

**KALAMAZOO HISTORIC
PRESERVATION
COMMISSION MINUTES**

**February 1, 2005
Community Room, City Hall
241 W. South St.
Kalamazoo MI 49007**

MEMBERS PRESENT: Chris Wright, Pam O'Connor; Derl Oberlin; Linda Bennett;
Norman Jung

MEMBERS ABSENT: Chad Slider, excused

CITY STAFF: Sharon Ferraro, Historic Preservation Coordinator; Karleen
Steppenwolf, Records Coordinator

CALL TO ORDER

Mr. Wright called the meeting to order.

APPROVAL OF ABSENCES

There was no notification from Commissioner Hopewell.

Mr. Jung, supported by Mr. Wright, moved to approve the absence of Chad Slider from the February 1, 2005 HPC meeting. With a roll call vote the motion carried unanimously.

AGENDA

Mr. Wright suggested we put the election of officers as item A under Action Items with the rest of the items to follow. Item IV, approval of minutes should read December 7, 2004 and January 4, 2005.

Ms. Bennett, supported by Mr. Jung, moved to approve the changes to the February 1, 2005 HPC agenda. With a roll call vote, the motion carried unanimously.

MINUTES

The December 7, 2004 minutes and the January 4, 2005 minutes will need to be approved. Mr. Jung wanted a line eliminated from page 4 of the January 4, 2005 minutes.

Ms. O'Connor, supported by Mr. Wright, moved to postpone the approval of the December 7, 2004 minutes until the March meeting. With a roll call vote, the motion carried unanimously.

Ms. Bennett, supported by Ms. O'Connor, moved to approve the changes to the January 4, 2005 minutes. With a roll call vote, the motion carried unanimously.

INTRODUCTION OF GUESTS

Josh Willson is a candidate to fill a position on the HPC Board.
Lyndi Stafford and Andy Powrie are students at Western in the Historic Preservation Class.

CITIZEN COMMENTS

No comments.

CORRESPONDENCE

The HPC received a thank you note from MHPN for the donation of the balance from the grant for the church workshop. Ms. Ferraro has received the invoice from MPHN for the window workshop to take place on February 5. There are 14 attendees signed up out of a maximum of 15 to attend the window workshop.

Ms. Bennett and Mr. Wright are working on the finishing touches of a letter to the City Commission regarding the downtown plan.

FINANCIAL REPORT

City: New format, which follows the budget headings, was accepted

O'Connor Fund: Since the appeal the fund has received 26 gifts totaling \$1,980.72. The total amount of the fund is approximately \$86,000.

Within the last five weeks, Ms. O'Connor and Lynn Houghton have given three group talks.

ACTION ITEMS

A. Election of officers: Mr. Oberlin was nominated for Treasurer and he accepted.

Ms. Bennett, supported by Mr. Jung, moved to elect Mr. Oberlin as the new treasurer for the HPC. With a roll call vote the motion carried unanimously.

Mr. Wright is willing to stay on, as Chair and Ms. Bennett is willing to stay on as Vice-Chair.

Mr. Oberlin, supported by Mr. Jung, moved to re-elect Mr. Wright and Ms. Bennett as Chair and Vice-Chair respectively for the HPC. With a roll call, vote the motion carried unanimously.

B. Historic Homes tour sponsorship of \$500: the money will be pulled from the marker fund. The HPC will receive recognition for their donation on the

brochures and the signs at the sites on the tour. HPC can sell Lost and Found books at all locations if they choose.

Mr. Oberlin, supported by Mr. Jung, moved to approve of the money being pulled from the marker fund to cover the sponsorship of the Historic Homes tour. With a roll call vote, the motion carried unanimously.

C. Recommendation for Josh Willson to serve out Mel Skvarla's unexpired term on the HPC.

Mr. Jung, supported by Ms. O'Connor, moved to recommend Josh Willson to serve out Mel Skvarla's unexpired term on the HPC. With a roll call vote, the motion carried unanimously.

D. HDC/HPC retreat: Ms. Ferraro would like to get both commissions together for a couple of hours one evening. Tentative dates are March 22 or 29 at 6:00pm and Mr. Wright will look into reserving the Heritage Company for the meeting place. Ms. Ferraro will be sharing coordinators reports with both commissions.

E. Historic Neighborhood Tax Increment Financing Authority (TIF): This bill will allow neighborhoods designated as local historic districts to reinvest a portion of property taxes back into their district for capital improvements. The TIF can also accept gifts of real property and donations. This bill is aimed at lower income and disadvantaged properties. The two neighborhoods that may be considered for this are the Vine and Stuart Neighborhoods.

COMMITTEE REPORTS

Lost and Found Book Project: There are still problems with Edward Brothers printing of the books. Ms. O'Connor is trying to get them to take back the 20 cases that they shipped for review. Edward Brothers told her to throw them away. Ms. O'Connor does not want them destroyed in Kalamazoo. Ms. O'Connor stated that the level of customer service and communication is very bad.

There are about 400 calendars remaining that can be distributed. Between 150 and 200 have already been distributed. Ms. O'Connor suggested distributing some of the remaining calendars to the State Historic Preservation Office, Western Michigan University and Kalamazoo College history classes, Kalamazoo Public Schools 7th & 8th grade classes, Michigan Historic Preservation Board and Western Michigan University Archive. Ms O'Connor wanted to okay with the board that either Ms. Houghton or herself could spend money for postage to mail out the calendars to the local foundation heads.

Ms. O'Connor stated that we have almost broken even with production of the calendar sales. Production costs are \$2,250.00 and we have collected or billed for \$2,100.00. There are between 30 and 50 calendars not billed for yet, because those retailers still have calendars and they want to keep selling them.

The board should start looking into the 2006 calendar production as soon as possible. The board may also want to start looking into preorder sales and/or school fundraisers.

CITY REPORTS

Ms. Ferraro brought a copy of the complete downtown plan that LDR put together in 1996 for the commission to review.

The zoning ordinance is scheduled for informational hearing on 16 and 23 of February. The complete text is on the web site. Ms. O'Connor stressed the importance that one of the board members read this document to make sure the boards suggestions are in there and that preservation issues mesh with other parts of the document. The final draft will not be going to the City Commission until April 2005. Ms. Ferraro urged the board to make it to at least one of the public hearings.

The revisions to the Historic District Ordinance, Chapter 16 has finally passed last month.

Iannelli Fountain: The board needs to put together an estimate of cost. Ms. Ferraro wants to take recent pictures of the fountain and compare them to the old pictures to determine how fast the fountain may be deteriorating.

Ms. O'Connor wanted to make sure that the people attending the window workshop were aware that it is being provided by MHPN.

COMMISSIONER COMMENTS

Mr. Wright invited the board to the Kalamazoo County Preservation Alliance open house at the Heritage Company on February 8 at 7:00pm to discuss general preservation issues.

Mr. Jung had comments on recent articles regarding eminent domain, which involved private property being torn down for private gain, as in shopping centers.

Ms. Ferraro stated the South Burdick Historic District nomination will be with the National Register, but there is a mileage and meals charge for Bob Christensen's visit from the State Historic Preservation Office to work out a couple of final details. Ms. Ferraro wanted to know if the board would be willing to cover the cost, which will be approximately \$75.00. During this visit he can also review the Washington Square and North Mall potential National Register nominations.

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Mr. Jung, supported by Mr. Oberlin, moved to cover the cost of Bob Christensen's visit which will be approximately \$75.00 and will be taken from the miscellaneous account. With a roll call vote, the motion carried unanimously.

Ms. Ferraro stated that the nomination letters have gone out for Preservation Awards of Merit and the deadline is February 18. Ms. O'Connor inquired if DKI would be willing to be nominated? Ms. Ferraro will check into it.

Ms. O'Connor would like Mr. Blair Kamin, an architecture critic at the Chicago Tribune, to be part of the preservation month activities. Mr. Kamin talks both of old and recent preservation techniques. Ms. O'Connor also discussed having a joint commissioner meeting and other issues from the Joint Committee Report.

ADJOURNMENT

Mr. Wright adjourned the meeting at 9:00pm.

Mr. Jung, supported by Ms. Bennett, moved to adjourn the HPC meeting. With a roll call vote, the motion carried unanimously.

Submitted by

Received by

Approved by