

Agenda

Historic Preservation Commission

City of Kalamazoo



Wednesday, March 8, 2023

6:00 PM

City Commission Chambers at City Hall – 241 West South Street

A. CALL TO ORDER/ROLL CALL

1.
 - Fred Edison
 - Regina Gorham
 - Kyle Hibbard - Chair
 - Lenee Powell-Wilson
 - Patrick Vail
 - Ryan Walker
 - Katherine White

B. ADOPTION OF FORMAL AGENDA

C. APPROVAL OF MINUTES

1. Approval of the minutes from the Historic Preservation Commission meeting on 8 February 2023.

D. PUBLIC COMMENTS

E. GUESTS

1. Adrienne Waller - Edison Neighborhood Association

F. REPORTS

1. Financial Report
2. Kalamazoo Reservation Public Education Committee
3. Historic Preservation Month, 2023

G. DISCUSSION/ACTION ITEMS

H. COORDINATOR'S REPORT

1. Coordinator's Report

I. COMMISSIONER COMMENTS

J. ADJOURNMENT

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.

Comments under the "Public Comments" section of the agenda are limited to four minutes per speaker. During agenda items, comments from members of the public are also limited to four minutes each, unless the speaker is invited to join in the discussion by the Commission.

Agenda

Historic Preservation Commission

City of Kalamazoo



Wednesday, February 8, 2023

6:00 PM

City Commission Chambers at City Hall – 241 West South Street

A. CALL TO ORDER/ROLL CALL

Called to order at 6pm

White approved, moved to approve absence of Vail.

Hubbard 2nd motion

B. ADOPTION OF FORMAL AGENDA

Pena suggested adding Kaylin Humes to agenda, white moved to approve agenda as amended.

Edison 2nd motion

Kaylin Humes read her report.

C. APPROVAL OF MINUTES

Edison said first paragraph section 9 spelling gap should be cap. Hibbard pointed out capitalization in tab area.

1. Approval of the minutes from the Historic Preservation Commission meeting on December 14th, 2022.

Powell-Wilson moved to approve minutes as amended.

Edison second motion

D. PUBLIC COMMENTS

E. REPORTS

1. Financial Report

Pena said error in generated final report will bring to January/February report to next meeting.

F. DISCUSSION/ACTION ITEMS

1. Historic Preservation Commission Annual Report Review

Pena shared highlights from annual report.

Edison recommended Historic Preservation Commission be active with connected neighborhoods.

2. Officer Elections

- a. Chair
 - Gorham called for nominee for chair.
 - White moved to nominate Hibbard to chair.
 - Powell-Wilson second motion
 - Hibbard accepted nomination.
 - Nomination closed for chair.
 - b. Vice Chair
 - Powell-Wilson nominated walker.
 - White second nomination
 - Walker accepted nomination.
 - Walker was appointed to vice chair.
- 3. Second Half 2022 106 Report
 - Pena read the report.

G. COORDINATOR'S REPORT

- 1. Historic Preservation Coordinator's Report
 - Pena read the report.

H. COMMISSIONER COMMENTS

I. ADJOURNMENT

Edison moved to adjourn at 7:08

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expstat.rpt
03/03/2023 9:36AM
Periods: 1 through 2

Expenditure Status Report

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City of Kalamazoo
1/1/2023 through 2/28/2023

<u>Account Number</u>		<u>Adjusted</u> <u>Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date</u> <u>Expenditures</u>	<u>Year-to-date</u> <u>Encumbrances</u>	<u>Balance</u>	<u>Prct</u> <u>Used</u>
270	HISTORICAL COMMISSION FUND						
270-803	HISTORIC COMMISSION						
270-803-00.000	HISTORIC COMMISSION						
270-803-00.000	HISTORIC COMMISSION						
270-803-00.000-729.000	OPERATING SUPPLIES	400.00	0.00	0.00	0.00	400.00	0.00
270-803-00.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	6,000.00	114.46	114.46	0.00	5,885.54	1.91
270-803-00.000-810.003	MEMBERSHIPS AND SUBSCRIPTIONS	600.00	0.00	0.00	0.00	600.00	0.00
270-803-00.000-811.000	PROFESSIONAL DEVELOPMENT	500.00	0.00	0.00	0.00	500.00	0.00
270-803-00.000-881.000	FUNDRAISING	500.00	0.00	0.00	0.00	500.00	0.00
Total HISTORICAL COMMISSION FUND		8,000.00	114.46	114.46	0.00	7,885.54	1.43
Grand Total		8,000.00	114.46	114.46	0.00	7,885.54	1.43

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Historic Preservation Commission *Commissioner Report*

City of Kalamazoo

TO: The Kalamazoo Historic Preservation Commission

FROM: Regina Gorham

DATE: 2/28/2023

SUBJECT: Kalamazoo Reservation Public Education Committee (KRPEC)

SUMMARY: Update of progress

BACKGROUND: I have been working on getting updated information added to the Kalamazoo Public Library's history pages on the 1827 Reservation in Kalamazoo.

RECOMMENDATION: Though I will be rotating off of the Commission following the March 8th meeting, I will happily stay on to complete this project, reporting to the HPC as able.

~~As of this writing, I am putting together next steps and setting meetings.~~



Historic Preservation Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic Preservation Commission

Luis Pena, Historic Preservation Coordinator, City of Kalamazoo

FROM: Pam O'Connor

DATE: February 25, 2023

SUBJECT: Historic Preservation Month, 2023 Presentation on May 18th

For the KHPC meeting on March 8, 2023

The Committee met on 12-9-2022, and we did our best to assemble a timeline of what needs to be done, by whom, and when for our Parducci and possible Kamin presentations.

Item	Who	Due When
• Get Kazoo Images from Jeff for Brochure from following book pages: 243 (large right), 248 (bottom), 252 (bottom left), 419 — 422 (all from Kalamazoo.)	Pam	Mid-January
• Send BIO for self to Pam	Lynn	Mid-January
• Get Jeff's Bio from U of M's website & send to Sara	Pam	Mid-January
• Get Book Reviews for Brochure	Pam	Mid-January
• Draft Description for Brochure	Pam	Mid-January
• Build Contact List* on a spreadsheet	Lynn/Sara/Pam	February 1st
• Write "Intro" for Brochure mailings	Pam	February 1st
• Prepare/Send "Save The Date" Notice	Sara	Mid-March
• Create Brochure	Sara	Mid-March
• First brochure mailing	Sara	April First
• Second brochure mailing	Sara	May 1 st
• Third brochure mailing	Sara	May 11 th
• Guardians of Michigan Event	ALL	May 18 th

We are on target for our production schedule. All items with a cross-thru above have been accomplished.

Other notes:

Pam is gone January 28th thru March 14, 2023.

Sara is gone February 13th thru March 1st, 2023.

Copies to: Sara Tripp, Lynn Houghton, Jo Stavig



Historic Preservation Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic Preservation Commission

FROM: Luis Pena, Historic Preservation Coordinator

DATE: March 8, 2023

SUBJECT: Historic Preservation Coordinator's Report

Reviews:

Review Type	Review Cost	Number of Reviews	Total
Administrative (no building permit)	\$0	1	\$0
Administrative (building permit)	\$35	1	\$35
HDC Hearing	\$85	8	\$280
		10	\$315

Other News:

- Volunteers are still needed to help complete the Inventory Kalamazoo survey project. Contact the Historic Preservation Coordinator for more information about participating.
- Training/Orientation for the commission will be held in April.
- Voting on Historic Preservation Awards of merit will be reviewed in April.

