

**KALAMAZOO HISTORIC
PRESERVATION
COMMISSION MINUTES**

**February 14, 2006
Third Floor Conference Room
241 W. South St.
Kalamazoo, MI 49007**

Members Present: Chris Wright; Norman Jung; Josh Willson; Derl Oberlin; Claire Milne; Linda Bennett

Members Absent: Erin Seaverson

City Staff: Sharon Ferraro, Historic Preservation Coordinator
Karleen Steppenwolf, Records Coordinator

Call To Order

Mr. Wright called the meeting to order.

Approval Of Absences

Mr. Jung, supported by Mr. Wright, moved to excuse the absence of Erin Seaverson from the February 14, 2006 HPC meeting. With a roll call vote the motion carried unanimously.

Agenda

Mr. Oberlin, supported by Mr. Wright moved to approve the February 14, 2006 agenda. With a roll call vote the motion carried unanimously.

Minutes

Mr. Jung had some corrections to the minutes and a spelling error on the financial report.

Ms. Bennett, supported by Mr. Willson, moved to approve the January 10, 2006 minutes. With a roll call vote the motion carried unanimously.

Introduction Of Guests

Phil Wilson – citizen

Citizen Comments

Phil Wilson had some information on The Iannelli Fountain and has collected 1,361 signatures on the petition to save the fountain.

Correspondence

In packets.

Financial Report

City: on track.

O'Connor Fund: In packet

Lost and Found Book Project:

Ms. Bennett supported by Mr. Wright, moved to authorize Ms. O'Connor to sell the remaining 2006 calendars for up to 50% off (\$6.25). With a roll call vote the motion carried unanimously.

Ms. Ferraro will check to see if the Walking Through Time books can be sold at the Chamber of Commerce.

A Publications Committee was formed to look into the brochures and the committee consists of Erin Seaverson, Sharon Ferraro, Josh Willson and Chris Wright.

Action Items

A. Election of Officers:

Mr. Wright nominated Ms. Bennett to be chair for the HPC.

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

Mr. Jung nominated Mr. Willson to be the co-chair for the HPC.

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

The Treasurer position will remain the same with Derl Oberlin as treasurer for the HPC.

Ms. Bennett, supported by Mr. Wright, moved to have Mr. Oberlin remain as the Treasurer. With a roll call vote the motion carried unanimously.

B. Appoint Judges for Preservation Awards of Merit:

Mr. Jung, Ms. Milne and Sharon Ferraro volunteered to be judges. Ms. Ferraro discussed the applications that she has received and talked about potential houses that would qualify.

- C. Great Unveiling – The unveiling will take place May 6, 2006. This item will be on next month's agenda to discuss in more detail.
- D. Proposal to sponsor a realtor's course at next years Old House Expo. The Board was interested in the idea and Ms. Ferraro will check into the details. Ms. Ferraro would like to offer a full day of classes.
- E. De-establishing a Historic District: A formal report will need to be written. Ms. Ferraro passed out the format for doing so. It will take some work pulling all the information together. Ms. Ferraro will update the board monthly.
- F. 100 block of E. Michigan: Developers plans fell through. The property is still owned by DTI. There are rumors that they may market the buildings separately.
- G. Refer to E.

Committee Reports

Brochures – two separate ones. Posters and historic merchandising and note cards are being discussed to market and sell.

It was brought up that it might be a good idea to combine the Strategic Planning and Publications Committee. Ms. Milne had some information on how to run a public meeting effectively.

City Reports

1. Old House Expo went very well. There was an attendance of 600 people, 10-11 presentations and demonstrations. There were 150 people in attendance for the speech on Friday. The Expo will take place again next year.
2. Site Watch list – in packets

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Commissioner Comments

The HTC training will take place February 21, 2006 at 6:00p.m.

Adjournment

Mr. Wright adjourned the meeting.

Submitted by (Karleen Steppenwolf)

Reviewed by (Sharon Ferraro)

Approved by (Chris Wright)