MINUTES
Historic Preservation Commission
June 3, 2010
Municipal Complex, 100 W. Woodstock Street, Crystal Lake, IL

I. Call to Order

Chair Alt called the meeting to order at 7:36 p.m.

II. Roll Call/Attendance

Present were the following commission members: Chair Brice Alt, Tom Nemcek, Sandy Price, Bob Wyman, LeeAnn Atwood and Michelle Rozovics. Staff member Elizabeth Maxwell was present. Member Kenney was absent.

III. Public Comment

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

IV. Approval of Minutes of the May 6, 2010 Regular Meeting

Chair Alt moved to approve the minutes of the May 6, 2010 regular meeting. Member Nemcek seconded the motion. On voice vote, all members present voted aye. Motion passed.

V. 2010 Trolley Tour Discussion

Chair Alt stated that the signs advertising the Heritage Trolley Tour are up at Main Beach and on the electronic message sign at McCormick Park. He has also posted several posters around the City. Chair Alt handed out posters to the other members to hang up. Member Price stated she would get the printed copy of the Tour booklet to the Northwest Herald.

Member Nemcek asked about the time it takes to put the book together and the fact that only one person compiles all the information from the other commissioners to put into the book. He inquired if the commission would like to purchase a software package that each member could use to put together a template and add their information. This would make putting the book together much quicker and easier. The commission members were going to think about what software package would be appropriate and what the cost would be.

Trolley Tour

Member Nemcek stated he will bring tents and some tables the morning of the Trolley Tour around 8:30 am. The members were going to check with Member Kenney if she would also be brining tables and the cash box. Chair Alt said he would drop four directional signs the morning of the tour. They would use a changeable copy sign out at the Depot instructing people to the change in location. Many of the members discussed bringing coolers and water. Member Wyman was concerned that only 23 tickets have been sold to date. Member Alt wanted to make sure all commission members had a map of the route. Member Wyman said he would pick up the balance due check from City Hall and the tickets from Heisler's Bootery prior to the tour.

Trolley Tour Books

Chair Alt recalled that last year many people wanted copies of the old tour books. He has scanned in the first copy of the book so it is now available electronically. Member Price said she would check what books are available at the Colonel Palmer house. She also stated that Member Kenney has put together the old Newsletters and they can be sold as well. Member Rozovics suggested creating an order form and having people submit their orders and then the commission could have as many books as were requested printed up. Member

Nemcek suggesting having any existing printed copies of the books on hand to sell at the tour. Member Rozovics will have one bound compilation of the previous tour books created so the commission can see the print quality. She will also get a price on a per unit print cost for the individual books.

VI. Staff Memos regarding Ordinance and grant funding changes

Staff member Maxwell stated that these memos were put together to help the commission start thinking about possible changes to their ordinance. The memos were presented tonight for information only. Member Price stated that the commission should discuss these sooner rather than later since this may affect the proposed Downtown Historic District. The members agreed to discuss these at the July 1st meeting.

VII. Penkava Grant Request

The Penkavas submitted a request for a grant to complete the window repairs at their home. The estimated quote from Old House Window Restoration was for $1,264.00. Chair Alt made a motion to approve the request and provide a 50% matching grant not to exceed $500. Member Nemcek seconded the motion. All members voted aye.

VIII. Member Inquiries and Reports

Chair Alt asked about moving the start of the meeting time from 7:30 pm to 7:00 pm. Chair Alt made a motion to approve the change in meeting time. Member Atwood seconded the motion. All members voted aye.

Member Price invited all commission members to the Colonel Palmer house for a presentation "Before the Covered Wagons Came," on Sunday the 6th from 1:00-4:00 pm. The presentation will feature a Native American speaker and actors dressed in period costumes. The cost is free. Member Price also reported that she had spoken to the American Legion in Crystal Lake and they may be able to assist in paying for the repair of the Union Soldier.

IX. Adjournment

There being no further business, Member Nemcek moved to adjourn the meeting at 8:20 p.m. Member Price seconded the motion. On voice vote, all voted aye. Motion passed.