

KALAMAZOO HISTORIC PRESERVATION COMMISSION

CITY HALL - 241 W. South – Community Room – 2nd floor

TUESDAY, October 10, 2017 – 7:00pm

I. Approval of Absences:

II. Approval of Agenda:

III. Introduction of Guests:

IV. Citizen Comments on NON-agenda items* & Correspondence:

V. Financial Report (20 min)

- a. REVENUE September (\$258.15) YTD (\$13,107.68)
- b. EXPENDITURES September YTD (\$16,722.89)
- c. BALANCE REMAINING (\$12,227.55)
- d. RESERVE FUND (~~\$30,337.32~~) (Quarterly reports Feb, May, August, November)

VI. Action and Discussion Items

- a. Work Plan Reports from Team Leaders Note any changes to the work plan
 - i. Sustainability (SU) – **(10 min)** (Ferraro) (Hidden Kalamazoo Tour)
 - ii. Preservation Month (PM) (Gorham) **(5 min)**
 1. Preservation Month project **(ITEM A)**
 - iii. Bronson Park 21st Century (BP21) (Brose) **(15 min)**
 1. Fundraising
 2. Planning
 3. Education (Brose/Benac) Review of publicizing and funding physical Educational Program components for BP21CC
 - iv. Operations (O) – Koenig **(5 min)**
 - v. Sites (SI) – Robinson & Kohrman **(5 min)**
 - vi. Designation (D) – Kohrman **(10 min)**

VII. Old/New Business

- a. Discussion of adding a regular annual budget line item designating a donation to the O'Connor Fund, possibly a percentage or a specified amount
- b. Adding more historic preservation into Master Plan (notes in packet)
- c. Review National Register nomination of the United States Post Office/Federal Building **(ITEM B)**
- d. Discussion of Hid Kzo website – possible move to a different host.
- e. Review of Section 106 review projects **(ITEM C)**

VIII. Approval of meeting notes: (5 min)

- a. September 13, 2017 **(ITEM D)**

IX. Coordinators Report on non-agenda items (5 min)

- a. Coordinators monthly report **(ITEM E)**

X. Citizen Comments on NON-agenda items*

XI. 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 2017-2018

Chair: Josh Koenig

Treasurer: Regina Gorham

Vice-chair: David Brose

David Brose

Secretary: Shelby Donaldson

PRESERVATION MONTH & OTHER EVENTS **2017 Leader: Regina Gorham**

GOAL: Present a diverse variety of events to celebrate Preservation Month in May and promote sustainability for the HPC and create a three year plan for future events to celebrate Preservation Month

1. Committee to develop activities & budgets
2. Schedule & promote/publicize events
3. 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

BRONSON PARK 21ST CENTURY Leader: David Brose

HIGHEST PRIORITY GOAL: Public Education by 2017 and FOTP Restoration in 2018

Fundraising – Pam O’Connor & David Brose

1. Research and submit private organization grant applications: 2014-2017.
2. Submit public agency grant applications: 2015-2017.
3. Implement tiered public fund raising (2016 - 2017)
4. Celebrate Fund-raising success and launch endowed programs (2018)

Fountain Rehabilitation Work - Pam O’Connor

1. ~~Draft RFP for prep of Plans & Specs (2017)~~
2. ~~Solicit & Award Job to prepare Plans & Specs (2017)~~
3. Draft RFP, Solicit & Award Job for fountain rehabilitation work (2017-2018)
4. Monitor work on Fountain complex restoration (2018-2019)

Public Education – David Brose (David Benac)

After the markers are installed and the program begins, there will be an ongoing care for the markers, updating and maintaining Next Exit History, determining public education projects like speaking and other events.

- a) Establish NextExitHistory websites
 - a. Text and Static Pictures (2016 - 17)
 - b. Integrate Gun Lake Band video stories (2017)
- b) Coordinate Corner Marker and Bronson Park panel design, structure and location with property managers (2017)
- c) Complete requisite fund raising (2017)
- d) Implement Street Sign placement (2017-18)
- e) Construct and install Reservation Corner markers and Bronson Park panel (2017-18)
- f) Evaluate completed NextExitHistory + Video presentations (2017-18)
- g) Develop policies and procedures for ongoing and endowed public interpretation and programming in Bronson Park (2017)

DESIGNATION: Leader David Kohrman (Curt Aardema will stay involved)

GOAL: Increase the number of properties with local and/or national designations in Kalamazoo.

1. Support a new historic resource survey for the entire city
2. Create a simple process for property owners interested in local or national designation.
 - a. Create a process for designation
 - b. Post necessary documents on the city website
3. Research new properties for potential designation.
4. Identify funding sources to assist property owners or the HPC in preparing documentation.
 - a. HPC funds to assist property owners?
5. Invite property owners to consider local or national designation based on research.
 - a. Educate property owners on listing
 - b. Sponsor/create a workshop on documenting your historic building.
 - c. Create a collection of National Register Bulletins for Local History Room
 - d. Research and create for markers and a Kalamazoo Register of Historic Places

LOCAL DESIGNATION -

- **Isaac Brown House**
- Woodside Properties (West Main Hill addition) and panhandle Greenlawn
- **Park Club**
- Milwood Area (New Survey may identify more issues)
- Edison/Washington Square Area (New Survey may identify more issues)
- Hillcrest/Winchell Area (New Survey may identify more issues)
- Parkwyn Village (New Survey may identify more issues)

- Mid-Century Resources (New Survey may identify more issues)

NATIONAL REGISTER DESIGNATION

- Nazareth College/Sisters of St. Joseph - Eligible
- Kalamazoo County Courthouse – Already listed as part of Bronson Park NRHD
- State Theater - Eligible
- American National/Fifth Third Bank Tower - Eligible
- Bronson/Upjohn Headquarters
- Kalamazoo Gazette Building
- Parkwyn Village
- Mid Century Resources

SUSTAINABILITY/ REVENUE Leader:

1. Provide support to oversight of the Lost & Found Book sales and O'Connor Fund for Historic Preservation.
2. Work with Hidden Kalamazoo Tour Committee
3. Possible marketing person to inform people about historic preservation
4. Develop a 3 year plan (What replaces the Hidden Kalamazoo tour?)
5. Start looking for other fund-raising plans to implement when the Hidden Kalamazoo Tour is ended.
6. Research and create for markers and a Kalamazoo Register of Historic Places – fee?

OPERATIONS Leader: Koenig

1. To see that 1-2 representatives from KHPC meet quarterly w/ Rebekah Kik to discuss KHPC
2. Review financial status & reserve account quarterly in advance of opportunities for budget adjustment
3. Create budget in July or August
4. Coordinate with the O'Connor fund for planning expenditures from the fund
5. Monitor the preservation coordinator position so that it remains funded by City
6. Ensure quorum at meetings
7. Ensure that O'Connor fund appeal is done in November
8. Help create monthly agendas with coordinator
9. Oversight and update of operational plans monthly
10. Ensure succession plan for HPC
11. Ensure a representative from KHPC is permitted to attend DDRC meeting

SITES: HISTORIC SCHOOLS INITIATIVE Leaders: Sue Robinson & David Kohrman

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

1. Research and compile information related to local school buildings.
2. Generate a list of local school buildings, prioritizing by highest likelihood of demolition or extensive renovation.
3. Establish a communication link with local school administrators/leadership teams.
4. Establish a program and presentation for each school on the list to share with school teachers, students, administrators, parents, etc.

Prioritized List of Local Public and Private School Buildings (Suggestions---should add year built info, etc.):

Underlined – recently completed substantial renovations

1. Nazareth College/Sisters of St. Joseph - Eligible
2. Loy Norrix High School (KPS)
3. El Sol/Vine Elementary (KPS) (In local historic district)
4. Edison Elementary (KPS)
5. Lincoln Elementary (KPS)
6. Milwood Middle School (KPS)
7. Woodward Elementary (KPS) (In local historic district)
8. Greenwood Elementary (KPS)
9. Former Ebenezer School (Owned by Bronson, Former K Christian Building., John Street)
10. Hackett High School (Catholic Diocese)
11. St. Augustine Elementary (Catholic Diocese)
12. St. Monica Elementary (Catholic Diocese)
13. Kalamazoo Christian High School
14. Parkwood/Upjohn Elementary (KPS)
15. Winchell Elementary (KPS)
16. Former Kalamazoo Central High School (KPS)
17. (Former) South Christian on Westnedge – owned by KPS
18. Hillcrest School (Kazoo School)