

Agenda

Historic Preservation Commission

City of Kalamazoo



Wednesday, July 10, 2024

6:00 PM

City Commission Chambers at City Hall – 241 West South Street

A. CALL TO ORDER/ROLL CALL

1.
 - Kaila Akina
 - Fred Edison
 - Kyle Hibbard - *Chair (Excused Absence)*
 - Dr. Lenee Powell - Wilson
 - Patrick Vail
 - Katherine White
 - *Vacant*

B. ADOPTION OF FORMAL AGENDA

C. APPROVAL OF MINUTES

1. Approval of the minutes from the Historic Preservation Commission meetings on 24 April 2024 and 12 June 2024

D. PUBLIC COMMENTS

E. Guests

1. Gary Swain - Friends of Historic Kalamazoo Cemeteries Presentation
2. Lakota Hobia, THPO with Match-E-Be-Nash-She-Wish Band of Pottawatomi Indians Mound Discussion
- 3.

F. REPORTS

1. Financial Report

2. O'Connor Fund Report
3. 106 Reviews Quarter 2 Report

G. DISCUSSION/ACTION ITEMS

1. New Commissioner Appointment Recommendation
2. O'Connor Fund Grant Making - Grant Recommendations
3. 2025 Budget Review

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, April 24th, 2024

6:00 PM

City Commission Chambers at City Hall – 241 West South Street

A. CALL TO ORDER/ROLL CALL

Called to order at 6:04 pm

White approved.

Vail 2nd motion

B. ADOPTION OF FORMAL AGENDA

Edison moves to place vice chair position on agenda.

Pena to add Pam O'Connor report grant making and monthly report City Hall local Historic District under section E Reports after listed business. Will be 4 and 5 under reports. Vice Chair should be under section F following the 2 pieces of business in section F.

White moved to approve as amended.

Vail 2nd motion.

C. APPROVAL OF MINUTES

Edison February minutes section E3 in paragraph White not capital. March header says February. March minutes E4 should read call or email to express support.

White approved as amended.

Edison 2nd.

D. PUBLIC COMMENTS

Pam O'Connor house bill 5430 the improvement bill for the Michigan State Tax Credit.

MHPN has been working on self-help items to use to have communication with the legislator for support for the bill. There is a sample letter to legislators that can be copied and pasted to a document that can be sent out in an email. This will help build interest in this bill. Pam O'Connor will send link to commissioners to look at and please use it. Pam O'Connor asked commissioners to join her in the Grass Roots advocacy with her, she is going to make an appeal to one of our City Commissioners to talk about it and the changes as well as the impacts it will have on the City of Kalamazoo and ask them to take to the City Commission for approval for act of support. Edison will meet with Pam to see if dates and times will work for them.

E. REPORTS

1. Financial Report
Pena read report.

2. O'Connor Fund Reports
Pena read report.

3. 106 Quarter 1 Report
Pena read report.
4. DEI Subcommittee Report
Edison last week had a zoom meeting with Kaila Akina, Dr. Lenee Powell Wilson. Edison tried reaching out to Ransom Project, messages to Jae at the City. Edison is going to go out to talk to the new director of the North Side Association. Kaila was going to meet with Regina. She spoke to Regina checking in on what the subcommittee has done in the past, reaching to reaching out to tribal representatives particularly Gun Lake tribe. She was able to someone with the tribe. Talk about this within our subcommittees and larger committee, Bronson Park mound, signage, and landscaping. Edison spoke with Dr. Lenee Powell-Wilson they need to stick to buildings and structures. Powell-Wilson we need to focus on one area, in the future maybe branch off something else or another focus. White tap into work that is done by other groups that they are doing we can be the feet and hands but not leading the group.
5. City Hall
1st meeting early April Kyle, Katherine, Pam, and Luis were there. Discussed the basics to take project forward. Set to have project done by the end of this year. Luis will have a meeting with management at the city. Produced timeline for completion.
6. O'Connor Fund Grant Making
Changes for online found some that were not made some that were confusing on website were sent to Luis, Klye, and Katherine not sure they can be made for this grant period. Maybe have to be changed next year. Applications due May 17th Kyle and Luis will do first pass then will send to committee with comments. June 21st committee will meet to make decisions a week later will notify successful grant seekers of their awards. White website still says application deadline is May 12th, 2023. Pena says wrong in one place but correct in another. Pena will reach out to get that corrected for next year. Pena has had communication no applications.
7. White moved to nominate Hibbard to chair.
Vail 2nd motion.
Hibbard accepted nomination.
Hibbard appointed to chair.

Dr. Powell-Wilson moved to nominate Vail to vice chair.
White 2nd motion.
Vail accepted nomination.
Vail appointed to vice chair.

F. DISCUSSION/ACTION ITEMS

1. Historic Preservation Awards of Merit Review

Tom Huff

White moved to approve.

Edison 2nd

Tom Huff approved.

330-333 S Park

Vail moved to approved.

White 2nd

330-333 S Park approved.

405 Stuart

Vail moved to approve.

White 2nd

405 Stuart approved.

530 W South

Akina moved to approve.

Powell-Wilson 2nd

506 W South approved.

712 S Burdick

Powell-Wilson moved to approve.

White 2nd

712 S Burdick approved.

2. COORDINATOR'S REPORT

Pena read the report.

Powell-Wilson moved to approve hosting upcoming award \$225.00.

White 2nd

KNAC \$225.00 approved.

White will be out on May 29th, Vail will be out the 15-22. Pena will send out email with a few other dates in May if there is no business do not have to meet. Need 18 hours prior to meeting to get rescheduled. Regular scheduled meeting will not be on May 8th due to MHPN conference.

3. COMMISSIONER COMMENTS

White and Vail had a meeting for finance subcommittee don't have report meeting happened at 10am. Vail said need to come up with some criteria for gifts for outside grant making process. Need to gather a little more information before can have full report. Full commission we must discuss a few questions at a future meeting how much funds do we allocate to this on a yearly basis. Same organization to receive gifts in subsequent years? What form to submit request for support, come to a meeting a letter? White said we talked about this morning is a 1 page of our financial statement for spending grants, special projects, and gifts. Would like the gift to be a little more agile and free form. Will have more to come. White happy that so many subcommittees have met.

4. ADJOURNMENT

Hibbard adjourned at 7:47

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Agenda

Historic Preservation Commission

City of Kalamazoo



Wednesday, June 12th, 2024

6:00 PM

City Commission Chambers at City Hall – 241 West South Street

A. CALL TO ORDER/ROLL CALL

Called to order at 6:00 pm

B. ADOPTION OF FORMAL AGENDA

Powell-Wilson stated F1 Reimbursement for Historic Preservation Awards of Merit

Refreshments should be Refreshments.

White moved to approve as amended.

Powell-Wilson 2nd motion.

C. APPROVAL OF MINUTES

Hibbard said minutes were from last year April 2023. Pena will correct for next month's meeting.

D. PUBLIC COMMENTS

Jacob Pinney-Johnson I am fourth generation Kalamazoo resident, Kalamazoo promise recipient on his father's side and spent long time activist in Kalamazoo. Kalamazoo being one of the fastest shrinking cities if you do not know this, please check it out. Asking for some ideas or directions or creative ways to help with my project. The packet that I have shared is of my grandfather, grandmother great grandfather and my father. Great great great grandfather Beverly William escaped from slavery from Kentucky and made his way to Saline Michigan about the 1860's. He gave birth to his great grandfather who is pictured in here with great grandmother Henry Williams who married my great grandmother Lulu Margaret Williams better know as Commissioner Lulu Margaret William. They purchased a home in Kalamazoo in 1915 located at 716 Pioneer Street. They were some of the first African Americans to live in this part of town the Vine neighborhood. Home has been in our family for generations and we have lost the home a few years ago due to some issues that often happen in specifically black and brown communities when it come to ownership. My 75-year-old mother now lives across the street from this home. The historical cultural relevance of this home my great grandmother a black woman in 1955 better known as Commissioner Lulu Margaret Williams was part of publication of a statewide book that is featured here is called Negroes in Michigan History. The other term is called Michigan Manual for Fredman's Progress that is archived within WMU. The house has been historical cultural stop in Kalamazoo. It is part of history tours, urban legends around W E boys stopped at this home when he was in town. Lots of family history and broader kind of community statewide cultural relevance. I am in the process of purchasing this home back as a personal family project and carrying on the legacy of a great black woman.in Kalamazoo.

I have talked to Steve Walsh director of Vine Neighborhood Association who knows of the cultural historical value of this home. Would like to make this home a historic site. I would like your help with some funding it's not just about that but some connections to any resources that will help what I need or to support individuals. As a historian I have worked at Share Society for history and racial equity this is personal but always have a lot of my time and energy as well as you have all to preserve the African American history in Southwest Michigan. Another site within the North Side business development district this home is on 715 Pioneer my father David Johns grew up in this home. He led a well-known boycott called Van Avery drugstore boycott which is located ecumenical Senior Center. The center is going to be torn down and a new one built. Looking to have a plaque or something that is long standing. Asking the what the Historical Preservation Commission can do to support the cultural historic project. 716 Pioneer Street Tim Allen know as Tim the tool man Taylor lived in this home went to Western Michigan University. I grew up in the home he lived in and have had the A&E channel stop by and film my mothers home located 715 Pioneer Street. Starting July, the Kalamazoo Valley Museum we will have a small display talking about 4 and 5 generations of African Americans who escaped slavery in Kentucky. Powell-Wilson Historic Preservation may be able to help with a plaque or something but suggested write up a bid with a price or proposal in detail for the Senior Center. The home at 716 Pioneer Street what is your end goal for the property one instance make it a museum the other instance to live in the home. Jacob said both live in and make a museum give tours as well as a plaque there Write up a proposal in detail and present that may not be this year but have something on paper. Pena write up a report and present in July's meeting he will email him more information. Vail need to own property then the Historic Preservation Committee can give more resources for repairs or things that need to be fixed we then can connect you with people once you own the property. Hibbard would like to know more about the plans, knows there is the exhibit at the Kalamazoo Valley Museum that will be on permanent record in Kalamazoo. Look into the local history room at the library or something. There's a future for at least preserving the history.

E. REPORTS

1. Financial Report
Pena read report.
2. O'Connor Fund Reports
Pena read report.
3. Grant Making Report
White read report.

F. DISCUSSION/ACTION ITEMS

1. Reimbursement for Historic Preservation Awards of Merit Refreshments
Vail motion to reimburse chair Hibbard in the amount of 61.92 for refreshments from the fund held at the City.
White 2nd
Pena it is 61.98.
Vail as amended .
White 2nd
Motion approved.

2. Eastern Michigan University Assistance in Oral History Project

Pena Lynn Hotton at Western put together where public history folks come together and have opportunity to share what they are working on and share the society for history and racial Equity that they are working on for oral history. Other oral histories being talked about the African American Community with the City of Kalamazoo. Pena has more to work on this just bringing up to the commission. Working on a trailer that has a mobile oral history studio in it. They now teach an oral history class, either bring the trailer down have people use it or have a class in two sections.

3. Grave Issue Squad 'Merge' With Friends of Kalamazoo's Historic Cemeteries

Pena met with Gary Swain from the Kalamazoo Historic Cemeteries and Wendy Burlingham in public services as well as Suzanne Rowland works with cemeteries coordinator with the city. There is an event that is happening in August for gravestone cleaning. Gary has a very wide network of folks that he can call upon to do cemetery cleanings. Allow him to schedule and we can offer manpower to help. Work much more closely with Gary. They are looking at June 29th for another gravestone cleaning all are welcome to come. Hibbard the committees will discuss this more.

4. COORDINATOR'S REPORT

Pena read the report.

5. COMMISSIONER COMMENTS

White June 29th gravestone cleaning can you send email on when and where .

6. ADJOURNMENT

Hibbard adjourned at 7:15pm

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Historic Preservation Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic Preservation Commission

FROM: Luis Pena, Historic Preservation Coordinator

DATE: July 10, 2024

SUBJECT: Lakota Hobia, THPO with Match-E-Be-Nash-She-Wish Band of Pottawatomi Indians.
Bronson Park Mound Discussion

SUMMARY:

BACKGROUND:

RECOMMENDATION:

G/L Trial Balance Report

City of Kalamazoo
1/ 1/2024 through 12/31/2024

270 HISTORICAL COMMISSION FUND

<i>Account Number</i>	<i>Beginning Balance</i>	<i>Debits</i>	<i>Credits</i>	<i>YTD Debits</i>	<i>YTD Credits</i>	<i>Balance</i>
Assets						
270-000-00.000-001.001 BANK 1 CASH (OPERATING-POC	4,890.27	0.00	3,552.02	0.00	3,552.02	1,338.25
Total Assets	4,890.27	0.00	3,552.02	0.00	3,552.02	1,338.25
Liabilities						
270-000-00.000-202.000 ACCOUNTS PAYABLE	0.00	3,237.02	3,237.02	3,237.02	3,237.02	0.00
270-000-00.000-214.233 DUE TO DONATIONS FUND	315.00 CR	315.00	0.00	315.00	0.00	0.00
270-000-00.000-214.705 DUE TO DISBURSEMENT FUND	0.00	3,237.02	3,237.02	3,237.02	3,237.02	0.00
Total Liabilities	315.00 CR	6,789.04	6,474.04	6,789.04	6,474.04	0.00
Equities						
270-000-00.000-385.001 FUND BALANCE - ASSIGNED FO	0.00	2,505.00	2,505.00	2,505.00	2,505.00	0.00
270-000-00.000-390.000 FUND BALANCE - UNASSIGNED	4,575.27 CR	0.00	0.00	0.00	0.00	4,575.27 CR
Total Equities	4,575.27 CR	2,505.00	2,505.00	2,505.00	2,505.00	4,575.27 CR
Operating						
270-000-00.000-700.000 ACTUAL EXPENDITURE CONTR(	0.00	3,237.02	0.00	3,237.02	0.00	3,237.02
270-000-00.000-700.002 ENCUMBRANCE CONTROL	0.00	2,505.00	2,505.00	2,505.00	2,505.00	0.00
Total Operating	0.00	5,742.02	2,505.00	5,742.02	2,505.00	3,237.02
Budgetary						
Total Budgetary	0.00	0.00	0.00	0.00	0.00	0.00

City of Kalamazoo
1/ 1/2024 through 12/31/2024

Assets		4,890.27	0.00	3,552.02	0.00	3,552.02	1,338.25
Liabilities		315.00 CR	6,789.04	6,474.04	6,789.04	6,474.04	0.00
Equities		4,575.27 CR	2,505.00	2,505.00	2,505.00	2,505.00	4,575.27 CR
Operating		0.00	5,742.02	2,505.00	5,742.02	2,505.00	3,237.02
Total	HISTORICAL COMMISSION FUND	0.00	15,036.06	15,036.06	15,036.06	15,036.06	0.00

Grand Totals

	<i>Beginning Balance</i>	<i>Debits</i>	<i>Credits</i>	<i>YTD Debits</i>	<i>YTD Credits</i>	<i>Balance</i>
Total Assets	4,890.27	0.00	3,552.02	0.00	3,552.02	1,338.25
Total Liabilities	315.00 CR	6,789.04	6,474.04	6,789.04	6,474.04	0.00
Total Equities	4,575.27 CR	2,505.00	2,505.00	2,505.00	2,505.00	4,575.27 CR
Total Operating	0.00	5,742.02	2,505.00	5,742.02	2,505.00	3,237.02
Total Expenditures	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	0.00	0.00	0.00	0.00	0.00	0.00
Total Budgetary	0.00	0.00	0.00	0.00	0.00	0.00
Total All Funds	0.00	15,036.06	15,036.06	15,036.06	15,036.06	0.00

expdetl.rpt
07/01/2024 9:45AM
Periods: 0 through 17

Expenditure Detail Report
City of Kalamazoo
01/01/2024 through 12/31/2024

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270 HISTORICAL COMMISSION FUND
803 HISTORIC COMMISSION

Account Number		Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
270-803-00.000	HISTORIC COMMISSION						
270-803-00.000	HISTORIC COMMISSION						
270-803-00.000-729.000	OPERATING SUPPLIES	800.00	0.00	0.00	0.00	800.00	0.00
270-803-00.000-729.000	OPERATING SUPPLIES	800.00	0.00	0.00	0.00	800.00	0.00
270-803-00.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	2,000.00	0.00	0.00	0.00	2,000.00	0.00
3/15/2024	invoice IN 58808		289.47				
	Line Description: CATERING FOR HISTORIC MEETING						
	Vendor: 023596 JIMMY JOHNS						
5/2/2024	po PO P-047571				225.00		
	Line Description: KNAC RENTAL - HISTORIC PRESERV						
	Vendor: 033635 KALAMAZOO NONPROFIT ADVOCACY, COALITION						
5/6/2024	invoice IN 1664		225.00				
	Line Description: KNAC RENTAL - HISTORIC PRESERV						
	Vendor: 033635 KALAMAZOO NONPROFIT ADVOCACY, COALITION						
5/6/2024	po LI 1664				-225.00		
	Line Description: KNAC RENTAL - HISTORIC PRESERV						
	Vendor: 033635 KALAMAZOO NONPROFIT ADVOCACY, COALITION						
6/17/2024	invoice IN 091905291042		132.95				
	Line Description: HISTORIC PRES AWARDS OF MERIT						
	Vendor: 009957 HOBBY LOBBY #309						
270-803-00.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	2,000.00	647.42	647.42	0.00	1,352.58	32.37
270-803-00.000-810.003	MEMBERSHIPS AND SUBSCRIPTIONS	3,050.00	0.00	0.00	0.00	3,050.00	0.00
4/4/2024	po PO P-047250				2,280.00		
	Line Description: HISTORIC DISTRICT & PRESERVATI						
	Vendor: 003962 MICHIGAN HISTORIC PRESERVATION						
4/8/2024	invoice IN P-047250		2,280.00				
	Line Description: HISTORIC DISTRICT & PRESERVATI						
	Vendor: 003962 MICHIGAN HISTORIC PRESERVATION						
4/8/2024	po LI P-047250				-2,280.00		
	Line Description: HISTORIC DISTRICT & PRESERVATI						
	Vendor: 003962 MICHIGAN HISTORIC PRESERVATION						
4/15/2024	invoice IN 23970		309.60				
	Line Description: L PENA - MEMBERSHIP						
	Vendor: 003962 MICHIGAN HISTORIC PRESERVATION						

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Expenditure Detail Report
City of Kalamazoo
01/01/2024 through 12/31/2024

270 HISTORICAL COMMISSION FUND
803 HISTORIC COMMISSION

<i>Account Number</i>		<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
270-803-00.000-810.003	MEMBERSHIPS AND SUBSCRIPTIONS	3,050.00	2,589.60	2,589.60	0.00	460.40	84.90
270-803-00.000-811.000	PROFESSIONAL DEVELOPMENT	400.00	0.00	0.00	0.00	400.00	0.00
270-803-00.000-811.000	PROFESSIONAL DEVELOPMENT	400.00	0.00	0.00	0.00	400.00	0.00
270-803-00.000-881.000	FUNDRAISING	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	HISTORIC COMMISSION	6,750.00	3,237.02	3,237.02	0.00	3,512.98	47.96
Total	HISTORIC COMMISSION	6,750.00	3,237.02	3,237.02	0.00	3,512.98	47.96

Expenditure Detail Report
City of Kalamazoo
01/01/2024 through 12/31/2024

270 HISTORICAL COMMISSION FUND
970 TRANSFERS OUT - OPERATING

<i>Account Number</i>		<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
270-970-00.000	TRANSFERS OUT - OPERATING						
270-970-00.000	TRANSFERS OUT - OPERATING						
Total	TRANSFERS OUT - OPERATING	0.00	0.00	0.00	0.00	0.00	0.00
Total	HISTORICAL COMMISSION FUND	6,750.00	3,237.02	3,237.02	0.00	3,512.98	47.96
Grand Total		6,750.00	3,237.02	3,237.02	0.00	3,512.98	47.96

Fund Summaries

OCON 1	July	June
Net Assets	\$67,696.08	\$65,236.58
Current Available Balance	\$14,968.25	-

OCON 2		
Net Assets	\$423,188.92	\$407,813.78
Current Available Balance	\$57,811.29	-

2024 All reviews		ER 96-713	106 Review Log
City of Kalamazoo, Kalamazoo County – A Certified Local Government			
Date	Address	Neighborhood	Sub-recipient

***ALSO REVIEWED – No Historic Property – end of this document**

1. 02/21/2024 824 Elmwood Street Stuart CHW

PROPOSED WORK: Replace leaking hose bib, replace broken glass in window pane. We will not be replacing windows, only broken glass, Electrical issues – no workings lights in foyer, downstairs bathroom, kitchen or porch. Kitchen floor repair.

AREA OF POTENTIAL EFFECT: Limited to this house.

HISTORIC PROPERTIES PRESENT: This structure or area appears to be National Register eligible. WE therefore, request an opportunity to review the work specifications before commenting further. This structure appears to meet National Register Criteria because: This house is a contributing structure in the Stuart National Register and Local Historic Districts. This is an appendix C project under the Programmatic Agreement that will not require further review. No adverse effect.

Work may proceed without further review.

2. 03/01/2024 462 E STOCKBRIDGE AVE Edison CHW

PROPOSED WORK: We would be replacing the clients water heater and furnace.

AREA OF POTENTIAL EFFECT: Limited to this property.

HISTORIC PROPERTIES PRESENT: This house was evaluated as being a contributing structure in the South Edison study area in the 2021 Reconnaissance Level Historic Resources Survey. This area is potentially **National Register eligible**. This house is **National Register (NR)** eligible.

DETERMINATION OF EFFECT: No ADVERSE Effect on historic properties. Work may proceed without further review. The proposed work falls under appendix C of the programmatic agreement between the city of Kalamazoo and the Michigan State Historic Preservation Office. No further review is necessary.

Work may proceed without further review

3. 05/06/2024 1520 E Alcott St Edison CHW

PROPOSED WORK: Repair plumbing leaks causing flooding in basement. Minor mold remediation.

AREA OF POTENTIAL EFFECT: Limited to this house.

HISTORIC PROPERTIES PRESENT: This house was evaluated as being a contributing structure in the Hays Park/South Park Historic District in the 2022 Reconnaissance Level Historic Survey. This area is National Register Eligible. This house is National Register Eligible.

DETERMINATION OF EFFECT: No ADVERSE Effect on historic properties. Work may proceed without further review. The proposed work falls under appendix C of the programmatic agreement between the city of Kalamazoo and the Michigan State Historic Preservation Office. No further review is necessary.

Work may proceed without further review

4. 05/21/2024 516 Vernon St Edison CHW

PROPOSED WORK: Repair kitchen ceiling, leak damage.

AREA OF POTENTIAL EFFECT: Limited to this house.

HISTORIC PROPERTIES PRESENT: This house was evaluated as being a contributing structure in the South Edison Study Area in the 2021 Reconnaissance Level Historic Survey. This area is National Register Eligible. This house is National Register Eligible.

DETERMINATION OF EFFECT: No ADVERSE Effect on historic properties. Work may proceed without further review.

5. 05/21/2024 907 Lay Blvd Edison CHW

PROPOSED WORK: Gutter repair, hole in ceiling of bedroom, front door isn't secured and damaged

AREA OF POTENTIAL EFFECT: Limited to this house.

2024 All reviews	ER 96-713	106 Review Log
City of Kalamazoo, Kalamazoo County – A Certified Local Government		
Date	Address	Neighborhood
		Sub-recipient

HISTORIC PROPERTIES PRESENT: This house was evaluated as being a contributing structure in the Ihling Everard Study Area in the 2021 Reconnaissance Level Historic Survey. This area is National Register Eligible. This house is National Register Eligible.

DETERMINATION OF EFFECT: Potential adverse effect pending further review of work:

- a. Gutter Repair – no adverse effect
- b. Hole in ceiling of bathroom – no adverse effect
- c. Front door isn't secured and damaged – potential adverse effect pending further review of work. Please define what work will be done on the front door, and identify the damage.

Please send details of the proposed work to the coordinator for review before beginning.

6. 05/21/2024 1521 Fulton St Edison Milestone Senior Services

PROPOSED WORK: Client needs new basement railing and stairs

AREA OF POTENTIAL EFFECT: Limited to this house.

HISTORIC PROPERTIES PRESENT: This house was evaluated as being a contributing structure in the South Edison Study Area in the 2021 Reconnaissance Level Historic Survey. This area is National Register Eligible. This house is National Register Eligible.

DETERMINATION OF EFFECT: No ADVERSE Effect on historic properties. Work may proceed without further review.

7. 05/21/2024 1518 James St Edison KNHS

PROPOSED WORK: Remediate all lead based paint hazards

AREA OF POTENTIAL EFFECT: Limited to this property and adjacent properties.

HISTORIC PROPERTIES PRESENT: This house was evaluated as being a contributing structure in the Ihling Everard Study Area in the 2021 Reconnaissance Level Historic Survey. This house is National Register Eligible.

DETERMINATION OF EFFECT: Potential adverse effect pending further review

- a. Remediate all lead based paint hazards – please share a detailed scope of work for the proposed project for further review

Please send details of the proposed work to the coordinator for review before beginning.

8. 06/06/2024 1122 Lay Blvd Edison CHW

PROPOSED WORK: Porch repairs.

AREA OF POTENTIAL EFFECT: Limited to this property.

HISTORIC PROPERTIES PRESENT: This house was evaluated as being a contributing structure in the Hays Park / South Park Study Area in the 2022 Reconnaissance Level Historic Survey. This house is National Register Eligible.

DETERMINATION OF EFFECT: Potential adverse effect pending further review

- a. Porch – Potential adverse effect – please send details of the proposed work to the coordinator for review before beginning.

Please send details of the proposed work to the coordinator for review before beginning.

2024 All reviews	ER 96-713	106 Review Log
City of Kalamazoo, Kalamazoo County – A Certified Local Government		
Date	Address	Neighborhood
		Sub-recipient

2024 All reviews	ER 96-713	106 Review Log
City of Kalamazoo, Kalamazoo County – A Certified Local Government		
Date	Address	Neighborhood
		Sub-recipient

ALSO REVIEWED – No Historic Property

1.	01/10/2024	708 Mabel	Maintenance	CHW
2.	01/23/2024	1327 N Rose	Rehabilitation	Milestones
3.	01/24/2024	740 Douglas	Rehabilitation	Milestones
4.	02/07/2024	1309 N Edwards	Maintenance	CHW
5.	02/12/2024	824 Staples	Rehabilitation	CHW
6.	02/13/2024	1805 Cobb	Maintenance	CHW
7.	02/21/2024	1906 Union	Rehabilitation	CHW
8.	02/21/2024	612 Reed	Rehabilitation	CHW
9.	03/01/2024	1103 Sherwood	Rehabilitation	Milestones
10.	03/14/2024	1814 Humphrey	Maintenance	CHW
11.	03/19/2024	510 W Paterson	Maintenance	CHW
12.	03/19/2024	1906 Krom	Maintenance	CHW
13.	03/19/2024	1811 N Edwards	Maintenance	CHW
14.	03/19/2024	1716 Krom	Rehabilitation	CHW
15.	03/27/2024	1112 E Alcott	Rehabilitation	CHW
16.	03/27/2024	1328 E Main	Rehabilitation	CHW
17.	04/10/2024	719 Mabel	Rehabilitation	CHW
18.	04/10/2024	2504 Corlot	Demolition	CHW
19.	04/10/2024	1604 N Church	Rehabilitation	CHW
20.	04/15/2024	1443 Alamo	Rehabilitation	CHW
21.	04/15/2024	713 Staples	Rehabilitation	CHW
22.	04/15/2024	1333 Cobb	Maintenance	CHW
23.	05/06/2024	812 Elizabeth	Rehabilitation	CHW
24.	05/06/2024	616 Ada	Rehabilitation	CHW
25.	05/06/2024	1722 N Church	Rehabilitation	CHW
26.	05/06/2024	1622 N Church	Rehabilitation	CHW
27.	05/06/2024	1109 Charlotte	Rehabilitation	CHW
28.	05/08/2024	411 Wallace	Rehabilitation	CHW
29.	05/21/2024	208 Phelps	Rehabilitation	CHW
30.	05/21/2024	1509 N Park	Rehabilitation	CHW
31.	05/21/2024	1002 Prairie	Rehabilitation	Milestones
32.	05/21/2024	1004 Newland	Rehabilitation	Milestones
33.	05/21/2024	740 Douglas	Rehabilitation	CHW
34.	05/21/2024	822 Hazard	Rehabilitation	CHW
35.	06/05/2024	4135 Mt Olivet	Rehabilitation	Milestones
36.	06/05/2024	2834 Alpine	Rehabilitation	Milestones
37.	06/05/2024	112 Herbert	Rehabilitation	CHW
38.	06/05/2024	922 N Edwards	Rehabilitation	CHW
39.	06/05/2024	1012 Albert	Rehabilitation	CHW

2024 All reviews City of Kalamazoo, Kalamazoo County – A Certified Local Government	ER 96-713	106 Review Log
Date	Address	Sub-recipient

40. 06/05/2024	1826 Woodward	Rehabilitation	CHW
41. 06/06/2024	709 Darby	Rehabilitation	CHW
42. 06/06/2024	722 Hawley	Rehabilitation	CHW
43. 06/18/2024	709 Darby	Rehabilitation	CHW
44. 06/18/2024	4232 Kingsbrook	Rehabilitation	CHW

Board, Commission, or Committee Application



Submitted on7 May 2024, 12:36PM

Receipt number229

Related form version18

Applicant Information

Full Name

Eleanor Harris

Home Address

Are you a City of Kalamazoo resident?

Yes

Phone Number

Email Address

Occupation

Preservation Programs Associate

Employer

Restore Oregon

Employer Address

Board or Commission

Which Board or Commission are you applying for?

Historic Preservation Commission (HPC)

What experience, education, community activities, etc. do you think should be considered for your appointment to this board or commission?

I am a senior History Major at Kalamazoo College, passionate about accessible public history, archival studies, and historic preservation. Since I began as an archival volunteer, I have enjoyed working in six historical-related nonprofits, including the History Museum at the Castle, the Little Traverse Historical Society Museum, Eastern State Penitentiary Historic Site, the Larry J. Bell Foundation, the Kalamazoo Valley Museum, and Restore Oregon.

Currently, I serve as the Senior Departmental Student Advisor for the History Department and as the president and founder of the History Club at Kalamazoo College. On campus, I am the Student Office Worker for the History, Anthropology, Sociology, Business, and Economics departments. I also work as a Museum Aide at the Kalamazoo Valley Museum. Finally, I am the Preservation Programs intern for the historic preservation nonprofit Restore Oregon based in Portland, Oregon.

At Restore Oregon, I work closely with the Director of Preservation Programs to respond to community members' technical preservation

questions to connect them with necessary information and help. I also review and update organizational website information and public resources to ensure the public can access the ideal materials. I am passionate about becoming more involved in the community through the Historic Preservation Commission.

Are there any reasons you may have a conflict of interest if you were appointed to this board or commisison? If so, please explain.

No!

Are you currently serving as an appointee to any other City of Kalamazoo board or commission? If so, which one(s)?

No

References

Reference 1 Full Name

Amy Leu

Reference 1 Address

[REDACTED]

Reference 1 Phone Number

[REDACTED]

Reference 2 Full Name

Nicole Possert

Reference 2 Address

[REDACTED]

Reference 2 Phone Number

[REDACTED]

Supporting Documents

[Eleanor Harris Resume - 5.2.24.pdf](#)

Optional Demographic Information

Gender

Female

Race

White

Ethnicity

Non-Hispanic or Latinx

Year of Birth

1981

Household Income

Less than \$23,220 (0 to 30% median family income)

Disability Status

No disability

Employment

Part-time

Education

Bachelor's degree

Neighborhood

West Main Hill

How did you learn about this opportunity to serve on a board or commission?

Website search

Eleanor Harris

Kalamazoo, MI || [REDACTED] || [REDACTED] || [REDACTED]

Education

Kalamazoo College, Kalamazoo, Michigan. September 2020 – Intended Graduation Date June 2024

- Working towards a Bachelor of Arts in History, Religion, and American Studies.
- GPA: 3.89/4.0 Graduating with distinction in the major.
- Departmental Student Advisor for the History Department.
- President and founder of the History Club

Skills & Abilities

- Experience using Microsoft Office (Excel Spreadsheet, Word, PowerPoint).
- Professional, collaborative mindset. Comfortable working with a team.
- Proficient independent research and writing abilities, with a goal-oriented work ethic.

Special Awards

- Dr. David Strauss and Dr. John Wickstrom Senior Integrated Project Fund to conduct research at Eastern State Penitentiary Historic Site in Philadelphia, PA.
- Honors on senior thesis, comprehensive capstone exam, and thesis presentation.

Work Experience

Kalamazoo Valley Museum, Kalamazoo, MI. March 2024 – Present *Museum Aide*

- Answering questions regarding museum programs and exhibits.

Larry Bell Foundation, Kalamazoo, MI. March 2023 – August 2023 *Archival Catalog Assistant*

- Inventoried a wide variety of archival materials to create a library collection.

Restore Oregon, Portland, OR. January 2023 – Present *Preservation Programs Intern*

- Responding to community members' technical preservation questions.
- Reviewing and updating organizational website information and public resources.

Eastern State Penitentiary Historic Site, Philadelphia, PA. August 2022 – December 2022 *Research and Archival Intern*

- Created a written report, visual appendix, and digital dossier to inform future conversations about interpreting and preserving the Penitentiary's surveillance hub.
- Synthesized memory studies to consider the implications of restoration work on analysis and education about mass incarceration.

Academic Departments, Kalamazoo College. September 2021 - Present *Student Office Worker*

- Assisting students and faculty with photocopying, filing, mail distribution, and special research projects.

Little Traverse Historical Society. Petoskey, MI. June 2021 - August 2021 *Research Intern*

- Researched archival information about the Historical Society's Museum building for future exhibit and presentation.

Outagamie County Historical Society. Appleton, WI. June 2021 - Present *Shift Manager*

- Responsible for opening and closing the building and supporting the front desk staff.
- Organizing and cataloging overflow museum artifacts.

Outagamie County Historical Society. Appleton, WI. August 2019 - Present *Archival Intern*

- Working with the software program PastPerfect, analyzing and interpreting Sanborn maps, handling artifacts, and creating an educational database to present to community members.



Historic Preservation Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic Preservation Commission

FROM: Luis Pena, Historic Preservation Coordinator

DATE: July 10, 2024

SUBJECT: O'Connor Fund Grant Making - Grant Recommendations

SUMMARY:

Review of the grants recommended for HPC approval by the Grant Making subcommittee.

BACKGROUND:

The proposed grants total \$20,000. The Grant-making Committee determined that since it was unable to grant any of the \$10,000 amount that had been discussed in 2023, that it would propose awards totaling \$20,000 for 2024.

Coordinator Peña will contacted the Civic and Disability Network and confirmed that a smaller-than requested amount (they asked for \$10,000 each) will be accepted by both groups.

After the formal HPC vote coordinator Peña and KHPC Chair Kyle Hibbard will execute the grant agreement documents with the recipients to awardees. The proposed amounts are as follows:

Name	Award Amount
SARA	\$4,748
Civic Theatre	\$7,626
Disability Network	\$7,626

RECOMMENDATION:

Staff recommends that all of the proposed grants be awarded.

MINUTES

KHPC/O'Connor Fund GRANT MAKING Committee

21 June 2024

Pam O'Connor

The meeting was called to order at 2 pm by Pam O'Connor.

Attendance

Grant-Making Committee: Katherine White, Nelson Nave, Maria Perez-Stable, Curt Aardema, Pam O'Connor

Sub-Committee Members: Luis Peña, (City HP Coordinator) Kyle Hibbard (KHPC Chair), Kaila Akina (KHPC member)

Applicant Representatives: Montana Major (Civic Theater) and Judy Markusse Paget (Alano Club)

Disposal of Non-qualifying Applications

Following discussion, the committee agreed to dispose of the following non-qualifying applications:

- Allen Chapel (accidentally resubmitted from 2023)
- Iglesia Evangelica Misionera (application incomplete/non-specific)
- Alano Club (parking lot project does not qualify)

Review & Tally Scores for remaining 7 applications

Applications reviewed and discussed were from: First Congregational Church, Habitat for Humanity, Civic Theater, Disability Network, New City Church, New VIC Theatre, and Stuart Area Restoration Assn. Of these, the following were ranked the top three high-scoring: the Stuart Area Restoration Association (SARA), the Civic Theater, and the Disability Network.

Discussion and Recommendations for approval.

Following discussion, the Grant-Making Committee voted (White and Perez-Stable) to take three applications forward for approval to the Kalamazoo Historic Preservation Commission at its next meeting:

<u>Name</u>	<u>Award Amount</u>
SARA	\$ 4,748
Civic Theater	\$ 7,626
Disability Network	\$ 7,626

The proposed grants total \$20,000. The Grant-making Committee determined that since it was unable to grant any of the \$10,000 amount that had been discussed in 2023, that it would propose awards totaling \$20,000 for 2024.

Coordinator Peña will contact the Civic and Disability Network both to confirm that a smaller-than requested amount (they asked for \$10,000 each) is viable and will help those projects.

The proposed grants will go before the KHPC at its July 10 meeting for approval, after which Coordinator Peña and KHPC Chair Kyle Hibbard will execute the grant agreement documents with the recipients.

The Meeting was adjourned at 4 pm.

O'Connor Fund Application



Submitted on	17 May 2024, 1:23PM
Receipt number	33
Related form version	7

About the O'Connor Fund

Is your project eligible?	Yes, my project meets the eligibility criteria listed above. I have two quotes, photos, and financial information to attach in support of my application
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Applicant Information

Contact Name	Gary Wark
Phone Number	2698738776
Email Address	warkenterprises@aol.com

Project Details

Project Type	Building Rehabilitation
Project Name	Stuart/office/painting
Project Address or Area Covered	530 Douglas Ave. Kalamazoo, Mi 49007
Is the property owner-occupied? (for Preservation Planning projects only)	Both
Estimated Project Cost	\$11,870.
Grant Amount Requested	\$4,748.
Anticipated Project Start Date	06/10/2024
Anticipated Completion Date	07/17/2024

Is the project or project area designated as an individual or part of a Kalamazoo Local Historic District? If yes, please explain.	530 Douglas is located in the Stuart Historic District, a local and nationally recognized historic district established in 1983. The property is classified as domestic architecture and is a contributing structure to the
--	---

historic district. It is representative of the early twentieth century colonial revival architecture that appears on the eastern and western edges of the neighborhood primarily. The neighborhood association requested and received a use variance prior to occupancy in 1995 in order have a neighborhood office in the building. Previously, the neighborhood association had rented offices in a church and two commercial structures in the neighborhood.

Is the project or project area designated as an individual or part of a National Register Historic District? If yes, please explain.

yes, see above

If the building or project area is NOT in one of the above districts, is it more than 50 years old? If yes, please explain.

Project Narrative

Describe the planned objectives of this project and how those objectives relate to the work plans for the Kalamazoo Historic Preservation Commission, the City and its neighborhoods, the County and the State of Michigan (SHPO). Note all community partnerships and explain the project's community impacts.

The proposed project aligns with the Imagine Stuart Neighborhood Plan that approved by the Kalamazoo City Commission on August 7, 2023. Stuart's plan aligns with City's Imagine Kalamazoo 2025, particularly addressing the Complete Neighborhoods goal and housing related goals. The Stuart neighborhood's plan focused on six goals and the proposed project at 530 Douglas aligns with four of the goals identified in the plan including:

Enhancing the Public Realm – Douglas Avenue represents the intersection of the Stuart, Northside and West Douglas neighborhoods. It is a gateway into all three of these areas as well as downtown Kalamazoo the Kalamazoo College. Improvements at this property will support anti-blight efforts that the three neighborhood associations endorse. Douglas Avenue is a heavily trafficked corridor with 7500 vehicles regularly traversing the trunkline.

Address Housing Needs – The Stuart neighborhood has provided a low/moderate income rental unit in the second floor of this property since 1996. This will improve the appearance and function of the property. Expand

Promote Historic Preservation – This property has been in the Stuart historic district since 1983. The Secretary of the Interior Standard's for repair and restoration will be employed during this project.

Champion Community Building – The office at 530 Douglas is focal point and is used for board meetings, committee meetings, and smaller neighborhood events.

Community Impact and Significance

SARA has been a stabilizing organization for over 50 years. The Association has actively promoted historic preservation and zoning initiatives that support historic preservation. The Association supported the creation and expansion of the Stuart historic district in 1983 and the expansion of the district in 1995. The Association has also addressed housing blight and has advocated for more housing. The neighborhood office and rental unit are vital parts of the Association's programming.

Exterior improvements to 530 Douglas will bolster one of the more blighted parts of the Stuart neighborhood. The Douglas Avenue corridor project proposed over a decade ago resulted in one new restaurant but this area where three core Kalamazoo neighborhoods meet still lags behind in redevelopment. There are two extremely blighted properties just houses away from 530 Douglas—one of which has been condemned for occupancy since earlier this year.

Exterior improvements on this street will be highly visible to because

Douglas Avenue is a highly traveled street. It is considered a trunk line and according to MDOT figures from 2022, 7500 cars travel this street daily. It is already two-way and the Douglas corridor project from a decade ago helped improve parking. It is still a challenging street because of speed and the lack of crosswalks. The Association successfully advocated for "no turn on red" at the intersection of Douglas and North Streets to slow traffic.

530 Douglas is where board and committee meetings occur. Small events are also sponsored such as coffee gatherings, National Night Out and beautification/flower distribution events. The property also serves as a storage site for supplies that the neighborhood association uses for events, such as signs, tents, gardening tools, and other materials used for improvement projects and activities with Woodward School.

On a separate page or pages, using 500-1,200 words, outline concisely the work needed to complete the project AND provide a timeline for completion of each major work item for the project (example: elevator upgrade).

The Stuart Area Restoration Association, SARA, seeks \$4,748.00 to paint the exterior of the Association's office and rental unit located at 530 Douglas Avenue. The building has flaking paint and requires minor repairs and caulking. The building will be washed, loose paint will be scraped off taking proper lead paint precautions, and minor repairs and priming will be done as needed before applying the final paint.

Scope of Work

This project involves washing the exterior of 530 Douglas Avenue, Kalamazoo, Michigan, to remove loose dirt and mildew.

The exterior will be scraped and sanded where needed. Caulk will be applied to gaps. Two coats of paint will be applied to the eaves, fascia, siding, and any other painted exterior surface of the house. The front door will be cleaned and sealed using spar varnish. The garage will be prepped and painted in a similar manner. The back deck of the property will be pressure washed and stained using Sherwin-Williams color stain.

Timeline

June – Announcement of Award

July 1-7 – Building Prep Work (washing building exterior, deck; applying caulk to gaps)

July 7-14 – Apply prime coat, apply final coat to house and garage

Identify how much you are contributing to this project and list other contributions, by date, grantee name, and amount.

Stuart Neighborhood Association will contribute \$7,122.

Is there anything else you would like the review team to know about your project?

Building Location

530 Douglas is located in the Stuart Historic District, a local and nationally recognized historic district established in 1983. The property is classified as domestic architecture and is a contributing structure to the historic district. It is representative of the early twentieth century colonial revival architecture that appears on the eastern and western edges of the neighborhood primarily. The neighborhood association requested and received a use variance prior to occupancy in 1995 in order have a neighborhood office in the building. Previously, the neighborhood association had rented offices in a church and two commercial structures in the neighborhood.

Experience

The Stuart Area Restoration Association acquired this property in 1995 for a neighborhood office. The Association had rented three previous locations in the neighborhood but all of them had challenges in terms of space and accessibility. Since 1995, the Association has maintained the

property's interior and exterior. It has been done solely through volunteer efforts since 2014. Prior to that, the Association received funding for a part-time employee who handled the rental unit and took care of the building and worked with maintenance. Because the house was more space than the Association needed, it made a commitment to providing a low/moderate rental unit. The unit has been rented to individuals and families since 1996. The current tenant has resided in the building for five years. During this time, the Association has successfully passed rental inspections and demonstrated its ability to be a responsible steward of the property. While our organization is small and the finances are relatively simple, we have worked with Daniel Callahan, CPA, to ascertain that the funds are being spent for the mission of the Association and to maintain transparency for Association members and potential funders. We have demonstrated our ability to use the funds provided by the City of Kalamazoo for various programs and events during the last year including the Woodward Back to School Event, Fall Festival, and various events at Woodward School.

Supporting Documents

Attachments

[IMG_7815.jpg](#)
[IMG_7811\(1\).jpg](#)
[IMG_7813.jpg](#)
[IMG_7814.jpg](#)
[SARA PL 2023.pdf](#)
[SARA Balance Sheet 2023.pdf](#)
[Paint Estimate May 2024.pdf](#)

Submit

Applicant Signature



[Link to signature](#)

O'Connor Fund Application



Submitted on	24 April 2024, 2:01PM
Receipt number	13
Related form version	7

About the O'Connor Fund

Is your project eligible?	Yes, my project meets the eligibility criteria listed above. I have two quotes, photos, and financial information to attach in support of my application
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Applicant Information

Contact Name	Montana Major
Phone Number	269-548-3005
Email Address	mmajor@kazoocivic.com

Project Details

Project Type	Building Rehabilitation
Project Name	Kalamazoo Civic Theatre Tuck-Pointing
Project Address or Area Covered	329 S Park St. Kalamazoo, MI 49007
Is the property owner-occupied? (for Preservation Planning projects only)	Yes
Estimated Project Cost	\$23,233.00
Grant Amount Requested	\$10,000.00
Anticipated Project Start Date	07/01/2024
Anticipated Completion Date	08/01/2024
Is the project or project area designated as an individual or part of a Kalamazoo Local Historic District? If yes, please explain.	No
Is the project or project area designated as an individual or	No

part of a National Register Historic District? If yes, please explain.

If the building or project area is NOT in one of the above districts, is it more than 50 years old? If yes, please explain.

Yes, the Kalamazoo Civic Theatre building was constructed in 1931. It is an iconic part of central Kalamazoo downtown.

Project Narrative

Describe the planned objectives of this project and how those objectives relate to the work plans for the Kalamazoo Historic Preservation Commission, the City and its neighborhoods, the County and the State of Michigan (SHPO). Note all community partnerships and explain the project’s community impacts.

The project's objective is to restore the exterior and prevent interior damage to the Kalamazoo Civic Theatre Auditorium. This will result in an aesthetically pleasing exterior and will preserve the building and its historical qualities for years to come. Without these repairs, water will continue to encroach into the building, resulting in costly repairs and potentially restricted use of the building. This project aligns with Imagine Kalamazoo's goals of "Inviting Public Places", "Environmental Responsibility", and "Economic Prosperity".

Inviting Public Places – Preserving and revitalizing a historic building in central downtown creates an inviting place for residents and tourists. Maintaining a well cared for building encourages visitors to attend our programming, promotes the arts, community, and brings people together for great experiences.

Environmental Responsibility – Restoring the Civic Auditorium in a way that protects its historic qualities and preserves its beauty mitigates the need for future restoration projects. The Civic has operated out of our current space for 93 years. Not only is our building historic, but the stories that have come from our theatre are a rich part of Kalamazoo’s history.

Economic Prosperity – Revitalizing an existing property in the heart of downtown, visible from Bronson Park, shows that we value our history and community. We would not only be preserving the building and its historic features but also attracting new attention to Kalamazoo through a visually appealing and well-maintained downtown.

The Kalamazoo Civic Theatre aligns with Michigan’s Statewide Historic Preservation Plan, goals four and five, through our programming. Goals four and five are “Build Stronger Partnerships” and “Maximize Communication” and include strategies such as connecting people through cultural heritage tourism and engaging audiences through storytelling. As a community theatre, we are continuously inviting visitors into our space and engaging them with stories on stage. We have showcased local writers and local stories that highlight Michigan's history. For example, in our upcoming season, we are producing the play Well by Lisa Kron, a Michigan native and Kalamazoo College alum.

We also align with the Kalamazoo Historic Preservation Commission through our mission. The Historic Preservation Commission has core values of Diversity, Equity, and Inclusion, and the mission of the Kalamazoo Civic Theatre, with community partners and volunteers, is to create and deliver engaging, inspiring, theatrical productions and educational experiences that spark delight, build community, encourage conversations, and foster social justice and anti-racism.

We have many community partners including Kalamazoo Parks and Recreation, El Concilio, and the Boys & Girls Clubs of Greater Kalamazoo. Kalamazoo Parks and Recreation uses our space weekly for their talent show rehearsals. We also host their two-day audition process and serve as judges for their talent show during Lunch Time Live in Bronson Park. El Concilio and the Boys & Girls Clubs of Greater Kalamazoo participate in summer programming comprised of classes at our space that culminates in a performance on our auditorium stage. These community partners rely on our space to be well maintained and cared for to complete this programming.

The Civic's rich history can be seen quickly upon entering our building. From architectural details to historical pictures decorating our spaces, our audiences can engage with an integral part of Kalamazoo's history. Visitors who experience our performances and visit our space leave with a deeper understanding of our community and the stories that have brought us to where we are now.

On a separate page or pages, using 500-1,200 words, outline concisely the work needed to complete the project AND provide a timeline for completion of each major work item for the project (example: elevator upgrade).

To complete tuck-pointing on the Kalamazoo Civic Theatre Auditorium a contractor must remove and replace deteriorated mortar joints in the limestone, detail and patch all deteriorated limestone locations, and clean the entire elevation with masonry restoration cleaner. In addition, a contractor will chip out and detail deteriorated concrete at our overhead delivery door, place concrete repair material to match adjacent surfaces, and detail and patch the deteriorated limestone locations. The estimated timeline for this work, partnering with RAM Construction Services, is three weeks.

RAM Construction Services has completed numerous projects for historical buildings in downtown Kalamazoo and has confirmed that they adhere to the Secretary of the Interior's Standards for Rehabilitation. This work is necessary to preserve the building exterior and prevent future damage to the interior.

Identify how much you are contributing to this project and list other contributions, by date, grantee name, and amount.

The Kalamazoo Civic Theatre will contribute the remaining portion of the project costs.

Is there anything else you would like the review team to know about your project?

As a not-for-profit organization that owns three buildings in downtown Kalamazoo, one of which is almost one hundred years old, it is difficult without grant funding to continuously maintain our buildings. We value any contributions we receive and use our funds wisely.

Supporting Documents

Attachments

[RAM Quote.pdf](#)
[BRInc Quote.pdf](#)
[IRS Determination Letter.pdf](#)
[23-24 PL.pdf](#)
[O'Connor Fund Grant Budget.pdf](#)
[O'Connor Photos.pdf](#)
[RAM Material List.pdf](#)

Submit

Applicant Signature



[Link to signature](#)

O'Connor Fund Application



Submitted on	16 May 2024, 12:15AM
Receipt number	29
Related form version	7

About the O'Connor Fund

Is your project eligible?	Yes, my project meets the eligibility criteria listed above. I have two quotes, photos, and financial information to attach in support of my application
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Applicant Information

Contact Name	Yvonne Fleener
Phone Number	269-345-1516 ext105
Email Address	fleenery@dnswm.org

Project Details

Project Type	Building Rehabilitation
Project Name	Disability Network Building Repairs
Project Address or Area Covered	517 E. Crosstown Parkway, Kalamazoo
Is the property owner-occupied? (for Preservation Planning projects only)	Yes
Estimated Project Cost	\$32,590.75
Grant Amount Requested	\$10,000
Anticipated Project Start Date	07/01/2024
Anticipated Completion Date	09/30/2024
Is the project or project area designated as an individual or part of a Kalamazoo Local Historic District? If yes, please explain.	No
Is the project or project area designated as an individual or	No

part of a National Register Historic District? If yes, please explain.

If the building or project area is NOT in one of the above districts, is it more than 50 years old? If yes, please explain.

Yes, the building was built in 1957 and is 77 years old. It is located approximately three blocks from the closest historic districts.

Project Narrative

Describe the planned objectives of this project and how those objectives relate to the work plans for the Kalamazoo Historic Preservation Commission, the City and its neighborhoods, the County and the State of Michigan (SHPO). Note all community partnerships and explain the project’s community impacts.

The objective of this project is to preserve the structure at 517 East Crosstown Parkway, owned and used by Disability Network Southwest Michigan (DNSWM). This location serves as office space for staff/volunteers and as a meeting space for partner agencies, and community members. These repairs will ensure structural integrity, prevent water damage, and enhance overall aesthetics and comfort for employees, customers, and community members using the space.

DNSWM offers a comprehensive array of services designed to support individuals with disabilities and foster an inclusive community. Our core services including navigating needed community resources, independent living training and support, advocacy, and community education. We also work with businesses and organizations to improve their accessibility to their workforce and customers. These services empower individuals with disabilities to achieve independence and actively participate in their communities

An important aspect of our Kalamazoo services is our peer support groups, such as Autistic Adult, Brain Injury Survivors, Chronic Pain, and Phenomenal Women. These groups, open to the public, meet both virtually and in person at our Kalamazoo office. The peer support experience includes educational topics, social time, and shared experiences. We also partner with other community organizations to address the intersection of disability with other identities. Disability Network Southwest Michigan is governed and led by people with disabilities, with eighty-six percent of our team and fifty-six percent of our board of directors identifying as having a disability. This combination of lived experiences and professional expertise provides Kalamazoo residents with immediate support and hope for achieving self-sufficiency and independence.

With 32 employees and 40+ volunteers, working out of the Kalamazoo office, DNSWM plays a crucial role in serving people with disabilities across an eight-county region. The Kalamazoo office is the main office, and seventy-five percent of our work occurs in Kalamazoo County. People with disabilities and their families rely on the Kalamazoo office for immediate support and assistance, while partner agencies collaborate with us to meet the independent living goals of mutual customers.

DNSWM staff and volunteers live and work in the same building where the project will occur. This direct occupancy ensures a vested interest in maintaining the building's integrity and functionality. The presence of staff and volunteers in the building fosters a strong connection to the community, reinforcing our commitment to maintaining this vital resource. Ensuring the safety and usability of the building is paramount, as it directly impacts the quality of service we provide to the community and the working conditions of our team.

Below is a list of many of our community partnerships in the Kalamazoo area:

Central Cty Transportation Authority, Coaches Corner, Disability Awareness Resource Team, Elder Abuse Prevention Coalition, ERRACE, HI/CARES, Housing Matters, Complete Streets, Cty Clerk Engagement, Cty Disaster Preparedness, KCounty Opioid Coalition, Cty Response Consortium, Cty Transportation Authority, Human Resource Mgmt. mtg., Interagency Collaborative, Rotary, KDPS Partner Meeting, LAC Kalamazoo, Local Coordinating

Council, Mental Health Directors Council, MI Works Partner Meeting, Ministry with Community, MMAP Team Meetings, Oshtemo Thought Leadership Committee, Recovery Institute Festival Committee, Regional Housing Partnership, Rose Street Advisors, SW MI ER Response Consortium, SW MI 1st, Special Education Advisory Committee, Stand & Deliver, The Arc Community Advocates, VET Southwest MI (Veteran)

On a separate page or pages, using 500-1,200 words, outline concisely the work needed to complete the project AND provide a timeline for completion of each major work item for the project (example: elevator upgrade).

Building Assessment, Rehabilitation, and Improvement Project
The Disability Network Southwest Michigan (DNSWM) building assessment, rehabilitation, and improvement project is forecasted for the next seven to ten years. The project began in May 2023 with an assessment completed by TowerPinkster Architecture, Engineering, and Interior teams. This assessment was prompted by Disability Network's 2017 strategic plan to reevaluate the property in 2022-2023. It was also prompted by a change in the President and CEO role in 2021, and as a result of remote and hybrid work due to the pandemic of 2020-2021. The current stage involves assessing which projects are immediate and critical to the preservation and rehabilitation project. The next stages involve working through the list of priorities subject to available funding. The immediate and critical needs of the building rehabilitation and preservation focus on the structural needs. For the rest of the projects to occur, we need a solid roof without leaks, and foundational work to prevent shifting and leaking. The immediate need to be completed prior to September 30, 2024, is to maintain the flat roof, soffit and lighting repair, and leaking into the windows repair on the two-story office building at 517 E. Crosstown.

List of Detailed Work to be Completed \$32,590.75

DNSWM is prepared to provide 60-70%% of the above quote (\$19,554.45-\$22,813.35) as recommended in the grant materials.

Roofing Repairs

- Re-seal the cracks in the roofing
- Apply squeegee grade roof sealant underneath the HVAC unit and ductwork on north roof
- Install 3' x 3' roof patch next to same rooftop unit over a small spot of deteriorating roofing
- Install 6' x 6' roof patch under the air conditioner unit on the north roof
- Re-seal the edges of the separate entrance roof on the east side
- Re-seal the base of the walls on south roof in areas that have not been previously repaired
- Adhere roofing 3' x 12' patch over deteriorating roofing next to east drain on the south roof
- Re-seal the outside edges of the existing 10' x 10' patch that is currently under the air conditioner on the south roof
- Re-seal around the base of all pipe flashings on the roof
- Apply brush grade silicone coating on the top portion of the chimney on the south roof
- Cost Estimate: \$6,000 (quote by Hoekstra Roofing)

Soffit Repairs

- Take down remaining and loose soffit
- Reinstall J channel and soffit
- Inspect all other soffit around the building
- Replace broken fascia with new matching metal
- Cost: \$6,132.50 (quote from Visser)

Soffit Lighting Replacement

- Replace damaged light fixtures to accommodate soffit replacement
- Remove existing soffit fixtures and rough in new fixtures with code-compliant installation
- Install fixture trims after soffit is complete

Cost Estimate: \$458.25 (quote from Tom Shuster Electrical)

Leaking Into Windows Repairs

- Repair trim and fascia on windows causing leaks

Cost Estimate: \$20,000 (quote from TowerPinkster assessment)

Once the immediate, critical foundational needs are addressed, the agency can proceed to work on the interior projects in the next three to seven years, and improvements up to ten years. This comprehensive plan ensures that the Disability Network Southwest Michigan building remains a safe, functional, and welcoming space for our staff, volunteers, and the community we serve.

Identify how much you are contributing to this project and list other contributions, by date, grantee name, and amount.

List of Detailed Work to be Completed \$32,590.75
DNSWM is prepared to provide 60-70%% of the above quote (\$19,554.45-\$22.813.35) as recommended in the grant materials.

Is there anything else you would like the review team to know about your project?

Supporting Documents

Attachments

[Building Street Context Pictures_Page_1.jpg](#)
[Building Street Context Pictures_Page_2.jpg](#)
[Building Street Context Pictures_Page_3.jpg](#)
[Building Street Context Pictures_Page_4.jpg](#)
[Roof Image 1.jpg](#)
[Roof Image 2.jpg](#)
[Soffit Image 1.png](#)
[Soffit Image 2.png](#)
[StatementofActivity.pdf](#)
[Sales Tax IRS letter.pdf](#)
[Tom Shuster Electrical.pdf](#)
[Hoekstra Roofing.pdf](#)
[Project Budget Narrative.pdf](#)
[Visser.pdf](#)
[TowerPinkster Assessment Pertinent Pages - other pages deleted.pdf](#)

Submit

Applicant Signature



[Uploaded signature image: __YF signature Black.png](#)



Historic Preservation Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic Preservation Commission

FROM: Luis Pena, Historic Preservation Coordinator

DATE: July 10, 2024

SUBJECT: 2025 Budget Review

SUMMARY:

Review of a draft budget for city accounts.

BACKGROUND:

City funds are reviewed annually before being formally adopted. To ensure that the HPC has the best understanding of funds, it is vital for them to review the budget before it is adopted.

RECOMMENDATION:

Staff recommends the budget be adopted pending any alterations.

		2022 Budget	2022 Actuals	2023 Budget	2023 Actuals
Historic Preservation Commission Funds					
REVENUES					
270-803-00.000-642.003	HISTORIC PRESERVATION SALES	2,000.00	2,983.00	3,000.00	500.00
270-803-00.000-665.001	INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00
270-803-00.000-674.000	PRIVATE CONTRIBUTIONS AND DONATIONS	0.00	0.00	0.00	0.00
270-803-00.000-674.003	HISTORIC PRESERVATION FUNDRAISING	0.00	0.00	1,000.00	1,000.00
270-803-00.000-684.000	USE OF RESERVES (BUDGET ONLY)	0.00	0.00	4,000.00	4,000.00
		2,000.00	2,983.00	8,000.00	5,500.00
EXPENDITURES					
270-803-00.000-729.000	OPERATING SUPPLIES	300.00	282.58	400.00	400.00
270-803-00.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	4,500.00	3,206.48	6,000.00	4,303.54
270-803-00.000-801.001	BANK FEES	0.00	0.00	0.00	0.00
270-803-00.000-810.003	MEMBERSHIPS AND SUBSCRIPTIONS	500.00	300.00	600.00	600.00
270-803-00.000-811.000	PROFESSIONAL DEVELOPMENT	200.00	0.00	500.00	500.00
270-803-00.000-881.000	FUNDRAISING	500.00	0.00	500.00	500.00
		6,000.00	3,789.06	8,000.00	6,303.54
	Net	(4,000.00)	(806.06)	0.00	(803.54)

2024 Budget	2024 YTD Budget	2025 Projected Budget	Notes
1,000.00	0.00	0.00	
0.00	0.00	0.00	
0.00	0.00	0.00	
2,000.00	0.00	5,000.00	O'Connor Fund Transfer Account
4,890.00	0.00	1,338.00	
7,890.00	0.00	6,338.00	
800.00	800.00	1,000.00	
2,000.00	1,710.53	3,400.00	
0.00	0.00	0.00	
3,050.00	770.00	600.00	
400.00	400.00	500.00	
500.00	500.00	0.00	
6,750.00	4,180.53	5,500.00	
1,140.00	(4,180.53)	838.00	



Historic District Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic Preservation Commission
FROM: Luis Pena, Historic Preservation Coordinator
DATE: 12 June 2024
SUBJECT: Historic Preservation Coordinator's Report

Grave Stone Cleaning, 06/30/2024

A gravestone cleaning was hosted on 6/30/2024 by the Friends of Historic Kalamazoo Cemeteries. The event was originally scheduled for 6/29/2024, but there was a possibility of rain on the 29th. Gary Swain, with the Friends of Historic Kalamazoo Cemeteries, provided a brief introduction to gravestone cleaning and allowed all participants to use his cleaning supplies. In all, 9 people were present at the event.

Historic District Reviews

Review Type	Cost	Number of Reviews	Totals
Administrative, no permit	\$35	3	\$0
Administrative, permit	\$35	15	\$525
Hearing	\$85	18	\$1,530
		36	\$2,055