



CITY OF REDMOND
Community Development Department

716 SW Evergreen, Redmond OR 97756
541-923-7721
Fax: (541) 548-0706
www.ci.redmond.or.us

REDMOND HISTORIC LANDMARKS COMMISSION
City Hall 716 SW Evergreen Avenue Conference Room A
Friday, December 12, 2014
9:00 – 10:30 AM

Agenda

RHLC MEMBERS

Trish Pinkerton,
Chair

David Adams

Jane Schroeder

Leaha Moon

Judy Fessler

Vacant Youth
ExOfficio

MEETING OBJECTIVES

- Debrief Evergreen Memorabilia Project Open House and continue planning for 2015 Historic Preservation Month event

PROPOSED AGENDA

TIME	ITEM
9:00 AM	CALL TO ORDER / INTRODUCTIONS
	DISCUSSION / ACTION ITEMS
9:05 AM	A. Evergreen Elementary School Memorabilia Project – Open House Debrief & Next Steps
9:35 AM	B. Planning for 2015 Historic Preservation Month Event
10:00 AM	C. Rescheduling of State Historic Preservation Office Training in January
10:10 AM	D. Approval of Minutes <ul style="list-style-type: none"> a. October 10, 2014 b. October 24, 2014 c. November 7, 2014
10:15 AM	LIAISON COMMENTS
10:20 AM	CITIZEN COMMENTS
10:25 AM	STAFF COMMENTS
10:30 AM	ADJOURN

*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 Commission for Art in Public Places. You may also request a copy at City Hall from Heather Richards at 923-7756 or Jackie Abslag at 923-7763.

Anyone needing accommodation to participate in the meeting must notify ADA Coordinator, at least 48 hours in advance of the meeting at 541-923-7735, or through the Telecommunications Relay Service (TRS) which enables people who have difficulty hearing or speaking in the telephone to communicate to standard voice telephone users. If anyone needs Telecommunications Device for the Deaf (TDD) or Speech To Speech (STS) assistance, please use one of the following TRS numbers: 1-800-735-2900 (voice or text), 1-877-735-7525 (STS English) or 1-800-735-3896 (STS Spanish). The City of Redmond does not discriminate on the basis of disability status in the admission or access to, or treatment, or employment in, its programs or activities.



DRAFT

CITY OF REDMOND
Community Development Department

716 SW Evergreen Avenue
Redmond, OR 97756-2242

Phone **541-923-7721**
Fax 541-548-0706

www.ci.redmond.or.us

REDMOND HISTORIC LANDMARKS COMMISSION
Minutes

Tuesday, October 10, 2014

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

Commissioners Present: Chair Trish Pinkerton, David Adams, Leaha Moon, Jane Schroeder
(1 vacancy)

Youth Ex Officio: *William King* (absent)

City Staff: Heather Richards, *Community Development Director*; Chelsea Dickens, *Grant Coordinator*;
Scott Woodford, *Associate Planner*; Cameron Prow, *TYPE-Write II*

Visitors: Peter Gutowsky and Matt Martin, *Deschutes County Long-Range Planning*; Judy Fessler

*(scribe CP's note: The minutes were created from an audio record and notes taken at the meeting.
The three digits after a motion title show the number of Commissioners voting in favor/against/abstaining.)*

CALL TO ORDER

Chair Pinkerton opened the meeting at 9:09 a.m. with all four Commissioners present.

DISCUSSION/ACTION ITEMS

- A. Deschutes County Historical Landmarks Commission – Strategic Planning Efforts Presentation
Mr. Martin and Mr. Gutowsky summarized the county's progress in developing a historic preservation strategic plan for rural Deschutes County and the City of Sisters. This plan will prioritize preservation programs that build upon existing projects and promote collaboration. They discussed the purpose, background, strategic issues, charting a future, outreach strategies, resources, and timeline. Next steps included updating the county landmarks commission on November 3, drafting the plan, and presenting the plan to the county landmarks commission and Board of County Commissioners for approval. Mr. Martin discussed economic, environmental, and cultural benefits of historic preservation, stressing the need to encourage respect and appreciation for the past. He recommended open communications between the county and the City of Redmond: <http://www.deschutes.org/community-development/historic-landmarks.aspx> and access to an online survey at www.surveymonkey.com/s/deschuteshistoric.

Mr. Gutowsky provided a copy of a PowerPoint presentation and summarized past collaborative efforts between the county and other local jurisdictions to protect (Petersen Rock Garden) and promote local resources and programs (annual Historic Preservation Month celebrations). He recommended encouraging organizations in reactionary mode to become more proactive,

Ms. Richards identified training needs, suggesting a regionwide conference (historic preservation objectives, museum, curatorship objectives, designation process, awareness-building, community connections). Additional ideas included collecting common stories (pre-settlement archeology, settlement efforts countywide), setting a countywide theme, cemeteries, Sisters (theme vs. historic integrity/resources), and inventorying century farms.

Commissioners discussed protecting Pioneer Cemetery in Terrebonne, century farms, ways to engage the public, multi-generational access, and developing a countywide calendar of historic preservation events.

Ms. Fessler said that preservation has historically been based on crisis situations. She pointed out that museums, cemeteries, and century farms were valuable sources of information and recommended inventorying people resources.

E. Approval of Minutes

Motion 1 (4/0/0): Commissioner Moon moved to approve the minutes of September 12, 2014. Commissioner Adams seconded the motion which passed unanimously.

B. Planning for 2015 Historic Preservation Month Event

Ms. Richards recommended working with the schools to get students involved. Colonial Williamsburg, which she visited this summer, has engaged children by combining electronic and physical information (participants get phone clues, travel to a physical site to learn about it, respond to the clue, and get a new clue after each correct answer). She reported the Redmond Chamber of Commerce had volunteered to create a mobile application for the Art Deco tour. She recommended inviting a Chamber representative to the December 2014 meeting. Her ideas for other tours included following Frank Redmond and his family, who were active in the community.

Following discussion of past events and potential themes, Commissioners agreed to do a game as a standalone event or part of a tour (walking, biking, nonmotorized vehicles). Commissioner Moon said she would contact her daughter's teacher regarding student involvement. Chair Pinkerton asked commissioners to bring ideas about Art Deco buildings (addresses) to visit, walking and biking routes, and themes to the December meeting.

Mr. Woodford suggested partnering with the City's Bike and Pedestrian Advisory Committee (BPAC) if walking or biking were part of the event.

Ms. Richards reminded commissioners about additional tasks in their 2014-2015 work plan including a grant-funded project that must be completed by June 30, 2015.

Commissioner Schroeder left at 10:07 a.m.

C. Discussion of Rating Sheets for Preservation of Historic Buildings/Sites for Redmond Train Depot
Mr. Woodford suggested including a Comments section on the form.

Ms. Richards explained how the Rating Sheet was intended to be used and the landmark designation process. Changing this form would require a code amendment. She recommended commissioners provide oral comments at meetings where Rating Sheets are discussed, which would include those comments in the record. The City has a Certified Local Government (CLG) grant and is working on two National Register district nominations.

Commissioners decided to attend their November training session before filling out a Rating Sheet on the Redmond Train Depot.

D. Evergreen Elementary School Rehabilitation Project

Ms. Richards said this site is being rehabilitated as the new City Hall/Civic Center. The City wants to do this project in a way that serves the public and celebrates the building's history and school-related activities. People attending the 50th reunion of Redmond Union High School went through the building this summer and want the \$375 they donated to the City used to memorialize

the school's history. *The Bulletin* is running a story on October 11, 2014, about Evergreen and the historic preservation effort behind it. Stories and memorabilia collected prior to the start of construction in May 2015 could be set up as a temporary display. She shared her experience of doing a Saturday public forum to collect memorabilia and oral histories. She recommended that commissioners strategically plan what they are going to do, how they are going to do it, and when (timeline). A Stakeholder Advisory Committee will be in place by January 2015.

Commissioner comments covered information resources (Redmond School District, Facebook site for Redmond Union High School, website for Evergreen alumni, yearbooks), video record of rehabilitation project, student participation, and integrity of exterior trim. Following discussion, Commissioners agreed they were interested in collecting oral histories and decided to schedule a work session on this project for October 24, 2014, 9 a.m., City Hall Room A.

LIAISON COMMENTS (None)

CITIZEN COMMENTS

Ms. Fessler said she and her husband recently moved to Redmond and were living in the McCaffrey house. She summarized her experience with restoring three historic houses and one commercial building. Jack Nelson, her neighbor, encouraged her to attend today's meeting. She submitted her application to join the commission to Ms. Richards.

STAFF COMMENTS

Ms. Richards summarized the commissioner application process and said the City is recruiting another potential member. She offered to provide refreshments for the November 14 training. The City is working with the State Historic Preservation Office to find a consultant to complete the work needed on the CLG project before June 30, 2015. Upcoming training opportunities: November 11-14: National Trust Conference, Savannah, Georgia (CLG funds available), and November 14, 9 a.m.-12 noon: Landmarks Commission training.

COMMISSIONER COMMENTS

Commissioner Adams recapped his experience at the 2014 Bike Walk Roll event. Suggestions for improving the next event included earlier promotion, better advance communication/education with the schools (principals, other staff, on-duty police, students, parents), and expanding promotional outlets to include grocery stores.

Mr. Woodford recommended recruiting more volunteers for 2015 and noted that support from the individual schools was uneven.

ADJOURN

The next meeting is scheduled for Friday, November 14, 9 a.m.

With no further business, Chair Pinkerton adjourned the meeting at 10:45 a.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this _____ day of _____, 2014.

ATTEST:

Trish Pinkerton
Chair

Heather Richards
Community Development Director



DRAFT

CITY OF REDMOND
Community Development Department

716 SW Evergreen Avenue
Redmond, OR 97756-2242

Phone **541-923-7721**
Fax 541-548-0706

www.ci.redmond.or.us

REDMOND HISTORIC LANDMARKS COMMISSION
Minutes

Tuesday, October 24, 2014

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

Commissioners Present: Chair Trish Pinkerton, David Adams, Jane Schroeder (excused: *Leaha Moon*, 1 vacancy)

Youth Ex Officio: *William King* (absent)

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

Visitors: Ginny McPherson, *Council Liaison*; Judy and Jon Fessler

(scribe CP's note: The minutes were created from an audio record and notes taken at the meeting.)

CALL TO ORDER

Chair Pinkerton opened the meeting at 9:12 a.m. with three of four Commissioners present, establishing a quorum.

WORK SESSION

A. Evergreen Elementary School Rehabilitation Project

Ms. Richards summarized the scope of this historic preservation project and said design will start in January 2015. The purpose of today's meeting was to plan for public engagement and develop processes for curating loaned or donated memorabilia. She suggested making Evergreen Elementary photos available at the next Commissioner training session.

Commissioner suggestions included:

- * Outreach Methods: press releases, flyers, questionnaires, public forums, Facebook (Redmond High School alumni), KPOV radio station (89.9 FM), video recordings (facility tour of existing condition, project milestones), information to City Hall receptionist for citizens/visitors
- * Potential Partners: Redmond Spokesman, Redmond School District (individual schools, school libraries, history and media teachers, teacher lounges), Redmond Museum, Redmond Public Library, Redmond Senior Center, Redmond Chamber of Commerce, Central Oregon Christian School, Redmond Proficiency Academy, Redmond Spokesman
- * Curation/Display Opportunities: Redmond Library (static photo display with contact information including e-mail address), Redmond Museum (curation specialist)
- * Memorabilia Sources: yearbooks, photos, oral history recordings/transcripts, video recordings, Redmond Spokesman archives (stories, photos, yearbooks)

- * Labor/Assistance: high school students needing community service hours for college résumés (writing: history of Evergreen Elementary, type of school, architecture, stories about people who attended the school; recording oral histories), archiving technology, public forum attendees

Following discussion, Commissioners agreed to schedule a public forum on Wednesday, November 19, 2014, 4-7 p.m. A selection of photos collected prior to that date will be blown up and displayed to prompt feedback/input from citizens and visitors.

Task assignments:

Commissioner Pinkerton volunteered to contact Human Resource Director/Redmond School District (teachers or students who want to help), oral history questionnaire, press release about November 19 public forum by November 10

Commissioner Adams volunteered to contact Redmond Museum.

Judy and Jon Fessler volunteered to contact Linda Olson/Redmond Library regarding static display with contact data for those seeking more information.

Ms. McPherson volunteered to contact Bobbie Sloan, history teacher.

Ms. Richards volunteered City staff to design flyers.

LIAISON COMMENTS (None)

CITIZEN COMMENTS (None)

STAFF COMMENTS (None)

COMMISSIONER COMMENTS (None)

ADJOURN

The next meeting is scheduled for Friday, November 7, 2014, 9 a.m.

With no further business, Chair Pinkerton adjourned the meeting at 9:47 a.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this _____ day of _____, 2014.

ATTEST:

Trish Pinkerton
Chair

Heather Richards
Community Development Director



DRAFT

CITY OF REDMOND
Community Development Department

716 SW Evergreen Avenue
Redmond, OR 97756-2242

Phone **541-923-7721**
Fax 541-548-0706

www.ci.redmond.or.us

REDMOND HISTORIC LANDMARKS COMMISSION
Minutes

Tuesday, November 7, 2014

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

Commissioners Present: Chair Trish Pinkerton, David Adams, Judy Fessler, Jane Schroeder
(excused: *Leaha Moon*)

Youth Ex Officio: *William King* (absent)

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

Visitors: Joan Fessler

(scribe CP's note: *The minutes were created from an audio record and notes taken at the meeting.*)

CALL TO ORDER

Chair Pinkerton opened the meeting at 9:04 a.m. with four of five Commissioners present, establishing a quorum.

WORK SESSION

A. Evergreen Elementary School Rehabilitation Project

Commissioner Pinkerton requested updates from commissioners and staff on their assignments from the last meeting:

Commissioner Pinkerton had volunteered to contact Redmond School District for help in publicizing the November 19 public forum to schools and recruiting students to help. She reported that the district's public relations person was on board and Barry Branoff, a high school social studies teacher, was ready to help get volunteers and to publicize the forum to teachers. She has a press release ready to go as soon as the last few blanks are filled in.

Commissioner Fessler had volunteered to contact Linda Olson at Redmond Public Library regarding a static display with contact data for those seeking more information. She and her husband are ready to help distribute posters.

Councilor McPherson had volunteered to contact a teacher at Central Christian School. No report was available due to her absence.

Commissioner Adams had volunteered to contact the Redmond Museum. He reported that all museum staff members were eager to help. He also contacted D. J. Holloway, Ridgeview High School media director, regarding student participation in copying/enlarging and digitizing selected photos from Redmond High School yearbooks. Students will receive credit for volunteer hours.

Commissioner concerns included photo sources (Redmond Public Library, Redmond High School library, Redmond Spokesman, City of Redmond, Deschutes County Historical Society), photo selection (Evergreen classrooms and other buildings), protecting yearbooks from damage during the copying process, storyboard creation/display, oral history stations (tables, chairs, sign-up sheets for future interviews), publicity, volunteer recruitment (high school students), key access to Redmond Museum, and moving the November 19 open house to December 10-11.

Following discussion, Commissioners agreed on the following timeline and activities:

- * November 11: Solicit photos and oral histories at annual Veterans' Day parade.
- * Mid-November: Commissioner Adams to contact Ridgeview High School media director (D. J. Holloway) regarding student participation in photo preparation and yearbook digitization. Students to provide digital photo files (file name: Redmond Union High School 19__) to City by November 30.
- * Christmas Parade: Solicit photos and oral histories at annual parade.
- * December 10: Set up Room A with storyboards, oral history stations (paper, pens), attendance record/sign-up sheets (name, contact data, materials available for donation/loan, oral history interview request), receipts for material donation/loan, and refreshments. Event signboard outside City Hall. Consider a contest to name people in photos.
- * December 10: **4-7 p.m. – OPEN HOUSE**
- * City Staff: Assist in digitizing photos from Redmond High School yearbooks (Evergreen site). Coordinate open-house publicity with other downtown events. Provide receipts for material donations and loans, Post-It notes for easels, and refreshments (hot apple cider, cookies). Recognize student participation in this project.

LIAISON COMMENTS (None)

CITIZEN COMMENTS (None)

COMMISSIONER COMMENTS

Chair Pinkerton reminded commissioners about the State Historic Preservation Office training session on November 14.

STAFF COMMENTS

Ms. Richards said the training session would focus on the Evergreen school renovation project.

ADJOURN

The next meeting is scheduled for Friday, November 14, 2014, 9 a.m.-12 noon.

With no further business, Chair Pinkerton adjourned the meeting at 10:15 a.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this _____ day of _____, 2014.

ATTEST:

Trish Pinkerton
Chair

Heather Richards
Community Development Director