

Agenda

Historic Preservation Commission

City of Kalamazoo



Wednesday, December 11, 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
 - Nora Harris
 - Kyle Hibbard - *Chair*
 - Dusti Morton
 - Mellissa Paduk
 - Patrick Vail

B. ADOPTION OF FORMAL AGENDA

C. APPROVAL OF MINUTES

1. Approval of the minutes from the Historic Preservation Commission meetings on 9 October and 13 November 2024

D. PUBLIC COMMENTS

E. REPORTS

1. Financial Report
2. O'Connor Fund Report
3. City Hall Local Historic District Report

F. DISCUSSION/ACTION ITEMS

1. 2025 Historic Preservation Commission Meeting Schedule

G. COORDINATOR'S REPORT

1. Coordinator's Report

H. COMMISSIONER COMMENTS

I. 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, October 9th, 2023

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

Vail moved to approve absence of Akina

Edison 2nd motion.

B. ADOPTION OF FORMAL AGENDA

Pena number 5 is the City Hall local Historic District designation report didn't show up on the agenda. Would like to move the applicant reviews to the first thing on the agenda. Vail moved to approve as amended. Edison under commissioner's comments talking about Murphy Darden. Pena would be better to add to the reports section under E.

Fred would like to make a quick report underneath the DEI about the Murphy Darden exhibit that was at the Kalamazoo Valley Museum. Vail moved to add Freds report to the commissioner's reports.

Vail moved to approve

Powell-Wilson 2nd motion.

C. APPROVAL OF MINUTES

Approval of the minutes from the 14 August meeting of the Historic Preservation Commission.

Harris Lynn Houghton spelled wrong, apostrophes missing several times in O'Connor.

Vail in A approved two times delete one, F1 delete 2nd one, first sentence Vail both, Mound Gift should do not can go, should be unanimous vote. F2 that are not one extended.

Edison moved to approve as amended.

Vail 2nd motion.

D. PUBLIC COMMENTS

O'Connor if meeting is going to be cancelled then we should be looking for another date in that month. Subcommittees meet and there will be business still to conduct and be able to present at that meeting. On Luis's coordinators report there need to be some elections and training and add to that planning meeting for the coming year for 2025 to set goals.

Wanted to check and see if my reimbursement request for postage for the O'Connor Fund mailing heard here or a matter-of-fact kind of recurring expense. I was wondering if the spending policy report would be discussed under the financial report. Or whether is should be talked about under the O'Connor Fund. Pena under the O'Connor Fund.

Reimbursements Sharon was doing it as a rolling basis.

E. REPORTS

1. Financial Report
Pena read report.
2. O'Connor Fund Report
Pena read report.
Vail gift policy page 15 need to add in baseline number that we need to have in the spendable portion of the O'Connor account to make a gift. Enough to fund the current years O'Connor Fund Grant and the next years. To put in a buffer in case for some reason we don't get any sort of release from the Community Foundation into the spendable portion in the giving year if the market is way down. Conditional on the funds being available for the current years competitive grant and the subsequent years competitive grant if the money is there, we can make a gift.
Harris motion to accept the policy
Powell-Wilson 2nd
Unanimous vote

O'Connor, we have set a meeting date to go over proposed edits to the online home page 28th of October at 5pm. Things that need to be discussed by the Grant making Commission and we will do these things. The assets of the O'Connor Funds now exceed a half a million dollars.
3. Final Gravestone Cleaning
Pena attended Gary Swain was there, most of the folks that were there were from the Dr Evans Cutlers classes from WMU.
4. Quarter 3 Section 106 Report
Pena read report.

F. DISCUSSION/ACTION ITEMS

1. Applicant Reviews
 - a. Dusti Morton
I am interested your committee my primary interest in Cemetery Preservation and renovation. With a long interest in building historical preservation. I am from the Philadelphia area. I have a familiarity with the districts and how they work. I currently work in Vicksburg and look forward to learning more about this field. This would be useful for me, and I have a volunteer problem. Powell-Wilson what areas would you be interested in volunteering for. Primarily research but I am a very volunteer in varied areas in Kalamazoo. I would pitch in if there is a clear need of people on a committee. Vail how long have you been in the area 11years. Vail all in Vicksburg? My love started in Vicksburg, but I do live in the Portage area primarily. I am working on the Scotts Mill Project as well. I work at the Kalamazoo Civic and State Theater. Harris anything specific you want to learn on this commission. I just want to learn how to do it right, how things are funded, how you select priority of the projects. Hibbard, we have lost two commissioners that were employed at museums can you tell us more

about you past experiences from your resume. I worked 11 years at the Academy of Natural Sciences in Philadelphia primarily in their zoo exhibit but also worked with their fossil prepared preparation lab at a dinosaur hall.

b. Melissa Paduk

Graduated from Western with my masters and bachelor's in public history with my maters in April 2023 through the accelerated graduate degree program. Worked as an intern at the advisory council on historic preservation after graduating. I currently work as a data analyst at Charles River Laboratories over in Mattawan. I am Miss Michigan for the National America Miss System this year. Excited to use my platform which is called history in our hands. Powell-Wilson what are your strengths in what you believe you can bring to the committee? I have a lot of experience in my master's degree to learn so much about the field in public history that became more of my focus. The honors thesis that I had presented and published when I graduated from the Elite Honors College that is a digital walking tour and research paper of Westerns East Campus focusing on the history of the buildings. Being able to get history in the hands of the public. I have various leadership roles in my time at Western and through pageantry. Vail project that you had as part of Miss Michigan how do you see that being part of the commission and incorporate that. I have changed my platform from pageant related back to history to bring that to the forefront of my service in my year as Miss Michigan. Want to bring to the commission my digital walking tour that I created and working to expand, then to make it part of East Campus.

Powell-Wilson they are both good candidates with I will resign effective today I will continue to work on committees. Pena will you be willing to stay on until we can get then appointed. Powell-Wilson yes.

Recommend the appointment of the applicants the Historic Preservation Commission to the City Commission and Mayor. Powell-Wilson so moved.

Vail 2nd

Edison several weeks ago I attended a program at the Kalamazoo Valley Museum it was a panel discussion and a movie screening on the life and legacy of Murphy Darden senior. The exhibit currently taking place through March about his work and efforts at telling and teaching about black history in the Kalamazoo area. He worked at the Parchment paper company grew up in Mississippi during the depression moved to Kalamazoo the 1940s married and met his family or had family raised here. He spent a lifetime collecting artifacts images and documents the title says he is a historian and sculptor. Loved to teach kids about black history. One of his passions is black cowboys that's on the cover of the program. His family donated his things to the Kalamazoo Valley Museum.

G. COORDINATOR'S REPORT

1. Coordinator's Report
Pena read report.

H. COMMISSIONER COMMENTS

Powell-Wilson it's been a pleasure learned a lot. New candidates it's a great group,

forced to learn things, fun group, plenty more to come. Bring ideas to help grow the committee. Thank you to everyone that has been on the committee with me.

I. ADJOURNMENT

Hibbard moved to adjourn at 7:14.

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.

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Agenda

Historic Preservation Commission

City of Kalamazoo



Wednesday, November 13th, 2024

6:00 PM

City Commission Chambers at City Hall – 241 West South Street

A. CALL TO ORDER/ROLL CALL

Called to order at 6:01.

B. ADOPTION OF FORMAL AGENDA

Vail moved to approve.

Akina 2nd motion.

C. APPROVAL OF MINUTES

August minutes were attached will do the last 2 months at the December meeting.

D. PUBLIC COMMENTS

Pam O'Connor limited number of Kalamazoo Lost and Found books would like to give to the new commissioners if they would like one. She will bring another one to next months meeting. That book was published a little over 20 years ago and was the preservations most recent publication. The Michigan Statewide Historic Preservation Conference will be held in Sault Ste Marie this year on May 15th through the 17th. It is sponsored by the Michigan Historic Preservation Network and will be held at Lake Superior State University. Conference registration will open in February and hope some if not all you can think about attending or plan to attend. Last do we have any possible dates yet for a planning session for 2025? Hibbard I think at this time we just have this weekend for training and no date yet for planning.

E. REPORTS

1. Financial Report
Pena read report.

2. O'Connor Fund Organizing Committee Report
I was able to finish the edits to the grant program website intro page application and associated documents with a lot of help from Kaila throughout the summer and sent them to Pena. The last item on page 1 of that report which is the new spendable dollars for 2025.

3. Grant Making Report
Pena read report

4. City Hall Report
O'Connor only one item to add to this report my follow committee member Kyle

Hibbard and I late last week and we will be drafting a note to the Deputy City Manager to see if we can get some assistance in movement on this issue.

5. Ransom Street Project

Hibbard did notice that it is was dated mid-October so probably mostly done if they stuck to what they said. Edison they have the infrastructure completed now they want to do the cultural part of it. Last month Ryan Stokes the city engineer spoke to residents and conveyed that. They were zeroing in early November to have the street completed and plan for 2 markers per block per side. They at first wanted 8 markers but could be going over that number now. November 21st there is a cultural business district meeting at the North Side Community Association Center at 6 pm.

F. DISCUSSION/ACTION ITEMS

1. Officer Elections

Hibbard what officers do we need to elect? Pena this commission only has 2 officers chair and vice chair. Hibbard we just did this in Spring because Ryan left, and we had to replace him. Vail we did. Pena we will just scratch this then and do it again in the Spring next year.

2. Vote to Approve Payment to KNAC for Training Space

Vail moved to the expenditure of 75.00 for KNAC space for training on Saturday from the O'Connor 1 account.

Edison 2nd motion
Unanimous

G. COORDINATOR'S REPORT

1. Coordinator's Report
Pena read report.

H. COMMISSIONER COMMENTS

Akina does this commission do a planning meeting for the next year? Hibbard we were just talking about that we need to set a date. Hibbard we decided the training and planning need to be separate because one or both can take a long time. Pena asked when the commissioners would be available they will email him.

I. ADJOURNMENT

Hibbard moved to adjourn at 6:40pm.

accordingly. Questions and comments regarding this agenda should be directed to the Historic Preservation Coordinator at 337-8804.

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expdetl.rpt
12/03/2024 10:25AM
Periods: 0 through 17

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

Page: 1

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
7/12/2024	po PO P-048277				61.98		
	Line Description: REIMBURSEMENT FOR HISTORIC PRE			Document Description : REIMBURSEMENT FOR HISTORIC PR			
	Vendor: 037096 HIBBARD, KYLE			Check # 0			
7/15/2024	invoice IN KH-REIMB-01		61.98				
	Line Description: REIMBURSEMENT FOR HISTORIC PRE			Document Description : REIMBURSEMENT FOR HISTORIC PR			
	Vendor: 037096 HIBBARD, KYLE			Check # 1149823			
7/15/2024	po LI KH-REIMB-01				-61.98		
	Line Description: REIMBURSEMENT FOR HISTORIC PRE			Document Description : REIMBURSEMENT FOR HISTORIC PR			
	Vendor: 037096 HIBBARD, KYLE			Check # 1149823			
11/7/2024	po PO P-049407				16.52		
	Line Description: NAME PLATE FOR HDC - KATIE BOE			Document Description : NAME PLATE HDC - KATIE BOERTMA			
	Vendor: 006437 WEST MICHIGAN STAMP & SEAL INC			Check # 0			
11/12/2024	invoice IN 32632		16.52				
	Line Description: NAME PLATE FOR HDC - KATIE BOE			Document Description : NAME PLATE HDC - KATIE BOERTMA			
	Vendor: 006437 WEST MICHIGAN STAMP & SEAL INC			Check # 1152490			
11/12/2024	po LI 32632				-16.52		
	Line Description: NAME PLATE FOR HDC - KATIE BOE			Document Description : NAME PLATE HDC - KATIE BOERTMA			
	Vendor: 006437 WEST MICHIGAN STAMP & SEAL INC			Check # 1152490			
270-803-00.000-729.000	OPERATING SUPPLIES	800.00	78.50	78.50	0.00	721.50	9.81
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			Document Description : CATERING FOR HISTORIC MEETING			
	Vendor: 023596 JIMMY JOHNS			Check # 1147212			
5/2/2024	po PO P-047571				225.00		
	Line Description: KNAC RENTAL - HISTORIC PRESERV			Document Description : KNAC RENTAL - HISTORIC PRESERV,			
	Vendor: 033635 KALAMAZOO NONPROFIT ADVOCACY, COALITION			Check # 0			
5/6/2024	invoice IN 1664		225.00				
	Line Description: KNAC RENTAL - HISTORIC PRESERV			Document Description : KNAC RENTAL - HISTORIC PRESERV,			
	Vendor: 033635 KALAMAZOO NONPROFIT ADVOCACY, COALITION			Check # 1148194			
5/6/2024	po LI 1664				-225.00		
	Line Description: KNAC RENTAL - HISTORIC PRESERV			Document Description : KNAC RENTAL - HISTORIC PRESERV,			
	Vendor: 033635 KALAMAZOO NONPROFIT ADVOCACY, COALITION			Check # 1148194			

Page: 1

expdetl.rpt
12/03/2024 10:25AM
Periods: 0 through 17

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

Page: 2

270 HISTORICAL COMMISSION FUND
803 HISTORIC COMMISSION

Account Number		Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
270-803-00.000-801.000 PROFESSIONAL AND CONTRACTUAL SERVICES		(Continued)					
6/17/2024	invoice IN 091905291042		132.95				
	Line Description: HISTORIC PRES AWARDS OF MERIT			Document Description : HISTORIC PRES AWARDS OF MERIT			
	Vendor: 009957 HOBBY LOBBY #309			Check # 1149385			
11/4/2024	po PO P-049355				73.00		
	Line Description: PAM O'CONNOR REIMBURSEMENT - P			Document Description : PAM O'CONNOR REIMBURSEMENT -			
	Vendor: 004411 O'CONNOR, PAMELA HALL			Check # 0			
270-803-00.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	2,000.00	647.42	647.42	73.00	1,279.58	36.02
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			Document Description : HISTORIC DISTRICT & PRESERVATIC			
	Vendor: 003962 MICHIGAN HISTORIC PRESERVATION			Check # 0			
4/8/2024	invoice IN P-047250		2,280.00				
	Line Description: HISTORIC DISTRICT & PRESERVATI			Document Description : HISTORIC DISTRICT & PRESERVATIC			
	Vendor: 003962 MICHIGAN HISTORIC PRESERVATION			Check # 1147494			
4/8/2024	po LI P-047250				-2,280.00		
	Line Description: HISTORIC DISTRICT & PRESERVATI			Document Description : HISTORIC DISTRICT & PRESERVATIC			
	Vendor: 003962 MICHIGAN HISTORIC PRESERVATION			Check # 1147494			
4/15/2024	invoice IN 23970		309.60				
	Line Description: L PENA - MEMBERSHIP			Document Description : L PENA - MEMBERSHIP			
	Vendor: 003962 MICHIGAN HISTORIC PRESERVATION			Check # 1147931			
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	3,315.52	3,315.52	73.00	3,361.48	50.20
Total	HISTORIC COMMISSION	6,750.00	3,315.52	3,315.52	73.00	3,361.48	50.20

Page: 2

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	3,315.52	3,315.52	73.00	3,361.48	50.20
Grand Total		6,750.00	3,315.52	3,315.52	73.00	3,361.48	50.20

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	3,630.52	0.00	3,630.52	1,259.75
Total Assets	4,890.27	0.00	3,630.52	0.00	3,630.52	1,259.75
Liabilities						
270-000-00.000-202.000 ACCOUNTS PAYABLE	0.00	3,315.52	3,315.52	3,315.52	3,315.52	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	3,315.52	3,315.52	3,315.52	3,315.52	0.00
Total Liabilities	315.00 CR	6,946.04	6,631.04	6,946.04	6,631.04	0.00
Equities						
270-000-00.000-385.001 FUND BALANCE - ASSIGNED FO	0.00	2,583.50	2,656.50	2,583.50	2,656.50	73.00 CR
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	2,583.50	2,656.50	2,583.50	2,656.50	4,648.27 CR
Operating						
270-000-00.000-700.000 ACTUAL EXPENDITURE CONTR(	0.00	3,315.52	0.00	3,315.52	0.00	3,315.52
270-000-00.000-700.002 ENCUMBRANCE CONTROL	0.00	2,656.50	2,583.50	2,656.50	2,583.50	73.00
Total Operating	0.00	5,972.02	2,583.50	5,972.02	2,583.50	3,388.52
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	3,630.52	0.00	3,630.52	1,259.75
Liabilities		315.00 CR	6,946.04	6,631.04	6,946.04	6,631.04	0.00
Equities		4,575.27 CR	2,583.50	2,656.50	2,583.50	2,656.50	4,648.27 CR
Operating		0.00	5,972.02	2,583.50	5,972.02	2,583.50	3,388.52
Total	HISTORICAL COMMISSION FUND	0.00	15,501.56	15,501.56	15,501.56	15,501.56	0.00

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

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	3,630.52	0.00	3,630.52	1,259.75
Total Liabilities	315.00 CR	6,946.04	6,631.04	6,946.04	6,631.04	0.00
Total Equities	4,575.27 CR	2,583.50	2,656.50	2,583.50	2,656.50	4,648.27 CR
Total Operating	0.00	5,972.02	2,583.50	5,972.02	2,583.50	3,388.52
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	15,501.56	15,501.56	15,501.56	15,501.56	0.00

O'Connor Fund Report to KHPC For the December 2024 Meeting

Pam O'Connor

Prepared 12-3--24

I'm proud of what we've accomplished!

GOALS & PROGRESS

KHPC Planning Goal VI - Manage grants and gifts programs for the O'Connor Fund

Committee Leader: Pam O'Connor

Committee Members: Kyle Hibbard, Kaila Akina

~~Goal VI, Item 1 – Invite the KZCF Donor Relations Officer to speak to the KHPC about how the Fund works.~~
COMPLETED in late 2023.

~~Goal VI, Item 2 – Implement a Spending Policy for the O'Connor Fund's use, using the 6-25-23 draft to begin.~~
This committee, working with Patrick Vail from the Financial Understanding sub-committee, has completed its work on this plan and the final is appended to this report for review and approval by the KHPC.
COMPLETE - Presented and approved on 10-9-24

Goal VI, Item 3 -- Publicize the new GIFT spending policy on the City's O'Connor Fund Web Page.
11-12-24 Edits sent to Luis via email.

Goal VI, Item 4 – Manage the recently developed and revised O'Connor Fund grant programs for preservation rehabilitation and planning, and make grants as appropriate.

- Revise the calendar for grant-making
- Hold informational meeting early in the year for potential applicants
- Open the grant round and publicize
- Close the grant round and review applications
- Select grantees if appropriate
- Publicize grants made, per the calendar

~~Goal VI, Item 5 – Using the new spending policy, consider and investigate options to financially support historic preservation programs for the City of Kalamazoo, including the means to help develop a more inclusive and diverse Kalamazoo history as it relates to preserving important buildings, places, people and culture in general.~~
COMPLETED & APPROVED, Late summer or fall, 2024.

~~Goal VI, Item 6 – Write, print, stuff, stamp and mail annual O'Connor Fund solicitation in early November.~~
COMPLETED 11-7-24

~~Goal VI, Item 7 – Make monthly Committee status reports in writing for KHPC meetings when necessary.~~
Completed 12-3-24

O'CONNOR FUND UPDATES

2024 Grants Disbursed from 02 account:

11-15-24	Kalamazoo Civic Theater	\$7,626
11-27-24	Disability Network Southwest Michigan	\$7,626

2024 Grants Disbursed from 01 account:

2-15-2024	Michigan Historic Preservation Network (Conference Support)	\$2,500.00
11-27-24	KNAC (Space Rental)	\$ 75.00

Account 01 Value as of 11-22-24:	\$ 70,959.80	Spendable: \$14,893.25
Account 02 Value as of 11-22-24:	\$437,408.13	Spendable: \$42,559.29
Total Assets Value as of 11-22-24:	\$508,368.94	

Estimated Completion Date:	Annual/Ongoing
Core Value Alignment:	Diversity, Equity & Inclusion, Education, Sustainability, Stewardship
Ordinance Duties Alignment:	1, 5, 6, 7

Fund Summaries

OCON 1	December	November
Net Assets	\$ 70,959.80	\$ 72,697.03
Current Available Balance	14,893.25	\$14,968.25
 OCON 2		
Net Assets	\$ 437,408.14	\$454,451.27
Current Available Balance	\$42,559.29	\$57,811.29

Monthly Report for KHPC - City Hall Local Historic District Designation

December - 2024

Pam O'Connor

KHPC Goal VIII

Complete the process of listing Kalamazoo City Hall as a Local Historic District in 2024.

Committee Members: Pam O'Connor, Kyle Hibbard

1. The City Hall Local Historic District Sub-Committee met with Luis Peña on November 22, 2024 to discuss the lack of response from the Dep. City Manager to our request for counsel on communicating with City Commissioners on this topic and moving the project forward. We learned that the Dep. City Manager was retiring. See Item #3.
2. Pam continues to draft an article for *Encore Magazine* on the planning and construction of City Hall, and plans to submit before the end of 2024. Catherine Larson, Retired Local History Specialist from KPL has agreed to edit the draft before submission.
3. Intended Action: Pam will draft a request to the incoming Dep. City Manager (or other person if they can be identified) to meet request and chart a communications path to take the project forward.
4. We have already:
 - clearly identified next steps beyond the above
 - created points for a narrative with the city administration and public about the designation
5. We will produce a new completion timeline when we meet for our annual planning session.

Estimated Completion Date:

September, 2024

Core Value Alignment:

Education, Sustainability, Stewardship

Ordinance Duties Alignment:

1 & 5

Historic Preservation Commission 2025 Meeting Schedule

8 January 2025

12 February 2025

12 March 2025

9 April 2025

14 May 2025

11 June 2025

9 July 2025

13 August 2025

10 September 2025

8 October 2025

12 November 2025

10 December 2025



Historic Preservation Commission Staff Report

City of Kalamazoo

TO: The Kalamazoo Historic Preservation Commission
FROM: Luis Pena, Historic Preservation Coordinator
DATE: 11 December 2024
SUBJECT: Historic Preservation Coordinator's Report

Historic Preservation Commission Training Session: The Historic Preservation Commission will hold a training during the next regularly scheduled meeting, 08 January 2024.

Historic District Reviews

Review Type	Cost	Number of Reviews	Totals
Administrative	\$35	66	2,310
Hearing	\$85	33	2,805
		99	5,115

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