



CITY OF REEDSBURG
134 South Locust Street, PO Box 490
Reedsburg, WI 53959
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Historic Preservation Agenda
August 10, 2026
Reedsburg City Hall Council Chambers
4:30 PM

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY ATTEND THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THE COMMON COUNCIL HAS DECISION-MAKING AUTHORITY. IF A QUORUM OF THE COMMON COUNCIL ATTENDS THIS MEETING, NO ACTION WILL BE TAKEN BY THE COMMON COUNCIL AT THIS MEETING.

CALL TO ORDER

APPROVAL OF MINUTES

I. APPROVE MINUTES FOR THE MEETING HELD ON JULY 13, 2026:

THE COMMITTEE WILL RECEIVE INFORMATION ON NON-AGENDA TOPICS BROUGHT BEFORE THE COMMITTEE BY MEMBERS OF THE PUBLIC. THE COMMITTEE WILL NOT DISCUSS THESE TOPICS, AND WILL NOT TAKE ACTION ON ANY OF THEM AT THIS MEETING

I. GENERAL BUSINESS:

- A. Discuss donation form
- B. Discuss donation and acceptance procedure
- C. Discuss 2027 grant application and budget

II. ADJOURN:



The City of Reedsburg does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by calling (608) 524-6404. To be able to meet the needs of a request for a different format contact the City Clerk-Treasurer at 134 S. Locust Street, Reedsburg, WI at least 48 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.



HISTORIC PRESERVATION COMMISSION MINUTES

Reedsburg, WI
July 13, 2026

Alder Aaron Bauer called the meeting of the Historic Preservation Commission to order at 4:30 PM in Reedsburg Rec Center.

Present: Joan Martin, Nancy Manion, Jan Aslaksen, Stephanie Hasler

Absent: Jeff Seering

Staff: Brian Duvalle

Approval of Minutes

Motion by Hasler, seconded by Manion to approve the 6/8/26 minutes.

Motion approved

Discuss local museum planning – current collection and proposed forms

Review was held on the Waupaca form and Danielle's form, including right to make copies, liabilities, and temporary vs permanent donations. Discussion was held on future bylaws, working with the Log Village, and possible pending donations. The board will review the forms and bring them back next month.

Discuss applying for 2026 CLG grant

Discussion was held on hosting a preservation class or classes for preserving documents and fabrics.

Motion by Martin, seconded by Manion to adjourn at 5:16 PM.

Motion approved

Respectfully submitted,

Brian Duvalle, Planner/Building Inspector

Temporary Custody Receipt

Reedsburg Historic Preservation Commission
City of Reedsburg, 134 S Locust St, Reedsburg, WI 53959

This is to acknowledge the receipt of the items listed below by the Reedsburg Historic Preservation Commission.

Name: _____ Date: _____

City/State/Zip: _____

Phone: _____ Email: _____

The items listed below are left in the custody of the Reedsburg Historic Commission to be considered as: (Print legibly)

_____ An unconditional donation. The Reedsburg Historic Preservation Commission reserves the right to keep, lend, or otherwise dispose of the donated item(s).

_____ To be considered for acquisition.

_____ For other. Please Specify: _____

Disposition if not accepted for donation:

_____ Please dispose of or destroy

_____ Source will pick up

If the rightful owner does not pick up the object(s) within 60 days of being notified, ownership of said object(s) shall automatically transfer to the Reedsburg Historic Preservation Commission. It is the responsibility of the depositor to inform the Reedsburg Historic Preservation Commission in writing of change of address and/or ownership during the duration of the deposit.

Items and Descriptions: (Print legibly)

If the Reedsburg Historic Preservation Commission decides to accept any/all of your deposited objects, a Deed of Gift listing the objects accepted into the collection shall be forwarded to you for your signature. Accepted objects are an outright, permanent donation and given unconditionally to the Reedsburg Historic Preservation Commission to be used at the discretion of the organization. If you do not sign and return the Deed of Gift within sixty (60) days of receipt of said form, the accepted object(s) will automatically become an unrestricted donation to the Reedsburg Historic Preservation Commission.

The Reedsburg Historic Preservation Commission shall give all objects in its custody the same care as those belonging to the Reedsburg Historic Preservation Commission. The organization does not assume responsibility in case of loss or damage by theft, fire, or otherwise. The Reedsburg Historic Preservation Commission does not provide additional insurance for temporarily deposited artifacts.

Depositor's Signature: _____ Date: _____

Reedsburg Historic Preservation Commission Representative: _____

Title: _____ Date: _____

Deed of Gift

I, the DONOR, hereby irrevocably and unconditionally convey, donate, transfer, and deliver to the Reedsburg Historic Preservation Commission all rights, titles, and interests, including any applicable copyrights, in and to the item(s) listed below. I affirm that I am the lawful owner of the item(s) described below and have full authority to make this gift. It is mutually understood and agreed that the Reedsburg Historic Preservation Commission will in turn ensure the opportunity for the preservation and public use of the material. I acknowledge that the Reedsburg Historic Preservation Commission will have full authority and discretion in the event that it is deemed appropriate to dispose of or transfer the gifted object(s) for whatever reason, pursuant to their collection policies. I acknowledge that the Reedsburg Historic Preservation Commission is released from the responsibility of contacting me or my heirs prior to making such arrangements.

Donor Information (Print legibly)

Donor Name: _____

Phone Number: _____

Mailing Address: _____

Description of Object(s):

Donor Signature: _____

Phone Number: _____

Employee Use Only – (Print legibly)	Reedsburg Historic Preservation Commission acknowledges receipt of the donated object(s).
Receiving Representative (Name & Title):	
Date:	

Hello CLG partners-

The 2027 CLG grant cycle is in full swing. CLG partners interested in applying for no-match grant funding for historic preservation planning projects should plan to submit a Letter-of-Intent to me by **September 11, 2026**. The full application is due **December 18, 2026**.

The Letter-of-Intent can be a simple letter or email to me sketching out the scope of your project. Then, between Sept. and Dec. 18, I will contact you to discuss your project and help refine it to make a competitive application.

CLG grants do not require a match. Typical grant awards are between \$6,000 and \$40,000. The maximum grant award is \$50,000 for high-priority and thorough project proposals.

Grants can be used for:

- Surveys (of your whole community or an area of your community, to identify important historic places)
- Nominations to the National Register of Historic Places (to make those properties eligible for historic tax credits)
- Nominations for local designation (to provide local protections to historic properties)
- Historic Preservation Plans (a stand-alone plan or component of a Comp. Plan for the identification and conservation of historic properties)
- Design Guidelines (to guide property owners and your Historic Preservation Commission in designing alterations that will meet the standards in your ordinance)
- Educational projects that focus on local history and historic places.

As always, contact me with questions about the application process, project eligibility, or anything else related to the CLG partnership program.