely De Pere's website. This was the first educational program for 2023. A suggestion was made to do an educational campaign to the homeowners who received plaques in the Daviswood and Mansion Street historic districts. This would include providing instructions on how to property attach the signs to homes. Once the printing of the signs is completed, the HPC will discuss further details on this project. Ald. Hansen moved, seconded by Gene Hackbarth, to receive and place the update on file. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jonathon Hansen, Chairperson
SECONDER:	Gene Hackbarth, Vice Chairperson
AYES:	Patrick Boyd, Gene Hackbarth, Jonathon Hansen, Jane Schueller
EXCUSED:	Mike Fleck, Adam Turriff

Adjournment

Jane Schueller moved, seconded by Patrick Boyd, to adjourn the meeting at 6:28 pm. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: December 18, 2023

DEPARTMENT: Historic Preservation Commission

FROM: Kelly Barker

SUBJECT: Public comments upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Historic Preservation Commission. §6-3(f) DPMC.



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE:	December 18, 2023
DEPARTMENT:	Planning
FROM:	Peter Schleinz
SUBJECT:	Consideration and possible action on the proposed historic district signage project. Presentation by Jonathon Hansen and Adam Turriff.

Updates from staff:

1. The printed signs are expected to arrive at City Hall during the week of December 17-23, 2023. Once received, staff will pay a final invoice for sign production to the sign company.
2. The team is still working on the method for notifying property owners, distributing the signs, and verifying installation occurred by the property owners.

RECOMMENDATION: Either receive and place on file, or approve as a completed project and reference that sign distribution will be added as a new HPC project for year 2024.



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: December 18, 2023

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action on the proposed local designation of three commercial properties and three residential properties. Presentation by Jonathon Hansen.

Updates from Jonathon:

1. Jonathon had phone conversation with Melissa Little of 823 N. Broadway St shortly after the letters were initially sent out. Ms. Little had a number of questions regarding the implications of a local historic designation, including the need for COA approval to make certain exterior renovations. Ms. Little mentioned possibly setting up a meeting with her and several of her neighbors to further discuss the local historic register. Jonathon proposed to Ms. Little also inviting Gene Hackbarth and Peter Schleinz to the meeting.
2. Jonathon sent Ms. Little an email on October 12 with various times that he could meet based on his work schedule.
3. Jonathon sent follow-up email to Ms. Little on November 29 (after no response following the Oct. 12 email) with times that he can meet in December. Ms. Little indicated on Nov. 29 that December is not a good time for her and her neighbors due to the holidays, and asked that we revisit this later on and look to schedule a meeting in January.

RECOMMENDATION: Because there were no local designations in 2023, approve as completed project and reference that the 800 Block of N Broadway ST will be added as a new HPC project for year 2024.



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: December 18, 2023

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action on the application for a 2024 CLG Sub-grant. Presentation by Gene Hackbarth.

Updates from staff:

1. The application was prepared by Gene Hackbarth on schedule in November.
2. The application (with cover letter and consultant estimates) was emailed and hard-copy mailed to WHS by staff on December 12, 2023. Receipt of the application was acknowledged by WHS that same day.
3. The grant submittal deadline is December 18, 2023. Grant application submittals will be evaluated in January 2024. The HPC will be notified in February 2024 if a grant will be awarded to the City of De Pere.
4. This project is complete.

RECOMMENDATION: Approve completed project.

ATTACHMENTS:

- Application with Coverletter - 12 Dec 2023 (PDF)

CITY OF DE PERE

335 South Broadway, De Pere, WI 54115 | www.de-pere.org



December 12, 2023

Jason L Tisch, Certified Local Government Coordinator
Wisconsin State Historic Preservation Office
816 State ST, RM 305
Madison, WI 53706

RE: Certified Local Government Grant Program Application for a 2024 CLG Subgrant to Nominate and Designate the Former State Bank of De Pere at 127 N Broadway ST, De Pere WI, on Federal and State Registers

Dear Jason:

The City of De Pere Historic Preservation Commission submits this **Certified Local Government Grant Program Application** to the Wisconsin State Historic Preservation Office for a 2024 CLG Subgrant, in the amount of **\$7,489.00, to nominate and designate the Former State Bank of De Pere at 127 N Broadway ST, De Pere WI, on Federal and State Registers**. The CLG Subgrant funding will be used to hire a qualified consultant to prepare Federal and State Registries nomination forms and cover staff support costs. The former State Bank of De Pere was determined potentially eligible for the National and State Registers in both the "Intensive Survey Report" (2001) and the "Historical & Architectural Resources Survey 2017".

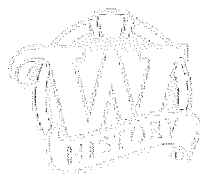
- AHI #1801.
- Date of construction: 1877; 1904.
- Style: Beaux Arts Classical.
- The existing property owners support potential designation on the Federal and State Registers.

The City of De Pere Historic Preservation Commission looks forward to receiving a CLG Subgrant in the amount of \$7,489.00. Should you have any questions, feel free to contact me at 339-4043 x2 or pschleinz@deperewi.gov.

Sincerely,

Peter Schleinz
Senior Planner | Zoning Administrator

cc: Jonathon Hansen, Historic Preservation Commission Chair
Gene Hackbarth, Historic Preservation Commission Vice-Chair



WISCONSIN
HISTORICAL
SOCIETY

CERTIFIED LOCAL GOVERNMENT GRANT PROGRAM

APPLICATION

Federal Grant Funding to
Certified Local Governments in Wisconsin

**For assistance CLG grant funding contact:
Wisconsin State Historic Preservation Office**

*Jason Tish, CLG Coordinator
jason.tish@wisconsinhistory.org
608-264-6512*

Wisconsin Historical Society, 814 North Lincoln Street, Madison, WI 53706
Phone: 608-264-6512 Fax: 608-264-6513

wisconsinhistory.org



Application

Federal Historic Preservation Funding to Certified Local Governments in Wisconsin Federal Fiscal Year 2024

HISTORIC PRESERVATION FUND GRANTS IN AID (CFDA 15.904)
SUBGRANT ADMINISTERED BY
WISCONSIN STATE HISTORIC PRESERVATION OFFICE

2024 Grant Cycle Timeline

Mar. 1, 2023 - CLG Grant cycle opens
Aug. 14, 2023 - Letter of Intent due
Dec. 18, 2023 - Application due

Minimum Requirements

1. Applicant consulted with SHPO staff prior to submission of this *Application*
2. *Letter of Intent* was submitted by applicant before LOI deadline (Aug. 14, 2023)
3. *Application* was submitted on or before application deadline (Dec. 18, 2023)
4. *CLG Annual Report* was submitted by applicant in January for previous year
5. Applicant complies with all state and federal requirements of the CLG program
6. Applicant has no incomplete grant-funded projects in the past five years
7. For intensive surveys, applicant has reviewed survey boundaries with SHPO staff
8. For **historic district nominations to the NRHP**, applicant has consulted with SHPO staff on the eligibility of the district and has held a public engagement meeting within 12 months of the application deadline to introduce the project to property owners and gage support for NRHP designation.

Grant Amount Requested ~~\$3,989.00~~ \$ 7,498. —

Applicant

Name of CLG community: City of De Pere

Year of CLG Certification: 2002

Project Title: Nomination of State Bank of De Pere Building, 127 N. Broadway Street

Local government's EIN Number: 39-6005431

Project Manager

Name: Peter Schleinz

Email address: pschleinz@deperewi.com

Phone number: 920-399-4042

Mailing address: 325 S. Broadway Street, De Pere, WI 54115

Financial Agent

Name: Pamela Manley

Email address: pmanley@deperewi.gov

Phone number: 920-339-4050

Mailing address: 325 S. Broadway, De Pere, WI 54115

This program receives Federal financial assistance for identification and preservation of historic properties. Under Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the U.S. Department of Interior prohibits discrimination on the basis of race, color, national origin, disability, or age in its federally-assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to: Office of Equal Opportunity, National Park Service, 1849 C Street NW, Washington, D.C. 20240

Project Type (*check one*)

- ☐ A. Initial intensive survey of the community (30 pts.)
- ☐ B. Nomination of historic district to the NRHP (25 pts.)
- ☐ C. Nomination of historic district under a local historic preservation ordinance (25 pts.)
- ☐ D. Resurvey of a community that was surveyed more than 25 years ago (20 pts.)
- ☐ E. Nomination of individual, *publicly-owned* property or archaeological site to NRHP (15 pts.)
- ☐ F. Nomination of individual, *publicly-owned* property or archaeological site under a local historic preservation ordinance (15 pts.)
- ☒ G. Nomination of individual, *privately-owned* property to the NRHP (10 pts.)
- ☐ H. Nomination of individual, *privately-owned* property under a local historic preservation ordinance NRHP (10 pts.)
- ☐ I. Public outreach and educational projects (5 pts., *plus potential Bonus**)
- ☐ J. Design guidelines and historic preservation plans (5 pts., *plus potential Bonus**)
- * **Bonus** – Applicable to Project Types I and J only if the community has recently completed a survey or resurvey of their entire community *and* has made reasonable efforts to nominate to the NRHP all properties and districts determined by the survey to be potentially eligible. (20 pts.)
- ☐ K. CAMP – Host a training workshop in collaboration with the National Alliance of Preservation Commissions (up to 100 pts). CAMP events are a priority every other year. A fully developed CAMP proposal will include:
1. venue for the event
 2. plan for food and/or refreshments
 3. lodging availability
 4. marketing plan defined in consultation with SHPO staff
 5. registration protocol defined in consultation with NAPC and SHPO
 6. consultation initiated with NAPC and SHPO to select sessions and presenters
 7. complete list of items to be covered by grant
 8. an itemized budget.

Project Description

Describe the scope of the project you propose to undertake with requested funding.

The DPHPC submits this CLG Sub-Grant to cover the costs of hiring a qualified Consultant and to cover the City Staff time/expenses. The City of De Pere will hire a consultant familiar with the city to nominate the State Bank of De Pere Building, located at 127 N. Broadway Street, De Pere.

The State Bank of De Pere Building owners are new and very strongly encourage the listing of their building on the State and National Registers.

The Building is located in the middle of De Pere's historic east side business district and across the street from the Steckart & Falck Double Block. The Building has been listed as potentially eligible for listing on the NR beginning in 2001 and 2017 within Historical and Architectural Surveys. Previous owners did not choose listing the Building.

Local historic preservation objectives

How would the project advance goals in a Historic Preservation Plan, Comprehensive Plan, or other plan?

How would this project advance the protection of historic resources or economic development opportunities?

If applicable, how would this project advance the history of racial, ethnic, sexual, or gender minority communities who have been underrepresented in past surveys or plans?

The City of De Pere continues to enrich the community through the promotion of having properties listed on the State and National Registers. The program has been and continues to secure new properties each year.

In 2024, with the strong support of new building owners, De Pere's HPC seeks funding to hire a consultant and to cover City Staff expenses for the nomination of a prominent downtown bank building; AHI # 1801.

The former State Bank of De Pere Building is limestone-faced and an outstanding small scale example of Beaux Arts style design and potentially eligible for listing in the NRHP under Criterion C (Architecture). The original portion of the State Bank of De Pere Building was built ca. 1875 for M.K. Hunt. It was subsequently owned by R.B. Kellogg & Co., who operated the Kellogg Bank from this location. The bank subsequently became the State Bank of De Pere, and the building was totally remodeled to designs by the architectural firm Henry Foeller of Green Bay in 1904. The only portions of the original building that survived being the side and rear walls. Since the banking business exited, the building served as a downtown restaurant with bank security boxes.

Prior CLG Grant-funded projects completed in your community

List projects funded by CLG grant in the past five years. Include the year of the grant award, and discuss whether the projects were completed successfully and how they benefitted the community

2021: Mansion St. WWII Defense Houses: 14 small homes built for WWII supply company families; yes: built between 1941 & 1942 for small families
 2022 Daviswood Ranch Home Dist.; yes; 35 Ranch style homes built in mid 50's
 2023 Mrs. Agnes Lenfesty House; yes; contemporary one-story house at key location

Training

Describe recent technical or policy training in which your Historic Preservation staff or Commissioners have participated including, but not limited to, webinars, conferences, online modules, technical workshops, CAMP, or any other formats that include training on historic preservation policies, best practices, or technical methods.

Two HPC members and 1 city staff member participated for most of 2022, utilizing CLG Sub-Grant funds to create a digital historic tour of the City and get it on-line, With a hired consultant, new computer software was installed for a very successful tour. One DP HPC member attended the last two Wisc. Historic Preservation and Local History State Conferences

One DP HPC member attended the Wisc. Association of Historic Preservation Commission State Conference the past two years and served as Award Committee Chair and Conference presenter-One HPC member attended the WTHP State Conf.

Budget

Maximum award amount is \$50,000 with no local match required. Provide an estimate of project costs in **whole dollars**. The applicant is **reimbursed** upon project completion up to the award amount; if project costs exceed the award, the applicant will be expected to pay for additional costs. **Two** itemized estimates prepared by professional consultants must be submitted with this application. The estimates must include the number of researchers, printing costs, WHPD data entry, line items for overhead, travel, research, field work, and final product cost. **All professional consultants must be approved by the SHPO.**

Item	Estimated Costs
CLG Personnel - salaries/wages	\$ 1,988.00
fringe benefits	\$
supplies/materials	\$
travel/per diem	\$
equipment	\$
Consultant fees	\$2,000.00 \$5,500. —
Other (specify)	\$
Total	\$NaN \$ 7,498. —

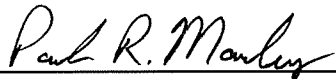
I affirm that all information on the application is true to the best of my knowledge.

The agents acting on behalf of the Applicant agree to comply with Title IV of the Civil Rights Act of 1964 and all requirements imposed by or pursuant to the Department of the Interior regulations issued pursuant to that title. No person in the United States shall, on the ground of race, color, national origin, disability, or age be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program or activity for which financial assistance is received from the National Park Service and hereby give assurance that we will immediately take any measures to effectuate this agreement.


Applicant's Project Manager

11/28/23
Date

I affirm that municipal funding is available to complete the proposed project prior to the disbursement of grant funding.


Applicant's Financial Agent

11/28/23
Date

Peter Schleinz

From: Jennifer R Haas <haasjr@uwm.edu>
Sent: Tuesday, November 14, 2023 2:08 PM
To: Peter Schleinz
Cc: Brian D Nicholls
Subject: RE: Seeking Cost Estimate to provide in a CLG Subgrant Application for the State/National designation of a Commercial Property.

Follow Up Flag: Follow up
Flag Status: Completed

You don't often get email from haasjr@uwm.edu. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello!

The ballpark cost is \$6,000

Jennifer R. Haas, Ph.D.
 Director, Archaeological Research Laboratory Center (ARLC)
 UWM NAGPRA Coordinator
 Cultural Resource Management
 Graduate Faculty, Department of Anthropology
 University of Wisconsin-Milwaukee
 PO Box 413
 Milwaukee, WI 53201
 Direct (414) 251-8853 | Mobile (414) 403-3158

From: Peter Schleinz <pschleinz@deperewi.gov>
Sent: Tuesday, November 14, 2023 11:42 AM
To: malischk@uwm.edu
Cc: Jennifer R Haas <haasjr@uwm.edu>
Subject: Seeking Cost Estimate to provide in a CLG Subgrant Application for the State/National designation of a Commercial Property.

Good morning, LisaMarie – In December, the City of De Pere will be submitting a request to the Wisconsin Historical Society for a CLG Subgrant for the designation of one commercial property on state and national registries. The property is the Former State Bank of De Pere at 127 N Broadway ST, De Pere WI 54115.

To submit a CLG Subgrant request, the city needs to provide 2-3 cost estimates from qualified consultants. Would you be able to help me out by providing a cost estimate for this type of project that I can include with the City application for a WHS CLG Subgrant? Many thanks!

Peter Schleinz

Senior Planner | Zoning Administrator | [City of De Pere](#)
 335 S. Broadway | De Pere, WI 54115
 Tel: (920) 339-4043 x 2 | Fax: (920) 330-9491

tes | Historical Consulting, LLC

30 November 2023

Mr. Peter Schleinz
Senior Planner | Zoning Administrator
City of De Pere
335 S. Broadway
De Pere, WI 54115

RE: NPS Grant Funding Application for 2024-2025
State Bank of De Pere National Register nomination

Peter,

Following a review of pertinent materials, the following table outlines the cost breakdown for the completion of a National Register nomination for the State Bank of De Pere. As I am a sole proprietor, I would be the sole researcher involved in completing the nomination. And my overhead rate runs in the neighborhood of 11-12% last I calculated it and it is included in my hourly rate.

STATE BANK OF DE PERE Breakdown of Expenses		Cost
Site Visit, Research Hours & Writing @ 53.00/hr (est. 2024 hourly rate)	82 hours @53.00/hr	\$4,346.00
WHPD Data Entry	.5 hours @ 53.00/hr	26.50
Presentations/Required Meetings (1 meeting with the Preservation Review Board [PRB]) Includes PPT preparation, drive time and actual presentation	10 hours @53.00/hr	530.00
Mileage (1 round trip from Kiel to De Pere is approximately 85 miles. I would anticipate making 2 trips for site visit, photos and research. 1 round trip from Kiel to Madison for the PRB meeting is 210 miles. The current IRS mileage rate is 65.5 cents/mile)	Approx. 400 miles @ 65.5/mile	262.00
Lodgings/Food	N/A	N/A
Printing/Supplies	N/A	N/A

PROJECT TOTAL: \$5,164.50

If you have any questions or concerns regarding my estimate, please feel free to call or email me.

Sincerely,



Traci E. Schnell, M.A.

Peter Schleinz

From: tim.heggland@juno.com
Sent: Wednesday, November 15, 2023 4:40 PM
To: Peter Schleinz
Subject: Re: Seeking Cost Estimate to provide in a CLG Subgrant Application for the State/National designation of a Commercial Property.
Attachments: Seeking Cost Estimate to provide in a CLG Subgrant Application for the State/National designation of a Commercial Property.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Peter:

Good to hear from you. You should ask for \$2000.00 for the nomination.

Sincerely,

Tim Heggland

Please note: message attached

From: Peter Schleinz <pschleinz@deperewi.gov>
To: "tim.heggland@juno.com" <tim.heggland@juno.com>
Subject: Seeking Cost Estimate to provide in a CLG Subgrant Application for the State/National designation of a Commercial Property.
Date: Tue, 14 Nov 2023 17:42:16 +0000



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: December 18, 2023

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action on the second educational/city heritage program for year 2023. Presentation by Jonathon Hansen.

Presentation by Jonathon Hansen.



City of De Pere, Wisconsin

Request For Historic Preservation Commission Action

MEETING DATE: December 18, 2023

DEPARTMENT: Planning

FROM: Peter Schleinz

SUBJECT: Consideration and possible action on new projects proposed to be completed by HPC in year 2024, including the establishment of a timeline to complete each task.

As was done in 2023, the HPC should establish projects to attempt to complete by the end of the year 2024 with a timeline for completing each project. A well laid out timeline helps the HPC to stay on task without overwhelming the support staff. The following three sources should be considered for projects: projects called out in the HPC Budget, projects that were not fully completed in 2023, and proposed new projects.

1. Projects called out in the HPC Budget:

- * Facilitate WHS Grant for a state and federal designation (Budget completion timeline January 2024 - September 2025).
- * Target three residential and three commercial properties for local, state, or federal designation (Budget completion timeline July 2024).
- * Provide at least two educational programs that continue the education on historical heritage of the City (Budget completion timeline May 2024 and December 2024).

2. Projects that were not fully completed in 2023:

- * Historic District signage distribution, installation instructions, and installation verification.
- * Local designation of the 800 Block of N Broadway ST.

3. New projects that were not referenced above:

- * State and Federal designation of 710 Waubaunuqua TR and 922 White Pine AV.
- * HPC submitting WHS preliminary assessments with property owners.
- * Other.

RECOMMENDATION: Establish a set of projects for each of the above categories. Establish a start-to-finish timeline for each project. Spread the projects out over the calendar year so that multiple projects do not overwhelm the HPC and support staff. Approve the HPC accepted list and timeline.