

**City of Portage – Historic District Commission**  
**Wednesday, June 1, 2011 @ 8:15 a.m.**  
**Portage City Hall – Conference Room #2**

**MINUTES**

**Present:** Mark Reile, Philip Ellison, Dorie Erhig, Christine Broberg, Tiffany Raynes, Erica Eklov

**Absent:** Michelle Carter, Katie vanLonkhuyzen, Rose Mary Higginbottom, Tyler Harper

**Approval of Minutes:** Regular meeting minutes of May 4, 2011 and Special meeting minutes of May 11, 2011 approved.

**Announcements:** HDC Account Balance as of May 23, 2011 was \$648.99, pending the transactions for the May 26 Homeowners Gathering.

Description	Credit	Debit	Balance
Beginning Balance as of July 1, 2010			\$613.95
Flowers Purchase (7/28/2010)		\$45.00	\$568.95
Book Sale	\$7.00		\$575.95
Multiple Book Sales	\$66.04		\$641.99
Book Sale	\$7.00		\$648.99
Engraving – Plaque		\$20.00	\$628.99
Donations / Event	\$55.00		\$683.99
Gathering Catering Expenses		0 (donated )	\$683.99
Gift for Speaker		\$50.00	633.99
Book Sale	\$7.00		\$640.99
Postage for Newsletter		\$35.02	
<b>Ending Balance</b>	<b>142.04</b>	<b>\$150.02</b>	<b>\$605.97</b>

**Old Business:**

1. Site Inspections and Modifications:
  - a) Update on 2106 Forest Drive: nothing to report
  - b) 1521 East Centre – follow up: no new developments
    - i) Erica discussed interim contact with owners.
    - ii) Mark discussed the information he provided to the homeowners regarding the barn
    - iii) Christine inquired about the age of the barn
    - ix) Mark mentioned he is trying to set a meeting with the homeowner and contact from American Hydrogeology Park
  
2. Annual Historic Homeowners Gathering - 2011 Event Follow up: discussion followed regarding the Gathering. Mark commented on the low attendance, talk followed concerning the event planning timeline, as well as option for advertising efforts and outlets for next year's Gathering.
  
3. Community Awareness:
  - a. *Book Sales*

- b. *Newsletter*
    - 1. Spring 2011 newsletter: advised this was sent out; Mark stated he would get notes together for Katie regarding the Fall newsletter.
  - c. *Report to Council*: Mark advised that this went as planned at the May 10 Council meeting.
  - d. *Other*
- 4) Proposed deadline language for the Application for Certificate of Appropriateness for Modifications – Follow up: Mark asked Philip if any additional input or language was available on this item. Philip discussed his concerns relating to the potential language complications. Discussion followed. Mark asked Philip to get clarification regarding his concerns with the City Attorney.

**New Business:**

- 1) Site Inspections and Modifications:
  - a) Update on 6638 Angling Road: Mark related the provision to keep horses at this location and discussion followed.

**Citizen Comments:** none

**Member Comments:** A consensus was reached to cancel the July 2011 meeting and return for the next meeting on Wednesday, August 3, 2011.

**Adjournment:** 9:17 a.m.