



CITY OF REDMOND
Community Development Department

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REDMOND HISTORIC LANDMARKS COMMISSION
411 SW 9th Street, Conference Room 200
February 21, 2019
4:30pm – 6:00pm

Agenda

**RHLC
MEMBERS**

**Charles
Rucker
Chair**

**Trish
Pinkerton,
Vice Chair**

**Tonia
Cain**

**Deborah
Cook**

**Kara
Roatch**

**Drew
Roberts**

**Shannon
Farnsworth
Rose**

**Vacant
Ex Officio**

TIME ITEM

4:30 PM **CALL TO ORDER/INTRODUCTIONS**

4:32 PM **CITIZEN COMMENTS**

4:35 PM **ACTION ITEMS**

A. Approval of Minutes – None

B. 2019/20 Work Plan Adoption (Exhibit 1)

DISCUSSION ITEMS

4:50 PM A. Redmond MPD (Multiple Property Document Form)
Update

5:00 PM B. Window Restoration Workshop Update

5:15 PM C. Historic Preservation Month Planning

5:50 PM **COMMISSIONER COMMENTS/ANNOUNCEMENTS**

5:55 PM **STAFF COMMENTS**

6:00 PM **ADJOURN**

Next Historic Landmarks meeting in March 28, 2019

*Please note that these documents are also available on the City's website www.ci.redmond.or.us; click on City Government, hover on Commissions and Committees, click on Redmond Historic Landmarks Commission. You may also request a copy at City Hall from Scott Woodford at 541-923-7758 or Jackie Abslag at 923-7763.

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EXHIBIT 1

DATE: February 21, 2019
TO: Redmond Historic Landmarks Commission (HLC)
THROUGH: Deborah McMahon, Planning Manager
FROM: Scott Woodford, Senior Planner
SUBJECT: 2019/20 Work Plan Adoption

Report in Brief:

This report recommends the HLC Work Plan for the upcoming 2019/20 fiscal year for adoption.

Discussion:

The 2019/20 fiscal year for the City of Redmond starts on July 1, 2019 and extends to June 30, 2020. The HLC Work Plan guides the work of the HLC during that timeframe. The City Council adopts the budget for the upcoming fiscal year each spring and needs to account for the tasks and budget needs of each department and committee from their respective work plans. The HLC discussed their work plan at the January meeting and made recommendations that staff has incorporated (see Attachment A, the proposed 2019/20 HLC Work Plan).

Also attached are the action items of the City's Historic Preservation Plan (see Attachment B) to continue to inform our work for the near future. The Historic Preservation Plan is a five-year plan for the HLC to help achieve community goals relative to historic preservation.

We will discuss this as a group at our next meeting and, if necessary, make additional edits and/or continue the discussion to the March meeting.

Recommendation/Suggested Motion:

"I move that the Historic Landmarks Commission approve the 2019/20 Redmond Historic Landmarks Commission Work Plan in Attachment A."

Attachments:

Attachment A – 2019/20 Work Plan

Attachment B - Historic Preservation Plan Action Items



Redmond Historic Landmarks Commission (HLC) – 2019/20 Work Plan-Proposed

GOAL: Preserve Redmond's Architectural Heritage

STRATEGY	Action	Priority	Time-frame	Responsibility
IMPLEMENT THE HISTORIC PRESERVATION PLAN	Continue implementing the Action Items of the City's Historic Preservation Plan	High	6/30/20	City of Redmond (COR), Historic Landmarks Commission (HLC)
EXPLORE VIABILITY OF PROTECTION OF HISTORIC RESIDENTIAL RESOURCES	Complete the Multiple Property Documentation Form (MPDF) for "Residential Resources of Redmond" and Nominate Property for National Register Listing	High	8/30/19	Consultant, COR, HLC

GOAL: Increase Awareness and Appreciation of Redmond's Historic Heritage

EDUCATE COMMUNITY ABOUT HISTORIC PRESERVATION	Participate in May Historic Preservation Month Events (This Place Matters Photo contest, Hunt for History, etc.)	High	6/30/20	COR, HLC
	Conduct Community Education Event (Canal History Walk)	Medium	6/30/20	COR, HLC, COID, etc.
	Conduct How-To Workshops on Restoration	Medium	6/30/20	COR, HLC, and consultant
CREATE PARTNERSHIPS	Reach Out to Local Schools, RCAPP, BPAC, Redmond Museum, Deschutes County Historical Society, etc.	Medium	6/30/20	COR, HLC
CONDUCT AN AWARENESS CAMPAIGN	Tours (Create App for Walking Tour), Newspaper Articles, Social Media, Update the Historic Landmarks website, etc.	High	6/30/20	COR, HLC
	Outreach to Owners of Historic Properties	High	6/30/20	COR, HLC
	Implement strategic plan for the Redmond Museum awareness campaign	High	6/30/20	COR, HLC

GOAL: Create a Strong Commission

TRAINING	Invite Oregon SHPO for Staff and Commissioner Training	High	6/30/20	COR, HLC
	Attend Historic Preservation Conferences/Training	High	6/30/20	COR, HLC

Attachment B - Historic Preservation Plan Action Items

GOALS & ACTION STEPS

GOAL 1: STRENGTHEN PROTECTION AND PRESERVATION EFFORTS

As a relatively young CLG, the City of Redmond has the opportunity to amplify its historic preservation program in a variety of ways. While identification and designation are key planning tools, HLC capacity development and coordination with other City programs and departments are also necessary actions toward the effective function of a municipal preservation program.

GOAL 1: STRENGTHEN PROTECTION AND PRESERVATION EFFORTS

Policy Objective 1.A: Identification and Designation

By improving two fundamental historic preservation tools – historic resource inventory and historic register listings – the City can provide property owners with economic development tools, streamline federal project review, and substantiate other preservation planning efforts. Additionally, the identification of properties eligible for listing in the National Register is a key component of economic development (See Goal 2 below).

Action 1.A.1: Nominate Downtown Redmond to the National Register

Who: City, HLC

When: 2015-2017

How: Apply for CLG grant; hire a preservation professional; include ample time and budget to engage property owners

Considerations: Property owner engagement will be critical to alleviate concerns about code-mandated automatic local listing, as well as to disseminate information about incentives associated with listing. This could be done under a citywide MPDF; see Action 1.A.3 below. See Implementation Tools section below

Action 1.A.2: Encourage and support National Register listing of Craftsman bungalows under the countywide MPDF “Craftsman Bungalows in Deschutes County”

Who: City, HLC, neighborhood associations

When: ongoing

How: Apply for CLG grant; hire a preservation professional to oversee; include ample time and budget to engage property owners

Action 1.A.3: Pursue MPDF “Historic Resources of Redmond”

Who: City, HLC

When: 2018-2020

How: Apply for CLG grant; hire a preservation professional

Considerations: See Implementation Tools section below

Action 1.A.4: Develop a Survey Plan

Who: City, HLC

When: 2016-2018

How: Identify planning needs, citizen interest, available funding, and nature of historic resources; identify research sources, broad historical contexts, expected property types, and geographic areas that appear to contain a high concentration of historic resources; develop phased approach to systematically document based on prioritized survey efforts and recommended levels of survey activity

Attachment B - Historic Preservation Plan Action Items

Action 1.A.5: Update Citywide Survey

Who: HLC, HP students, volunteers

When: 2016-2019, ongoing

How: Apply for CLG grant; hire a preservation professional; include volunteer support from HLC and HP students from University of Oregon

Considerations: Previous survey found to contain errors in construction dates, style categorizations, and few eligibility assessments

Policy Objective 1.B: Strengthen the Capacity of the Historic Preservation Program

Action 1.B.1: Staff and HLC Continued Training

Who: City, HPC

When: Ongoing

How: City planning staff and HLC members attend annual SHPO, Restore Oregon, and/or National Trust conferences, trainings, and workshops; reach out to these entities and other partners for technical assistance

Action 1.B.2: Expand HLC Membership

Who: City, HPC

When: 2015-2016

How: Network among the building trades, realtors, Chamber of Commerce members, etc.; invite directly; if necessary, adjust bylaws to accommodate at least a few more members

Considerations: According to the HLC website there is currently a vacancy

Policy Objective 1.C: Coordinate City Guiding Policies with Preservation Planning

Historic preservation is as an important tool in Redmond's economic development, sustainability, public health, and housing toolkit. In this respect, it is a vital part of broader community development policies and objectives. Coordinated efforts across City divisions will strengthen the program.

Action 1.C.1: Update preservation language in various City guiding documents where needed

Who: City, HLC

When: 2016

How: Review Comprehensive Plan, Downtown Urban Renewal District Plan, and other guiding documents; identify areas where updates can address the importance of preservation to community identity and the social, economic and environmental benefits of preservation; propose revised language that recognizes and supports the City's historic preservation program

Action 1.C.2: Horizontally integrate historic preservation into other City planning/development efforts

Who: City, HLC, City Council, RUPAC, HCD, RDC, DURAC

When: 2016, ongoing

How: Coordinate and conduct an annual interdepartmental work session related to historic resources; collaborate within City departments to promote best practices and benefits of historic preservation.

Attachment B - Historic Preservation Plan Action Items

Action 1.C.3: City projects should use nationally recognized best practices in adaptive reuse and historic preservation

Who: City, HLC, City Council

When: 2015-2017

How: Consult with SHPO as soon as possible regarding design; hire a preservation professional and/or an architecture firm familiar with the Secretary's Standards; utilize Oregon State grants; endeavor to exemplify best practices

Considerations: Previous City adaptive reuse caused a National Register-eligible building to become ineligible. See Action 2.A.1 below.

Action 1.C.4: Monitor the preservation program on an ongoing basis to assure a high level of performance

Who: City, HLC, City Council

When: 2016, ongoing

How: Initiate an annual program review and report to City Council; develop a simple reporting form measuring program activity and tracking progress against the Goals and Action Steps outlined herein

Action 1.C.5: Keep City departments and boards apprised of HLC actions and policies to facilitate effective working relationship

Who: City, HLC, various city departments and commissions as appropriate

When: 2016, ongoing

How: Implement an official reporting protocol for sharing information about HLC actions; establish annual goal-setting sessions with other city departments; plan an annual work session with City Council and any other appropriate commissions to ensure mutually supportive actions and identify any areas of concern.

Considerations: Coordinate with County as well if deemed useful/necessary

Attachment B - Historic Preservation Plan Action Items

GOALS & ACTION STEPS

GOAL 2: ENCOURAGE PRESERVATION AS AN ECONOMIC DEVELOPMENT TOOL

Heritage appreciation aside, historic preservation is a proven economic development tool that has demonstrated effectiveness in downtown revitalization efforts nationwide. The City can facilitate private investment in historic buildings downtown and throughout Redmond in a number of ways, by packaging and promoting existing incentives, efficiently approaching regulatory processes that impact private rehab projects, and investigating opportunities for the development of new incentives.

GOAL 2: ENCOURAGE PRESERVATION AS AN ECONOMIC DEVELOPMENT TOOL

Policy Objective 2.A: Utilize, Package, and Promote Existing Programs & Incentives

Action 2.A.1: The City should maintain its plan to use nationally recognized best practices for the adaptive reuse of the Redmond High School

Who: City, HLC

When: 2015-2018

How: See Action 1.C.3 above. Consult with SHPO as soon as possible regarding design; hire a preservation professional and/or an architecture firm familiar with the Secretary's Standards; utilize existing Oregon Heritage Grant Program; endeavor to exemplify best practices

Considerations: The Oregon Heritage Grant Program provides matching grants for rehab completed by municipal and other nonprofit entities; the project can set an example of preservation best practices for the community

Action 2.A.2: Successfully list Downtown Redmond in the National Register to set up availability of financial incentives

Who: City, HLC

When: 2015-2017

How: See Action 1.A.1 above. Apply for CLG grant; hire a preservation professional; include ample time and budget to engage property owners

Considerations: The possibility of the federal 20 percent federal tax credit or the local Special Valuation property tax reduction often makes the difference in the economic viability of a project.

Action 2.A.3: Compile historic rehabilitation development incentive packages

Who: City, HLC

When: 2015, ongoing

How: Identify vacant, blighted, or currently NR-ineligible historic buildings; review all available programs and incentives for applicable programs; see Appendices B, C, and G for various incentive programs available

Considerations: Buildings currently recommended for this action step include the following:

- Medical-Dental Building, 708 SW Deschutes Ave.
- Farmers Hardware, 432 SW 6th St.
- First National Bank, 404 SW 6th St.
- Baba Chinese Cuisine, 343 SW 6th St.

Attachment B - Historic Preservation Plan Action Items

Action 2.A.4: Notify property owners of available incentives and facilitate their use

Who: City, HLC

When: 2015, ongoing

How: Review historic building inventory information; contact directly and notify property owners of historic buildings of federal, state, and local incentive programs; identify National Register-ineligible buildings built before 1936 and notify property owners of the federal 10 percent rehab tax credit; identify good candidates for the Diamonds in the Rough grant and notify property owners (e.g. Baba Chinese Cuisine, 343 SW 6th St.)

Policy Objective 2.B: Facilitate Historic Rehabilitation Citywide

Action 2.B.1: Establish City policy to waive design review of buildings if rehab project is participating in a state or federal incentives program reviewed by SHPO

Who: City, HLC, City codes officials/staff

When: 2016-2017

How: Review and adjust HLC policy/code; create a review form and protocol to document and track the project's review through SHPO

Action 2.B.2: Examine existing building codes, identify any impediments to historic rehab, and develop solutions to streamline permit processes for rehab

Who: City, HLC, City codes officials/staff

When: 2016-2018

How: review permitting process and codes with City codes staff; determine areas for streamlining; propose changes to appropriate department and commission

Policy Objective 2.C: Develop New Incentives

The HLC has identified the goal of developing a matching grant for residential properties.

Action 2.C.1: Research and evaluate sustainable funding opportunities

Who: City, HLC

When: 2016-2018

How: Research and evaluate community foundation programs in multiple cities of comparable size and demographic; consult with SHPO, Restore Oregon, and National Trust for Historic Preservation regarding successful comparable programs; coordinate with other city commissions regarding program structure and execution

Considerations: funding source(s); allocation procedures; identifying and maintaining ongoing donations over time to sustain fund

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Action 2.C.2: Investigate residential rehab matching grant

Who: City, HLC

When: 2017-2020

How: Review similar programs in multiple cities of comparable size and demographic; consult with SHPO, Restore Oregon, and National Trust for Historic Preservation regarding successful comparable programs

Considerations: funding source(s); grant amount/cap; time required by City staff to manage program; political climate regarding constituent opinion regarding appropriation of City staff time and money on an individual private home.

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GOALS & ACTION STEPS

GOAL 3: CULTIVATE PUBLIC AWARENESS AND PARTNERSHIPS

Public awareness and partnerships promote policies that support preservation efforts and expand the base of preservation players, engaging partners in collaborative preservation activities. While the City's planning and historic preservation staff typically acts as coordinator, advocacy efforts should be shared across a broad base of independent community organizations, private citizens, non-profit organizations and City departments. Leveraging the capabilities of these organizations supports broad community involvement and facilitates efficient use of City resources in other aspects of the preservation program.

GOAL 3: CULTIVATE PUBLIC AWARENESS AND PARTNERSHIPS

Policy Objective 3.A: Increase Access to Information

Among the best practices for administering a preservation program is the provision of convenient access to information needed by property owners and other users. This includes making information on Redmond's historic buildings, the Historic Preservation Program, and best practices for historic building maintenance and rehab readily available.

Action 3.A.1: Expand HLC website

Who: City, HLC, HP student

When: 2015, ongoing

How: Add links to the following to improve access to information about the Redmond HLC and preservation, in general; review Deschutes County HLC website for reference www.deschutes.org/cd/page/historic-preservation

- list of Redmond's locally designated landmarks;
- application for local listing;
- clarification language regarding local designation 'of historical interest;'
- the design review code
- user-friendly design guidelines for review that apply to locally designated landmarks;
- clear explanation of the design review process and guidance for treatment
- National Register-listed properties and nominations
- City building file pdfs, which include old survey, archival research, etc.
- Secretary of the Interior's Standards
- Oregon SHPO
- National Register of Historic Places program, noting impact and benefits to property owners
- National Park Service preservation briefs for rehabilitation best practices
- List of surveyed properties, inventory forms, eligibility assessments, survey map
- Other City interrelated to HLC, such as DURAC, RDC, and RUPAC
- Redmond Historical Society
- Deschutes County Historical Society
- Restore Oregon

Considerations: Access to information and transparency is a priority. Currently the HLC website has very little information. Property owners, developers, and builders need clear guidance for the treatment of historic resources to make informed decisions about their properties, particularly if they are overseen by the City's or other preservation tools.

Attachment B - Historic Preservation Plan Action Items

Policy Objective 3.B: Raise Awareness and Promote Preservation Education

Action 3.B.1: Nominate threatened buildings to Restore Oregon's Most Endangered List

Who: City, HLC

When: 2015, ongoing

How: Nominate the most threatened Redmond building each year; download application from <http://restoreoregon.org/oregons-endangered-places/>

Considerations: Deadline is in August; Medical-Dental Building at 708 SW Deschutes Ave. is currently a good candidate

Action 3.B.2: Recognize good rehabilitation efforts

Who: City, HLC

When: 2015, ongoing

How: Develop a protocol/procedure for an annual recognition program; create a form letter for mayor's signature; present to property owner; send press release to newspaper; post photos and award on City/HLC website

Action 3.B.3: Arrange rehabilitation skills training workshops for local trade workers, preservation partners, and the general public

Who: City, HLC, SHPO, Restore Oregon

When: 2017-2019

How: Coordinate with SHPO and/or Restore Oregon to arrange for rehabilitation techniques training program; promote the event to both property owners and local trade workers

Considerations: The public opinion poll indicated a desire for training opportunities related to appropriate procedures for historic building maintenance and rehab.

Policy Objective 3.C: Improve Partnerships and Collaboration

Action 3.C.1: Encourage public participation in the preservation program

Who: City, HLC, general public

When: 2015, ongoing

How: Hold HLC meetings and other hearings in the evening to allow for more public participation; engage residents and property owners in researching and nominating resources for designation; regularly invite constituents to comment on city preservation activities

Considerations: In addition to professionals, lay people should also participate in the system at a variety of levels. When property owners, builders and developers understand how the system operates, they can make informed decisions about historic properties.

Action 3.C.2: Work with economic development partners

Who: City, HLC, Chamber of Commerce, DURAC, etc.

When: 2015, ongoing

How: Identify potential economic development partners; engage directly and consult to determine areas of mutual interest; propose inclusion of historic resources in redevelopment policies and economic development plans

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Action 3.C.3: Develop a preservation consortium to consolidate efforts and improve coordination between organizations and agencies.

Who: City, HLC, and various partners listed below

When: 2016, ongoing

How: Identify and contact representatives (e.g. board members or staff) from various organizations or agencies that have a mission either wholly or partially involving history and/or cultural resources; meet monthly to share ideas, actively collaborate on promotional efforts, coordinate fundraising efforts, and so forth

Considerations: Suggested members would include Deschutes County Historical Society & Museum, Redmond Museum & Historical Society, Oregon State Parks (Cline Falls, Smith Rock, Ogden State Scenic Viewpoint at Crooked River bridges), Redmond Library, ODOT, BLM, and COCC history department staff.

Attachment B - Historic Preservation Plan Action Items

GOALS & ACTION STEPS

GOAL 4: INCREASE HERITAGE TOURISM

The National Trust for Historic Preservation defines cultural heritage tourism as “traveling to experience the places, artifacts, and activities that authentically represent the stories and people of the past and present.” Investing in preservation sets the stage for visitors seeking a glimpse of Redmond’s historic assets. Heritage tourists spend more on travel than other tourists, spurring economic development in historic areas and generating jobs in service sectors, as well as construction trades.

GOAL 4: INCREASE HERITAGE TOURISM

Policy Objective 4.A: Amplify the heritage tourism program for Redmond

Heritage tourism, which focuses on offering experiences engaging historic resources with other visitor activities, is a strong economic development tool. The Redmond HLC preservation program should promote heritage tourism to support economic development and preservation efforts. The program can include developing an inventory of resources to be marketed, assuring they are rehabilitated and in service, and then preparing interpretive materials that enrich the experience of visiting those places.

Action 4.A.1: Expand visitor awareness of Idaho County’s heritage and its historic resources online

Who: HLC

When: 2016, ongoing

How: see item 3.A.1 above; ensure Redmond historic/cultural events are well represented and readily located on TravelOregon.com, Yelp.com, TripAdvisor.com, and various area, regional, and statewide travel/event calendars; update existing and create new self-guided historic tours – walking, biking, and/or driving; incorporate a range of media including printed publications, websites, and hand-held digital devices.

Considerations: Design tours in loops; vary lengths and difficulty; design around themes such as Streamlined Moderne, Tuff stone in buildings, irrigation, etc.

Action 4.A.2: Coordinate efforts to promote Redmond as a destination for visitors interested in cultural and historic attractions

Who: HLC

When: 2016, ongoing

How: Coordinate marketing efforts with those of other Deschutes County destinations; include preservation representatives in groups that plan regional economic development and tourism promotions

Action 4.A.3: Create a catchall website for cultural activities and historic sites citywide

Who: HLC

When: 2016, ongoing

How: Include links, photos, and information on the wide variety of sites and organizations citywide; see list of entities from item 3.C.3 above; for example see Great Falls Museum Consortium website <http://www.greatfallsmuseumsconsortium.org/>

Attachment B - Historic Preservation Plan Action Items

IMPLEMENTATION TABLE

GOAL 1

Goals	Policy Objectives and Action Steps	2015	2016	2017	2018	2019	2020
Goal 1: Strengthen Protection and Preservation Efforts	Policy Objective 1.A: Identification and Designation						
	Action 1.A.1: Nominate Downtown Redmond to National Register of Historic Places (NRHP)						
	Action 1.A.2: Support NRHP listing of Craftsman bungalows under countywide MPDF	ongoing					
	Action 1.A.3: Pursue MPDF "Historic Resources of Redmond"						
	Action 1.A.4: Develop a Survey Plan						
	Action 1.A.5: Update Citywide Survey		ongoing				
	Policy Objective 1.B: Strengthen Capacity of Historic Preservation Program						
	Action 1.B.1: Staff & HLC continued training	ongoing					
	Action 1.B.2: Expand Membership						
	Policy Objective 1.C: Coordinate City Guiding Policies with Preservation Planning						
	Action 1.C.1: Update preservation language in City guiding documents as needed						
	Action 1.C.2: Horizontally integrate preservation into other City planning/development efforts		ongoing				
	Action 1.C.3: City projects should use nationally recognized best practices in adaptive reuse						
	Action 1.C.4: Monitor preservation program on an ongoing basis		ongoing				
	Action 1.C.5: Keep City departments/boards apprised of HLC actions & policies		ongoing				

Attachment B - Historic Preservation Plan Action Items

IMPLEMENTATION TABLE

GOAL 2

Goals	Policy Objectives and Action Steps	2015	2016	2017	2018	2019	2020
Goal 2: Encourage Preservation as an Economic Development Tool	Policy Objective 2.A: Utilize, Package, and Promote Existing Programs & Incentives						
	Action 2.A.1: City should maintain their plan to use nationally recognized best practices for adaptive reuse of the Redmond High School						
	Action 2.A.2: List Downtown Redmond in NRHP						
	Action 2.A.3: Compile historic rehabilitation development incentive packages	ongoing					
	Action 2.A.4: Notify property owners of available incentives and facilitate their use	ongoing					
	Policy Objective 2.B: Facilitate Historic Rehabilitation Citywide						
	Action 2.B.1: Establish City policy to waive design review if rehab project is participating in an incentives program reviewed by SHPO						
	Action 2.B.2: Examine existing building codes, develop solutions to streamline permit processes for rehab						
	Policy Objective 2.C: Develop New Financial Incentives						
	Action 2.C.1: Research and evaluate sustainable funding opportunities						
	Action 2.C.2: Investigate residential rehab matching grant						

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IMPLEMENTATION TABLE

GOAL 3

Goals	Policy Objectives and Action Steps	2015	2016	2017	2018	2019	2020
Goal 3: Cultivate Public Awareness and Partnerships	Policy Objective 3.A: Increase Access to Information						
	Action 3.A.1: Expand HLC website	ongoing					
	Policy Objective 3.B: Raise Awareness and Promote Preservation Education						
	Action 3.B.1: Nominate threatened buildings to Restore Oregon's Most Endangered List	ongoing					
	Action 3.B.2: Recognize good rehabilitation efforts	ongoing					
	Action 3.B.3: Arrange rehabilitation skills training workshops						
	Policy Objective 3.C: Improve Partnerships and Collaboration						
	Action 3.C.1: Encourage public participation in the preservation program	ongoing					
	Action 3.C.2: Work with economic development partners	ongoing					
	Action 3.C.3: Develop a preservation consortium		ongoing				