



CITY OF REDMOND
Community Development Department

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REDMOND HISTORIC LANDMARKS COMMISSION
City Hall 716 SW Evergreen Avenue Conference Room A
Tuesday, March 11, 2014
9:00 – 10:30 AM

Agenda

RHLC MEMBERS	MEETING OBJECTIVES	TIME	ITEM
Trish Pinkerton, Chair	PROPOSED AGENDA	10:00 AM	CALL TO ORDER / INTRODUCTIONS
Alton Jamison			DISCUSSION / ACTION ITEMS
Jane Schroeder		9:05 AM	A. May Historic Preservation Month Planning
		10:10 AM	B. Certified Local Government Grant Application
Vacant			C. Approval of Minutes
			February 24, 2014 (<i>Exhibit 1</i>)
Vacant		10:15 AM	LIAISON COMMENTS
		10:15 AM	CITIZEN COMMENTS
			STAFF COMMENTS
		10:30 AM	ADJOURN

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REDMOND HISTORIC LANDMARKS COMMISSION
Minutes

Thursday, February 24, 2014

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

Commissioners Present: Chair Trish Pinkerton, Alton Jamison, Jane Schroeder (2 vacancies)

City Staff: Heather Richards, *Community Development Director*; James Lewis, *Planning Director*;
Cameron Prow, *TYPE-Write II*

Visitors: Ginny McPherson, *Council Liaison*

*(scribe CP's note: The minutes were created from an audio record and notes taken at the meeting.
The three digits after the motion title show the number of Commissioners voting in favor/against/abstaining.)*

CALL TO ORDER

Mr. Lewis opened the meeting at 10:03 a.m. with all Commissioners present, establishing a quorum.

Councilor McPherson administered the oath of office to new Commissioner Jamison.

DISCUSSION/ACTION ITEMS

A. Election of Chair

Commissioner Schroeder nominated Commissioner Pinkerton to serve as Chair for calendar year 2014. Commissioner Pinkerton agreed to serve. All Commissioners voted in favor of Commissioner Pinkerton.

Mr. Lewis turned control of the meeting over to Chair Pinkerton.

B. Certified Local Government Grant Application

Mr. Lewis explained the CLG grant application process required by the State Historic Preservation Office (SHPO). He requested Commissioner feedback on Ms. Richards' proposed allocation of a \$12,000 CLG application she has prepared and will be filing for fiscal year 2014-2015. The application proposed allocating \$1,000 for Commissioner training, \$6,000 for preparation of the City's historic preservation plan, and \$5,000 for a survey and documentation to establish a downtown historic district.

Following discussion, Commissioners agreed by consensus to both the total amount and the proposed allocation of CLG funds for FY 2014-2015. Commissioners asked staff to provide a copy of the grant application.

C. 2014-2015 Work Plan

1. **Commissioner Recruitment:** Mr. Lewis discussed how the City advertises for new commissioners who must live within the Redmond School District. He requested Commissioners' help in recruiting more members, noting that a personal approach is usually the most effective strategy.

2. **Commissioner Training:** Mr. Lewis presented information on the Oregon Heritage Conference (April 23-25, 2014). Ms. Richards said CLG grant funds could also cover Commissioners' attendance at National conferences.

Commissioner Jamison expressed interest in attending the Oregon Heritage Conference.

3. **May – Historic Preservation Month:** Mr. Lewis handed out a list of activity ideas from Oregon Parks and Recreation Department's Heritage Programs. The National Trust website (<http://www.preservationnation.org/take-action/preservation-month/>) also has good ideas.

Commissioners explored a variety of ideas including status of the Old Redmond Schoolhouse, status of the Jessie Hill School bell, how to educate the public about historic preservation (information sheet in City water bills, plaque on tables at entrance to City Hall, walking tour brochure, feature articles in local papers, more historic preservation brochures at Redmond Chamber of Commerce), involving youth in historic preservation activities (Landmarks Commissioner ex officio member, oral history projects), doing a small project this year and preparing a bigger project for May 2015. Following discussion, Commissioners agreed by consensus to use Walt Taylor photos and other sources to create then-and-now displays of historic buildings in Redmond for this year's Historic Preservation Month.

Commissioner Jamison volunteered to talk with local schools about increasing youth involvement in historic preservation activities.

4. **Redmond Historic Preservation Plan:** Mr. Lewis presented a SHPO information sheet entitled "Preservation Planning Guide for Local Governments." He summarized the planning process, funding options, timeline, and resources available from Deschutes County. He suggested partnering with the county which is working on its own preservation plan this year.

Following discussion, Commissioners agreed by consensus to endorse the City's current direction for historic preservation.

D. Approval of Minutes

Motion 1 (2/0/1): Commissioner Schroeder moved to approve the December 12, 2013, minutes. Commissioner Pinkerton seconded the motion which passed with Commissioners Pinkerton and Schroeder voting in favor and Commissioner Jamison abstaining due to his not being a commissioner at the December meeting.

LIAISON COMMENTS

Councilor McPherson reported one application pending for the Landmarks Commission but Council has not yet interviewed the applicant.

CITIZEN COMMENTS

Ms. Prow suggested contacting writers groups, such as Central Oregon Writers Guild and The Nature of Words, who may have members interested in history and historic preservation.

STAFF COMMENTS

Ms. Richards asked if the current meeting structure was compatible with Commissioner schedules.

Following discussion, Commissioners decided to change their meeting date from the 2nd Thursday to the 2nd Friday and to keep the 9-10:30 a.m. timeframe, starting in April 2014. Due to scheduling constraints, the March meeting will be held on Tuesday, March 11, 2014.

COMMISSIONER COMMENTS

Commissioner Jamison summarized his employment background as an educator and discussed what motivated him to move to Redmond and apply to serve on this Commission.

ADJOURN

With no further business, Chair Pinkerton adjourned the meeting at 11:20 a.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this _____ day of _____, 2014.

ATTEST:

Trish Pinkerton
Chair

Heather Richards
Community Development Director