



February 28, 2019

**MEMORANDUM**

To: Wildwood Historic Preservation Commission Members

From: Department of Planning and Parks

Re: **Update on 2019 Work Program of the City’s Historic Preservation Commission (Wards – All)**

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

At the beginning of this year, the Historic Preservation Commission Members approved fifteen (15) items as part of its anticipated 2019 Work Program. These items would provide direction for the Commission on what it would hope to accomplish in this calendar year. These items are outlined below, with the current status of each being identified as well.

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).	X		
2.	Repair WPA wall at Old Pond School (Works Progress Administration)	X		
3.	Install the one (1) remaining historic community marker - Orrville.			X
4.	Continue work on Belleview Farms Project, including providing the oversight of the preservation of historic assets.	X		
5.	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.			X

No.	Work Program Item Description	Status		
		Underway	Complete	Not Started
6.	Encourage historic preservation efforts through greater public relations efforts, including the City's Gazette, website (re-design completed in 2018), and e-newsletter.	X		
7.	Participate in training opportunities of the members' choice.	X		
8.	Offer input and oversee/approve products for the Points of Interest map for 2019 additions.			X
9.	Reassemble and place Essen Log Cabin on City-owned site.	X		
10.	Develop By-Laws for the Commission and its activities.			X
11.	Complete the Next Chapter in the Wildwood History Book (Era – 1920's to 1990)	X		
12.	Launch Historic Route 66 Promotional Efforts.	X		
13.	Expand Social Media Efforts (see Monthly Update Reports)	X		
14.	Create a Master Plan to address acceptance of donations and the allocations of future funding necessary for their reuse.			X
15.	Perform other duties, as needed, and as opportunities or issues arise.			

If any of the Commission Members should have comments or questions regarding this information, please feel free to contact the Department of Planning and Parks at (636) 458-0440. A presentation is planned on these matters at tonight's meeting. Thank you for your consideration of this information and discussion of the same.



# Historic Preservation Commission 2019 Work Program

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).
3. Install the one (1) remaining historic community marker - Orrville.
4. Continue work on Belleview Farms Project, including providing the oversight of the preservation of historic assets.
5. 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.
6. Encourage historic preservation efforts through greater public relations efforts, including the City's Gazette, website (re-design completed in 2018), and e-newsletter.
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10. Develop By-Laws for the Commission and its activities.
11. Complete the Next Chapter in the Wildwood History Book (Era – 1920's to 1990).
12. Launch Historic Route 66 Promotional Efforts.
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14. Create a Master Plan to address acceptance of donations and the allocations of future funding necessary for their reuse.
15. Perform other duties, as needed, and as opportunities or issues arise.