



# WILDWOOD

July 29, 2022

## MEMORANDUM

To: Wildwood Historic Preservation Commission Members

From: Department of Planning and Parks

Re: **Update on Commission 's 2022 Work Program (Wards - All)**

Cc: The Honorable James R. Bowlin, Mayor  
 Steve Cross, City Administrator  
 John A. Young, City Attorney  
 Rick Brown, P.E. and P.T.O.E., Director of Public Works  
 Melanie Rippetoe, Assistant Director of Planning and Parks  
 Robyn Keefe, AICP, Planner

As members are aware, the Historic Preservation Commission began, at the start of 2018, formulating a Work Program for each upcoming year. This 2018 effort was the first time the Commission Members undertook such a step and believed it to be appropriate, as a method to ensure its goals for each year would be monitored and eventually met. For 2022, the Historic Preservation Commission has continued this practice of defining its Work Program at the start of the new calendar year.

### HISTORIC PRESERVATION COMMISSION WORK PROGRAM

Commission Year 2022

Adopted by the Historic Preservation Commission - December 2, 2021

Prepared by the Department of Planning

The 2022 Work Program includes a number of large and small projects, activities, and endeavors, while also reflecting items that have been carryovers from past years or, by their nature, are part of the Commission's activities every year. The adopted 2022 Work Program and associated updates are as follows (updates from June 2022 meeting indicated by **bolded, red type**):

No	Work Program Item - Description	Status		
		Underway	Completed	Not Started/Delayed
1.	Undertake minor repairs, along with the painting of trim boards and fascia at Old Pond School.			Item is a carryover from 2021 due to budget shortfall in that year.  <b>Planned work to begin in</b>

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				later part of 2022.
2.	Install the parking pad for the Orrville Historic Community Marker	Item completed. Orrville Historic Community Marker does still need the pull-off pad for visitors to be installed.  Work Order submitted to City's contractor. Awaiting schedule for completion.		
3.	Oversee and edit the final chapters in the Wildwood History Book, which is being prepared by representatives of the Wildwood Historical Society (WHS). These final chapters include the histories of the incorporation efforts and from 1991 to 2021, now inclusive of the COVID-19 pandemic	Final chapters and associated support items are almost complete.  Ms. VonGruben has been slowed by outside factors relative to her completion of edits and other items relating to the last chapter, along with the other supporting sections to the History Book.  <b>This item will be discussed at today 's meeting .</b>  <b>Of particular interest, after discussions with the primary author of the book (Ms. VonGruben), the new copy editor, the graphics designer, and Department of Planning personnel, the publication date has now been moved to July 4, 2023, not the previously identified February 2023 timeframe.</b>		
4.	Offer input and oversee/approve the descriptions for the Points of Interest Map - 2022 additions.  The 2022 version of this map will need to begin with a discussion on a major redesign, given the amount of information now included upon it and the limitations on printing my size.	In 2021, the Commission discussed a reformatting or other changes to address its size and amount of information.  <b>This item will also be discussed at today's meeting and substantial progress has been on the map. Members of the Commission will be able to review and early proof of it as well.</b>		
5.	Initiate identified program steps for promoting Historic Route 66 through the City of Wildwood.	<b>Item is to be discussed at today's meeting, including an update on the Department's submittal of the proposed steering committee recommendation that was supported by this Commission to City Council.</b>		
6.	Conduct planning and design process on future Historic Route 66 Roadside Park on Manchester Road.	<b>An update will be provided to you, as part of today's meeting, which follows the Visioning Workshop that occurred on Wednesday, July 26, 2022.</b>		
7.	Continue work on Belleview Farms Project, including providing the oversight of the preservation of historic assets associated with it.	Item is a carry-over from past years, but work continues at the property by Friends of Belleview, other volunteers, and the City of Wildwood.		

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		A number of Commission Members were able to attend the tour of this facility and meet with representatives of Friends of Belleview and hear about this organization's effort to restore this one hundred (100) acre property to its past diversity, ecological health, and condition.  No change from June 2022 report.		
8.	Complete specifications and plan sheets for the bidding process in association with the reconstruction of the Essen Log Cabin on a City-owned site, while defining its planned use and location.	Item is a carry-over from past years, but City Council has set aside \$140,000.00 in funds, as part of the 2023 Capital Improvement Program or its reconstruction and restoration.  Given funding has been set aside for this project in the City's 2023 Capital Improvements Program, the Commission and Department will need to be prepared by the end of 2022 to move forward thereafter.  <b>This item will be discussed at today's meeting and maps have been provided for illustrative purposes of the three (3) potential areas for the placement of this reassembled and restored cabin.</b>		
9.	Create a Master Plan to address acceptance of donations and the allocations of future funding necessary for their reuse. The Master Plan should include a design for signage that would explain the source and location of re-purposed materials that are used in park construction projects within the City.			Item again is a carry-over from 2021.  No change from January 2022 report.
10.	Archive documents from the City's incorporation.	Item is an in-house process and on-going, but has slowed with Department's staffing shortages.  No change from January 2022 report.		
11.	Complete repair work along frontage of Kohn Park and then install park identification signage.			Item is a carry-over from past years.  No change from January 2022 report.
12.	Review of Historical Aspects of the Yost Estate Property - Poërtner Park	A group of local equestrian enthusiasts had made a proposal to the City Council's Planning and Parks Committee to utilize this facility for		Item is new for 2022.

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		<p>equine related activities. A study by the City Attorney indicated these types of activities would not be consistent with the deed restrictions that were created with the bequeath of the property to the City of Wildwood.</p> <p>The local equestrian group was advised of this circumstance on Monday, March 14, 2022.</p> <p>A Request for Proposals (RFP) has been formulated for the remediations of mold inside the dwelling and is being reviewed by City management. The RFP will be issued in early Summer.</p> <p>No change from the last update in May 2022.</p>		
13.	Develop Targeted Outreach Efforts to Youth regarding the History of Wildwood Area	<p>As a first step, the Department included a word search activity in the Spring Gazette, which was provided by Vice-Chair Stevens. The gazette is mailed to all Wildwood households.</p> <p><b>See information regarding the Historic Route 66 Roadside Park and the student task force is formed and have held not only its kickoff event on June 25, 2022 , but its first working meeting .</b></p>		Item is new for 2022.
14.	Explore Partnership Opportunities with the Westland Acres Community to Celebrate its One Hundred (100) Year Anniversary			<p>Items is new for 2022.</p> <p>No change from January 2022 report.</p>

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. This item is on tonight's agenda for presentation and discussion. Thank you for your consideration of this information and any input you may like to offer on the same.