MINUTES
Historic Preservation Commission
April 1, 2004
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 April 1, 2004, at the Municipal Complex, 100 W. Woodstock Street.

II. Roll Call/Attendance

Present were the following Commission members: Greg Keller, Chairperson (arrived following the discussion of the Heritage Tour), Brice Alt, Diana Kenney, Jim Heisler, Tom Nemcek and Sue Riegler. Also present was Eric Helm, Assistant to the City Manager, and Allan Visin.

III. Discussion of the 2004 Heritage Tour

The Commission agreed to discuss the Heritage Tour at this point in the agenda. Member Kenney said the assembly of the Tour booklet was going smoothly and she presented the booklet layout to the Commission. Member Riegler asked whether the Dole Crossing advertisement was in the booklet. Member Kenney said it was, along with several other advertisements. Member Kenney also presented the Tour ticket layout. She distributed the possible paper selections for the booklet cover and stated that the tickets could go on sale beginning May 2, 2004. Member Kenney said the *Chicago Tribune* called, and that someone should contact the *Northwest Herald* to advertise the tour. Member Nemcek said the Commission would have two more meetings to prepare for the Tour, and the Commission was ahead of schedule. The Commission agreed that Chairperson Keller should contact the *Northwest Herald*, with the Schwann house as the showcase house in the *Northwest Herald*. Member Riegler said she would investigate the possibility of using the history bus at the Tour.

IV. Approval of Minutes of the March 4, 2004, Regular Meeting

Member Riegler moved to approve the minutes of the March 4, 2004 meeting. Member Nemcek seconded the motion. On voice vote, all voted aye. Motion passed.

V. Public Presentation

There was no one in the public who wished to give a presentation.

VI. Public Hearing on the Raue House Historic Landmark Application

Member Kenney presented a PowerPoint presentation that showed the history of the Raue house and the Raue family. Questions followed this presentation. Since Downtown Crystal Lake was presenting the application for landmark status, Member Kenney said she could not vote on the recommendation to landmark the Raue house, but she wanted to educate the Commission regarding the house and the family. She stated that some changes have been made to the house, but that it is still a historic structure worthy of landmarking. Following a brief discussion, Member Nemcek moved to recommend to the City Council approval of the application for

landmark status for the Raue house and adoption of an ordinance designating the Raue house as a Historic Landmark. Member Heisler seconded the motion. On voice vote, all voted aye. Member Kenney abstained. Motion passed.

VII. Discussion of Commission Website

Eric Helm, City staff, presented the Commission website page located on the City website. The Commission had various comments. The Commission requested several items including: an increase in the font size of the title page, a list of Commission associates on the website page, availability of the grant application on the Commission website section, and the addition of pictures. The Commission also requested the correction of several spelling errors and addition of the Downtown Crystal Lake website as a link. The Commission discussed what pictures to insert into the website. It was agreed that Member Kenney would bring in pictures for the next meeting, and that the Commission could discuss which ones to place on the website. Chairperson Keller said that the website pictures and information should not duplicate those located on the Crystal Lake Historical Society website.

VIII. Discussion of Certificate of Appropriateness Guidelines

The Commission agreed that this item should be tabled until the 2004 Heritage Tour was completed.

IX. Member Inquiries and Reports

Member Kenney reported that she was working with various countywide organizations to advertise Historic Preservation Commission Week (May 2-8). She distributed a brochure describing events taking place in McHenry County. She asked the Commission if it would consider sponsoring the printing of the brochures. Member Nemcek made a motion to approve the not-to-exceed amount of $150 for the printing of the brochure "Take a Look at Local History". Member Riegler seconded the motion. The Commission agreed to approve the disbursement of these funds at the next meeting. On voice vote, all voted aye. Motion passed.

X. Chair's Report

Chair Keller asked regarding the status of a brick house on North Shore Drive. He will give the address to Eric Helm, City Staff, for further investigation. It was also discussed that the meeting time should remain at 8:00 PM.

XI. Adjournment

There being no further business, Member Heisler moved to adjourn the meeting at 9:30 p.m. Member Nemcek seconded the motion. On voice vote, all voted aye; motion passed.