

Agenda
Kalamazoo Historic Preservation Commission Meeting
City of Kalamazoo

Wednesday, September 14, 2022

6:00 PM

Commission Chambers – 241 W South Street

I. Call to order:

II. Roll call and approval of absences:

- Fred Edison
- Regina Gorham, chair
- Kyle Hibbard
- Dr. Lenee Powell-Wilson
- Patrick Vail
- Ryan Walker (Excused Absence)
- Katherine White

III. Approval of Agenda:

IV. Introduction of Guests:

A. Jae Slaby – Neighborhood Activator, City of Kalamazoo

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

VI. Reports

A. Financial Report

1. **Revenue** August \$0.00; Year to date \$2983.00
2. **Expenses** August \$0.00; Year to date \$3185.85
3. **O'Connor Fund for HP in Kalamazoo**
 - a) Grant Making Value -01 \$12,826.30
 - b) Grant Making Value -02 \$47,532.32

B. Diversity and Inclusion

1. Kalamazoo Reservation Public Education – Report at meeting (Gorham)

C. Inventory and Surveys – Report at meeting (Pena)

D. Grave Issues – Report at Meeting (Hibbard and Pena)

F. Sustainability

1. Grantmaking – report at meeting

G. OHOW – report at meeting

VII. Old/New Business

VIII. Approval of meeting notes:

- A. August 10, 2022

IX. Coordinators Report on non-agenda items

- A. Coordinators monthly report

X. Citizen Comments on NON-agenda items*

XI. Commissioner Comments

XII. Adjourn

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.*

Core Values: Diversity, Equity and Inclusion, Education, Sustainability, Inventory and Resources

Diversity, Equity, and Inclusion

Goal: Work with SHPO to develop a city-wide context statement and survey by 2027 that situates and surfaces underrepresented communities, including but not limited to people of color, Indigenous people, and the LGBTQ+ community. Outcomes for the project could include nominations at the Federal and Local Level or a local marker program.

Subcommittee Members: Fred Edison, Dr. Lenee Powell-Wilson

1. *Coordinate monthly subcommittee planning meeting.*
2. *Contact SHPO to establish feasibility and cost by end of April*
3. *Report to commission what SHPO Says*
4. *Meet with SHPO representatives to discuss granting opportunities in June.*

Education

Grave Issues

Goal: Hold two Grave Issues Squad cleanings before October 31st

Subcommittee Members: Lead- Kyle Hibbard, Ryan Walker, Dr. Lenee Powell-Wilson

1. *Coordinate monthly subcommittee planning meeting.*
2. *Take inventory of cleaning supplies Buy more if necessary*
3. *Send out communications for each cleanup a. Neighborhoods*
- b. *Social Media*
- c. *Try for print material*
- d. *Local schools*

Window Workshops

Goal: Hold a window workshop in either Vine or Stuart (or both) by the end of the fiscal year.

Subcommittee Members: Dr. Lenee Powell-Wilson

1. *Coordinate monthly subcommittee planning meeting.*
2. *Find a property to use*
3. *Identify instructor*
4. *Identify areas of work*
5. *Pick dates*
6. *Outreach to community members*
7. *Track results*

KRPEC

Goal: Have a live and accessible page for the history of the Match-e-be-nash-she-wish tribe on the Kalamazoo Public Library Page, created in conjunction with members of the Gun Lake Band.

Lead: Regina Gorham

1. *Meet with committee and Gun Lake Band members to confirm desired text [meeting July 2022]*
2. *Draft text*
3. *Get approval on text from the Tribe and other subcommittee members.*
4. *Host on KPL website [Deadline of December 2022]*
5. *Create ongoing relationship between the KHPC and the committee group members to continue to support the project of expanding recognition and understanding of Native American history in the Kalamazoo area.*

Awards

Goal: Hold a nomination for Preservation Awards and have a ceremony for the winners.

Lead: Regina Gorham (for 2022)

1. *Publicize and email out award nomination forms in February 2022 (Due by March 28, 2022).*
2. *Make decisions and vote on award winners in April 2022.*
3. *Put together videos of the award winners for use at the awards event (April – May 2022).*
4. *Complete preservation awards event during Month of May 2022. (done May 25, 2022)*
5. *Report to the KHPC on the event. (June 2022)*
6. *Get new committee lead for 2023.*
7. *Create further programming for Preservation Month that can align with other KHPC goals, including OHOW trainings, presentations on the findings of the SHPO project, etc.*

Grantmaking

Goal: If appropriate make a grant by 1 May 2023

Subcommittee Members: Lead- Katherine White, Kyle Hibbard, Regina Gorham, Nancy Finegood, Pam O'Connor, Kerry – Lyn Williams and, Luis Pena

1. *Coordinate monthly/as-needed planning meetings.*
2. *Finalize application and scoring criteria for grants*
3. *Organize a new committee while promoting the opportunity*
4. *Open grant round*
5. *Review grants*
6. *Select grantees if appropriate*

Inventory and Resources

Goal: Complete the field work for the survey by the of the year.

Subcommittee Members: Patrick Vale

1. *Coordinate monthly/as-needed planning meetings.*
2. *Finish street assignments*
3. *Conduct trainings with neighborhood associations*
4. *Distribute assignments*
5. *Track progress*
6. *Data management and compilation post-survey completion.*

Expenditure Status Report

City of Kalamazoo
 8/1/2022 through 8/31/2022

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
233 DONATIONS FUND						
233-803 HISTORIC COMMISSION						
233-803-00.000 HISTORIC COMMISSION						
233-803-00.000 HISTORIC COMMISSION						
233-803-00.000-729.000 OPERATING SUPPLIES	50.00	0.00	0.00	0.00	50.00	0.00
233-803-00.000-801.000 PROFESSIONAL AND CONTRACTUAL SERVICES	4,750.00	0.00	2,885.85	0.00	1,864.15	60.75
233-803-00.000-810.003 MEMBERSHIPS AND SUBSCRIPTIONS	500.00	0.00	300.00	0.00	200.00	60.00
233-803-00.000-811.000 PROFESSIONAL DEVELOPMENT	200.00	0.00	0.00	0.00	200.00	0.00
233-803-00.000-881.000 FUNDRAISING	500.00	0.00	0.00	0.00	500.00	0.00
Total DONATIONS FUND	6,000.00	0.00	3,185.85	0.00	2,814.15	53.10
Grand Total	6,000.00	0.00	3,185.85	0.00	2,814.15	53.10

Revenue Status Report

City of Kalamazoo
 8/1/2022 through 8/31/2022

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
233 DONATIONS FUND					
233-803 HISTORIC COMMISSION					
233-803-00.000 HISTORIC COMMISSION					
233-803-00.000 HISTORIC COMMISSION					
233-803-00.000-642.003 HISTORIC PRESERVATION SALES	2,000.00	0.00	2,983.00	-983.00	149.15
Total DONATIONS FUND	2,000.00	0.00	2,983.00	-983.00	149.15
Grand Total	2,000.00	0.00	2,983.00	-983.00	149.15

Kalamazoo Historic Preservation Commission
 Preservation Coordinator's Report
 Wednesday, September 14th, 2022

REVIEWS: Historic District Commission:

✓ HDC Cases to 08/04/2022 – 16 Total

Fees total year to date, 2022 \$1580

	2022	2021	2021 fees
○ 21 no fee	\$ 0	32	\$ 0
○ 37 bldg permit-\$35*	\$ 1,295	17	\$ 910
○ 15 HDC hearing - \$85	<u>\$ 1,275</u>	<u>10</u>	<u>\$ 850</u>
73 TOTAL	\$ 2570	5	\$ 1760

Section 106 reviews (Federally funded projects)

✓ Section 106 reviews to 08/04/2022 – total 113:

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

✓ Section 106 reviews to 08/04/2021 – total 110:

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

SITES AND PROJECTS:

- Volunteers are still needed to help complete the Inventory Kalamazoo survey project. Contact the Historic Preservation Coordinator for more information about participation.

17 buildings or spaces in historic buildings are unoccupied.

Kalamazoo Historic Preservation Commission
Preservation Coordinator's Report
Wednesday, September 14th, 2022

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** –historic building still vacant but restored on the exterior
2. CHARTER ONE BANK – NORTH SIDE, 215 E MICHIGAN (Non-contributing - No HP tax credit) New owner – project in Site Plan Review

3. 308 North Burdick – Kalamazoo Overall Co – Mr. President – **HK** (No HP tax credit)

UPPER FLOORS VACANT OR UNDEVELOPED – 4 ON MALL, 5 ON MICHIGAN AVENUE, 2 ON N. EDWARDS – TOTAL 11

4. **International Hotel – 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. **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 (work beginning)** **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 -building 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.

Kalamazoo Historic Preservation Commission
Preservation Coordinator's Report
Wednesday, June 8th, 2022

Agenda

Kalamazoo Historic Preservation Commission Meeting

City of Kalamazoo

Wednesday, August 10, 2022 **6:00 PM**

Commission Chambers – 241 W South Street

I. Call to order: The meeting was called to order at 6:00 PM

II. Roll call and approval of absences:

- Fred Edison
- Regina Gorham, chair
- Kyle Hibbard
- Dr. Lenee Powell-Wilson
- Patrick Vail
- Ryan Walker (Excused Absence)
- Katherine White

Hibbard moved to approve the absence Walker, Vail seconded the motion.

III. Approval of Agenda:

Pena added that Pastor Southern of Allen Chapel AME inquired about letters of support for grants. Pena suggested adding the item to New Business. White moved to approve the agenda as amended, Edison seconded the motion.

IV. Introduction of Guests:

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

VI. Guests:

VII. Reports

A. Financial Report

- | | | |
|----|--|--|
| 1. | Revenue | July \$0.00; Year to date \$2983.00 |
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B. Diversity and Inclusion

1. Kalamazoo Reservation Public Education – Report at meeting (Gorham)

Gorham reported that they met with Lakota Hobia and discussed the process for updating text on the Kalamazoo Public Library Site. This month, tribal members will collect text. In the coming months, meetings will be set up to work on updating text. Text should be finalized in November or December and text should be launched in early 2023.

Edison spoke about a meeting with the Society for History and Racial Equity (SHARE).

Members from SHARE discussed current projects. Gorham also talked about some of the SHARE projects, like a potential historic marker project. Gorham also indicated that the HPC would like to be involved and help SHARE moving forward.

Edison then spoke about some research conducted by Dr. Powell-Wilson about the protests that happened at the Van Avery drug store in the 1960s and about Albert White, a local contractor. Powell-Wilson went on to say that the Van Avery drug store is still standing, and that the building is currently occupied by the Ecumenical Senior Center. Powell-Wilson then suggested honoring both the Van Avery protest and Albert White with a Historic Preservation award of merit in 2023. Edison and Powell-Wilson both discussed the Douglass center. Edison also brought up other areas of diversity, like Native American history and LGTQ+ history. Gorham thought that the Douglass center may be the most viable option for historic recognition. Powell-Wilson said that next steps should include having a discussion to decide what property should be focused on.

B. Inventory and Surveys – Report at meeting (Pena)

Pena indicated that he updated the text for the Inventory Kalamazoo page on the Imagine Kalamazoo page, worked on promotional materials with the communications team and updated the search interface for the Survey123 App.

C. Grave Issues – Report at Meeting (Hibbard and Pena)

Hibbard reported that Pena, Hibbard and Walker visited Mountain home cemetery in preparation of a cleaning date. It was decided at the meeting that the first cemetery cleaning will take place on August 28th at 9AM.

Tentatively, the next cleaning dates were established as the 10th and 17th of September.

F. Sustainability

1. Grantmaking – report attached

Pena read the report submitted by subcommittee member Pam O’Connor.

White stated that grantmaking may not be appropriate under the sustainability heading.

Commissioners discussed creating a standalone grant making subcommittee. Powell-Wilson moved to create a freestanding Grantmaking Subcommittee, while retaining the core values as established. White seconded the motion, the movement passed by a unanimous voice vote.

G. OHOW – report at meeting

Pena said that a resident in Vine was willing to have a window repair workshop held at his home.

Powell-Wilson also spoke about using one of their properties for a window workshop. A date is to be determined. Edison stated they were interested in joining the OHOW subcommittee.

VIII. Old/New Business

A. Upjohn Building National Register of Historic Places Nomination Review

Commissioners discussed the NRHP nomination for the Upjohn building. Pena stated that he would receive comments for the document prior to the nomination going to the State Historic Preservation Review Board. White moved to approve the recommend the nomination to the State Historic Review Board. Powell-Wilson seconded. The motion carried unanimously.

B. Allen Chapel AME Support Letters

Pena discussed two grants the Allen Chapel AME church is applying for. The pastor of the church asked for letters of support for the grants from the Historic Preservation Commission.

The grants are the Sacred Spaces Clean Energy Grant and the Preserving Black Churches Grant Program. The commission decided to write a letter of support for Allen Chapel AME.

IX. Approval of meeting notes:

A. July 8, 2022

White said pointed out the repetition “Hibbard reported that d2 a cleaning agent for grave stones indicated that the cleaner is located at nearby stores.” Under D – grave squad.

Powell-Wilson pointed out under E – Survey and inventory that ‘compiled’ should be compiled.

White moved to approve the minutes as amended, Vail seconded.

X. Coordinators Report on non-agenda items

A. Coordinators monthly report

XI. Citizen Comments on NON-agenda items*

XII. Commissioner Comments

XIII. Adjourn

Edison moved to adjourn at 7:52

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Subcommittee Members: Fred Edison, Dr. Lenee Powell-Wilson

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Subcommittee Members: Patrick Vale

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