

KALAMAZOO HISTORIC PRESERVATION COMMISSION

CITY HALL – 3rd Floor Conference Room

Tuesday, April 8, 2014 – 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* & Correspondence

a. Michigan Historical Center and the *Story of Where* app **(ITEM A)**

VI. Financial Report

a. City (Steppenwolf) **(ITEM B)**

VII. Action and Discussion Items

a. Work Plan Reports from Team Leaders

i. Designation (D) – Aardema

ii. Sustainability (SU) – Stevens (Hidden Kalamazoo)

iii. Preservation Month (PM) – Holewinski

iv. Iannelli Fountain (IF) – Brose

v. Operations (O) – Wright

vi. Sites (SI) – Aardema

VIII. Old/New Business

a. Elect officers

b. Review and approve awards (In mailed packet)

IX. Approval of meeting notes: March 11, 2014 **(ITEM C)**

X. Correspondence

XI. Coordinators Reports on non-agenda items 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 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 and 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.

Ferraro, Sharon

From: Pam O'Connor <ppmarlborough@ameritech.net>
Sent: Wednesday, April 02, 2014 9:24 PM
To: Ferraro, Sharon; wright chris
Cc: kohrman david; benac david; brose david; stevens lynn; aardema curtis; holewinski tony
Subject: for next week's KHPC agenda

Hi Chris & Sharon,

Sorry this is late, I received it only yesterday.

You and some of the KHPC members may have seen a press release last week announcing a partnership between the Michigan Historical Center and *The Story of Where* app developers, whose name is "History Spot.

For those who have not, please click on this link:

http://www.michigan.gov/som/0,4669,7-192-45414_45416-324493--,00.html

After buying testing the app for a bit with some friends for a couple days, I sent Sandra Clark an email with a unfavorable indication of our experience so far. I can elaborate at next week's meeting on this. Sandra responded right away, explaining some of the difficulties and eventual fixes for some of the issues I had included.

I'd like to ask you to add this item to the KHPC agenda because we may be able to help with one of the fixes. It has to do with hunting and verifying Michigan Historical Marker info. Here is what she said about "fixing" the pins on the app for these:

We will be doing on-the-ground verification town-by-town and county-by-county using volunteers—do you want to organize Kalamazoo for the markers? We'll send you a list of what we think is there with the addresses and ask you to check and return it to us with notes of things that are not there, incorrectly described or incorrectly located. Then the database will be updated. That will also be an opportunity for pictures to be added. Once we are a partner on something, History Spots will check with us before making other changes.

She clarified that this is for the City only, and this seems as though it may be a pretty easy task, and I'm wondering if maybe David Benac or someone else might have a class or an intern who might be interested in doing this— or we could do it as a group.

Talk to you more about this next week.
Pam

**Historic Preservation Commission
April 2014 Monthly Report**

Revenue

Book Fund	\$ 75,176.97
Interest Income	\$ (98.48)
Interest on Investments	
Historic Preservation Fundraising **	\$ 29,837.00
Total Revenue	\$ 104,915.49

Expenses

Commissioner Education	\$ 2,171.89
O'Connor Fund	\$ 1,421.63
Memberships	\$ 1,456.00
Public Education	\$ 40,597.01
Publications	\$ 15,518.73
Miscellaneous	\$ 1,397.67
Transfer fund to FOTP per Pam's request	\$ 8,000.00
Total Expenses	\$ 70,562.93
Ending Working Capital (as of 4/2/14)	\$ 34,352.56



**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 B

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
3/13/2013 Book Sales - Kazoo Books	\$	129.36
2/28/2013 Book Sales - Kazoo Books	\$	160.56
4/30/2013 B&N shortage on payment	\$	(0.90)
4/15/2013 Book Sales - Spirit of Kalamazoo	\$	129.36
4/4/2013 Hidden tour Donation rec#122552	\$	100.00
4/3/2013 Hidden tour Donation rec#122551	\$	100.00
4/19/2013 Hidden tour Donation rec#122555	\$	600.00
4/29/2013 Hidden tour Donation rec#122554	\$	200.00
5/2/2013 Douglas & Sons - Hidden Tour	\$	500.00
5/15/2013 Book Sales - Barnes & Noble	\$	152.76
5/31/2013 Hidden Kalamazoo Tour	\$	562.00
6/18/2013 Hidden Kalamazoo Tour	\$	1,050.00
6/25/2013 Hidden Kalamazoo Tour	\$	15.98
7/8/2013 Lost and Found book sales	\$	50.00
7/11/2013 Spartan Store-ticket sales	\$	5,390.00
8/1/2013 Book Sales - Now & Then	\$	32.34
8/21/2013 Book Sales - The Spirit of Kalamazoo	\$	161.70
May-13 Hidden Kalamazoo Tour**	\$	207.00
Jun-13 Hidden Kalamazoo Tour**	\$	8,130.00
9/25/2013 Book Sales - The Nature Connection	\$	129.36
10/8/2013 Book Sales - Homes Tour - SARA	\$	130.00
10/18/2013 Hidden Kalamazoo Tour - Fifth Third Bank	\$	2,000.00
11/6/2013 Book Sales - Kazoo Books	\$	144.96

**Publications/Promotion
2014**

	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
7/25/2013	Pamela O'Connor - marketing	\$319.19
12/31/2013	Pamela O'Connor - marketing	\$354.79
12/31/2013	Pamela O'Connor - 2nd Printing Royalties	\$410.13
1/30/2014	Lynn Houghton - 2nd printing Royalties	\$410.13
	Total	\$13,866.39

**Public Education
2014**

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 Iannelli 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 - Iannelli Fountain	\$ 5,000.00
2/7/2013	The Sweeney Group - Iannelli Fountain	\$ 5,000.00
5/6/2013	A-1 Printing & Copy - tickets for Hidden Tour	\$ 87.00
6/5/2013	Award frames for HPC	\$ 286.76
6/20/2013	The Sweeney Group - Iannelli Fountain	\$ 5,000.00
6/20/2013	Sharon Ferraro - reimburse postage	\$ 147.29
6/20/2013	Sharon Ferraro - items for awards reception	\$ 43.36
6/20/2013	Tony Holewinski - reimburse for reception supplies	\$ 131.77
6/26/2013	SWMSpark - advertising for Hidden Kalamazoo	\$ 300.00
7/25/2013	Sharon Ferraro - reimbursement	\$ 165.03
10/22/2013	NTHP conf registration - Sharon Ferraro	\$ 400.00
11/21/2013	Reimburse Sharon Ferraro - Iannelli books and USPS	\$ 164.99
12/16/2013	Top Five Books - Alfonso Iannelli: Modern by Design	\$ 480.00
12/31/2013	Reimburse Pam O'Connor - shipping of Iannelli books	\$ 64.43
3/13/2014	Lynn Stevens - Do-Dah Parade App Fee reimbursement	\$ 50.00
	Total	\$ 36,382.89

**Memberships
2014**

Page 4

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
4/4/2013	NTHP membership - David Brose	\$25.00
6/17/2013	NTHP membership gifts	\$125.00
	Total	\$ 1,103.00

**O'Connor Fund
2014**

Page 3

**O'Connor Fund
For Appeal Costs**

**2012 Budget
\$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
10/17/2013	Pam O'Connor - reimburse for mailing material	208.83
	Total	\$ 1,421.63

**Commissioner Education
2014**

Page 2

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
8/15/2013	MHPN renew memberships	\$ 230.00
	Total	\$ 1,488.87

FOUNTAIN CAMPAIGN PLANNING

Page 8

2014	Amount
1/29/2014 MHPN/Dreilhaus	\$9,500.00
1/29/2014 Tyler-Little Family	\$2,000.00
1/29/2014 Greenleaf Trust	\$10,000.00
2/25/2014 Kalamazoo Comm. Foundation	\$9,000.00
3/5/2014 KHPC general account - transfer of funds	\$8,000.00
3/20/2014 First Tuesday Club	\$50.00
Total	\$38,550.00

KALAMAZOO HISTORIC PRESERVATION COMMISSION**Meeting notes - CITY HALL – 3rd Floor Conference Room****Tuesday, March 11, 2014 – 7:00pm****I. Call to Order – 7:04 pm****II. Approval of Absences:** Chris Wright**III. Approval of Agenda:** approved David Benac, Curt Aardema**IV. Introduction of Guests:** Laura Lam, Director Community Planning and Development**V. Citizen Comments on NON-agenda items*****VI. Financial Report**

- a. City (Steppenwolf) **(ITEM A)** No Comment

VII. Action and Discussion Items

- a. Laura Lam – Director Community Planning and Development
 - i. Introduction – (eliminating general fund support for Historic pres coordinator position)
 - ii. Block grant solution allows us more planning time
 1. Options before us: Funding not purpose
 - a. Status quo – gen fund funding and/or CDBG
 - b. Completely changing – work goes to other staff
 2. Engaging the community – bring in stakeholders.
 3. David Brose – feels that continuing to use CDBG may have some resentment of using grant money for historic preservation
 4. CC is stressing sustainability – how do we maintain the program in the face of economic challenges.
 5. Alternate sources of funding will be very important
 - iii. Discussion of stakeholder input:
 1. Open meetings x 2 in Nds
 2. Each commissioner interviews 5 people with standard questions
 3. Survey Monkey?
 4. Facebook
 - iv. Stress that HP has a positive economic impact
- b. Work Plan Reports from Team Leaders **(no reports in advance of meeting)**
 - i. Designation (D) – Aardema
 1. State Theatre – Ferraro – report in packet HP Easement – mention to Stephanie
 2. NR nom for Wash2 – to Kelly Clark
 - ii. Sustainability (SU) – Stevens (Hidden Kalamazoo) Four sites are verified. Lynn will be contacting D&W and Spirit of Kalamazoo to sell tickets.
 - iii. Preservation Month (PM) – Holewinski
 1. Various nominations were discussed
 2. Regional partner – Richland Community Center – Village Hall
 - iv. Iannelli Fountain (IF) – Brose David Brose and David Benac have assembled a case statement – waiting for comment from Sharon before sub-committee meeting on Friday, March 14th at 11:00.
 - v. Operations (O) – Wright No report
 - vi. Sites (SI) – Aardema – Curt has name and contact info for Lincoln principal.

VIII. Old/New Business

- a. Demolition of 1124 West North – this fire damaged house has been ordered repaired (deadline is this week) or demolished with city/Federal funds. The 106 review report is in the packet for HPC comments.
 - i. **Ls/Dbr Motion to approve demolition Passed unanimously**

IX. **Approval of meeting notes:** February 11, 2014 **(ITEM B)** DBe/ DK - Accept as presented – approved unanimously

X. **Correspondence**

XI. **Coordinators Reports on non-agenda items** Coordinator's Report **(ITEM C)**

XII. **Citizen Comments on NON-agenda items*** None

XIII. **Commissioner Comments**

Adjourn 9:04 PM

REVIEWS:Historic District Commission:

- ✓ HDC cases to 04/01/14 – 21 total Fees total to date
 - 16 no fee \$ 0
 - 2 building permit -\$30 \$ 60
 - 3 - HDC hearing-\$75 \$ 225 (no change – no HDC meeting in march))
 - In 2013, 24 total cases by 04/01/13 (33 Administrative)

Section 106 reviews (Federally funded projects)

- ✓ Section 106 reviews to 04/01/14 – 15 (All demolitions)
 - In 2013, 12 reviews were complete by 04/01/13

Site Plan Review

- ✓ Site Plan review to 03/04/14 – 0
 - Site Plan review to 03/04/13 - 6

SITES and PROJECTS:

- PNC (1st National Bank Building) – **NO CHANGE**
- North & Douglas commercial Buildings –1017-1029 West North– **NO CHANGE**
- Old Douglass Community Center (231 East Ransom) – **NO CHANGE**
- M.D. Ellis Clock – City Electrician Franz-Erich Griggs has located and accepted a bid for the underpowered motor and will include a universal control that will keep the clock set to the correct time. The cost is \$1545. DKI has included this expense for the clock in a grant proposal. We should know if DKI has received the grant by the end of April or early May.

OUTREACH and EDUCATION:

- On Monday March 31, the coordinator toured a group of 20+ visitors from the Portage Senior Center on to the State Theater, the Boudeman House, Ladies Library and First Baptist Church. A good time was had by all.

PRESERVATION MONTH:

- Great Unveiling – Saturday May 3 – 501 Elm in partnership with the Old House Network
- WWMT is interested in a visit to the top of the State Hospital Water Tower for a segment to be aired during Preservation Month. Details are being worked out with the hospital.