



**CITY OF REDMOND**  
Community Development Department

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**REDMOND HISTORIC LANDMARKS COMMISSION**  
**MINUTES**

**October 27, 2016**

City Hall Conference Room A, 716 SW Evergreen Avenue, Redmond, Oregon

**Commissioners Present:** Chair Judy Fessler, Vice-Chair Trish Pinkerton, Tonia Cain, Shannon Farnsworth Rose (*absent: Leah Moon; 2 vacancies*)

**Youth Ex Officio:** Vacant

**City Staff:** Scott Woodford, *Senior Planner*; Kate Porsche, *Community Development Director*; Cameron Prow, *TYPE-Write II*

**Visitors:** Camden King, *City Councilor*

**Media:** None

*(The 3 digits after a motion title show the number of commissioners voting in favor/opposed/abstaining.)*

**CALL TO ORDER – INTRODUCTIONS**

Chair Fessler opened the regular meeting of the Historic Landmarks Commission (HLC) at 4:30 p.m. with a quorum of commissioners (4 of 5) present.

Ms. Porsche briefly discussed her background which included chair of the Albany Historic Landmarks Advisory Commission and personal experience with historic preservation.

**CITIZEN COMMENTS**

None.

**ACTION ITEMS**

A. Approval of Minutes

1. **June 24, 2016**

**Motion 1** (4/0/0): Commissioner Cain moved to accept the minutes of June 24, 2016. Commissioner Rose seconded the motion which passed unanimously.

2. **September 22, 2016**

Commissioner Pinkerton requested correction of “Black Butte Avenue” to “Black Butte Boulevard” in Discussion Item C, Paragraph 3, Sentence 2.

**Motion 2** (4/0/0): Commissioner Pinkerton moved to approve the minutes of September 22, 2016, as corrected. Commissioner Cain seconded the motion which passed unanimously.

**DISCUSSION ITEMS**

A. Discuss New Commissioner Recruitment

Mr. Woodford requested commissioner help to fill the two new positions recently approved by City Council and the currently vacant Youth Ex Officio position. Staff have discussed ways to improve

marketing of citizen involvement opportunities. He reported that City Manager Keith Witcosky said he would contact Redmond Proficiency Academy.

Commissioners discussed potential candidates, skills that would be useful to the commission, adding an invitation to the City website for candidates to attend the next HLC meeting, and making the candidate packet more user-friendly. Commissioner Rose reported posting a notice on Facebook regarding the two new positions that included Mr. Woodford's contact information. Chair Fessler said a notice about the new positions appeared in a recent City newsletter. She directed commissioners to forward new candidate names to Mr. Woodford.

Chair Fessler initiated discussion about the importance of a consistent meeting schedule. She will check with Commissioner Moon regarding her status.

Commissioner comments covered potential meeting times and barriers created by an inconsistent schedule. Ms. Porsche agreed a standing schedule would facilitate public involvement and recruitment and suggested staff poll commissioners on an appropriate date and time. Following discussion, commissioners agreed their next meeting would be on the first Thursday in December.

B. Downtown Historic District Update

Mr. Woodford reported that Kerry Davis, Preservations Solutions, Inc., had a boundary she considered rock-solid but felt some buildings off the main street should be included. He spoke with Diana Painter, Oregon State Historic Preservation Office (SHPO), today who assured him SHPO feedback would be available by the end of next week.

Mr. King requested clarification on the proposed boundary.

Commissioners suggested adding the Chadwick Building and the Presbyterian Church.

C. Discuss Awareness Campaign – 2016-2017 Work Plan Goal

Mr. Woodford presented his staff report. His summary covered progress to date and next steps to take before June 30, 2017. He suggested tours, newspaper articles, social media, and improving the HLC website and he recapped commissioners' prior suggestion to send a welcome letter to inform new owners of the history of their new homes and the HLC's role.

Mr. King suggested partnering with the Redmond Chamber of Commerce and including the walking tour brochure in welcome packets.

Commissioners discussed updating the "Friends of HLC" Facebook page, continuing posts under "This Place Matters," impact of the *Bend Magazine* article, new walking tour brochure (mail or hand-deliver brochure to property owners on the tour route, public tours of historic buildings on the route, press release, invite older citizens to the launch party), surveying historic building owners about what they want to see (window treatments, etc.), coordinating HLC announcements and articles with *The Bulletin* and *Redmond Spokesman* publishing schedules, and quorum concerns about the number of commissioners who will meet to proofread the draft walking tour brochure.

Ms. Porsche outlined her experience in Albany with tours, wine tastings, and community partnerships. She will discuss ideas with Communications Manager Heather Cassaro. She advised checking with City Recorder Kelly Morse about meeting procedures and quorum concerns.

D. CLG Conference in Salem on November 3, 2016

Mr. Woodford said he intended to drive over and back the same day to attend the Certified Local Government conference.

Commissioners Fessler and Rose confirmed they would attend this conference. Commissioner Cain said she was interested but needed to check her schedule.

**COMMISSIONER COMMENTS – ANNOUNCEMENTS**

Vice-Chair Pinkerton referenced a recent story in The Bulletin about a Mr. Eady who is restoring the old Odem Theater. Commissioner Cain reported the old “Odem” sign had been found.

Chair Fessler and Commissioner Rose requested a tour of the new city hall. Ms. Porsche said move-in was scheduled for mid-January 2017. She expressed delight with the City’s decision to maintain the historic character by using period-correct paint colors, light fixtures, and windows.

Chair Fessler said she was still working to schedule tours of Redmond Municipal Airport (new historical mural, World War II hangar, other facilities), Leading Edge’s hangar, and the old Redmond Army Airfield barracks. Commissioners generally agreed that Tuesday afternoons would fit their schedules.

**STAFF COMMENTS**

Next meeting: Thursday, December 1, 2016, 4:30 p.m.

**ADJOURN**

With no further business, Chair Fessler adjourned the meeting at 5:42 p.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this 26th day of January, 2017.

ATTEST:

/s/ Judy Fessler  
Judy Fessler  
Chair

/s/ Scott Woodford  
Scott Woodford  
Senior Planner