

KALAMAZOO HISTORIC PRESERVATION COMMISSION

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

TUESDAY, May 8, 2018 – 7:00pm

I. Call to Order: Chairperson Koenig will join the meeting about 8pm, vice chair Brose will start.

II. Approval of Absences: Sue Robinson

III. Approval of Agenda:

IV. Introduction of Guests:

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

VI. Financial Report (20 min)

- a. REVENUE March (\$356.02*) (\$129.36 Mar) YTD (\$558.72)
 - i. \$129.36 – K:L&F sales (3/19)
- b. EXPENDITURES March \$139.80 YTD (\$659.35)
 - i. Houghton - royalties \$139.80 (3/2)
- c. BALANCE REMAINING \$11,741
- d. RESERVE FUND (\$27,960.00) (Quarterly reports ~~Feb~~, **MAY**, Aug, Nov)

VII. 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) (**ITEM A**)
 - 1. ?? Sell K:L&F at Hub during tour? Special price? Hid Kzoo bags?
\$XX per book w free tote? Totes range from .78 to .96 w/ order of 100 or more
 - ii. Preservation Month (PM) (Gorham) (**5 min**) (**ITEM B**)
 - 1. Report on Mountain Home Cemetery Inventory & Evaluation
 - 2. Plan logistics of Preservation Awards need tables, covers some folding chairs, food and people to carry, lift, set up
 - iii. Bronson Park 21st Century (BP21) (Brose) (15 min)
 - 1. Education (Brose)
 - iv. Operations (O) – Koenig (5 min) Recommendation submitted to clerk for Sue Robinson's reappointment and Ciara Larson's appointment
 - v. Sites (SI) – Robinson & Kohrman (5 min) report at meeting
 - vi. Designation (D) – Kohrman (10 min)

VIII. Old/New Business

- a. January 2016, HPC made a donation of \$8000 to the Bronson Park 21st Century Campaign. Does the HPC want these funds returned?
- b. Proposal to donate money to MHPN for MI Impact Coalition to help re-instate Michigan's Historic Preservation Income Tax Credit. (**ITEM C**)

IX. Approval of meeting notes: (5 min)

- a. April 10, 2018 (**ITEM D**)

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

- a. Coordinators monthly report (**ITEM E**)
- b. Nazareth Historic District Study Committee Report (Postponed to June or July)

XI. Citizen Comments on NON-agenda items*

XII. 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 2018-2019

Chair: Josh Koenig Vice-chair: David Brose

Secretary:

Treasurer: Regina Gorham

PRESERVATION MONTH & OTHER EVENTS 2018 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 2018

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) Coordinate Corner Marker & Bronson Park panel design, structure and location with property managers (2017)
- b) Complete requisite fund raising (2018-19)
- c) Implement Street Sign placement (2018-19)
- d) Construct and install Reservation Corner markers and Bronson Park panel (2018-19)
- e) Evaluate completed NextExitHistory + Video presentations (2018-19)
- f) Develop policies & 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 (W) and panhandle Greenlawn
- **Park Club**
- Milwood Area
- Edison/Washington Square Area
- Hillcrest/Winchell Area
- Parkwyn Village
- Mid-Century Resources
- Loring-McMartin Farm /railroad viaduct

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/5/3 Bank Tower - NRE
- 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/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 (Bronson, Former K Christian John St)
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)

NOTES