

**City of Portage - Historic District STUDY COMMITTEE**  
**Wednesday, July 6, 2016**  
**Portage City Hall – Conference Room #2**

**MINUTES**

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Called to Order at 9:10 a.m. (Katie)

**Present:** Suzanne Nemeth, Katie VanLonkhuyzen, Fred Grunert, Jessie Duniphin, Collin Forrest, John Lotz and Erica Eklov (SL). Citizen Mick Lynch.

**Absent:** Russ Randall, Jim Ebert and Marty Maytnier (excused).

**New / Old Business:**

1. 8009 Cox's Drive Review
  - a. Erica asked the members to review the draft preliminary report and photographic inventory for 8009 Cox's Drive following the site visit completed on June 9, 2016.
  - b. Erica noted she is seeking information on the financials for the property from the owner.
  - c. In addition, Erica had relayed the owner's offer to give the building to the city pending relocation is under review by the City Administration.
  - d. Katie inquired about potential alternate outlets for the building; John asked about the status of the rental listing in light of the Callander Commercial sign on the property.
  - e. Suzanne requested clarification on the proposed land development. Discussion followed.
  - f. Suzanne summarized the June 9<sup>th</sup> site visit findings and building status. Discussion on review of the location followed.
  - g. Fred inquired on possible alternatives and cost of relocation. John asked about worst-case scenario, financial incentives and land use. Mick Lynch noted potential costs of relocation.
  - h. Fred requested revision to the draft preliminary report to include a summary supporting the HDSC's recommendation for denial, as well as a section detailing "Next Steps."
2. Katie called for a special meeting to allow for review of the proposed revisions and approve transmission of the preliminary report for review and recommendation to the State entities and public.
  - a. Discussion followed. A special meeting was set for Thursday, July 14, 2016 at 8:15 a.m. in Conference Room #2.
3. Katie asked Mick Lynch to acquire a general quote from Dietz House Moving Engineers and Erica to gather the costs for noted repairs and code corrections for review at the next meeting as part of the next steps. Discussion followed on potential costs of demolition of the building.
  - a. Fred offered to work with Suzanne to review the materials and provide a general estimate on site demolition with abatement for review at the next meeting.

**Citizen Comments:** None.

**Member Comments:** None.

**Adjournment:** 9:20 a.m.