

**KALAMAZOO HISTORIC
PRESERVATION
COMMISSION MINUTES
DRAFT, NOT YET
APPROVED BY HPC**

**July 8, 2008
Third Floor Conference Room
241 W. South St.
Kalamazoo, MI 49007**

Members Present: Claire Milne; Linda Bennett; Peter Carroll
Chris Wright; Katie Jacobs

Members Absent: Erin Seaverson and Josh Willson

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

Call To Order:
Ms. Milne called the meeting to order.

Approval of Absences:

Mr. Wright, supported by Ms. Bennett, moved to approve the absence of Ms. Seaverson and Mr. Willson from the July 8, 2008 HPC meeting. With a roll call vote the motion carried unanimously.

Agenda:
Add item under IX B2, HDC Education and Training.

Ms. Jacobs, supported by Ms. Bennett, moved to approve the July 8, 2008 agenda as amended. With a roll call vote the motion carried unanimously.

Minutes:
There were some minor corrections to the minutes on page 3.

Ms. Jacobs, supported by Mr. Carroll, moved to approve the June 10, 2008 minutes as amended. With a roll call vote the motion carried unanimously.

Introduction of Guests:
Norm Jung – former HPC Commissioner
Sean McCann – City Commissioner

Citizen Comments:

None.

Correspondence

In Packet.

Ms. Ferraro inquired as to whether anyone would be interested in attending one or more of the meetings that the Community Relations Board is offering regarding the City's 2009 Budget. Ms. Ferraro stated that this would be a good time to speak about the reconnaissance surveys. Mr. Carroll, Ms. Bennett, Mr. Wright and Ms. Milne expressed interest in attending the sessions.

Financial Report

City: on track.

O'Connor Fund: report included in packet.

Lost and Found Book Project: report included in packet.

Action Items/Discussion Items:

A) Work Plan Reports from Team Leaders:

- 1) Designation (D) - Seaverson
Ms. Seaverson had an update to the speakers chart
- 2) Communication (C) – Wright – no report
- 3) Partnership Development (PD) – Milne – no report
- 4) Preservation Month (PM) – Jacobs
Ms. Jacobs inquired whether the HPC wanted to participate in the June 2009 Art Hop. The HPC is interested.
- 5) Iannelli Fountain (IF) – Carroll – no report
- 6) Budget (B) – Bennett
Ms. Bennett stated that there are items we should keep an eye on.

B) Old/New Business:

- 1) Downtown Comprehensive Plan – tabled until next meeting.
- 2) HDC Training – The HPC would like the HDC members to attend the yearly training session. Ms. Ferraro stated that she would put this item on the HDC agenda as recommended training and get some feed back as to when, what and where to hold the training.

C) City Reports:

- 1) Site Watch List – the handicap ramp on the back of City Hall is still under construction and is going well.
- 2) Issues List – in packet.

Commissioner Comments:

Ms. Ferraro stated that on July 24, 2008 she would be climbing the Water Tower if anyone was interested in going, but she had a limited number of people she could take.

Ms. Milne has not heard anything from her email to the City Manager's office regarding the grant for the Iannelli Fountain. Ms. Milne will follow up with a formal letter.

Ms. Ferraro inquired as to whether the HPC would like to skip the August 2008 meeting due to lack of items.

Ms. Jacobs, supported by Ms. Bennett, moved to skip the August 2008 HPC meeting. With a roll call vote the motion carried unanimously.

Adjournment: 8:28 pm.

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

Submitted by (Karleen Steppenwolf)

Reviewed by (Sharon Ferraro)

Approved by (Claire Milne)