

MINUTES
Historic Preservation Commission
September 1, 2011
Municipal Complex, 100 W. Woodstock Street, Crystal Lake, IL

- 1) **Call to Order**
Chair Alt called the meeting to order at 7:30 p.m.
- 2) **Roll Call/Attendance**
The following Commission members were present: Brice Alt, LeeAnn Atwood, Diana Kenney, and Tom Nemcek. Staff member Michelle Rentzsch was present. Brenda Sompolski was also in attendance.
- 3) **Public Comment**
There was no public comment. Ms. Rentzsch informed the Commission that Landmarks Illinois did not award Crystal Lake in the categories we applied for. They encouraged us to reapply for the trolley tour next year.
- 4) **Approval of Minutes of the August 4, 2011 Regular Meeting**
Ms. Kenney made a motion to approve the minutes of the August 4, 2011 regular meeting. Ms. Atwood seconded the motion. On voice vote, all other members present voted aye. Motion passed.
- 5) **Façade Grant Changes – homeowner letter**
The Commissioners agreed the letter looked good except for one amendment, changing "house" to "property". Staff will send the letter out to the existing historically landmarked properties.
- 6) **Historic District**
An update on the status of the research necessary for the historic district was given. The goal is to given the informational open house in October. If that is not obtainable, then the date will be in early January, when property owners are freed up after the holidays. Everyone agreed that the research has to be done and done right. Ms. Kenney explained the difficulties with this kind of research. Before the informational open house, it would be best to meet with the key stakeholders beforehand to gauge their level of interest.
- 7) **Member Inquiries and Reports**
The Commission discussed some ideas for next year's Trolley Tour – "Captains of Industry" and "Houses of the Rich and Famous". Next month, the Commission will confirm this when more members are available.

Mr. Nemcek reviewed the grant application he is working to complete. It was decided that the grant will be filled out asking for all the funds necessary for the trolley tour. Mr. Nemcek will fill out what he can and then send to staff to complete and submit before the deadline.

Ms. Kenney mentioned that the she would not be able to attend the next regularly scheduled meeting. As the theme for the next trolley tour will be discussed, the members discussed pushing back the meeting a week so all could be in attendance. Staff

will send out an email to the missing members and if agreeable, a notice will be published for the revised meeting date of October 13, 2011.

8) Adjournment

There being no further business, Mr. Nemcek moved to adjourn the meeting at 8:25 p.m. Ms. Kenney seconded the motion. On voice vote, all voted aye. Motion passed.