

KALAMAZOO HISTORIC PRESERVATION COMMISSION
VIRTUAL MEETING
WEDNESDAY May 12, 2021 – 6:00pm

I. Call to order:

II. Roll call and approval of absences:

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|--------------------|------------------------|
| A. Fred Edison | E. Josh Koenig |
| B. Kyle Hibbard | F. Lenee Powell-Wilson |
| C. Regina Gorham | G. VACANT |
| D. Katherine White | |

For virtual meetings, during the roll call, each commissioner needs to state their name, and where they are currently located and attending from.

III. Approval of Agenda:

IV. Introduction of Guests:

V. Citizen Comments on NON-agenda items* & Correspondence: (ITEM A) Virtual Meeting Tips

VI. Financial Report (20 min) at meeting

- A. BALANCE REMAINING (\$6,858.73)
B. ~~RESERVE FUND (\$25,553.45) (Quarterly reports – Feb., May, Aug, Nov)~~ See report Item A

VII. Action and Discussion Items

- A. Reconnaissance Level Historic Resource Survey & CLG Grant (Ferraro) **(ITEM B)**
B. Kalamazoo Reservation Public Education (Gorham) (10 min) Report at meeting
C. OHOW (O'Connor/Ferraro) **No report**
D. KVCC Traditional Trades program (Ferraro) **No report**
E. Grave Issues – Cemetery Project (Hibbard) - Update & verbal report at meeting
F. Preservation Month (PM) (Gorham) (15 min) **(ITEM C)**
1. Planning for virtual awards ceremony
- G. Designation & Sites (D) – (10 min)
1. Review revised Letter - Study Committee report for City Hall (O'Connor) **(ITEM D)**
- H. Sustainability (SU) – (10 min) (Ferraro/Koenig) (Hidden Kalamazoo Book – POSTPONED status report will be at the June meeting)
- I. Operations (O) – Koenig (5 min) *Report at meeting*

VIII. Old/New Business

- A. Quarterly Report for Section 106 Reviews (delayed from April HPC meeting) **(ITEM E)**
B. End Project for Kalamazoo: Lost and Found **(ITEM F)**
- a. Phase 1 – dispersal of remaining books
- i. regulating Kalamazoo: Lost & Found give-aways by coordinator
- ii. Turn Walking Through Time books over to coordinator to use
- iii. Walking Tour brochures – give to coordinator to use as needed
- b. Phase 2 – give-aways after Phase 1
- i. Authorize the coordinator and O'Connor to work out a plan to distribute to KPS high school graduates and City of Kalamazoo employees as a “welcome back to work” gift.

- IX. Approval of meeting notes: (5 min)**
 - A. March 10, 2021 (ITEM G)**
- X. Coordinators Report on non-agenda items (5 min)**
 - A. Coordinators monthly report (ITEM H)**
- XI. Citizen Comments on NON-agenda items***
- XII. Commissioner Comments**
- XIII. Adjourn 8:00 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.

NEW WORK PLAN ON FOLLOWING PAGES Adopted March 10, 2021

KALAMAZOO HISTORIC PRESERVATION COMMISSION GOALS FOR 2021-2023

Adopted Wed., March 10, 2021

Chair: Josh Koenig Vice-chair: Regina Gorham
Secretary: none Treasurer: Lenee Powell-Wilson

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PRIORITY PROJECTS

DIVERSITY AND INCLUSION

NEW/ONGOING

Leader(s) Lenee Powell-Wilson, Regina Gorham, Fred Edison

1. Create working relationship with local and regional entities to partner with efforts to make Kalamazoo history more inclusive and complete
2. KALAMAZOO RESERVATION PUBLIC EDUCATION COMMITTEE - migrate all Next Exit History material to Kalamazoo Public Library, continue to work with Gun Lake band tribal council

O'CONNOR FUND FOR HISTORIC PRESERVATION PROGRAMS

ANNUAL/ONGOING

CREATE NEW & MANAGE EXISTING PROGRAMS

Leader(s) Josh Koenig & Lenee Powell-Wilson

1. Education: Old House Owners Workshops - Video, Hands-On and In-Seat Programming
 - a. Complete taping and showing Season 1, 8-episode video series for 2020-2021
 - b. Plan Season 2 plan and tape 8 episodes for broadcast in late 2021 and 2022.
 - c. Count video viewers for
 - d. Negotiate partnership agreement with PMN to include broadcasting rights for City of Kalamazoo for 2021-2022 season.
 - e. Consider pros and cons of returning to hands-on and in-seat informational sessions for summer 2022. Make a decision and plan for 2022 if the answer is "yes."
2. Preservation Assistance: Explore and provide funding for a program or programs to address:
 - a. no-cost home repairs for qualified low-income owner-occupants
 - b. a more inclusive & diverse Kalamazoo history as it relates to preserving buildings & places
3. Preservation Assistance: Develop and implement one or more grant-making programs

RECONNAISSANCE LEVEL HISTORIC RESOURCE SURVEY PROJECT

COMPLETE – JULY 2022

LEADER(S) Coordinator & Chairperson

GOAL: Prepare a historic resource survey of all structures and resources within the boundaries of the city of Kalamazoo

1. Monthly report to HPC.
2. Begin Survey in March 2021 – complete by July 2022
3. Final report to HPC to use in preparing next Workplan

CEMETERIES (Grave Issues Squad)

ANNUAL/ONGOING

LEADER(S) Kyle Hibbard, Sharon Ferraro

1. 2021 - when the repairs are being made on the roads in the Mountain Home explore the creation of a survey database that can be used on smartphones to facilitate quick survey of grave marker condition using volunteers
2. Use the cemetery to engage the public in using appropriate techniques for cleaning grave markers – explore making a short video on water-only cleaning of headstones
3. LONG TERM - Create plan to clean and repair grave markers and cemetery buildings using public volunteers and professionals when necessary
4. assist city staff in developing a long-term plan for repair, cleaning and maintenance in Kalamazoo's two historic cemeteries, Mountain Home and Riverview.

PRESERVATION MONTH & OTHER EVENTS**ANNUAL/ONGOING**

Leader: Regina Gorham & coordinator

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

1. Committee formed in January to consider awards and special events for Preservation Month
 - a. Create work schedules, recruit & train volunteers
 - b. Complete events, Post event debrief presented to HPC
 - c. Present Preservation Awards nominations to HPC and make awards
 - d. Form committee for next year
2. Put "Pres month opportunities" as a discussion section on HPC monthly agenda.
3. *Create a three-year plan for future events to celebrate Preservation Month before end of 2021*

DESIGNATION (Preservation Tools/Outreach):**ANNUAL/ONGOING**

LEADER(S): Fred Edison & Katherine White

(See appendix A to C for current DRAFT lists)

1. Work to create a citywide context statement for "missing" history – the history of BIPOC and women in Kalamazoo – the statement could be used to be an integral part of surveys, National Register and Local HD listings
2. support the establishment of new historic districts, National Register nominations and local designation as appropriate
3. Consider the creation of a local historic marker program
4. Explore and support a process to include the identification of potential pre-historic and historic archeological sites in Kalamazoo
5. educate the public on historic preservation and designation as a tool
6. 2022 – using the results of the reconnaissance historic resource survey, create a new list of potential historic resources in the city.

SUSTAINABILITY/ REVENUE**ANNUAL/ONGOING**

LEADER(S): Coordinator & Chairperson

1. Finalize transition of KL&F from Pam O'Connor to Lynn Houghton.
 - a. Develop a plan for remaining inventory by Sept. 1, 2021
 - b. execute said plan before Dec. 31, 2021.
2. Review plans annually for ongoing and new O'Connor Fund expenditures and ensure that O'Connor fund appeal is done in November
3. Review Hidden Kalamazoo book publication – possibly shift to Arcadia Press
4. Start looking for future fund-raising plans

OPERATIONS/Chairperson's responsibilities**ANNUAL/ONGOING**

LEADER: Chairperson

1. To see that 1-2 representatives from KHPC meet quarterly w/ Director of CPED and City Planner 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. Monitor the preservation coordinator position so that it remains funded by City
5. Ensure quorum at meetings
6. Meet monthly with Historic Preservation Coordinator to review issues and plan agendas.
7. Oversight and update of operational plans monthly
8. Ensure succession plan for HPC

APPENDIX A: sites eligible for additional designation – to be expanded and revised after the Reconnaissance Level Historic Resources Survey is complete

LOCAL DESIGNATION

- Woodside Properties (W) and panhandle Greenlawn – add to West Main Hill
- **Bronson Park Historic District (NR listed)**
- Milwood Area
- Edison/Washington Square Area
- Hillcrest/Winchell Area
- Parkwyn Village
- Mid-Century Resources
- **Isaac Brown House (NR listed)**
- Loring-McMartin Farm /railroad viaduct
- Ihling Brothers Building (Kalamazoo Ballroom Academy, Worship Arts, Dill Instruments
2020 Fulford St (Edison))

NATIONAL REGISTER DESIGNATION

- State Theater – National Register eligible - NR nomination in progress (March 2021)
- American National/5/3 Bank Tower - National Register eligible – need new photos and permission letter from owner
- Bronson/Upjohn Headquarters (NR nomination in progress – March 2021)
- Parkwyn Village (Nomination being prepared by Peter Copeland)
- Mid Century Resources
- Washington Square Area

APPENDIX B: Schools – encourage and prepare history and heritage of schools to post on KPL Local History Room and KPS, Kal. Christian Schools, Catholic Schools websites. Encourage adaptive use if buildings become vacant. Prioritized List of Local Public and Private School Buildings:

1. El Sol/Vine Elementary (KPS) (In local historic district) 604 W. Vine
2. Milwood Middle School (KPS) 2916 Konkle St
3. Winchell Elementary (KPS) 2316 Winchell Ave
4. Greenwood Elementary (KPS) 3501 Moreland Street
5. Hackett High School (Catholic Diocese) 1000 West Kilgore Ave
6. St. Augustine Elementary (Catholic Diocese) 600 West Michigan Ave
7. St. Monica Elementary (Catholic Diocese) 530 West Kilgore Ave
8. Kalamazoo Christian High School (Christian Schools)
9. Community Education Center (former Kalamazoo Central High School) (KPS) NR & Local HD 600 West Vine St.
10. (Former) South Christian Elementary on Westnedge – owned by KPS
11. Hillcrest School (Kazoo School - private) 1401 Cherry St
12. Former Ebenezer School (Bronson, Former K Christian John St)

Work completed on upgrades and new construction (Nov 2018)

1. Loy Norrix High School (KPS) 606 East Kilgore Road
2. Lincoln Elementary (KPS) 912 North Burdick Ave.
3. Woodward Elementary (KPS) (In NR and local historic district) 606 Stuart Ave
4. Parkwood/Upjohn Elementary (KPS) 2321 South Park St

APPENDIX C: Churches (by address and denomination)

- 1) Second Missionary Baptist Church - 603 North Rose (North Side)
- 2) North Presbyterian - 603 North Burdick - (North Side) VACANT
- 3) Friendship Baptist Church – 326 West Paterson (North Side)
- 4) North Westnedge Church of Christ – 1101 North Westnedge Ave (North Side)
- 5) Allen Chapel AME - 804 West North Street (North Side)
- 6) Chicago Avenue Church of Christ – 940 Chicago Avenue (East side)
- 7) Bethany Reformed Church – 1833 South Burdick Ave (Edison)
- 8) Seasons of Change Church – 1401 Lay Blvd (Edison)