

**Historic District Commission Meeting
Wednesday, December 3, 2014 @ 8:15 a.m.
Portage City Hall – Conference Room #1**

MINUTES

Called to Order at 8:20 a.m.

Present: Mark Reile, Al Van Kampen, Russ Randall, Suzanne Nemeth, Katie VanLonkhuyzen, Jim Ebert, Amanda Croft (YAC), citizen Renee Sibley and Erica Eklov (SL).

Absent: Christine Broberg (excused), Theresa Bunch and Dorie Erhig (unexcused)

New Business:

- 1) Mark opened the meeting with a review of the November 5 meeting minutes and December materials
 - a. November minutes approved as written
- 2) Mark requested an update on property activity since the November meeting
 - a. Erica relayed the following:
 - i. 1521 East Centre: no additional information has been received
 - ii. 3221 W. Milham: code enforcement action remains in effect with Community Development continuing to pursue District Court action; no update on repairs
 - iii. 2663 Mandigo: code enforcement action remains in effect with Community Development continuing to pursue District Court action; no action by property owner noted to date
 - iv. 2106 Forest: advised that the property owners are renting and property currently occupied; renter was sent an HDC welcome / advisement packet
- 3) Erica conveyed the invitation from Mick Lynch, owner of 6851 Sprinkle Road, to conduct the next HDC meeting at his Greek Revival site. Members agreed and the January 2015 meeting was scheduled to be on location at 6851 Sprinkle and posted as such.

Old Business:

- 1) Mark requested Erica to review the State Historic Preservation Office's response to her inquiry regarding the city's non-contiguous boundaries and continued operation status
 - a. It was decided this item would be tabled to allow for further research and review for the January 2015 meeting
- 2) Mark reviewed his draft report to City Council regarding current district issues and concerns
 - a. discussion regarding the best manner in which to transmit to Council ensued
 - b. several members requested the communication be revised to highlight where Council input is requested
 - c. Al suggested a reorganization to emphasize the funding request for support
 - d. Mark noted all member suggestions and relayed he would revise and send out the final for review via e-mail
 - e. It was largely decided amongst members that the final communication would be submitted for the December 16, 2014 City Council Agenda.

Citizen Comments: Renee Sibley indicated no additional comments.

Member Comments: Suzanne inquired about the current status of the HDC vacancies. Mark asked Renee to sign up at the City Clerk's Office. Mark additionally thanked Al for his service on the commission, noting the end of his term.

Adjournment: 9:31 a.m.