

**CITY OF BELVIDERE
HISTORIC PRESERVATION COMMISSION MINUTES
November 28, 2017
5:30 pm
Belvidere City Hall
401 Whitney Boulevard**

ROLL CALL

Members Present:

David Kummerow, Chair
Lisa Irvine Kummerow, Vice Chair
Anna Pivoras
Becky Tobin
Alexandra Omiotek

Staff Present:

Gina DelRose, Community Development Planner

Members Absent

Kris Bryan
Filitsa Platopoulos

With a quorum present, Chair David Kummerow called the meeting to order at 5:35 pm.

MINUTES: It was moved and seconded (L. Kummerow/Tobin) to approve the minutes from the October 24, 2017 meeting. The motion carried unanimously.

PUBLIC COMMENT: None

NEW BUSINESS:

Work Plan and Budget- Gina DelRose presented the FY 2019 Work Plan and Budget.

Becky Tobin stated that in order to maintain their Certified Local Government (CLG) status, the Commission must submit a work plan and budget to the State of Illinois.

UNFINISHED BUSINESS:

Work Plan

2018 Awards Program: Gina DelRose stated that a nomination for the Millie Priem Award still needs to be made.

Becky Tobin stated that she would like to send the owners of the North State Street property a letter encouraging them to landmark their property so they can apply for a grant to help with exterior repairs.

Promotional /Fund Raising Events: Gina DelRose stated that the tickets have arrived and that four sponsorship request letters were sent out. Gina DelRose stated that sponsorships are needed and requested the commission members reach out to people/businesses.

David Kummerow stated that since it will be a cash bar, the budget should be amended to reflect that. Mr. Kummerow stated that he is comfortable with the serving staff that will be working and the bartender is familiar with prohibition area cocktails.

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Lisa Kummerow stated that the champagne fountain will not be part of the cash bar. Either drink tickets could be purchased or a guest could purchase a champagne glass for a fixed amount and be able to refill it as many times as they want.

Gina DelRose and Anna Pivoras liked the idea of purchasing a glass.

Lisa Kummerow stated that the budget can also be amended to reflect that dishes won't be needed since the food will be passed. Typically, napkins are used for passed food, not dishes.

Becky Tobin questioned what the menu will be.

David Kummerow stated that it would be speak easy and prohibition era food. Mr. Kummerow stated that he is working on the menu with a local caterer.

David Kummerow stated that the Boone County Museum of History is very large so in order to close it in and make it a more appropriate size for the murder mystery, black drapery will be hung. High top tables instead of sit-down tables will be utilized instead to encourage mingling and help move the game along. Mr. Kummerow stated that one of the Museum's display vehicles will also act as a photo back drop.

Anna Pivoras stated that the number of champagne glasses can be lowered to 100.

Lisa Kummerow stated that the number of wine glasses can be lowered to 100.

David Kummerow discussed what he envisioned for decorations.

Becky Tobin stated that the Commission can seek out a \$200.00 sponsorship for the champagne and fountain.

Gina DelRose questioned what was needed for the character bags.

Anna Pivoras stated that her and Drew Pivoras would work on the character bag list.

Stained Glass Window Tour: No discussion.

Leath Warehouse Update: Becky Tobin stated that the RFP deadline was extended to the end of January due to the potential tax credit changes in the federal budget. There is a possibility that the historic tax credit could be ended. Ms. Tobin stated that after the tour of the building there are two developers still interested.

Maintenance Small Grant: Gina DelRose stated that she is waiting for reimbursement requests.

10 Year Plan: David Kummerow stated that he liked the plan.

Gina DelRose stated that she thought it was a good plan and due to the time constraints of the grant, she will be working with the Lakota Group to get it wrapped up quickly.

Expenditures: None.

Friends of Preservation: Gina DelRose stated that the next meeting will need to be held after the fundraiser.

OTHER BUSINESS:

Images of American Belvidere and Boone County

Royalties: No updates

Book Sales: No updates

DISCUSSION:

Underground Railroad in Boone County- No updates

Prohibition Era- No updates

Newsletter- David Kummerow stated that the newsletters have been great.

Hometown Christmas- Becky Tobin stated that flyers for the murder mystery should be available to hand out at the Museum.

COMMUNICATIONS/PLANNING REPORTS:

Staff Report: Gina DelRose gave a status update of projects within the City of Belvidere.

NEXT MEETING DATE: December 19, 2017

ADJOURNMENT: The meeting was adjourned at 6:35pm.

Recorded by



Gina DelRose
Community Development Planner