



City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

Pleasant Ridge Historical Commission
Wednesday, September 7, 2016

Members of the Historical Commission and Residents: This shall serve as your official notification of the Regular Historical Commission Meeting to be held on Wednesday, September 7, 2016, at 7:00 p.m., at the **Pleasant Ridge Community Center, 4 Ridge Road, Pleasant Ridge, Michigan 48069**. The following items are on the Agenda for your consideration:

HISTORICAL COMMISSION MEETING – 7:00 P.M.

1. Meeting Called to Order.
2. Roll Call.
3. Consideration of the following minutes:
 - Regular Meeting Minutes held Wednesday, June 1, 2016.
4. PUBLIC COMMENTS – Items not on the Agenda.
5. Consideration of the Treasurer’s Report.
6. Consideration of the Historical Commission updates:
 - a. Home and Garden Tour.
7. Consideration of the City Commission Liaison Report.
8. Other Business.
9. Adjournment.

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the City at least seventy-two (72) hours in advance of the meeting, if requesting accommodations.

Pleasant Ridge Historical Commission

Meeting Minutes

Wednesday, June 1, 2016

1. Meeting was called to order 7:02 pm by Don Hoefler, Chair.
2. In attendance: Cathie Gillis, Jessica Herzig, Don Hoefler, Sandy Johnstone, James Koeppen, Douglas Mooney, Conrad Stack and John Wright. Also in attendance: Darren Humphrey and Carole Zupan. Missing: John Horvat.
3. Consideration of May 4, 2016 meeting minutes: Motion to approve by James Koeppen, second by Jessica Herzig. All in favor.
4. Public Comments – Items not on the Agenda: N/A
5. Treasurer’s report for May 2016 by Don Hoefler: Revenues: \$620.00; Expenditures: \$400.00; Ending balance: \$8,210.96. Motion to approve by Conrad Stack, second by John Wright. All in favor.
6. Consideration of the Historical Commission updates:
 - a. Home and Garden Tour
 - i. June 4, 2016 will be the date for the Pleasant Ridge Home and Garden Tour. Below is the list of homes and gardens on the tour along with the Home Captain assigned. The Home Captain is responsible for obtaining and ensuring enough docents are scheduled.
 1. 37 Oxford - Home & Garden – James Koeppen
 2. 21 Kenberton - Home & Garden (After renovations) – John Wright
 3. 92 Oakdale - Home & Garden – Conrad Stack
 4. 17 Oakland Park – Garden - John Horvat
 5. 7 Oakland Park – Home (Before/during renovations) - Jessica Herzig
 6. 2 Kensington – Garden – Douglas Mooney
 7. 5 Kensington - Home & Garden – Cathie Gillis
 8. 57 Maywood - Home & Garden – Sandy Johnstone
 - ii. Jessica Herzig will re-post on PR/PR Facebook and list the homes/gardens for this year’s tour to drum up sales. (Check with Ann Perry to have her keep post at the top of the PR PR site.)
 - iii. Jessica will handle all media for the tour. Articles or mention in Friends of Ferndale, Woodward Talk, OC115, Metro Times, Detroit News, Detroit Free Press and Daily Tribune.
 - iv. Restrooms will be open to the public use at City Hall in addition to 4 Ridge.
 - v. Garden Club will provide water bottles at the two garden only homes.
 - vi. Afterglow party will be held at James Koeppen and Don Hoefler’s home, 12 Oxford Blvd.
 - vii. Food will be catered by Carole Zupan and George Fischer. Peggy Rubino and Eddie Ho will provide desserts.
 - viii. Conrad Stack will obtain 3 serving tables and 2-4 high top tables from 4 Ridge for the Afterglow.
 - ix. James Koeppen will coordinate frames with State of the Art Framing.
 - x. Sandy Johnstone will coordinate stones.

- x. John Wright and Sandy Johnstone will do the write ups on each property.
 - xii. Scott Pietrzak will take the pictures, put the tour book content together and coordinate with the printers.
 - xiii. Jessica Herzig, James Koeppen and Don Hoefler will edit the tour book.
 - xiv. Cathie Gillis will coordinate putting 2 big signs out, signs in front of the homes on tour and a small tent for ticket sales.
 - xv. Don Hoefler, John Horvat and Darren Humphrey will coordinate ticket sales and pickup at City Hall the day of the home tour from 9:30 am – 2:30 pm.
 - 1. Scott Pietrzak or Darren Humphrey will make sure there are tables, cash box and two iPads for ticket scanning.
 - xvi. Ticket prices: \$20.00 the day of the tour, \$15.00 in advance and \$10.00 for docents.
 - xvii. No food truck will be coordinated this year.
- b. Historical Museum Staffing
- i. Third Saturday of the month from 10:00 am – 12:00 pm.
 - 1. June 18, 2016: James Koeppen
 - 2. July 16, 2016 – Closed
 - 3. August 20, 2016 – Closed
 - 4. September 17, 2016 – Conrad Stack (Need to confirm)
 - ii. After the Home & Garden Tour, make sure we have responded to all that have requested home files. WiFi should be working now in museum. The property database is available on a CD for Historical Commissioners to send home files. We will also see if we can put these files in the cloud or private network so we can access from home.
 - iii. General museum notes: \$10 donation to email home file. The person holding the museum key should bring it to our monthly meeting and give to the next person opening the museum. The Wednesday prior to the museum opening, have someone do a Facebook post notifying residents when it will be open.
- c. Speaker Series
- i. There are no confirmed speakers at this time. The following are ideas we have been tossing around:
 - ii. Don Hoefler and James Koeppen met with Dave and Sandra Smith on Oxford and obtained the remaining videos that aired on the cities government channel. They brought up the subject of the Smith's doing a speaker series and they are thinking it over. Don Hoefler will contact Scott Pietrzak who has the rest of the videos which we believe may have been digitized.
 - iii. James Koeppen will reach out to Dan Austin who wrote "Forgotten Landmarks of Detroit" or Gregory C. Piazza who wrote "A History of Detroit Palmer Woods" to see if they have interest.

- iv. There is a strong interest by residents to learn how to research their homes. We discussed doing a field trip to learn ourselves. We would include information on how to research your home through the Burton Historical Collection at the Detroit Public Library and Oakland County records in Pontiac.
 - v. Andrew Mutch writes a blog about southeastern Michigan Sears kit homes. Specific to Pleasant Ridge, he has confirmed two homes are Sears's kit homes. One on Kensington and one on Devonshire. Andrew will be doing a speaker series in Huntington Woods and is willing to also do something in Pleasant Ridge.
7. Consideration of the City Commission Liaison Report by Darren Humphrey:
- a. City awarded \$100k grant for Gainsboro Park. Work should be completed in 2016.
 - b. The Pleasant Ridge Foundation raised \$55k at the auction this year.
8. Other Business:
- a. Computer issues with the city owned laptop for Pleasant Ridge Historical Commission use. Can't log on and e-mail files to residences. Wi-Fi has been reported as fixed, but other issues may remain.
 - b. Don Hoefler will coordinate a full re-vamp of the Historical Commission website with Scott Pietrzak.
 - c. Need an e-mail set up – Historical@PR.org. This will require more discussion after the tour.
 - d. Ferndale Friends magazine wants to do an article about Pleasant Ridge and its history.
9. Adjournment at 7:46 pm. Motion by Cathie Gillis, second by James Koeppen. All in favor.



City of Pleasant Ridge
23925 Woodward Avenue
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From: Amy M. Drealan, City Clerk
To: Jim Breuckman, City Manager
Date: September 2, 2016
Re: Historical Commission Treasurer's Report

Below is the June – August 2016 Historical Commission Treasurer's Report. Here is the detail for the revenues and expenses listed:

Beginning Balance	\$ 8,210.96
Revenues	
Sales	\$ 7,630.54
Home and Garden Tour Tickets	
Interest Income	\$ 13.13
through June 30	
Expenditures	
Operating Supplies	\$ (2,729.95)
Home and Garden Tour Supplies/afterglow	
Sales Tax Expense	\$ (13.70)
Annual Return	
Administrative Service Charges	\$ (102.08)
through June 30	
Ending Balance	\$13,008.90

Please feel free to contact me should you wish to discuss this matter further.