

Agenda
Kalamazoo Historic Preservation Commission Meeting
City of Kalamazoo

Wednesday, December 14th, 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
- Katherine White

III. Approval of Agenda:

IV. Introduction of Guests:

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

VI. Reports

A. Financial Report

1. **Revenue** November \$0.00; Year to date \$2983.00
2. **Expenses** November \$0.00; Year to date \$3468.43
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

C. Inventory and Surveys – Report at meeting

D. Grave Issues – Report at meeting

F. Grantmaking – Report attached

G. OHOW – Report at meeting

VII. New Business

- A. Historic Preservation Month Report – O'Connor

VIII. Approval of meeting notes:

- A. November 9th, 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
 1/1/2022 through 11/30/2022

<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	282.58	282.58	0.00	-232.58	565.16
233-803-00.000-801.000 PROFESSIONAL AND CONTRACTUAL SERVICES	4,750.00	2,885.85	2,885.85	0.00	1,864.15	60.75
233-803-00.000-810.003 MEMBERSHIPS AND SUBSCRIPTIONS	500.00	300.00	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	3,468.43	3,468.43	0.00	2,531.57	57.81
Grand Total	6,000.00	3,468.43	3,468.43	0.00	2,531.57	57.81

Revenue Status Report

City of Kalamazoo
 1/1/2022 through 11/30/2022

<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	2,983.00	2,983.00	-983.00	149.15
Total DONATIONS FUND	2,000.00	2,983.00	2,983.00	-983.00	149.15
Grand Total	2,000.00	2,983.00	2,983.00	-983.00	149.15

December 2022 KHPC/O'Connor Fund ORGANIZING Committee Report

Pam O'Connor 12-3-22

For KHPC Meeting Date: 12-14-22

The Grant-Making Committee

The Grant-Making Committee received an email in early December telling them that the practice application will be distributed in early January, directions for review and completion of the scoring sheet, and a time-table for returning it and a follow-up meeting.

Promoting and scheduling the Grant-Making Committee's work

Draft web page content was forwarded to the CoK Communications staff. Luis will follow-up with them before our 12-13-22 meeting for feedback on review, timing for completion and other items so the Committee can set goals and dates accordingly.

Practice Application for the Grant-Making Committee

Fred Edison submitted the practice application he created at our request, which will be sent out to the new grant-making committee for practice. At that time, we will ask if they'd like to meet after they've reviewed & scored the application to discuss specific aspects of the scoring process. Pam will reach out to the GMC well before the next meeting, with the intent on getting some feedback on the possible group meeting.

We'll meet next on 12-13-22 via Zoom at 10 am.

What's left:

- Distribute practice application to the grant-making committee for review, scoring and a possible meeting
- Meet to get feedback on the grant-scoring process
- Get Feedback from CoK Communications re: web page; then revise and implement the grant-making promotion program & timeline and prepare introductory text and public announcements
- Disband the organizational committee
- Start making grants!

Report

To: Kalamazoo Historic Preservation Commission
Luis Pena, Historic Preservation Coordinator, City of Kalamazoo
From: Pam O'Connor
Subject: Preservation Month, 2023 Presentation(s) ???
Historic Preservation Month, 2023
Date: 30 November 2022

Another busy month!

Guardians of Michigan

We are BOOKED with the KPL and both presenters for this event on Thursday, May 18, 2023!

All the materials the KPL needs to publicize were sent over to Ryan Gage in the Local History Room a couple weeks ago, including the draft program description, images of both speakers and logos for the KHPC and SW Michigan AIA. Ryan tells us he believes they'll put it up on KPL's website in early spring – which is plenty of time.

Sara Tripp (SW MI AIA) will soon be working on our event brochure, and she, Lynn and I will meet on Dec. 6 to set up a timeline for what needs to happen, and in what order.

And speaking of timing – we have a draft for how the event will unfold – with relatively early beginning and end times because the KPL closes at 8pm.

4-4:45 pm

Lynn Houghton's walk downtown to look at the buildings featured in *Guardians of Michigan*

5-6:15 pm

Jeff's presentation, including 15 minutes for Q & A

6:15 - 7:15 pm

book signing

7:30 - 7:45

Pack up and exit KPL before 8pm

And another possible opportunity for Preservation Month:

When Sara, Lynn and I meet next week, we'll also talk about another opportunity that has presented itself – and if it seems possible, we may be back to you about it more next month. Sara believes the AIA SW MI members might be interested in partnering on this one too.

Pulitzer Prize winner Blair Kamin, a.k.a. the former architecture critic for the Chicago Tribune has written, (and the University of Chicago Press has published) his third collection of essays, called: *Who Is the City For?* Kamin teamed up with Chicago architect, critic and photographer Lee Bey for the book's photos.

<https://press.uchicago.edu/ucp/books/book/chicago/W/bo182608458.html>
https://en.wikipedia.org/wiki/Blair_Kamin
<http://leebey.com>

This idea would be to get both of them here to talk about the book and the photography, which could potentially bring a good diverse group together to hear it. Here are a couple book reviews:

REVIEWS



*“It is divinely inspired that the spine of former Chicago Tribune architecture critic Blair Kamin’s new collection of essays is red and bleeds slightly onto the front and back covers. . . The red line of the spine . . . serves as a reminder of the policies, legislation, and rules that have kept Chicago racially and economically separated. In *Who Is the City For? Architecture, Equity, and the Public Realm* in Chicago, Kamin, with the support of photographs by Chicago Sun-Times architecture critic Lee Bey, probes just who Chicago serves and how the city can be reshaped and reimagined as a space for all its residents.”*

Chicago Magazine

“[Who Is the City For?] offers plentiful, incisive, and urbanistic vignettes of Chicago. . . . It will be treasured by urbanophiles and architecture lovers alike. . . . Excellent photographs support the collection. In Kamin’s masterful hand, architectural criticism is about far more than design. It is a civic project: a public conversation about politics, the public good, and the promise of urban life.”

Booklist

“A collection of 55 Kamin essays from the past decade, with outstanding photographs by Bey. . . . if you really want to understand what we’re missing in architecture criticism today, read (this) new book.”

J. Michael Welton, Architects+Artisans

Best regards,
Pam

P.S. Kamin has been to Kalamazoo to help us celebrate Preservation Month before, while I was serving on the KHPC.

Copies to:
Sara Tripp
Lynn Houghton
Jo Stavig

Agenda
Kalamazoo Historic Preservation Commission Meeting
City of Kalamazoo

Wednesday, November 9th, 2022

6:00 PM

Commission Chambers – 241 W South Street

I. Call to order: The meeting was called to order at 6:08

II. Roll call and approval of absences:

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

A. Approval of Agenda: Peña asked to add an update of the City Hall Local Historic district to new business. White moved to approve the agenda as amended, Edison seconded the motion.

III. Introduction of Guests:

A. Jae Slaby – Neighborhood Activator, City of Kalamazoo

Slaby made introductions and spoke about a Ransom Street historic pillar program. The pillar program would recognize prominent citizens and business from the northside. Slaby estimated that this work would take place in conjunction with northside residents and the NACD. Slaby wondered if the HPC would be willing to help with research, drafting or funding. Powell-Wilson said that she was unsure about HPC being the only sponsor, Slaby said that the NACD would take the lead on the project. Gorham wondered if Slaby spoke with TRHT or SHARE. Slaby said they had not yet but would be willing to reach out. White asked if the stories or people for the pillars had been selected, Slaby said not yet. Slaby then spoke about the neighborhood plans for the Stuart neighborhood and the Parkview Hills neighborhood.

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

V. Reports

A. Financial Report

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Peña reported no change in the financial report.

B. Diversity and Inclusion

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

Gorham stated that she has been meeting monthly with Lakota Hobia, Tiger Martin and Keith Howard to migrate and shape text. Gorham looked for historic maps of the Kalamazoo river within the Kalamazoo Valley Museum.

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

Vail spoke about analyzing the Historic Survey data. Vail said the data can be kept in Survey123/ESRI, and that work can be completed within ESRI. Peña then spoke about beginning analysis work on 1,000 or 2,000 properties at a time so data can be shared with SHPO. To complete this analysis work, Peña speculated that consultants will need to be hired. White asked if a budget is already set aside for data analysis, Peña said that the budgeting will need to be figured out.

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

Peña said that while the water is turned off at the cemetery, there can still be research and procurement activities during the winter months.

F. Grantmaking – Report at meeting, proposed website text attached

White presented the written report. Powell-Wilson asked about grant scoring and White explained the Scoring criteria that were developed.

Peña read a report.

G. OHOW – Report at meeting

Powell-Wilson explained that Sharon Ferraro was unable to meet, so a future meeting is being coordinated to develop a workshop for 2023. Peña spoke about running some smaller workshops with reglazing windows in the Sexton’s lodge.

VI. Old/New Business

A. Event Proposal – Historic Preservation Month 2023

Peña presented the memo. Edison asked if the proposed event would take place at the beginning of Preservation month. Peña said that a firm schedule has not been set yet.

B. 2023 Budget Review and Approval

Vail asked why there were duplicate professional and contractual services. Peña was unsure, but said he would ask. White asked if the budget was requested, Peña thought that the budget increase was decided last year.

Powell-Wilson moved to approve the budget, Vail seconded the motion. The motion passed by unanimous roll call vote.

C. City Hall Local Historic District Update

Peña reported that he presented the study report to the Planning Commission on November 3rd.

VII. Approval of meeting notes:

A. October 12th, 2022

White said that ‘White’ should be capitalized in the roll call. White then said that there was an incomplete sentence in commissioner comments “Vail spoke about that the Michigan Historic preservation Tax Credit” needs to be complete. Edison pointed out VII a “Hibbard said that there was issues” should be “Hibbard said that there were issues”. Vail pointed out in VI the lettering goes A, B, B, C, F.

White moved to approve the agenda as amended, Hibbard seconded the motion.

VIII. Coordinators Report on non-agenda items

A. Coordinators monthly report

Peña presented the coordinators report.

IX. Citizen Comments on NON-agenda items*

X. Commissioner Comments

XI. Adjourn

White moved to adjourn the meeting, Powell-Wilson Seconded the motion.

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

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

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Lead: Regina Gorham

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2. *Draft text*
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Inventory and Resources

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

Subcommittee Members: Patrick Vale

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- 5. Track progress*
- 6. Data management and compilation post-survey completion.*

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

REVIEWS: Historic District Commission:

✓ HDC Cases to 10/05/2022 – 22 Total

2022	2022	2021	2021 fees
○ 25 no fee	\$ 0	44	\$ 0
○ 46 building permit-\$35*	\$ 1,610	37	\$ 1,295
○ 27 HDC hearing - \$85	<u>\$ 2,295</u>	<u>15</u>	<u>\$ 1,275</u>
98 TOTAL	\$ 3,905	96	\$ 2,570

Section 106 reviews (Federally funded projects)

✓ Section 106 reviews to 10/05/2022 – total 172:

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

✓ Section 106 reviews to 10/05/2021 – total 173:

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

Other News:

- In the new year, the form of the agenda creation process will change. I do not anticipate this altering the way that agenda looks (too much). In the future, however, I will ask that all reports be submitted in writing for submission in the packet. Written reports make writing the minutes much simpler and leads to a more organized discussion on a topic. If needed, we can alter the process of asking for reports. I am open to suggestions regarding this process.
- Volunteers are still needed to help complete the Inventory Kalamazoo survey project. Contact the Historic Preservation Coordinator for more information about participation.

