MINUTES
Historic Preservation Commission
December 4, 2008
Municipal Complex, 100 W. Woodstock Street, Crystal Lake, IL

I. Call to Order

Chair Alt called the meeting to order at 7:30 p.m. on December 4, 2008, at the Municipal Complex in Crystal Lake.

II. Roll Call/Attendance

Present were the following Commission members: Brice Alt, LeeAnn Atwood, Diana Kenney, Sandra Price, Michelle Rozovics, and Tom Nemcek. Also present was Eric Helm, Assistant to the City Manager.

III. Public Comment

There was no one in the public who wished to speak.

IV. Approval of Minutes of the November 6, 2008 Regular Meeting

Member Kenney moved to approve the minutes of the November 6, 2008 regular meeting. Member Atwood seconded the motion. On voice vote, all voted aye. Motion passed.

V. Approval of the Façade Grant Request for 25 W. Crystal Lake Avenue

Member Kenney distributed a cover letter, pictures and final invoice for the roof repair at 25 W. Crystal Lake Avenue. On behalf of the Downtown Crystal Lake Organization she requested that the Commission reimburse Downtown Crystal Lake for the costs, as previously approved by the Commission in September 2008.

Member Nemcek moved to approve the disbursement of $500 to Downtown Crystal Lake for roof repair at 25 W. Crystal Lake Avenue. Member Price seconded the motion. On voice vote, all voted aye. Member Kenney abstained. Motion passed.

VI. Discussion of 2009 Trolley Tour

Member Kenney stated that, after further discussion, the Commission will not open a Sears home after the tour. Member Nemcek agreed since he did not want additional work for the Commission. Member Kenney stated that the Commission already has information on many of the homes that will be showcased on the tour, but several will need additional research. Member Nemcek stated that the Commission should have a special Tour meeting on Thursday, January 22, 2009 at 70 N. Caroline Street. The Tour date is scheduled for June 14, 2009. Member Nemcek stated that the Commission should reserve the trolleys shortly.

VII. Discussion of 2009 Commission Budget and Façade Grant Allocation

City Staff Helm distributed a spreadsheet showing the Commission's current account balance. He stated that budgetary figures have been imputed into the spreadsheet for next year, including $3,000 for façade grants. In 2008, the Commission allocated $3,000 for façade grants and distributed $1,500 to landmarked properties. Member Kenney made a motion to allocate $3,000 from the Commission funds for façade grants in 2009. Member Atwood seconded the motion. On voice vote, all voted aye. Motion passed.

VIII. Member Inquires and Reports

Member Nemcek asked about the façade grant for a porch rebuild at 200 W. Woodstock Street, which was awarded in October 2007. City Staff Helm stated that the homeowner

recently inquired regarding a building permit, but she has not returned phone calls regarding the status of the project. Per the façade grant guidelines, the project must be completed within 12 months of the application's initial approval. The Commission felt that funds should continue to be allocated for this project.

Chair Alt asked the Commission to approve payment of $50 to the IHPA for yearly membership dues. Member Kenney made a motion to authorize the payment of $50 for the IHPA membership. Member Atwood seconded the motion. On voice vote, all voted aye. Motion passed.

IX. Adjournment

There being no further business, Member Price moved to adjourn the meeting at 8:30 p.m. Member Rozovics seconded the motion. On voice vote, all voted aye. Motion passed.