

**HISTORIC PRESERVATION COMMISSION**  
**Minutes**  
**October 13, 2009**

Third Floor Conference Room, City Hall  
241 W. South Street, Kalamazoo, MI 49007

Members Present: Chris Wright, Chair; Peter Carroll, Vice Chair;  
Michael Dunn; Tony Holewinski; Katie Jacobs; Claire Milne

Members Excused: Josh Willson

City Staff: Sharon Ferraro, Historic Preservation Coordinator; Amy Thomas,  
Recording Secretary

Guests: James Dally, MavCon; Erin Dorbin; Scott Slagor; Curt  
Aardema; Pam O'Connor

**I. CALL TO ORDER**

Mr. Wright called the meeting to order at 7:00 p.m.

**II. APPROVAL OF ABSENCES**

Mr. Willson advised city staff that he would not be in attendance at the October HPC meeting.

**Ms. Jacobs, supported by Mr. Wright, moved approval of Mr. Willson's absence from the October 13, 2009 HPC meeting. With a voice vote, the motion carried unanimously.**

**III. APPROVAL OF AGENDA (October 13, 2009)**

Ms. Ferraro requested that Mr. Dally's presentation regarding history in Kalamazoo be added to the agenda under introduction of guests.

**Ms. Jacobs, supported by Mr. Wright, moved approval of the October 13, 2009 HPC agenda as amended. With a voice vote, the motion carried unanimously.**

(Ms. Milne arrived at 7:05 p.m.)

**IV. APPROVAL OF MINUTES (September 8, 2009) (Item B)**

There were no changes to the minutes.

**Mr. Carroll, supported by Ms. Jacobs, moved approval of the September 8, 2009 HPC minutes as presented. With a voice vote, the motion carried unanimously.**

**V. INTRODUCTION OF GUESTS**

Mr. Wright introduced James Dally, Erin Dorbin, Curt Aardema, Scott Slagor and Pam O'Connor.

Mr. Dally was present to propose a Kalamazoo Archival Alliance. While working on the restoration of the buildings in the 100 block of W. Michigan, Mr. Dally developed an interest in

Kalamazoo history. The Alliance he is proposing would be a web-based platform for all historical organizations and individuals in Kalamazoo to collectively compile their data. He suggested that the Alliance could partner with the HPC, WMU Archives Department, and other organizations. He is hoping the Alliance would encourage a large influx of historical data from a variety of sources from existing research and documents to oral histories and family histories.

Ms. O'Connor suggested that this topic could be further discussed at the Public History Round Table meeting, which will take place a week from Friday (10-23-09). The Roundtable includes professional historians from the archives at WMU, the City of Kalamazoo, the Kalamazoo Public Library Local History Room, Kalamazoo College, Richland Public Library and others.

Mr. Jacobs inquired as to how Mr. Dally planned to fund this project. Mr. Dally stated that his organization would fund the Alliance to start and it would grow or continue with grants.

## **VI. CITIZEN COMMENTS ON NON-AGENDA ITEMS**

Mr. Aardema expressed concern about the ownership of the Noble Lodge at the northwest corner of Oakland and Howard. He inquired as to what steps could be taken to follow up with WMU regarding this property. Ms. Ferraro advised that Noble Lodge is state property so there is not much that she or the city can do.

Ms. Ferraro stated that it is unclear at this point who owns the State Hospital water tower, because the Bureau of History no longer exists. Ms. O'Connor commented that there may be something in the legislation stating that the tower is owned by the Bureau of History or its successor. She suggested contacting the State Historic Preservation Office to determine the current ownership of the tower.

## **VII. Correspondence**

Ms. Ferraro referred to correspondence from the Community Foundation, which she placed in the packet under "O'Connor Fund."

## **VIII. Financial Report**

### **a. City (Jacobs) (Item C)**

Ms. Jacobs stated that the top page of the report contains the budget history of the HPC. The working capital for the HPC for 2008 and 2009 has been \$11,000. Based on the current working capital of \$7,300, minus the budget items for the rest of the year, the expected working capital for 2010 is \$6,800. That means there will be some major cuts to the budget. Page 3 shows what the HPC spent from 2007 to 2009. Sales from the book have declined, but are likely to increase during the Christmas season.

Ms. O'Connor commented that she is still working with Barnes and Noble regarding the updated information they need to continue sales of the book at that venue.

Ms. Jacobs referred to page 4 and the line item regarding commissioner education. The budget for 2009 was \$750, the proposed budget for 2010 is \$500. Several of the HPC

members attended the MHPN conference in 2009 and, as a result, the HPC went over the budgeted amount in this category. Ms. Jacobs suggested that the HPC be more frugal in the future since the funds are not available to continue spending at the current rate. Page 5 shows the O'Connor Fund budget for 2009 as \$400. The subcommittee is proposing to cut that amount to \$200. Page 6 details expenses for memberships. The HPC provides \$140 to the HPC for memberships. In the past, the HPC has paid for MHPN commissioner memberships, and City Commissioner memberships to the National Trust, which may not be in the budget for 2010. The subcommittee is recommending that the HPC provide a National Trust membership to City Commissioner McCann only, because he is the liaison to the HPC.

Ms. Jacobs is also proposing a substantial cut in the category of public education. In 2009 the HPC has spent approximately \$5,500, which was over the amount budgeted for this year. That included funds spent for the work plan and Mike Jackson.

The 75<sup>th</sup> anniversary of the Iannelli Fountain is next year and there has been some discussion about funding celebrations and a marker in conjunction with that anniversary. It was uncertain if the Iannelli Fountain Committee had funds to be used toward that or if the HPC would be providing the funds. Funds for the Iannelli Fountain may need to be covered in the 2010 budget. The 2009 budget for the Iannelli Fountain was \$5,350. The subcommittee is proposing to cut that amount to \$4,000 for the 2010 budget.

Discussion followed with regard to the possibility of compensating for some of the proposed budget cuts with donations. Ms. Ferraro mentioned that other cities ask local businesses to donate money, food, services, etc. for preservation month. Ms. O'Connor stressed the importance of having someone approach businesses and individuals with requests for donations.

Ms. Milne mentioned that the charges for Gordon Foods and Hardings were not the same amount; the amount of \$21.88 is listed twice. The lamination charge was for the historic district table top maps, which was a one time expense.

Ms. Jacobs advised that the 2009 budget for publication was \$3,700. So far, the HPC hasn't spent even half of that amount this year. The subcommittee is recommending that amount be cut to \$1,575 for 2010. Ms. O'Connor mentioned that the amount of funding needed for publications will likely go up at the end of 2009 due to her work with Barnes and Noble. Ms. Jacobs stated that there are some line items for this year that were anticipated, including Barnes and Noble and Lost and Found. Ms. O'Connor stated that the underwriting support for WMUK has never been raised during the time that the book was published, and she would prefer that remain as is.

Ms. Jacobs referred to page 9, which shows \$300 allotted for miscellaneous expenses in 2009. The budget committee is proposing to decrease that amount to \$100. The bottom of page 1 shows a line item added for 2010 as \$7,696. If the HPC approves these proposed budget items and the costs for funding them, that will be a large portion of the money currently available. It is uncertain at this point how much of those funds will be recouped. The budget cuts are being proposed with the intention of allowing for some

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working capital in 2011. Ms. Jacobs suggested giving the HPC some time to study the proposed budget cuts, and then voting on the 2010 budget at the November meeting.

Ms. Ferraro mentioned that the HPC pledged \$500 toward the NAPC conference next year. Those funds will likely come from the public education portion of the budget. It is unclear at this point if the HPC will be able to provide financial support for the Old House Network.

Ms. Milne mentioned that most of the HPC members have professional memberships of their own for the National Trust. Therefore, the memberships may not need to be included in the HPC budget. Ms. Milne stated that she usually does not request reimbursement for her membership dues, and she questioned if the numbers were correct in this category. Ms. O'Connor advised that it was her idea for the HPC to buy memberships for the City Commissioners and Managers. The intention was to provide information to those individuals regarding historic issues. Ms. O'Connor would prefer to continue those memberships. As new people are elected to the City Commission it would be helpful to provide them with that information. The magazine is published every other month and provides information about what is occurring locally and nationally.

Ms. O'Connor inquired if Commissioner McCann read the publication from the National Trust. Commissioner McCann stated that he receives numerous publications. He and his colleagues don't always have time to review all of the information they receive. He indicated that he does occasionally review articles in the publication from the National Trust. It is helpful to see what activities are taking place in other communities related to historic preservation. He suggested that the City Commission Liaison to the HPC continue to receive the publication.

Ms. Ferraro suggested asking the City Commissioners if they would like to have a membership in the National Trust. Commissioner McCann mentioned that the publication is addressed to "Commissioner #1" or "Commissioner #2" and is circulated among the members of the City Commission, rather than addressing it to specific commissioners because the members change.

Ms. O'Connor referred to the MHPN memberships and commented that it is a good source for information regarding what is happening in other communities. She is not aware of another source for providing this information to the HPC members. Ms. O'Connor suggested continuing the MHPN membership for the HPC.

Mr. Wright inquired if the city might be willing to pay for the HDC training. Ms. Ferraro advised that might be possible depending on the cost. They are obliged to pay under the CLG agreement. Ms. O'Connor stressed the importance of having a time and place when commissioners from different boards can interact. Ms. Ferraro stated that the Holland HDC members will be at the November HDC meeting in Kalamazoo.

Approval of the budget is being deferred to the next HPC meeting. Questions regarding the budget can be directed to Ms. Jacobs.

### **b. O'Connor Fund (O'Connor) (Item D)**

#### **i. Designation of funds for 2010 (item D-1)**

Ms. O'Connor advised that the updates regarding the O'Connor Fund were included in the HPC packets. Ms. Ferraro stated that the money in the O'Connor Fund can either remain as is, or the HPC can withdraw some of the funds. There is about \$3,000 in the fund. It might be appropriate to leave the funds where they are so they are available to sustain the HPC during the current economic downturn. The numbers are looking better than they did during the beginning of the year.

Ms. Ferraro advised that the decision regarding these funds needs to be made now. It can be rolled over into the account. If funds are withdrawn they don't have to spent, but they would be available for use at a later date.

**Ms. Jacobs, supported by Mr. Dunn, moved to allow the O'Connor Fund to remain as is, with no withdrawals at this time. With a roll call vote, the motion carried unanimously.**

**c. Kalamazoo: Lost and Found book project (O'Connor)**

Ms. O'Connor stated that there is currently a single new marketing effort underway. It began with a conversation with Beth Timmerman at the Kalamazoo Public Library History Room. Ms. Timmerman agreed to put some of the large format photos that have been displayed in the atrium at city hall for the past several years, in the local history room at the Kalamazoo Public Library. She will display three of the pictures at a time. The didactic explanations that accompany the pictures contain a paragraph stating that all of the receipts from the sale of the book go to the Historic Preservation Commission to support preservation projects. That statement became a potential issue for the library.

Ms. O'Connor asked Mary Doud, the Executive Director of the Library, as to the appropriateness of posting that information by the pictures. She also inquired if the Friends of the Kalamazoo Public Library (non-profit in the basement of the library) could sell the book. Ms. Doud advised that the Friends of the Kalamazoo Public Library is an independent entity and she will propose that they offer the book for sale. The photos will be displayed in the near future.

Ms. O'Connor stated that issues with the city's tax I.D. number are still being rectified. Barnes and Noble has been advised that the tax I.D. number is legal, and they have acknowledged that communication from Ms. O'Connor. Ms. Ferraro stated that Barnes and Noble is required to report the money they provide to the HPC and they didn't have the right tax identification number. The first number provided was incorrect, but Ms. Ferraro provided the correct number, which is used to report all of the HPC income to the IRS. Barnes and Noble couldn't find the number in the database. Ms. O'Connor stated that Barnes and Noble hasn't had a supply of the books for over a month. The new ISBN stickers are available to put on the books, but she is waiting for the go-ahead from Barnes and Noble before proceeding. She will continue to follow up regarding this issue.

**IX Action and Discussion Items**

**A. Work Plan Reports from Team Leaders**

**i. Designation (D) – Jacobs**

Nothing to report.

**ii. Communication (C) – Milne**

Ms. Milne requested Ms. Ferraro's help with drafting a brochure to introduce home owners to the historic district.

**iii. Partnership Development (PD) – Willson**

Mr. Willson was not present at the meeting.

**iv. Preservation Month (PM) – Holewinski**

Nothing to report.

**v. Iannelli Fountain (IF) – Carroll**

Mr. Carroll stated that he and Ms. Ferraro met with representatives of the Parks and Recreation Department on October 6<sup>th</sup> and got their approval to purchase a cover for the fountain.

On October 12<sup>th</sup>, Mr. Carroll, Ms. Ferraro, Tom Nehil and Dave Smith from Coye Awning met at the fountain to talk about the design criteria for the cover. The cover will need to house the whole structure. Mr. Smith will provide a sketch for Mr. Nehil to review. Further information will be presented to the HPC when it is available.

Ms. Ferraro advised that damage to the fountain is clearly accelerating. In some places, the corners are swollen because crystallization is occurring. The decision was made to purchase a full cover rather than a partial cover to protect only the parapet and shelves because some of the ice damage is occurring on the inside of the fountain. The cover may not be finished until after the holidays this year, but use of the full cover may hinder placement of holiday decorations on the fountain in the future. It may be possible to incorporate a platform on top of the fountain to accommodate the Christmas decorations, but it would be difficult to secure it without a substantial increase in costs.

Ms. Ferraro stated that the Parks and Recreation Advisory Board and the Parks and Recreation Department are in supportive of having a cover for the fountain. A cost estimate for the cover should be available in the near future.

Ms. O'Connor advised that an initial proposal for a grant from the Weisblatt Foundation. Chris and David Weisblatt have expressed an interest in hearing a proposal regarding the fountain restoration. The proposal is due by November 1<sup>st</sup>. Ms. O'Connor send an e-mail to the Foundation advising that the Iannelli subcommittee won't be ready to submit a grant application by then because they are waiting to find out if they can get an estimate from Cincinnati Fountain for the repairs. Ms. Ferraro confirmed that approval has been given for Cincinnati Fountain to provide an estimate.

Ms. O'Connor stated that the report from Nehil-Sivak does not include information about the reflecting pool. Ms. Ferraro advised that information regarding the reflecting pool will be covered in the report from Cincinnati Fountain. The preliminary numbers have been provided to the Weisblatt Foundation because they requested information on the projected costs. Mr. Carroll and Ms. O'Connor came up with a figure of around \$300,000, recognizing that not all of the details are available at this point.

The subcommittee is recommending that the HPC ask the Weisblatt Foundation for \$1,500 per year for three consecutive years, as a challenge grant. The Foundation would then be asked to match every dollar the HPC is able to raise from other sources in each of three consecutive years, once the fundraising formally begins.

Ms. Ferraro stated that representatives from Cincinnati Fountain have advised that they can look at the fountain this year; the fountain doesn't need to be on when they are assessing it. They have not indicated when they will be in Kalamazoo. A purchase order will be issued to cover the cost of the quote, which will provide details regarding the water circulation in the fountain.

Mr. Carroll commented that the report from Cincinnati Fountain will be a guideline for repairs on the fountain. The next subcommittee meeting will take place in a couple of weeks and discussion will continue with regard to fundraising for the fountain repairs.

Ms. O'Connor inquired if the HPC felt that approaching the Weisblatt Foundation is appropriate. No objections were voiced with regard to approaching the Weisblatt Foundation.

Mr. Wright inquired if signage could be provided requesting that people stay off the fountain. Ms. Ferraro expressed concern that signage might attract people to the fountain rather than deter them from climbing on it.

**vi. Operations (O) – Wright**

No report.

**X. OLD/NEW BUSINESS**

**a. 1884 movie – DVD sales (Ferraro)**

Ms. Ferraro advised that the HPC has \$295 from sales of the DVD. The city administration and the City Attorney determined that it would be acceptable for the HPC to "give" the DVD's to interested parties for a donation. The original 20 copies have already been purchased/distributed. The HPC will receive a \$10 profit from the sale of each DVD at the current price.

Ms. Ferraro inquired as to how many more DVDs the HPC would like to have made. They cost \$5.00 each to make. She suggested making another 40 or 50 to sell over the holiday season. Profits from the first round of sales could be used to purchase the next batch of DVDs. There has been a request to sell them at the Antiques Market and Kazoo Books. Ms. O'Connor suggested selling the DVD to Kazoo books at a 40% discount. Ms. Ferraro suggested having another article in the Gazette in early November regarding advising that the DVD is available for sale during the holidays. Ms. Thomas and Ms. Dorbin volunteered to help with sales of the DVD.

**Mr. Carroll, supported by Mr. Wright, moved to allocate \$300 of the HPC budget to make 60 more copies of the DVD 1884, regarding the history of the City of Kalamazoo. With a roll call vote, the motion carried unanimously.**

Ms. Ferraro will contact John Urschel to have the DVDs made. She will provide e-mail updates to the HPC. Sale of the DVD to Kazoo Books at a 40% discount was approved by general consensus. Kazoo Books received over 30 phone inquiries when the article appeared in the Gazette. Ms. O'Connor suggested that Kazoo Books purchase a minimum of 30 DVD's at the discounted rate. The DVDs are prepackaged and ready to sell when they are obtained from the company who makes them. Ms. Ferraro may ask the HDC to invest in either padded or cardboard envelopes to mail the DVDs; the \$15.00 price includes mailing. An e-mail will be sent to City of Kalamazoo employees regarding availability of the DVD.

**b. Touring Kalamazoo – letter of support to Arts Council (Ferraro)**

Ms. Ferraro referred to a series in the Gazette last year by Charles Stroh which asked readers to identify the architectural features and locations within a one mile radius of downtown Kalamazoo and prizes were offered. Ms. Ferraro has been working on a book with Mr. Stroh entitled *Touring Kalamazoo: Architecture of the City's Center*. Half of the book contains walking tours of Kalamazoo; the other half of the book has information about architectural terms and pictures from buildings in Kalamazoo as illustrations.

Mr. Stroh is trying to get a grant from the Arts Council to pay for the graphic design and is seeking a letter of support from the HPC to provide to the Arts Council with his grant application package. Mr. Stroh and Ms. Ferraro may try to pre-sell the book to organizations next year to pay for the printing costs.

Ms. O'Connor inquired who edited the book and if the book is accurate. Ms. Ferraro stated that she has been working with Mr. Stroh on the book; she is the co-author. And that she is unlikely to benefit personally from the book.

Ms. O'Connor expressed concern about possible conflict of interest due to Ms. Ferraro's work as staff liaison for the HPC. Mr. Wright suggested that a motion could be made stating that the HPC would be providing a letter of supported pending review by Ms. O'Connor. Ms. O'Connor stated that her concern does not pertain to the accuracy of the book but, rather, Ms. Ferraro's relationship to the HPC and the appearance of what might be serving her interests as liaison and as a city employee. Ms. Milne suggested that Ms. Ferraro could sign away her interest in any profits that might occur as a result of the book sales.

The letter could be written stating that the HPC supports the concept of the proposed book. The general consensus was that Ms. Ferraro's involvement with the project only lends more credibility to the book. Ms. Ferraro stated that Mr. Stroh is a retired professor of art and architecture at WMU.

**Ms. Jacobs, supported by Mr. Carroll, moved to allow the HPC to submit a letter of support to the Arts Council on behalf of Mr. Stroh's book, *Touring Kalamazoo: Architecture of the City's Center*.**

Mr. Dunn questioned how the City Attorney's office would view the legal aspects of having the HPC support a project with direct involvement from the staff liaison. Ms. Ferraro suggested amending the motion to state that the HPC will provide the letter of support pending review by the City Attorney's office and an assurance that there is no conflict of interest. Ms. O'Connor stated that she would be happy to write an independent letter of support for the book. There may be other people willing to submit letters of support.

**Mr. Dunn offered the following amendment to the motion:**

**The letter of support is to be submitted pending the approval of the City Attorney's office. Ms. Jacobs and Mr. Carroll accepted the amendment. With a roll call vote, the motion carried unanimously.**

**c. 919 Short Road**

Mr. Aardema requested that this item be placed on the agenda. This house was used as a fraternity and is still owned by the fraternity's national organization. It is outside the South Street-Vine Area Local Historic District. The property is for sale by owner, and it is uncertain at this point what the plans are for the property. It was added to the agenda as a point of discussion. Ms. O'Connor has done some research on the background of the house, the architect who designed the house, and other projects he has done in Kalamazoo.

Ms. O'Connor stated that the architect is Robert Seyferth from Chicago. He was a contemporary of Howard Van Doren Shaw. They were well-known, society architects primarily on the north shore of Chicago, during the early part of the 20<sup>th</sup> century. Blanche Hull appears to have been his first Kalamazoo client. He designed 2320 and 2230 Glennwood for George and Hubert Humphrey (Humphrey Products); 1537 Long Road for Paul Ihling, and 1550 Long Road for Bartlett Dickinson who worked for one of the paper companies; and two homes in the West Main Hill Neighborhood, 136 Bulkley and 161 Prospect. The architect's grandson maintains a website and he will be doing research at the Chicago Historical Society Archives at the end of October. There is a folder at the archives facility with pictures of unidentified works of the architect. The grandson is hoping to identify some of the pictures with the information Ms. O'Connor has provided.

Mr. Aardema expressed concern that the house could be demolished, moved or altered and nothing could be done to stop it. Ms. Ferraro concurred that there are no legal tools available to prevent a private buyer from altering the house. He mentioned that the HPC has discussed inviting specific owners include their building in the local historic district.

Mr. Aardema inquired as to possible strategies for advocating for the house. Ms. Milne suggested contacting the neighbors, some of them may be willing to advocate for the house. It was also suggested that contact with the owner in this regard might be viewed as a good marketing strategy, particularly after the problems the fraternity created in the neighborhood. The additional information Ms. O'Connor found regarding the history of the house may create more interest in the property. Mr. Aardema stated that he would be willing to contact the owner.

Ms. O'Connor suggested extending the local historic district to include this property. Ms. Ferraro advised that extending the district for one building would be problematic. Ms. O'Connor suggested extending the district up the block to include an additional seven houses. Ms. Ferraro advised that there is not enough staff to handle the addition of that many more properties without reapportioning workloads. Logically, everything on Grant, Wheaton and Oakland should be included if the district is extended. It might also make sense to include all of the houses on Austin. That would be approximately 40 houses. There are rules and regulations for setting boundaries for historic districts, so it might not be possible to include just the seven houses near 919 Short Rd. Ms. Ferraro advised that there must be a natural boundary where the district would end. In this case, the natural boundary would be Oakland Drive.

Mr. Aardema inquired how the house on Sheffield was added to the district. Ms. Ferraro advised that property is unique in its setting. There are no other houses of that style and time period in that area.

Mr. Aardema inquired as to what level of staffing would be needed to include Grant, Austin and Wheaton. Ms. Ferraro advised that an in depth study would need to be done on enough of the houses in that area in order to produce a good study committee report. Work could then proceed with the historic district process, including getting the property owners interested. That area is predominantly rental properties so that might be difficult. A project of this magnitude would also require a number of volunteers to help with the work. There would be a lot of paperwork and monitoring involved. Adding that area to the historic district would be more problematic than adding an area like West Main Hill, where most of the properties are well maintained.

Mr. Aardema expressed concern that the property might be used for student housing. Ms. Ferraro stated that the property at 919 Short Rd. is in a single-family zoning district. The house will revert back to single-family use after it has been empty for a year; the year will be up shortly. Therefore, it would not be possible with the current zoning to put an apartment building on that property.

Ms. O'Connor commented that one of the biggest advantages for having a local historic district is the incentives it would provide for a new owner to do rehab on the house. Ms. Ferraro suggested informing the current owners about the benefits of obtaining a local historic district designation for the house. They could obtain that support from the current owners before the house is sold. Ms. O'Connor and Ms. Ferraro warned that the State Historic Preservation Office might object to the designation of this property without including other historic properties in the vicinity. This property would either have to qualify as a single resource district, or it would be part of a historic district that included the other houses in the city designed by the same architect as a thematic nomination.

Discussion continued with regard to the difficulties that are involved in obtaining a historic designation for a property. Ms. Ferraro stated that she did the nomination for the 200 block of the South Kalamazoo Mall. There was 100% unanimous support for that nomination locally, but the National Parks Service denied the request. She also had a National Register Nomination that was turned down because there wasn't enough significance. Qualifying for a nomination depends on the level of significance that is established.

The general consensus among the HPC members was that the contacting the owner to advise of the history of the house would be a good first step.

Mr. Aardema inquired if there was staffing available to assist with the historic designation process in the Hillcrest Neighborhood. Ms. Ferraro advised that she would likely talk with Ms. Milne about a National Register designation. Mr. Aardema commented that the National Register designation would provide no protection for those houses.

Ms. Jacobs suggested that Mr. Aardema attend the designation sub-committee meetings.

Ms. Ferraro stated that when the reconnaissance level survey was done, most of the undesignated parts of the Vine Neighborhood were identified as eligible for Historic District expansion, with the exception for the corner closest to the downtown. Expanding that district east to Burdick Street and west to Oakland might be a possibility. Ms. Ferraro reiterated that staff time is an issue. The city used to employ approximately 900 people, there are now only about 700 people working for the city. There will likely be more job losses and possibly furlough days next year. Therefore, the timing is not good for adding a new historic district because there is not enough staff to appropriately serve the needs of properties in those districts. Kalamazoo is known as a community that is serious about historic preservation. It was suggested that there should be an effort to increase staffing so as to not jeopardize efforts in the historic districts.

Ms. Milne stated that she was appointed to the Kazoo School Board's Buildings and Grounds Committee, which met recently. They are enthused about the possibility of a historic designation. The school building would be considered non-contributing because of the replacement windows. They have decided to deal with the windows first because that would be a signal that this center piece of the Hillcrest Neighborhood is now pursuing historic restoration. The Committee would like to have cooperation from the neighborhood with regard to making this a historic district.

Mr. Aardema suggested defining the neighborhood separately from the Oakland/Winchell Neighborhood. That would help with the creation of a neighborhood association.

## **XI. COORDINATOR'S REPORTS**

### **a. Site Watch & Issues (Item E)**

Ms. Ferraro stated that she has pictures of the interior of Corporation Hall and the interior of the 100 block of E. Michigan on her computer if anyone wants to look at them after the meeting.

Mr. Holewinski inquired about the boarded up house on Potter Street, between Cedar and Lovell, across from the Carver Center. Ms. Ferraro advised that the district ends at Walnut and Potter and does not extend to this house. The house may be boarded due to foreclosure. If the street address is provided that would be helpful for locating information about the property.

The watch list and the Section 106 Report were provided in the packets. The stimulus money hasn't reached the neighborhoods yet. There are 72 properties in the city that will likely be impacted by the stimulus funds.

The NACD (Northside Association for Community Development) has included an article in their newsletter about an upcoming window workshop. The workshop is scheduled to take place in November. Ms. Ferraro and Mr. Carroll will be assisting with the workshop and trying to show people how to weatherize their windows and save energy.

**XII. COMMISSIONER COMMENTS**

Mr. Wright requested an update regarding the proposed changes to the demolition ordinance. Ms. Ferraro advised that issue is at a standstill until the budget issues are resolved. She is hoping that work can continue on the demolition ordinance in January. The city wants to have their budget approved by the beginning of December.

**XIII. ADJOURNMENT**

**Mr. Carroll, supported by Mr. Wright, moved to adjourn the October 13, 2009 meeting of the Historic Preservation Commission. With a voice vote, the motion carried unanimously.**

**The meeting adjourned at 9:20 p.m.**

**Submitted by:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Recording Secretary)

**Reviewed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Staff Liaison)

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(HPC Chair)