

**ELGIN HERITAGE COMMISSION**  
**Tuesday, September 1, 2015**  
**7:00pm**

**City Council Chambers, 2<sup>nd</sup> Floor North Tower**  
**150 Dexter Court, Elgin, IL 60120**

**AGENDA**

- A. Call Meeting to Order and Roll Call
- B. Approval of Minutes
  - 1. August 4, 2015 – Elgin Heritage Commission
- C. Recognize Persons Present
- D. Plaque Applications
  - 1. None
- E. Old Business
  - 1. Reports from Neighborhood Groups on Heritage Related Activities
  - 2. Mayor’s Initiative
  - 3. Alternative Tour Methods (to replace “Guide By Cell”)
- F. New Business
  - 1. Bungalow Thematic Historic District Sign Cost Estimates
  - 2. Heritage Plaque Cost Estimates
  - 3. 2015 Current EHC Budget Update
- G. Other Business
- H. Adjournment

THE CITY OF ELGIN IS SUBJECT TO THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. INDIVIDUALS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO REQUIRED CERTAIN ACCOMMODATIONS IN ORDER TO ALLOW THEM TO OBSERVE AND/OR PARTICIPATE IN THIS MEETING, OR WHO HAVE QUESTIONS REGARDING THE ACCESSIBILITY OF THE MEETING OR THE FACILITIES, ARE REQUESTED TO CONTACT THE HUMAN RESOURCES DEPARTMENT, ADA COORDINATOR AT (847) 931-5620 {TDD (847) 931-5616} PROMPTLY TO ALLOW THE CITY OF ELGIN TO MAKE REASONABLE ACCOMMODATIONS FOR THOSE PERSONS.

City of Elgin  
**Elgin Heritage Commission**  
August 4, 2015

**Minutes**

**A.** The meeting of the Elgin Heritage Commission was called to order at 7:00 p.m. in the City Council Chambers by Chairman John Wiedmeyer.

1. **Members Present:** Elizabeth Femal, George Rowe, Judith Rivera (7:05), Judith Van Dusen, Scott Savel, Steve Thoren and John Wiedmeyer
2. **Members Absent:** Tom Krebsbach and Rebecca Hunter
3. **Others Present:** Milan Shah
4. **City Staff Present:** Christen Sundquist, Historic Preservation Planner

**B. Approval of Minutes:**

1. A motion was made by Commissioner Rowe to approve the July 7, 2015 minutes as submitted. The motion was seconded by Commissioner Van Dusen. The motion passed unanimously.

**C. Recognize Persons Present:** the Commission recognized Milan Shah

**D. Plaque applications:**

1. 850 Douglas Avenue - The plaque nomination received the following average scores: Historic Significance: 9.14; Architectural Significance: 9.14; Current Maintenance: 9.0. A motion was made by Commissioner Savel to approve awarding the plaque for the property with the inscription that would read 1908, R. & G. Kimball (Abbreviated for Royal and Grace Kimball). The motion was seconded by Commissioner Femal. The motion passed 7-0.
2. 891 Douglas Avenue - Additional research found the current plaque at 891 Douglas Avenue is incorrect and should read, 1917, D. A. McBride (Abbreviated for David A McBride). The current plaque reads, 1921, D. A. McBride. A motion was made by Commissioner Rivera to approve alteration of the plaque for the property with the inscription that would read 1917, D. A. McBride (Abbreviated for David A. McBride). The motion was seconded by Commissioner Savel. The motion passed 7-0.

**E. Old Business**

1. Reports from Neighborhood Groups on Heritage Related Activities

i. None

2. Mayor's Initiative Ideas

Ms. Sundquist presented her research regarding the installation of brown board signs on I-90 at popular off ramps that lead into Elgin. The brown board signs would direct travelers to attractions such as historical sites and museums. Ms. Sundquist indicated that there are specific requirements to meet before applying for a brown board sign with the Illinois Department of Transportation. She indicated that the specific attraction or museum must be opened five days a week and eight hours a day to be eligible to be placed on a brown board sign. Commissioner Van Dusen stated that there is currently a brown board sign on I-90 directing travelers to the Grand Victoria Casino. Commissioner Van Dusen indicated that if we do not meet the requirements for a brown board sign on I-90 for other points of interest, then we should take advantage of the Grand Victoria Casino brown board sign and provide directional signage to points of interest within the route to the Grand Victoria Casino. The Commission agreed with Commissioner Van Dusen and asked Staff to research directional points of interest/way finding signage within the City.

3. Update on alternative tour methods for "Guide By Cell"

The Commission indicated at the last Heritage Commission meeting on July 7, 2015, that they would like to know more information about alternative tour methods such as an app based platform that can be accessible to anyone with a smart phone/device. The current tour guide platform, "Guide by Cell," is not generating enough interest to warrant the continuation of the program.

Milan Shah of Virtual Scribe gave a presentation to the Heritage Commission about a current "App" platform that he is designing and developing for the Gifford Park Association for their annual house walk. Mr. Shah showed his preliminary draft of the app he is creating for the Gifford Park Association and explained that this app will continue to be updated every year to show case the annual house walk. Mr. Shah indicated that it is important to get the community involved at the beginning before launching the app as it will generate more interest in downloading it. The app also has to be entertaining and highly visual for the app to be successful.

The Commission indicated that they would like the current points of interest that they have in the "Guide by Cell" program to be placed in an app so that it is easier for travelers to find those locations. Chairman Wiedmeyer also stated that the app could be used to highlight several walking tours throughout the City. Mr. Shah indicated that the Gifford Park Association's House Walk app will be online in a couple of weeks and that the Commission should download it to see if this is something that they would like to pursue. The Commission indicated their interest in this type of tour guide platform and mentioned that once Gifford Park Association's app is complete, they will download it to see if this informational platform should be pursued further.

**F. New Business**

1. Proposed Bungalow Thematic Historic District Plaques

Ms. Sundquist proposed three plaque designs for the Elgin Bungalow Thematic Historic District. The Commission discussed the options and stated that a simpler sign will be more cost effective. In addition, the Commission indicated that the font needs to be more legible so as a motorist can read the sign when passing by the residence. It was also discussed that the sign should be able to stand-alone in the circumstance that the residence does not have an Elgin Heritage plaque. Ms. Sundquist indicated that she can provide cost estimates for the creation of the signs for the next Heritage Commission meeting.

**G. Other Business**

1. Commissioner Rowe invited the Commission to the Elgin History Museum's summer event held at the Elgin History Museum. The event will be a social hour with music provided by a string quartet. The event will begin at 7pm on Friday, August 14, 2015.

**H. Adjournment**

A motion was made by Commissioner Rivera to adjourn the meeting. The motion was seconded by Commissioner Rowe and passed unanimously. The meeting was adjourned at 8:55 p.m.

Respectfully submitted,



Christen Sundquist, Historic Preservation Planner  
Community Development Department

Approved: