

**CITY OF BELVIDERE  
HISTORIC PRESERVATION COMMISSION  
A G E N D A  
Tuesday, October 22, 2019  
City Hall Council Chambers  
401 Whitney Boulevard  
5:30 pm**

**ROLL CALL**

**Members:**

Lisa Kummerow, Chair  
David Kummerow, Vice-Chair  
Anna Pivoras  
Kris Bryan  
Becky Tobin  
Filitsa Platopoulos  
Alexandra Omiotek

**Staff:**

Gina DelRose, Community Development Planner

**Ex-Officio:**

Mike Chamberlain, Mayor

**MINUTES: Approve Minutes—August 27, 2019**

**PUBLIC COMMENT**

**NEW BUSINESS: None**

**UNFINISHED BUSINESS:**

**Work Plan**

2020 Awards Program: Potential Award Recipients  
Promotional/Fundraising Events: Haunted Homes Tour Recap, February 28-29<sup>th</sup> Fundraiser  
Leath Warehouse Update:  
Maintenance Small Grant: Reimbursement for 325 W. Hurlbut Avenue  
10 Year Plan: Implementation  
Expenditures: Haunted Homes Tour Budget  
Friends of Preservation: None

**OTHER BUSINESS:**

**Images of America Belvidere and Boone County**

Royalties- No update  
Book Sales- No update

**DISCUSSION:**

**Newsletter**

**US Route 20**

**Courthouse Square Area Phase III Survey**

**COMMUNICATIONS/PLANNING REPORTS:**

**Staff Report:**

**Next Meeting Date: November 26, 2019**

**ADJOURNMENT**

**CITY OF BELVIDERE  
HISTORIC PRESERVATION COMMISSION NOTES  
September 17, 2019  
5:30 pm  
City Council Chambers  
401 Whitney Boulevard**

**ROLL CALL**

**Members Present:**

Lisa Kummerow, Chair  
Becky Tobin  
Anna Pivoras

**Staff Present:**

Gina DelRose, Community Development Planner

**Members Absent**

David Kummerow, Vice Chair  
Alexandra Omiotek  
Kris Bryan  
Filitsa Platopoulos

Chair, Lisa Kummerow noted that a quorum was not present and only general discussion could be held.

Discussion regarding the upcoming Haunted Homes Tour:

- 2 commissioners will be assigned to lead each group
- More food can be prepared if needed
- An ad was placed in the Boone County Shopper
- Kathi Kresol and the caterer will be scheduling times to meet and tour the houses prior to the event.
- Should Thank You gifts be provided
- How many volunteers are needed?
- Commissioners need to encourage ticket sales!
- Museum raffle basket at the end of the night

Discussion regarding the Historic US Route 20 Association:

- The Commission will present to the Committee of the Whole on October 14<sup>th</sup>.

**CITY OF BELVIDERE  
HISTORIC PRESERVATION COMMISSION MINUTES  
August 27, 2019  
5:30 pm  
Boone County Museum of History  
314 South State Street**

**ROLL CALL**

**Members Present:**

David Kummerow, Vice Chair  
Becky Tobin  
Alexandra Omiotek  
Anna Pivoras  
Kris Bryan  
Filitsa Platopoulos

**Staff Present:**

Gina DelRose, Community Development Planner

**Members Absent**

Lisa Kummerow, Chair

With a quorum present, Vice Chair David Kummerow called the meeting to order at 5:31 pm.

**MINUTES:** It was moved and seconded (Tobin/Bryan) to approve the minutes from the July 23, 2019 meeting. The motion carried unanimously.

**PUBLIC COMMENT:** None

**NEW BUSINESS:**

**Website Presentation-** There was a presentation by the creator and user of the [historicegin.com](http://historicegin.com) website.

- The website is based on Square Space
- The website is mobile friendly but not a mobile app
- The website is GIS/GPS based
- It costs \$240 a year to maintain and renew the domain name
- There is a lot of manual entry, some of which is duplicated. The web designer is working on a new website to reduce the amount of duplicate entries.
- It will take approximately two months to create, then staff and volunteers will need to enter all of the data.
- Multiple people can be signed in, editing the site at once.
- The website set up fee begins at \$500.
- Layers could be created for historic preservation, local businesses, public art, community supporters, etc.

Becky Tobin left the meeting at 6:45pm.

Gina DelRose stated that all participating agencies (layers) could pay \$150 towards the cost of the website.

Gina DelRose requested that the Commission review the website along with other similar websites that were provided and be prepared to discuss the matter at a later meeting.

**CLG Grant- Courthouse Square III** - Gina DelRose presented the two submitted RFPs. Ms. DelRose stated that both RFPs met the standards and were submitted by reputable companies. Ms. DelRose stated that the submittal from McGuire Igliski & Associates, Inc. appeared to require more participation and support from staff as well as being on a very short time frame. Such a time frame could cause the project to go over budget. The submittal from The Lakota Group had a very long time frame, however, The Lakota Group is familiar with Belvidere and knows the level of staff's ability to assist.

It was moved and seconded (Tobin/Pivoras) to approve the RFP submitted by The Lakota Group. The motion carried unanimously.

**401 N. Main Street-** Gina DelRose stated that the City Council approved the landmarking of 401 N. Main Street on August 5, 2019, therefore, a landmark plaque needs to be ordered.

It was moved and seconded (Tobin/Omiotek) to purchase a landmark plaque for 401 N. Main Street. The motion carried unanimously.

**UNFINISHED BUSINESS:**

**Work Plan**

2020 Awards Program: None.

Promotional/Fundraising Events: Gina DelRose stated that she met with Coach's Corner and ordered the food for the fundraiser. Each house will have a different menu consisting of a protein, a vegetable and a desert. Ms. DelRose stated that there will be a maximum of three groups of 25 people, escorted by two commission members. Everyone will meet at the museum first and given instructions on the order of houses their group will be visiting.

Cynthia Baznik stated that she plans on adding to the experience by allowing participants to enter her basement in pairs.

David Kummerow questioned if Kathi Kresol has determined when she will be visiting the houses beforehand.

Gina DelRose stated that she has not.

Sandi Omiotek stated that she would prefer if the catering came to her house ahead of time in order to determine the best layout for the food. David Kummerow and Cynthia Baznick requested the same.

It was the consensus of the Commission to place an ad promoting the fundraiser in the Boone County Shopper.

Mindy Long stated that the ghost tour is the same day as the Cemetery Tour.

Leath Warehouse Update: No updates.

Maintenance Small Grant: No updates.

10 Year Plan: No updates.

Expenditures: No updates.

Friends of Preservation: No updates.

**OTHER BUSINESS:**

**Images of American Belvidere and Boone County**

Royalties: No updates.

Book Sales: No updates.

**DISCUSSION:**

**Newsletter-** Gina DelRose stated that she would complete a newsletter during the surveying of the Courthouse Square Area Phase III.

Becky Tobin requested that the façade grant program be included in the newsletter.

**US Route 20 Signs-** Gina DelRose stated that the Historic US Route 20 signs have arrived and were displayed during the Boone County Fair. Ms. DelRose stated that the public works department saw the signs and were pleased with them.

David Kummerow stated that if there is an extra sign, it should be donated to the Boone County Museum of History.

David Kummerow stated that there is a gentleman riding his bicycle from Boston to Oregon, along the Historic US Route 20. Mr. Kummerow stated that he was hosted for the night while in Belvidere.

**COMMUNICATIONS/PLANNING REPORTS:**

**Staff Report:** Gina DelRose stated that she gave several news interviews about downtown revitalization projects. Ms. DelRose stated that the next Buchanan Street Strolls is September 8, 2019.

**NEXT MEETING DATE:**

**ADJOURNMENT:** Due to the potential lack of a quorum for the regularly scheduled September 24, 2019 meeting, the next meeting will be September 17, 2019 at Belvidere City Hall.

Recorded by

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Gina DelRose  
Community Development Planner