



**CITY OF REDMOND**  
Community Development Department

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## **REDMOND HISTORIC LANDMARKS COMMISSION Minutes**

Thursday, October 11, 2012

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

**Commissioners Present:** Chair Jack Nelson, Vice Chair Jo Anne Sutherland, Jane Schroeder, Phyllis Sturza (1 position vacant)

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

**Visitors:** None

*(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 shows the number of Commissioners voting in favor/against/abstaining.)*

### **CALL TO ORDER – INTRODUCTIONS**

Chair Nelson opened the meeting at 9:03 a.m. with a quorum present.

### **DISCUSSION/ACTION ITEMS**

#### A. Historic Landmarks Property Owner Discussions

Ms. Richards reported that the City received a poor response to the letter sent to owners of properties proposed for designation. Code requires a property owner's permission for consideration of the initial designation of historic building, structure, object, site, or district. Commission motions recommending designation should acknowledge whether the property owner approves. She suggested sending a second letter to owners including an approval form for signature and proposed dates for meeting with the Landmarks Commission. Commissioners could personally invite property owners to attend a Commission meeting to learn more about the designation process. Meeting packets would include a staff report, progress chart, and all property data available.

Council will hold a public hearing on November 13, 2012, to consider historic designation of three properties: **111 NW 8<sup>th</sup> Street** (John Roy Roberts House), **145 SW 6<sup>th</sup> Street** (now known as the George R. and Walter Hofstetter House), and **2036 NW Canal Boulevard** (Frank Redmond Homestead).

Commissioners discussed *the outreach process* (follow-up phone calls, who should contact which property owner, informing staff of contact results), *scheduling* (which owners to attend which meetings, number of owners per meeting, additional meetings needed), *walking tour* (plaques on designated houses), and *Commissioners receiving copies of correspondence to property owners*.

**Motion 1** (4/0/0): Commissioner Schroeder moved that the Redmond Historic Landmarks Commission schedule evening meetings on October 25 and November 29, 2012, to allow owners of properties proposed for historic designation to get information about the

designation process prior to the Council public hearing on their property. Commissioner Sutherland seconded the motion which passed unanimously.

B. Approval of Minutes

**Motion 2** (4/0/0): Commissioner Schroeder moved that the Redmond Historic Landmarks Commission approve the September 13, 2012, minutes as presented. Commissioner Sturza seconded the motion which passed unanimously.

**LIAISON COMMENTS** (None)

**CITIZEN COMMENTS** (None)

**STAFF COMMENTS**

Ms. Richards said that she and Chair Nelson made a presentation to *Leadership Redmond* on the historic designation process. Ms. Richards said that Council loves the idea of a winter ice rink and nonwinter roller rink utilizing the same infrastructure, but wants the area to be larger. Staff concerns include redevelopment and maintenance costs, funding, and security. The City is in the process of hiring an associate planner to assist with the Landmarks Commission. Council's hiring process for a new City Manager is ongoing. Citizens who have questions or concerns about this process are welcome to communicate with Council. Commissioner Sturza and Vice Chair Sutherland expressed strong support for requiring the City Manager to live within the Redmond urban growth boundary.

**COMMISSIONER COMMENTS**

Chair Nelson reported attending and enjoying the Passport to the Arts event on September 29, 2012. He requested a commissioner recruitment package for someone he knows who is interested. Ms. Richards said that she has received no applications from prospective Commissioners.

Vice Chair Sutherland said that she handed out a lot of brochures at the "Passport" event and talked with one man after he took the walking tour. Ms. Richards said brochures are available at the Redmond Chamber of Commerce and staff is working to make them available at the Redmond Airport.

Commissioner Sturza requested an update on the Centennial Park café. Commissioner Schroeder noted that the Centennial Park water fountain has been very popular with children. Ms. Richards said that *One Street Down*, the concessionaire at Centennial Park, will not be renewing its lease. The City is working to get a new tenant, which is needed for public safety and security purposes.

Commissioner Sturza asked what the City is doing to protect the rock house in the Dry Canyon from vandalism. Ms. Richards responded that Public Works is researching ways to reduce vandalism.

Commissioner Schroeder left at 10:05 a.m.

**ADJOURN**

The next meeting is scheduled for 7 p.m., October 25, 2012.

**Motion 3** (3/0/0): Commissioner Sutherland moved that the Redmond Historic Landmarks Commission adjourn. Commissioner Sturza seconded the motion which passed unanimously.

With no further business, Chair Nelson adjourned the meeting at 10:06 a.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this 8th day of November, 2012.

ATTEST:

/s/ Jack Nelson  
Jack Nelson  
Chair

/s/ Heather Richards  
Heather Richards  
Community Development Director