

MINUTES
Historic Preservation Commission
July 7, 2005
Municipal Complex
100 W. Woodstock Street, Crystal Lake, IL

I. Call To Order

The meeting was called to order at 8:05 p.m. on July 7, 2005, at the Municipal Complex, 100 W. Woodstock Street.

II. Roll Call/Attendance

Present were the following Commission members: Diana Kenney, Sandy Price, Sue Riegler and Bob Wyman. Also present was Eric Helm, Assistant to the City Manager, Mary Oberhart, and Tina and Heidi Wilbrandt who participated as docents in the 2005 Heritage Tour.

III. Public Presentation

Mary Oberhart mentioned that the 2005 Heritage Tour was excellent and the Commission organized the Tour well. She felt it was very easy to work as a docent. In addition, other docents had the same opinion. Member Price stated that she received good feedback. Member Riegler stated it was difficult for the docents to see all the houses on the tour. Member Kenney stated that it is the obligation of the docents to stay at the house, and it may not be possible for a docent to see all the houses.

The Commission decided to discuss agenda item (VI.), Evaluation of Heritage Tour, at this point in the agenda. Member Kenney read Member Alt's tour comments from 2005. Some items included: the distribution of protective shoe "booties" was excellent; an individual may be needed to travel between Tour houses during the tour, or at least improve communication between the houses; tickets should be given to homeowners before the tour; the City only needs 100 tickets; and make sure cash is on hand during the day of the event.

IV. Approval of Minutes of the June 2, 2005 Regular Meeting

Member Kenney moved to approve the minutes of the June 2, 2005 regular meeting. Member Riegler seconded the motion. On voice vote, all voted aye. Motion passed.

V. Approval of Façade Grant Funding for 127 College Street

The Commission reviewed pictures and receipts from the owners of 127 College Street, demonstrating that the stone porch reconstruction was completed. The Commission found the materials supplied by the owner is consistent with the original application. Member Kenney moved to approve 50% of the porch restoration costs. It was later determined by City staff member Helm that the amount of the 50% grant should be \$177.64. Member Wyman seconded the motion. On voice vote, all voted aye. Motion passed.

VI. Evaluation of 2005 Heritage Tour

The Commission discussed this item during agenda item (III.).

VII. Discussion of Future Commission Projects

The Commission discussed Chair Alt's list of potential HPC projects. After discussing several

possible locations for future Heritage Tours, Member Wyman agreed to create a list of future Tour streets. The Commission also discussed creating a Commission member handbook for new commissioners.

Member Kenney stated that the Crystal Lake Historical Society has begun, or plans to begin, several items on Chair Alt's list. Regarding the display case, Member Price mentioned that the Commission should change the contents quarterly. Member Kenney mentioned that she has material for a pickle factory display. The Commission agreed to create a calendar of future items for the display case. This calendar could include displays regarding the Crystal Lake tornado and Sear's homes. Regarding design guidelines, the Commission agreed that this is a large project, which will take the commitment of more than one Commissioner. Regarding a historical survey of City properties, it was noted that state grant funding is available. Member Kenney agreed to research microfilm transfer of historical documents.

The Commission also requested that City staff member Helm update the Commission regarding the Commission's account.

VIII. Discussion of Commission Website

Member Kenney mentioned that Chair Alt's narrative, "Why Plaque a Property?" should be discussed at the next meeting, when Chair Alt is available.

IX. Member Inquiries and Reports

City staff member Helm stated that the Commission should review the Certified Local Government Annual Report that he distributed and give him comments. He will mail the report this month.

X. Chair's Report

There was no Chair's report.

XI. Adjournment

There being no further business, Member Riegler moved to adjourn the meeting at 9:00 p.m. Member Kenney seconded the motion. On voice vote, all voted aye. Motion passed.