

Agenda

Historic Preservation Commission

City of Kalamazoo



Wednesday, April 22, 2026

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
 - Melissa Paduk
 - Patrick Vail

B. ADOPTION OF FORMAL AGENDA

C. APPROVAL OF MINUTES

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

D. PUBLIC COMMENTS

E. REPORTS

1. Financial Report
2. Preservation Month Plan
3. O'Connor Fund Report

F. DISCUSSION/ACTION ITEMS

1. Historic Preservation Awards of Merit Nomination Review
2. Friends of Kalamazoo Historic Cemeteries Micro Grant Request

G. 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.

Minutes

Historic Preservation Commission

City of Kalamazoo



Wednesday, March 11th, 2026

6:00 PM

City Commission Chambers at City Hall – 241 West South Street

A. CALL TO ORDER/ROLL CALL

Called to order 6:09 PM

Vail moved to approve absence of Edison and Haris

Paduk 2nd

B. ADOPTION OF FORMAL AGENDA

Vail moved to approve

Morton 2nd

C. APPROVAL OF MINUTES

Hibbard in O' Connor Fund update this will bump up 15% in value. E2 5th line award go live. E5 4th from last line only 1 f. F 1 last line clear chain.

Paduk moved to approve the minutes as amended

Vail 2nd

D. PUBLIC COMMENTS

Hibbard Pam wanted me to read a note relayed via email a reminder that registration is open for the MHP annual conference and encourages everyone to attend. There's a need for volunteers and also scholarships available. For more information consult the brochure, page 38. Which is available online at mphn.org. Application deadline for volunteering and scholarships is April 12th. She had no new numbers yet compared to what she had already submitted for last month's meeting that didn't happen. Anything else submitted from the public? Pena no.

E. REPORTS

1. Financial Report

Pena read report

2. O' Connor Fund Update

Hibbard everybody can read, but the updates from the previous, for that, the Community Foundation was meeting with the city attorney. I don't know if that happened. It looks like it was in February. Any information on that? Pena no still no information on that. Working with both parties to make sure we can set up a meeting. Reason we need to have a meeting with the two parties. So the city attorney and the Community Foundation is to go over some of the fund structural changes. We have talked about in the past where we will be having a field of interest fund set up as well, which means that the community foundation

could directly disperse grants. That would not have to pass through the city anymore, which would alleviate some of the red tape we had. So that's what the addendum and letter of direction the ALOD is that Pam is referring to. In goal one B we had some hiccups that we are working through now. We have no new numbers to discuss. We have not met since February 19th or 20th when we had the preapplication meeting. I think that went very well. Probably about 35 people showed up. Walked them through what we want to see in the applications, have not had any applications come in yet. Its about the same attendance as last year around 35-40 that is good. We would like to see growth but we are just happy to have people come out to the meeting. Vail, how many applications were there last year? Pena I think we had 10. Vail, so about a third of the people who came to the meeting? It wasn't all from attendees? Pena most likely was all from the attendees. Morton for the mini grants we only have two applications. Pena, we have no applications.

3. Historic Preservation Month Plan Update

Pena worked with the communications team to put out the call for nominations. Theres an email blast that went out that was for a list that Sharon had in my computer before. We have reached out to people who have applied in the past. We also put out a press release not sure if Neil put anything else online. We had a lot of different categories you could apply in last year. We stripped it down to just buildings and individuals or institutions this year. The applications are due the end of this month. Hibbard, Melissa made a very cool mock-up for our awards. Morton, I do see on Facebook the City of Kalamazoo has blasted it there to as of a couple of days ago. Hibbard for the rest of the commission, the judging rubric that she notes is a link if you want to look at those criteria that we are going to use to look at the applications. We will decide that for Aprils meeting. Vail, we have a date for the ceremony? Pena I think the 29th of May. Hibbard, we had the 27th that is a Wednesday that we had floated. I don't know if we confirmed that will KNAC. Pena, I will confirm that.

4. Historic Tours Report

Paduk, we are doing 2 tours: one at Mountain Home and the other at the National Register of Historic Places throughout the City of Kalamazoo. We met last week or the week before. We kind of solidified our list for the stops on the tour. Currently, we have 14 stops for Mountain Home cemetery because they are more focused on markers in the cemetery, how to identify them, which will work with what we were doing last year with the booklet. We currently have 5 stops for National Register Historic Places that I will share with the group. We are not going to hire outside contractors. The cemetery has already been done leaning on Dusty a lot. We think that it will be very doable for the five entries from the Nation Register of Historic Places is a much smaller tour. We will definitely be able to get that done amongst ourselves and save budget, making it easier to have more of a profit for the O'Connor fund.

F. DISCUSSION/ACTION ITEM

1. Election of Officers
Pena tonight is Fred and Melissas last meeting.

Hibbard I nominate Patrick for chair

Paduk 2nd

Vail chair

Vail I nominate Hibbard for vice chair

Morton 2nd

Hibbard vice chair

G. COORDINATOR'S REPORT

Pena presented

H. COMMISSIONER COMMENTS

Pena, thank you for your service on the board. Morton I have two questions one is about the membership. So with Melissa and Fres stepping down how does that affect the subcommittees? What does that mean for the subcommittees? I don't have the capacity to be in charge of two committees. I am assuming that Melissa can still hold on being the head of the tour committee is that correct? Melissa I fully intend on staying on for the rest of the year. Morton some of the buzz I saw on social media Harveys is gone do you know if some of the historical items in there were salvaged? Some discussion on why our committee didn't say anything. Pena, that building was not designated in any capacity in a historic way. I have no professional purview over that building because it was not locally designated. This board would not say anything thing about the demolition of a structure that would be the HDC if it were located in a local historic district. Vail have there been any updates on the water tower. Pena, no I will reach back out to Shipo again and let you know if I hear anything. Paduk, thank you guys for the opportunity. It's been really great being able to serve and look forward to carrying out the rest of the work for the rest of the year I am very grateful and I will be around. Hibbard, glad to have you when we did.

I. ADJOURNMENT

Hibbard moved to adjourn at 6:46

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Expenditure Detail Report
 City of Kalamazoo
 03/01/2026 through 12/31/2026

270 HISTORICAL COMMISSION FUND
 803 HISTORIC COMMISSION

<u>Account Number</u>		<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
270-803-00.000	HISTORIC COMMISSION						
270-803-00.000	HISTORIC COMMISSION						
270-803-00.000-729.000	OPERATING SUPPLIES	500.00	0.00	0.00	0.00	500.00	0.00
270-803-00.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	500.00	0.00	0.00	0.00	500.00	0.00
3/16/2026	invoice IN 3912		271.44				
	Line Description: CPED - CATERING FOR HPC MEETIN						
	Vendor: 023596 JIMMY JOHNS						
3/24/2026	po PO P-054802				150.00		
	Line Description: KNAC - CRAWLSPACE RENTAL - 202						
	Vendor: 033635 KALAMAZOO NONPROFIT ADVOCACY, COALITION						
270-803-00.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	500.00	271.44	271.44	150.00	78.56	84.29
270-803-00.000-810.003	MEMBERSHIPS AND SUBSCRIPTIONS	345.00	0.00	0.00	0.00	345.00	0.00
Total	HISTORIC COMMISSION	1,345.00	271.44	271.44	150.00	923.56	31.33
270-803-03.000	KCF O'CONNOR HISTORIC PRESERVATION						
270-803-03.000	KCF O'CONNOR HISTORIC PRESERVATION						
270-803-03.000-729.000	OPERATING SUPPLIES	2,800.00	0.00	0.00	0.00	2,800.00	0.00
270-803-03.000-811.000	PROFESSIONAL DEVELOPMENT	2,200.00	0.00	0.00	0.00	2,200.00	0.00
270-803-03.000-882.000	SPONSORSHIPS	10,000.00	0.00	0.00	0.00	10,000.00	0.00
270-803-03.000-956.000	GRANTS	10,000.00	0.00	0.00	0.00	10,000.00	0.00
Total	KCF O'CONNOR HISTORIC PRESERVATION	25,000.00	0.00	0.00	0.00	25,000.00	0.00
Total	HISTORIC COMMISSION	26,345.00	271.44	271.44	150.00	25,923.56	1.60

Expenditure Detail Report
 City of Kalamazoo
 03/01/2026 through 12/31/2026

270 HISTORICAL COMMISSION FUND
 970 TRANSFERS OUT - OPERATING

<u>Account Number</u>		<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
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	26,345.00	271.44	271.44	150.00	25,923.56	1.60
	Grand Total	26,345.00	271.44	271.44	150.00	25,923.56	1.60

City of Kalamazoo
 1/ 1/2026 through 12/31/2026

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	274.87	0.00	271.44	0.00	271.44	3.43
Total Assets	274.87	0.00	271.44	0.00	271.44	3.43
Liabilities						
270-000-00.000-202.000 ACCOUNTS PAYABLE	0.00	271.44	271.44	271.44	271.44	0.00
270-000-00.000-214.705 DUE TO DISBURSEMENT FUND	0.00	271.44	271.44	271.44	271.44	0.00
Total Liabilities	0.00	542.88	542.88	542.88	542.88	0.00
Equities						
270-000-00.000-385.001 FUND BALANCE - ASSIGNED FO	0.00	0.00	150.00	0.00	150.00	150.00 CR
270-000-00.000-390.000 FUND BALANCE - UNASSIGNED	274.87 CR	0.00	0.00	0.00	0.00	274.87 CR
Total Equities	274.87 CR	0.00	150.00	0.00	150.00	424.87 CR
Operating						
270-000-00.000-700.000 ACTUAL EXPENDITURE CONTR	0.00	271.44	0.00	271.44	0.00	271.44
270-000-00.000-700.002 ENCUMBRANCE CONTROL	0.00	150.00	0.00	150.00	0.00	150.00
Total Operating	0.00	421.44	0.00	421.44	0.00	421.44
Budgetary						
Total Budgetary	0.00	0.00	0.00	0.00	0.00	0.00

City of Kalamazoo
 1/ 1/2026 through 12/31/2026

Assets	274.87	0.00	271.44	0.00	271.44	3.43
Liabilities	0.00	542.88	542.88	542.88	542.88	0.00
Equities	274.87 <i>CR</i>	0.00	150.00	0.00	150.00	424.87 <i>CR</i>
Operating	0.00	421.44	0.00	421.44	0.00	421.44
Total HISTORICAL COMMISSION FUND	0.00	964.32	964.32	964.32	964.32	0.00

City of Kalamazoo
 1/ 1/2026 through 12/31/2026

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	274.87	0.00	271.44	0.00	271.44	3.43
Total Liabilities	0.00	542.88	542.88	542.88	542.88	0.00
Total Equities	274.87 CR	0.00	150.00	0.00	150.00	424.87 CR
Total Operating	0.00	421.44	0.00	421.44	0.00	421.44
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	964.32	964.32	964.32	964.32	0.00

Preservation Month Work Plan for 2026

Leader: Nora Harris

Members: Kyle Hibbard and Melissa Paduk

Goal 1: Promote the Nomination opportunity

A) Review the application (submission) questions in January and approve them as a subcommittee, and make a promotional plan with Luis and the marketing person from the city regarding advertising.

DUE: January 2026 **DONE**

BUDGET: \$0

Subcommittee Members: All (Nora to meet with marketing)

B) Provide an FAQ Sheet for people to use before they submit a nomination and begin to promote the award in mid-February and share when submissions are open in March, with submissions closing April 1st-ish (this way we have the April KHPC meeting to make decisions).

DUE: February 2026 **DONE**

BUDGET: \$0

Subcommittee Members: All

1/7/2026 Meeting: As of January 2026, our subcommittee has reviewed the nomination questions. We do not have any edits to add.

Luis and Nora are coordinating a meeting with marketing people from the city that will be held in January. Due to a misunderstanding from last year, we decided that it would be helpful to add a note about how the awards do not have funds attached to winning, so that nominators understand that this a way to celebrate historic preservation efforts in Kalamazoo, and if people are intrested in funds, they can look into the O'Connor Fund. We also discussed including a successful nomination from years past as a PDF for nominators to look at before submitting an application.

Goal 2: Evaluate applications submitted using the rubric

A) [Share the judging rubric](#) at the March KHPC meeting and go over it with the commission

DUE: March 2026 **DONE**

BUDGET: \$0

Subcommittee Members: All

B) Meet as a subcommittee after the submissions close to make our evaluations, provide recommendations for award winners at the April KHPC meeting in the meeting packet for commissioners to go over, and facilitate discussions at the April meeting (subcommittee provides recommendations, full commission is welcome to comment) before we send final decisions to Luis after the meeting.

DUE: April 2026

BUDGET: \$0

Subcommittee Members: All

Update from our 2/4/2026 Meeting: Nora had a marketing meeting with Luis and two marketing people from the city. We developed a marketing plan to promote the award through direct communication, simplifying the application process, and sending press releases for the nominations and the award ceremony. The awards will be open officially throughout March and close on March 31st. Melissa, Kyle, and Nora continue to brainstorm and plan ways to promote the award and spread the word about the May award ceremony. Our plan for next month is to share the guidelines for reviewing a nomination and secure a speaker for the ceremony.

Update from our 3/4/2026 Meeting: We discussed [the judging rubric](#) and plan to bring it to the commission members' attention ahead of our April meeting. We also continued our discussion about the award ceremony itself. We plan to advertise more details about the night (including the speaker) after submissions close at the start of April. In the meantime, we have started planning the award ceremony, which includes the awards, the event schedule, and the decorations. We look forward to reviewing the submissions, sharing our suggestions with the commission ahead of our April meeting, and then spending time finalizing details for the award program in May. Please encourage people to apply!

Goal 3: Secure a Speaker

A) Decide on a speaker as a subcommittee and coordinate with the speaker to ensure they are prepared to give a presentation at the May Awards Ceremony.

DUE: March 2026 **DONE**

BUDGET: \$1,500

Subcommittee Members: All

Update from our April work: After reviewing the two nominations, we recommend awarding both Blair Bates and Lynn Houghton. We believe both are in accordance with our guidelines for reviewing nominations that we shared with the commission last month. Both clearly demonstrate how their "day-to-day work or volunteerism further historic preservation in the city" and that their work promotes the values of the KHPC. To highlight an example for each, we would point to Lynn's walking tours, which have explored numerous neighborhoods and special topics in Kalamazoo, and help educate the community about historic sites. We also believe that the section on Lynn's contributions to the commission helps demonstrate her commitment to our mission. And for Blair, we certainly think that the fact that "he estimates he and staff worked on hundreds of Kalamazoo buildings [including the historic buildings listed below in that paragraph]," helps to show how his work furthers historic preservation in the city. We also see his education work as a demonstration of a commitment to accessible historic preservation in Kalamazoo. We are also excited to have Sharon Ferraro speak at our awards ceremony in May. More details to come!

Goal 4: Celebrate award winners (How, When, Where, Cost)

A) After the award winners are selected, promote the award winners on our city channels (wherever we promote the award submission), plan out the awards ceremony (explore redesigning award print, coordinate with award winners, and include speakers, if need be), and host the award ceremony

DUE: May 2026

BUDGET:	-Space to celebrate	\$300
	-Food/drinks	\$300
	-Award certificate	\$375
	<u>-Decorations</u>	<u>\$100</u>
	TOTAL	\$1,075

NOTE: Requires KHPC budget approval for these in January 2026

Subcommittee Members: All

Estimated Completion Date: May 2026

Core Value Alignment: Community Engagement and Education

Ordinance Duties Alignment: 1, 6, 7

Fund Summaries

OCON 1	April	
Net Assets	\$	81,378.94
Current Available Balance	\$	18,843.32
OCON 2		
Net Assets	\$	579,987.26
Current Available Balance	\$	70,151.07

Historic Preservation Awards Nomination



Submitted on 6 March 2026, 12:00PM
Receipt number 35
Related form version 10

Type of Nomination

Would you like to nominate a Historic Structure or an Individual/Institution? Individual or Institutional Stewardship Award

Nominated By Pamela Hall O'Connor

Place Award

Address of Project

Owner's Name

Owner's Email Address

Owner's Phone Number

Owner's Address

Did this project utilize Federal or Michigan Historic Preservation Tax Credits?

Which category is this property nominated in? Choose only ONE.

Was this project Rehabilitation or Stewardship?

In a narrative form, explain why the project qualifies, and the resulting community impact. Please do not submit a list of work or specifications.

Please expound on how this person/project advances historic preservation in Kalamazoo, in particular underrepresented or untold stories. And share any important lessons learned along the way.

Please upload five to ten photographs showing: the project itself, important details, the project within the greater context, front and rear shots of the structure, a shot of the streetscape (buildings on both sides) and close-ups.

Individual or Institutional Stewardship Award

Name of Individual or Institution Lynn Smith Houghton

Nominee's Email Address

[REDACTED]

Nominee's Phone Number

[REDACTED]

Nominee's Address

[REDACTED]

In a narrative form, tell us why this individual or institution deserves a Historic Preservation Award of Merit. What was the activity? How did it benefit preservation in Kalamazoo?

For over four decades, curator, archivist, author, researcher, lecturer, educator, librarian and preservation advocate Lynn Smith Houghton has gifted the City of Kalamazoo and the greater region with its own history and sense of place that comes with the retention of its old buildings and places -- and their relationships with each other and with us.

Lynn Houghton knows better than most people that the best way to "attach" people to their community is to teach them about it and if the story she tells has an associated extant physical presence (most often a historic building) its presence represents the story. People keep things because they are meaningful. Buildings and places become meaningful when people learn about them and when that happens, whether they realize it or not, they walk away as historic preservation advocate on some level. Lynn does this all the time. I've seen it happen.

As one of Lynn's former administrative leaders, retired Zhang Legacy Collections Center (Zhang) Director Sharon Carlson said recently: "Lynn brings a unique combination of experience as a public historian, researcher, author, and teacher..." and I would add to that: "...to any audience she engages."

I met Lynn shortly after moving back into the City of Kalamazoo in the mid-1980s. My husband and I had just opened a bed & breakfast in the West Main Hill neighborhood. Not long after, Lynn knocked on our door, introduced herself (and the baby daughter she had in a carrier) and then got right to the point: would we be interested in opening the B&B for a historic homes tour? We were -- and thus began a rewarding professional relationship and personal friendship with a remarkable, smart teacher-leader.

By the time we met, Lynn had already begun to establish a long list of ways in which she's served the greater Kalamazoo community by sharing its rich history through historical, preservation-based learning.

Lynn completed her BA and Masters degrees in history at WMU and later completed a second MA in Library and Information Science at Wayne State University. Since then and in-between, she has served for decades as a board member for the Kalamazoo County Historical Society, and began her career as a curator at what is now the Kalamazoo Valley Museum. While there, she helped produce and star in multiple episodes of a 13-part video series on some of Kalamazoo's important historic places and people. Much later, in 2021, she was still doing that same sort of thing when she partnered with the KHPC on 3 episodes about historic neighborhood architecture for its Old House Owners Workshop series.

In the years when Lynn was procuring her Masters at Wayne State, she taught Michigan history at WMU when its history program was still somewhat robust. Finishing that second MA degree, though, ultimately landed her in a place she loves and where she remains in service to the community today as Regional History Curator at the Zhang. There, she also teaches classes and helps WMU student-interns learn how the Zhang functions and how to best serve both students and patrons.

In another WMU-related capacity, Lynn has taught classes for its Osher Lifelong Learning Institute (OLLI) for many years. Mary Doud, former Kalamazoo Public Library Director and OLLI Curriculum Committee member says that Lynn "...is one of OLLI's most outstanding instructors, and most of her classes filled to capacity soon after they were announced."

Lynn retired from one of her greatest part-time gigs just recently. For over 20 years, she led free historic walking tours throughout Kalamazoo and occasionally in nearby communities. Most were sponsored by Gazelle Sports

in downtown Kalamazoo. In this endeavor alone, Lynn reached thousands of people, leaving them all with a new and different way of thinking about what makes Kalamazoo unique and interesting and why it should be respected and protected.

It's not the stories alone, it's the way she tells them.

This energetic endeavor garnered a 2008 mention in the Wall Street Journal! As the tours continued, word got around and participant numbers increased from 5-10 to sometimes as many as 70 or 80. The tours ran from early summer into fall for more than two decades. If there was a crowd standing downtown somewhere or in your neighborhood, or in a cemetery – they were likely following and listening closely to Lynn Houghton.

Over just two more recent years, Lynn was getting people out to see their community in new, old and different ways in Parkywn Village, the West Main Hill and Edison Neighborhoods, the Haymarket District, the Northside, Stuart, Milwood, South Street and Westnedge Hill neighborhoods, Oakwood Park, Short and Long Roads, the Vine, South Street, Bronson Park and Oakland Drive & Winchell neighborhoods. She also met walkers for tours in the Village of Schoolcraft and a number of cemeteries, including Schoolcraft's Township cemetery and Kalamazoo's Riverside and Mountain Home.

Lynn did topical history-preservation tours too, including, but not limited to Libraries, Hotels and Motels, Business and Industry, Downtown Historical Markers and Kalamazoo Architects. And believe me – this is NOT an exhaustive list. I remember countless winter conversations when she would say something like: "I need some new or different places and topics – any ideas?"

Meanwhile, Lynn was also presenting lectures at the Kalamazoo Public Library and may be a record holder there for the most appearances by a member of the public. In the 13 years between 2009 and 2022, she lectured at the KPL at least 18 times. Some of these covered prominent architectural styles found in some of the City's oldest neighborhoods. Other topics included the downtown Arcadia Creek redevelopment project (where a number of old buildings had been demolished) and historical figures, including early photographers and prominent women leaders and where they worked and lived. This was not the limit of her service at KPL, however – she also authored multiple web articles that are available to view on the library's website today.

We are not done yet! In the 7 years between 2018 and 2025, Lynn authored 35 articles on historical places, people and events for Encore magazine, mostly, but not entirely under the repeating title "Five Faves."

She also makes a point to keep her Kalamazoo area colleagues in touch with each other as well. After two of them started The Public History Roundtable about 2001 and then moved on to other jobs or endeavors outside Kalamazoo, Lynn picked up the organizing responsibility and now, 25 years later, the group continues to meet 7 months of each year to exchange news on historic, cultural and preservation related developments and projects.

Lynn had her minutes on national television as well. Season 2, Episode 1 of the PBS series 10 That Changed America, features she and series host and producer Geoffery Baer strolling down the Kalamazoo Mall, as Lynn unwinds the story of how it came to be in "10 Streets That Changed America."

Please expound on how this person/project advances historic preservation in Kalamazoo, in particular underrepresented or untold stories. And share any important lessons learned along the way.

Service to the City

Most people don't know about Lynn's service to City Government. Under her leadership as chair of the City's Historic Preservation Commission, a number of important Kalamazoo places were listed on the National Register of Historic Places. Following her retirement from the Historic Preservation Commission, she was immediately appointed to the City's Historic District Commission, which she also chaired. Lynn is believed to be the only

individual that has chaired both of these important City of Kalamazoo Commissions.

Also, while serving on the KHPC, Lynn assisted in negotiating the Memorandum of Agreement (MOA) for the Arcadia Creek National Register Historic District redevelopment plan, thereby helping to retain and protect a number important historic buildings in the City's center. Equally important in that MOA negotiation was the creation of a permanent position for a historic preservation coordinator for the City of Kalamazoo.

Behind the pages of Kalamazoo Lost and Found

While Lynn was working at the Museum, following a suggestion from her Director, she developed the idea of a "Lost Kalamazoo" program and was making presentations on the topic in the 1980s.

Then, in the early 1990's, when I was serving on the Historic Preservation Commission, the KHPC decided to pursue the idea of publishing again. It had been about 15 years since its last book was released. And so, at its direction, Lynn and I began the collaboration by researching, writing and publishing a series of annual picture calendars featuring some of Kalamazoo's lost (and found) historic places. This calendar project ultimately became a "warm-up" to a later, much larger project. In planning that larger project, we developed a strong preservation element by adding a large, final chapter about what we still have, how it came to remain and why it's important. That book eventually became the KHPC's third large-scale published work and a lesson in preservation on Kalamazoo architectural history: Kalamazoo Lost and Found.

Following its release in 2001, ...Lost and Found set local sales records and won a state publications award – something which Lynn's significant contributions certainly helped make possible.

During that almost-decade, Lynn (as she had with everyone else she worked with) helped me hone my research skills and shared her ever-growing knowledge of Kalamazoo history and past preservation efforts – and this helped lead us down investigative paths that others would have missed. It was the largest and most rewarding history class I'd ever participated in and as we began to dig deep in the historic building/place losses that Kalamazoo had experienced, it further deepened the importance of supporting historic preservation for both of us.

Summary

Lynn Houghton's vocation has been her avocation for most of her adult life. Her free time activities are characterized by the same passion and energy that carries her work and her love of her favorite subject matter. Even when you don't realize it, she's teaching.

Lynn literally turns our community into an open air history museum/preservation laboratory, using buildings and places to help us better learn about our past, good and bad, so we may take what we've learned into the future. Lynn Smith Houghton is, in every way, well-qualified to receive this "Individual" award from the KHPC.

Please upload any photographs or documentation supporting this nomination

[1983 KPL Archival image.jpg](#)

[Houghton c1987.jpg](#)

[HoughtonO'Connor 2014.jpg](#)

[Houghton 2022 KPL Lecture 2.jpg](#)

[Houghton Tour 2023.jpeg](#)

[Houghton 2023.jpg](#)

[lynn walk - courtsey Keith Howard_1.jpg](#)

[houghton undated.jpg](#)

[Houghton KPL.jpg](#)

Contact Information

Name	Pam O'Connor
Organization (if applicable)	
Email Address	[REDACTED]
Phone Number	[REDACTED]
Address	[REDACTED] [REDACTED]
Preferred Contact Method	Email









Michigan, My Michigan Brief Review

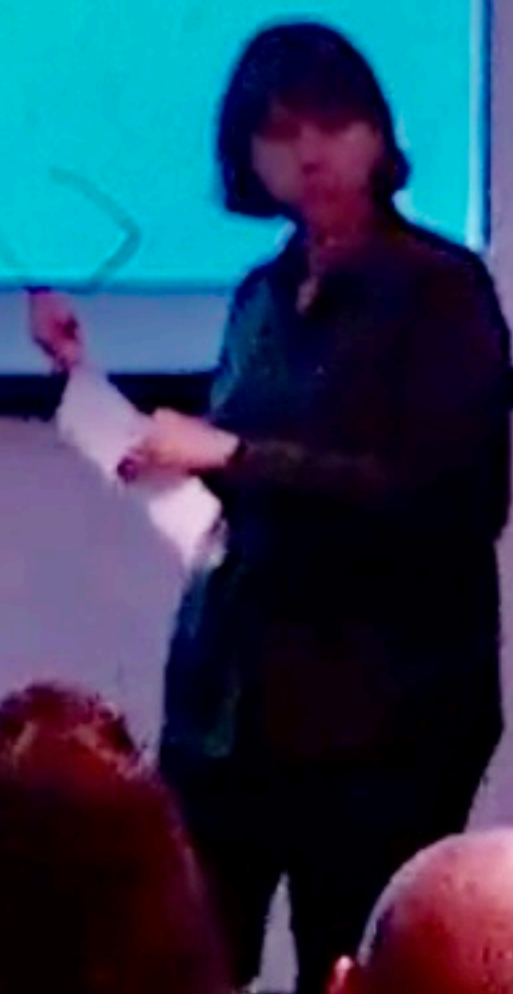
- Native Americans
- France and Great Britain
- United States
- Michigan Territory and Statehood
- Transportation, Education, Reform
- State Constitutions
- Anti-Slavery, Republican Party





Kalamazoo in the 1870s

Lynn Houghton
Regional History Curator
Zhang Legacy Collections Center, WMU





Historic Preservation Awards Nomination



Submitted on 22 March 2026, 3:04pm
Receipt number 37
Related form version 10

Type of Nomination

Would you like to nominate a Historic Structure or an Individual/Institution? Individual or Institutional Stewardship Award

Nominated By Pamela Hall O'Connor

Place Award

Address of Project

Owner's Name

Owner's Email Address

Owner's Phone Number

Owner's Address

Did this project utilize Federal or Michigan Historic Preservation Tax Credits?

Which category is this property nominated in? Choose only ONE.

Was this project Rehabilitation or Stewardship?

In a narrative form, explain why the project qualifies, and the resulting community impact. Please do not submit a list of work or specifications.

Please expound on how this person/project advances historic preservation in Kalamazoo, in particular underrepresented or untold stories. And share any important lessons learned along the way.

Please upload five to ten photographs showing: the project itself, important details, the project within the greater context, front and rear shots of the structure, a shot of the streetscape (buildings on both sides) and close-ups.

Individual or Institutional Stewardship Award

Name of Individual or Institution Blair Bates

Nominee's Email Address

[REDACTED]

Nominee's Phone Number

[REDACTED]

Nominee's Address

[REDACTED]

In a narrative form, tell us why this individual or institution deserves a Historic Preservation Award of Merit. What was the activity? How did it benefit preservation in Kalamazoo?

Blair Bates is a master mason with four+ decades of experience, much of it in the "trowel trades" and specializes in historic building work, mostly in Kalamazoo, but also the region, and elsewhere in the state and nation. He's also authored articles for publications like the Stone Trust and International Concrete Repair Institute.

He maintains active membership and involvement in the organizations above, as well as the Association for Preservation Technology, the National Trust for Historic Preservation, and the American Concrete Institute. Blair is also a dedicated instructor for the National Park Service, Historic Newport, RI and the Michigan State Historic Preservation Office (SHPO.)

Here's the context for Blair's remarkable career trajectory: His passion for old buildings began nearly 50 years ago. Following his graduation from Buffalo State University in Industrial Engineering, he traveled to Niagara Falls, New York to accept a position with Dresser Industries, where he assisted with the engineering aspects of rehabilitating an 1800's Industrial plant.

And with that, he'd found his life's work and never looked back.

The passion he'd developed eventually brought him to Kalamazoo for a job with Walker Parking Consultants/Restoration Engineers, where he helped set up its new restoration division, executing projects on buildings and structures made with concrete, stone and brick. From there, he went to D.C. Byers (also a masonry restoration firm) as a Senior V.P.

Blair moved to what is now known as Building Restoration Inc. (BRI) in 1982. Over time and under his leadership, the business became and is still the premiere historic masonry trades restoration business in the region, and is dedicated to "...doing the job right the first time..." During his time at BRI, which he owned, he multi-tasked as administrator, estimator, trainer, and mason – whatever was needed.

And while Blair retired from BRI in 2024, his influence resides still in its ethos. From its website: "At Building Restoration Inc., we are passionate about saving buildings."

Before Blair left BRI, he founded Building Renovation LLC in 1998 as a "teaching" company. This seems a bit funny, because for as long as I've known him (also decades), Blair has been teaching while he works. In fact, although we'd had many conversations by then, I very clearly remember my first real 2 hour lesson on the relationship of brick and mortar. It took place with one of my clients in 2006. Blair, my client and I did a visual audit of an 1862 commercial building, inside and out, and along the way Blair taught us what we needed to know AND why we needed to know it -- and that helped me help the client/owner save that building. That's the way Blair works.

Building Renovation LLC continues to operate today and Blair is more focused on teaching historic preservation-based "trowel trades" thereby helping others build their own ability to "...make historic buildings last thousands of years where new construction has a one year warranty."

As a further demonstration of Blair's commitment to historic preservation, I've included below some of Blair's quotes from an NPR StoryCorps interview completed in 2023 with local Preservation Architect Nelson Nave.

"You know, there's so much that can be done to hurry the project along that can accelerate the deterioration of the building."

"...when you take something that's as old as that building [he's speaking of the Kalamazoo Ladies Library], you really need to understand how it was

built.”

“...Building Renovation LLC, travels the country. I've got a tractor trailer 70 foot long, and I teach. That's all I do. ...I just came back from Rhode Island doing that. I'm going to Massachusetts for a week for the National Park Service doing that...”

Blair’s teaching work outside Kalamazoo is impressive.

In addition to being the Michigan’s SHOP’s “go to guy” for historic masonry and plaster, he’s taught classes at architects’ offices, for government Land Bank staff, the Michigan Historic Preservation Network, Detroit’s Brick + Beam, the Grand Rapids Historic District Commission and the Michigan Barn Preservation Network. Those are just a few examples.

As I prepared this nomination, Blair and I had a series of email interviews where he also told me about teaching at River Raisin National Battlefield Park, West Point Military Academy (National Historic Landmark), Pictured Rocks National Lakeshore, Castillo de San Marcos National Monument in St. Augustine, Florida - all for the National Park System through its SHPOs in various states.

His work and teaching in Kalamazoo is even more impressive.

Over the time he owned BRI, he estimates he and staff worked on hundreds of Kalamazoo buildings. Overall, he says they completed an average of 130 projects annually. About 25% of those were residential and includes substantial work the century-old Marlborough Building where I lived for over twenty years. Blair (and BRI’s) hands have also touched institutional buildings like the Kalamazoo Ladies Library and Kalamazoo Civic Theater, many WMU buildings, and MANY historic sacred places, including First Methodist, Presbyterian, First Congregational, St. Luke’s Episcopal and St. Augustine churches on or near Bronson Park, and lots of other commercial (Old Kent Bank & the Kalamazoo Building for example) and government buildings, including the original Post Office on Michigan Avenue, the former Kalamazoo County Court building on Bronson Park and Kalamazoo City Hall.

And in the last five years alone, Blair taught sessions for the KHPC’s OHOW program at the Mountain Home Cemetery Sexton’s Lodge and Tiller’s International.

And here he is, even teaching on TV at the Gibson Guitar building smokestack! <https://www.youtube.com/watch?v=WBRsmeWEKnM>

Blair has also consulted on the Kalamazoo State Hospital Water Tower, but it’s likely his MOST important recent assignment is as consulting advisor to the new owners of Kalamazoo’s beloved, iconic State Theatre. Holly and Dan Carmichael are the new stewards of famed architect John Ebersson’s “atmospheric” Spanish Courtyard theatre in Kalamazoo and Blair will be with them as they navigate a careful rehabilitation of this great, mostly intact example of the architect’s legacy. Having Blair Bates working alongside the Carmichaels will be a key asset in a successful rehabilitation journey.

Blair’s colleagues comment on his work.

- “Blair Bates is a devoted preservationist. He designed a logo for his business - a headless mason with a big red X over the figure. He wants his masons and the building owners to understand the basics of masonry. How does the mixture of the mortar interact with the masonry units? Why is historic masonry repaired in this way? He wanted no mindless masons. Before he retired, his company, Building Restoration Inc., worked on buildings from churches to schools to lighthouses and lime kilns. He knew that basic masonry - repointing a foundation on a single family home, was often something the homeowner could do for a much lower cost after a little instruction. He taught a dozen masonry workshops for the Old House Network and the Old House Owners Workshops between 2003 and 2019. During that time he regularly supported the Kalamazoo Historic Districts by offering advice to home and business owners, free of charge.”

Sharon Ferraro, former HP Coordinator for the City of Kalamazoo and co-founder of Kalamazoo’s Old House Network

“In the 40 years I have known Blair, his commitment to learning and readiness to share with others have never diminished. He’s an energetic instructor whose enthusiasm is contagious; he really instills in his students

the mindset of not just honing the skills but also understanding the materials and processes that go into the work.”

Tom Nehil, P.E., co-founder of Nehil-Sivak Engineering and Tillers International Board Member.

For his legacy of commitment to “doing it right” on every historic building he engages with, Blair Bates well-deserves an “Individual” award from the Kalamazoo Historic Preservation Commission.

Please expound on how this person/project advances historic preservation in Kalamazoo, in particular underrepresented or untold stories. And share any important lessons learned along the way.

- Blair is a teacher who never stops learning. He has previously stated that the oldest masonry building he'd worked on was built in 1785, but he is breaking that that record right now in Greece. As I prepare this nomination, he is helping to excavate a home constructed in 1070 in order to advance its future restoration. Who knows -- maybe he'll return for that part!
- With all of this teaching and learning, you may be surprised to learn that Blair is also finishing a book about rehabilitating historic buildings which is planned for release this year. Its title exactly expresses his ever-guiding primary principle and is called: “Diagnosis and Repair of Historic Stone, Brick, Stucco, and Plaster. How to observe, understand, and then act”
- Blair was an early adopter of using drones to assess a building's needs. In the late 1990s, I assisted the Marlborough Building's owners as they prepared to have major masonry work carried out and proposed they interview Blair for the job. He got the job and instead of renting costly scaffolding to help determine what the 5 & 1/2 story building needed and why, Blair taught himself to use a drone, and the results were spectacular.

The MOST important lessons learned from Blair Bates are these,

- A) He teaches everyone he engages with (on a project or in a class) that you MUST understand the “why” of what needs to be repaired BEFORE you begin work. Only then can you effect a long-lasting outcome for the building.
- B) You must also understand the primary material, be it stone, brick or other masonry. Only then can you determine the correct mortar to use on a project. I remember hearing him say something like this many times: Mortar is the sacrificial lamb of the masonry building system. It fails and can be replaced, so the hard structural material doesn't have to.

PHOTO KEY KHPC “Individual” Nomination for Blair Bates
Pamela Hall O'Connor prepared 3-21-26

1. Building Renovation LLC

Teaching.Rig All the supplies and set-ups Blair needs to teach for Building Renovation LLC classes are carried in these vehicles

2. Blair's Stone Barn 2023 This is where the teaching vehicles live when they are not at work, and a splendid example of Blair's talent and experience. He says “it took a while” but he finished it in 2023

3. Blair Bates 2026 From Building Renovation LLC's website

8. Stucco Repair class

9. Tillers Class 2025 Building a stone arch bridge over a creek at Tillers

13. Post 2024 Tornado Scene Blair says “Welcome to the durability of old lime mortar and soft brick. This was after the 2024 tornadoes. 1850 house in Colon Mi.

The trees were completely destroyed while the house needed [only] \$12,000 in masonry repairs. I did the work.”

14. Repointing Class On a residential building

15. Plaster Repair for NPS at Pictured Rocks National Seashore

16. Condition Assessment In Battle Creek @ National Register listed (2018)

23. Excavating 1070 home for reconstruction in Naxos Greece, 3-2026

Please upload any photographs or documentation supporting this nomination

- [1.Teaching.Rig.jpg](#)
- [2. Blair's Stone Barn 2023.jpg](#)
- [3. Blair Bates 2026.jpg](#)
- [8. Stucco Repair class.heic](#)
- [9. Tillers Class 2025.jpg](#)
- [13. Post 2024 Tornado.jpg](#)
- [14. Repointing.JPG](#)
- [15. Plaster Repair NPS Pictured Rocks.jpg](#)
- [16. Cond Assessment Battle Creek.JPG](#)
- [23. Excavating 1070 home for reconstruction.Naxos Greece, 3-2026 .jpg](#)

Contact Information

Name	Pamela Hall O'Connor
Organization (if applicable)	
Email Address	[REDACTED]
Phone Number	[REDACTED]
Address	[REDACTED]
Preferred Contact Method	Email





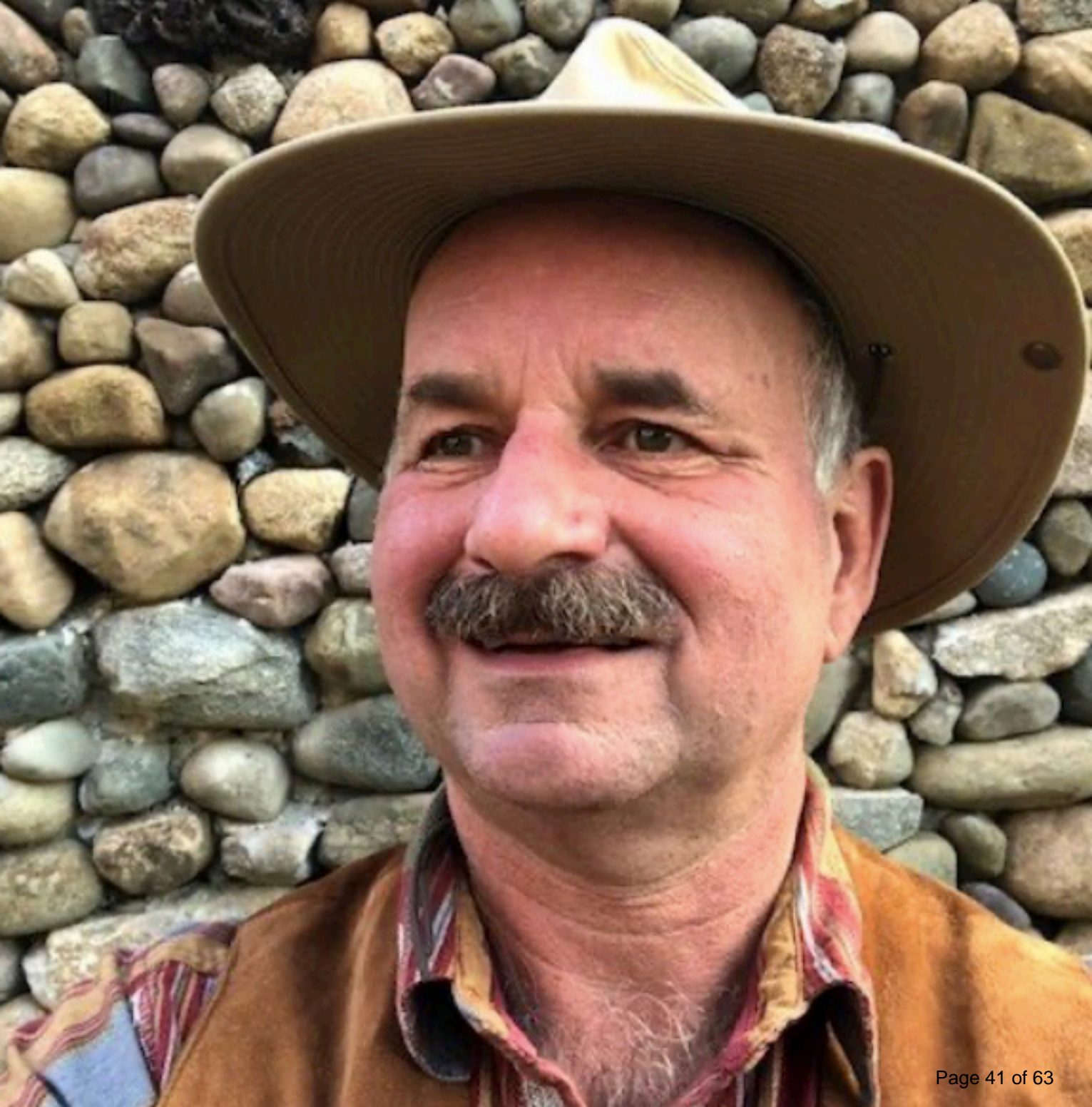


SEACHOICE
PRODUCTS













O'Connor Fund Application



Submitted on 14 April 2026, 11:48am
Receipt number 53
Related form version 8

About the O'Connor Fund

Is your project eligible?
Yes, my project is for Exterior Building Rehabilitation OR Preservation Planning
Yes, my project meets the eligibility criteria listed above.
Yes, I have all additional attachments listed on the Application Checklist

Applicant Information

Contact Name Gary Swain

Phone Number

[REDACTED]

Email Address

[REDACTED]

Project Details

Project Type Preservation Planning

Project Name Mountain Home and Riverside Cemeteries Preservation and Restoration

Project Address or Area Covered 1402 West Main St. and 1015 Gull Road, Kalamazoo, MI

Is the property owner-occupied?

Is the project/project area owner- or project manager-occupied? Yes

If your answer is "Partly" explain which parts are NOT owned by the project/project area owner or project manager, and summarize who owns them.

Estimated Project Cost \$9679.11

Grant Amount Requested

\$5000

Anticipated Project Start Date

05/15/2026

Anticipated Completion Date

10/23/2027

Is the project or project area designated as an individual or part of a Kalamazoo LOCAL Historic District? If yes, give the name of the district and the location within the district.

The project is designed as an individual project although Mountain Home Cemetery forms the northern boundary for the West Main Hill Historic District and lies near the western boundary for the Stuart Historic District.

Is the project or project area designated as an individual or part of a NATIONAL REGISTER Historic District? If yes, please provide the name of the district and the location within the district.

The project is designed as an individual project.

If the project or project area is not in one of the above districts, is it more than 50 years old?" If yes, please tell us the general average age of the potential historic resources in the planning area. If your answer is NO, your project does not qualify

Mountain Home Cemetery was incorporated in 1849 and Riverside Cemetery opened in 1862. The preservation and restoration efforts of the Friends of Kalamazoo Historic Cemeteries will primarily focus on gravestones of 100 years of age or older.

Project Narrative

Describe the planned objectives of this project and how they align with one or both of the Imagine Kalamazoo and Michigan Statewide Historic Preservation plans. Note all community partnerships and explain how strongly the proposal will positively impact the project and the community.

The first two objectives in the mission of the Friends of Kalamazoo Historic Cemeteries (FKHC) are the preservation and restoration of the City's historic cemeteries. Our efforts center upon Kalamazoo's Mountain Home and Riverside Cemeteries, and our planned project objectives will focus on two separate strategies: Gravestone preservation is our first goal of the proposed project so we will clean pollution and bio films from gravestones primarily utilizing D-2 Biological Solution. This effort will significantly extend the life of the historic gravestones. The second goal is to restore the nearly 200 fallen and damaged tablet style gravestones in Mountain Home Cemetery. These fallen stones must be dug out of the earth, recorded, cleaned, reassembled and stabilized. Some new bases will need fabrication, and all stones will be reset when plausible.

The proposed projects align with the stated goals and objectives of the Michigan Statewide Historic Preservation Plan. The plan provides a list of Michigan's most threatened resources and Cemeteries and Burial Grounds are included as number 10 on the list of 16 threatened sites.

The first goal in the plan is generally defined as Targeted Preservation Education and includes creating historic preservation programs that are widely available to the public. The FKHC conducts gravestone preservation workshops prior to each public preservation event during the year. Further, the FKHC sponsored a 2024 Atlas Preservation 48 State Tour Gravestone Preservation Training event that was free, open to the public and extremely well attended. We will continue to sponsor similar events in the future as the opportunities become available.

The fourth goal of the plan focuses on Building Stronger Partnerships with stakeholder institutions and local community organizations to engage the public and build relevancy to historic

preservation. In the past two years, the FKHC has included the following organizations in our preservation efforts: Kalamazoo County Historical Society, Ladies Library Association, Daughters of the American Revolution, Scouting America, Sons of Union Veterans of the Civil War, Kalamazoo Abraham Lincoln Institute, and the Stryker Veteran Alliance. Additional organizations will be participating in 2026. All organizations provide preservation volunteers who attend our training workshops while providing preservation labor.

An additional stated element of the above goal is to reach a broader audience through cultural heritage tourism programs. In 2025 the FKHC initiated our first annual living history tour of Mountain Home Cemetery. Actors portrayed historical residents of the cemetery and shared their life stories and how they impacted the history of our region. Over 170 people attended this successful event. It is our intent to continue this program annually alternating each year between Mountain Home Cemetery and Riverside Cemetery.

The Imagine Kalamazoo Master Plan and the associated individual neighborhood and historic districts generally include historic preservation, the creation of inviting public spaces, green spaces and areas for hosting culturally significant gatherings.

Both cemeteries, while serving as a vital link to our past, were created during the 19th century Rural Cemetery Movement. Their design included park-like landscapes before there were parks in America. In fact, they were the first public green spaces and were often used for leisure activities like walking, picnics and enjoying nature. As our preservation and conservation efforts grow and our educational programs expand these cemeteries become increasingly inviting public locations and reasonable options for additional cultural and leisure activities.

In 500-1,200 words, concisely outline the work needed to complete the project AND provide a timeline for completion of major work items, for example: for Exterior Building Rehab projects, you might say: "repoint foundation masonry." For Planning projects, describe the major objectives, for example: "Survey, identify, evaluate and report on extant resources related to Kalamazoo's Latino history."

The project consists of two major elements: gravestone preservation and gravestone restoration. Labor for the preservation element of the project will come from a cadre of motivated volunteers and additional ad hoc groups. Labor for the restoration of fallen flat gravestones will come from paid professional restorers and from recruited volunteers who are eager to learn additional gravestone restoration skills.

Gravestone preservation will focus on cleaning pollution and biological growth from historic gravestones located in Mountain Home and Riverside Cemeteries. We will utilize D/2 Biological Solution exclusively and clean stones from 50 to 150 years-old where needed. We will employ the scrub method (Immediate Result Method) and will target a total of 320 completed by October 2027 based upon the following planned schedule:

Riverside Second Saturday June 2026 40 Gravestones

Mountain Home Second Saturday July 2026 40

Riverside Second Saturday August 2026 40

Mountain Home Second Saturday September 2026 40

Riverside Second Saturday June 2027 40 Gravestones

Mountain Home Second Saturday July 2027 40

Riverside Second Saturday August 2027 40

Mountain Home Second Saturday September 2027 40

We will also employ the No Scrub/No Rinse Method, as described by D/2 Biological Solutions, to clean veteran gravestones in Riverside's section HH that were originally cleaned in 2018 with Orvus cleaner, yet now require further care. We estimate that a total of 300 gravestones would benefit from this care.

Riverside Section HH (WWI & WWII Veterans) October 2026 150

Riverside Section HH (WWI & WWII Veterans) October 2027 150

Gravestone Restoration

A survey is currently being conducted in Mountain Home Cemetery to identify and locate all fallen flat gravestones. This includes flat ground supported tablet stones and tab & base stones. The survey is approximately 70% complete and 150 stones have been located to date.

The next steps in this project include: complete the initial survey, dig out the stones from the ground, search for missing pieces of the stones and/or the original base, repair and reassemble each stone, clean the stones, stabilize to minimize future damage, reset ground supported tablet gravestones, fabricate a replacement base for tab and base stones and reset, and record gravestone information. The anticipated timeline for this project is as follows:

Complete Survey in Mountain Home Cemetery June 15, 2026

Dig out fallen stones/probe for base or missing parts...

Clean and repair broken stones Sept.15, 2026

Reset fallen and repaired tablet stones (est. 12) Oct. 15, 2026

Fabricate base and reset tab & base stones (est. 8) May 15, 2027

20 Stones

Dig out fallen stones/probe for base or missing parts...

Clean and repair broken stones Sept.15, 2027

Reset fallen and repaired tablet stones (est. 18)

Fabricate base and reset tab & base (est. 12) Oct. 15, 2027 30

Stones

The applicant should have 60% of the project funding already raised to be strongly supported in this application. Please indicate here how much funding is already in place by listing the applicant organization's contribution, followed by all additional sources by name and funding amount.

\$3405 cash on hand 4/01/2026

\$1292 2026 Living History Tour Net Estimate

\$1000 2026 Donations Estimate

\$5692 Total

Below, please tell the review team what else you would like them to know about your project. For example: has your organization successfully undertaken these kinds of projects in the past?

The FKHC preservation/restoration leadership team has decades of preservation experience in SW Michigan cemeteries. We have literally cleaned and preserved thousands of historic gravestones. We have also repaired dozens of broken gravestones over the same time period.

Supporting Documents

Attachments

[Project Budget Summary 3-29-26.pdf](#)

[2025 Financial Statement.pdf](#)

[FKHC 501\(C\)\(3\).jpg](#)

[Support of FKHC signed.pdf](#)

[FKHC Insurance Pg 1.jpg](#)

[FKHC Insurance Pg 7.jpg](#)
[3 Fallen Stones-Sect A-Mtn Hm.jpg](#)
[Broken Mortise Tenon.jpg](#)
[E Walbridge Damaged 06-2021.JPG](#)
[Eliza David Walbridge 10-04-2022.JPG](#)
[Fallen Stone-Sect B-Mtn Hm.jpeg](#)
[Henry Carrier-Broken On Ground.JPG](#)
[Henry Carrier-In Two Pieces.JPG](#)
[Henry B. Carrier-Stabilized.JPG](#)
[Henry Parker-Set B-Mtn Hm.jpg](#)

Submit

Applicant Signature

Gary Swain

[Link to signature](#)



Department of Public Services

415 E Stockbridge Ave
Kalamazoo, MI 49001
Phone: (269) 337-8047
311 (269) 337-8000
www.kalamazoo.org

April 7, 2026

City of Kalamazoo
Historic Preservation Commission
241 W South St
Kalamazoo, MI 49007

Dear Commissioners,

The City of Kalamazoo Public Services Department is pleased to provide this letter of support for the Friends of Kalamazoo Historic Cemeteries in their efforts to preserve and restore the historic gravestones located in the City of Kalamazoo Mountain Home and Riverside Cemeteries. Their work represents a critical investment in the preservation, interpretation, and stewardship of historic resources within Kalamazoo.

The historic cemeteries across Kalamazoo serve as irreplaceable cultural assets, reflecting the community's social, economic, and civic development over generations. Without dedicated preservation efforts, these sites face ongoing risks of deterioration, loss of historical markers, and diminished public access to local history. The Friends of Kalamazoo Historic Cemeteries have demonstrated a sustained commitment to addressing these challenges through strategic restoration, maintenance initiatives, and public education.

Their organization has successfully engaged volunteers, leveraged community partnerships, and promoted awareness of the importance of historic cemetery preservation. These efforts not only protect physical infrastructure and artifacts, but also foster civic pride, support heritage tourism, and provide educational opportunities for residents and visitors alike.

We have worked the Friends of Kalamazoo Historic Cemeteries since inception, and I support the organization as their work aligns with broader goals of historic preservation, community engagement, and responsible stewardship of public heritage assets.

Sincerely

James J. Baker, PE
Public Services Director and City Engineer

PROJECT BUDGET SUMMARY
Friends of Kalamazoo Historic Cemeteries

	A	B	C	D	E
1	Item	Source	Quantity	Price	Total Cost
2	D-2 Biological- 1 Gallon	Holland Supply	50	\$43.99	\$2,199.50
3	D-2 Biological 1 Pt.	Atlas Preservation Co.	10	\$18.95	\$189.50
4	Orvus W A Paste 120 Oz.	Tractor Supply	2	\$39.37	\$77.74
5	Endurance Gravestone Cleaner 1 Gal	Atlas Preservation Co.	2	\$34.95	\$69.90
6	Wet and Forget	Lowes	3	\$32.98	\$65.96
7	Akepox 5010 2 Part Epoxy tubes	Atlas Preservation Co.	10	\$84.95	\$849.50
8	Marble Sand (Fine) 1 Gal.	Atlas Preservation Co.	2	\$14.36	\$28.72
9	Pratley Putty Std. Setting Comp.	Atlas Preservation Co.	2	\$68.50	\$137.00
10	Historic Pointing Mortar 1 Gallon	Atlas Preservation Co.	3	\$25.65	\$76.95
11	Drainage Rock #2 .5 Cu. Ft.	Lowes	20	\$5.18	\$103.60
12	Pea Gravel .5 Cu. Ft.	Lowes	5	\$4.00	\$20.00
13					
14	Tools				
15	Scrapers-Plastic 1 1/2", 3", 4" 15@	Lowes	45	\$0.90	\$40.50
16	Scrubbing Brushes-8" Tampico	Atlas Preservation Co.	15	\$5.45	\$81.75
17	Scrubbing Brushes-20" Tampico	Atlas Preservation Co.	5	\$9.95	\$49.75
18	Brushes-Tile & Grout-Nylon	Atlas Preservation Co.	15	\$3.75	\$56.25
19	Whisk Brooms-7" Corn	Home Depot	15	\$6.97	\$104.55
20	Spray Bottles 32 oz.-Lowes	Atlas Preservation Co.	15	\$3.98	\$59.70
21	100 Foot Garden Hose	Lowes	1	\$64.98	\$64.98
22	Garden Sprayer-Atlas 2 Gal.	Atlas Preservation Co.	2	\$129.50	\$259.00
23	Buckets-5 Gallon	Lowes	5	\$4.98	\$24.90
24	Bar Clamps 6" 300#	Lowes	4	\$21.98	\$87.92
25	Shovels- 40" Fiberglas	Lowes	5	\$29.98	\$149.90
26	Spades-20.5" Fiberglas	Lowes	3	\$29.98	\$89.94
27	Tamper 8" x 8"	Lowes	1	\$63.74	\$63.74
28	Leaf Rake-30"Poly with Fiberglas Handle	Lowes	2	\$29.98	\$59.96
29	Lawn Rake-15" Steel with FGL Handle	Lowes	1	\$18.68	\$18.68
30	Contractor Wheelborrow	Lowes	1	\$179.00	\$179.00
31	Pry Bar-56" with curved head	Atlas Preservation Co.	1	\$94.95	\$94.95
32	Probe-48" Steel	Atlas Preservation Co.	1	\$63.75	\$63.75
33					
34	Freight/Delivery Charges	Atlas/\$1947 x 16%			\$311.52
35	Fabricate Est. 20 New Bases	TBD	20	\$200.00	\$4,000.00
36					
37	Total				\$9,679.11



RENEWAL DECLARATIONS (CONTINUED)

Businessowners Policy for FRIENDS OF KALAMAZOO HISTORIC
Policy Number 92-G5-X951-1

Table with 2 columns: Coverage Description and Amount. Includes 'Coverage M - Medical Expenses (Any One Person)' for \$5,000 and 'Damage To Premises Rented To You' for \$300,000.

AGGREGATE LIMITS

LIMIT OF INSURANCE

Table with 2 columns: Aggregate Limit Description and Limit Amount. Includes 'Products/Completed Operations Aggregate' for \$2,000,000 and 'General Aggregate' for \$2,000,000.

Each paid claim for Liability Coverage reduces the amount of insurance we provide during the applicable annual period. Please refer to Section II - Liability in the Coverage Form and any attached endorsements.

Your policy consists of these Declarations, the BUSINESSOWNERS COVERAGE FORM shown below, and any other forms and endorsements that apply, including those shown below as well as those issued subsequent to the issuance of this policy.

FORMS AND ENDORSEMENTS

- List of forms and endorsements: CMP-4100 Businessowners Coverage Form, FE-6998.2 *Terrorism Insurance Cov Notice, CMP-4222.4 Amendatory Endorsement, FE-3653 Actual Cash Value Endorsement, CMP-4528.1 Policy Endorsement, CMP-4905.1 Loss of Income & Extra Expnse, CMP-4909 Money and Securities, CMP-4953 Addl Insd Club Members, CMP-4883 AI Design Person Org, FD-6007 Inland Marine Attach Dec, * New Form Attached

SCHEDULE OF ADDITIONAL INTERESTS

Interest Type: Addl Insured-Section II
Endorsement #: CMP4883
Loan Number: N/A

CITY OF KALAMAZOO
ATTN: WENDY BURLINGHAM
415 E STOCKBRIDGE AVE
KALAMAZOO MI 490012816

Prepared
APR 03 2025
CMP-4000

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STATE FARM FIRE AND CASUALTY COMPANY
 A STOCK COMPANY WITH HOME OFFICES IN BLOOMINGTON, ILLINOIS

Po Box 2915
 Bloomington IL 61702-2915

Named Insured

AT2 000189 3125 M-04-7293-FAB1 F N
**FRIENDS OF KALAMAZOO HISTORIC
 CEMETERIES**



RENEWAL DECLARATIONS

Policy Number	92-G5-X951-1	
Policy Period	Effective Date	Expiration Date
12 Months	MAY 28 2025	MAY 28 2026
The policy period begins and ends at 12:01 am standard time at the premises location.		

Agent and Mailing Address
 KEN EK



PHONE: (616) 656-4160

0106-ST-1-1001

Businessowners Policy

Automatic Renewal - If the **policy period** is shown as **12 months**, this policy will be renewed automatically subject to the premiums, rules and forms in effect for each succeeding policy period. If this policy is terminated, we will give you and the Mortgagee/Lienholder written notice in compliance with the policy provisions or as required by law.

Entity: UNINCORPORATED NONPROFIT

NOTICE: Information concerning changes in your policy language is included. Please call your agent if you have any questions.

POLICY PREMIUM \$ 225.00
 Minimum Premium

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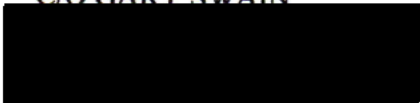
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Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

FRIENDS OF KALAMAZOO HISTORIC CEMETERIES
C/O GARY SWAIN



10/27/2022

Employer ID number:

88-4182797

Person to contact:

Name: Customer Service

ID number: 31954

Telephone: 877-829-5500

Accounting period ending:

December 31

Public charity status:

170(b)(1)(A)(vi)

Form 990 / 990-EZ / 990-N required:

Yes

Effective date of exemption:

September 28, 2022

Contribution deductibility:

Yes

Addendum applies:

No

DLN:

26053692003462

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Letter 947 (Rev. 2-2020)

Catalog Number 35152P

Friends of Kalamazoo Historic Cemeteries
2025 Financial Statement

REVENUE

Donations	\$2,045.09
Ticket Sales	\$1,382.89
Program Ads	\$605.00
Gross Revenue	\$4,032.98

OPERATING EXPENSES

Insurance	\$225.00
P. O. Box Rental	\$210.00
Web Site	\$230.50
Hist. Soc. Of MI Membership	\$50.00
Printing-Programs & Signs	\$545.20
Adverstising and Promo-Now Kzoo	\$150.00
Office Supplies	\$88.58
Gravestone Cleaning Supplies-D-2	\$300.05
Total Operating Expenses	\$1,799.33
Net Income	\$2,233.65







JAMES C. MARSE

born

Brattleboro Vt.

Aug. 8, 1821

died

March 23, 1875

Rest in peace







WARRIOR B. CARRIE
E. 21
TO THE OF KALAMAZOO
CO. REG. ENLISTED
2ND MICH. INF.

WENBY B. GARRIE

Æ. 21.

1874
1898
1901

