

KALAMAZOO HISTORIC PRESERVATION COMMISSION
VIRTUAL MEETING
WEDNESDAY June 9, 2021 – 6:00pm

I. Call to order:

II. Roll call and approval of absences:

- | | |
|--------------------|------------------------|
| 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:

VI. Presentation on the Bronson Park light and shadow study (Guest: Christina Anderson)

VII. 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
- C. Proposed budget for 2022 (ITEM A)

VIII. Action and Discussion Items

- A. **Diversity and Inclusion** (Powell-Wilson, Gorham, Edison)
 - 1. Kalamazoo Reservation Public Education (Gorham) (10 min) Report at meeting
- B. **Historic Preservation Programs - O'Connor Fund** (Koenig, Powell-Wilson)
 - 1. Grantmaking (no report)
 - 2. OHOW – Old House Owners Workshops (Brief verbal report at meeting)
 - 3. Idea for Sidewalk marker for historic sites. (Discussion)
- C. **Reconnaissance Level Historic Resource Survey & CLG Grant** (Ferraro) (ITEM B)
- D. **Grave Issues – Cemetery Project** (Hibbard) - No report
- E. **Preservation Month** (Gorham) (15 min) – **comments and suggestions**
- F. **Designation & Sites (D)** – (10 min)
 - 1. Revised Letter will go to the city commission as part of the city managers report on Friday June 18 - Study Committee report for City Hall – in CC packet for June 21
- G. **Sustainability (SU)** – (10 min) (Ferraro/Koenig)
 - 1. Hidden Kalamazoo Book – POSTPONED status report will be at the July meeting
- H. **Operations (O)** – Koenig (5 min) *Report at meeting*

IX. Old/New Business

- A. End Project for Kalamazoo: Lost and Found and other HPC publications (ITEM C)
- B. Consider application from Joseph Burkhead for vacant commission seat. He would complete the vacated term of Tim Hills and be automatically re-appointed to his first full term through March 31, 2025. (ITEM D)

- X. Approval of meeting notes: (5 min)**
 - A. May12, 2021 (ITEM E)
- XI. Coordinators Report on non-agenda items (5 min)**
 - A. Coordinators monthly report (ITEM F)
 - B. Traditional Trades at KVCC – verbal report at meeting
- XII. Citizen Comments on NON-agenda items***
- XIII. Commissioner Comments**
- XIV. 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

+++++

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

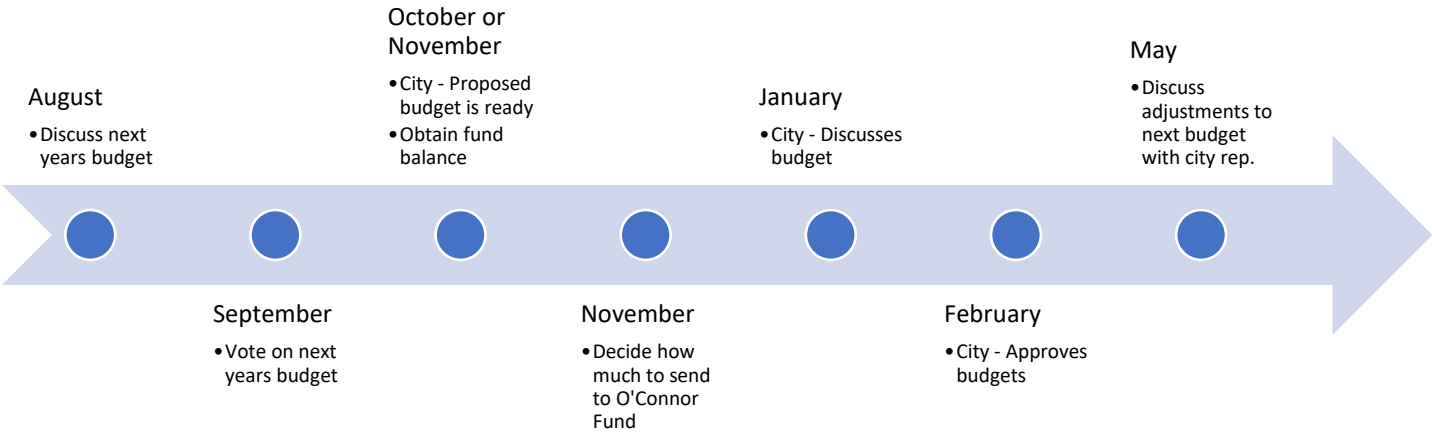
APPENDIX C: Churches (by address and denomination)

- 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)

**2022 BUDGET PROPOSAL
HISTORIC PRESERVATION COMMISSION**

253

Account Number		2015 Budget	2020 Budget	2022 Budget
253-724	COMMUNITY DEVELOPMENT			
253-724-01	KALAMAZOO HISTORICAL COMMISSION			
253-724-01-000-671.026	HISTORIC PRESERVATION SALES	1000	2000	\$200
253-724-01-000-671.045	HISTORIC PRESERVATION FUNDRAISING	11000	2550	\$1,000
253-724-01-000-672.003	PRIVATE DONATIONS & CONTRIB.	200		\$200
253-724-01-000-805.006	EDUCATION AND TRAINING	300.00		\$300
253-724-01-000-845.023	add new line for tour type expense to match fundraising revenue	1,000.00		\$0
253-724-01-000-675.000	WORKING CAPITAL		21167	\$6,000
TOTAL REVENUE			25717	\$7,700
253-724-01-000-810.006	BANK FEES	50.00		\$50
253-724-01-000-845.001	OUTSIDE CONTRACTUAL SERVICES	10,450.00	24548	\$5,000
253-724-01-000-860.001	MEMBERSHIPS AND DUES	400.00	1000	\$1,000
TOTAL EXPENSES			100	\$6,050
Total KALAMAZOO HISTORICAL COMMISSION				\$1,350
253-724-03	O'CONNOR HISTORIC PRESERVATION			
253-724-03-000-664.002	INTEREST ON INVESTMENTS	0.00	25767	\$100
253-724-03-000-671.040	UNREALIZED GAIN/LOSS ON INVEST	1,500.00		\$1,500
253-724-03-000-672.003	PRIVATE DONATIONS & CONTRIB.	0.00	50	\$0
253-724-03-000-675.000	WORKING CAPITAL	0.00		\$25,000
TOTAL INCOME				\$52,950
253-724-03-000-845.001	OUTSIDE CONTRACTUAL SERVICES	1,500.00		\$1,500
TOTAL EXPENSES			50	\$1,500
Total O'CONNOR HISTORIC PRESERVATION				\$51,450



PREPARED: JUNE 1, 2021



inventory
kalamazoo
2022

ITEM B
INVENTORY KALAMAZOO 2022

Kalamazoo Reconnaissance Level

Historic Resource Survey

Monthly report to the Historic Preservation

Commission

Sharon Ferraro, historic preservation coordinator

UPDATE - Report for Wednesday June 9, 2021 HPC packet

CERTIFIED LOCAL GOVERNMENT GRANT:

Kraemer Design Group has surveyed additional properties in Edison. The State Historic Preservation Office has received notice from the National Park Service that all the Certified Local Government grants – like ours for this survey – can be extended for one additional year because of the pandemic. SHPO is in the process of preparing a revised grant agreement.

INVENTORY KALAMAZOO 2022 SURVEY

- Current records in the Survey 123 database includes 4072 buildings surveyed. To put it in perspective, that is about 16% of all the buildings in the city. (See the map on the next page.) Stuart is almost completely surveyed, much of Vine and downtown, Jack Urban has been working hard on the Northside, and about half of Eastside and Oakwood.
- We have about 40 volunteer surveyors signed up!
- Total assignments available is 174, 25% have been taken, (46).
- I plan to send out a weekly update with reports on how many buildings are recorded. Great idea, but it has not panned out. Update partly written and ready to go on Monday June 7.
- ArcGIS – the company that makes Survey 123, has offered us a dashboard readout that we can post on the Imagine Kalamazoo 2025/Inventory Kalamazoo 2022 page. One feature could be a map that shows which streets are done!
- City contract for Tree survey – the city has contracted with a firm to do a new citywide tree survey. I am checking with Public Services to see if we can just drop that part of our work.

MDOT Survey report – in 2013, MDOT prepared a massive report on historic properties along Michigan Avenue – I have received the maps and the summary. The other 4000+ pages will arrive on a DVD in August!

- Stadium Drive from Howard to Intersection with Michigan – then Michigan all the way to the river then up Riverview Drive to Riverside cemetery.
- Kalamazoo Avenue from East Michigan to Michikal.
- Park and Westnedge from Lovell to the train tracks
- The report is 5000 pages and identifies both designated historic resources (National Register and Local Historic Districts – as well as eligible resources.

SHPO = State Historic Preservation Office; MHPN = Michigan Historic Preservation Network; NTHP National Trust for Historic Preservation; NAPC = National Alliance of Preservation Commissions; NPS = National Park Service, NRHP = National Register of Historic Places

Lost and Found "End" Project
As of 6-1-21

Digitization & Hosting

Peter Brakeman has nearly finished the Lost & Found digitization file-making process. I took the Edwards Brothers films to Peter about 10 days ago to use in finishing his-file-making. There is no apparent need to retain them once he has finished.

Keith Howard at KPL has facilitated what is now a complete, counter-signed "Permission to Publish" agreement between the KHPC and KPL. Sharon Ferraro has a copy of the agreement for KHPC records, and has provided Keith with copies of *Walking Through Time* and *Nineteenth Century Homes...* for disassembly and digitization. Keith will keep us posted on his progress.

Remaining inventories

All remaining *Walking Through Time* books & Walking Tour Brochures at the Records Center have been delivered to Sharon's Office to be used as giveaways.

Lost & Found

Records Center: I will do another recount when all sales have been delivered

Lynn's House: Lynn has 26 soft cover and 34 hard cover books

Lost & Found Disbursements

- | | |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Completed | <ul style="list-style-type: none"> • 50 hard cover copies to Lynn Houghton, Co-Author • 18 hard cover copies to Pam O'Connor, Co-Author • 50 soft cover copies for Spirit of Kalamazoo (\$250) • 50 hard cover copies for Parchment Press/Peter Copeland (\$270) • 162 soft cover copies, and 108 hard cover copies for Kazoo Books (\$1,350) |
| Deliveries Pending | <ul style="list-style-type: none"> • 108 soft cover copies and 108 hard cover copies for HP Coordinator • 36 soft cover and 72 hard cover copies for Heritage Company (\$540) • 90 soft cover and 18 hard cover copies for Bookbug/This Is A Bookstore (\$540) |

Actions Required at this time:

I will report further at the meeting on completing the project. There may be an action item.

Copies to: Lynn Houghton, Keith Howard, Peter Brakeman



Board and Commission Application

Joseph Burkhead

Application created: 04/20/2021

I would like to serve on the following board(s) or commission(s):

- 1 **Kalamazoo Historic Preservation Commission**

Education and Experience

Occupation	IT
Company name	WMU School of Medicine
Position	IT Data Analyst
Availability details	Most nights and weekends
Education and Experience	

BBA Computer Information Systems at WMU in 2015

Worked at Stryker from 2015 - 2018 in various roles

Works at WMed from 2018-present in IT and project management roles

Qualifications

Non-Resident Members Permitted

Applicant: I live outside of city limits but have lived or worked in the city for most of the past 10 years!

Demonstrated Interest in the History of Kalamazoo and/or Principles of Historic Preservation

Applicant: I am very interested in the history of our city. I am a life long learner and hope to learn all the little details and secrets of Kalamazoo's past and present

Contact Information

Email jwburkhead@gmail.com
Cell 269-xxx-xxxx
Address xxx
Kalamazoo MI, 49048

Diversity Information

Ethnicity: White
Date of Birth: xx/xx/xxxx
Gender: Male

Current Appointments to City of Kalamazoo Boards/Commissions

I am not a member of any other City boards, commissions, or committees.

Attachments

[resume_burkhead_joseph](#)

[doc00344420210430164637](#)

Joseph William Burkhead

Email: jwburkhead@gmail.com

LinkedIn: [linkedin.com/in/jwburkhead](https://www.linkedin.com/in/jwburkhead)

Cell Phone: (269) 364-9296

OBJECTIVE

Seeking a career as a business analyst, that will allow me to combine my technical skills and business acumen with my customer service experience to achieve success.

- Experience performing Master Data Management on 500,000 items to ensure data quality
- Excellent in Microsoft Office Suite including Word, Excel, Access, Project, and Visio
- Created automatic reports to save time and resources
- Worked on creating a plan to show best practices to end users

SKILLS

- Ability to learn quickly and document processes
- Experience in data visualization, transformation, and analysis using Pivot tables, macros, PowerPivot, PowerQuery, and PowerBI to interpret and manipulate data
- Background using Android Java, HTML, PHP, CSS, SQL, and Microsoft VBA

EDUCATION

Western Michigan University

Kalamazoo, MI

Bachelors of Business Administration, Computer Information Systems

May 2015

Minors: General Business, Business Analytics, Economics

- Data Mining, Project Management, Data Reporting, Database Creation, Android Applications, Enterprise Project, Strategic Management, Database Relationships
- Gained valuable experience in designing, creating, and transforming databases

WORK EXPERIENCE

Stryker

Kalamazoo, MI

Government Pricing Analyst

March 2016 – December 2017

- Helped maintain compliance to government standards for Stryker's direct and indirect government contracts
- Maintained reporting systems and generated reports sent to the government each quarter
- Created visuals and metrics in Microsoft PowerBI to report sale to business leaders
- Extensive use of JD Edwards and Oracle both on the front end, and accessing the back-end tables using SQL
- Trusted to help take on contract management duties to fill in for team members on leave
- Helped support sales strategies with ad hoc reporting
- Analyzed large data sets to analyze price points and product offerings to maximize contract sales
- Used Model N to manage and maintain contracts
- Became a Subject Matter Expert for many of our systems and the back-end data we had access to
- Tested system capabilities and reported the risks of a contract action as it pertained to the system
- Documented process flows and helped set clear expectations

Joseph William Burkhead

Email: jwburkhead@gmail.com

LinkedIn: [linkedin.com/in/jwburkhead](https://www.linkedin.com/in/jwburkhead)

Cell Phone: (269) 364-9296

WORK EXPERIENCE CONTINUED

Stryker

Junior Business Analyst

Kalamazoo, MI

August 2015 – March 2016

- Developed tools to create and maintain vital records to onboard a division
- Automated tools to save 50 hours of worktime every year
- Managed a database of over 500,000 products
- Worked with divisional liaisons to address any data issues
- Designed scorecards to assist in auditing various business practices
- Produced documentation for training colleagues in best practices
- Used SQL to minimize file size and provide further insight on data quality
- Facilitated Product Life Cycle Management

Kohl's Department Stores

Sales Floor Associate/Customer Service Representative

Kalamazoo, MI

August 2009 – March 2016

- Created a team atmosphere with emphasis on interdepartmental cooperation.
- Continually recognized for excellent customer service

PROJECTS

Western Michigan Project Management Institute: THE Project 2015

2014 – 2015

- Worked with fellow students to create a plan to lower the amount of student loan debt in Michigan. This project is a mockup of a full project management scenario using PMBOK guidelines

VOLUNTEER WORK

Relay For Life

- Worked with Kohl's to raise over \$500 for cancer research

St. Vincent De Paul

- Helped organize and build a food pantry

Trunk or Treat

- Lead and organized a safe and fun experience for children in disadvantaged neighborhoods to enjoy trick or treating in

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

I. Call to order: 6:02pm**II. Roll call and approval of absences:**

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

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: Move VII G.1 Revised letter to City Commission and VIII B - End Project for Kalamazoo Lost and Found. White moved and Gorham seconded, passed by unanimous voice vote**IV. Introduction of Guests: none****V. Citizen Comments on NON-agenda items*& Correspondence:** Question when First Baptist Church will be on the City Commission agenda, Light and shade study, lot 1 RFPs.

Virtual Meeting Tips

A. V a Move VII G.1 Revised letter to City Commission

City Hall Study committee report – Koenig suggested that the commission may want to hold off on this for now. The City Commission is backlogged with many issues and the timing may be difficult with a new City Commission elected this fall and possibly having an unfinished project. Postpone until new city commission is elected. And engage in an education campaign with other property owners.

Motion by Edison 2nd by White - send the letter to city commission

Passed by voice vote – 6 aye, 1 nay.

b) VIII B End Project for Kalamazoo Lost and Found Under VIII Old./New Business Item B

VI. Financial Report (20 min) at meeting - No report

A. BALANCE REMAINING (\$6,858.73)

VII. Action and Discussion Items

A. Reconnaissance Level Historic Resource Survey & CLG Grant (Ferraro) Report over 3700 properties surveyed

B. Kalamazoo Reservation Public Education (Gorham) (10 min) Report at meeting

1. Meeting at the end of April convened by Rachel Hughes-Nillson detailing proposed plans for the Indian Mound in Bronson Park. Limited or no access to the mound in the future. Work to begin on August 29, the bicentennial of the signing of Treaty of Chicago – work complete and dedicated on Indigenous Peoples Day in October.

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 – reported on beginning work at Mountain Home in the north part of the cemetery.

F. Preservation Month (PM) (Gorham) (15 min)

1. Planning for virtual awards ceremony – Koenig, Gorham and Ferraro will open the

virtual ceremony with a few remarks. The video sessions will follow and the ceremony will close with comments. The ceremony will be recorded and will be available later on the city YouTube channel and Facebook page.

- G. Designation & Sites (D) – (10 min)
 - 1. Review revised Letter - Study Committee report for City Hall (O'Connor) MOVED TO V.A.
- 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)
- B. End Project for Kalamazoo: Lost and Found
 - a. Phase 1 – dispersal of remaining books
 - i. regulating Kalamazoo: Lost & Found give-aways by coordinator
 - ii. Under what circumstances may the Coordinator give away copies of Lost & Found?
 - iii. Recommended action: The Coordinator may give copies of Lost & Found away under the following circumstances:
 - iv. -Annual KHPC Preservation Award Winners
 - v. -New City Commissioners
 - vi. -New Historic District Commissioners
 - vii. -New Historic Preservation Commissioners
 - viii. -Kalamazooans and Visitors who work or volunteer in preservation-related capacities. (Caution should be exercised in this category so as not to threaten sales by our community of retailers.)
 - ix. **Gorham moved to give away books as under item VIII B 2nd by White passed unanimously by roll call vote**
 - x. Turn Walking Through Time books over to coordinator to use
 - xi. Walking through Time
 - 1. Recommended action: Authorize the HP Coordinator to give these away at their discretion.
 - xii. Walking Tour brochures – give to coordinator to use as needed
 - 1. **Give Walking Tour brochures to Zhang Legacy Center and coordinator moved by Powell-Wilson and White seconded, passed unanimously by roll call vote.**
 - K:L&F – Edwards Brothers 2nd version films from printer Edwards Brothers
 - i. Recommended action: **Retain until digitization is complete and authorize Pam O'Connor to work with the Records Center to recycle/landfill as appropriate. Gorham moved and White seconded, passed unanimously by roll call vote.**
- 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 and any other local group that would not have a negative impact on possible local sales Powell-Wilson moved and Edison seconded, passed unanimously by roll call vote.**

IX. Approval of meeting notes: (5 min)

- A. March 10, 2021 Hibbard moved and Edison seconded, passed by unanimous voice vote

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

- A. Coordinators monthly report

XI. Citizen Comments on NON-agenda items*

XII. Commissioner Comments: none

XIII. Adjourn Gorham moved and Koenig seconded 8:00 PM

Kalamazoo Historic Preservation Commission
 Preservation coordinator's report
 Wednesday, June 9, 2021

REVIEWS: Historic District Commission:

✓ HDC cases to 06/02/2021 - 32 total

Fees total year to date, 2021 \$775

2021	2021	2020	2020 fees
○ 17 no fee	\$ 0	25 no fee	\$ 0
○ 10 bldg permit-\$35*	\$ 350	8	\$ 280
○ <u>5 HDC hearing - \$85</u>	<u>\$ 425</u>	<u>6</u>	<u>\$ 510</u>
32 TOTAL	\$ 775	39	\$ 790

Section 106 reviews (Federally funded projects)

✓ Section 106 reviews to 06/02/2021 – total 51

- 10 – in Potential Historic Study Areas or established historic districts
- 41 - in areas identified in the 2001 survey as “No Historic Properties”

✓ Section 106 reviews to 06/02/2020 – total 25:

- 5 – in Potential Historic Study Areas or established historic districts
- 20 - in areas identified in the 2001 survey as “No Historic Properties”

SITES and PROJECTS:

New DDRC Standards and Guidelines – 6 of the 31 pages are devoted to specifying historic buildings and in most cases existing buildings – even those not in the Haymarket Historic District, are expected to keep historic features and character - these will go to the city commission for final approval

With the approval of the new Downtown Zoning Districts in Fall 2020, the Downtown Design Guidelines that focused on building form and location were no longer necessary. As a result, Downtown Design Review was edited to remove these sections to prevent conflicts and duplication. To streamline the review process for Downtown projects, projects that went through the Downtown Design Review Committee for review will now be reviewed by staff. The projects that always went through staff review will continue to go through staff review. This review will continue to take place during the Site Plan Review process.



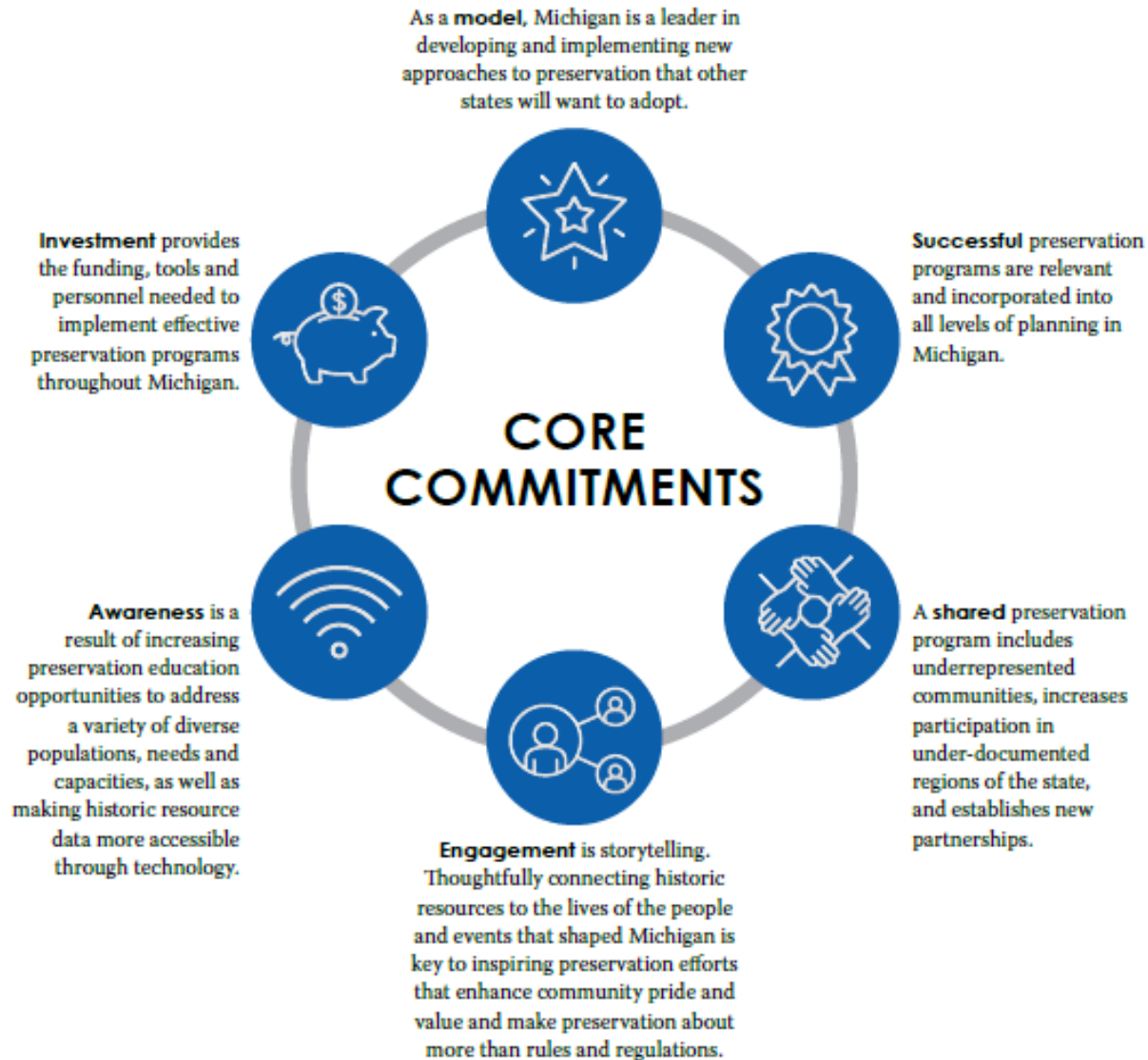
>> The Michigan Historic Preservation Network has asked whether we are interested in being the site for the 2024 Conference?

>> Check out the Michigan SHPO five year plan:

https://www.miplace.org/494acc/globalassets/documents/shpo/shpo_5-year_plan_2020-25_final.pdf

VISION FOR MICHIGAN

Michigan is a model of successful historic preservation through shared awareness, engagement and investment.



VACANT – NOT REHABBED BUILDINGS AND/OR UPPER FLOORS in Downtown Kalamazoo

Historic buildings – 50+ years old - Underlined- in Historic District (Eligible for Federal HP tax credit except #2)

ENTIRE BUILDING VACANT AND UNDEVELOPED – TOTAL 3

1. KALAMAZOO GAZETTE BUILDING – 401 SOUTH BURDICK –south addition complete, historic building still vacant but restored on the exterior
2. CHARTER ONE BANK – NORTH SIDE, EAST MICHIGAN 200 BLOCK (Non-contributing - No HP tax credit) New owner
3. 308 North Burdick – Kalamazoo Overall Co – Mr. President – HK (No HP tax credit)

UPPER FLOORS VACANT OR UNDEVELOPED – 4 ON MALL, 4 ON MICHIGAN AVENUE, 2 ON N. EDWARDS – TOTAL 11

4. International Hotel – Fandango – 241-7 S Kalamazoo Mall (2nd & 3rd floors) (No HP tax credit)
5. Montgomery Wards – Terrapin/Walgreens – 237 S Kalamazoo Mall* (2nd & 3rd floors) **HK** (No HP tax credit)
6. Fuller Building – Petals & Postings/Invitations by Design – 233 S Kal. Mall (2nd & 3rd floors) **HK** (No HP tax credit)
7. Boudeman Building – Rustica - south end - 236 S Kalamazoo Mall, west side* (2nd & 3rd floors) **HK** (No HP tax credit)
8. Stevens Building – 312 West Michigan – Studio Grill (2nd floor) **HK** (No HP tax credit)
9. Clapham McDonald Building – 131 East Michigan – 3rd floor **HK**
10. Winston's (Weber Building) 228 East Michigan - 3rd floor **HK**
11. Hiemstra Optical (Chase Building) - 234-8 East Michigan (2nd floor) **HK**
12. 266 East Michigan – Hall Building – Coney Island – east storefront, upper three floors vacant (new developer is well into the Site Plan Review process) **HK**
13. 100 North Edwards – Nave Architects – 2nd floor
14. 150 North Edwards – Heritage Co – 2nd floor **HK**

UPPER FLOOR UNOCCUPIED – TOTAL 1

15. American National Bank (5/3) – 136 East Michigan – 15th floor only - now owned by Hinman **HK**

FIRST FLOOR VACANT, UPPER FLOORS OCCUPIED – TOTAL 2

16. Merrill-McCourtie Building – (south storefront only) former Dragon Inn – 232 S. Kalamazoo Mall (No HP tax credit)
17. Button-Jannasch Building - 242 East Michigan – east 1st floor bay vacant (HP tax credit eligible)

Notice this list is getting shorter! **HK = part of Hidden Kalamazoo Tour – 2/3 of the vacant/underutilized spaces!**

17 buildings or spaces in historic buildings are unoccupied.

(Not counting temporary vacancies)