



MEMORANDUM

TO: Scott R. Niehaus, Village Manager

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

MEETING

DATE: August 15, 2024

SUBJECT: Historic Preservation Commission; Annual Report

Please find attached the Annual Report for 2023 to be distributed to the Village Board. At the Historic Preservation Commission meetings on April 15 and July 16, 2024, the Commissioners discussed the report presented by the Acting Chairperson, 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 August 15, 2024 Village Board agenda for acceptance.

The Historic Preservation Commission's next scheduled meeting is October 15, 2024.

LHPC 2023 Annual Report

2023 was a year of transition and rebuilding for the Commission.

Chairperson Rita Schnieder, Vice Chairman Brigitte O'Brien, Commissioner Lynn O'Donnell and Commissioner Jason Sanders resigned their positions. In addition, long-time Commissioner Pat Poskocil passed away. The timing and extent of the vacancies resulted in the cancellation of the July and October 2023 meetings. There were no open landmark designation applications before the commission within that time frame.

The January 17 meeting reviewed the development process for the Illinois Statewide Historic Preservation Plan. The completed plan may be viewed at the www.illinoispreservationplan.com.

The 2022 budget came in under projections. Roof replacement at the Victorian Cottage and weed control for the cemetery were included in the development of the 2023 budget.

The April 18 Commission meeting resulted in the approval of an updated Historical Museum Use Agreement for the property at 23 W Maple. Due to the completion of the Carriage House addition, a new agreement was in order as the last update occurred in 2018.

In October, Bill Heniff, Director of Community Development and Liz Brezinski, Village Clerk began the formal process of reviewing individuals who expressed an interest in volunteering for the Historical Commission. Over the course of three different dates, they met with all interested parties to discuss the work, purpose and expectations of the Commission. Lyn Myers, Preservation Commission secretary, attended all meetings as well. At the end of the process, the individuals were offered seats on the Commission and all six individuals accepted. They are - Chelsey Alsobrook, Mandy Von Bokern, Heather Paris, Randy Pruyn, Sandi Smith and Leslie Sulla. The addition of new commissioners, along with the 5 seated commissioners, brings the group to its full contingent of 11.