

City of Portage – Historic District Commission
Wednesday, April 1, 2009 – 8:15 a.m.
Portage City Hall – Conference Room #2

Minutes

Call to Order: Meeting was called to order at 8:20 a.m. by Mark Reile.

Members Present: Tim Bunch, Michelle Dunlap, Jeanette Field, Kathy Fosmoe, Rose Mary Higginbottom, Ann Marie Kreuzer, Mark Reile and Susan Woerner.

Members Absent: Robert El Henicky, Amy Noonan, Youth Participant.

Guests Present: Mary Beth Block, Staff Liaison.

Approval of Minutes: Minutes of the March 4, 2009 meeting were approved by consensus.

Announcements: HDC Account Balance as of February 26, 2009 was \$1012.45.

Old Business:

1. Project Leader Reports:

Archives – No report.

Book Sales – The bar code project will move forward with 100 codes to be printed. An addendum updating information on the homes will be printed and included in each book before they are available for sale. Susan agreed to take a copy of the barcode to Barnes and Noble to ensure that it will scan accurately prior to any labels being printed.

Community Awareness – No Report

Newsletter – Susan presented a draft of Picket Fences. Mark suggested possibly recycling some articles from previous publications. Green building practices were suggested as one article. This publication will serve as the invitation to the 2009 Homeowners Gathering. A discussion regarding expanding the mailing list for the publication resulted in adding the chairs of the various Portage City Commissions, and checking to be sure other historic commissions in the area are current.

Oral Histories – No report.

Site Inspections – Mark reported the following:

#26 (2106 Forest). It appears the fascia board is wrapped in aluminum and the gables are trimmed out in white. There is evidence of used/discarded building materials on the property. Mary Beth will send a letter indicating the need to request an application for Certificate of Appropriateness.

2. 2009 Homeowner's Gathering / Historic Preservation Award – Rose Mary gave additional information regarding arrangements at the Beacon Club. There is no room charge, no minimum number of guests. Coffee, tea and soda will be available. Alcoholic beverage

service requires a Beacon Club membership. Final breakdown of charges and the menu will be clarified with Tom De Groot. There will be a suggested donation from the guest, a donation from the PHDC and one from the Beacon Club.

- Rose Mary will make follow-up reminder calls to the property owners.
 - Kathy Fosmoe will release the library reservation and contact Portage Cable Access for inclusion in the community calendar.
 - Jeanette will submit dates to the Portage and Kalamazoo Gazette.
3. 2009 Historic Preservation Award: Discussion on possible recipients included Larry Massie, Ted Vliek, The Vac Shop (not part of the district) and the Dan and Lisa Bogema residence. It was decided that the Bogemas were an excellent example of property owners who followed the process requested by the PHDC and completed significant improvements to their historic home. Past recipients included several local preservationists, a business owner, a founding member of the PHDC and a local historian. We decided this was a category that deserved recognition.
- Mark will contact the Bogemas to notify them of our decision and ask if they will be able to attend the event. Michelle will then interview them regarding their home and the project.
 - Mary Beth will contact Mayor Strazdas to see if he is available to make the presentation.
 - Tim will take photographs and deliver them to Frames and Things to match previous award framed work.
 - Mark will take the plaques for engraving.

New Business: None

Citizen Comments: None

Member Comments: None

Adjournment: Meeting adjourned at 9:30 a.m.

Respectfully submitted,
Jeanette S. Field

Next Meeting: May 6, 2009, 8:15 a.m. – City Hall Conference Room #2

Subsequent e-mail's after this meeting requesting Mayor Strazdas participation required the date of the homeowner's event be changed from Tuesday, May 12 to Thursday, May 14. Confirmed by all members with e-mail. Susan will phone Rose Mary and Anne Marie will phone Robert.