

# **KALAMAZOO HISTORIC PRESERVATION COMMISSION**

**CITY HALL – 3<sup>rd</sup> Floor Conference Room**

**Tuesday, June 11, 2013 – 7:00pm**

**I. Call to Order – 7:00 pm**

**II. Approval of Absences:**

**III. Approval of Agenda:**

**IV. Introduction of Guests:**

**V. Citizen Comments on NON-agenda items\***

**VI. Financial Report**

- a. City (Steppenwolf) **(ITEM A)**
- b. Kalamazoo: Lost and Found

**VII. Action and Discussion Items**

- a. Work Plan Reports from Team Leaders
  - i. Designation (D) – Aardema
  - ii. Sustainability (S) – Stevens (Hidden Kalamazoo)
  - iii. Preservation Month (PM) – Holewinski
  - iv. Iannelli Fountain (IF) – Brose
  - v. Operations (O) – Wright
  - vi. Sites – Aardema

**VIII. Old/New Business**

- a. Kalamazoo: Lost and Found – SALES at HIDDEN KALAMAZOO Tour? Approve selling at A-1 printing at \$25.00 and \$15.00
- b. Recruiting new commissioners

**IX. Approval of meeting notes:** April 9, 2013 and May 15, 2013 **(ITEM B)**

**X. Correspondence**

**XI. Coordinators Reports on non-agenda items**

- a. Coordinator's Report **(ITEM C)**

**XII. Citizen Comments on NON-agenda items\***

**XIII. Commissioner Comments**

**Adjourn            7:00 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 2013

### PRESERVATION MONTH 2013 Leader: Tony Holewinski

**GOAL:** Present a diverse variety of events to celebrate Preservation Month in May and promote sustainability for the HPC

- ~~1. Committee to develop activities & budgets~~
- ~~2. Schedule & promote/publicize events~~
- ~~3. Preservation Awards committee to decide awards~~
- ~~4. Create work schedules, recruit & train volunteers~~
5. Complete events
6. Post event debrief presented to HPC
7. Form committee for next year.

### FOUNTAIN OF THE PIONEERS Leader: David Brose

**HIGHEST PRIORITY GOAL:** Restoration of the Fountain of the Pioneers by 2015.

1. Develop Friends of the Fountain Committee to lead & secure lead gifts and City/County commitments: 2013.
- ~~2. Submit Jeffris Foundation Grant application 2013.~~
3. Submit full (art & local history) NATIONAL level NRHP nomination to SHPO 2013.\* (PO)
4. Create Public Interpretation Task Force: 2014
5. Implement tiered public fund raising 2013 - 2015.
6. Submit PRESERVE AMERICA and other public agency grant applications: 2014(SF).
7. Celebrate Fund-raising success, launch interpretive programs - monitor work on Fountain complex: 2015

### DESIGNATION Leader: Curt Aardema

**GOAL:** Enhance Local Historic Districts and National Register designated properties to add development potential and protect important resources.

1. Create a simple process for property owners interested in local or national designation.
2. Research new properties for potential designation.
3. Identify funding sources to assist property owners or the HPC in preparing documentation
4. Invite property owners to consider local or national designation based on research.

#### LOCAL DESIGNATION

- Isaac Brown House
- Woodside Properties
- Park Club
- South Rose/Cedar Area

#### NATIONAL REGISTER DESIGNATION

- Continue work to create new Washington Square NR HD
- State Theater
- Fifth Third and PNC Bank Buildings
- Bronson/Upjohn Headquarters Buildings
- Kalamazoo Gazette Building
- Milwood Neighborhood
- Hillcrest/Waite Farm Neighborhood
- Westnedge Hill Neighborhood
- Parkwyn Village Neighborhood
- Update Bronson Park NR HD
- Update 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
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 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. Working quarterly or as needed with Jeff Chamberlain to discuss KHPC activities.
2. Ensuring quorum at meetings.
3. Conduct O'Connor fund appeal in November.
4. Help create monthly agendas with the coordinator.
5. Oversight and updates of operational plans monthly.
6. Ensure succession plans for HPC

### SITES Leader: Curt Aardema **HISTORIC SCHOOLS INITIATIVE**

**GOAL:** Inform the Kalamazoo community about the history, value, sustainability and significance of preserving local buildings designed for education.

- ~~1. Identify and list the historic school buildings in Kalamazoo.~~
- ~~2. Host remote KHPC meetings at schools around the city.~~
3. Research and compile information related to the schools on the list. Concentrate on the Lincoln School.
4. Establish a communication link with local school administrators.
5. Establish a program and presentation to share with school teachers, students, administrators, parents, etc.

**Historic Preservation Commission  
June 2013 Monthly Report**

**Revenue**

Book Fund	\$ 60,216.63
Interest Income	\$ (98.48)
Interest on Investments	
<b>Total Revenue</b>	<b>\$ 60,118.15</b>

**Expenses**

Commissioner Education	\$ 1,941.89
O'Connor Fund	\$ 1,212.80
Memberships	\$ 1,331.00
Public Education	\$ 33,363.38
Publications	\$ 14,024.49
Miscellaneous	\$ 1,397.67
<b>Total Expenses</b>	<b>\$ 53,271.23</b>
<b>Ending Working Capital (as of 6/3/13)</b>	<b>\$ 6,846.92</b>



**KALAMAZOO HISTORIC PRESERVATION COMMISSION**  
**Third Floor Conference Room – City Hall - 241 West South**  
**MEETING NOTES - Tuesday, April 9, 2013 – 5:00 pm**

- I. **Call to Order – 5:42 pm**
- II. **Approval of Absences:** David Brose TH/CW approved unanimously
- III. **Approval of Agenda:** Add consideration of appointing David Kohrman to HPC VIIIc, CA/TH
- IV. **Introduction of Guests:** Pam O'Connor
- V. **Citizen Comments on NON-agenda items\***
- VI. **Financial Report**
  - a. City (Steppenwolf)
  - 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 (Are the Woodside Houses in the NR district)
    - ii. Sustainability (S) – Stevens (Hidden Kalamazoo)
      1. Sign - State box office saying Tickets available for HK at Michigan News Agency
      2. Kalamazoo Area Social Media will meet at State Theater at 5:00 Monday April 15 – Lynn will join them
      3. Michigan News will sell tickets. Gazelle to sell tickets? Sharon
      4. Send Peter an email – need check box to mark off each site as people use tickets.
      5. Lori Moore at WKZO?
      6. On city website – link to Facebook
    - iii. Preservation Month (PM) – Holewinski
      1. Decide on a date and place for awards ceremony – May 23<sup>rd</sup> – Girls on the Run
      2. Affirm judges' decision – motion to approve awards framing **TH/LR Passed unanimously.**
    - iv. Iannelli Fountain (IF) – Brose
      1. The interviews went very well for the fundraising feasibility – Pam O'Connor has been working with the Jeffris Foundation to clarify that the fountain is more than the concrete sculpture, but should also include the pumps and water and equipment.. Roman Vetter will forward info to Tom Jeffris.
    - v. Operations (O) – Wright
      1. Move May HPC Meeting to Washington School
      2. Move meeting to Wednesday, May 15<sup>th</sup> - Approved
    - vi. Sites – Aardema
- VIII. **Old/New Business**
  - a. Workplan update
  - b. Recruit new commissioners –**Approved appointment of David Kohrman to HPC LS/CA**
  - c. Gibbs house – barn
- IX. **Approval of meeting notes:** March 12, 2013
- X. **Correspondence**
- XI. **Coordinators Reports on non-agenda items**
  - a. 1<sup>st</sup> quarter Section 106 reviews. **(ITEM D)**
  - b. Coordinator's Report **(ITEM E)**
- XII. **Citizen Comments on NON-agenda items\***
- XIII. **Commissioner Comments**

**Adjourn            7:00 PM**

**KALAMAZOO HISTORIC PRESERVATION COMMISSION**

Washington Writers Academy at 1919 Portage

**Wednesday, May 15, 2013 – 7:00pm****MEETING NOTES – No official meeting – discussion only**

**Planned to meet at Washington School and miscommunication with staff (we thought 7pm, staff thought 6pm) left us locked out. Met informally for discussion in the lobby conference room at CP&D)**

We have quorum, but since we needed to change the location – Washington School was inaccessible – to comply with the Open Meetings Act and required notice, this was not an official meeting.

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- a. City (Steppenwolf) **(ITEM A)**
- b. Kalamazoo: Lost and Found
- c. O'Connor Fund **(ITEM B)**

**VII. Action and Discussion Items**

- a. Work Plan Reports from Team Leaders
  - i. Designation (D) – Aardema – David Kohrman will help Sharon Consult with ROC to see if we should include the bank.
  - ii. Sustainability (S) – Stevens (Hidden Kalamazoo)
  - iii. Preservation Month (PM) – Holewinski Lynn will contact Tony and see if he will bake. Sharon will go to City Commission 5/20/13 June Agenda – approve reimbursement for refreshments
  - iv. Iannelli Fountain (IF) – Brose David is meeting with Artley, Shagonaby, McCann (public interpretation task force) – next meeting is in early June. Also met with Elspeth Inglis to work out an educational session at the museum in the fall and are looking for a Native American historian. Pam reports the Iannelli exhibit has opened in Chicago. Draft grant proposal was submitted to the Jeffris Family Foundation.
  - v. Operations (O) – Wright
  - vi. Sites – Aardema *added to June agenda – amend work plan to concentrate on Lincoln.*

**VIII. Old/New Business**

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**IX. Approval of meeting notes: April 9, 2013 **(ITEM C)******X. Correspondence****XI. Coordinators Reports on non-agenda items**

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**XII. Citizen Comments on NON-agenda items\*****XIII. Commissioner Comments****Adjourn**

**Historic District Commission:**

- ✓ HDC cases to 06/06/13 – 57 total (47 no fee, 6 building permit -\$30; 4-HDC hearing-\$75)
  - In 2012, 105 cases by 06/05/12 (98 Administrative)

**Section 106 reviews (Federally funded projects)**

- ✓ Section 106 reviews to 05/06/13 – 15
  - In 2012, 15 reviews were complete by 05/06/12

**SITES**

- PNC (1<sup>st</sup> National Bank Building) – 108 East Michigan  
Repairs to the marble cladding appear to be ongoing, temporarily revealing the terra cotta.
- North & Douglas commercial Buildings
- 1017-1029 West North– **NO CHANGE**
- 626 Douglas (former gas station):
  - The demolition is complete April 2013
- Old Douglas Community Center (231 East Ransom) – **NO CHANGE**
- **(Outside city limits)** the Ezra Nichols house on Nichols Road – ca 1844, will be going up for sale soon. I have contact info.

**SHPO:**

- Demolitions approved (need to submit a Memorandum of Agreement for documentation for each if the city chooses to use Federal Funds.)
  - 425 Oak (Oak Street Market) – Took photos with intern on Monday June 3. There is an almost completely intact Kalamazoo Stove Company furnace – No. 42 – in the basement.
  - 931 Osborne (Demolition approved by HDC in January 2013)

**Kalamazoo Historic Preservation Commission Budget  
2013 Budget**

	<b>2011 Actual</b>	<b>2012 Adopted Budget</b>	<b>2011 Actual Budget</b>	<b>2013 Proposed Budget</b>
<b>RESOURCES</b>				
Lost & Found Book Sales	6,800	6,400	7,950	6,400
Other		0	0	0
<b>TOTAL RESOURCES</b>	<b>6,800</b>	<b>6,400</b>	<b>7,950</b>	<b>4,613</b>
<b>EXPENDITURES</b>				
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
<b>TOTAL EXPENDITURES</b>	<b>6,600</b>	<b>7,750</b>	<b>2,515</b>	<b>4,500</b>
<b>Revenue Over Expenditures</b>	<b>200</b>	<b>(1,350)</b>	<b>5,435</b>	<b>113</b>