



WILDWOOD

August 24, 2023

MEMORANDUM

To: Wildwood Historic Preservation Commission Members

From: Department of Planning and Parks

Re: **Update on Commission's 2023 Work Program (Wards – All)**

Cc: The Honorable James R. Bowlin, Mayor
Thomas Lee, 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
Travis Newberry, Senior Planner
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 2023, 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 2023

Adopted by the Historic Preservation Commission – December 1, 2022

Prepared by the Department of Planning

The 2023 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 regardless of timeframe. The adopted 2023 Work Program and associated updates are as follows (updates are in bold red):

No.	Work Program Item Description	Status		
		Underway	Complete	Not Started/Delayed
1.	Undertake minor repairs, along with the painting of trim boards and fascia at Old Pond School.	This item is on tonight's agenda.		X – carry-over from 2022 Since the bidding process was originally started in 2021, costs have escalated, requiring the need for new bids. There is \$35,000 in the budget for this item in 2023.
2.	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 a photo essay celebrating "25 years of Wildwood." Publish and launch book in latter half of 2023.	X – on-going from 2016 This item is on tonight's agenda and on-track for its targeted completion date: the 2023 Celebrate Wildwood Event (September 23, 2023). The Book Launch Planning Committee met virtually on Friday, August 4, 2023, to discuss book sales and pricing, promotion, and parade planning. On August 14, 2023, City Council authorized the Department's purchase of 500 author copies of the book.		
3.	Continue identifying and implementing identified program steps for promoting Historic Route 66 through the City of Wildwood.	X – on-going from 2022 This item is on tonight's agenda. The Department has filed a pre-application with the State Historic Preservation Office for grant support in developing a historical context for the Route 66		

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		Underway	Complete	Not Started/Delayed
		Corridor and developing a more in-depth inventory of it		
4.	Complete bid specifications and engineered plans for the Route 66 Roadside Park Project.	This item is under review by City leadership to determine next steps regarding a possible Phase One Study, and assessing long-term funding approaches.		X - \$75,000 has been budgeted for this work in 2023. The goal is to begin construction of the park in 2024.
5.	Complete design and engineering of new parking area and trail connection to Belleview Farms property.			X - \$50,000 has been budgeted for this work in 2023.
6.	Complete specifications and plan sheets for the bidding process in association with the reconstruction of the Essen Log Cabin on the City's Village Green site. Begin work reassembling the cabin.	X – carry-over from past years \$140,000 has been budgeted for cabin reconstruction in 2023. The Patterhn-Ives contract was approved at the July City Council meeting. The Department has since met with Patterhn-Ives and will be coordinating a time in September for the project team to view both the Essen Log Cabin recovered logs and the new donated logs from the Manchester Cabin.		
7.	Archive documents from the City's incorporation.	X – in-house process and on-going		
8.	Complete repair work along frontage of Kohn Park and then install park identification signage.	X – carry-over from past years		

No.	Work Program Item Description	Status		
		Underway	Complete	Not Started/Delayed
9.	Review of Historical Aspects of the Yost Estate Property – Poërtner Park. Assess buildings and structures on site to determine what can be preserved or salvaged. Begin neighborhood planning process.			X – carry-over from 2022 \$50,000 has been budgeted to begin planning process.
10.	Continue the Student Route 66 Taskforce through Spring 2023, in addition to other forms of youth engagement.	X – ongoing from 2022 Tonight will be Nolan Myers' final meeting as Student Liaison to the Historic Preservation Commission. City Council will be reviewing the recommended changes to the composition of the Historic Preservation Commission at its September Work Session.		
11.	Explore Partnership Opportunities with the Westland Acres Community to Celebrate its One Hundred (100) Year Anniversary.	This item is on the agenda for discussion tonight.		X – carry-over from 2022
12.	Historic survey of properties for years 2023 through 2025.	Michael Allen has started this project. The Department expects to present a more substantial update to the Commission at its next meeting in September.		X – New item for 2023.
13.	Memorial plaque for Madison Valley (formerly Old Slave Road).	This item is on tonight's agenda for discussion. A Public Information Meeting was held for the historic marker on Monday, August 21, 2023.		X – New item for 2023.
14.	Continue partnership with St. Albans Properties to potentially preserve and restore the J.P. Connell House.			X – New item for 2023.

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.