



CITY OF REDMOND
Community Development Department

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REDMOND HISTORIC LANDMARKS COMMISSION
411 SW 9th Street, Conference Room 200
April 4, 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
 - a. December 19, 2018 (Exhibit 1)
 - b. January 24, 2019 (Exhibit 2)
 - c. February 21, 2019 (Exhibit 3)

DISCUSSION ITEMS

- 4:40 PM A. Redmond Historic Resources MPDF (Multiple Property Document Form) Update
- 4:55 PM B. Historic Preservation Month Planning
- 5:20 PM C. Discuss Facebook Posts

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

5:55 PM **STAFF COMMENTS**

6:00 PM **ADJOURN**

Next Historic Landmarks meeting in April 25, 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.

The City of Redmond encourages all citizens to participate in its programs and activities. This meeting location is accessible to people with disabilities. Requests for accommodation may include sign language interpreter service, assistive listening devices, materials in an alternate format or any other accommodation. If any accommodations are needed, please contact the ADA Coordinator at 541-504-3036 or access@ci.redmond.or.us. Requests should be made as soon as possible, but at least 3 business days prior to the scheduled meeting.



DRAFT

EXHIBIT 1

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REDMOND HISTORIC LANDMARKS COMMISSION
MINUTES

December 19, 2018

Redmond City Hall, 411 SW 9th Street – Room 200, Redmond, Oregon

Commissioners Present: Chair Charles Rucker, Vice-Chair Trish Pinkerton, Tonia Cain, Shannon Farnsworth Rose (**3 vacancies**)

Youth Ex Officio: **Vacant**

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

Visitors: Deborah Cook; Kara Roatch

Media: None

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

CALL TO ORDER – INTRODUCTIONS

Chair Rucker called the regular meeting of the Redmond Historic Landmarks Commission to order at 4:32 p.m., Thursday, December 19, 2018, with a quorum of commissioners present (4 of 4).

CITIZEN COMMENTS

None.

ACTION ITEMS

A. Approval of Minutes for November 29, 2018

Motion 1 (3/0/1): Commissioner Pinkerton moved to approve the minutes of November 29, 2018, as presented. Commissioner Rose seconded the motion which passed with Commissioners Pinkerton, Rose, and Rucker voting in favor, none opposed, and Cain abstaining.

DISCUSSION ITEMS

A. Redmond MPD (Multiple Property Documentation) Form

Mr. Woodford provided an overview of work underway by the City's consultant. Ms. Davis has been surveying, researching, and writing background information on potential historic resources in Redmond. The MPDF, once approved, will facilitate property owners' ability to nominate structures to the National Register of Historic Places on an individual basis.

Mr. Woodford phoned Ms. Davis and left a voice message, inviting her to join the meeting.

INTRODUCTIONS

Mr. Woodford invited current and incoming commissioners and staff to introduce themselves.

Ms. Cook (incoming commissioner), a Redmond resident for 13 years, outlined her employment background (engineering, architecture, construction, property management). She was formerly a member of the Redmond Committee for Art in Public Places.

Ms. Roatch (incoming commissioner), a Redmond resident for 10 years, said she was the new Redmond Chamber of Commerce Events Director.

Chair Rucker said he originally joined this commission to work on a downtown commercial historic district.

Commissioner Cain said she was born and raised in Redmond and was a lifelong Central Oregon resident. Her dad was a brick mason.

Vice-Chair Pinkerton said she was a 41-year resident of Redmond and visited here when a child as her mother was born and raised here. She is now a City employee but previously worked for the *Redmond Spokesman* for 30 years. She co-authored a book on Redmond history – *Images of America: Redmond* (Arcadia Publishing, 2009) – with former Spokesman editor Leslie Pugmire Hole.

Commissioner Rose, a Central Oregon resident for 8 years, owned property in Redmond for 5 years before moving to Redmond a little over a year ago. The first old house she renovated in Redmond is now on the local landmark inventory and she is working to renovate a second one.

Mr. Woodford, a City employee, said he has been the staff liaison to this commission for about 5 years. He grew up in Colorado. He has enjoyed learning about Redmond and why it's important for a community to preserve its heritage. Orientation will be provided for incoming commissioners in January 2019.

Ms. Prow outlined her support role to the commission (minutes). She has been writing about historic preservation issues since 2006. The historic preservation philosophy is part of what makes a community look different from "everywhere USA." If you don't value what you had, you won't value anything else.

DISCUSSION ITEMS

A. Redmond MPD (Multiple Property Documentation) Form

Mr. Woodford provided an overview of this project and the involvement of Kerry Davis, *Preservation Solutions, LLC* (City consultant). Ms. Davis was unavailable to join the meeting by phone.

B. Redmond Museum – Brainstorm Ways HLC Can Assist

Chair Rucker reported historic items formerly stored in the Redmond Museum were moved to the old Evergreen Gymnasium. He requested actionable (concise, achievable) ideas on how the Landmarks Commission could help the Greater Redmond Historical Society improve community awareness of its mission and efforts during May Historic Preservation Month in 2019.

Commissioner Cain, Greater Redmond Historical Society president, provided a brief update on storage of historic items from the Redmond Museum. One of the boxes is full of oral histories, donated by Curt Lance, recorded on a currently inaccessible medium (wire reels). There is a player but no information on how to operate it. She reported the Greater Redmond Historical Society has two openings on its board of directors. The board met last week and is looking quarterly projects.

Commissioner suggestions covered:

Projects

- Inventory historic items formerly stored in Redmond Museum. Identify physical location.
- Digitize oral histories. Excerpt information from oral histories related to small historic items.

- Establish an oral history “home” for file cabinets stored at Redmond Airport.
- Document all historic items formerly stored in the Redmond Museum.
- Create a strategic plan draft with short-term milestones.

Technology

- Research conversion of oral histories on outdated media to current technology.
- Provide online access to digital historic files and Museum status on a neutral party’s website.
- Computerize historic item inventory (Past Perfect software).

Resources

- Invite Kelly Cannon Miller, executive director of Des Chutes Historical Museum, to attend the January 2019 meeting to talk about the Bend museum’s heritage walk brochure and her process in digitizing old oral histories.
- *Outreach:* Klamath Falls Museum and Tanney Staffenson, Historic Redmond Depot owner.
- Ideas from the 2018 Oregon Heritage Conference.
- Invite Sarah Baylinson, Bowman Museum Collections Manager, to share her experience.

Funding/Fund-Raising

- Can CLG (Certified Local Government) grants be used to convert old technology? Mr. Woodford will check with SHPO (State Historic Preservation Office).
- Request donations from the community. Contact Heather Cassaro about a mailing list and bulk mail permit options.
- Sell unneeded items *after* full inventory is done.
- Explore partnership opportunities with Des Chutes Historical Museum, Deschutes Public Library System, City of Redmond, Leadership Redmond, Redmond Area Park and Recreation District, and Central Oregon Irrigation District (Homestead Canal Trail).

Historic Tourism

- Redmond Chamber is considering expanding the Visitors Center to include the Museum. The historic walking tour brochure continues to be popular, but visitors have expressed interest in viewing historic things in one place.

Mr. Woodford played part of a YouTube video on “wire recorder” technology.

Chair Rucker suggested continuing this discussion at the January 2019 meeting.

COMMISSIONER COMMENTS – ANNOUNCEMENTS

Chair Rucker announced the Historic Code amendments had been approved by City Council.

STAFF COMMENTS

Mr. Woodford reported the appointment of three new commissioners: Deborah Cook and Kara Roatch (present) and Drew Roberts (not present).

Mr. Woodford said Heidi Kennedy posted a Story Map interactive exhibit about Bend’s historic resources (local landmarks and/or National Register-listed properties) on the City of Bend website. Commissioners suggested listing Redmond’s historic resources on the City’s website. Mr. Woodford said he would contact the City’s GIS (Geographical Information System) analyst for assistance.

Next meeting: Thursday, January 24, 2019, 4:30 p.m.

ADJOURN

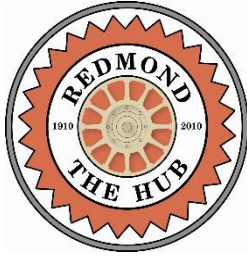
With no further business, Chair Rucker adjourned the meeting at 6:05 p.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this _____ day
of _____, 2019.

ATTEST:

Charles Rucker
Chair

Scott Woodford
Senior Planner



DRAFT

EXHIBIT 2

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REDMOND HISTORIC LANDMARKS COMMISSION
MINUTES

January 24, 2019

Redmond City Hall, 411 SW 9th Street – Room 200, Redmond, Oregon

Commissioners Present: Chair Charles Rucker, Vice-Chair Trish Pinkerton, Tonia Cain, Deborah Cook, Kara Roatch, Drew Roberts, Shannon Farnsworth Rose

Youth Ex Officio: **Vacant**

City Staff: Scott Woodford, *Senior Planner*; Chuck Arnold, *Economic Development/Urban Renewal Project Manager*; Cameron Prow, *TYPE-Write II*

Visitors: Kerry Davis, *Preservation Solutions, LLC*; Rick Stilson, *SunWest Builders*

Media: None

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

CALL TO ORDER – INTRODUCTIONS

Chair Rucker called the regular meeting of the Redmond Historic Landmarks Commission (HLC) to order at 4:30 p.m., Thursday, January 24, 2019, with a quorum present (6 of 7 commissioners). Commissioner Roatch arrived at 4:32 p.m., prior to election of officers, making attendance unanimous.

CITIZEN COMMENTS

None.

ELECTION OF CHAIR and VICE-CHAIR

Commissioner Rose nominated Charles Rucker to serve as Chair for 2019. Commissioner Cain seconded the nomination. Commissioners voted unanimously (7/0/0) in favor of Commissioner Rucker.

Commissioner Rose nominated Trish Pinkerton to serve as Vice-Chair for 2019. Commissioner Cain seconded the nomination. Commissioners voted unanimously (7/0/0) in favor of Commissioner Pinkerton.

ACTION ITEMS

A. Approval of Minutes
None.

B. Redmond Hotel – Review of Replacement Proposal for Fire Escapes, Sign, and Window Painting
Rick Stilson, Sun West Builders project manager for the Redmond Hotel, joined the meeting via phone at 4:35 p.m.

Mr. Woodford summarized the background of the hotel project. At their November 29, 2018, meeting, commissioners approved the applicant's (AWI Deschutes, LLC) proposal to remove the existing fire escapes (deemed unnecessary due to building and fire code changes) but had safety

and aesthetic concerns about how the building would function and look without the fire escapes. Included in the meeting packet were Attachment A (elevation of building facades that previously had fire escapes) and Attachment B (color photo of existing sign, window trim, awnings, and entrance canopy; proposed sign design and colors; color illustration of east building façade with proposed sign installed and exterior window trim colors). Applicant's proposal included adding a new railing (1/2" balusters in a black iron finish with a decorative element on top of the railing) to protect the landing and provide a finished look to the area, changing some of the white window trim to black, and using LED (light-emitting diode) and neon lighting to better align these aesthetic features with the hotel's branding.

Mr. Arnold provided an update on how the State Historic Preservation Office (SHPO), Restore Oregon, and National Park Service viewed the proposed exterior façade changes. Mr. Stilson said he would confirm that SHPO was uninterested in exterior paint colors.

Commissioner discussion covered the importance of neon lighting on the sign, if black exterior trim paint would fade faster than white, lack of awning and entrance canopy details on Attachment A, need for interior signs informing hotel guests that doors to the former fire escapes are NOT exits, and colors of awnings and transom trim.

Motion 1 (7/0/0): Commissioner Pinkerton moved that the Historic Landmarks Commission approve the proposed railing as a replacement for the removed fire escapes, sign changes, and window trim painting as depicted in Attachments A and B of this staff report, pending State Historic Preservation Office approval. Commissioner Cain seconded the motion which passed unanimously.

DISCUSSION ITEMS

A. Redmond MPD (Multiple Property Document) Form Update with Kerry Davis, Preservation Solutions, LLC

Mr. Woodford reported speaking with Ms. Davis last week.

Ms. Davis, City historic preservation consultant, joined the meeting by phone at 5:01 p.m. She discussed how properties could be listed on the National Register, advantages to listing Redmond properties using the MPD, criteria for selecting MPD resources, and what constituted historic integrity. She reported her findings to SHPO last week and has requested boundary guidelines. A draft outline of the proposed MPD is due by March 31, 2019. She asked commissioners to help by identifying property owners interested in/supportive of individual National Register listings.

Commissioner concerns included impact of vinyl windows on historic integrity and if historic resources in an MPD had to be contiguous. Chair Rucker thanked Ms. Davis for attending today's meeting and for the information she provided.

Mr. Woodford said he would continue to provide Ms. Davis with copies of old property files.

C. 2019-20 Work Plan Discussion

Commissioners reviewed the 2018-2019 Work Plan in preparation for drafting the 2019-2020 Work Plan. Mr. Woodford provided updates on actions scheduled for completion by June 30. Chair Rucker directed this discussion continue at the February meeting.

B. Historic Preservation Month Planning

Chair Rucker announced Deschutes County's first planning meeting for May Historic Preservation Month events was scheduled for January 31 (see Upcoming Meetings below).

COMMISSIONER COMMENTS – ANNOUNCEMENTS

Commissioner Cain reported speaking with Kelly Cannon-Miller, executive director of Des Chutes Historical Museum, last week about digitizing Redmond’s oral histories.

Chair Rucker said he would also speak with Ms. Cannon-Miller and would share the results of his discussion with staff and commissioners. He presented and reviewed his written list of ways the HLC might help promote the Greater Redmond Historical Society which manages City-owned historic resources. The majority of the collection has been moved temporarily to the old gym behind city hall. His discussion covered the Redmond Museum’s background and its need for a sustainable path to the future. He will provide an update at the February meeting.

STAFF COMMENTS

Mr. Woodford requested rescheduling the February 28 meeting to February 21. Following discussion, commissioners agreed to the February 21 meeting date.

Upcoming meetings:

- January 28, 5:30 p.m. – training meeting, City Hall Rooms 207-208
- January 31, 12 noon – Deschutes County May Historic Preservation Month planning #1, Des Chutes Historical Museum, Bend
- February 7, 4:30 p.m. – HLC workshop on May Preservation Month planning
- February 13, 12 noon – Deschutes County May Historic Preservation Month planning #2, Des Chutes Historical Museum, Bend
- February 21, 4:30 p.m. – HLC regular meeting

ADJOURN

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

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this _____ day of _____, 2019.

ATTEST:

Charles Rucker
Chair

Scott Woodford
Senior Planner



DRAFT

EXHIBIT 3

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REDMOND HISTORIC LANDMARKS COMMISSION
MINUTES

February 21, 2019

Redmond City Hall, 411 SW 9th Street – Room 200, Redmond, Oregon

Commissioners Present: Chair Charles Rucker, Vice-Chair Trish Pinkerton, Tonia Cain, Drew Roberts, Shannon Farnsworth Rose (*absent: Deborah Cook, Kara Roatch*)

Youth Ex Officio: **Vacant**

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

Visitors: None

Media: None

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

CALL TO ORDER – INTRODUCTIONS

Chair Rucker called the regular meeting of the Redmond Historic Landmarks Commission (HLC) to order at 4:43 p.m., Thursday, February 21, 2019, with a quorum present (5 of 7 commissioners).

CITIZEN COMMENTS

None.

ACTION ITEMS

A. Approval of Minutes

None.

B. 2019-2020 Work Plan Adoption

Mr. Woodford reviewed the draft 2019-2020 Work Plan including commissioner recommendations from the January 24, 2019, meeting.

Commissioners discussed potential commercial and residential resources to include in a tour, educational benefit of sharing information about Redmond's historic resources with property owners and the public, and interior integrity of historic resources. Changes suggested to the following strategies included:

- **Educate Community About Historic Preservation:** Move “This Place Matters Photo Contest” and “Hunt for History” from Action 1 to the Conduct an Awareness Campaign strategy. Add “Pilot Butte” in front of “(Canal History Walk)” in Action 2.
- **Create Partnerships:** Remove “Redmond Museum” Add “Redmond Chamber of Commerce, Redmond Area Park and Recreation District, Leadership Redmond, and Greater Redmond Historical Society.”

- **Conduct an Awareness Campaign:** Replace Action 3 with “Continue supporting awareness of the Greater Redmond Historical Society.”

Motion 1 (5/0/0): Commissioner Cain moved that the Historic Landmarks Commission approve the 2019-2020 Redmond Historic Landmarks Commission Work Plan in Attachment A as amended. Commissioner Pinkerton seconded the motion which passed unanimously.

DISCUSSION ITEMS

A. Redmond MPD (Multiple Property Documentation Form) Update

Mr. Woodford reported Kerry Davis (City consultant) was continuing to work with SHPO (State Historic Preservation Office) staff and needed feedback from commissioners on what the MPDF boundary should be based on (city limits of 1920, 1956, or 2019; urban growth boundary; other?) and significant cultural or historic events that marked changes in Redmond. He asked if an old barn on Helmholtz Way should be considered as a current or future landmark. He will e-mail a comparison of different boundaries to commissioners.

Commissioners said they would do on-the-ground research to evaluate potential boundaries and discuss this topic at the next meeting.

B. Window Restoration Workshop Update

Mr. Woodford said he contacted Chad Nemec about hosting a two-day window restoration workshop at his property (First Presbyterian Church, 641 SW Cascade Avenue) in April. He and Commissioner Rose received an e-mail from Chris Gustafson last week regarding a March workshop. At this time, staff does not have a firm commitment from Mr. Nemec.

Commissioners discussed potential backup venues (New Redmond Hotel, Hyme House, John Roberts House, Tetherow Crossing) for doing a window restoration workshop in a special place.

C. Historic Preservation Month Planning

Chair Rucker said Kelly Cannon-Miller, Des Chutes Historical Museum, was making HPM (Historic Preservation Month) banners, and had requested input. Following commissioner discussion, Chair Rucker said he would ask Ms. Cannon-Miller if she would be willing to make banners for Redmond. He reported the countywide planning effort was going pretty smoothly. Instead of HLC’s sponsoring an event, he suggested supporting events hosted by non-City organizations, such as “Pioneer Days” and “Touch a Truck.” He discussed Bend’s light-pole poster program which, during May this year, will display photos of six buildings that look substantially the same as they did in the past. Theming ideas discussed at the county planning meeting included historic outdoor activities.

Commissioner Cain reported receiving an e-mail from Ms. Cannon-Miller. Key points in that e-mail were that they were working on their Cruising 97 exhibit, had several photographs they intended to use to highlight the New Redmond Hotel as a stopping point for tourists (1938-1960), and wanted to know if Redmond had any souvenir objects it wanted to share for this event.

Commissioner suggestions for ways to support the Cruising 97 exhibit included adding context by providing reasons why people came through Redmond, information or exhibits about the “automobile age,” and a photo of the Redmonds in their car before the 1930s. Other concerns included why Redmond can’t display posters on its light poles as Bend does, if the City of Redmond should contribute to the county HPM activities, if Redmond’s historic window restoration workshop would upstage other Redmond HPM activities, and potential speakers about Redmond history at the Odem Theatre Pub May 9-16 (Ted, Mayor Endicott).

Commissioner Rose suggested tying Redmond's "This Place Matters" photos to holidays other than HPM events. She reported seeing on Facebook last week some communities celebrated Valentine's Day with "This Place Matters" photos inside a valentine frame.

COMMISSIONER COMMENTS – ANNOUNCEMENTS

Chair Rucker said he contacted Communications Manager Heather Cassaro to express concern about how the community will respond when the Redmond Hotel sign comes down. When she expressed interest in HLC's Facebook page, he invited her to become an "admin" on it. He said he suggested to Ms. Cassaro the HLC, to draw attention to its Facebook page, post information first *before* other postings. He also reached out to Redmond Chamber of Commerce and suggested they do something. He said he had not yet spoken with Chamber staff about the window restoration workshop.

STAFF COMMENTS

2019 Training Opportunities

- March 19: SHPO office
- April 25-26: Oregon Heritage Conference

Commissioners Cain and Rucker said they were interested in the April conference. Mr. Woodford suggested Redmond coordinate transportation with Bend and Deschutes County for the SHPO training.

Next HLC meeting: Thursday, March 28, 2019, 4:30 p.m. (*tentative agenda:* planning workshop for what to post on Facebook)

ADJOURN

With no further business, Chair Rucker adjourned the meeting at approximately 6:05 p.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this _____ day of _____, 2019.

ATTEST:

Charles Rucker
Chair

Scott Woodford
Senior Planner