

KALAMAZOO HISTORIC PRESERVATION COMMISSION

Third Floor Conference Room – City Hall - 241 West South

Tuesday, March 12, 2013 – 7:00 pm

- I. **Call to Order – 7:00 pm**
- II. **Approval of Absences:** possibly Katie Jacobs
- III. **Approval of Agenda:**
- IV. **Introduction of Guests:**
- V. **Citizen Comments on NON-agenda items***
- VI. **Financial Report**
 - a. City (Jacobs/Steppenwolf) **(ITEM A)**
 - b. Kalamazoo: Lost and Found
 - c. O'Connor Fund
- VII. **Action and Discussion Items**
 - a. Work Plan Reports from Team Leaders
 - i. Designation (D) – Aardema
 - ii. Sustainability (S) – Stevens (Hidden Kalamazoo) **(ITEM B)**
 - iii. Preservation Month (PM) – Holewinski
 1. Awards (nominations in mailed packet)
 - iv. Iannelli Fountain (IF) – Brose – **report at meeting**
 - v. Operations (O) – Wright – **report at meeting**
 - vi. Sites – Aardema
- VIII. **Old/New Business**
 - a. Election of Officers
 - b. Workplan update
- IX. **Approval of meeting notes:** February 12, 2013 **(ITEM C)**
- X. **Correspondence**
- XI. **Coordinators Reports on non-agenda items**
 - a. Coordinator's Report **(ITEM D)**
- XII. Citizen Comments on NON-agenda items***
- XIII. **Commissioner Comments**

Adjourn 9:00 PM

The mission of the Kalamazoo Historic Preservation Commission is to educate the public and city leaders on the value of preserving the City's historic resources, and to advise the City Commission accordingly. Questions and comments regarding this agenda should be directed to the Historic Preservation Coordinator at 337-8804. *The Commission's Work Plan is on the reverse side.

* Citizen Comments are limited to four minutes on non-agenda items. During agenda items, citizens are also requested to limit their comments to four minutes unless invited to join in the discussion by the Commission.

Kalamazoo Historic Preservation Commission goals for 2012

PRESERVATION MONTH 2013 Leader: Tony Holewinski

GOAL: Present a diverse variety of events to celebrate Preservation Month in May

1. Steering committee to develop activities
2. Schedule & complete events
3. Activities & Budget approved by HPC
4. Preservation awards committee to decide awards
5. List of events & schedules publicized
6. Work schedules & volunteers confirmed
7. Post Preservation Month debrief presented to HPC

FOUNTAIN OF THE PIONEERS Leader: David Brose **HIGHEST PRIORITY**

GOAL: Restoration of the Fountain of the Pioneers by 2015.

- ~~1. Identify General Contractor to lead project.~~
- ~~2. Inaugurate meeting with Indian Bands locally for historic markers~~
3. Submit PRESERVE AMERICA application
4. Create city/tribal/private sector sub-committee for planning & executing the restoration project: 2012
5. Submit full (art & local history) NATIONAL level NRHP nomination to SHPO 2013
6. Develop Friends of the Fountain Committee to lead & secure lead gifts 2013
7. Register solicitation license and implement tiered public fund raising 2014

DESIGNATION Leader: Curt Aardema

GOAL: Add to LHD and National Register designated properties to aid development & protect resources.

1. Create formal process for owners interested in local or national designation
2. Invite eligible property owners annually to consider designation

LOCAL DESIGNATION

- Isaac Brown House - single resource LHD
- Woodside properties (2) added to the WMHLHD
- Park Club*
- State Theater
*Pending

NATIONAL REGISTER DESIGNATION

- Updated Bronson Park NR HD (outside of FOTP)
- Updated East Campus NR HD to include Oakland Recital Hall and remove demolished buildings

SUSTAINABILITY Leader: Lynn Stevens

1. Identify new fund raising sources for HPC budget
2. Create subcommittee to explore options
3. Present short list of options to HPC
4. Identify a working group to explore market feasibility and budget for a product based fund-raising project
5. Provide support to oversight of the Lost & Found Book sales & O'Connor Fund for Historic Preservation.

OPERATIONS Leader: Chris Wright

1. Ensure succession plans for HPC
2. Conduct O'Connor Fund pledging in November.
3. Ensuring Quorum for monthly meetings
4. Consult with coordinator as needed about agenda items
5. Providing oversight & updates of Operational Plans monthly

SITES Leader: Curt Aardema

HISTORIC SCHOOLS

GOAL: Educate the Kalamazoo community about the significance of historic school buildings in the city.

1. Identify and list the historic school buildings in Kalamazoo.
2. Research and compile information regarding each school on the list.
3. Prioritize the list based on real and perceived threats to their continued use.
4. Establish an award program for historic milestones and proper maintenance of the buildings.
5. Develop a presentation schedule to meet with educators and students about their schools.
6. Establish a communication link with local school administrators to provide information and insight regarding historic buildings in Kalamazoo.

**Historic Preservation Commission
March 2013 Monthly Report**

Revenue

Book Fund	\$	58,145.49
Interest Income	\$	(98.48)
Interest on Investments		
Total Revenue	\$	58,047.01

Expenses

Commissioner Education	\$	1,941.89
O'Connor Fund	\$	1,212.80
Memberships	\$	1,306.00
Public Education	\$	33,276.38
Publications	\$	14,024.49
Miscellaneous	\$	1,397.67
Total Expenses	\$	53,159.23
Ending Working Capital		(as of 3/5/13)
	\$	4,887.78



**Historic Preservation
Revenue Ledger**

<u>Date</u>	<u>Description</u>	<u>Amount</u>	
	BOOK SALES	\$19,617.64	
2010	BOOK SALES	\$ 5,446.04	
1/12/2011	Book Sales - Barnes & Noble	\$ 281.70	
5/18/2011	book sales - Michigan News Agency	\$ 209.70	will be abated-was rebilled at lower cost*
6/23/2011	HPC awards - Mueller Enterprises	\$ 220.00	
6/29/2011	Book Sales - Nature Connection	\$ 144.96	
6/29/2011	Book Sales - Michigan News Agency	\$ 161.70	*
7/31/2011	Book Sales - \$95.88 - \$209.70 =	\$ (113.82)	
11/2/2011	Book Sales - Kazoo Books	\$ 200.70	
12/31/2011	Book Sales - Kazoo Books	\$ 161.70	
12/31/2011	book sales - Michigan News Agency	\$ 129.36	
12/31/2011	Book Sales - Heritage Co.	\$ 152.76	
3/28/2012	Book Sales - The Spirit of Kalamazoo	\$ 113.19	
5/29/2012	Mavcon Properties contribution	\$ 5,000.00	
5/29/2012	Now & Then, LLC	\$ 32.34	
6/6/2012	Michigan News Agency	\$ 129.36	
6/27/2012	The Nature Connection	\$ 144.96	
8/22/2012	Book Sales - The Spirit of Kalamazoo	\$ 129.36	
9/5/2012	book sales - Michigan News Agency	\$113.19	
9/20/2012	Book Sales - Barnes & Noble	\$ 160.56	
10/3/2012	Book Sales - Barnes & Noble	\$ 92.82	
10/17/2012	Book Sales - Barnes & Noble	\$ 4.20	
10/12/2012	Book Sales - Now & Then	\$ 16.17	
12/12/2012	Book Sales - The Nature Connection	\$ 144.96	
12/19/2012	Book Sales - Kazoo Books	\$ 144.96	
12/20/2012	Book Sales - Now & Then	\$ 32.34	
1/4/2013	Book Sales - Pam O'Connor	\$ 31.96	
1/30/2013	Book Sales - Barnes & Noble	\$ 192.90	

Historic Preservation Commission

ITEM A

1/30/2013 Book Sales - Kalamazoo Antiques	\$	160.56
2/6/2013 Book Sales - Heritage Co.	\$	152.76
2/21/2013 Greenleaf Trust - Fountain study	\$	5,000.00

Total \$38,409.03

**Commissioner Education
2012**

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Commissioner Education - NTHP,
MHPN, State HP

2012 Budget
\$0.00

Expenses

<u>Date</u>	<u>Description</u>	<u>Amount</u>
	Commissioner Education	\$ 968.87
2010	Commissioner Education	\$ 20.00
8/26/2011	MHPN renew memberships	\$ 250.00
11/22/2011	Katie Jacobs - reimburse for NTHP membership	\$ 20.00
	Total	\$ 1,258.87

**O'Connor Fund
2012**

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O'Connor Fund **2012 Budget**
 For Appeal Costs \$600.00

Expenses

<u>Date</u>	<u>Description</u>	<u>Amount</u>
	Appeal costs	341.43
2010	Appeal costs	\$ 153.40
11/22/2011	Terry O'Connor - reimburse postage	275.00
11/22/2011	Chris Wright - reimburse pizza for fund appeal	56.71
12/21/2011	Katie Jacobs - reimburse for supplies	227.86
11/15/2012	Tony Holewinski - reimburse for supplies	158.40
	Total	\$ 1,212.80

**Memberships
2012**

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Memberships - NTHP, HPC

2012 Budget
\$500.00

Expenses

<u>Date</u>	<u>Description</u>	<u>Amount</u>
	Memberships	\$ 492.00
2010	Memberships	\$ 125.00
2/17/2012	NTHP Membership - David Brose	\$20.00
4/17/2012	NTHP membership gifts	\$140.00
	Total	\$ 953.00

**Public Education
2012**

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Public Education **2012 Budget**
\$5,000

Expenses

<u>Date</u>	<u>Description</u>	<u>Amount</u>
	Public Education	\$ 13,063.13
2010	Public Education	937.94
2/3/2011	Old House Network - Sponsorship	\$ 500.00
4/19/2011	Signwriter - sided corex	\$ 307.50
6/9/2011	Sharon Ferraro - reimburse for sharpies	\$ 39.95
6/24/2011	Claire Milne - reimburse reception food & appeal stationery	\$ 219.31
6/9/2011	Tony Holewinski - reimburse for reception supplies	\$ 150.36
6/9/2011	Martinis Pizza - food for Vine Nd HD Orientation	\$ 114.48
5/23/2011	The Framemaker-award certificates	\$ 488.70
8/22/2011	Sharon Ferraro - reimburse for gas for trip to Kentucky	\$ 191.85
12/21/2011	David Brose - reimburse for copying for lanelli Fountain	\$ 15.79
3/8/2012	Old House Network - Sponsorship	\$ 500.00
5/17/2012	Kalamazoo Color Lab - chromira	\$ 15.69
5/22/2012	Sharon Ferraro - MHPN Conference	\$ 415.00
5/22/2012	The Framemaker-award certificates	\$ 395.64
5/24/2012	Ladies Library Assoc. - HPC reception	\$ 690.00
8/7/2012	National Register Nomination - lanelli Fountain	\$ 5,000.00
2/7/2013	The Sweeney Group - lanelli Fountain	\$ 5,000.00
	Total	\$ 29,062.26

**Publications/Promotion
2012**

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	2012 Budget
Promotion	\$ 200.00
Consultants - Fulfillment, Marketing and Royalty	

Expenses

<u>Date</u>	<u>Description</u>	<u>Amount</u>
	Publications	\$7,223.91
2010	Publications	\$3,552.49
7/7/2011	Pamela O'Connor	\$146.25
12/31/2011	Pamela O'Connor - 2nd printing Royalties	\$302.02
12/31/2011	Lynn Houghton - 2nd Printing Royalties	\$302.02
12/31/2011	Pamela O'Connor - marketing	\$57.05
6/30/2012	Pamela O'Connor - marketing	\$247.95
12/31/2012	Pamela O'Connor - marketing	\$177.64
12/31/2012	Pamela O'Connor - 2nd printing Royalties	\$181.41
12/31/2012	Lynn Houghton - 2nd printing Royalties	\$181.41
	Total	\$12,372.15

Sustainability: Lynn Stevens

HPC meeting March 12, 2013

HIDDEN KALAMAZOO – Progress Report

Sharon, Tony and Lynn and possibly Chris were scheduled to tour the State Theater today, March. 5. Live report.

The Kalamazoo Show, one of the largest gatherings of history buffs and re-enactors in the Midwest, is willing to let us put out flyers at their show at the fairgrounds March 15 and 16. We'll need to create those flyers.

Discover Kalamazoo is very enthusiastic about promoting the event. They'll take whatever we send them now and add updates and photos as we send those.

Will contact Berrien County Historical Society and Museum, which might allow flyers.

Will contact Oshtemo Historical Society for promotion in their newsletter. Also will contact groups in Allegan County and in Battle Creek. The Ada Historical Society president is a personal friend and she may help disseminate info if we give her enough lead time -- she's having a baby very soon.

KALAMAZOO HISTORIC PRESERVATION COMMISSION

Third Floor Conference Room – City Hall - 241 West South

Tuesday, February 12, 2013 – 7:00 pm

MEETING NOTES

- I. **Call to Order – 7:12 pm**
- II. **Approval of Absences: Katie Jacobs - Approved Unanimously**
- III. **Approval of Agenda:**
 - a. Add an agenda item to approve purchase of Iannelli images for educational purposes only
- IV. **Introduction of Guests: Pam O'Connor & Norman Jung**
- V. **Citizen Comments on NON-agenda items* None**
- VI. **Financial Report**
 - a. City (Jacobs/Steppenwolf)
 - b. Kalamazoo: Lost and Found
 - c. O'Connor Fund - **\$154,865 at present – remove 2 donor lists from website** (Donor lists removed – 02-13-13)
- VII. **Action and Discussion Items**
 - a. Work Plan Reports from Team Leaders
 - i. Designation (D) – Aardema (not present)
 - ii. Sustainability (S) – Stevens (Hidden Kalamazoo)
 1. Renew contact with Scott Triemstra & folks from Hinman (email sent 02/13/13)
 2. Call Lisa Poole-Woldring – Chris Wright will call her
 - iii. Preservation Month (PM) – Holewinski Send out a reminder about Pres Awards. (Done 02-13-12 – also media release – call for nominations) Consider locations for awards ceremony - Ladies Library?
 - iv. Iannelli Fountain (IF) – Brose
 1. Pam and David met with Mayor Hopewell, CM Ken Collard and Ron Coleman asking for a city commitment in the budget and the current status of the fund-raising. Mayor and CM asked to reconvene the issues Resolution sub-committee. David Brose has met with Shagonaby, David Artley, Lisa Brock from the social Justice program at K-College and others to update. If we can keep moving forwards quickly we should be able to have a proposal to the foundation by their deadline. Collard wanted committee to continue to emphasize that the fountain restoration is the first part of a project which will also include the Gun Lake Band creating an “equally evocative” piece of public art to commemorate the Pottawatomi in Kalamazoo. Arts Council also supports the creation if this art. David Brose reported on the status of the fundraising feasibility study.
 2. Proposed letter to John Shagonaby – David has sent a draft to IF committee members for a letter to clarify Gun Lake Band support for repairing the fountain.
 3. **Motion to authorize purchase of up to 20 pdf images/scans from the Art Institute of Chicago's Ryerson Archives, representing Iannelli's varied body of work. Cost will be \$15 each – total not to exceed \$300. No fees will be charged for their educational /academic use. As part of the upcoming KIA presentation and nomination to the National Register of Historic Places.**
DB/CW Passed unanimously.
 - I. Can we use these for interpretive materials with appropriate credit?
 4. Pam reports our first pledge for funds and some folks interested in being interviewed
 5. **WORK ON GETTING A COMMITMENT FROM THE CITY FOR A SHARE OF THE FUNDING** – in process – emails sent to relevant parties
 - v. Operations (O) – Wright
 1. Curt and Chris met Jeff and Andrea about HPC – no one mentioned dissolving the HPC.

vi. Sites – Aardema

VIII. Old/New Business

- a. Election of Officers – DB/ TH **Chris Wright as chairperson, Curt Aardema as Vice-Chair, Lynn Stevens as secretary and editor (Sharon will take meeting notes, Lynn will write letters.) Passed unanimously** (City clerk notified of new officers)
- b. Workplan update - All workplan leaders should send in an updated workplan to Chris Wright based on the current plan – schedule the 3rd floor conference room at 6:00 pm (room reservation extended to 6:00 pm 2-13-13).
- c. Add an agenda item to approve purchase of Iannelli images for educational purposes only See item VII.4.c above
- d. Approve letter from KHPC to City Commission. Chris Wright signed - Approved unanimously

IX. Approval of meeting notes: January 8, 2013

X. Correspondence

XI. Coordinators Reports on non-agenda items

- a. Coordinator’s Report
- b. DRAFT annual report for City Commission – comment and revise (Report sent to City clerk)
DB/LS Approve annual report as submitted. Passed unanimously

XII. Citizen Comments on NON-agenda items* None

XIII. Commissioner Comments

Adjourn 8:34 PM

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Historic District Commission:

- ✓ HDC cases to 03/05/13 – 18 (14-no permit, 1 permit, 3 HDC review)
 - In 2012, 36 cases by 03/05/12 (33 Administrative)

Section 106 reviews (Federally funded projects)

- ✓ Section 106 reviews to 03/05/13 – 2 (These include 12 cases that may be demolitions funded by the Michigan's share of the foreclosure settlement. This is NOT considered Federal funds and will probably not be subject to the Section 106 review process)
 - In 2012, 11 reviews were complete by 03/05/12 (These 10 cases represent 5 acquisitions and 5 rehabilitations for the last of the Neighborhood Stabilization Program 2 funds.)

SITES

- PNC (1st National Bank Building) – 108 East Michigan **NO NEWS**
- North & Douglas commercial Buildings
 - 1017-1029 West North:
 - Meeting for interested parties – January 22, 2013 – Woodward School I have not had a report on this meeting
 - 626 Douglas (former gas station):
 - The demolition was in progress in late February.
 - Old Douglas Community Center (231 East Ransom) – **NO CHANGE**
 - 820 Oak – devastating fire – Saturday morning December 1, 2012 – HDC approved demolition
 - The application for demolition was submitted on 01/25/13 – waiting for payment of fee

Old assessor's cards are now available on the city website – some have historic photos, all have info on materials, sale price and measurements:

On the left column click on “Departments”, then click on “Assessor” then scroll down to **Link to historic assessing record cards and click on the blue text.**

http://www.kalamazoocity.org/portal/government.php?page_id=962

**Kalamazoo Historic Preservation Commission Budget
2013 Budget**

	2011 Actual	2012 Adopted Budget	2011 Actual Budget	2013 Proposed Budget
RESOURCES				
Lost & Found Book Sales	6,800	6,400	7,950	6,400
Other		0	0	0
TOTAL RESOURCES	6,800	6,400	7,950	4,613
EXPENDITURES				
O'Connor Fund	200	200	560	600
Commissioner Education	500	500	270	0
Memberships	175	500	0	500
Public Education	4,000	4,375	2,012	3,100
Promotion/Publications	1,575	1,575	146	200
Misc	350	800	87	100
TOTAL EXPENDITURES	6,600	7,750	2,515	4,500
Revenue Over Expenditures	200	(1,350)	5,435	113