



City of Portage – Historic District Commission
Wednesday, January 7, 2026 @ 8:30 a.m.
Heritage Room at Portage District Library

Call to Order

Approval of Minutes

1. December 3, 2025, Meeting Minutes

Announcements

Unfinished Business

New Business

Citizen Comments

Member Comments

Adjournment

Transmitted Materials

1. 12-3-2025 Meeting Minutes – Draft
2. Approved FY25-26 Goals & Objectives HDC

Please notify Alex Johnson at johnsona@portagemi.gov or 269.329.4479 if you are unable to attend.



City of Portage Historic District Commission Meeting Minutes
Wednesday, December 3, 2025, at 8:30 AM
Heritage Room at Portage District Library

Meeting Called to Order: 8:30 AM Chair VanLonkhuyzen called the meeting to order.

Members Present: Steve Rice, Martha Deming-Maytnier, Katie VanLonkhuyzen, Dusti Morton, Carol Dunleavy-Chandler, Suzanne M. Nemeth, Nick Meyle

Members Absent:, Jessie Duniphin

Staff: Alex Johnson, City Planner/Project Manager

Approval of Minutes:

November 5, 2025, Meeting Minutes:

Commissioner Deming-Maytnier made the motion, seconded by Commissioner Morton, to approve the November 5, 2025, meeting minutes; motion approved 7-0.

Announcements:

Staff announced the parliamentary training put on by the city on Tuesday December 9 from 4-7 PM and encouraged members to attend.

New Business:

Unfinished Business:

1. **FY25-26 Goals and Objectives**

The Historic District Commission discussed the goals and objectives in detail and finalized them for the rest of this fiscal year.

Commissioner Meyle made the motion, seconded by Vice Chair Nemeth, to accept the FY25-26 Goals and Objectives with modifications; motion approved 7-0.

Member Comments: None.

Adjournment: There being no further comments or business, Chair VanLonkhuyzen adjourned the meeting at 9:44 AM.

Regards,

Alex Johnson
City Planner/Project Manager

HISTORIC DISTRICT COMMISSION
APPROVED FY 2025 – 2026 GOALS AND OBJECTIVES

1. Inform the public about Historic tax credits: 5/1/26, Steve
2. Explore potential future expansion of the district: 3/1/26, Suzanne
3. Gain a grant from America 250 to complete projects: 12/1/26, Marty
4. PR efforts: 12/1/26, Jessie
5. Celery Flats efforts – events and collaboration with Parks and Recreation and historic building maintenance with Public Works: 6/1/26, Katie
6. Develop list of “threatened” properties in the city, both district and non-district: 5/1/26, Katie
7. Create a cemetery awareness and preservation plan: 5/1/26, Dusti
8. Create a barn awareness and preservation plan: 5/1/25, Steve
9. Create a symphony collaboration plan: 3/1/26, Steve
10. Create a demo permit review system for non-district, yet historic homes: 1/1/26
11. Revisit the fine and consequences for historic district property demo or unapproved modifications: 2/1/26, Carol
12. Complete the certified local government program: 7/1/26 Alex
13. Investigate the feasibility of a Historic District Foundation: 5/1/26, Steve
14. Continue to monitor assigned properties: 12/1/26 Katie
15. Fill commissioner vacancy: 2/1/26 Alex