



# AGENDA

## HISTORIC PRESERVATION/DESIGN REVIEW COMMISSION

**Members:**

- Lee Beveridge (Chair)
- Tori Jennings (Alder)
- Tim Siebert
- Sarah Scripps
- Thomas Baldischwiler
- Joseph Debauche (Alt. 1)
- Robert Woehr (Alt. 2)

**Date and Time:** January 3, 2018  
4:00 PM

**Location:** County-City Building  
City Conference Room  
1515 Strongs Avenue  
Stevens Point, WI 54481

1. Roll call.

Discussion and possible action on the following:

2. Clark Street – Main Street Historic District National Register of Historic Places Nomination project consultant response review and selection.
3. Adjourn

**PLEASE TAKE NOTICE** that any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Maps further defining the above area(s) may be obtained from the City of Stevens Point Department of Community Development, 1515 Strongs Avenue, Stevens Point, WI 54481, or by calling (715) 346-1567, during normal business hours.

**PLEASE TAKE FURTHER NOTICE** that a quorum of the Common Council may be in attendance at this meeting.



# Memo

**Plan Staff**

Community Development  
City of Stevens Point  
1515 Strongs Avenue  
Stevens Point, WI 54481

Ph: (715) 346-1567 • Fax: (715) 346-1498

**City of Stevens Point – Department of Community Development**

To: Historic Design Review Commission  
From: Plan Staff  
Date: 12/28/2017  
Re: Clark Street – Main Street Historic District National Register of Historic Places  
Nomination project consultant response review and selection.

The Clark Street – Main Street Historic District National Register of Historic Places request for proposals was released in early December with responses due by December 22, 2017. A total of five responses were received from the following consultants:

1. Commonwealth Heritage Group
2. Legacy Architecture
3. Cultural Resource Management University of Wisconsin – Milwaukee
4. The Lakota Group
5. Timothy F. Heggland

Staff have performed an initial review of the responses based on the following criteria:

- a. Consultant expertise, and relevant experience/examples of similar projects;
- b. Familiarity with federal guidelines and NRHP application process;
- c. Services offered;
- d. Costs of services provided and;
- e. Staff experience.

After staff's evaluation we would recommend selecting Timothy F. Heggland. In summary, Mr. Heggland has the most expertise and relevant experience relating to the nomination of historic districts, having completed 175 successful nominations, and also has nearly 40 years of experience in historic preservation. Furthermore, the cost was among the lowest of all responses, likely due to the familiarity with the district and research previously conducted, as Mr. Heggland was the author of the 2011 Intensive Architectural / Historical Survey. Mr. Heggland's knowledge of the City was also noted as a strength, along with his proposed commitment, citing 10 trips would be made to the City to conduct research and attend meetings.