

**KALAMAZOO HISTORIC  
PRESERVATION  
COMMISSION MINUTES**

**October 9, 2007  
Third Floor Conference Room  
241 W. South St.  
Kalamazoo, MI 49007**

**Members Present:** Norman Jung; Erin Seaverson; Claire Milne  
Linda Gentry Bennett; Josh Willson; Chris Wright

**Members Absent:** None

**City Staff:** Sharon Ferraro, Historic Preservation Coordinator  
Karleen Steppenwolf, Recording Secretary

**Call To Order:**  
Mr. Wright called the meeting to order.

**Approval of Absences:**

**Agenda:**  
The addition of item X.B. Iannelli Fountain

**Minutes:**  
There were some minor corrections to the minutes.

**Mr. Jung, supported by Ms. Bennett, moved to approve the September 11, 2007 minutes as amended. With a roll call vote the motion carried unanimously.**

**Introduction of Guests:**  
Pam O'Connor – former commissioner, author of Kalamazoo: Lost and Found  
Audry Seaverson – daughter of Erin Seaverson

**Citizen Comments:**  
Ms. O'Connor attended the MHPN conference in St. Paul, MN. Ms. O'Connor accepted the MHPN award. Ms. O'Connor stated that there were lots of skywalks and very few people on the streets of Minneapolis. Ms. O'Connor met with Alan Levy and met Garrison Keilor, who was the keynote speaker and he also was doing some book signing.

Ms. O'Connor suggested that the HPC members receive the National Alliance of Preservation Commissions Newsletter, maybe as a group membership with the HDC.

Ms. O'Connor had some fundraising ideas from the conference, which included sculptures and Rubik's cube of special places in Kalamazoo.

### Correspondence

In Packet.

### Financial Report

**City:** Ms. Bennett was questioning the difference in balance from last month. The board members suggested only having the current year transactions on the financial report.

**O'Connor Fund:** no current donations received.

**Lost and Found Book Project:** Ms. O'Connor shared two messages she would like to use on WMUK underwriting spots regarding the O'Connor Fund Appeal.

### Action Items/Discussion Items:

- A) KHPC work plan retreat – plans for the retreat are going well. Mr. Wright has a rough draft of the agenda to be used at the meeting. The retreat will start at 9:00am at City Hall in the community room.
- B) Barrier free ramp on the south side of City Hall – the project is in the early design phase. Ms. Ferraro included the drawings in the packet. The idea is to keep the ramp as symmetrical with the building as possible. There are two drawings under consideration; with drawing B being the one liked the best. Ms. Ferraro will pass on the comments of the HPC.
- C) 2008 Budget – The HPC has \$11,000 to work with. A new category was developed titled 'General Public Education' and it combines other categories into one general account. This new category was allotted \$2,650.

**Mr. Jung, supported by Ms. Milne, moved to pass the 2008 Budget as stated. With a roll call vote the motion carried unanimously.**

- D) Publications – Ms. Ferraro is trying to meet up with Brian Beers from the Convention and Visitors Bureau to discuss the walking tours brochures.

**Committee Reports:**

- A) Budget Committee – already discussed.
- B) Iannelli Fountain – There was a short discussion regarding the cover that would be put over the fountain in the winter months. The Christmas decorations will not be able to be put on the cover. Ms. Ferraro hopes to submit an application for Kalamazoo to qualify as a Preserve America City by December 1<sup>st</sup>.

**CITY REPORTS:**

- 1) Site watch list
- 2) Section 106 – Ms Ferraro submitted the 3<sup>rd</sup> quarter reports for the commission.
- 3) Ms. Ferraro stated there was a meeting on October 3 regarding the water tower between Nehil-Sivak’s team and the facilities manager for the hospital to plan access for the condition assessment.
- 4) Book royalties code is set up for second printing with Finance.

**Commissioner Comments:**

- Add an Old Business Section to the agenda.

**Citizen Comments**

None

Adjournment 9:00 pm.

**Ms. Jacobs, supported by Ms. Bennett, moved to adjourn the HPC meeting at 9:00pm. With a roll call vote the motion carried unanimously.**

**Submitted by (Karleen Steppenwolf)**

**Reviewed by (Sharon Ferraro)**

**Approved by (Chris Wright)**