

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

Pleasant Ridge Historical Commission
Wednesday, October 2, 2019

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, October 2, 2019, at 7:00 p.m., at the **Pleasant Ridge City Hall, in the City Commission Conference Room, 23925 Woodward Avenue, 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. Minutes:
 - Regular Meeting Minutes held Wednesday, September 4, 2019.
4. PUBLIC COMMENTS – Items not on the Agenda.
5. Treasurer’s Report.
6. Historical Commission updates:
 - a. Election Day and Tree Lighting Staffing.
 - b. 2019 Home and Garden Tour Wrap Up.
 - c. Pleasant Ridge Then and Now Update.
 - d. Centennial Homes Presentation.
7. Exploration of Scholarship Awards.
8. City Commission Liaison Report.
9. Other Business.
10. 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 Minutes
September 4, 2019**

1. Meeting called to order- 7:05
2. Roll Call: In attendance: Jaclyn Huffman, Erik Krogol, John Wright, Samantha Chapman, Lauran Howard, Nick Kokotovich, Amber Herrick. City Clerk/Asst. City Manager Amy Drealan, Clerk Kirsten Emsley, City Commission Liaison Bret Scott. Absent; Lisa Wetzen, Don Daniels.
3. Minutes: Regular minutes for meeting held Wednesday June 5, 2019, Item 6e, articles for Then and Now book to be turned in by September 7th, not to printer on September 7th.
Motion to approve Nick Kokotovich, seconded Erik Krogol. Motion passes unanimously.
4. Public Comments-Items not on the Agenda. Water/Building Clerk Kirsten Emsley introduced to Historical Commission. Clerk Emsley will be Administration Liaison to Historical Commission.
5. Treasurer's Report. City Clerk Drealan reports ending balance of \$ 7,030.23. Treasurer's Report attached. Motion to approve Treasurer's report: Jaclyn Huffman, seconded Amber Herrick. Motion passes unanimously.
6. Historical Commission updates:
 - a. 2019 Home and Garden Tour.
 - i. Signage. Exciting new 4' by 8' banner to replace old wooden sign presented to Commission. Banner will be displayed in Greenbelt and at special events. Banner To be erected by Brilar. Regular yard signs to be installed by Erik Krogol and John Wright. Balloons will not be used this year.
Motion to purchase 20 additional yard signs, expensed up to \$300, made by Nick Kokotovich seconded by Erik Krogol passes unanimously.
John Wright to check on two large wooden signs from prior tours and their placement.

Name badges for homeowners and docents to be created and printed by Bret Scott.

Home and Garden Tour books...Motion by Jaclyn Huffman, seconded by John Wright to order 400 books. Motion passes unanimously.

- ii. Docents. Approx. 20 more docents are needed. Lauran Howard to reach out to PR Garden Club members. House Captains requested to advise Lauran Howard number of docents attending afterglow three days out.

House Captain Meeting at Community Center at 9:00 am morning of Home Tour.

House Captains to bring two bootie baskets to their homes plus chairs if needed.

- iii. Homeowner gifts. Same vendor as last year. John Wright to pick up and bring to Afterglow.

- iv. Afterglow. Planning for 100 people. Historic Commission members to help tear down after party. Food and Beverages are ordered.

- v. Other. Wristbands will be traded for tickets at Community Center. Tent will be provided, Erik and Amber staffing with Shawnie at counter inside to process charge sales Jaclyn has contacted media about the Home and Garden Tour.

b. Museum Items.

i. Staffing.

September. Not Open

October 19th Jaclyn Huffman

November 16th Samantha Chapman

December To be Determined

c. Then and Now Update.

Chairman Howard gave a chapter report

Next meeting September 5, 2019

d. Centennial Celebration update.

Event is at Gainsboro Park Sunday Sept. 7th. Members to staff a table to sell centennial

Tiles and talk about Home and Garden Tour and reach out for docents.

e. Pewabic Tiles/Centennial Tiles.

Centennial tiles are in, seeking names of prepaid tile buyers to save tiles for purchasers

Also need names of successful tile purchasers from Foundation auction

7. City Commission Liaison Report.

Commission Liaison Bret Scott has nothing to report.

Asst. City Manager Amy Drealan reported that street construction will continue until

November including pavement replacement sections on city streets

8. Other Business.

Future education facilities in Ferndale were discussed including possible future of

Roosevelt School.

Commissioners were reminded to pick up booties and chairs for home Tour at 9:00 am

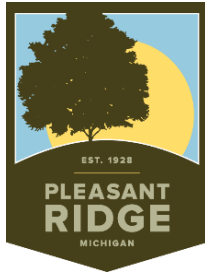
From 4 Ridge on day of tour.

9. Adjournment.

Meeting adjourned - 9:08 pm

Respectfully submitted,

John Wright Recording Secretary



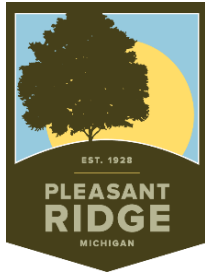
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From: Amy M. Drealan, City Clerk
To: Jim Breuckman, City Manager
Date: September 30, 2019
Re: Historical Commission Treasurer's Report

Below is the September 2019 Historical Commission Treasurer's Report. Here is the detail for the revenues and expenses listed:

Beginning Balance		\$ 7,030.23
	<u>Revenues</u>	
Sales		
	Pewabic Tiles	\$ 1,750.00
Admission Fees		
	Home and Garden Tour Ticket Sales	\$ 6,494.00
Interest		
	Interest Income August	\$ 1.59
Contributions/Donation		
	Home Tour Guidebook Ads	\$ 250.00
	<u>Expenditures</u>	
Capital Outlay		
	Pewabic Pottery Tile Frames	\$ (375.00)
Ending Balance		\$ 15,150.82

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



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From: Amy M. Drealan, City Clerk/Assistant City Manager
To: Jim Breuckman, City Manager
Date: September 30, 2019
Re: Historical Commission Scholarship Award Request

A Historical Commissioner, through Chairman Howard, requested the Historical Commission explore the possibility of using some of their fund balance to award academic scholarships.

I have placed this item on the October Historical Commission agenda for them to discuss further. If this ends up being something they would like to explore further, I am recommending a review and opinion by the City Attorney, paid for by the Historical Commission, as to the appropriateness of this request. Since the Historical Commission is not a separate entity from the City and/or a 501(c)3, any scholarship money would be coming from the City of Pleasant Ridge budget. If this is a permitted use of public dollars, a budget amendment approved by the City Commission will also be required.

I have discussed this with the Chairman. She is aware that a motion should be made to allocate funds for the City Attorney to begin the review and opinion process if they would like to go forward.

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