



CITY OF REDMOND
Community Development Department

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REDMOND HISTORIC LANDMARKS COMMISSION
MINUTES

January 26, 2017

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

Commissioners Present: Chair Judy Fessler, Vice-Chair Trish Pinkerton, Tonia Cain, Leaha Moon, Shannon Farnsworth Rose, Charles Rucker (*1 vacancy*)

Youth Ex Officio: Karla Mora

City Staff: Scott Woodford, *Senior Planner*; Cameron Prow, *TYPE-Write II*

Visitors: George Endicott, *Mayor*

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 Redmond Historic Landmarks Commission (HLC) at 4:30 p.m. with a quorum of commissioners (6 of 6) present.

SWEARING IN NEW MEMBERS

Mayor Endicott administered the oath of office to new Commissioner Rucker. He thanked all commissioners for volunteering.

ELECTION OF NEW CHAIR AND VICE-CHAIR

Chair Fessler opened nominations for Chair. Commissioner Moon nominated Commissioner Pinkerton. Commissioner Pinkerton nominated Commissioner Rose. Commissioner Rose nominated Commissioner Fessler. When no further nominations were received, Chair Fessler closed the nominations. Commissioner Pinkerton received one vote and Commissioner Rose received two votes. Commissioner Fessler received three votes, making her the new Chair for 2017.

Chair Fessler opened nominations for Vice-Chair. Commissioner Cain nominated Commissioner Rose. Commissioner Rose nominated Commissioner Pinkerton. When no further nominations were received, Chair Fessler closed the nominations. Commissioner Rose received one vote. Commissioner Pinkerton received five votes, making her the new Vice-Chair for 2017.

CITIZEN COMMENTS

None.

ACTION ITEMS

A. Approval of Minutes

1. **October 27, 2016: Motion 1** (6/0/0): Commissioner Pinkerton moved to approve the minutes of October 27, 2016, as written. Commissioners Rose and Cain seconded the motion which passed unanimously.

2. **December 1, 2016:** Chair Fessler requested correction of the starting time from 4 p.m. to 4:30 p.m. **Motion 2** (6/0/0): Commissioner Pinkerton moved to approve the minutes of December 1, 2016, as amended. Commissioner Cain seconded the motion which passed unanimously.

DISCUSSION ITEMS

A. Downtown Historic District Update

Mr. Woodford requested a progress report on contacting individual property owners. Commissioners said they needed more time to complete these visits.

Commissioner concerns included the outreach/notice timeline (minimum: 2 weeks) and the opportunity to capitalize on community interest in historic buildings generated by the new city hall. Commissioners agreed by consensus to retain the March 1, 2017, deadline.

Chair Fessler shared the results of her research of design review requirements in other Oregon communities (Hood River, The Dalles). She suggested scheduling a work session with City Council to explore City policy on minor and major exterior alterations of historic buildings.

Commissioners discussed the potential impact on staff workload of initiating design review guidelines for minor and major exterior alterations, setting up a Historic Preservation webpage on the City website (Commissioner Rucker, Heather Cassaro) with links to other sites offering additional information, emphasizing the benefits of a National Register Historic District in downtown Redmond when speaking with property owners, and asking Kerry Davis of Preservation Solutions, Inc., to serve as an information resource for the Council work session.

B. Review HLC Roles and Responsibilities

Mr. Woodford reviewed Sections 2.592 (Responsibilities/Scope) and 2.593 (Duties and Powers) and asked commissioners to review the other sections of the Redmond Code dealing with the Historic Landmarks Commission (2.590, 2.591, 2.594, 2.595, 2.596, 2.597, 2.598, and 2.599).

C. New City Hall Timeline Wall, Room Signage Update

Vice-Chair Pinkerton thanked Commissioner Cain for her help in researching yearbooks for appropriate photos. She said Communications Manager Heather Cassaro was collecting the last photos and intended to use some of them to create a wallpaper effect. The room signage is expected to be done before the open house and the wallpaper might be done.

Commissioner concerns included dimensions of the wallpaper effect, commissioners serving as tour guides, extending invitations to interested parties outside the Redmond community, and the potential for a press opportunity prior to the February 21 open house, 10 a.m.-12 noon.

D. Review 2017 Preservation Month Events

Commissioners discussed expanding outreach to the community sooner for the May 2017 events, capitalizing on publicity about the new city hall, coordinating with the Redmond Bicycle and Pedestrian Advisory Committee (BPAC) again this year, and working with other community organizations. Ms. Mora suggested ways to reach out to Redmond youth. Commissioner Cain shared information about the City's 75th Anniversary tour route in 1985. Commissioners generally agreed to pursue the same theme for both the Hunt for History and This Place Matters events. Chair Fessler directed that subcommittees to work on each event and coordinate with the commission be assigned at the February meeting.

E. Six-Month Review of Work Plan

Due to lack of time, Chair Fessler postponed this agenda item to the February meeting.

COMMISSIONER COMMENTS – ANNOUNCEMENTS

Meeting Schedule

Following discussion, commissioners agreed to continue holding their regular meetings on the 4th Thursday of each month at 4:30 p.m.

New Evergreen City Hall Open House: Commissioner Rucker suggested informing the public about the efforts the City made to retain or restore special features of the new city hall, such as historic doors and original paint colors. Commissioner Rose recommended the City take the opportunity to record oral history comments shared by those attending the “open house” event.

2017 Oregon Heritage Award: Mr. Woodford presented sample information packets which will accompany the City’s nomination of its new City Hall for the 2017 award. Chair Fessler signed a letter which will become part of the City’s application. The nomination is due January 27, 2017.

Upcoming Events

- Tuesday, February 21, 2017, 10 a.m.-12 noon – Open House at new City Hall
- Wednesday, February 22, 2017 – special HLC meeting with owners of historic properties

STAFF COMMENTS

Mr. Woodford said Kerry Davis was expected to be in Redmond for the HLC’s next meeting.

Next meeting: 4th Thursday, February 23, 4:30 p.m. – location to be determined. *Tentative agenda topics:* work session on Redmond Code (enabling ordinance, historic code, sign code), six-month review of 2016-2017 work plan, and preparation for a City Council work session on exterior alterations of historic buildings.

ADJOURN

With no further business, Chair Fessler adjourned the meeting at 6:18 p.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this 23rd day of March, 2017.

ATTEST:

/s/ Judy Fessler
 Judy Fessler
 Chair

/s/ Scott Woodford
 Scott Woodford
 Senior Planner