



**Landmark Commission  
Council Chambers  
October 4, 2007 – 4:00 PM**

Commissioners in Attendance: Glen Alleman; Bruce Bennett; Jeff Mills; Greg Nolte; Nancy Calkins

Commissioners excused: Von Alleman

Staff in Attendance: Director Fred Aegerter; Planning Intern Jason Grotegut and Secretary Darlene Gray

**Call to order**

Commissioner Bennett called the meeting to order at 4:37 P.M and welcomed *Acentra* representatives, Jensen Robarge and Matt Bills.

**Approval of Agenda**

Planning Intern Grotegut asked if the Commissioner would approve adding the request from the Presbyterian Church and the DUP meeting report to the agenda. Commissioner Bennett stated that he would also like a report on the meeting with Rivaldal.

Commissioner Nolte moved to approve the agenda as written and to include the request from the Presbyterian Church, a report on the DUP meeting and an update on the Rivaldal meeting. Commissioner Mills seconded the motion. The vote to approve the agenda was unanimous.

Discussion regarding digitization of the Historic Society information.

Commissioner G. Alleman questioned who had given permission for Acentra to digitize the Historic Society records. Commissioner Bennett responded that no one has given permission and that is why this is on the agenda to consider doing the digitization of records and/or to discuss options. He reiterated that no decisions were made nor permission given. Commissioner G. Alleman stated that he had collected the information and felt arrangements should not be made unless he is involved.

Commissioner Bennett stated that there was a news article in the Daily Herald and Springville Herald regarding the Historic District website. He added that the Commissioners did not know about the newspaper articles. Intern Grotegut stated that there is a link to the historic district website through the City's website. A reporter from the Daily Herald had visited the site and took it upon herself to write the article. Commissioner Bennett reported that the reporter had called him and asked questions about the historic website. He added that one problem is that the Rivaldal server is extremely slow and will 'timeout' before the user has a chance to access the information. Intern Grotegut added that even with a faster connection, the loading of photographs is slow and the user is 'timed out'.

Commissioner Bennett stated that at the previous meeting, the Commissioners had discussed adding other historical information onto the website. Intern Grotegut stated that he has scanned in the information about homes that have completed the National Registration requirements. He reported that he found that *Acentra* had scanned the Salt Lake Daughters of Utah Pioneers (DUP) records.

Mr. Bills explained that there were two different digitizing processes.

1 - digitizing household information; go to the home and scanning pictures, documents; slides; films; negatives; something that is an image or media. The home digitizing would mainly be for preservation and convenience. All information would be on a DVD / CD.

2 – digitizing library information; businesses, eliminating paper; generally done on-site. Mr. Bills explained that it was easier to archive a consolidated group of information, which *Acentra* would store a copy at their facility. (Mr. Robarge was excused from the meeting at 4:50 P.M.)

Commissioner Bennett reported that Intern Grotegut had met with *Acentra* and they have submitted a cost quote for their services. If they come to the library, set up their equipment and scan the documents, the cost would be eight cents per page. Commissioner Calkins asked if scanning would be done on all intensive levels. Intern Grotegut explained that he had been doing that through the summer on the Community Development computer and reported that he has given the disc to Commissioner Bennett. Commissioner Bennett reported that he talked with a member of the Springville Daughters of the American Revolution and he explained scanning process to them, indicating that it is all done in one place. Commissioner Bennett stated that the cost of the scanning could be paid for by the CLG program. He stated that one purpose of discussion is whether or not the Commissioners want to look at the possibility of adding more information. Commissioner Calkins asked what concerns Commissioner G. Alleman had. Commissioner G. Alleman responded that it has taken 500 years to gather the historic material and it changes every other week with new submittals. Intern Grotegut stated that there was set information there that would not change; it might be updated, but the gathered information would not change. Commissioner Mills stated that the job of the Commission was to preserve history in the best way possible. If there is a flood, fire or other catastrophe, all records would be destroyed. *Acentra* would have all the records preserved in digital form. So, it's a backup system to a system the City already has.

Commissioner Calkins asked if Commissioner Alleman had concerns of what would happen to the records as they are scanned. She asked Mr. Bills if they would maintain the same order as Commissioner Alleman has the records in now. Mr. Bills responded that Commissioner Alleman could stand right next to them as they scan the documents, pictures, etc. and added that records could be searched by simply typing in a keyword which makes the information more accessible and approachable. Commissioner Calkins stated that a possible problem would be that Commissioner G. Alleman would have to track what he receives after digitizing has taken place. Mr. Bills stated that he would have to track new information and those items would be archived chronologically.

Commissioner Calkins stated that she uses digital images all the time and looking up something that has been indexed is awesome. Commissioner Mills stated that this process is no different than what BYU is doing. He stated that he was not trying to be offensive to Commissioner G. Alleman, but was shocked because he thought this would be a natural progression in preserving records. He understands Commissioner G. Alleman's concerns, but didn't understand his reaction. The digitizing is exactly what Commissioner G. Alleman is doing, but in a high-tech way. He reiterated that he hoped he had not offended Commissioner G. Alleman; it just comes down to the preservation of historic materials. Commissioner Bennett stated again that the decision to digitize the records was not the Commissioner's but a decision to be made by the Historical Society. He indicated that the Landmark Commissioners had an obligation to notify the Historical Society to let them know this service was available, as well as the opportunity to provide funding for the service. He spoke with Director Aegerter to inquire if another organization wanted to use the same service and then grant monies could be allocated. Commissioner Bennett reiterated that the Commissioners could not make the decision, but could pay for the service. He stated that there are three aspects to digitizing: backup protection; accessibility aspect; and it prepares information for use by future software tools; i.e. analysis of faces. The software will built a 3-D model of a scanned picture. Commissioner Nolte commented that this was the same as genealogy research that can be access by everyone. Mr. Bills stated that the access could also be based on geography.

Commissioner Bennett asked if the Commissioners wanted to offer the funds to digitize the Historical Society. Commissioner Mills stated that they would need a dollar amount before they could decide. Intern Grotegut stated that the entire digitization project could be done for about \$2,500.00. Commissioners G. Alleman and Mills thought the cost would be much higher. Intern Grotegut reported that the bid was based on the folder dimensions, estimated amount of items to be digitized, etc. Commissioner Bennett reported that it has taken Intern Grotegut ten times as long to scan documents as it would take *Acentra*.

Commissioner Mills explained that from his prospective, even if the cost were \$2,500, a huge volume of documents would be digitized and then the Historical Society could decide if they wanted to continue to finish the project. He suggested the approval of funds be approved now or considered for another year.

Commissioner Bennett moved that the Landmark Commission offer to the Historical Society the support towards digitization with the intention of using some of the information to enhance the website with clarity that it be identified as the Historical Society and that use of the Certified Local Grant funds be used for the project. Commissioner Mills questioned if a dollar amount should be set and possible re-evaluation of the project. Commissioner Bennett amended his motion stating that if approved, it would still be up to the Historical Society to accept or deny the offer. He stated that the proposed amount of \$2,500.00 from current CLG funds would be extended to the Historical Society. Commissioner Calkins seconded the motion.

Discussion:

Commissioner Bennett reported that monies had been spent for Intern Grotegut to enhance the website, which has been populated with historic homes; resolve website issues; and digital information to upload. Commissioner Mills stated that if the Historical Society takes advantage of the offer, would this be supplementing what Intern Grotegut has been doing. Intern Grotegut stated that the desired outcome would be to connect the information to website and to have all of it in one place.

Commissioner Bennett reported that he had reviewed the funding with Director Aegerter who contact Barbara Murphy at the State Archives. Ms. Murphy administers the funds and informed Director Aegerter that the monies could be used for the digitization of historic records. Commissioner Bennett indicated that the funds would be taken from the education allotment or documentation or survey funds.

Commissioner Calkins stated that some of the historic homes had not been entered on the website. Intern Grotegut stated that he could list some outside of Plat A and the historic district; i.e. the Abner Thorne home. He stated that he would print a list for the commissioners.

Commissioner Nolte questioned if there was something that was considered as high priority that the Commissioner had not accounted for where the funds could be used. Commissioner Mills stated that the digitizing of the historic documentation was of high priority to him. Commissioner Nolte agreed.

Commissioner Bennett stated that part of the idea of digitizing resulted from a conversation he had with Commissioner Von Alleman. The Springville Herald had donated all of its past publications to the Springville Historic Library. He reiterated that the Commissioners were not making the decision to digitize the documents, but only offering to pay for the work. With the motion made and seconded, the vote to approve was unanimous. Commissioner Bennett declared that the motion passed.

Commissioner Mills suggested that one of the Landmark Commissioners accompany Glen Alleman as he approaches the Historical Society to explain what is proposed. Mr. Bills informed the Commissioners that they could scan 40,000 in a week. Mr. Bills was excused at 5:26 PM. (801) 494-2082

Discussion regarding home tour; sponsorships; and historic home of the year award.

Intern Grotegut explained that information had been included with the agenda. He stated that the Art Museum was going to sponsor the tour and asked if they should limit the number of homes to just a few. Commissioner Calkins asked if the tour would inside homes. Intern Grotegut hoped that it would. Commissioner Calkins stated that in the past when tours were conducted, there had been certain home owners that would hold the people captive because they spent so much time talking about their home. Intern Grotegut hoped that eventually there could be incentives for home participation, e.g. plaques; certificates, etc. as well as the visitors voting for the historic building of the year. Commissioner Calkins asked how many homes should be involved in the tours. Intern

Grotegut responded that three to five homes a year would allow more time to be spent at each location. Commissioner Mills asked if the visitors would just go from place to place on their own. Intern Grotegut explained that a set time would be determined and indicated that it would be an open tour. Commissioner Bennett reported that when Reed Jessie did a tour, flags were put out indicating that the home was open. When the flag was taken away, the home was closed. He suggested that a specific amount of time for each home should be set. Commissioner Calkins reported that in the past, there were too many houses to tour; visitors were held captive; and they needed to find a way to make the tour flow better. Intern Grotegut indicated that an open house would be different; each home would be open for two to three hours only at a specific time. Commissioner Calkins stated that the home owners were doing this out of the generosity of their heart and didn't want homes or individuals inconvenienced. Intern Grotegut stated that he would get sponsors and added that the "Home of the Year" would have a grand prize; i.e. a discount on furniture or a furniture store give-away. Commissioner Calkins asked Commissioner Bennett how he felt about people going through his house. Commissioner Bennett responded that last year there was a walking tour of the outside of the homes, but people still entered into his home.

Intern Grotegut asked the Commissioner to think about what did and didn't work with past tours. He suggested having volunteers at each home; a food company could provide refreshments to eat outside of the homes. He asked when the Commissioners would like to have to tour; Christmas or Art City Days. Commissioner Mills suggested during Art City Days. Commissioner Calkins asked what the objective was or what were they trying to accomplish with having the tour. Intern Jason stated that the objective was to show the preserved and / or resorted homes and gain an incentive for residents to fix up their homes. Commissioner Mills asked how many residents wanted to let people go through their homes. Commissioner Calkins stated that most people who live in a historic home believe they have piece of history that they want to share. She expressed her concern regarding the caliber of homes that were in past tours. Intern Grotegut explained that there should be a variety of styles; 50 years or older. Commissioner Calkins stated that she would like to do more historic research of who lived in the home, etc. Intern Grotegut stated that part of the tour would be to gather information. Commissioner Calkins stated that she did research on the home, but not everyone has done that.

With no further discussion, Commissioner Bennett moved to ask Intern Grotegut to identify ten potential homes for the tour and at next meeting, be prepared to discuss the list of homes and other issues of when and how to conduct tours. Commissioner Mills seconded the motion.

Intern Grotegut stated that he was hoping to insight people to want to participate and hopefully draw enough homes. Commissioner Calkins asked if homes could be refused from the tour. Commissioner Mills suggested advertising for homes in the Springville Herald and then Intern Grotegut could drive by the houses. Commissioner Calkins stated that could be deceptive. Commissioner Mills stated that between all commission members, they would know which would be good house and which would not.

Commissioner Bennett stated that he would amend his motion to ask the City to put an article in the City newsletter regarding homes for the tour. Commissioner Mills suggested placing an article in the newspaper. Commissioner Bennett amended the amended motion to ask Intern Grotegut to prepare an article for the Springville Herald to ask residents to contact the Landmark Commission regarding the open house. Commissioner Mills seconded the motion. Commissioner Nolte asked if Commissioner Bennett would include advertising in the City newsletter. Commissioner Bennett amended the motion to include asking Intern Grotegut to write an article for the Herald and to work with the City to submit an article for the City newsletter asking if residents would open their homes to a tour. Commissioner Mills seconded the motion. The vote to approve the motion as amended was unanimous.

Discussion regarding last meeting to meet with Rivald.

Intern Grotegut reported that he had has tried to meet with Rivald to discuss server issues, but he continues to have a difficult time getting them to respond. He indicated that the City is no longer paying them for services.

Commissioner Bennett reported that he had met with the DUP to describe the website and the potential of hosting some of their information. Commissioner Nolte asked if the DUP had a website. Commissioner Bennett responded in the negative and added that the DUP was working with Snelson's for any printing projects.

Commissioner Bennett explained that the Presbyterian Church was trying to repair stain glass windows and cost would be about \$14,000. He reported that they had contacted the Landmark Commission to see if brick and mortar monies was available to help with the cost. Commissioner Bennett explained that there is money in budget and typically it is distributed on a first come first serve basis and is made available to buildings on the National Register to support buildings in the City. Commissioner Mills asked how much the Presbyterian Church had requested or what the Commission had in mind. He stated that the Commissioners should know how much funding the church has before they commit to an amount because a lot of the windows have already been restored.

Commissioner Bennett responded that they had left the dollar amount open.

Commissioner Mills explained that his concern was if the Commission knew how much money the church has because he did want the Commission to allocate too much. He suggested the church could come back to the Commissioners to request more funds later; appropriating some funds now and re-evaluating in May 2008. Commissioner Bennett stated that traditionally, three bids are required, but only one was submitted. Intern Grotegut stated that the one bid was the best bid.

Commissioner Calkins stated that Pastor Riley should be given additional information regarding where she could go for additional help; i.e. the LDS Foundation; Heritage Foundation; etc. Commissioner Bennett asked if the Commissioners wanted to decide on an amount tonight or consider it at the next meeting. Commissioner Mills responded that he would like to decide on the amount. Commissioner Nolte suggested a \$2,000 donation and if the amount was too high, they could return the money in the fall. Commissioner Bennett commented that Commissioner Nolte raised a good point because the money has

to be spent before the grant period ends. Commissioner Calkins stated that the money has to be spent and that the Commissioners should give Pastor Riley an idea of how much will be donated.

Commissioner Mills moved to approve funding for the Presbyterian Church and to further discuss the amount at the next Landmark Commission meeting. Commissioner Bennett seconded the motion. Commissioner Bennett asked if Commissioner Mills would amend the motion to state that between now and the next meeting, one of the Commissioners should meet with the representatives of the Presbyterian Church to discuss the possibility of other funding sources and to verify that the project can be completed by June 2008. Commissioner Mills agreed to the amended motion. Commissioner Nolte seconded the motion to amend the motion. The vote was unanimous to approve the amended motion.

With nothing further to discuss, Commissioner Calkins moved to adjourn the meeting. Commissioner Bennett seconded the motion. The vote to adjourn was unanimous.

Commissioner Bennett declared the meeting adjourned at 5:56 PM