

HISTORICAL COMMISSION REGULAR MEETING

Minutes

July 22, 2026

1. Meeting was called to order at 7:03pm
2. Roll call: Laura Myers, Kevin Parkins, Jill Keller, Kevin Russom, Danielle Mahoney, Peggy Castine, Lena Stewart, David Murphy. and Rudy Wengorovius
3. Approval of agenda: Kevin Parkins approved, Laura Myers seconded; all ayes
4. Public Comment: none
5. Approval of Minutes – regular meeting of June 24, 2026: Kevin Parkins approved, Laura Myers seconded; all ayes
6. Financial Report: n/a
7. Warner Mansion Activities:
 - a. Cleanup day at the mansion - will be July 27, 6:00pm. Laura will attend to give guidance on items for storage vs. disposal. A few HC members will be present to help.
8. New Business: n/a
9. Old Business:
 - a. Founders Festival Kickoff: Warner Mansion – Recap of event:
 - i. Open discussion and agreement that the event went as planned and was a success. Team is looking to build upon this for next year.
 - ii. We discussed planning for next year and ran through
 1. Promotion – flyers, social media, farmers market booth pall positive; discussed expanding to include sponsors (had offers)
 2. Food and Beverage – we planned for 200 and ran out; plan for 300 next year.
 3. Entertainment, Equipment – layout, tent size, chairs; tables OK
 4. Expenses – will summarize for this year and estimate for next year considering higher attendance.
 - b. Historic District Survey: some more progress with pages, Peggy now has site access and willingness to help. Lena offered input as well. Rudy to set working meeting for he and Peggy, invite Kevin R and Lena. Define specific items where help needed, and then Rudy to request meeting with Matt Malone. Targeting Aug.
 - c. Downtown Historic Plaques: 1st plaque ordered – check approved today and sent to vendor. Approx 4 weeks to receive plaque. (Kevin R)
 - i. New Business topic- build listing of sites that would have plaques, estimate total cost and discuss funding proposal (HC or with site owner contribution).
10. Correspondence and communications: none

11. Commission Comments:

- a. Lena has mentioned connection to a Historical Commission member of Redford (Ashley) and asked for interest in including her in one of our meetings – sharing best practices. All were in favor.
- b. Recap Monday city council special meeting from July 22 – Mansion Renovations.
 - i. Q&A session, it is confirmed HC had agreed to design concept in March and city is proceeding in that direction, however, based on community feedback the City has approved funding to investigate an ivy wall to shield the addition from view.
- c. By-laws: HC will review and update by-laws to include new allowance of alternate members. Add as New Business topic

12. Adjournment at 8:18pm

Founders Festival Kickoff – July 15 - Event Planner *7-22-26 Recap*

7-22-26 Notes for 2027 planning:

- Layout, tent location, food table location - no change
- Tent, 16 tables, 120 chairs – no change
- Food - plan for 300
- Popsicles - had 150 - no change
- Water – 8 cases, had 3 extra. For 2027, 8 cases.
- Liquor License – start process sooner – January, February
- More decorations by Garden Status – several people were in that area
- Beer (2 kegs) - good.
- Wine – get 4-6 white; no Red
- Adjust time from 6-9 to 6:00 -8:00.
- Bins for Recycle and for returnable
- Ice - had 14; 3 extra – plan for 12
- A realtor offered to sponsor (Lena)
- Costs - approx. \$1500 in 2026; plan for approx. \$1600 in 2027

Item	Quantity 2026	Cost 2026	est Quantity 2027	est Cost 2027	who/ where?	note
Chips/ snacks	5 boxes, 204 snack bags	\$95	300 bags	\$143	Brandon/ Costco	increase
Capri Sun/ Juice boxes	3 boxes, 116 items	\$35	150	\$53	Brandon/ Costco	increase
Reynolds wrap	1	\$30	more	\$45	Brandon/ Costco	increase
red Cups	2 packs	\$21	3 packs	\$32	Brandon/ Costco	increase
Plates	1	\$18	more	\$27	Brandon/ Costco	increase
Napkin	1	\$12	more	\$18	Brandon/ Costco	increase
Coke/ diet coke, Sprite	3 cases, 35 packs - 105 cans	\$60	150 cans	\$90	Brandon/ Costco	increase
Hot Dogs	6 packs (about 200)	\$100	300	\$150	Brandon/ Costco	increase
Buns	13 packs	\$42	300	\$63	Brandon/ Costco	increase
Ketchup/ Mustard	1/ ea	\$15	1/ ea	\$15	Brandon/ Costco	had extra
Wine	6 white + 2 3L red	\$90	6 white	\$60	Brandon/ Costco	no red
Ice	14 big bags	\$84	11	\$66	Steve, Jill, Rudy - Busches	had three extra
Popsicles	150	\$0	150		Jill/ Busch's donation	same
Water	8 cases (192 bottles)	\$0	8 cases		Jill/ Busch's donation	had three extra
Porta Potty	2	\$300	2	\$300	Rudy/ Scottys Pottys	OK
Tents, Tables, Chairs	16 tables, 120 chairs	\$400		\$400	Laura	same
Yard Sign	6	\$85		\$90	Kevin R	same
banner	1	\$80		\$0	Kevin R	re-use?
		\$1,467		\$1,551		