

HISTORIC PRESERVATION COMMISSION

August 21, 2018

Members Present: Mike Meade, Jessica Modica, Scott Winter, Steve Schlamp, Scott Leiser, Katie Ludwig and Christopher Fye

Also Present: Randy Bukas, Rebecca Motley, Ron London and Cindy London and Lowell Crow (5:27)

The meeting was called to order at 4:06 P.M. by Chairperson Scott Winter.

Jessica Modica moved and Katie Ludwig seconded a motion to approve the agenda. The motion was approved on voice vote.

Chirs Fye moved to approve the minutes of July 17, 2018. Mike Meade seconded the motion and the motion was approved by voice vote.

Ron London presented a proposal for a façade grant for property he owns at 618 S Galena. He was informed that the Commission is not taking applications at this time, but will be shortly. The plan is to start taking application in October with a deadline in February 2019.

The Commission next discussed the façade application. It was stated that the Paint the Port would pay for the required plaques. There was general discussion on the time line for the Certificate of Appropriateness and how the applicate would/could receive one before submitting a façade application. It was stated that the Commission could hold a special meeting, if needed. It was also stated that wording indicating this a 50/50 match grant should be included in the description of the program.

Jessica Modica asked if the Greater Freeport Partnership could help spread the word on the application workshop. Rebecca Motley stated they would be willing to host it.

The Commission had a great deal of discussion on the proposed timelines; when application would be due; how the time line would affect the Certificate of Appropriateness; when the City Council would approve the application; and when the project had to be completed.

The Commission also discussed the award of points and if someone accepts a grant, they have to accept the plaque. There was discussion on the design/wording/make of the plaque but no decision was made.

Under Eligible Use of Funds, the word "Historical" should be added in front of "window and door restoration".

Under Application Process, it was stated under #3 that a Certificate of Appropriateness should be obtained first and the application would be due by February 11, 2019.

It was the consensus to move the availability of the application to September 1, 2018, with an application workshop in October.

There was discussion whether there is or is not a "Downtown Assessment to the City of Freeport". If there is, it is not on the City's website.

On point #11, it was agreed that the words "progress inspection and" would be removed from the second to last sentence.

It was the consensus to eliminate the question on page 6, "when do you anticipate the project to be completed".

It was the consensus of the Commission to raise the maximum grant amount from \$10,000 to \$15,000 no matter how many facades faced the street.

It was the consensus to eliminate the phrase "a detailed narrative describing the proposed work" under #6, Supporting Documents.

On the Request for Reimbursement form, it was the consensus to eliminate the \$10,000 for one façade and rewrite to say (50% of project costs not to exceed \$15,000.)"

Chris Fye moved to approve the application as amended. Steve Schlamp seconded the motion. The motion was approved on voice vote.

The Commission next discussed the façade workshop meeting. The discussion centered on have a city speaker and a speaker from the Greater Freeport Partnership. The thought is to have a 30-45 minute presentation followed by a 30-45 minute question and answer period. The application timeline has the workshop scheduled for October 17th, which is the next time the downtown business and property owners' meeting is scheduled. The option to combine the two meetings was discussed; a workshop could be a topic of the business/property owner meeting. Their meetings begin at 7:30 A.M. Rebecca Motley will check with the downtown group to see if the meeting can be combined. If someone can not make the meeting, Motley offered to walk them through the process. The workshop will be published as an open meeting as it is anticipated a majority of the Commission members will be present. The location will need to be determined.

The Commission discussed implementing the plaque program. It was discussed to have a decal for all properties that filed for that year. As far as recognition, a plaque, bronze plaque, decal, etc., the Commission felt it was up to the city to see what they were comfortable with. Ludwig was given a few company names to contact on ideas and price. This matter will be further discussed at the next meeting.

The next item was discussion on buildings in the downtown area that the commission may have a concern with. The discussion centered on what role the HPC plays in aiding downtown buildings; other historic buildings outside the downtown area; and the general role of the Commission.

Katie Ludwig left the meeting at 5:16 P.M.

It was discussed that once a building of concern is identified, the HPC may help with ideas and/or solutions. The HPC reviewed some of the duties and responsibilities of the HPC as outlined in the City municipal code.

Jessica Modica left the meeting at 5:25 P.M.

The discussion centered on focusing on people that come in and want help.

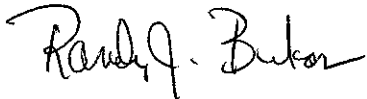
Lowell Crow arrived at 5:27 P.M.

The discussion centered on people having to come to City Hall first, fill out what they want to do, then does it meet code. The potential applicant would then have to wait for the HPC and City Councils approval before they can start the project.

There being no further business to discuss, Steve Schlamp moved to adjourn. Mike Meade seconded the motion. Motion was approved on voice vote.

Meeting adjourned at 5:53 P.M.

Respectfully Submitted,

A handwritten signature in black ink that reads "Randy J. Bukas". The signature is written in a cursive, flowing style.

Randy J. Bukas

Deputy City Manager/Acting Community Development Director