

**MINUTES OF THE HISTORIC PRESERVATION COMMISSION**  
**January 6, 2015**

The regular meeting of the Historic Preservation Commission was called to order by Chairman Hartshorne at 4:40 p.m. at the North Fire Station.

Members present: Chairman James Hartshorne, Katherine Hamilton-Smith, Pam Hume, and Mike Kollman.

Members absent: Lorelei Anderson, Jennifer Burkhart, and Todd McDermott.

A quorum was established.

Village Staff present: Johanna Bye, Associate Planner, and John P. Spoden, Director of Community Development

Commissioner Hume made a motion, seconded by Commissioner Kollman, to approve the December 2, 2014, Historic Preservation Commission meeting minutes.

4 - 0.

**Discussion:**

Mr. John Hedrick, local design and land use consultant, presented software that can be used to chronicle Commission research on properties. He stated that the software allows for crowdsourcing, but that the settings can be customized so that only certain individuals can add information. Commissioner Kollman asked if you can mine information for the database from other sources, like GIS files. He stated that there is a lot of information out there and that we should not duplicate efforts. Mr. Hedrick stated that you can import data in various ways. Commissioner Kollman stated that once we have the data, we need someone to tell us what is significant.

Mr. Hedrick stated that the software license is a one-time fee of \$999 and that the site can be hosted for \$200 per year. He stated that the Commission can additionally expect to spend about \$1,000 for a consultant to set up the site up for the Village. He stated that the consultant would charge an hourly fee for any additional work.

The Commission discussed the scope of work that we want to complete in the next year and more long-term, who we can expect to hire for the work (a consultant versus a graduate student), and how much it could potentially cost. Mr. Hedrick stated that River Forest recently spent \$60,000 for an historic survey of the entire town. Commissioner Hume stated that we should start with a smaller section of town, most likely the downtown area as outlined in the Village's Comprehensive Plan. Commissioner Hamilton-Smith stated that Barbara Wilcox, a local woman with a background in research and historic preservation, could potentially help with the survey.

Commissioner Kollman stated that we should consider the software, especially since it is a

reasonable price. Mr. Hedrick stated that we could set up a demo if we are interested in the software.

Commissioner Hume stated that we need to become a Certified Local Government (CLG) so that the Village is eligible for grant money.

Mr. Spoden stated that we should ask for \$25,000 for the fiscal year.

With no further discussion, Commissioner Kollman made a motion, seconded by Commissioner Hume, to adjourn the Historic Preservation Commission meeting.

Motion carried 4 - 0.

Meeting adjourned at 6:00 p.m.