CITY OF GRAND HAVEN
HISTORIC CONSERVATION DISTRICT COMMISSION
MEETING MINUTES
THURSDAY, JULY 19, 2018

The regular meeting of the Grand Haven Historic Conservation Commission was called to order at 5:02 p.m., Thursday, July 19, 2018 by Chairperson Marsha Peterson at Grand Haven City Hall Conference Room, 519 Washington Avenue, Grand Haven, Michigan, 49417.

Marsha introduced and welcomed new committee member, Liza Dora.

Members present: Bonnie Cowles, Cynthia Crane, Todd Crum, Liza Dora, Marsha Peterson, Colleen Skendzel, and Jane Stoepker.

Others present: Mary Angel, Administrative Liaison; Ryan Bond, Mainstreet DDA AmeriCorps VISTA Member; John Martin, Loutit District Library Director; Meredith Slover, Tri-Cities Museum Advisory Member.

Special Guest present: Kirsten Runschke, architektura PLC.

   The ‘Vision Planning’ design layouts of the 3,600 sq. ft. depot building were handed out to committee members. The discussion centered on interior/exterior of depot and what should be included in the anchor and open spaces. Kirsten noted that they are looking for mixed concepts of businesses to occupy the spaces. Examples given included a coffee shop, donut shop, ice cream store, brew ale business, and/or kiosks.

   Our committee’s main concern is with the depot’s exterior design, specifically maintaining a design that fits with its historic character (keeping the arched windows and doors, possibly adding wainscoting, etc.). Kirsten will bring these suggestions to city council and keep us updated.

2. Approval of the June 21, 2018 Meeting Minutes.
   Moved by Cynthia Crane, seconded by Bonnie Cowles to approve the June 21, 2018 Historic Conservation District Commission minutes. This motion carried unanimously.

   Update by Colleen Skendzel and Meredith Slover (Tri-Cities Museum Advisory Member).
   The rack card proof will be finalized with grave locations and two to three photos. Colleen will coordinate with Abbei Monroe (Tri-Cities Museum) on this. Meredith will ask Abbei get a quote from VistaPrint for rack card and brochure printing.

   Budget requests will be put on our January 2019 meeting agenda for the 2020/2021 FY Budget. Funds may be needed to purchase additional landmark plaques or walking tour rack card/brochures. In accordance with the City’s purchasing policy, any purchase in them amount over $1,000 requires a purchase order; council approval is needed for purchases in the amount
of $5,000 and over. The City’s fiscal year budget is from July 1–June 30. Purchases of any amount must go through the administrative liaison for approval prior to purchases being made.

5. **Verification of Local Landmark Plaque Installations since May, 2018.**
   Todd Crum and Ryan Bond (Mainstreet DDA-AmeriCorps VISTA member) will follow-up and verify if plaques are installed on homes. Ryan will then contact the owners who have not posted their plaques.
   - *Barb and Karl Rowe*, 215 S. Fourth Street (The Ball Home)
   - *Betty Anderson*, 420 Clinton Avenue (The Bottle Home)
   - *St. John’s Episcopal Church*, 524 Washington Avenue
   - *Kurt and Wendy Knoth*, 514 Lafayette Street (The Ferry Home)

6. **Tri-Cities Museum Advisory Member Update.**
   *Report by Meredith Slover.*
   The Tri-Cities Museum has scheduled two Ice Cream Socials: July 19, 2018 at the DeWitt Schoolhouse and August 16, 2018 at the 1223 Train, Chinook Pier Park; both are from 6:00 p.m. to 8:00 p.m.

   Meredith reminded everyone to vote on Tuesday, August 7, 2018 and noted that there is a six-year millage renewal for the museum on the ballot.

7. **Loutit District Library Events Update.**
   *Report by John Martin, Loutit District Library Director.*
   The Migrant Quilt Project will be on display at the library from August 1–September 6, 2018. Materials used in these quilts were collected at the migrant sites in Tucson, Arizona. These quilts symbolize the migrants who died in the Arizona desert while trying to create better lives for their children and families.

   On August 7, 2018 the ‘Historic Tavern Tour’ will be held, in conjunction with the Tri-Cities Museum, from 7:00 p.m. to 9:00 p.m.

   The ‘Wicked Robinson Township Cemetery Tour’ will be held on August 30, 2018 from 6:00 p.m. to 7:30 p.m.

8. **Other Business not on the Agenda.**
   Ryan Bond (Mainstreet DDA-AmeriCorps Vista Member) is still checking the CSX website for grant information for the Coal Tipple. In addition, he is checking information about donations for railroad structures.

9. **Adjournment at 6:08 p.m.** The next meeting is Thursday, August 16, 2018.

Respectfully submitted,
Colleen Skendzel, Secretary