



January 24, 2019

**MEMORANDUM**

**To:** Wildwood Historic Preservation Commission Members

**From:** Department of Planning and Parks

**Re:** Final Action on **2019 Work Program for the Historic Preservation Commission**

**Cc:** The Honorable James R. Bowlin, Mayor  
 The Honorable City Council of Wildwood  
 Steve Cross, Co-Interim City Administrator  
 John A. Young, City Attorney  
 Rick Brown, P.E. and P.T.O.E., Director of Public Works  
 Kathy Arnett, Assistant Director of Planning and Parks

The Department of Planning presented to the Historic Preservation Commission Members at the end of 2018 a draft of a proposed Work Program for 2019. The members were to review the different items associated with this Work Program and then provide feedback to the Department of Planning in this regard. This feedback was requested to be provided between the December 2018 meeting, through the end of that year, and can still be accepted until tonight’s meeting. Thereafter, any feedback that has been provided would be added to the provided list below for discussion by the Historic Preservation Commission for inclusion or not.

The Department sought this input of the members of the Commission on this matter, as such is critical to development of future projects and allocations of resources. The Department would note it created the list of the following items and presented such to the members in December 2018. No comments have been received in this regard from the members on the items listed below.

No.	Work Program Item Description	Status		
		Underway	Complete	Not Started
1.	Develop additional poster boards for the Celebrate Wildwood Event (eleven (11) completed in 2018 for event).			
2.	Repair WPA wall at Old Pond School (Works Progress Administration)	X		
3.	Install the one (1) remaining historic community marker - Orrville.			

No.	Work Program Item Description	Status		
		Underway	Complete	Not Started
7.	Continue work on Belleview Farms Project, including providing the oversight of the preservation of historic assets.	X		
8.	Create a tribute memento for Lisa Kelpé on one (1) of the City-owned properties that would be located in one (1) of the historic communities.			
9.	Encourage historic preservation efforts through greater public relations efforts, including the City's Gazette, website (re-design completed in 2018), and e-newsletter.			
10.	Participate in training opportunities of the members' choice.			
11.	Reassemble and place Essen Log Cabin on City-owned site.	X		
12.	Develop By-Laws for the Commission and its activities			
13.	<b>Complete the Next Chapter in the Wildwood History Book (Era – 1920's to 1990)</b>	X		
14.	<b>Launch Historic Route 66 Promotional Efforts</b>			
15.	<b>Expand Social Media Efforts</b> (see Monthly Update Reports)	X		
16.	Perform other duties, as needed, and as opportunities or issues arise.			

**Note: Bolded text reflects additions to the Work Program, since the Commission's December 2018 meeting.**

Again, these items are the Department's impression of the work products for 2019 and would still seek the input of the Commission members as well, on these considerations and any others. Therefore, at tonight's meeting, the Department of Planning will seek the endorsement of this Work Program, with any additions added herein by the Historic Preservation Commission Members.

If you should have any questions or comments in this regard, please feel free to contact the Department of Planning at (636) 458-0440. A presentation is planned on this information at tonight's meeting. Thank you for your review of this information and input on the same.