



Mineral Point, Wisconsin

CITY OF MINERAL POINT

137 HIGH STREET, SUITE 1
MINERAL POINT, WI 53565
608-987-2361

AGENDA

CITY OF MINERAL POINT COMMON COUNCIL MEETING

Tuesday, February 10, 2026, 6:00 PM

City Hall Community Room/Virtually

****ALL AGENDA ITEMS LISTED MAY HAVE ACTION TAKEN****

- 1. Call to Order. Roll Call. Confirmation of Compliance with the Open Meetings Law.**
- 2. Pledge of Allegiance.**
- 3. Persons Desiring to be Heard** – Five-minute limit except by consent of Council; no action will be taken on any item that is not specifically listed on the agenda.
- 4. Mayor's Correspondence.**
- 5. Administrator's Report.**
- 6. Clerk-Treasurer's Correspondence.**
- 7. Consent Agenda.**
 - a. Approval of a Certified Survey Map for 182, 184, and 186 Antoine St. *Plan Commission recommends approval.*
 - b. Approval of a Certified Survey Map for land located within the Extraterritorial Zone at 4141 E. Barreldown Rd. *ETZ Plan Commission recommends approval.*
 - c. Approval of Minutes and Proceedings from the January 13, 2026, meeting.
 - d. Approval of monthly bills. *Finance Committee recommendation to be reported at Council meeting.*
- 8. New Business.**
 - a. Consideration of hiring for the Water and Sewer Operator Position.
 - b. Consideration of hiring Benjamin Gruber as a Part-Time Police Officer.
 - c. Consideration of a storm sewer easement with John P. Ford and Karen S. Mills at 121 Antoine St.
 - d. Consideration of awarding a contract for the 2026 Mineral Point Pool Chemical Controller Project. *Park Board recommends approval; Finance Committee recommendation to be reported at the meeting.*
 - e. Consideration of a Memorandum of Agreement between the Wisconsin State Historic Preservation Office and the City of Mineral Point, WI, to complete Phase 1 of an architectural survey of the Mineral Point Historical District.
 - f. Consideration of awarding a contract to complete Phase 1 of an architectural survey of the Mineral Point Historical District. *The Historic Preservation Commission recommends contracting with Legacy Architecture, Inc.*
- 9. Adjourn.**

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Matthew Honer | administrator@cityofmineralpointwi.gov

City Clerk-Treasurer | Christy Skelding | cityclerk@cityofmineralpointwi.gov



Mineral Point, Wisconsin

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Join: <https://teams.microsoft.com/meet/22997105735142?p=7oxeDpesevVcbWJvcF>
Meeting ID: 229 971 057 351 42, Passcode: 5cJ9Hk9Z

Dial in by phone: [+1 872-256-4172](tel:+18722564172), [415151490#](tel:+18722564172)

Agenda Posted and Distributed: Friday, February 6, 2026.

Reasonable accommodations for participation in this meeting by persons with disabilities, as defined by the Americans with Disabilities Act, will be made upon request and if feasible. Please contact the City Clerk's office (608-987-2361) at least 24 hours before the scheduled meeting so that necessary accommodations can be provided.

OFFICE OF THE CITY CLERK-TREASURER

Mayor – Danny Clark

City Administrator | Matthew Honer | administrator@cityofmineralpointwi.gov

City Clerk-Treasurer | Christy Skelding | cityclerk@cityofmineralpointwi.gov

IOWA COUNTY CERTIFIED SURVEY MAP #

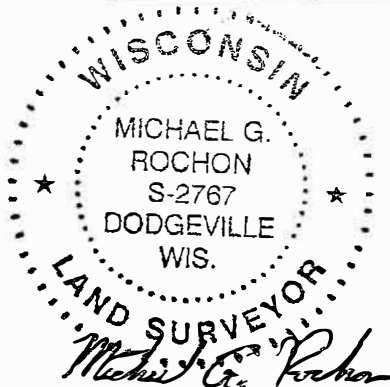
Being Lots 2, 3 & 4 of Block 2 of Brewery Creek Subdivision, recorded in Plat Cabinet A on Page 535, located in the SE 1/4 of the NW 1/4 of Section 32, T5N, R3E, City of Mineral Point, Iowa County, Wisconsin.

FOR:
JOSH FOWLER
CITY OF MINERAL POINT

BEARINGS ARE
REFERENCED TO THE
SOUTH LINE OF THE NW
1/4 OF SECTION 32
WHICH BEARS
S 89°31'37" E BASED
ON THE IOWA COUNTY
COORDINATE SYSTEM



0 60' 120'
SCALE: 1" = 60'



LEGEND:

- ⊗ REFERENCE POINT
- 3/4" x 18" REBAR SET
- ▲ 3/4" REBAR FOUND
- ✱ SECTION CORNER
ALL TIES VERIFIED
- () RECORDED AS

DATE SIGNED
12/4/2025

LOT 11 OF BLOCK 2
OF BREWERY
CREEK SUBDIVISION

LOT 5 OF BLOCK 2

LOT 12 OF BLOCK 2

LOT 3
0.35 AC.±
15,269 S.F.

LOT 2
0.29 AC.±
12,843 S.F.

LOT 1
0.29 AC.±
12,576 S.F.

LOT 14 OF BLOCK 2

LOT 1 OF BLOCK 2

EXISTING UNDERGROUND TELEPHONE MEASURED
FROM UTILITY MARKING FLAGS. THIS LINE WILL
BE REDRAWN ON THE FINAL MAP IF THE UTILITY
COMPANY MOVES IT.

ORIGINAL UTILITY LOCATION SHOWN ON BREWERY
CREEK SUBDIVISION FOR GTE DESCRIBED IN VOL.
261 PAGE 16 AND VOL. 233 PAGE 46, SHOWS
THIS APPROXIMATELY 5' NORTHWESTERLY OF
PROPERTY LINE. IT APPEARS TO HAVE BEEN
MOVED SINCE THEN.

UNPLATTED LAND

C 1/4 CORNER
S32, T5N, R3E
1-1/4" REBAR FOUND
3/4" REBAR AT FENCE CORNER THAT WAS USED
BY BREWERY CREEK SUBDIVISION WAS NOT USED.

2663.20'

W 1/4 CORNER
S32, T5N, R3E
3/4" REBAR FOUND
S 89°31'37" E

(S 89°32'22" E, 2663.38')
(S 89°31'57" E, 2663.24')
(S 89°32'21" E, 2663.30')
(S 89°32'22" E, 2663.38')



FULLCIRCLE
ENGINEERING & SURVEYING

3462 Spring Valley Road
Dodgeville, WI 53533
608-935-0294
www.fullcircleES.com

SHEET 1 OF 2
JOB ID: 2505191E
DRAWING BY MGR
FIELD WORK COMPLETED 7/9/2025

IOWA COUNTY CERTIFIED SURVEY MAP #_____

Being Lots 2, 3 & 4 of Block 2 of Brewery Creek Subdivision, recorded in Plat Cabinet A on Page 535, located in the SE 1/4 of the NW 1/4 of Section 32, T5N, R3E, City of Mineral Point, Iowa County, Wisconsin.

FOR:
JOSH FOWLER
CITY OF MINERAL POINT

SURVEYOR'S CERTIFICATE:

I, Michael G. Rochon, professional land surveyor, hereby certify:

THAT under the direction of Josh Fowler, I have surveyed, divided and mapped the following described parcel of land:

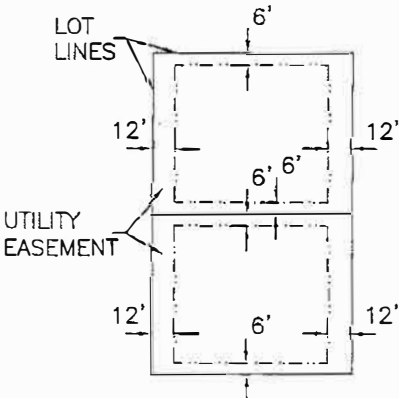
Being Lots 2, 3 & 4 of Block 2 of Brewery Creek Subdivision, recorded in Plat Cabinet A on Page 535, located in the SE 1/4 of the NW 1/4 of Section 32, T5N, R3E, City of Mineral Point, Iowa County, Wisconsin.
Parcel is subject to any easements of record and/or usage.

THAT the description and plat is a correct representation of all exterior boundaries of the land surveyed and the division thereof made. That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes in surveying, dividing and mapping of the same and that the survey is correct to the best of my knowledge and belief.

Michael G. Rochon 12/4/2025
Michael G. Rochon, S-2767 Date



TYPICAL UTILITY EASEMENTS



ALL LOTS ARE SUBJECT TO A PUBLIC UTILITY EASEMENT OF 6' ON EACH SIDE OF ALL LOT SIDE LINES AND 12' ALONG STREET AND BACK LINES.

PUBLIC UTILITY INCLUDES, BUT IS NOT LIMITED TO THE FOLLOWING: TELEPHONE, POWER, GAS, FIBER, CABLE TELEVISION AND STORM WATER.

OWNER'S CERTIFICATE

As owner, the City of Mineral Point certifies that it caused the land described on this certified survey map to be surveyed, divided and mapped as represented on this certified survey map.

Christy Skelding Clerk/Treasurer Date

STATE OF WISCONSIN)
IOWA COUNTY) SS

Personally came before me this _____ day of _____, 2025, the named Christy Skelding, Clerk/Treasurer for City of Mineral Point to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

NOTARY PUBLIC, _____, WI.

MY COMMISSION EXPIRES _____

CITY OF MINERAL POINT

The City of Mineral Point hereby accepts this CSM for recording.

Christy Skelding, Clerk/Treasurer Date

Danny Clark, Mayor Date

CERTIFICATE OF IOWA CO. REGISTER OF DEEDS

Received for recording this _____ day of _____, 2025 at _____ o'clock _____M, and recorded in Volume _____ of Certified Survey Maps, on Page(s) _____.

TAYLOR J CAMPBELL, IOWA CO. REGISTER OF DEEDS

CERTIFIED SURVEY MAP

Being part of the SE 1/4 of the SE 1/4 of Section 17,
T5N, R3E, Town of Mineral Point, Iowa County, Wisconsin



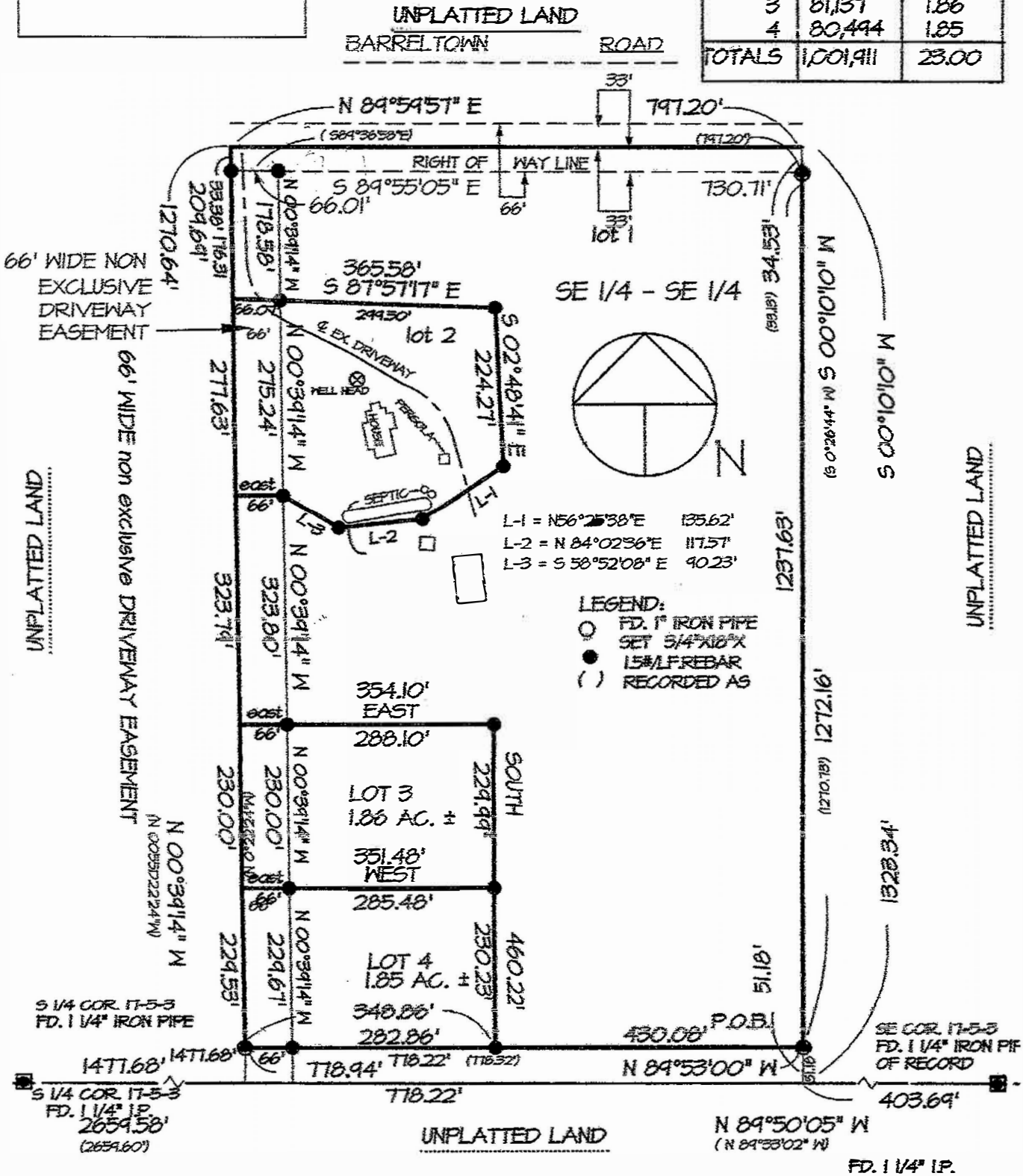
Scale 1" = 200'

sheet 1 of 2

Plat bearings are oriented toward the IOWA County
Coordinate system as defined by the Wisconsin
Department of Transportation, the South Line of the SE
1/4 of 17-5-3, which line was measured by GPS
observation to bear N 89°50'05" W

SUMMARY OF AREAS

LOT #	SQ. FT.	ACRES
1	733,809	16.85
2	106,471	2.44
3	81,137	1.86
4	80,494	1.85
TOTALS	1,001,911	23.00



CERTIFIED SURVEY MAP

Being part of the SE 1/4 of the SE 1/4 of Section 17, T5N, R3E, Town of Mineral Point, Iowa County, Wisconsin

I, Laurence E. Schmit, hereby certify that under the direction of Don Stolkes, I have made a survey, division, and map. Subject map is a correct representation of all the exterior boundaries of the land surveyed and the division thereof, and I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes in the dividing, mapping of the land which is described as

Being part of the SE 1/4 of the SE 1/4 of Section 17, T5N, R3E, Town of Mineral Point, Iowa County, Wisconsin, to wit:

Commencing at the SE corner of said Section 17; thence N 89° 50'05" W, 403.69' along the south line of the SE 1/4; thence N 00°10'10" E, 51.18' to the POINT OF BEGINNING; thence N 89° 53'00" W, 118.94'; thence N 00°39'14" W, 1270.64' to a point in the centerline of Barreltown Road; thence N 89°59'57" E, 797.20' to a point in the same; thence S 00°10'10" W, 1272.16' to the POINT OF BEGINNING. Parcel contains 1,001,911 square feet, or 23.00 acres, more or less, and is subject to an easement for Barreltown Road along the northerly side, and all lots benefit from and are subject to an access easement along the westerly 66' thereof, and are subject to other easements of record and/or usage, if any.

sheet 1 of 2

Laurence E. Schmit

date:

APPROVED FOR RECORDING BY: CITY OF MINERAL POINT

Danny Clark - Mayor

date:

Christy Skelding - Clerk

date:

APPROVED FOR RECORDING BY: IOWA COUNTY

SCOTT GODFREY, DIRECTOR OF PLANNING & DEVELOPMENT

OFFICE DATA:

JOB I.D.	2025s-121
SURVEY CREW:	JD
FIELD BOOK NO.:	25-2 PG. 8
DWG. STORED:	VERS 13
DRAWN BY:	LES
DRAWING NO.:	25S-121.DWG
DATA FILE NO.:	<25S-121.TXT>

SCHMIT ENGINEERING & SURVEYING
215 E. GRACE STREET
DODGEVILLE, WI. 53533
608-935-2121

MINUTES

CITY OF MINERAL POINT COMMON COUNCIL MEETING

Tuesday, January 13, 2026 – 6:00 PM

City Hall Community Room/Virtually

CALL TO ORDER/ROLL CALL

Meeting called to order by Mayor Clark at 6:00 PM.

Christensen	Present		Graber	Excused
Weier	Present		Burrows	Excused
McKeon	Present		Allendorf	Present
Ramshur	Present		Goodney	Present
Others Present: Clerk-Treasurer Skelding, Administrator Honer, Mary Glindinning, Street Foreman Chad Whitford, Fire Chief Deven Walrack, Troy Maggied, Police Chief Bob Weier, Matthew Payne, John Spady, Joel Gosse				

PERSONS DESIRING TO BE HEARD – Michael Goff, Pattern Energy – Promised the board that a map would be provided in regards to where they are siting. Copies will be handed out.

MAYOR'S CORRESPONDENCE – Mayor Clark recognized Emergency Services Day on January 6. He expressed his gratitude to the Mineral Point Fire Department, Mineral Point EMS, and Mineral Point Police Department, and held a moment of silence in remembrance of Captain Brian Busch and Firefighter Jim Ludlum.

ADMINISTRATOR'S REPORT – None.

CLERK-TREASURER'S CORRESPONDENCE – Skelding stated that nomination papers have been turned in for the Spring Election. All City Council incumbents are re-running for their seat, and the Mayor is re-running for his seat.

CONSENT AGENDA

- a. Approval of December 9, 2025 Minutes and Proceedings.
- b. Approval of monthly bills.

The Finance Committee recommends approval of the monthly bills.

Motion (Allendorf/Christensen) to approve the consent agenda as presented. Motion carried, all voting aye (6-0).

NEW BUSINESS

CONSIDERATION OF 2026-2030 CITY OF MINERAL POINT STRATEGIC PLAN – TROY MAGGIED, SWWRPC

Troy Maggied, Southwest Wisconsin Regional Planning Commission, stated there were no changes from the draft version of the Strategic Plan.

Motion (Allendorf/Ramshur) to adopt the 2026-2030 City of Mineral Point Strategic Plan. Motion carried, all voting aye (6-0).

PRESENTATION ON CITY OF MINERAL POINT HISTORIC PRESERVATION COMMISSION – MATTHEW PAYNE, HPC CHAIR

Matthew Payne, Chair of the Historic Preservation Commission, presented to Council members on what the purpose of the Historic Preservation Commission is in the city.

CONSIDERATION OF PAY APPLICATION #1 FROM G-PRO EXCAVATING, LLC FOR CORNISH PARK

REVITALIZATION PROJECT.

The Finance Committee recommends approval.

The sidewalk has a drainage issue. The contractor has verbally agreed to fix the issue in the spring.

Motion (Ramshur/Christensen) to approve Pay Application #1 from G-Pro Excavating, LLC for the Cornish Park Revitalization project. Motion carried, all voting aye (6-0).

ADJOURNMENT

Motion (Allendorf/McKeon) to adjourn at 6:22 p.m. Motion carried, all voting aye (6-0).

Matthew Honer, City Administrator

Approved:

PROCEEDINGS

CITY OF MINERAL POINT COMMON COUNCIL MEETING

Tuesday, January 13, 2026 – 6:00 PM

City Hall Community Room/Virtually

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Weier	Present		Burrows	Excused
McKeon	Present		Allendorf	Present
Ramshur	Present		Goodney	Present
Others Present: Clerk-Treasurer Skelding, Administrator Honer, Mary Glindinning, Street Foreman Chad Whitford, Fire Chief Deven Walrack, Troy Maggied, Police Chief Bob Weier, Matthew Payne, John Spady, Joel Gosse				

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CONSIDERATION OF PAY APPLICATION #1 FROM G-PRO EXCAVATING, LLC FOR CORNISH PARK REVITALIZATION PROJECT.

Motion (Ramshur/Christensen) to approve Pay Application #1 from G-Pro Excavating, LLC for the Cornish Park Revitalization project. Motion carried, all voting aye (6-0).

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Matthew Honer, City Administrator

Approved:

DRAFT

Council Check Report				
Tuesday, February 10, 2026				
	Regular	Manual	Pay Apps	Total
Pooled Cash - General	25,784.85	41,814.73		67,599.58
Pooled Cash - Library	2,833.76	4,581.09		7,414.85
Pooled Cash - Debt Service	64,727.50			64,727.50
Pooled Cash- Outlay Fund				-
Pooled Cash - Capital Projects	12,821.00			12,821.00
Pooled Cash - Water	38,975.48	5,516.25		44,491.73
Pooled Cash - Sewer	4,587.86	8,109.53		12,697.39
Pooled Cash-TID #2	5,007.00	179.70		5,186.70
Pooled Cash- ARPA				-
Pooled Cash- Revolving Loan Fund				-
Sewer Loan Checking				-
MP Summer Rec				-
DARE Program				-
Total	\$ 154,737.45	\$ 60,201.30	\$ -	\$ 214,938.75

CASH				
Account	Bank	Balance	Interest Rate	Maturity
General Checking	Farmers Savings	\$ 2,132,906.85	3.69%	
Loan-MP Sewer Disposal	Farmers Savings	\$ 1,129.10	0.25%	
MP D.A.R.E. Program	Farmers Savings	\$ 3,430.64	-	
MP Summer Rec Program	Farmers Savings	\$ 15,215.69	-	
Savings-Police Petty Cash	Farmers Savings	\$ 10.27	0.25%	
MP Water Dept-Gold Money Market	Farmers Savings	\$ 137,205.15	3.69%	
Sewage Disp Replacement- Gold Money Market	Farmers Savings	\$ 190,051.42	3.69%	
Sewer Utility Bond Reserve-Gold Money Market	Farmers Savings	\$ 254,199.62	3.69%	
General	LGIP	\$ 1,999,689.79	3.82%	
Water Special Redemption	LGIP	\$ 35,295.93	3.82%	
2M Sewer Loan	LGIP	\$ 12,597.83	3.82%	
Capital Improvements	LGIP	\$ 4,130,552.34	3.82%	
ARPA	LGIP	\$ 111,914.63	3.82%	
Library	LGIP	\$ 31,618.55	3.82%	
Revolving Loan Fund-1989 WDF	LGIP	\$ 254,098.06	3.82%	
Fire Truck Outlay	LGIP	\$ 302,736.68	3.82%	
Grand Total		\$ 9,612,652.55		

December LGIP rates decreased from 4.02% to 3.82%.

Cash is high due to tax receipts. February settlement will be done by 2/12

Checking account interest rates lowered from 3.93% to 3.69%

2026 Year to Date Budget Report
City of Mineral Point
January 2026 General Fund
% of Year Complete: 8%

	<u>January</u>	<u>Year to Date</u>	<u>2026 Budget</u>	<u>% of Budget</u>
REVENUES				
General Government	87,558	87,558	\$ 1,115,332	8%
Public Safety	1,400	1,400	\$ 115,850	1%
Public Works		-	\$ -	0%
Culture, Recreation, Education	110	110	\$ 54,250	0%
Conservation & Development	687	687	\$ 90,000	1%
Property Taxes	763,712	763,712	\$ 1,903,071	40%
Total	853,467	853,467	\$ 3,278,504	26%
	<u>January</u>	<u>Year to Date</u>	<u>2026 Budget</u>	<u>% of Budget</u>
EXPENSES				
General Government Personnel	(20,225)	(20,225)	(177,750)	11%
General Government Operations	(16,971)	(16,971)	(154,888)	11%
Public Safety Personnel	(84,411)	(84,411)	(785,180)	11%
Public Safety Operations	(149,563)	(149,563)	(305,639)	49%
Public Works Personnel	(32,098)	(32,098)	(274,883)	12%
Public Works Operations	(13,365)	(13,365)	(363,272)	4%
Culture, Recreation, Education Personnel	(9,958)	(9,958)	(172,781)	6%
Culture, Recreation, Education Operations	(4,490)	(4,490)	(92,503)	5%
Conservation/Development Operations	(9,651)	(9,651)	(94,650)	10%
Debt Service Principal	-	-	(428,613)	0%
Debt Service Interest	-	-	(220,272)	0%
Other Financing Uses	(201,581)	(201,581)	(208,072)	97%
Total	(542,313)	(542,313)	(3,278,504)	17%



2/10/2026

Mineral Point, Wisconsin

☒ New Business ☐ Unfinished Business ☐ Reports ☐ Closed Session ☐ Ordinance/Resolution	Meeting: City Council
Department Reporting: Administration	Submitted by: Matthew Honer
<u>ISSUE:</u> Consideration of a storm sewer easement with John P. Ford and Karen S. Mills at 121 Antoine St.	
<u>BACKGROUND/ANALYSIS:</u> Included within the construction project plans for the Brewery Creek subdivision is a stormwater improvement to Antoine St. This improvement includes the installation of a catch basin on the north side of the street and sewer that runs underneath the street and down the hill before daylighting near the current intermittent creek. Conversations with Mark Digman from Delta 3 indicate that this system is expected to catch up to 70% of the water that would otherwise move down the northside ditch and surface of Antoine St. Additionally, the system is designed to be incorporated into a future reconstruction of Antoine St. Conversations with the owners of 121 Antoine St. indicated that they were willing to work with the City on this project and allow a storm sewer easement on their property in exchange for tree work, estimated to cost the City \$1,400. The streets dept. is currently planning a replacement of the culvert at the park driveway near the tennis courts and associated ditching in 2026. This culvert has deferred maintenance and is in need of addressing regardless of the installation of the storm sewer installation.	
<u>RECOMMENDATION:</u> Approve the agreement storm sewer easement agreement with John P. Ford and Karen S. Mills at 121 Antoine St.	
<u>FISCAL IMPACT:</u> Cost of the easement is approximately \$1,400.	
<u>ATTACHMENTS:</u> Draft storm sewer easement and associated exhibits.	

STORM SEWER EASEMENT

TO ALL TO WHOM THESE PRESENTS SHALL COME:

This Sanitary Sewer Easement Agreement ("Agreement") is by and among John P. Ford and Karen S. Mills, as Grantors and owner of the property described herein ("GRANTORS"), and the City of Mineral Point, a Wisconsin municipal corporation, as Grantee ("City" or "GRANTEE"), to be effective on the date it has been executed by all parties.

1. Property Subject to Agreement. The real property subject to the Agreement is owned by the GRANTOR and located in the City of Mineral Point, Iowa County, Wisconsin, ("Parcel") which portion is more generally described as the Easement Area on **Exhibit 1**, which is attached hereto and incorporated by reference ("Easement Area") and shown on the map attached hereto and incorporated by reference as **Exhibit 2**.

2. Grant of Easement. For good and valuable consideration, the sufficiency of which is hereby acknowledged, the GRANTOR hereby grants to City a perpetual right and easement to survey, construct, install, operate, maintain, alter, replace, repair, remove, bury, convey, dispose, dispense, drain and discharge stormwater, stormwater drainage, stormwater management measures, storm sewer apparatus, storm sewer facilities on, over, in, under and through the Easement Area, along with any and all necessary supporting and incidental apparatus and facilities. The outflow from the storm sewer facilities shall be directed toward the existing creek bed.

3. Right of Ingress and Egress. The GRANTOR hereby grants to City the right of ingress and egress on, to and through the Easement Area for the purpose of exercising the rights granted herein, including the right to manage and maintain the Easement Area.

4. Construction. GRANTEE shall notify GRANTOR prior to commencing construction with the intent of enabling the parties to work together in good faith to minimize any inconvenience during construction.

5. Restoration and Maintenance. The City shall restore, as best as practicable, the Easement Area to the condition existing prior to use of the same by the City. Restoration includes, but is not necessarily limited to, replacing topsoil and grass. Trees that are required to be removed to accomplish the construction and maintenance of the storm sewer shall not be required to be restored. The duty to restore shall extend to disturbances of existing conditions, other than those arising out of ordinary use and operation, resulting from construction, installation, operation, maintenance, alteration, replacement, repair, removal or burial, of storm sewer apparatus facilities. Following completion of construction or other restoration, the GRANTOR will retain responsibility for general lawn mowing, lawn maintenance and landscaping.

RESERVED FOR RECORDING

RETURN TO:
City of Mineral Point
137 High Street, Suite 1
Mineral Point, Wisconsin 53565

251-0991-0000
PARCEL IDENTIFICATION NUMBER

6. GRANTOR's Continuing Right of Use; No Obstruction. The GRANTOR shall have the right to use the Easement Area for purposes not inconsistent with City's full enjoyment of the rights granted by this easement, provided that the GRANTOR shall not erect or construct any building or other permanent structures of any kind or plant any trees within said tract of land. This easement shall not prevent the GRANTOR from erecting or constructing any building or other permanent structures of any kind outside of the Easement Area.

7. No Assumption by GRANTOR; Indemnification. By granting this easement, the GRANTOR is not assuming City's obligations with respect to construction, maintenance and/or repair of the storm sewer. GRANTEE covenants to maintain the easement in good repair so that no unreasonable damage will result from its use to the adjacent land of the GRANTOR, his/her successors and assigns. City shall indemnify, defend and hold harmless the GRANTOR, its employees and its agents, from any cost, claim, suit, liability and/or award which might come, be brought, or be assessed, resulting from City's and/or City's agent's acts or omissions with respect to construction, maintenance and/or repair of the storm sewer in the Easement Area or because of any adverse effect upon any person or property which is attributed to the partially or entirely completed works of the City, except to the extent caused by the negligence or willful misconduct of the GRANTOR or the GRANTOR'S agents, employees, guests, invitees, and licensees. Nothing contained in this paragraph or Agreement is intended to be a waiver or estoppel of the GRANTEE or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including, but not limited to, those contained within Wisconsin Statutes Sections 893.80, 895.52, and 345.05. To the extent indemnification is available and enforceable, the GRANTEE or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin law.

8. Voluntary Nature of Agreement. By executing this Agreement, the GRANTOR and City acknowledge, warrant and represent that each is entering this Agreement freely and voluntarily and that each has had the opportunity to obtain such legal and other counsel as each deems necessary and prudent.

9. Entire Agreement; Modifications Must Be Written. This Agreement contains the entire understanding between the parties on the subject matter hereof and no representations, inducements, promises or agreements, oral or otherwise, not included herein shall be of any force or effect, and this Agreement supersedes any other oral or written agreements entered into between the parties on the subject matter herein. To be effective, any and all modifications must be in writing.

10. Representations and Warranties; Authority to Bind. By signing this Agreement, the parties warrant and represent, respectively, that he/she/it is the owner of the property described herein and that he/she/it has full authority to sign this Agreement and to bind the property accordingly.

11. Binding Effect on Successors and Assigns. This Agreement and the easements created hereby shall be binding upon and inure to benefit and burden the heirs, successors and assigns of the parties, it being the express intent that this Agreement be perpetual and run with the land.

12. Transferability to Public Utilities and Governmental Entities. City may, but is not required to, assign some or all of its rights under this Agreement to public utilities, governmental

entities or its successor in interest. With the exception of the foregoing, City shall not assign its rights under this Agreement without first obtaining the express written permission of the GRANTOR or GRANTOR'S successor in interest.

13. Non-Use; Waiver. Non-use or limited use of easement rights granted in this Agreement shall not prevent City from later use of the easement rights to the fullest extent authorized in this Agreement. No delay or omission by any party in exercising any right or power arising out of any default under any of the terms or conditions of this Agreement shall be construed to be a waiver of the right or power. A waiver by a party of any of the obligations of the other party shall not be construed to be a waiver of any breach of any other terms or conditions of this Agreement.

14. Invalidity; Governing Law. If any term or condition of this Agreement, or the application of this Agreement to any person or circumstance, shall be deemed invalid or unenforceable, the remainder of this Agreement, or the application of the term or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each term and condition shall be valid and enforceable to the fullest extent permitted by law. This Agreement shall be construed and enforced in accordance with the internal laws of the State of Wisconsin.

15. Counterparts. This Agreement may be executed in several counterparts, each of which when so executed and delivered shall be deemed an original and all of which, when taken together, shall constitute one and the same instrument, even though all Parties are not signatories to the original or same counterpart.

[Signature page to follow]

IN WITNESS WHEREOF, the GRANTOR and City have hereunto set their hands and seals this ____ day of _____ 2026.

GRANTOR:

GRANTEE:

City of Mineral Point

By: John P. Ford

By: Danny Clark, Mayor

By: Karen S. Mills

Attest: Christy Skelding, City Clerk

ACKNOWLEDGMENT

STATE OF WISCONSIN)
)ss.
COUNTY OF IOWA)

Personally came before me this ____ day of _____ 2026, the above-named John P. Ford and Karen S. Mills, to me known to be the persons who executed the foregoing instrument and acknowledge the same.

(print name)
Notary Public, State of Wisconsin
My Commission expires _____.

ACKNOWLEDGMENT

STATE OF WISCONSIN)
)ss.
COUNTY OF IOWA)

Personally came before me this ____ day of _____ 2025, the above-named Danny Clark, Mayor, and Christy Skelding, City Clerk, to me known to be the persons and officers who executed the foregoing instrument and acknowledge the same.

(print name)
Notary Public, State of Wisconsin
My Commission expires _____.

Drafted by:

Attorney Eric Hagen
Boardman & Clark LLP
1038 Lincoln Avenue
Fennimore, WI 53809

EXHIBIT 1

A Storm Sewer Utility Easement for the purpose of installation and maintenance of Storm Sewer System facilities located in Lot 3 of Stavely's Addition located in the SW1/4 of the NW 1/4 of Section 32, T 5 N, R 3 E, City of Mineral Point, Iowa County, Wisconsin, more fully described as follows:

Commencing at the northeast corner of said Lot 3 of Stavely's Addition, said corner being the Point of Beginning;

Thence South 00°20'55" East 161.79' along the east line of said Lot #3 of Stavely's Addition;

Thence South 89°39'05" West 20.00';

Thence North 00°20'55" West 27.11' parallel to the east line of said Lot #3;

Thence North 44°08'13" West 11.60';

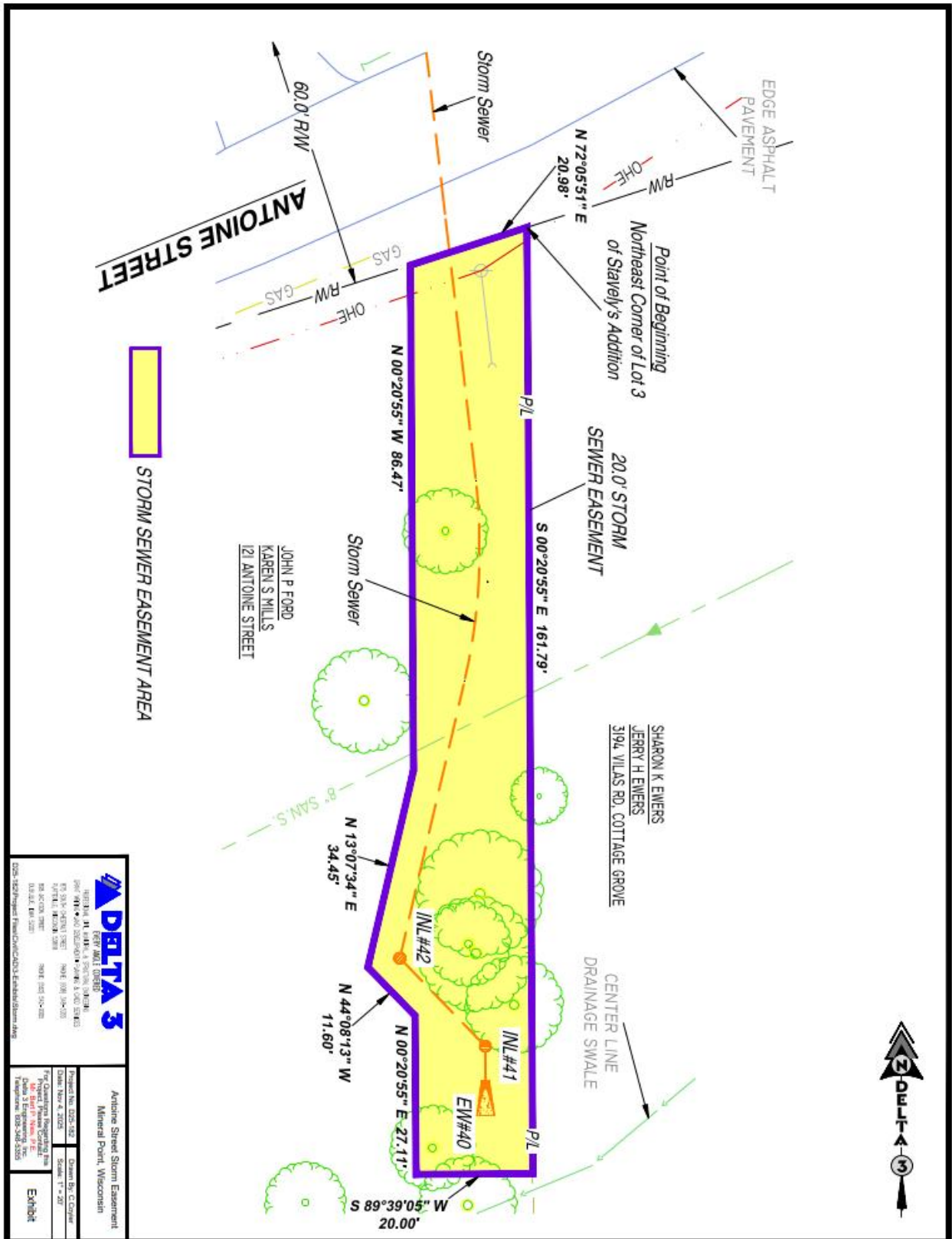
Thence North 13°07'34" East 34.45';

Thence North 00°20'55" West 86.47' parallel to the east line of said Lot #3 to the south right-of-way of Antoine Street;

Thence North 72°05'51" East 20.98' along the south right-of-way of said Antoine Street to the Point of Beginning.

The above-described Storm Sewer Utility Easement contains 0.077 acres, more or less, and is subject to any and all easements of record and/or usage.

EXHIBIT 2





2/9/2026

Mineral Point, Wisconsin

☒ New Business ☐ Unfinished Business ☐ Reports ☐ Closed Session ☐ Ordinance/Resolution	Meeting: Finance Committee Meeting: City Council
Department Reporting: Administration	Submitted by: Matthew Honer
ISSUE: Discussion and possible consideration of awarding a contract for the 2026 Mineral Point Pool Chemical Controller Project.	
BACKGROUND/ANALYSIS: The City has been working towards upgrading the Pool's chemical system for the past two years. The project includes replacing electrical and mechanical components that are beyond their maintainable lifespan, and upgrading the system to be able to accommodate a liquid chlorine feed rather than the current gas chlorine feed. The first bidding of the project resulted in proposals significantly costlier than anticipated. In working with Burbach Aquatics, the scope of work was decreased, removing the actual changeover from gas to liquid chlorine, to seek out a project that aligns more closely with the City's financial plan. The RFP results are attached. The Engineer has confirmed with Pleva that their bid is consistent with the plans. The total cost of the project, taking the low bids, accepting both alternates, and including engineering and project management fees, is estimated at \$78,500. The City's initial budget of \$50,000 to undertake this project was well short of the first bid results of \$140k+. The remaining balance (\$28,500) is a TID eligible expense and is recommended to be included in the anticipated borrowing event expected to take place in Spring 2026.	
RECOMMENDATION: Park board recommends contract with Pleva for Contract #1, #2, and both Alternates for a total contract amount of \$66,480.	
FISCAL IMPACT: \$78,500. (\$50,000 ARPA and \$28,500 proposed to be included in TID #2 Borrowing Event, or as a project to be completed with existing fund balance.	
ATTACHMENTS: RFP Results Summary from Burbach Aquatics Inc.	

Mineral Point Pool – Chemical Controller Installation

RFP Results Summary (Contracts #1 and #2)

Contract #1 – Mechanical

Proposer	Price
Helm	\$44,720.00
Pleva	\$58,280.00

Range: \$44,720 to \$58,280 (\$13,560 spread)

Low Mechanical Proposal: Helm at \$44,720.00

Contract #2 – Electrical

Proposer	Price
Helm	\$42,670.00
AB Electric	\$27,000.00
Pleva	\$1,200.00

Range (as received): \$1,200 to \$42,670 (\$41,470 spread)

Practical comparison (excluding apparent outlier): \$27,000 to \$42,670 (\$15,670 spread)

Low Electrical Proposal: AB Electric at \$27,000.00

Note: Pleva's Contract #2 value (\$1,200.00) appears inconsistent with the defined Electrical scope (branch circuits, control wiring/interlocks, relay enclosure, testing, coordination). Recommend confirming Pleva's understanding and inclusions before considering that value.

Combined Totals (Mechanical + Electrical)

Mechanical	Electrical	Combined Total
Helm (\$44,720)	Helm (\$42,670)	\$87,390.00
Helm (\$44,720)	AB Electric (\$26,000)	\$70,720.00
Pleva (\$58,280)	AB Electric (\$26,000)	\$84,280.00
Pleva (\$58,280)	Pleva (\$1,200)*	\$59,480.00*

*Includes the apparent electrical outlier and should be verified for scope completeness.

Power Panel Alternates – Pricing Summary

Contractor	Alt #2-1 Panel A	Alt #2-2 Panel B	Both Panels Total
Helm	\$7,650.00	\$6,725.00	\$14,375.00
AB Electric	\$9,100.00	\$9,100.00	\$18,200.00
Pleva	\$3,500.00	\$3,500.00	\$7,000.00



2/10/2026

Mineral Point, Wisconsin

☒ New Business ☐ Unfinished Business ☐ Reports
☐ Closed Session ☐ Ordinance/Resolution

Meeting: City Council

Department Reporting: Administration

Submitted by: Matthew Honer

ISSUE:

Consideration of a Memorandum of Agreement between the Wisconsin State Historic Preservation Office and the City of Mineral Point, WI, to complete Phase 1 of an architectural survey of the Mineral Point Historical District.

Consideration of awarding a contract to complete Phase 1 of an architectural survey of the Mineral Point Historical District. *The Historic Preservation Commission recommends contracting with Legacy Architecture, Inc.*

BACKGROUND/ANALYSIS: The City was awarded a grant from the Wisconsin Historical Society (WHS). This grant covers the cost of updating the Architectural and Historical Survey Report for the Mineral Point Historical District and evaluating all buildings within the City that are not already included in the district. The purpose of this survey is to evaluate which buildings still exist, their condition, and if they should be considered as contributing to the National Historic District. **This survey does not change any of the current boundaries for the Local Historic Preservation District; no new properties will be subject to local design review based on the completion of this survey.**

In consultation with WHS, the project was divided into two phases. The first phase has been awarded to the City and an application for the second phase has been submitted. WHS acknowledges that this project is two phases within the MOA, indicating a high likelihood of the second phase being awarded in the near future. The City received preliminary quotes from qualified firms for both phase 1 and 2 of the project: McGuire, Igleski, and Associates (MIA) and Legacy Architecture.

	MIA	Legacy
Phase 1 (Awarded \$32,500)	\$29,470	\$32,500
Phase 2 (Applied for)	\$45,000	\$28,000
Total	\$74,470	\$60,500

WHS has awarded the City \$32,500 for phase 1. In consultation with WHS, they felt that while both firms are qualified and reputable, Legacy Architecture had a stronger grasp of the scope of work based on their RFP response.

RECOMMENDATION: The Historic Preservation Commission recommends awarding Phase 1 of the project to Legacy Architecture.

FISCAL IMPACT: City staff time and the Historic Preservation Commission's time. Cash Neutral. The award passes through the City.

ATTACHMENTS: MOA and Scope of Work from WHS, and RFP responses from MIA and Legacy Architecture.



MEMORANDUM OF AGREEMENT
BETWEEN
WISCONSIN STATE HISTORIC PRESERVATION OFFICE
AND
CITY OF MINERAL POINT, WISCONSIN

SUBJECT: Funding up to \$32,500 from federal Historic Preservation Fund through a subgrant from the Wisconsin State Historic Preservation Office to the city of Mineral Point, Wisconsin.

Project No. WI-25-10015

DATE OF GRANT AWARD: Feb. 21, 2025

POINT OF CONTACT: Jason Tish: jason.tish@wisconsinhistory.org 608-264-6512

GRANTEE PROJECT MANAGER: Matthew Honer

This agreement between the State Historic Preservation Office (SHPO), and the City of Mineral Point, Wisconsin (Grantee) stipulates the terms and conditions of the funding for the above-referenced project, as well as the scope of work for the project. The Grantee will undertake and coordinate a project to complete a city-wide, intensive, architecture and history survey to update data on properties in the Mineral Point Historic District listed in 1971.

Completion of the survey is supported by funding up to \$32,500 from the federal Historic Preservation Fund (HPF) through a subgrant from the Wisconsin SHPO in support of historic preservation activities in Wisconsin. The HPF was established in 1977 to provide financial assistance to states and local governments to carry out activities related to preservation. Funding is provided from Outer Continental Shelf oil and gas lease revenues, not tax dollars, and an amount is appropriated annually by Congress. The Catalog of Federal Domestic Assistance number is 15.904.

The SHPO and the Grantee agree to the following:

Scope of Work

The Grantee shall carry out the project as stipulated herein and in the attached *Scope of Work*.

Period of Work Performance

All work related to this project shall be conducted between the date of the *Purchase Order* issued by the Wisconsin Historical Society for this project and **March 30, 2027**, with intermediate deadlines as stipulated below. A *Purchase Order* for reimbursement from the grant award will be issued after this MOA is executed.

Intermediate Deadlines

There are intermediate deadlines for project activities, reporting, and deliverables stipulated below and in the *Scope of Work*. Intermediate deadlines may be amended subject to the *Amendments* section below.

Feb. 27, 2026 – **Consultant** must be hired. **First Progress Report** to SHPO is due.

May 29, 2026 – **Second Progress Report** to SHPO is due.

Aug. 28, 2026 – **Third Progress Report** to SHPO is due.

Nov. 27, 2026 – **Fourth Progress Report** to SHPO is due.

Feb. 26, 2027 – All **deliverables** in the *Scope of Work* are due.

Mar. 1, 2027 – **Project work must be complete**, final reimbursement requests prepared.

Mar. 12, 2027 – Final **Reimbursement Request** is due.

Mar. 31, 2027 – End of grant period.

The Grantee shall notify the SHPO if any situation arises that will adversely affect the timely or successful completion of this project.

Qualified Professional Consultation

To complete the *Scope of Work*, the Grantee will enter into a contract with a principal investigator whose professional qualifications have been reviewed by the SHPO and determined to meet the [Secretary of the Interior Professional Qualifications Standards for Architectural History, Historic Architecture, or History](#). (Professional Standards)

Subcontractors hired by the principal investigator to conduct project work shall also meet the Professional Standards. The Grantee shall verify that subcontractors meet the Professional Standards.

SHPO staff shall maintain contact with the project manager and principal investigator for the duration of the project and provide any training, advice, and technical assistance needed for the successful completion of project work.

Contracts

If requested by SHPO, the Grantee shall allow SHPO staff to review and approve drafts of contracts for project-related work prior to executing such contracts.

The Grantee will comply with federal procurement standards in Chapter 17 of the [Historic Preservation Fund Grants Manual](#) (*HPF Manual*) when obtaining professional consulting services, and will submit documentation of such *prior to contracting* with a vendor.

The Grantee will not contract with any party who is disbarred, suspended, or is otherwise excluded from or ineligible for participation in Federal assistance programs under *Executive Order 12549, Debarment and Suspension*.

SHPO staff will provide the Grantee with a list of qualified consultants who are known by the SHPO to have provided qualified staff for historic preservation projects in Wisconsin.

Allowable Costs

Generally, expenses for the following types of activities directly related to project work are reimbursable under this grant when they are incurred in the completion of project. See Ch. 13 of the *HPF Manual* for more specific eligibility requirements.

- Professional and consulting service
- Travel
- Equipment, materials, and supplies used for project activities
- Exhibits for public display of progress and accomplishments
- Meeting facilities
- Printing of project materials and deliverables
- Public outreach (print and digital), mailings, public meetings
- Time spent by local government staff coordinating project activities or hiring and collaborating with consultants.

Deviation from items in the budget proposed by the Grantee must be negotiated with and approved by SHPO staff – see *Amendments* below.

All project-related costs are subject to applicable principles in the following [Office of Management and Budget \(OMB\) Circulars](#).

- *A-21 Cost Principles for Educational Institutions* (as revised 5/10/2004);
- *A-87 Cost Principles for State, Local and Indian Tribal Governments* (as revised 5/10/2004);
- *A-122 Cost Principles for Nonprofit Organizations* (as revised 5/10/2004);
- *A-102 Grants and Cooperative Agreements with State and Local Governments* (as amended 8/29/97);
- *A-110 Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations*, (as amended 9/30/99), and
- *A-133 Audits of Institutions of States, Local Governments, and Nonprofit Institutions* (as revised 6/27/03).

If the Grantee receives \$750,000 or more annually in federal funding, the Grantee shall comply with the provisions of [OMB Circular A-133](#), [Single Audit Act of 1984](#), and submit to the SHPO a copy of the audit report within 30 days of publication.

All project-related spending shall meet federal requirements for the Historic Preservation Fund, meet state requirements for the HPF subgrant program, conform to the approved project budget and occur within the period of performance, and be necessary and reasonable for the completion of the *Scope of Work*.

Grant funding may not be used for any work associated with "lobbying," in accordance with [18 U.S.C. 1913](#).

Reimbursement

The Grantee may request reimbursement for project-related expenses at any time throughout the project period as consultant's invoices are paid. Reimbursement requests will be paid up to 75% of the total project cost until all stipulations are satisfied.

The Grantee will request reimbursement for project-related expenses by completing a *Reimbursement Request* form provided by the SHPO. Each *Reimbursement Request* must be accompanied by:

- Documentation of project-related expenses (receipts, invoices, etc.)
- Documentation that those expenses were paid (receipt, invoices marked as "paid," payment records from a third party, etc.)

On receipt of a *Reimbursement Request*, the SHPO will reimburse the Grantee within 60 days for allowable, incurred, and documented costs directly related to the grant-funded project.

The SHPO will reimburse the Grantee up to 75% of the grant award prior to the completion of the project. The SHPO will release the remaining 25% of the grant award after completion of all project work and receipt of all deliverables stipulated in the SOW.

The Grantee will submit a final *Reimbursement Request* on or before **March 12, 2027**, for the remainder of project-related expenses.

Reimbursement of project-related expenses is subject to availability of federal HPF funding committed to the SHPO from the National Park Service.

Retention of Records

The Grantee shall retain all records related to project expenses and the procurement of professional services for at least five years after completion of the project. The Grantee shall provide, upon request, access to these records to the State Legislative Audit Bureau, the SHPO, the National Park Service, the Department of the Interior, the Comptroller of the United States, and any of their duly authorized representatives.

Amendments

Scope of Work - After the execution of this MOA, the Grantee may propose changes to the *Scope of Work* or deliverables to the SHPO in writing in accordance with the requirements in section 11 of the *CLG Subgrant Manual*. The SHPO will respond in writing within 30 days, either accepting or rejecting the proposed changes.

Budget - Amendments to line items in the budget proposed in the Grantee's application, and approved by virtue of the grant award, must be approved in consultation with SHPO staff before unexpected costs are incurred.

Period of Performance - The *Period of Performance* may be extended if unforeseen circumstances unexpectedly delay the completion of the project. If the Grantee believes their project has become constrained such that an extension is needed to successfully complete the project, they may request an extension from the CLG Coordinator.

General Stipulations

Because federal funds will be used to complete this project, materials produced with this funding will remain in the public domain and may not be copyrighted.

The Grantee shall comply with all federal and state laws and regulations concerning equal opportunity, affirmative action, and fair employment practices.

The Grantee will comply with all applicable regulations, laws, policies, guidelines, and requirements of this federal grant program, including applicable Secretary of the Interior's standards.

The Grantee shall comply *with Title VI of the Civil Rights Act of 1964* that states that no person, on the grounds of race, color, marital status, religious creed, or national origin, will be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving federal assistance.

The Grantee shall comply with the *Rehabilitation Act of 1973* and the *Age Discrimination Act of 1975* and all requirements imposed by or pursuant to the *Department of the Interior Regulations (43 CFR 17)* issued pursuant to these titles, to the end that, no person in the United States will, on the grounds of age or physical ability, be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any program or activity for which the Grantee receives financial assistance from the National Park Service, and hereby gives assurance that it will immediately take any measures to effectuate this agreement.

During the period of this grant (execution through **March 31, 2027**), any income earned by a Grantee from any project-related activities for which the Grantee requests reimbursement will be subtracted from the amount of the grant award.

The Grantee does hereby indemnify and hold harmless the State Historic Preservation Office, the Wisconsin Historical Society, and its officers, employees, and agents from actions or claims filed in response to any injury or damage received by any persons or property resulting from the Grantee's efforts to accomplish the *Scope of Work*.

Acknowledgment of Federal Assistance

The following acknowledgment of federal assistance will be printed in any publication or visual product resulting from this project. Publications, materials, projects, news release, speeches, websites, and other dissemination of information relating to this project must also acknowledge the financial support of the National Park Service and the Wisconsin Historical Society.

The activity that is the subject of this (type of publication) has been financed (in part/entirely) with Federal Funds from the National Park Service, U.S. Department of the Interior, and administered by the Wisconsin State Historic Preservation Office. However, the contents and opinions do not necessarily reflect the views or policies of the Dept. of the Interior or the Wisconsin State Historic Preservation Office. Nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Dept. of the Interior or the Wisconsin State Historic Preservation Office.

Termination of This Agreement

Either party may terminate this agreement by written notification to the other before the project is completed, and at least 60 days prior to the termination of the agreement.

If this agreement is terminated by the SHPO, except for reasons of non-compliance by the Grantee, the SHPO shall reimburse the Grantee up to 100% of the eligible costs incurred up to the termination date.

If this agreement is terminated by the Grantee, the SHPO may, at the discretion of the State Historic Preservation Officer, reimburse the Grantee for a maximum of 50% of the eligible costs incurred to the termination date, or may require the Grantee to return any or all federal funds transferred to the Grantee by the termination date, depending upon the circumstances of the termination.

This agreement becomes effective upon signature by both parties below, and the receipt by the Grantee of a *Purchase Order* for the contract sum from the Wisconsin Historical Society on behalf of the State Historic Preservation Officer.

CITY OF MINERAL POINT

Matthew Honer
City Administrator – City of Mineral Point, Wisconsin

Date

WISCONSIN STATE HISTORIC PRESERVATION OFFICE

Tricia Canaday
State Historic Preservation Officer

Date



Scope of Work

Project No. WI-25-10015

Mineral Point, Wisconsin

The State Historic Preservation Office (SHPO) and the City of Mineral Point, Wisconsin (Grantee), agree to the following scope of work and conditions for the completion of a city-wide, intensive, architecture and history survey.

Scope

The Grantee shall hire and collaborate with a consultant who meets the *Secretary of the Interior's Professional Qualification Standards for History, Historic Architecture, or Architectural History* to collect current data on properties within the boundary of the Mineral Point Historic District listed in the National Register of Historic Places in 1971. This is intended to be phase 1 of a 2-phase survey update. Phase 2 will be undertaken in the future and is proposed to include an intensive survey of all properties outside the boundary of the historic district but inside the corporate boundary of the city.

Data Collection

Data will be collected on every property within the boundary of the Mineral Point Historic District *regardless of contributing status*, including:

- Confirmation of extant status,
- photo(s) of current conditions sufficient to convey visual information on additions, alterations, and
- confirmation of the address and comparison to address information in WHPD. If an address in WHPD differs from the address confirmed during field work, the address in WHPD shall be amended and shall follow the address convention in the Survey Manual. Addresses that do not need to be corrected in WHPD need not be edited to match the address convention.

Data will also be collected on every property within the boundary of the Mineral Point Historic District *according to their contributing status*, including:

- Evaluation of non-contributing pre-1943 properties to determine whether they may now be considered contributing, and
- Evaluation of contributing properties to determine whether they still contribute.

Project Area

The project area shall be the boundary of the Mineral Point Historic District.

Subgrant Manual

The Grantee will comply with all standards and requirements in the [*CLG Subgrant Manual*](#) (*Subgrant Manual*) for allocation and use of federal funding. The Grantee will direct the principal investigator to the *Subgrant Manual* and inform them that compliance is required.

Request for Bids

After the execution of the *Memorandum of Agreement* (MOA), the Grantee will issue a *Request for Bids* (RFB) to qualified historic preservation consultants. The Grantee shall use a competitive process in the procurement of consulting services.

Principal Investigator and City staff

The consultant selected to conduct the survey shall serve as the Principal Investigator for the project and must meet the [*Secretary of the Interior's Professional Qualification Standards for History, Historic Architecture, or Architectural History*](#). The Grantee's Project Manager shall assist in facilitating the work of the survey. Time spent by city staff to facilitate the project is eligible for reimbursement by the subgrant and may be tracked and claimed for reimbursement.

Ownership of Documents

All information gathered, data collected, photos taken, and reports prepared during the completion of this project shall be the property of the SHPO and shall not be made publicly available until the project is complete and deliverables are submitted to the SHPO.

Intellectual Property

The Consultant shall grant the SHPO a non-exclusive, irrevocable, royalty-free license to all copyrightable material ("Material") created within the scope of the agreement without limitation. The SHPO shall have the right to reproduce, alter, modify, publish, and display all Material created under the scope of this agreement as necessary in the opinion of SHPO to conform to and comply with their requirements and standards, and those of the National Park Service.

Public Engagement

The Grantee shall coordinate and host at least two information sessions in accordance with the *Survey Manual* guidance on community engagement. The first session shall be held prior to the start of field work, with public notices posted in locations and forums likely to reach property owners in the survey area. The session shall present the project's scope, intent, and methodology to property owners in the survey area, and solicit input on important history and places in the survey area. The second shall be held after the field work is complete and noticed in places and forums likely to reach property owners in the survey area. It shall present the findings of the survey. Additional information sessions may be held at the discretion of the Grantee as necessary. SHPO staff shall be invited to participate in all informational meetings.

Deliverables

WHPD data:

All photographs and property data specified above in *Data Collection* shall be entered into the *Wisconsin Historic Preservation Database* (WHPD) by the consultant according to the guidance for data entry in the *Survey Manual*.

Arrangements for write-access to WHPD will be made by the consultant in consultation with SHPO staff: <https://www.wisconsinhistory.org/Records/Article/CS4091>

No survey report will be produced for this project.

All deliverables are due **February 26, 2027**.

December 19, 2025

PROJECT

Historic Resources Survey and Update of the Mineral Point Historic District (MPHD)

REGARDING

Scope of Services Proposal

ATTENTION

Matthew Honer / City Administrator
City of Mineral Point
137 High Street, Suite 1
Mineral Point, WI 53565

Dear Mr. Honer,

The City of Mineral Point (City) has requested this proposal from McGuire Igleski & Associates, Inc. (MIA) for a historic resources survey and National Register of Historic Places (NRHP) nomination form update for the Mineral Point Historic District (MPHD) as part of Project No. WI-25-10015 under the Certified Local Government Subgrant program administered by the Wisconsin Historical Society (WHS). MIA proposes to provide the services as described in Memorandum of Agreement between Wisconsin State Historic Preservation Office and City of Mineral Point, Wisconsin.

Currently, the City wishes to survey and amend, as appropriate, the National Register nomination for the MPHD. The district was first listed in 1971, with a survey update in 1992 that focused on affirming the existing evaluation of those resources identified as contributing. MIA understands that since the district was initially listed, and last surveyed, several properties may have been restored, while others have been altered or demolished, and the nomination requires an updated building inventory of contributing and non-contributing properties. Additionally, in the last fifty-two years, other properties originally non-contributing as they may have been less than 50 years old now may meet the age threshold for the National Register of Historic Places and should be evaluated for contributing status.

To achieve this goal, MIA will conduct a historic resources survey of the approximately 930 properties within the boundaries of the MPHD. Fieldwork will also confirm the extant status of all properties within the historic district and will note any restorations, alterations, or demolitions, which will inform the evaluation phase detailed below. A current location map and photographs of each building, including overall photographs and details of character-defining features, will be

included as part of the survey. Following the completion of fieldwork, MIA will evaluate all properties against the National Register of Historic Places Criteria for Evaluation to confirm its status as contributing or non-contributing to the district. A detailed scope of services is provided below.

Scope of Services

I. PHASE I: PROJECT KICK-OFF, PRELIMINARY RESEARCH, AND SURVEY

- A. MIA will attend an initial meeting with representatives of the City of Mineral Point (City) and the Wisconsin Historical Society (WHS) to review the project and proposed survey methodology. At this meeting, an "Information Packet" assembled by the City will be provided to MIA containing:
 - i. definitive list of the sites to be included;
 - ii. base map of the survey areas, suitable for reproduction;
 - iii. map indicating survey areas within the community;
 - iv. list of contact persons with telephone numbers for any local resources;
 - v. "Letter of Introduction" for fieldwork; and
 - vi. copies of previous surveys and landmark reports.
- B. MIA will provide a copy of the proposed field inventory survey form for the City and WHS to review and approve prior to beginning fieldwork.
- C. MIA will create a digital base map indicating the survey boundaries and exact location of each resource keyed to a comprehensive building inventory database (Excel). The building database will include, but is not limited to, the following items for each building:
 - i. AHI record number;
 - ii. Address and confirmation of all addresses for building within a historic district or previously surveyed and recorded in the Wisconsin Historic Preservation Database;
 - iii. Architectural style;
 - iv. Building typology;
 - v. Existing condition;
 - vi. Integrity;
 - vii. Historic use/name (if available);
 - viii. Alterations, restorations, or demolitions;
 - ix. Building material(s); and
 - x. Character-defining features including any related streetscape features.

The survey will confirm if all contributing and non-contributing properties remain extant, and the construction of any new resources since 1992. Subsequently, the database will aid in the evaluation of resources to confirm/update the contributing or non-contributing status of each resource within the MPHD.

- D. To create the digital building inventory database, MIA will utilize ArcGIS Survey 123 to catalog all data. The data can then be exported to the individual survey forms in Word and/or PDF format and into a digital building inventory database in Excel. Data can also be provided in an interactive GIS Web Map for the City's use.
 - i. MIA will work with City staff to ensure the survey format created in ArcGIS Survey 123 aligns with the ArcView GIS mapping and data analysis capabilities for the City.
- E. Sites will be surveyed from adjacent public property, walkways, or roads. Data will be recorded on all principal and secondary structures (historic and new construction) and sites in the field, onto individual property survey forms. High-resolution, color photographs of each resource will be taken. MIA will also note the location, setting, size, significant features, architectural style, and integrity of each resource.

II. PHASE II: RESEARCH AND EVALUATION

- A. All surveyed properties will be reevaluated for National Register eligibility as contributing or non-contributing to the MPHD. This will specifically include:
 - i. The evaluation of all currently non-contributing properties that were constructed prior to 1943 MPHD to determine if they may now be considered contributing.
 - ii. Evaluation of contributing properties, regardless of construction date, within the MPHD to determine whether they still contribute.
- B. Surveyed resources will initially be evaluated based on age and integrity. Then, survey properties will be evaluated under the Evaluation Criteria of the National Register of Historic Places established by the National Park Service.
- C. MIA will confirm and gather any missing information, as available, on local builders/architects and owners/uses of historic resources and provide construction dates (actual or circa dates).
 - i. If a definitive date of construction cannot be located, buildings will be circa-dated based on maps, style/typology, construction method, materials, and field observation.
- D. Research for additional information about each property will be conducted as the survey progresses. Research materials may include but are not limited to: local histories, pamphlets and newspaper archives, maps, survey plats, Sanborn Fire Insurance maps, construction catalogs (e.g., American Contractor), historic photographs, and any additional information provided by entities such as the City, WHS, or Mineral Point Historical Society.
- E. All information from field survey forms and research will be compiled into the digital survey inventory created during Phase I. A memorandum outlining the recommended updates to the National Register of Historic Places (NRHP) nomination form for the MPHD will be prepared and provided to the City and WHS for reference.

ADDITIONAL DELIVERABLES

- / One Project Kick-Off Meeting.
- / Quarterly progress reports throughout the duration of the project.
- / Presentation to the City of Mineral Point Historic Preservation Commissions on the findings of Phase II.
- / Internal review/coordination meetings with City and WHS staff based on the milestones identified in the proposed schedule.

CLARIFICATIONS

To submit a lump sum bid, we have included the following clarifications in the Scope of Services. It is assumed:

- / The total number of properties to be surveyed is approximately 930 resources within an approximately two-square-mile area roughly bounded by Ross, Shake Rag, 9th, and Bend Streets.
- / All properties will be surveyed from the public right-of-way.
- / MIA will provide a hard copy of all the research and completed survey forms.
- / The base maps provided by the City of Mineral Point will be suitable for reproduction and adequate for locating and representing the properties.
- / No title searches will be performed as part of the information-gathering aspect of this survey. Properties will be circa dated based on architectural styles and/or map dating and knowledge of local development periods except when specific local information, i.e., on a cornerstone, archival permit records, historical society information, etc., is available.
- / Additional meetings or presentations beyond those described under the Scope of Services will be considered an Additional Service.
- / Additional copies of the survey report and inventory forms will be considered an additional reimbursable expense.

FEE

For the completion of updates to the Mineral Point Historic District, for a Lump Sum Fee, including reimbursable expenses (e.g., mileage, printing) per phase as follows: \$29,470.

MIA proposes to provide the services requested for a Lump Sum Fee at the following rates:

- / Project Manager/Lead Historic Preservation Specialist \$124/hour
- / Associate Historic Preservation Specialist \$89/hour
- / Production Staff \$58/hour

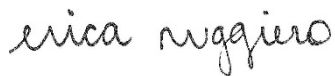
Invoices will be submitted according to an agreed-upon schedule. Payments will be made according to the requirements/ procedure outlined in the grant agreement between the City and WHS.

SCHEDULE

We anticipate developing the project timeline with considerable input from the City and WHS. MIA is committed to starting the project within a timely manner of a Notice Proceed and completing it according to the requirements outlined in the grant agreement between the City and WHS. It is anticipated that MIA will receive notice to proceed in February 2026. The project will then span approximately 9 months to account for review periods by the City and WHS, while ensuring the project is completed by March 1, 2027, per the grant agreement. MIA will provide a detailed project schedule identifying timelines for each phase with key milestones/deliverables at the project kick-off meeting.

We look forward to assisting the City of Mineral Point in your efforts and are happy to clarify any questions you should have regarding this proposal.

McGuire Igleski & Associates, Inc.

A handwritten signature in cursive script that reads "erica ruggiero".

Erica Ruggiero, Associate AIA
Principal/Historic Preservation Specialist
847.328.5679 ext. 5 (office) / erica@miarchitects.com (email)



LEGACY
architecture

RESPONSE TO REQUEST FOR PROPOSAL

Survey and Update of the Mineral Point Historic District



"When we build, let us think that we build forever.
Let it not be for present delight, nor for present use alone.
Let it be such work as our descendants will thank us for,
And let us think, as we lay stone on stone,
That a time is to come when those stones will be held sacred
Because our hands have touched them
And that men will say as they look upon the labor and wrought substance of them,
'See! This our fathers did for us!'"

John Ruskin, *The Seven Lamps of Architecture*, 1849

Legacy Architecture, Inc.

605 Erie Avenue, Suite 101
Sheboygan, Wisconsin 53081
(920) 783-6303
info@legacy-architecture.com
www.legacy-architectre.com



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Sheboygan, Wisconsin 53081
(920) 783-6303
info@legacy-architecture.com

December 12, 2025

Matt Honer, City Administrator
City of Mineral Point
137 High Street, Suite 1
Mineral Point, WI 53565

Re: Survey and Update of the Mineral Point Historic District

Dear Mr. Honer:

Legacy Architecture is pleased to respond to your Request for Proposals for a Survey and Update of the Mineral Point Historic District.

Legacy Architecture, Inc. is an architectural, interior design, and historic preservation consulting firm offering professional services to municipalities who seek its expertise in historic preservation. Legacy Architecture strives to deliver an unmatched quality of professional services, listen to client's needs, produce a variety of thoughtful solutions, and stay abreast of the latest construction technologies and preservation methodologies. Legacy Architecture's goal is to enable its clients to live and work more sustainably by providing creative, timeless designs and exceptional professional services aimed at preserving the past, designing for the present, and planning for the future.

The staff of Legacy Architecture has decades of experience working with the State Historic Preservation Office (SHPO) in identifying buildings that are designated or are potentially eligible for listing in the State and National Register of Historic Places. Since 2002, our staff has completed 26 intensive surveys in urban, suburban, small town, and rural communities across Wisconsin, documenting over 17,000 historic resources of all property types, architectural styles, and historic uses. Through these surveys, we have assisted SHPO and communities across the state in identifying over 576 individually eligible historic properties, 72 eligible historic districts, 53 eligible historic complexes, and 19 eligible historic farmsteads.

Per your RFP, we have included the following information: qualifications, examples of similar work, methodology, estimated timeline, and estimated cost. As you will see, your project will build on our substantive track record of survey work in communities throughout Wisconsin.

We believe Legacy Architecture, Inc. is set apart from others offering historic preservation consulting services. We appreciate the opportunity to respond to your RFP, and, as the primary project contact, I welcome the chance to discuss your project in more detail.

Sincerely,

Legacy Architecture, Inc.

Jennifer L. Lehrke

Jennifer L. Lehrke, AIA, LEED AP, NCARB
Principal Architect, Interior Designer & Historic Preservation Consultant

Organizational Overview



Expertise

Legacy Architecture, Inc. is a full service architectural, interior design, and historic preservation consulting firm. Founded in 2011, we offer professional services to municipalities, building owners, and homeowners who are drawn to the firm for its expertise in commercial, residential, and historic preservation projects. We are supported by a team of ten individuals including a Principal Architect, Interior Designer & Historic Preservation Consultant; a Project Architect; six Project Designers; a Historic Preservation Consultant; and an Administrative Services Coordinator. Our Principal Architect is licensed in Wisconsin and Iowa and also holds a NCARB Certificate which facilitates reciprocal registration in nearly every state and Canada. Outside consultants are brought in as needed in the areas of civil engineering; landscape architecture; structural, fire protection, plumbing, mechanical, and electrical engineering; and other specialties.

Mission

Legacy Architecture offers an unmatched ability to deliver quality professional services, listen to client's needs, generate a variety of thoughtful solutions, and stay abreast of the latest construction technologies and preservation methodologies. Our goal is to enable our clients to live, work, and play more sustainably by providing creative, timeless designs and exceptional professional services aimed at preserving the [past](#), designing for the [present](#), and planning for the [future](#).

Legacy

We are existing building experts. Over the past several years, nearly 80% of our firm's work involved consulting, rehabilitating, or adding onto existing buildings. Our staff has earned a state-wide reputation for our architectural design and historic preservation consulting services, and our projects have been recognized with awards from the International Masonry Institute, The Daily Reporter/Wisconsin Builder magazine, Wisconsin Historical Society, Wisconsin Main Street program, Associated General Contractors of Wisconsin, American Planning Association Wisconsin Chapter, Wisconsin Association of Historic Preservation Commissions, Sheboygan Falls Chamber-Main Street, and the City of Green Bay for projects ranging from a

\$10 million theatre revitalization to small commercial storefronts to historic preservation consulting reports. We see this as a testament to our level of expertise with regards to existing buildings and commitment to preserve the [legacy](#) of our past.

Former President of the American Institute of Architects, Carl Elefante, is credited with coining the statement, "The greenest building is the one that already exists," and we dedicate our practice's work to that ethos. Whether it's improving the building envelope or selecting low-flow plumbing fixtures; every decision helps contribute to the overall environmental "health" of a project and attests to our desire and commitment to provide environmentally responsible buildings as our [legacy](#) to the earth and future generations.



Location

Legacy Architecture, Inc. is located at 605 Erie Avenue in Sheboygan, Wisconsin, in the historic Prange House, which was constructed in 1923 for one of the founders of the H.C. Prange Company, a midwestern department store chain. An extensive restoration project utilizing historic tax credits was undertaken in 2014 to convert the building into professional office suites. Restored to its original splendor and upgraded for maximum energy efficiency, the Prange House showcases our work and our commitment to preserving local history while striving for a sustainable future.

Organizational Overview

Company Name, Address, Phone Number & Primary Project Contact

Legacy Architecture, Inc.
605 Erie Avenue, Suite 101
Sheboygan, Wisconsin 53081
(920) 783-6303
Jennifer L. Lehrke, AIA, NCARB
jlehrke@legacy-architecture.com

Names, Titles & Responsibilities

The management team at Legacy Architecture, Inc. will be lead by our Principal Architect & Historic Preservation Consultant, Jennifer L. Lehrke, who will be aided by our Historic Preservation Consultant, Rowan Davidson and Administrative Services Coordinator, Lisa Hartman. Their backgrounds and work experience as it relates to the project are detailed on the following pages.



Jennifer L. Lehrke, AIA, LEED AP, NCARB
President, Principal Architect, Interior Designer & Historic Preservation Consultant

Jennifer L. Lehrke founded Legacy Architecture, Inc. in 2011. She has a broad range of historic preservation experience in a variety of project types. Her award-winning historic preservation work ranges from a \$10 million theatre restoration to numerous small storefronts. In addition to project status reporting, supervision of project team, and oversight from project conception to completion, Jennifer's responsibilities include marketing, design, technical development, specification and report writing & editing, and construction contract administration. Jennifer meets the Secretary of the Interior's Professional Qualification Standards in the fields of Architecture, Historic Architecture, and Architectural History and attends annual Wisconsin Historical Society Historic Preservation Consultant Training Workshops to maintain her status as a qualified historic preservation consultant. Jennifer lives in rural Sheboygan County.

Education

1999	Master of Architecture Preservation Studies Certificate University of Wisconsin-Milwaukee
1997	Bachelor of Science in Architectural Studies Art History & Criticism Minor University of Wisconsin-Milwaukee

Professional Affiliations

American Institute of Architects (AIA)
 Association of Preservation Technology
 International

National Trust for Historic Preservation
 Sheboygan County Historical Society & Museum
 Wisconsin Association of Historic Preservation Commissions (WAHPC)
 Wisconsin Historical Society (WHS)
 Wisconsin Trust for Historic Preservation

License & Accreditation

2019	Wisconsin Registered Interior Designer
2013	National Council of Architectural Registration Boards (NCARB)
2013	Iowa Registered Architect to July 2025
2002	Wisconsin Registered Architect

Awards

2024	WAHPC Award of Excellence in Restoration/Rehabilitation of the Madison Saddlery Company, Madison
2024	Build Wisconsin Award for Historical Preservation of the Madison Saddlery Company, Madison
2023	WAHPC Honorary Historic Preservation Award of the Mary Nohl Art Environment, Fox Point
2022	WAHPC Award of Excellence for Restoration/Rehabilitation of the Schuette Brothers Department Store, Manitowoc
2020	WAHPC Award of Excellence for Restoration/Rehabilitation of the Waukesha County Historical Society and Museum, Waukesha
2020	WAHPC Award of Excellence for Restoration/Rehabilitation for Sartori Company, Plymouth
2020	WAHPC Award of Excellence for Identification & Designation for City of Madison Underrepresented Communities Intensive Survey
2020	American Planning Association Wisconsin Chapter Planning Excellence Award for City of Madison Historic Preservation Plan
2019	WAHPC Award of Excellence for Restoration/Rehabilitation for Lorenzen Holdings & Pete's Garage, Green Bay
2018	UWM Alumni Association Community Service Award
2018	AIA Wisconsin Citation for Distinguished Service
2016	AIA Wisconsin Citation for Distinguished Service
2016	City of Green Bay's Mayor's Beautification Award for Pete's Garage, Green Bay
2016	Associated General Contractors of Wisconsin Build Wisconsin Award for Best Commercial Renovation Project for Pete's Garage, Green Bay

Project Management

2012	Wisconsin Main Street Award for Best New Building for Mersberger Financial Group, Sheboygan Falls	2009-2011	City of Sheboygan Sustainable Sheboygan Task Force Member
2011	The Daily Reporter/Wisconsin Builder magazine Top 20 Projects of 2010 for the Fox River Lock Keeper Houses	2008-2010	Sheboygan County Historical Research Center President
2011	Sheboygan Falls Chamber-Main Street Building Improvement Award for Mersberger Financial Group, Sheboygan Falls	2006-2008	Sheboygan County Historical Research Center Secretary
2010	Coastal Connections Young Professionals Network of Sheboygan County Making Their Mark: Top Young Professionals Award	2006-2008	Sheboygan County Historical Society & Museum Secretary
2003	Wisconsin Main Street Award for Best Rehabilitation over \$7,500 for 101 Pine Street, Sheboygan Falls	2001-2007	City of Sheboygan Falls Historic Preservation Commission Member
2002	The Daily Reporter/Wisconsin Builder magazine Top 20 Projects of 2001 for the Stefanie Weill Center for the Performing Arts, Sheboygan	2000-2007	Sheboygan Falls Chamber-Main Street Design Committee Member
2002	International Masonry Institute Wisconsin Golden Trowel Award for the Best of Tile/Marble/Terrazzo for the Stefanie Weill Center for the Performing Arts, Sheboygan	2004-2006	Sheboygan County Historical Society & Museum Board of Directors Member
2002	Wisconsin Historical Society Historic Preservation Certificate of Commendation for the Stefanie Weill Center for the Performing Arts, Sheboygan	2002-2006	Sheboygan County Historical Research Center Board of Directors Member
Volunteer Work		Speaking Engagements	
2021	AIA Wisconsin President	2025	National Trust for Historic Preservation PastForward National Preservation Conference: Or Diverse Collective History: A Survey of Underrepresented Communities of Madison
2020	AIA Wisconsin Vice President/President-elect	2025	Sheboygan County Historical Research Center - Saloon Series: Plymouth Wisconsin: The World Capital of Italian Cheese
2019-2020	AIA Wisconsin Transition & Search Committee Chair	2025	Sheboygan County Historical Research Center - Saloon Series: Robinson House 3.0: Preservation is Perpetual
2019	AIA Wisconsin Secretary/Treasurer	2025	Sheboygan County Historical Research Center - Saloon Series: What the Laack?! The Past, Present, and Future of the H.C. Laack Block and Hotel Laack in the Downtown Plymouth Historic District
2017-2019	The Armory Community Project President	2024	WHS Historic Preservation Tax Credit Workshop: Masonry in Historic Tax Credit Projects
2017-2019	WAHPC Board Member	2020	WHS Historic Preservation Tax Credit Workshop: Fox River Valley Industrial Survey
2017-2018	Wisconsin Historic Tax Credit Coalition	2019	WHS Historic Preservation Consultants Seminar: Fox River Valley Industrial Survey
2015-2019	AIA Wisconsin Board of Directors Director at Large Member	2019	WHS Local History & Historic Preservation Conference: Our Diverse Collective History: A Survey of the Underrepresented Communities of Madison
2017	AIA Wisconsin Fall Workshop Chair	2019	UWM School of Architecture Graduate Student Colloquium
2016	International Masonry Institute Award Jury	2019	UWM School of Architecture Arch 110 Guest Speaker
2016	East Central Wisconsin Regional History Day Event Contest Judge	2018	Ladies Night: The Architecture of Sheboygan
2009-2016	AIA Northeast Wisconsin Continuing Education Coordinator	2018	Sheboygan County Historical Society & Museum - Speaker Series: National Register of Historic Places in the City of Sheboygan
2014-2015	AIA National Board Community Committee Member		
2014	AIA Northeast Wisconsin President & AIA Wisconsin Board of Directors Member		
2013	AIA Northeast Wisconsin Vice President & AIA Wisconsin Board of Directors Member		
2012	AIA Northeast Wisconsin Secretary/Treasurer		
2011	Sustainable Living Group Vice President		

Project Management

2018	Sheboygan County Historical Society & Museum - Speaker Series: History of the Sheboygan Municipal Auditorium & Armory	2009	Sheboygan County Home Builders Association Home Expo Seminar Series: Residential Green Building Rating Systems
2018	Ladies Night: The Architecture of Historic Downtown Plymouth	2009	Sheboygan County Home Builders Association Home Expo Seminar Series: Energy Efficient Home Design
2018	WHS Historic Preservation Tax Credit Workshop: ADA in Tax Credit Projects	2009	Sheboygan County Home Builders Association Home Expo Seminar Series: Historic Home Remodeling
2017	WHS Historic Preservation Consultants Seminar: Making a Case for Eligibility, S&R Cheese Company	2008	Sheboygan County Historical Research Center Second Saturdays Program: Sheboygan County's Historic Landmarks
2017	WHS Local History & Historic Preservation Conference: Do I Have to Make My Building Accessible and How?	2007	Sheboygan County Historical Society & Museum Third Saturdays Program: Taylor House 1850's - Living the High Life
2017	WHS Local History & Historic Preservation Conference: Planning a Historic Building Rehabilitation Project	2007	Sheboygan County Historical Society & Museum Third Saturdays Program: Sheboygan County's WPA Projects
2017	AIA Wisconsin Fall Workshop Panel Discussion: Business Evolution	2006	Free & Accepted Masons of Sheboygan Lodge No. 11 Fundraising Program: The Masons, The Lodge & Historic Preservation
2017	Sheboygan County Historical Society & Museum Historic Home Tour Program: E.A. Zundel & Marian Crocker Home		
2017	Waukesha Preservation Alliance Preservation Days, Museum Speaker Series: Historic Tax Credits	Intensive Survey Experience	
2016	Manitowoc Symphony Orchestra Holiday Tour of Homes: Klingholz House	2023	Phase 7— Southeast Side, City of Green Bay
2016	WHS Local History & Historic Preservation Conference: There's Something about Mary, Evolution of the Mary Nohl Art Environment	2023	City of Reedsburg
		2022	Phases 5, 6 & Part of 7 - Northeast Side & Southwest Side, City of Green Bay
2016	American Association of University Women -Sheboygan: Legacy Architecture	2022	City of Port Washington
2016	Sheboygan County Historical Society & Museum Historic Home Tour Program: Eliza Prange Home	2022	City of Manitowoc
2016	National Main Street Center's Main Street Now Conference: Historic Sheboygan County Mobile Workshop	2021	Phases 2, 3 & 4 - Downtown & Astor , Olde North, and Northwest Neighborhoods, City of Green Bay
2016	AIA Northeast Wisconsin Building Tour Program: Pete's Garage	2021	Phase 1 - Fort Howard Neighborhood, City of Green Bay
2014	WHS Local History & Historic Preservation Conference: No Building Project is Too Small for Big ideas	2020	Phase 4 - West Side Residential Properties, City of Wauwatosa
2012	City of Racine Landmarks Preservation Commission Workshops: National Register, Criteria, and Process for Listing	2020	Phase 3 - South Side Residential Properties, City of Wauwatosa
2011	Sustainable Living Group Thinking Green Thursdays Program: USGBC's LEED Rating System	2019	Properties Associated with Underrepresented Communities: African American, First Nation, Hmong, Latino, LGBTQ, and Women, City of Madison
2009	Green Drinks - Sheboygan Monthly Event: USGBC's LEED Rating System	2019	Towns of Somers, Paris, Brighton, Wheatland, and Randall, Kenosha County
2009	Sheboygan County Home Builders Association Home Expo Seminar Series: Residential Design for New Construction & Remodeling	2019	Fox River Valley Industrial Properties: Cities of Appleton, Fond du Lac, Green Bay, Kaukauna, Menasha, Neenah, and Oshkosh
		2018	City of New Richmond
		2017	Phase 2 - East Side Residential Properties, City of Wauwatosa
			Phase 1 - Non-Residential Properties, City of Wauwatosa

2016	Arlington & Putnam Heights, Dells Park & Riverview, and Upper Westside Neighborhoods, City of Eau Claire
2016	City of Beloit
2015	Manree Park Neighborhood, City of Racine
2014	Southeast Quadrant of Jefferson County, Towns of Cold Spring, Hebron, Palmyra, and Sullivan
2013	Southwest Quadrant of Jefferson County, Towns of Jefferson, Koshkonong, Oakland, and Sumner
2013	Village of Allouez
2012	Northwest Quadrant of Jefferson County, Towns of Aztalan, Lake Mills, Milford, and Waterloo
2012	City of Burlington
2011	Village of Whitefish Bay
2006	Phase 4 - Southwest Side, City of Sheboygan
2004	Phase 3 - Northwest & Far North Sides, City of Sheboygan
2004	Phase 2 - Southeast Side, City of Sheboygan
2002	Phase 1 - Downtown & Northeast Side, City of Sheboygan



Rowan Davidson, PhD, Associate AIA
Historic Preservation Consultant

Rowan first joined Legacy Architecture in May 2013 to and February 2024 and rejoined us in May 2025. His responsibilities include historical research, report writing, and project management with a smattering of computer-aided drafting. Rowan meets the Secretary of the Interior's Professional Qualification Standards in the fields of History, Architectural History, and Historic Architecture and attends annual Wisconsin Historical Society Historic Preservation Consultant Training Workshops to maintain his status as a qualified historic preservation consultant. Rowan lives in Dane County.

Education

2018	Doctorate in Art History University of Wisconsin
2007	Master of Architecture University of Illinois at Chicago
2005	Bachelor of Science in History University of Chicago

Professional Affiliations

American Institute of Architects (AIA)
Vernacular Architectural Forum (VAF)

Awards

2024	WAHPC Commissions Award for Madison Saddlery, Madison
2020	WAHPC Award of Excellence for Identification & Designation for City of Madison Underrepresented Communities Intensive Survey

2020	WAHPC Award of Excellence for Restoration/Rehabilitation for Sartori Company, Plymouth
2020	American Planning Association Wisconsin Chapter Planning Excellence Award for City of Madison Historic Preservation Plan

Recent Speaking Engagements

2025	National Trust for Historic Preservation PastForward National Preservation Conference: Our Diverse Collective History: A Survey of Underrepresented Communities of Madison
2020	Upper Midwest American Planning Association Conference: Racial Equity & Social Justice in Preserving, Planning, Developing the City of Madison's Historic Preservation Plan
2020	WHS Historic Preservation Tax Credit Workshop: Fox River Valley Industrial Survey
2019	WHS Historic Preservation Consultants Seminar: Fox River Valley Industrial Survey
2019	WHS Local History & Historic Preservation Conference: Our Diverse Collective History: A Survey of the Underrepresented Communities of Madison
2017	WHS Historic Preservation Consultants Seminar: Making a Case for Eligibility, S&R Cheese Company

Intensive Survey Experience

2023	City of Reedsburg
2023	Phase 7, City of Green Bay
2022	Phases 5, 6 & Part of 7 - Northeast Side & Southwest Side, City of Green Bay
2022	City of Port Washington
2022	City of Manitowoc
2022	Phases 2, 3 & 4 - Downtown & Astor, Olde North, and Northwest Neighborhoods, City of Green Bay
2021	Phase 1 - Fort Howard Neighborhood City of Green Bay
2021	Phase 4 - West Side Residential Properties, City of Wauwatosa
2020	Phase 3 - South Side Residential Properties, City of Wauwatosa
2020	Properties Associated with Underrepresented Communities: African American, First Nation, Hmong, Latino, LGBTQ, and Women, City of Madison
2019	Rural Kenosha County: Towns of Somers, Paris, Brighton, Wheatland, and Randall
2019	Fox River Valley Industrial Properties: Cities of Appleton, Fond du Lac, Green Bay, Kaukauna, Menasha, Neenah, and Oshkosh
2019	City of New Richmond

2018	Phase 2 - East Side Residential Properties, City of Wauwatosa
2017	Phase 1 - Non-Residential Properties, City of Wauwatosa
2016	Arlington & Putnam Heights, Dells Park & Riverview, and Upper Westside Neighborhoods, City of Eau Claire
2016	City of Beloit
2015	Manree Park Neighborhood, City of Racine
2014	Southeast Quadrant of Jefferson County: Towns of Cold Spring, Hebron, Palmyra, and Sullivan
2013	Southwest Quadrant of Jefferson County: Towns of Jefferson, Koshkonong, Oakland, and Sumner



Lisa Hartman

Administrative Services Coordinator

Lisa has been with Legacy Architecture since October 2021. Her responsibilities include bookkeeping, billing, payroll, marketing & social media, project assistance, and clerical services. Lisa lives in Sheboygan County.

Education

2010	Bachelor of Science in Information Studies University of Wisconsin - Milwaukee
1994	Associates in Accounting Lakeshore Technical College

Professional Affiliates

Professional Women's Connection
Sheboygan Chapter

Volunteer Activities

2025	Rebuilding Together Sheboygan County Golf Outing Chair
2024	Professional Women's Connection (PWC) Conference Chair
2023-2025	PWC Executive Board of Directors Co-President
2022-2023	PWC Executive Board of Directors Interim President
2020-present	Rebuilding Together—Sheboygan County Board of Directors, Treasurer
2020-2022	John Michael Kohler Arts Center (JMKAC) Friends of Art Council (FOA) President
2018	JMKAC FOA President-Elect

2018-2020	PWC Executive Board of Directors President
2018	PWC Conference Chair
2016	PWC Conference Chair
2014-present	PWC Executive Board of Directors Web Chair
2014-present	PWC Sheboygan Chapter Board of Directors Web Chair
2012-2013	PWC Sheboygan Chapter Board of Directors Program Chair
2011	PWC Sheboygan Chapter member
2005-present	JMKAC FOA Hospitality Chair
2004	JMKAC FOA President
2003	JMKAC FOA Secretary
1997	JMKAC FOA member

Awards

2024	United Way of Sheboygan County Spirit of Sheboygan County Volunteer Award for Outstanding Volunteer Board of Directors for PWC
2023	Sheboygan County Chamber of Commerce Athena Organization Leadership Award for PWC
2023	JMKAC FOA Volunteer of the Year— Hospitality

Intensive Survey Experience

2023	Phase 7 - Southeast Side, City of Green Bay
2023	City of Reedsburg
2022	Phases 5, 6 & Part of 7 - Northeast Side & Southwest Side, City of Green Bay
2022	City of Port Washington
2022	City of Manitowoc
2022	Phases 2, 3 & 4 - Downtown & Astor , Olde North, and Northwest Neighborhoods, City of Green Bay

Architectural & Historical Intensive Surveys Experience

- Phase 7 - Near Southeast Side - City of Green Bay
- City of Reedsburg
- City of Port Washington
- City of Manitowoc—Northside Neighborhoods
- Phases 5, 6, & part of 7 –Near Southwest and Near Northeast Neighborhoods—City of Green Bay
- Phases 2, 3 & 4 - Downtown & Astor, Olde North, and Northwest Neighborhoods - City of Green Bay
- Phase 1 - Fort Howard Neighborhood - City of Green Bay
- Phase 4 - West Side Residential Properties - City of Wauwatosa
- Phase 3 - Southeast Side Residential Properties - City of Wauwatosa
- Fox River Valley Industrial Properties - Cities of Appleton, Fond du Lac, Green Bay, Kaukauna, Menasha, Neenah & Oshkosh
- Rural Kenosha County - Towns of Brighton, Paris, Randall, Somers & Wheatland
- Properties Associated with Six Under-Represented Communities - African American, First Nation, Hispanic, Latino, LGBTQ, and Women - City of Madison
- City of New Richmond
- Phase 2 - Northeast Side Residential Properties - City of Wauwatosa
- Phase 1 - Non-Residential Properties - City of Wauwatosa
- Arlington & Putnam Heights, Dells Park & Riverview, and Upper Westside Neighborhoods - City of Eau Claire
- City of Beloit
- Manree Park Neighborhood - City of Racine
- Village of Allouez
- Southeast Quadrant of Jefferson County - Towns of Cold Spring, Hebron, Palmyra & Sullivan
- Southwest Quadrant of Jefferson County - Towns of Koshkonong, Jefferson, Oakland & Sumner
- Northwest Quadrant of Jefferson County - Towns of Aztalan, Lake Mills, Milford & Waterloo
- City of Burlington
- Village of Whitefish Bay
- Phases 4 - Southwest Side - City of Sheboygan
- Phases 3 - Northwest & Far North Sides - City of Sheboygan
- Phase 2 - Southeast Side - City of Sheboygan
- Phase 1 - Downtown & Northeast Side - City of Sheboygan

Architectural & Historical Intensive Survey

Phase 7 - Southeast Side City of Green Bay, 2024

Survey Area:	23.1 square miles
Resources Documented:	226 resources
Identified Eligible for NRHP:	1 historic complex 5 individual properties

Green Bay, located where the Fox River meets Lake Michigan, is one of Wisconsin's oldest European settlements and long served as a central gathering place for the Menominee, Ho-Chunk, and other First Nations. French explorer Jean Nicolet arrived in 1634, marking the beginning of decades of French trade, missionary work, and fort construction. The British gained control of the region in the mid-1700s, but a community of French and Native residents remained prominent until after the War of 1812, when the United States established Fort Howard and American settlement expanded.

In the 1820s and 1830s, Green Bay grew along the east side of the Fox River while Fort Howard developed on the west. Both were supported by logging, agriculture, and the waning fur trade. Two competing settlements—Navarino and Astor—merged in 1838 to form Green Bay, which was incorporated as a city in 1854. Railroads, the lumber industry, and later paper manufacturing powered rapid growth in the late 19th century, culminating in the 1895 consolidation of Green Bay and Fort Howard.

By the early 20th century, Green Bay had become Wisconsin's second-largest city and an important industrial and transportation center. The founding of the Green Bay Packers in 1919 added a defining element to the city's identity. Although the Great Depression slowed the local economy, post-war development, suburban expansion, and annexations—including the addition of Preble in 1964—reshaped the community. Urban renewal efforts in the 1960s and 1970s transformed the downtown area, while new highways and business parks encouraged growth on the outskirts.

From the late 20th century to today, Green Bay has continued to serve as a major regional hub, supported by manufacturing, paper production, transportation industries, and ongoing immigration. The city's population has grown steadily—surpassing 100,000 by 2000—and recent efforts have focused on revitalizing the downtown, expanding parks and public spaces, and strengthening its reputation as the home of one of the NFL's most iconic franchises.



Architectural & Historical Intensive Survey

City of Reedsburg, 2024

Survey Area:	18 square miles
Resources Documented:	187 resources
Identified Eligible for NRHP:	2 historic districts 8 individual properties

The City of Reedsburg is located along the Baraboo River in central Sauk County, within Wisconsin's driftless region of wooded hills and fertile prairie. The Ho-Chunk Nation lived along the river from at least the seventeenth century and maintained a large village near the present-day city. European traders and loggers moved through the area in the 1700s and early 1800s, but permanent Euro-American settlement did not begin until the 1840s. Sauk County was chartered in 1840, organized in 1844, and Wisconsin achieved statehood in 1848.

Disputes over timber rights culminated in the destruction of Reed's dam in 1851, yet the community continued to expand, adding stagecoach service and new businesses. By 1860, Reedsburg was home to 461 residents and served as a commercial center for surrounding farms. A thriving hop-growing industry drove rapid growth until its collapse in 1868, the same year Reedsburg was incorporated as a village. German immigration increased significantly during the 1860s and 1870s, and the arrival of the Chicago & Northwestern Railway in 1872 further accelerated agricultural and industrial development. Despite several major fires and periodic flooding, Reedsburg rebuilt with durable brick commercial buildings, expanded utilities, and achieved city status in 1887.

Around 1900, Reedsburg's population surpassed 2,200, supported by woolen mills, dairy processing operations, and vegetable-based industries. The early twentieth century saw the continued development of civic institutions, including a Normal School, public library, Chamber of Commerce, hospital, airport, and other community amenities.

Following World War II, Reedsburg's population grew to more than 4,000. The city expanded its parks system, rebuilt after fires, and celebrated local heritage through the establishment of the Reedsburg Historical Society and the annual Butter Festival. Suburban development and commercial growth continued into the late twentieth century. A 1983 historic survey resulted in multiple National Register of Historic Places designations. After significant flooding in 2008 reshaped portions of the riverfront, Reedsburg has continued to evolve, with a current population of approximately 10,000.



Architectural & Historical Intensive Survey

Phases 5 and 6 - West Side and Northeast Side City of Green Bay, 2023

Survey Area:	26 square miles
Resources Documented:	444 resources
Identified Eligible for NRHP:	3 historic districts 6 individual properties

Green Bay, located where the Fox River meets Lake Michigan, is one of Wisconsin's oldest European settlements and long served as a central gathering place for the Menominee, Ho-Chunk, and other First Nations. French explorer Jean Nicolet arrived in 1634, marking the beginning of decades of French trade, missionary work, and fort construction. The British gained control of the region in the mid-1700s, but a community of French and Native residents remained prominent until after the War of 1812, when the United States established Fort Howard and American settlement expanded.

In the 1820s and 1830s, Green Bay grew along the east side of the Fox River while Fort Howard developed on the west. Both were supported by logging, agriculture, and the waning fur trade. Two competing settlements—Navarino and Astor—merged in 1838 to form Green Bay, which was incorporated as a city in 1854. Railroads, the lumber industry, and later paper manufacturing powered rapid growth in the late 19th century, culminating in the 1895 consolidation of Green Bay and Fort Howard.

By the early 20th century, Green Bay had become Wisconsin's second-largest city and an important industrial and transportation center. The founding of the Green Bay Packers in 1919 added a defining element to the city's identity. Although the Great Depression slowed the local economy, post-war development, suburban expansion, and annexations—including the addition of Preble in 1964—reshaped the community. Urban renewal efforts in the 1960s and 1970s transformed the downtown area, while new highways and business parks encouraged growth on the outskirts.

From the late 20th century to today, Green Bay has continued to serve as a major regional hub, supported by manufacturing, paper production, transportation industries, and ongoing immigration. The city's population has grown steadily—surpassing 100,000 by 2000—and recent efforts have focused on revitalizing the downtown, expanding parks and public spaces, and strengthening its reputation as the home of one of the NFL's most iconic franchises.



Architectural & Historical Intensive Survey

Phases 2, 3, and 4 - Green Bay, Astor, and near West City of Green Bay, 2022

Survey Area: 23 square miles
Resources Documented: 1,150 resources
Identified Eligible for NRHP: 6 historic districts
19 individual properties

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Architectural & Historical Intensive Survey

City of Manitowoc, 2022

Survey Area:	7.8 square miles
Resources Documented:	513 resources
Identified Eligible for NRHP:	3 historic districts 20 individual properties

Manitowoc is a small port city located on the western shore of Lake Michigan, set amid wooded uplands flanking a marsh at the mouth of the Manitowoc River. In 1851, it was incorporated as a village and established as the governmental center of Manitowoc County. Throughout the 1850s, the local economy expanded to include shipbuilding, food processing, sawmilling, and agricultural trade that supported the wider region. By the 1860s, additional industries—particularly metal manufacturing and building materials—took root as immigration from Germany, Ireland, and Poland contributed to the city's growth.

The city's diversified economic base helped Manitowoc weather the Great Depression more effectively than many other small industrial communities, and its population continued to grow during the 1930s. In World War II, Manitowoc's shipbuilding tradition and strategic location made it an important center for constructing military vessels and distributing key commodities such as cement, coal, oil, and iron ore. Beginning in the 1940s and continuing to the present, the city has served as the western terminus for commercial—and later passenger—ferry service across Lake Michigan, a role reflected in the presence of the Wisconsin Maritime Museum.

Following the war, both population growth and industrial activity slowed as demand for Great Lakes shipbuilding and raw materials declined. The completion of Interstate 43 during the 1960s encouraged new commercial corridors and suburban development to the west. Since 2000, however, Manitowoc's historic downtown has experienced renewed investment, with new housing and businesses contributing to a broader revival. Today, the city has a population of approximately 34,626 and continues to serve as the primary urban center of Manitowoc County.



Architectural & Historical Intensive Survey

City of Port Washington, 2022

Survey Area:	5.9 square miles
Resources Documented:	518 resources
Identified Eligible for NRHP:	2 historic districts 2 complexes 22 individual properties

Located at the mouth of Sauk Creek along the Lake Michigan shoreline, Port Washington sits between two bluffs approximately three-quarters of a mile apart, giving the small city a distinctive and varied topography. As the county seat of Ozaukee County, Port Washington maintains a well-preserved historic downtown centered around its harbor. Early development clustered near the waterfront and gradually expanded westward along Grand Avenue and northward along Wisconsin Street, following natural low points in the landscape and early transportation routes, including the creek and later the north-south rail lines.

Port Washington received its village charter in 1848, the same year Wisconsin became a state. Early settlers were largely Yankees from New York and New England, but 1848 also marked the arrival of the first immigrants from Luxembourg and Germany. Over the following decades, these immigrant groups grew and became the predominant ethnic communities in the area. Waterborne commerce was central to the village's early economy, and by 1849 Port Washington had constructed its first lighthouse on the north bluff to support increasing ship traffic—740 vessels arrived the following year. Port Washington was incorporated as a city in 1882.

A major turning point came in 1889, when local investors founded the Wisconsin Chair Company and built the first sections of their factory along the inner harbor east of North Franklin Street. The company would become a dominant employer, at one point providing jobs for roughly 30 percent of the county's workforce.

By the 1920s, Port Washington's character began shifting from an industrial hub to a predominantly middle-class residential community. Few new industrial or commercial buildings were added during this period; instead, the city expanded with Revival-style neighborhoods, new public parks, and modern infrastructure. After World War II, construction accelerated, especially in new housing developments to the north and west. Many longstanding manufacturing and fishing enterprises closed or relocated, and growth spread outward in all directions through Ranch-style subdivisions. Increasingly, Port Washington evolved into

a “home city” or bedroom community, with many residents commuting to employment centers in Ozaukee and Milwaukee Counties.

Today, Port Washington has an estimated population of 11,911 and continues to blend historic character with steady residential growth.



Architectural & Historical Intensive Survey

Phase 1 - Fort Howard Neighborhood City of Green Bay, 2021

Survey Area: 5.63 square miles
Resources Documented: 338 resources
Identified Eligible for NRHP: 13 individual properties

The City of Green Bay, located at the mouth of the Fox River where it meets Green Bay on Lake Michigan, is widely recognized as the oldest European settlement in Wisconsin. Since the seventeenth century, it has served as a regional center of trade and commerce. Following the War of 1812, the United States established Fort Howard in 1816 on the west side of the Fox River near its mouth. The Village of Fort Howard was platted in 1850 adjacent to the fort, directly across from the growing town of Green Bay on the east side of the river.

Large-scale immigration to the area began in the 1850s. Fort Howard was decommissioned in 1852 and remained vacant for the rest of the decade; in 1862, the former fort land was sold to the Chicago and Northwestern Railroad. While downtown Green Bay continued to serve as the region's commercial hub, a secondary business district emerged in Fort Howard along Broadway, home to retail, service, and wholesale establishments. A rivalry between the two sides of the river intensified, culminating in Fort Howard's incorporation as a city in 1873.

In 1895, voters approved a merger—via annexation—uniting Green Bay and Fort Howard under a single municipal government. In the early twentieth century, the combined city became Wisconsin's second largest, serving as a major service and retail center as well as an important industrial and distribution hub. Through both rail and shipping networks, Green Bay supplied packaged food, furniture, machinery, paper, coal, and ore to the wider region.

Following World War II, population growth was driven largely by suburban expansion, even as the city's historic core on both sides of the river experienced stagnation and decline.



Architectural & Historical Intensive Survey

Phase 4 - West Side Residential Properties City of Wauwatosa, 2021

Survey Area: 6.93 square miles
Resources Documented: 463 resources
Identified Eligible for NRHP: 5 individual properties

After the Town of Wauwatosa separated from the Town of Milwaukee in 1842, development was initially concentrated near the community's eastern core. This area incorporated as a village in 1892 and later as a city in 1897. The city expanded steadily, gradually annexing additional land from the surrounding town through the 1920s. Meanwhile, the western portions of the town—today's west side of Wauwatosa—remained largely rural.

Following World War II, suburban residential development and annexation extended westward, driven by the need for housing for returning veterans and the broader trend of urban residents relocating to the suburbs. The most significant annexation occurred in 1952, when the remaining eight and a half square miles of the Town of Wauwatosa were incorporated into the city. This expansion tripled the city's size and increased its population to 52,000.

Residential growth on the west side accelerated with the completion of nearby Interstate 94 in 1960 and Highway 41 in 1963, as well as the development of Mayfair Mall, one of the region's premier shopping destinations. By 1970, the city's population reached a peak of 58,676, and the west side had become largely developed. Since then, Wauwatosa's west side has continued to mature, remaining one of Milwaukee's most desirable suburban communities.



Architectural & Historical Intensive Survey

Phase 3 - Southeast Side Residential Properties City of Wauwatosa, 2020

Survey Area: 3.82 square miles
Resources Documented: 1,049 resources
Identified Eligible for NRHP: 3 historic districts
5 individual properties

Residential development gradually expanded along the bluffs above the Menomonee River, south and east of Wauwatosa's downtown, throughout the 1870s. During this period, the rural character of the area attracted members of Milwaukee's socio-economic elite, who began establishing large estates. Many farmers sold land on Wauwatosa's southeast side for residential development, a trend that continued into the early 20th century. This growth was supported by the expansion of social, educational, and health services on the county grounds to the south, the village's incorporation and later city status, the development of municipal utilities, and extensions of Milwaukee's streetcar system into Wauwatosa.

The most developed sections of Wauwatosa were incorporated as a village in 1892 and became Wisconsin's first fourth-class city in 1897. To further encourage residential growth, city water, sewer, gas, electricity, and telephone services were introduced in 1899. Wauwatosa quickly developed a reputation as a residential commuter suburb and is often recognized as Milwaukee's first suburb. In 1921, the city became the second in the state to adopt a zoning ordinance, which separated residential and commercial areas and preserved the southeast side as primarily residential.

Residential development on the southeast side accelerated in the early 20th century and was largely complete by the 1950s. Today, Wauwatosa's southeast side remains one of Milwaukee's most desirable upper-middle-class neighborhoods.



Architectural & Historical Intensive Survey

Fox River Valley Industrial Properties Cities of Appleton, Fond du Lac, Green Bay, Kaukauna, Menasha, Neenah & Oshkosh, 2019

Survey Area:	155 square miles
Resources Documented:	176 resources
Identified Eligible for NRHP:	2 historic districts 6 complexes 20 individual properties

The Fox River Valley has a rich history, originally home to large First Nations communities, including the Menominee, Ho-Chunk, and Fox peoples. For these communities, the river served as a major transportation route and a vital source for fishing and hunting, shaping the region's character through the mid-1800s.

Widespread Anglo-American settlement began after the federal government initiated land sales in Wisconsin in 1835. The paper industry became a key driver of the region's social, economic, and cultural development. By the 1860s, the Fox River Valley played a central role in establishing Wisconsin as a leader in paper production in the Midwest. During the 1870s, local communities grew into thriving commercial and industrial centers. The region's steady growth was supported by fertile soils, abundant raw materials, and its strategic location along a major waterway, which facilitated the transportation of natural resources, agricultural products, and manufactured goods throughout the state, across the nation, and around the world.

By the mid-20th century, the Fox River Valley featured numerous industrial communities that were critical to Wisconsin's economy. Key industries included brewing and bottling; carriages, wagons, and motorized vehicles; distribution, shipping, and packing; food production; masonry, stone, and cement; metal products; lumber and wood products; paper manufacturing; and textiles and clothing.

The region's architectural heritage reflects this industrial diversity, with examples ranging from industrial lofts and production sheds to high-style office and administrative buildings. Notably, some buildings were designed by prominent regional architects, including one of the few in the state by the internationally renowned firm Skidmore, Owings & Merrill, created for the influential regional company Kimberly-Clark.



Architectural & Historical Intensive Survey

Towns of Brighton, Paris, Randall, Somers & Wheatland Kenosha County, 2019

Survey Area:	112 square miles
Resources Documented:	418 resources
Identified Eligible for NRHP:	1 historic district
	5 complexes
	3 farmsteads
	16 individual properties

Rural Kenosha County is made up of the unincorporated towns of Brighton, Paris, Randall, Somers, and Wheatland. The landscape features gently rolling hills and several small lakes, contributing to the region's scenic character. As of 2010, the combined population of these towns was approximately 9,432.

The area was originally inhabited by the Potawatomi from the 18th century until they ceded their lands to the federal government in 1833. White settlement began along Pike Creek in 1835, eventually forming the City of Kenosha, which has remained the economic and cultural hub of the county. Early settlers cleared the land for subsistence farming and speculative development, establishing small communities such as Basset, Brighton, Paris, New Munster, and Slades Corners, most of which remained unincorporated.

By the early 20th century, Kenosha County experienced growth through successful dairy farming and the development of recreational destinations around its inland lakes. Suburban and vacation development continued in the following decades, leading to the incorporation of several villages, including Silver Lake in 1926, Twin Lakes in 1937, and Paddock Lake in 1960. Mid-20th-century infrastructure improvements, including the construction of I-94 and expanded state highways, encouraged suburban residential development while reducing the number of farms. During this period, a significant portion of Brighton served as a regional air defense base, which was later converted into a state recreational area in the 1970s.

As Kenosha County increasingly became part of the greater Milwaukee and Chicago metropolitan areas, rural communities continued to urbanize and incorporate. Notable incorporations include Pleasant Prairie in 1989, Bristol in 2009, Somers in 2015, and Salem Lakes in 2017. Today, the county retains a diverse mix of suburban and rural residential areas, natural landscapes, recreational spaces, and agricultural lands in its unincorporated towns.



Architectural & Historical Intensive Survey

Properties Associated with Six Under-Represented Communities - African American, First Nation, Hispanic, Latino, LGBTQ, and Women City of Madison, 2020

Survey Area: 78.9 square miles
Resources Documented: 116 resources
Identified Eligible for Landmark: 98 resources
Identified Eligible for NRHP: 9 individual properties

Very few projects of this nature have been undertaken nationwide, and Madison's initiative is believed to be the first of its kind in Wisconsin. This project was conducted alongside Madison's first citywide historic preservation plan, which also emphasized the importance of recognizing traditionally underrepresented groups.

The purpose of the survey was to provide a comprehensive overview of the six communities within the City of Madison and to develop a written Historic Context for each community. These contexts serve as tools for evaluating the historical significance of local resources. In addition, the survey will inform future planning decisions and help increase public awareness of the city's rich and diverse history.

This report is intended to be a living document and the foundation of an ongoing historic preservation effort that will continue for years to come. The City aims to update and expand the Underrepresented Communities Survey in the future, incorporating additional research and clarifications. This report will serve as a guide for future surveys in Madison, ensuring that resources associated with the histories of African American, First Nation, Hispanic, Latino, LGBTQ+, and women's communities are identified, shared, and preserved. It is also hoped that this work will support the documentation and recognition of additional underrepresented groups over time.

Awards

- 2020 WAHPC Award of Excellence for Identification & Designation for City of Madison Underrepresented Communities Intensive Survey
- 2020 American Planning Association Wisconsin Chapter Planning Excellence Award for City of Madison Historic Preservation Plan



Architectural & Historical Intensive Survey

City of New Richmond, 2019

Survey Area:	9.2 square miles
Resources Documented:	563 resources
Identified Eligible for NRHP:	2 historic districts
	2 complexes
	8 individual properties

The City of New Richmond is situated along the Willow River in the northwest corner of St. Croix County, Wisconsin. As of 2010, the city had a population of 8,375. New Richmond was first permanently settled in 1855, with several early developments established in the late 1850s. These communities incorporated collectively as the Village of New Richmond in 1872 and later became a city in 1884.

The arrival of the first railroad in 1872 positioned New Richmond as a regional commercial and industrial hub. The Willow River played a key role in the local logging industry, and the Willow River Lumber Company, established in 1881, became the city's largest employer. Even after nearby logging resources were depleted in the 1890s, the sawmill continued operations. During this period, creameries, canning, and food processing facilities were established to support the area's agricultural economy, and a thriving commercial district developed to serve the community.

On June 12, 1899, a devastating cyclone struck New Richmond, destroying 200 homes and 50 businesses and resulting in 117 fatalities. National aid supported the city's rapid rebuilding, which was largely completed within a year.

In 1913, the Willow River Lumber Company was destroyed by fire, marking the beginning of an extended period of economic stagnation. The city began to recover by the mid-20th century, experiencing renewed growth driven by the food processing industry. Between the 1940s and 1960s, annexation and suburban residential development expanded the city's boundaries. During this time, new commercial, civic, educational, religious, and recreational facilities were established to meet the needs of the growing community.

Although many local industries closed in the late 20th century, New Richmond has continued to grow. By 2010, the city's population had reached 8,375, reflecting its increasing role as part of the Minneapolis–St. Paul metropolitan area.



Architectural & Historical Intensive Survey

Phase 2 - Northeast Side Residential Properties City of Wauwatosa, 2018

Survey Area:	2.5 square miles
Resources Documented:	2,651 resources
Identified Eligible for NRHP:	10 historic districts 17 individual properties

The City of Wauwatosa, located along the Milwaukee and Menomonee Rivers in western Milwaukee County, had a population of 46,396 as of 2010.

Wauwatosa was first permanently settled in 1835. Its downtown area, along with a portion of the northeast side immediately to the north, emerged as the primary commercial and social hub for the surrounding agricultural community. The settlement expanded gradually along the bluffs above the Menomonee River through the 1870s. During this period, the area attracted members of Milwaukee's socio-economic elite, who began establishing large estates. Many farmers sold land on Wauwatosa's northeast side for residential development, most notably through the Warren family subdivisions in 1884, 1893, and 1918, as well as the transformation of the Pabst Farm into Washington Highlands in 1916. These developments were further supported by the 1891 extension of Milwaukee's streetcar line to Wauwatosa.

The developed areas of Wauwatosa incorporated as a village in 1892 and later became Wisconsin's first fourth-class city in 1897. To support continued residential growth, city services—including water, sewer, gas, electricity, and telephone—were introduced in 1899. Wauwatosa soon became known as a residential commuter suburb and is often recognized as Milwaukee's first suburb. In 1921, the city adopted one of the state's earliest zoning ordinances, which separated residential and commercial areas and designated the northeast side primarily for residential use.

Residential development on the northeast side progressed rapidly in the early 20th century and was largely completed by the 1950s. Today, Wauwatosa's northeast side remains one of Milwaukee's most desirable upper-middle-class communities.



Architectural & Historical Intensive Survey

Phase 1 - Non-Residential Properties City of Wauwatosa, 2017

Survey Area:	13.3 square miles
Resources Documented:	456 resources
Identified Eligible for NRHP:	6 historic districts 8 complexes 25 individual properties

The City of Wauwatosa, located along the Menomonee River in western Milwaukee County, had a population of 46,396 in 2010. Established in 1835, Wauwatosa was the second settlement in Milwaukee County, following the City of Milwaukee. The Town of Wauwatosa separated from the Town of Milwaukee in 1842. Its central area was incorporated as a village in 1892 and later became Wisconsin's first fourth-class city in 1897. The final portions of the original town were annexed by the City of Wauwatosa in 1952.

Strategically located along a key transportation corridor west of Milwaukee, Wauwatosa's development was shaped by a series of historic routes, including a military road in 1836, the Milwaukee-Watertown Plank Road in 1848, the Milwaukee & Mississippi Railroad in 1850, a streetcar extension in 1891, and Interstate 94 in the mid-20th century. This accessibility contributed to Wauwatosa becoming a center for social service, education, and healthcare, beginning with the establishment of the Milwaukee County Poor Farm in 1852.

The city experienced significant residential growth from the late 19th century through the 1920s. As the population expanded, Wauwatosa developed a range of commercial, civic, educational, religious, and recreational amenities to serve its residents. In 1921, the city became the second in Wisconsin to adopt a zoning ordinance, distinguishing residential areas from commercial and industrial uses and preserving much of the city's residential character. Mid-20th-century growth was driven by automobile-oriented residential and commercial development, and by 1970, the population peaked at 58,676, with the city largely built out.

Today, Wauwatosa retains its predominantly residential character while offering expansive parks and recreational spaces, a major regional medical center, and one of the area's premier shopping destinations.



Architectural & Historical Intensive Survey

Arlington & Putnam Heights, Dells Park & Riverview, and Upper Westside Neighborhoods City of Eau Claire, 2016

Survey Area:	4.1 square miles
Resources Documented:	318 resources
Identified Eligible for NRHP:	1 historic district
	2 complexes
	3 individual properties

The City of Eau Claire, the county seat of Eau Claire County, encompasses 35 square miles at the confluence of the Chippewa and Eau Claire Rivers. In 2010, the city had a population of 65,883. Permanent settlement began in 1854, and two villages were soon incorporated. These villages merged in 1872 to form the City of Eau Claire, which quickly grew as a center of the lumber industry, the city's primary economic driver at the time.

Significant growth occurred along the west bank of the river in the 1870s and 1880s, where several lumber companies were located. The Upper Westside expanded from the 1890s through the 1910s, following this development. During this period, a high-speed railroad bypass was constructed around the city, establishing the northern boundary of the neighborhood. Residential development continued from the 1930s through the 1960s, while commercial activity expanded along the railroad and major routes leading out of the city.

In 1944, the Federal Housing Administration financed the construction of ten homes along Hoover Avenue on the southeast side of the city to provide housing for returning World War II veterans.

The Chippewa River remained the city's southern edge until the mid-20th century, when numerous subdivisions were developed in the area. The Putnam Heights Addition, in particular, experienced rapid growth in the 1950s and 1960s and reached full build-out in the 1970s. During this period, new schools and churches were established to serve the growing south side population, and commercial development expanded along Highway 12 and near the University of Wisconsin–Eau Claire.

Until the 1930s, the land north of Dells Pond was primarily farmland, with a few residences along the river. A public water pumping station and well field were constructed in 1935 and expanded over time. Residential subdivisions were platted in the 1940s and gradually filled in through the 1970s.



Architectural & Historical Intensive Survey

City of Beloit, 2016

Survey Area:	17.4 square miles
Resources Documented:	2,247 resources
Identified Eligible for NRHP:	2 historic districts
	5 complexes
	44 individual properties

The City of Beloit, situated along the Rock River near the Illinois state line in southern Rock County, encompasses approximately 17.4 square miles and had a population of 36,966 as of 2010. The area was originally home to a Ho-Chunk village in the early 19th century. Following the Black Hawk War in 1832, the site was abandoned and later resettled by European Americans in 1835. Beloit was officially platted in 1840, incorporated as a village in 1846, and became a city in 1856.

Beloit's early economy was driven by industries such as paper milling and farm tool manufacturing, and it is also home to Wisconsin's oldest active institution of higher education, Beloit College, founded in 1846. The arrival of railroads in 1853 spurred further industrial growth, commercial development, and population expansion. By the 1870s, Beloit was known as "Iron City" for its steel mills and production of heavy machinery, windmills, engines, and complex tools. Many of the city's early foundries eventually evolved into major corporations. The initial population largely consisted of Yankee settlers along with Norwegian, Irish, and German immigrants.

Throughout the late 19th century, residential neighborhoods expanded outward from the downtown and industrial riverfront areas. The east side, near the college, became home to larger residences of professionals and civic leaders. In 1902, a streetcar system was established, linking Beloit with an interurban line connecting Janesville, the county seat, and Rockford, Illinois. The early 20th century brought new waves of Italian and Greek immigrants, while local industries recruited significant numbers of African American workers from the South during World War I. During this period, companies also developed worker housing subdivisions near their factories. By 1920, Beloit's population had reached 21,284.

Following World War II, the city experienced a housing boom, with development extending to the city's edges through the 1960s. Like many Midwestern industrial cities, however, Beloit's population growth and economic expansion slowed in the latter part of the 20th century.



Architectural & Historical Intensive Survey

Manree Park Neighborhood City of Racine, 2015

Survey Area:	0.3 square miles
Resources Documented:	184 resources
Identified Eligible for NRHP:	1 historic district 5 individual properties

The City of Racine, located at the mouth of the Root River on the western shore of Lake Michigan, serves as the county seat of Racine County. Covering approximately 15.5 square miles, Racine had a population of 78,860 as of the 2010 census. The city was permanently settled in 1836, incorporated as a village in 1843, and became one of Wisconsin's first cities following statehood in 1848.

Racine experienced significant growth throughout the nineteenth century, driven by its role as a milling, industrial, and transportation hub supporting the region's many farms. The area now known as the Manree Park neighborhood was originally part of the Town of Mount Pleasant, established in 1842, and was comprised of dairy farms owned by the Walker and Reed families. These farms were situated along a former toll plank road, which would later become Washington Avenue, a primary route west out of the city.

The early twentieth century brought another period of rapid growth and annexation for Racine. By the 1920s, residential development began along Washington Avenue on the city's western edge, extending into the Town of Mount Pleasant. In 1925, the Reed family collaborated with the surveying and development firm L.O. Mann & Son Company to plat a portion of their land as a new subdivision. Named Manree Park—a combination of "Mann" and "Reed"—the neighborhood was developed primarily with single-family homes and was annexed into the city in 1926.

Additional portions of the former Walker and Reed farms were gradually developed into new subdivisions and annexed into Racine from the late 1920s through the 1950s, including the Hillcrest Addition. Manree Park emerged as one of Racine's premier residential neighborhoods through the mid-1940s, home to many business owners, managers, and professionals. More modest homes were added to the western half of the neighborhood through the 1950s and 1960s.

Today, Manree Park remains one of Racine's most cherished middle-class neighborhoods, valued for its history, community, and character.



Architectural & Historical Intensive Survey

Village of Allouez, 2013

Survey Area:	4.6 square miles
Resources Documented:	797 resources
Identified Eligible for NRHP:	3 historic districts 13 individual properties

The Village of Allouez is situated on the east bank of the Fox River in Brown County, between the cities of Green Bay and De Pere. Covering 4.6 square miles, Allouez had a population of 13,975 in 2000.

The Green Bay area was originally inhabited by the Ho-Chunk, a Sioux-speaking tribe also known as the Winnebago, by the early seventeenth century. In 1671, French Catholic missionary Pere Claude Allouez, the first European settler in the area, established a mission in what is now the City of De Pere. Shortly thereafter, a fur trade route developed along the Fox River, and French traders began claiming land from a trading post near the bay into present-day Allouez.

The United States gained control of the region in 1812 and constructed Fort Howard in Green Bay. For a brief period, the fort was temporarily relocated to present-day Allouez, known then as Camp Smith. During this time, traders and settlers established a settlement called Shantytown, which became the primary entry point for new arrivals to the Green Bay area and the site of the first territorial courthouse in the 1820s. The Village of Menomineeville was platted there by 1829. However, development shifted downriver, where three other villages were incorporated as the City of Green Bay in 1854. Menomineeville eventually dissolved, and Allouez remained primarily agricultural. The Town of Allouez was formed in 1874, with limited industrial development along the river.

In the late 19th century, institutions such as an orphan asylum, a state reformatory, and the Catholic Diocese of Green Bay established facilities in Allouez. An electric streetcar line was extended from Green Bay to De Pere in 1896, enhancing connectivity. By the 1920s, residential subdivisions began to appear on the town's outskirts. To support further growth, Allouez established a municipal water department in 1924. Suburban residential development continued through the mid-20th century.

Allouez incorporated as a village in 1985 and has since developed fully, maintaining its status as an upper-middle-class residential suburb of Green Bay.



Architectural & Historical Intensive Survey

Southeast Quadrant of Jefferson County Towns of Cold Spring, Hebron, Palmyra & Sullivan, 2014

Survey Area: 120.9 square miles
Resources Documented: 292 resources
Identified Eligible for NRHP: 8 farmsteads
15 individual properties

The landscape of the Town of Palmyra is shaped by the Rock River, the Scuppernong River, and several small lakes, set against generally flat land with gently rolling hills. The southeastern corner of the town features the distinctive glacial formations of the Kettle Moraine, including kettles, hills, and valleys. As of 2010, the combined population of the town and surrounding areas was 5,215.

Before permanent European settlement, the region was home to the Potawatomi people. Jefferson County was surveyed by the federal government for sale and settlement by 1833. Early settlers cleared land for subsistence farming or speculative development. During the late 1830s and 1840s, many small communities emerged in southeast Jefferson County, centered around sawmills, grist mills, hotels, and general stores. Some of these settlements, such as Palmyra, Rome, Sullivan, and Whitewater, were incorporated and grew into small and mid-sized towns. Others, including Cold Spring, Erfurt, Hardscrabble, Hebron, and Sense's Mill, remained unincorporated.

The county experienced rapid growth in the mid-19th century, with most residents living in family-based farm communities. By 1880, farmland was largely developed, and the industrial expansion of larger towns began to slow. This trend of gradual growth continued into the early 20th century.

In the mid-20th century, local school districts were consolidated into those of neighboring municipalities. During this period, the southeastern part of the county began to see exurban residential development, particularly near the new Interstate 94 corridor, as the area became increasingly connected to the Milwaukee-Waukesha metropolitan region. Regional recreational and conservation areas were also established. Today, this part of Jefferson County retains a diverse character, blending small cities, suburban and rural residential areas, agricultural land, and natural and recreational spaces.



Architectural & Historical Intensive Survey

Southwest Quadrant of Jefferson County Towns of Koshkonong, Jefferson, Oakland & Sumner, 2013

Survey Area:	134.8 square miles
Resources Documented:	395 resources
Identified Eligible for NRHP:	4 complexes
	8 farmsteads
	10 individual properties

Lake Koshkonong, several smaller lakes, and the Rock River, along with its tributaries, shape the landscape of southwest Jefferson County, which features generally flat land and gently rolling hills. As of 2010, the towns in this area had a combined population of 9,802.

Before permanent European-American settlement, the region was home to the Potawatomi people. By 1833, the federal government had surveyed Jefferson County for sale and settlement. Early settlers cleared land for subsistence farming or speculative development, and many small communities emerged during the late 1830s and 1840s around sawmills, grist mills, hotels, and general stores. Some of these communities, including Fort Atkinson and Jefferson, eventually incorporated and grew into small cities, while others, such as Busseyville, Helenville, and Oakland Center, remained unincorporated.

The mid-19th century brought significant growth to southwest Jefferson County, with most residents living in family-run farms. By 1880, much of the farmland was fully developed, and the industrial growth of larger communities began to slow. The early 20th century saw continued modest growth, including the development of lakefront vacation homes and recreational camps.

In the mid-20th century, local school districts were consolidated into those of surrounding incorporated municipalities. Later, southwest Jefferson County experienced exurban residential development as the area became increasingly integrated into the Madison metropolitan region. Today, the area retains a diverse character, combining small cities, suburban and rural residences, natural landscapes, recreational spaces, and active agricultural land.



Architectural & Historical Intensive Survey

Northwest Quadrant of Jefferson County Towns of Aztalan, Lake Mills, Milford & Waterloo, 2012

Survey Area:	120.8 square miles
Resources Documented:	191 resources
Identified Eligible for NRHP:	1 historic district
	6 farmsteads
	18 individual properties

Rock Lake, along with the Crawfish and Rock Rivers, shapes the landscape of gently rolling hills and primarily flat terrain. As of 2010, the towns in this area had a combined population of 5,535.

Before permanent European settlement, the region was home to the Potawatomi people. By 1833, Jefferson County had been surveyed by the federal government for sale and settlement. Early settlers cleared the land for subsistence farming or speculative development. During the late 1830s and 1840s, small settlements emerged across northwest Jefferson County around sawmills, grist mills, hotels, and general stores. Some of these communities, including Lake Mills, Johnson Creek, and Waterloo, were incorporated and grew into established villages and small cities, while others, such as Aztalan, Hubbleton, Kroghville, London, and Milford, remained unincorporated.

The northwestern portion of Jefferson County experienced rapid growth in the mid-19th century, with most residents living in family farms. By 1880, farmland in the county was largely developed, and the industrial growth of larger communities began to slow, a trend that continued into the early 20th century.

In the mid-20th century, local school districts were consolidated into those of surrounding incorporated municipalities. Small-scale suburban, commercial, and recreational development took place outside city limits, particularly along waterways and the I-94 corridor. Today, nearly all educational, religious, commercial, and healthcare services are concentrated within or near the county's incorporated municipalities, while the unincorporated towns continue to retain a predominantly agricultural and rural residential character.



Architectural & Historical Intensive Survey

City of Burlington, 2012

Survey Area:	7.5 square miles
Resources Documented:	506 resources
Identified Eligible for NRHP:	2 historic districts 6 historic complexes 48 individual properties

The City of Burlington is located along the White and Fox Rivers in western Racine County, encompassing 7.5 square miles and home to a population of 10,464 as of 2010. The city was first permanently settled in 1836 and formally platted in 1839, with early settlers primarily of Yankee, English, and German descent. Nearby, the Mormon settlement of Voree briefly emerged to the west but eventually dissolved. Burlington quickly established itself as the commercial hub of western Racine County, connected to Racine by plank road in 1848 and by railroad in 1855.

Incorporated as a village in 1886 to provide public water and fire protection, Burlington experienced significant growth following the construction of the Wisconsin Central Railroad in 1884. This development spurred prominent local industries, including the Burlington Blanket Company, McCanna & Fraser Company, Finke-Uhen Brewing Company, Multiscope & Film Company, Wisconsin Condensed Milk Company, and Burlington Brass Works. The community officially became a city in 1900. The area's lakes also attracted visitors from Milwaukee and Chicago, particularly after the Milwaukee Electric Railway & Light Company extended interurban service in 1907. Dairy processing became the region's leading industry in the 20th century, highlighted by Nestlé's relocation of its Midwest district office to Burlington in 1919.

By the 1950s, Burlington experienced a decline in manufacturing with the closure of the Nestlé condensed milk plant and Burlington Mills. Nevertheless, the residential population continued to grow. Industrial activity revived in 1966 when Nestlé opened a major chocolate manufacturing facility in the city. While development slowed in the 1990s, growth resumed in the 21st century.

Today, Burlington remains the largest commercial and cultural center in western Racine County and has evolved into an exurban community within the greater Milwaukee-Racine-Waukesha metropolitan area.



Members of our staff have been conducting these types of surveys since 2002. We have a good understanding of the methodology required for this type of project.

A survey generally consist of four major work tasks:

1. Reconnaissance survey
2. Architectural and historical research
3. Evaluation of significant resources for inclusion in the intensive survey report
4. Preparation and presentation of the intensive survey report

The city has also requested that the project include:

- Updating property information for all properties within the current Mineral Point Historic District, to include:
 - New Photos of all properties/structures in the Mineral Point Historic District.
 - Confirming the address of every property/structure and any changes in the address over time.
 - Noting whether contributing and non-contributing properties are extant.
 - Noting major alterations to contributing properties within the existing Historic District, (e.g. additions, residing, re-roofing, altered rooflines, porch reconstructions, etc.).
- Evaluation of non-contributing, pre-1943 properties within the Historic District to determine if they may now be considered contributing, and
- Evaluation of contributing properties within the Historic Districts to determine whether they still contribute.

Legacy Architecture will conduct two public information meetings regarding the survey with the city and the SHPO. The first meeting will be held at the commencement of the reconnaissance survey to introduce the survey team and the project process to the community.

Legacy Architecture will conduct a windshield reconnaissance survey of all historic properties within the boundaries of the survey area. This survey will be conducted street-by-street and structure-by-structure and will result in the identification of resources of architectural and historical interest in accordance with the guidelines described in the Architecture-History Survey Manual. All reconnaissance fieldwork will be conducted from the public right-of-way; permission will be obtained to survey resources on private properties that are reasonably presumed to be survey-worthy and that are not visible from the public right-of-way. During this time, an entry will be made for each resource into an electronic spreadsheet, including the location, name, architectural style, and other key pieces of information about the resource, and a digital photograph of each resource will be taken. With this information, a record

will be updated or created in the WHPD for each resource surveyed. Information contained in the WHPD, particularly the address, will be confirmed and corrected if needed, and field observations will be recorded if any alterations, additions, or demolition work had been done to the structure since it was last surveyed. A new digital photograph of each property will be taken to be added to the WHPD. All of the existing and newly surveyed properties will be identified by WHPD number on reconnaissance survey maps which will be included and bound into the final intensive survey report. DWG files will be obtained by from local governmental agencies for mapping.

Architectural and historical research of the city will be conducted throughout the course of the project in an effort to provide a historical context to evaluate resources and build off of past research Legacy Architecture has conducted in the region. Research may be conducted at, but not limited to, the local Area Research Center, local library, local historical society and museum, and Wisconsin Historical Society Library & Archives—all facilities we are very familiar with and conduct research at routinely—as well as the Sanborn Fire Insurance Maps, City Directories, and assessor, permit, and land records. After the reconnaissance survey and research are completed, the data will be analyzed to determine if noncontributing properties may now be contributing or is contributing properties are still contributing. The evaluation of individual historic resources will be reviewed with the SHPO prior to inclusion in the report. The evaluation will be performed according to the National Register's Criteria for Evaluation and Criteria Considerations which are used to assist local, state, and federal agencies in evaluating nominations to the National Register of Historic Places.

An intensive survey report will be prepared that describes the project and survey methodology, gives an overview of the history of the city, summarizes the thematic research and survey results, and gives recommendations to the city. Historical summaries of the city will be included in this report and arranged in themes according to guidelines set forth by the SHPO. Areas of research may include historic Indians, fur trade, government, settlement, agriculture, industry, transportation, architecture, education, social & political movements, religion, arts & literature, commerce, planning & landscape architecture, recreation & entertainment, and notable people. Copies of the final intensive survey report will be issued to the SHPO and the city, with one copy to be maintained at the local library.

A second meeting will be held at the completion of the project to present the results including the intensive survey report, potentially eligible properties, and information on the National Register to the city.

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- 2023 Phase 7 - Southeast Side,
City of Green Bay
- 2022 Phases 5, 6 & Part of 7 - Northeast Side &
Southwest Side, City of Green Bay
- 2022 Phases 2, 3 & 4 - Downtown & Astor, Olde
North, and Northwest Neighborhoods,
City of Green Bay
- 2021 Phase 1 - Fort Howard Neighborhood,
City of Green Bay

Trevor Fuller, Director of Planning & Community Development
Village of Allouez

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- 2019 National Register Nomination:
Robinson Hill Residential Historic District
- 2017 National Register Nomination:
Herman A. & Lillian Greiling House
- 2017 National Register Nomination:
Miramar Drive Residential Historic District
- 2015 National Register Nomination:
Allouez Pump House
- 2015 National Register Nomination:
Allouez Water Department & Town Hall
- 2013 Intensive Survey:
Village of Allouez

Tammy Szudy, Principal Planner
City of Wauwatosa Development

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- 2021 Phase 4 - West Side Residential Properties,
City of Wauwatosa
- 2020 Phase 3 - South Side Residential Properties,
City of Wauwatosa
- 2018 Phase 2 - East Side Residential Properties,
City of Wauwatosa
- 2017 Phase 1 - Non-Residential Properties,
City of Wauwatosa

Rob Vanden Noven, Public Works Director and City Engineer
City of Port Washington

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- 2022 City of Port Washington

Estimated Timeline and Cost

Timeline

The CLG Subgrant program will announce the 2026-2027 award recipients in late February of 2026. Should your community be selected, you will need to issue an official Request for Bids in spring or summer of 2026. Because a major component of the reconnaissance portion of the survey is to photo document all historic properties, the earliest this project will likely start is in early summer of 2026 before the trees have leafed out or in late fall, after the leaves have fallen off the trees. Therefore, Legacy Architecture, Inc. proposes the following timeline:

Summer 2026:

City Selects Candidate & Awards Project

October 2026:

Reconnaissance survey

November 2026:

Architectural and historical research

December 2026:

Evaluation of significant resources for inclusion in the intensive survey report

January 2027:

Preparation and presentation of the intensive survey report

Should a more aggressive timeline be desired, Legacy Architecture has the staff and capacity to do so.

Cost

Legacy Architecture, Inc. shall provide the abovementioned scope of work for a total lump sum cost of \$32,500.

We assume the following:

- The initial public education meeting shall be held concurrently with the commencement of the reconnaissance survey fieldwork.
- The city will schedule, provide a meeting room, and prepare public notices for the public meetings.
- The city will provide DWG or DXF format files or aerial mapping of the survey areas, including streets, property lines, and building footprints so we may accurately provide the mapping.
- The SHPO will provide an Excel spreadsheet of all previously surveyed resources with a record in its online AHI, including data columns for AHI record number, address, historic name, current name, year built, historic use, architectural style, wall material, and if the resource has been demolished.