



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

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**Pleasant Ridge Historical Commission  
Wednesday, September 7, 2022**

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, 2022, 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. Minutes:
  - a. Regular Meeting Minutes held Wednesday, June 1, 2022.
4. PUBLIC COMMENTS – Items not on the Agenda.
5. Treasurer’s Report.
6. Historical Commission updates:
  - a. Pewabic Tile Sales.
  - b. Museum Maintenance.
  - c. DIA Inside/Out application/award.
  - d. DVD transfer listing.
7. Pleasant Ridge Then and Now II graphic design and printing expenses.
8. 2023 Home and Garden Tour.
9. Home and Garden Tour booklet advertising agreement.
10. Discussion regarding the Historical Commission’s organizational meeting.
11. City Commission Liaison Report.
12. Other Business.
13. 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, 2022

Pleasant Ridge City Hall, City Commission Chambers

23925 Woodward Ave, Pleasant Ridge, MI 48069

1. Meeting was called to order at 7:10 pm by Chairman, Lauran Howard.
2. Members in attendance: Lauran Howard, Jaclyn Huffman, Colleen McKenna, Rosemary Spatafora, Nick Ziems, Lisa Wetzen, Don Daniels, Amber Herrick, Nick Kokotovich, City Representative Kersten Emsley, Attending via Zoom: Liaison Katy Schmier
3. Approval of May 4, 2022 Meeting Minutes – Motion by: Lisa Wetzen, Second: Colleen McKenna, Motion passed unanimously.
4. PUBLIC COMMENTS – N/A
5. Treasurer’s Report – Don Daniels  
 Motion to approve the May 2022 Treasurer’s report. Motion by: Don Daniels, Second: Lisa Wetzen, Motion passed unanimously.  
 Notes: Don asks that we send him a copy of invoices submitted for payment and contracts to keep on record. Galloway & Collens invoice paid as an addendum to the revenues @ \$250. Don shared a spreadsheet with the commission to show the Pewabic tiles sold.
6. Historical Commission Updates:
  - a. Pewabic Tile Sales: Rosemary sold the first round during the museum opening on 5/21. Lauran’s neighbor bought 3 of each color, plus an additional sale at city hall. 10 total sold. Nick K suggested shipping out tiles, discussion to wait until tiles have been available a bit longer until others still within the city have a chance to buy. Events in the future to sell: continue to sell at city hall, primary election August 2, post a picture/poster for rec center.
  - b. Museum Maintenance: Lauran purchased new doormat for the museum made of natural materials (from Target). Cleaning person hired for city hall and can also clean the museum for \$50 per visit. Commission has decided to defer on cleaning person for time being. Moulding around the Police Booth Museum is coming loose and the louvers around the window. Lauran had requested someone to take a look and he hasn’t stopped by yet.
  - c. Then and Now update: Bret has a flash drive of the 2<sup>nd</sup> 10 chapters so we’ll be able to review the rest of the books. First 10 chapters have been reviewed by an English teacher and was edited a ton. Lauran reached out to Kathleen Campbell regarding her photo work for the book. She has a lot of experience and Lauran brought some demos of her work for us to review. She has worked with a group to create the display boxes we discussed last meeting. Aiming for September release date of book. Nick working on getting the pictures to Kathleen, with captions.
  - d. 2022 Home and Garden Tour (September 17): Only two gardens confirmed to this date. Motion to change the tour timeline to every other year on odd years. Motion by: Colleen McKenna, Second by Rosemary Spatafora, Motion fails: 6 to 3.

Discussion: Fear that automatically moving to every other year the even will fall off people's radars. Too soon to make a call for future commissions to fix at every other year at this time. Regardless, it will always be difficult to find homes to volunteer ever year. Homes are the historic part, why the historical commission is part of the event.

Motion to cancel Garden Tour the garden tour, scheduled for September 17, 2022 due to lack of participants. Motion by: Colleen McKenna, Second by: Amber Herrick, Motion passes unanimously.

Discussion: Discuss the plans for 2023 during our next meeting in September.

7. City Commission Liaison Report

Notes: Marijuana retail on Woodward update – proposed site is next to the Hertz building on Woodward. 1,800 square feet with 26 parking spaces (tearing down part of the building to allow for parking). No decision has been made as of yet. Commission will have another workshop prior to next meeting to address questions and concerns of the proposal. Sky Mint is the business name, they have a current location in Hazel Park.

8. Other Business

Notes: Nick Z has been researching into DIA Inside Out, bringing back into PR. Current year runs May through October. Deadline for 2023 application is July 25. Needs for application: on-site contact; maximum of 10 pieces of artwork per city (artwork is high quality replication), community events during installation.

Motion to have Nick Z submit the application for the DIA Inside Out on behalf of Pleasant Ridge Historical Commission and to coordinate any necessary workshops prior to the July 25<sup>th</sup> application deadline, pending final approval by the city manager. Motion by: Colleen McKenna, Second by: Rosemary Spatafora. Motion passes unanimously.

9. Adjournment

Meeting adjourned at 8:41 pm. Motion by: Colleen McKenna, Second: Lisa Wetzen, Motion passes unanimously.

Respectfully submitted by Jaclyn Huffman, Recording Secretary 6/2/2022



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

From: Amy M. Allison, City Clerk  
 To: Jim Breuckman, City Manager  
 Date: September 6, 2022  
 Re: Historical Commission Treasurer's Report

Below is the June - August 2022 Historical Commission Treasurer's Report. Here is the detail for the revenues and expenses listed:

<b>Beginning Balance</b>		<b>\$ 13,308.21</b>
	<b>Revenues</b>	
Sales		
	Pewabic Tile Sales	\$ 657.50
Interest		
	March - June 2022	\$ 2.27
Contributions		
	2021 Home & Garden Tour Ad-Galloway & Collens	\$ 250.00
	2021 Home & Garden Tour Ad-Pam Omiatek	\$ 250.00
	<b>Expenditures</b>	
Operating Supplies		
	Reimbursement-L. Howard-Video Transfers	\$ (30.00)
Service Charges		
	March - June 2022-Bank Service Charges	\$ (20.88)
Building Maintenance		
	Best Choice Services-Museum Cleaning	\$ (50.00)
<b>Ending Balance</b>		<b>\$ 14,367.10</b>

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

Re: PR made the cut for DIA Inside Out 2023

Lauran Howard [redacted]

Wed 8/24/2022 8:50 PM

To: Nicholas Ziems [redacted]

Very e citing Nick. I will ask Amy, by way of the cc to put this on our agenda. I know you won t be there but we can see who else will work with you.

Lauran

On Aug 24, 2022, at 7:24 PM, Nicholas Ziems [redacted] wrote:

I received this email today from the DIA. We will be participating in the 2023 Inside Out! I've also forwarded you my resolve email and CCd you.

Nicholas Ziems

Begin forwarded message:

**From:** Sharon Harrell [redacted] >  
**Date:** August 24, 2022 at 5:21:16 PM EDT  
**To:** citymanager@cityofpleasantrydge.org, [redacted]  
**Subject:** DIA Inside Out 2023

Hi James, Nicholas,

Congratulations ! Pleasant Ridge has been accepted to participate in the DIA's 2023 season of Inside|Out installations, which will run from approx May to October Thank you for your patience during our submission and review process. Your city has been approved to receive 6 to 10 reproductions, depending on site selections

Outlined here are the next steps of the process.

1. **Confirmation of Participation**

Please reply to this email to confirm that you will participate in the 2023 Inside|Out program and that you will be the main point of contact. If another person is more suitable as the community partner lead, please put us in touch asap.

2. **Virtual Orientation**

A virtual orientation will be hosted by the DIA on Tuesday, September 13th via Microsoft Teams. The purpose of this meeting is to explain the Inside|Out process, answer your questions, and to help you make informed decisions

about prospective installation sites. A meeting link will be sent prior to the orientation, but please hold time.

**3 Site Visit**

We will need to schedule a site visit. **Please include proposed dates** and times that you can be available to accompany me on a site visit beginning September 19th. The purpose of this visit will be to identify outdoor locations for installing DIA reproductions. These sites can be either wall mounted or free standing; we find that a mixture of both makes the most successful exhibition. The visit will take a couple of hours and will require making in person visits to each potential site location, which I will document with photographs. The weather will be changing soon, so the sooner we can get you scheduled the better.

I am excited to get to know you and begin this process!

Best regards,

Sharon Harrell  
Community Engagement Manager  
Office of Public Affairs & Engagement  
Detroit Institute of Art

[Redacted] 48202  
[Redacted]  
[Redacted]

INSIDE PLEASANTRIDGE CABLE SHOW DVD'S

1991

1. January Brad Wilson and Joe Merucci (DPW and city manager)
2. February Vicky Fudurich and Sheryl Baker (I-696 liaison and city commissioner)
3. April Barry Murphy and Edie Ho (Foundation Trustees)
4. May Jeff Sherbow, Scott VanMeter, and Vicky Fudurich (Mayor, recreation director and I696 liaison)
5. July Scott VanMeter, Brad Wilson (recreation director and DPW director)
6. August Jeff Sherbow, Chief Vanderyk and Ferndale Fire Chief (Mayor, chief of police and Ferndale fire)
7. September, Dan Murray, Joe Merucci, Recycling program (city inspector, city manager and recycling program)
8. November, no title

1992

1. February, no title
2. March Rick Vanderyk, Davis Gloff and Thad Gutowski (chief of police, classical music specialist and owner of Falcon Golf)
3. April PR Foundation Ferndale Youth Assistance
4. August B Flat
5. September Dolly Lewis, John Wilk and Joanne McIntyre (Women's Club, funeral homeowner and Principal of Roosevelt School)
6. October Sherry Ball, Shelley Yarville and Rob Ginther (city manager, OLHSA and Midnight Riders Drum and Fyfe)
7. November Joe Merucci and Frank Gianino, bonfire, and hayride
8. December no heading
9. May auction
10. March Ralph Castelli, Deborah Schutt Doug McElroy Mary Dean Campsie Mayor, Woodward Avenue Action Committee and Historical Commissioners)
11. No date Tom Boyd yesteryear, PR

MDOT TV coverage opening I696

1995

Recycling SOCCRA and Dick Riehm, former resident, and author of PRTN I



QUOTE

48080  
[Redacted]  
[Redacted]

chmgraphics.com

Company: Pleasant Ridge Historical Commission Date: July 14, 2022

Attention: Lauran Howard

Project: Pleasant Ridge Then and Now Book

Price in effect for 30 days.

Composition - \$5,200.00 Based on 120 pages plus Cover  
 Copy and images provided by Pleasant Ridge includes initial design and first alterations  
 Additional Alterations are billed at \$100.00 per hour

Printing Specifications:  
 Finished size 11 x 8.5. Perfect Bound. Soft Cover  
 80# White Silk Text, 12 pt. White Cover with Silk Lamination  
 Includes one printed proof of book

10 Books Printing Only (120 Pages plus Cover) = \$975.00  
 50 Books Printing Only (120 Pages plus Cover) = \$2,275.00  
 100 Books Printing Only (120 Pages plus Cover) = \$4,180.00  
 250 Books Printing Only (120 Pages plus Cover) = \$9,650.00

*Michelle*



Pleasant Ridge Historical Commission Advertising Form & Contract

Name of Business \_\_\_\_\_

Mailing Address \_\_\_\_\_

Name of Contact \_\_\_\_\_ Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

At completion of event, I would like a copy of the booklet: Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please select: Digital copy \_\_\_\_\_ (1) Hard copy \_\_\_\_\_

Select Ad Size:

Full page (\$xxx) \_\_\_\_\_ Half Page (\$xxx) \_\_\_\_\_ Business Card (\$xxx) \_\_\_\_\_

Placement requests (Will be considered but not guaranteed. First come, first served.):

\_\_\_\_\_

Ad dimensions are as follows: Full page xxxxx, Half page xxxxx, business card OR 1/3 page xxxxx.

Booklet is in full color, we can accept color or black and white ads.

All creative must be in one of the following formats: pdf, jpeg, ... and submitted to PR historical email address.

Creative is due by <insert date>. The historical commission will not build creative for you. You may opt to use a previous year’s creative (if applicable, please note above in placement requests). If no creative is received by this date, your ad placement will not run, and payment returned less 10-25% (?) can we say this? Have some kind of penalty fee? – I think we’ll have to vote on terms in future meeting.

Payment terms: Upon receipt of signed contract, you will receive a countersigned version of the contract and an invoice from the City of Pleasant Ridge. Payment is due based on the invoice terms. Your ad will not run without signed contract and payment in full.

Your advertisement will appear in the booklet for the 2023 Home and Garden Tour, presented by the Pleasant Ridge Historical Commission. All attendees of the tour receive a copy of their choosing, physical copy or digital. This event is not affiliated with the Pleasant Ridge Foundation and is a separate entity.

I have read and agree to all the above terms and conditions. Please sign and return to xxx by <due date>.

X

\_\_\_\_\_  
Advertiser  
Sign and date

X

\_\_\_\_\_  
PR Historical Ad Chair  
Sign and date