

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda


Resolution or Ordinance (Blue) Waiver of First Requested
 Recommendations of Boards, Commissions & Committees (Green)
 Other Business (Pink)

TO : PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott R. Niehaus, Village Manager

DATE : February 22, 2022 **(BOT) Date:** March 3, 2022

SUBJECT: Historic Preservation Commission; Annual Report

SUBMITTED BY: William J. Heniff, AICP, Director of Community Development 

BACKGROUND/POLICY IMPLICATIONS:

The Department of Community Development transmits for your consideration a memorandum requesting that the Village of Board acknowledges that the Historic Preservation Commission has completed the Annual Report for 2021.

The Historic Preservation Commission unanimously recommends approval of the annual report. Please place this item on the March 3, 2022 Village Board agenda for acceptance.

Fiscal Impact/Funding Source:

Review (as necessary):

Finance Director _____ Date _____
Village Manager _____ Date _____

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the agenda distribution.



MEMORANDUM

TO: Scott R. Niehaus, Village Manager

FROM: William J. Heniff, AICP, Director of Community Development *WJH*

MEETING

DATE: March 3, 2022

SUBJECT: Historic Preservation Commission; Annual Report

Please find attached the Annual Report for 2021 to be distributed to the Village Board. At the Historic Preservation Commission meeting on February 15, 2022, the Commissioners discussed the report presented by the Commission's Secretary, Lyn Myers.

The Historic Preservation Commission meets quarterly (January, April, July and October). This task is completed annually according to the Village's Code of Ordinance; Title III; Chapter 32 Departments, Boards, and Commissions; Sections 32.075 – 32.079 Historical Commission; 32.076 Meetings; Annual Report (B):

The Commission shall make an annual report to the corporate authorities in January of each year, or more often as it may deem fit, which report may make recommendations in keeping with the spirit of this subchapter, and the enabling statute providing for creation of this Commission.

An annual report is also a requirement according to Certified Local Government procedures.

Action Requested

The Historic Preservation Commission unanimously recommends approval of the annual report. Please place this item on the March 3, 2022 Village Board agenda for acceptance.

The Historic Preservation Commission's next scheduled meeting is April 19, 2022.

2021 Lombard Historical Preservation Commission Annual Report
Submitted January 2022

Covid Impact:

- In light of the Disaster Declaration issue by the Governor of the State of Illinois relative to the Covid pandemic, The Historic Preservation Commission conducted meetings remotely as advised by Village Staff.
- Commission Meetings: Meetings were held remotely on January 19, 2021 and April 20, 2021.
- Meetings were held in person on July 20 and October 19, 2021

Commission members:

- Commissioners Myers, O'Brien, Poskocil, Sanders and Wardzala were reappointed to the Commission
- Village Clerk Elizabeth Brezinski is now the Historic Preservation Commission liaison to the Village Board.

Landmark Work:

- The LHPC granted a Certificate of Appropriateness for new cedar siding on a landmarked private home at 215 S Stewart Ave.
- A formal presentation of the landmark plaque for a private home at 515 N West Road was held on July 24, 2021.

Certified Local Government:

- A grant application was submitted to the IDNR to cover the cost of designing and printing a brochure that will highlight the benefits and outline the process of applying for Local Landmark Designation status.
- The LHPC received the grant, a designer was selected in July and work continues on the brochure.

Personnel:

- The Commission is responsible for overseeing LHS Museum Staff evaluations and annual reviews. All LHS staff are meeting or exceeding the performance required for their positions.
- The resignation of the LHS archivist provided an opportunity to reorganize Museum staff responsibilities. The LHPC Personnel committee worked with LHS staff to effectively align staff with new job descriptions.

Finance:

- Commissioner Jason Sanders monitors the Commission budget on a quarterly basis and reports findings to the Commission members.
- The 2021 budget year for the Historical Society ended 14% under budget.

Cemetery Committee:

- Commission President Schneider communicated with members of various community organizations to increase participation on the Cemetery Committee. Meetings of the committee were suspended due to the pandemic.

Historical Society

- On a quarterly basis, the Commission receives reports from the LHS Board and staff outlining current activities and staff responsibilities.
- The Commission continues to be kept apprised on the addition to the Lombard Historical Society Carriage House. The construction will continue through 2022. Commission members are given periodic updates on progress, grant compliance and/or concerns that arise.

Respectfully submitted,

Rita Schneider

Lombard Historic Preservation Commission President

Brigitte O'Brien

Lyn Myers

Tom Fetters

Eileen Mueller

Marcy Novak

Lynn O'Donnell

Patricia Poskocil

Jason Sanders

Bob Wardzala

Stephanie Zabela

Lombard Historic Preservation Commissioners