



CITY OF REDMOND
Community Development Department

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REDMOND HISTORIC LANDMARKS COMMISSION

MINUTES

July 27, 2017

411 SW 9th Street, City Hall Conference Room 210, Redmond, Oregon

Commissioners Present: Chair Charles Rucker, Vice-Chair Trish Pinkerton, Tonia Cain, Leah Moon, Shannon Farnsworth Rose (*2 vacancies*)

Youth Ex Officio Absent: *Karla Mora*

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

Visitors: None

Media: None

(Agenda items appear in the order discussed. The 3 digits after a motion title show the number of commissioners voting in favor/opposed/abstaining.)

CALL TO ORDER – INTRODUCTIONS

Vice-Chair Pinkerton called the regular meeting of the Redmond Historic Landmarks Commission (HLC) to order at 4:30 p.m. with a quorum of commissioners (4 of 5) present. Commissioner Moon arrived at 4:40 p.m. after approval of the minutes.

CITIZEN COMMENTS

None.

ELECTION OF NEW CHAIR

Vice-Chair Pinkerton opened nominations for a new Chair to serve for the rest of 2017. Commissioner Rose nominated Commissioner Rucker. When no more nominations were offered, Vice-Chair Pinkerton closed the nominations. Commissioners unanimously voted for Commissioner Rucker.

Vice-Chair Pinkerton passed control of the meeting to new Chair Rucker.

ACTION ITEMS

A. Approval of Minutes

1. **June 22, 2017**

Motion 1 (4/0/0): Commissioner Pinkerton moved to approve the minutes of June 22, 2017, as written. Commissioner Cain seconded the motion which passed unanimously.

DISCUSSION ITEMS

A. Window Restoration Workshop Planning

Commissioner Rose and Chair Rucker reported results of their research into using windows in the Presbyterian Church building. The instructor, Chris Gustafson, was open to doing a two-day workshop. In a weekend workshop, repairing the weights and pulleys of one or two windows would be done on the first day; the broken glass would be replaced on the second day. At this point, all windows are painted shut and the owner's main concern is to replace the broken glass.

Commissioner Rose said she would send photos of the window glass to him so he could try to match the color, texture, and period. She was awaiting a cost proposal from Mr. Gustafson who was on the road and very busy.

Commissioners discussed which windows would be best to work on in the available class time, number of students needed, number of workshop days needed, if contractors could earn continuing education credits, marketing outlets (Central Oregon Association of Realtors, Central Oregon Builders Association, contractors, bungalow owners surveyed by Kerry Davis, local high schools), advertising (postcards, flyers), instructor compensation, funding (Certified Local Grant [CLG], community partners), and potential dates (August 12-13, Saturday-Sunday). Commissioners Cain, Rose, and Rucker said they would be available to assist the instructor that weekend. Commissioner Rose reported Diana Barker, realtor, requested information about this class to share with other realtors.

Mr. Woodford said CLG funds would expire on August 31, 2017.

Chair Rucker said he and Commissioner Rose would continue to explore the open questions. He asked commissioners to drive around and see which buildings had wood windows.

B. Bob Whittier Donation Options

Vice-Chair Pinkerton said the Finance Department wanted commissioners to use the \$1,000 donation before the end of this fiscal year (June 30, 2018). She has had no response to her efforts to contact Mr. Whittier's daughter. She said she was researching past HLC minutes to see if Mr. Whittier's family previously expressed ideas about an appropriate memorial.

Commissioners discussed the value of using public areas to improve awareness of historic preservation opportunities. Project suggestions included City Hall (timeline of school building on 2nd floor, memorabilia display cases), Presbyterian Church (window restoration), and Centennial Park expansion area (historic walk, interpretive display of wood products).

Chair Rucker said Vice-Chair Pinkerton would continue researching prior minutes for information about Mr. Whittier's donation.

C. Updates

- **Bungalow Reconnaissance Level Survey:** Mr. Woodford reported Kerry Davis (City consultant) had finished the survey and was working with the State Historic Preservation Office (SHPO) on the final issues. He said Ms. Davis was still open to commissioner comments.
- **Historic District:** Mr. Woodford said that, based on the State Advisory Committee on Historic Preservation hearing held in Redmond in mid-June 2017, some changes were needed. He said the district nomination was still on track to be submitted to park service. He was planning to issue a press release to inform the public about what's happening with this process.
- **Code Amendments:** Mr. Woodford said he forwarded commissioner comments to Ms. Davis. He will forward Ms. Davis's recommendations and comments to commissioners. He reported Ms. Davis wanted to review SHPO comments before moving forward with draft code amendments. Her draft code amendments should be ready by August 1, 2017.

D. School Partnership Possibilities

Mr. Woodford reminded commissioners about their outreach goals for this fiscal year and suggested they consider the level of student involvement desired and how to engage students.

Vice-Chair Pinkerton outlined the background of prior discussions on this issue. She will contact Barry Branaugh at Ridgeview High School about student interaction with this commission.

E. HLC Website Design

Chair Rucker reviewed the commission's page on the City website (www.ci.redmond.or.us) and said he was working with Communications Manager Heather Cassaro to update it. Ms. Cassaro has suggested the commission buy a domain name so visitors can more easily get to the HLC site.

Commissioners suggested the following changes and additions: update list of commissioners and new 2017 chair), maps and photos of landmarked properties and Sites of Historic Interest, News and Events page, Did You Know page, Deschutes County data about Redmond resources, feedback form, commissioner recruitment announcements, link to information provided by Kerry Davis, lists of current projects and completed projects, and researching historic preservation websites in other communities.

COMMISSIONER COMMENTS – ANNOUNCEMENTS

Commissioner Rucker asked staff about the status of funds remaining in the commission's current CLG grant and what those funds could be used for.

Commissioner Cain said she and Judy Fessler met yesterday with Economic Development/Urban Renewal Project Manager Chuck Arnold and City Manager Keith Witcosky about options for preserving the Munz house.

Commissioner Rose recommended this commission and the Redmond Historical Society consider a joint memorial to recognize Jack Nelson's contributions to historic preservation in the Redmond community.

Chair Rucker urged commissioners to consider a practical way to continue the passion former Commissioner Fessler brought to historic preservation in Redmond.

STAFF COMMENTS

Mr. Woodford requested commissioner assistance to fill the two vacant positions as soon as possible.

Next meeting: Thursday, August 24, 2017, 4:30 p.m.

ADJOURN

With no further business, Chair Rucker adjourned the meeting at 5:52 p.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this 24th day of August, 2017.

ATTEST:

/s/ Charles Rucker
Charles Rucker
Chair

/s/ Scott Woodford
Scott Woodford
Senior Planner