

MINUTES OF THE HISTORIC PRESERVATION COMMISSION
April 7, 2015

The regular meeting of the Historic Preservation Commission was called to order by Chairman Hartshorne at 1:05 p.m. at Village Hall.

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.

Discussion:

Ms. Bye presented a timeline and process for the historic survey. She stated that while the Village Board had included \$25,000 of funding for the Historic Preservation Commission for the 2015-2016 fiscal year, it is on hold as current State budget proposals could significantly affect Village finances. She stated that despite this, funding would be available May 1 to cover the cost of the SiteVista software. She stated that the Community Development Department has a summer intern starting in May. She stated that he could complete the preliminary survey work and enter this information into SiteVista. She stated that Tom Wilkinson, a Libertyville resident and potential candidate for the Historic Preservation Commission, had provided much of this information for structures downtown along Milwaukee. She stated that once funding has been secured, a consultant could be hired to analyze the data and complete the survey.

Ms. Bye stated that she had updated the Historic Preservation Commission website. Commissioner Hamilton-Smith suggested that we include a link on the website for the Illinois Historic Preservation Agency. Ms. Bye stated that we may want a separate section for information on the landmark designation process. Commissioner Hume suggested that we add a Frequently Asked Questions section. Commissioner Kollman emphasized the need for an interactive website that engages residents. He suggested that we include Village history on the historic preservation website as well as photos of Libertyville throughout the years.

Ms. Bye presented a template of the Village's SiteVista website. She stated that there are a number of ways that information can be exported into the software. She stated that we can have Crystal Wilson do a demo at our next meeting. She stated that this would need to be done in the conference room of the Schertz Municipal Building.

Commissioner Hamilton-Smith made a motion, seconded by Commissioner Kollman, to purchase the SiteVista software.

Commissioner Kollman suggested that we go back to the 4pm meeting time.

Mr. Spoden stated that he will recommend to the Village Board that the teardown ordinance be extended an additional six months.

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 1:50 p.m.