City of Grand Haven
Historic Conservation District Commission
Meeting Minutes
Thursday, January 18, 2018

The regular meeting of the Grand Haven Historic Conservation District Commission was called to order at 5:05 p.m., Thursday, January 18, 2018 by Chairperson Marsha Peterson in the Council Chambers of Grand Haven City Hall, 519 Washington Avenue, Grand Haven, MI 49417.

Members present: Bonnie Cowles, Cynthia Crane, Todd Crum, Marsha Peterson, Colleen Skendzel, Meredith Slover (Member and Tri-Cities Museum Advisory Member), Vacancy.

Others who may be present: Mary Angel, Administrative Liaison; John Martin, Loutit District Library Director, and Jane Stoepker, Grand Haven resident (HCDC applicant).

1. Approval of the November 16, 2017 Minutes.
Moved by Cynthia Crane, seconded by Meredith Slover to approve the November 16, 2017 Historic Conservation District Commission Minutes. This motion carried unanimously.

2. Lighthouse Conservancy and Save the Catwalk Committee.
A status report was given by Cynthia Crane. The Corps of Engineers has been following the high water levels of Lake Michigan, which could delay the Catwalk installation. The Lighthouse Conservancy is currently working on a cookbook.

3. Cemetery Brochure Update.
An update was given by Marsha Peterson and Colleen Skendzel. The first phase is complete as photos of the graves have been put on a disk. The disk will be given to Abbei Monroe at the Tri-Cities Historical Museum who will help us with the brochure layout.

4. 2017 Reflection and 2018 Goals of the HCDC.
Chairperson Marsha Peterson asked each committee member highlight some accomplishments in 2017 and goals of 2018 for the Historic Conservation District Commission. These items were discussed and are listed below (not in any ranking order).

Accomplishments in 2017
- Cemetery Walking Tour Brochure (nearing completion)
- Preservation of Coal Tipple – follow-up, support and tracking of inspection and analysis on test areas that multi-purpose epoxy product was used through communications with City Administration/Council and reports provided by Abonmarche
- Continued active board participation and increased awareness to other boards and Council of the role of the Historic Conservation District Commission
- Preservation Work Shops with Guest Speaker Ron Campbell
- Local Landmark Application was revised

Historic Conservation District Commission Goals for 2018
- Additional (personalized) Preservation Work Shops including residential “how to/resources” for homeowners
- Local Landmark Designations: Send correspondence to already established local landmark homeowners with an offer to receive local landmark designation plaque. How to get additional homes interested?
- Completion of the Cemetery Walking Tour and continued creation of Historic Walking Tours for districts not yet taken up: East End, Highland Park, Southwest
- Preservation of Coal Tipple – Continued follow-up, support and tracking of progress through communications with City Administration/Council and reports provided by Abonmarche
• Reach out to volunteers annually who take a role in current preservation projects affiliated with the HCDC, i.e.; headstone project, etc. with a written thank you and/or a press release
• Keeping current with projects in historic districts and keeping up to date with what goes before the Planning Commission
• Lake Forest Cemetery Historical Headstone Project (motion included in minutes, see below)

The historical headstone project 2018 Goal, was considered for a motion.

Moved by Board Member Cynthia Crane, seconded by Board Member Todd Crum that the City of Grand Haven's Historical Conservation District Commission, in conjunction with the Tri-Cities Historical Museum (pending board approval), and the Loutit District Library (pending board approval), approach the Lake Forest Cemetery Board in regards to offering assistance in maintaining and preserving the historical headstones at the Lake Forest Cemetery. This motion carried unanimously.

5. Other Business Not on the Agenda.
On January 27, 2018 a fundraising event for The Reimagine Station will be held at the Grand Haven Eagles. There will be children’s events, a silent and live auction with beer and wine tasting. The fundraising goal is $500,000.

Please save the date of Thursday, April 26, 2018 for the 2018 Boards and Commissions reception dinner.

Our next meeting is Thursday, February 15, 2018 at 5:00 p.m.

6. Adjournment at 5:58 p.m.

Respectfully submitted,
Colleen Skendzel, Secretary