



AGENDA

Historic Preservation Task Force
Community Room

Arlington Heights Village Hall, 33 S. Arlington Heights Rd., AH 60005

September 10, 2026

4:30 PM

- I. CALL TO ORDER
 - II. ROLL CALL OF MEMBERS
 - III. APPROVAL OF MINUTES
 - A. Minutes 8-13-26
 - IV. OLD BUSINESS
 - V. NEW BUSINESS
 - A. Presentation by Al Watts, Heritage Manager, Preservation Partners of the Fox Valley
 - B. Task Force Discussion
 - VI. REPORTS
 - VII. OTHER BUSINESS
 - VIII. PUBLIC COMMENT
- Anyone wishing to speak on a subject not on the Agenda may speak at this time. Please limit your comments to three minutes.
- IX. ADJOURNMENT

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MINUTES OF THE MEETING OF HISTORIC PRESERVATION TASK FORCE COMMUNITY ROOM, VILLAGE OF ARLINGTON HEIGHTS AUGUST 13, 2026 AT 4:30 P.M.

MEMBERS PRESENT:

Robin LaBedz, Chairwoman
David Jaffe
Laurie Turpin-Soderholm
Bruce Green
Kristen Kingsley
Jack Oldham
Jeffery Anderson
Kevin Davis

MEMBERS ABSENT:

Wendy Dunnington
Tom Gaynor

STAFF PRESENT: Steve Hautzinger, Rachel Hitzemann, and Emily Rodman

ALSO PRESENT: Keith Moens, resident

CALL TO ORDER

Chairwoman LaBedz called the meeting to order at 4:30 p.m.

ROLL CALL OF MEMBERS

NEW BUSINESS

A. Welcome from Ms. LaBedz, Chairwoman

Ms. LaBedz welcomed members and thanked them for their interest and willingness to serve on the task force. She explained that the task force is a strategic priority for the Village Board (priority #5) and that the group's role is to learn about options for historic preservation in the Village of Arlington Heights. The task force will gather information and present findings to the Village Board, but will not make recommendations. The anticipated timeline for the task force is approximately 1 ½ years.

B. Introductions

Robin LaBedz: Village Trustee since 2013, resident of the Hanna District, involved in community activities.

Emily Rodman: Director of Planning and Community Development, background in local government and historic homes.

Steve Hautzinger: Design Planner, resident of Arlington Heights, experience with historic homes and the Design Commission.

Jack Oldham: Genealogy Librarian, Arlington Heights Memorial Library, experience with the 2004 Preservation Report.

Kirsten Kingsley: Design Commission Chairperson, architect, studied and worked in historic preservation, worked at Art Institute and was on a task force for the 2004 report.

David Jaffe: Realtor and former architect, resident of a 1938 Dutch colonial in Arlington Heights.

Lori Turpin-Soderholm: Resident, member of Hanna historic preservation committee, art

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history background, involved in efforts to save 716 North Dunton.

Jeffrey Anderson: Director, Arlington Heights Historical Museum, experience with historic preservation commissions and house research.

Bruce Green: Architect since 1982, Plan Commission member since 1999, experience with historic preservation projects.

Kevin Davis: Home builder and remodeler, extensive experience with historic preservation in multiple states.

Rachel Hitzemann: Development Planner, staff liaison, experience with historic commissions and the Illinois Historic Sites Advisory Council.

C. Historic Preservation Task Force Overview

Ms. Hitzemann provided an overview of the task force's goals, expectations, and meeting structure. The group will hear from speakers on various historic preservation topics and will ultimately present a menu of options to the Village Board. The timeline is approximately 18 months, with regular meetings and periodic check-ins with the Board. Members were reminded to notify staff if unable to attend meetings and to suggest speakers or topics of interest.

D. Open Meetings Act Presentation

Ms. Rodman presented an overview of the Illinois Open Meetings Act (OMA), emphasizing:

- The task force is subject to OMA as a subsidiary body of the Village Board.
- A quorum is six members; a majority of a quorum is four.
- No more than three members may discuss task force business outside of meetings to avoid violating OMA.
- All meetings require proper notice and agenda posting; staff will handle this.
- Minutes will be taken and approved at subsequent meetings.
- The public may record meetings and has the right to speak during public comment, following adopted guidelines.

E. Robert's Rules of Order Presentation

Ms. Rodman provided an overview of Robert's Rules of Order, including:

- The agenda establishes the order of business; staff and the chair set the agenda with member input.
- The chairperson runs meetings and recognizes speakers.
- Motions must be made and seconded before discussion or voting.
- Members are expected to vote unless excused; the chair votes as any other member.
- The group will primarily vote on minutes, the final report, and adjournment.

F. FOIA Presentation

Ms. Rodman presented on the Freedom of Information Act (FOIA):

- All communications (emails, texts, etc.) related to task force business are subject to FOIA, regardless of device or account used.
- Members must provide requested records promptly if a FOIA request is received.
- Staff will coordinate FOIA responses.

G. Public Comment Guidelines

Ms. Hitzemann explained the proposed public comment guidelines, which were drafted by Village staff and the Village Attorney for consistency across all boards and commissions.

- Public comment will be limited to three minutes per speaker.
- Speakers will be asked to state and spell their names for the record.

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- Comments will be made from the podium to ensure recording.
- Public comment is not a dialogue; the task force is not obligated to respond during the meeting.
- Written comments may be submitted and read into the record.

MR. GREEN MOVED AND MS. TURPIN-SODERHOLM SECONDED THE MOTION TO ADOPT THE PUBLIC COMMENT GUIDELINES AS PRESENTED. THE MOTION PASSED ON A UNANIMOUS VOICE VOTE.

REPORTS

2004 Art Institute Historic Preservation Report

Ms. Hitzemann summarized the 2004 Art Institute Historic Preservation Report, which surveyed specific areas of the Village.

- The report is used as a reference by staff and the Design Commission, but is not comprehensive for the entire Village.
- The report includes recommendations for preservation options and ranks homes as contributing, notable, or exceptional.
- Members discussed the importance of considering both architectural and historical significance (e.g., notable residents or events) in future work.
- The report and related resources are available on the Historic Preservation Task Force webpage.

PUBLIC COMMENT

Mr. Moens thanked the task force for including Robert's Rules of Order on the agenda and recommended the book "Robert's Rules in Brief" as a resource. He also commented on the timing of public comment, suggesting that the chair consider inviting public input during agenda items, not just at the end of the meeting, to allow for more germane discussion. He noted that the chair has discretion to do so under the adopted rules.

Adjournment

MS. TURPIN-SODERHOLM MOVED AND MR. GREEN SECONDED THE MOTION TO ADJOURN. ALL MEMBERS VOTED IN FAVOR OF THE MOTION.

The meeting adjourned at 5:28 p.m.

**Robin LaBedz, Chairwoman
Historic Preservation Task Force
Kendra Maher, Recorder**



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

**Historic Preservation Task Force
9/10/2026**

Item: Presentation by Al Watts, Heritage Manager, Preservation Partners of the Fox Valley

Item Description:

Preservation Partners of the Fox Valley is a nonprofit organization based in central Kane County. In addition to operating four historic sites, the organization provides resources and support for the preservation of historic structures and landscapes throughout St. Charles, Geneva, and Batavia.

Al Watts serves as the Heritage Manager for Preservation Partners of the Fox Valley. In this role, he oversees the artifacts and exhibits at all of the organization's historic sites and serves as the primary point of contact for historic preservation matters. Al also works closely with local communities to provide educational resources and assistance to individuals and organizations pursuing historic preservation efforts. Through this work, he has developed strong partnerships with the historic commissions throughout the Fox Valley.