MINUTES
Historic Preservation Commission
November 3, 2005
Municipal Complex
100 W. Woodstock Street, Crystal Lake, IL

I. Call To Order

Chair Alt called the meeting to order at 8:00 p.m. on November 3, 2005, at the Municipal Complex, 100 W. Woodstock Street.

II. Roll Call/Attendance

Present were the following Commission members: Chair Alt, Diana Kenney, Sandy Price, and Sue Riegler. Also present was Melanie Nebel, Assistant to the City Manager.

III. Public Presentation

There was no public presentation.

IV. Approval of Minutes of the October 6, 2005 Regular Meeting

Member Kenney moved to approve the minutes of the October 6, 2005 regular meeting. Member Price seconded the motion. On voice vote, all voted aye. Member Price abstained. Motion passed.

V. Façade Grant Submissions

Regarding the façade grant reimbursement for 25 W. Crystal Lake Avenue, the Commission reviewed pictures and receipts from the owners, demonstrating that the repairs and painting of the front porch was completed per the application. Member Price moved to approve 50% of the repair and painting costs or $235.00. Member Riegler seconded the motion. On voice vote, all voted aye. Member Kenney abstained. Motion passed.

Regarding the façade grant application for 84 N. Walkup Avenue, the Commission reviewed pictures and receipts from the owners, demonstrating that the house painting was completed per the application. Member Kenney moved to approve $496.00 or 50% of the total amount. Member Riegler seconded the motion. On voice vote, all voted aye. Motion passed.

Regarding the façade grant application for 127 College Street, the Commission reviewed the pictures and receipts from the owners, demonstrating the replacement of a front and side door. After discussion, the Commission determined not to reimburse of costs for the side door. Member Kenney moved that staff contact the homeowners requesting receipts for labor costs as noted in the application. Should a receipt be provided, reimbursement should be given for half of the cost of the front door ($441.35) plus a portion of labor costs for a total of $500.00. If a receipt cannot be provided for labor costs, then only half the cost of the front door or $441.35 should be reimbursed. Member Riegler seconded the motion. On voice vote, all voted aye. Motion passed.

VI. Heritage Tour - Future Locations/Binder

The Commission discussed progress regarding consolidation of information from past Heritage Tours. Members Riegler, Price and Nemcek met and went through information. Member

Nemcek has materials and will continue to work on this project.

Member Kenney said materials assembled for future tours impressed her. The Commission discussed the next Heritage Tour on College Street being a strong possibility with three interested residents (127, 135 and 154 College Street). College Street residents will be invited to a pre-meeting at Chair Alt's house to discuss the program. Chair Alt will write and distribute letters inviting residents to the December 1, 2005 meeting. The Heritage Tour meeting will be held at 7:00 p.m. with the regular Commission meeting to follow at 8:00 p.m.

The Commission discussed areas to include in future tours, with agreement that Ringling, Lake and Spruce would be an interesting area to feature if enough residents were willing to participate.

Chair Alt noted that he sent the letter to Lakeside Legacy Board regarding the Dole Mansion.

The Commission discussed the side story materials for the College Street Tour. It was decided that information regarding Immanuel Lutheran School and the Pump House should be included. Commission members will also research history of street names in the area.

VII. Certificate of Appropriateness Design Guidelines Discussion

Member Price suggested assigning parts and meetings to condense work and help the project get completed on time. Once all pieces are complete, they can be assembled. Commission members agreed this was a good idea. The following schedule was developed: January – Member Nemcek, February – Member Wyman, March – Member Riegler, April – Member Price, May – Chair Alt.

VIII. Discussion of IHPA Matching Grant

As the deadline for the IHPA Matching Grant is within the next few weeks, the Commission discussed options for other project submittals. Member Kenney suggested reprinting of the Downtown Crystal Lake Walking Tour brochures, in a smaller quantity, as there are less than 100 copies left. Member Kenney said she thought reprinting of the brochure would not have to go through the same approval process, as it has already received past approval. Chair Alt suggested that Member Kenney check on the reprinting and bring this item to the December or January meeting.

In addition, the Commission discussed other possible grant applications for the future. Chair Alt said that although he sees the value of creating a coloring book, completing a survey of some kind would also be beneficial. Member Kenney suggested a barn survey. She said the McHenry County Barn Preservation Group might be interested helping with this project, as they do not complete surveys within municipalities. It was suggested that this group might be able to help set a scope for the survey. Commission members thought this was a good idea.

Member Price suggested completing a transcription and pictorial of the Lake Avenue Cemetery as many markers are getting harder to read. Member Kenney said the original book containing this information has been lost, but that a transcription, which is listed alphabetically by name does exist. She said it would be a good idea to get pictures and catalog the information, putting it on a website. She said it would be a large task, as many of the markers needed to be cleaned.

Member Kenney suggested that this could be a joint project with the Crystal Lake Historical Society.

IX. Member Inquiries and Reports

Member Kenney showed a Christmas ornament of the Downtown Train Station, which Downtown Crystal Lake will be selling for $20. A limited quantity will be made. Member Riegler said another oral history would be held at the library on Sunday from 1:00 p.m. to 4:30 p.m.

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 Price seconded the motion. On voice vote, all voted aye. Motion passed.