



**CITY OF REDMOND**  
Community Development Department

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## **REDMOND HISTORIC LANDMARKS COMMISSION** **Minutes**

Friday, June 12, 2015

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

**Commissioners Present:** Chair Trish Pinkerton, Vice-Chair Judy Fessler, Tonia Cain, Leaha Moon  
(1 vacancy)

**Youth Ex Officio:** Vacant

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

**Visitors:** Ginny McPherson, *City Council Liaison*; Garry Finley; Shannon Farnsworth Rose

**Media:** None

*(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/opposed/abstaining.)*

### **CALL TO ORDER – INTRODUCTIONS**

Chair Pinkerton opened the meeting at 9 a.m. with a quorum of commissioners (4 of 4) present.

### **CITIZEN COMMENTS**

None.

### **DISCUSSION/ACTION ITEMS**

- A. Approval of Minutes  
**Motion 1** (4/0/0): Commissioner Fessler moved to approve the minutes of May 8, 2015. Commissioner Moon seconded the motion which passed unanimously.
- B. ILS/RLS and Historic Preservation Plan Update  
Mr. Woodford reported Kerry Davis, *Preservation Solutions, Inc.* (City consultant), was still working to complete the Reconnaissance Level Survey and Intensive Level Survey. The draft historic preservation plan is due by June 30 and the final plan must be done by August 31, 2015. The historic preservation plan will outline the commission's activities for the foreseeable future. The commission will review this plan in detail before City Council adoption. Ms. Davis' work is covered by the CLG (Certified Local Government) grant.
- Mr. Woodford shared the PowerPoint Ms. Davis presented at the May 27 public meeting. Included in the presentation were preservation achievements, project description, National Register impact on property owners, results of the public poll, ordinance review, and the consultant's recommendations.
- Ms. Rose requested online publishing of the historic preservation plan.
- Commissioner concerns included status of college students assisting in data-gathering for potential National Register nomination applications (Mr. Woodford to research).

C. Discussion of Process for Local Historic Landmark Designation Requests

Chair Pinkerton said the City received inquiries from two owners about possible historic landmark designation of their properties. Commissioners will review the applications, when received, at their next regular meeting.

Mr. Woodford presented a memo, outlining the City's review process for historic landmark designation requests. Included in the information packet were basic data about the Roy Holmes House (349 SW 12<sup>th</sup> Street) and Redmond Oregon Trunk Freight Depot (778 NE 11<sup>th</sup> Street) and pertinent sections of Redmond Development Code Chapter 8. He reviewed factors the Historic Landmarks Commission considers when reviewing designation requests: interpretive potential, rarity of type/style, identification, symbolic value, and chronology.

Commissioners clarified their understanding of the review process. Additional concerns included the need for definition of major vs. minor alterations, demolition permits, and importance of capturing oral histories while those with this knowledge are still available.

Ms. Rose stated her belief that she had already applied for historic designation of her property. Mr. Woodford said he would research this issue.

D. Update of Walking Tour Brochure

Mr. Woodford presented a copy of the current Heritage Walk brochure, noting it is the most popular one at Redmond Chamber of Commerce. One of the Chamber staff (Charlie) has agreed to update this brochure's design and the City will cover printing costs.

Commissioners discussed areas needing correction (typographical errors, verify addresses, add publishing date, update colors/layout/format, add geocodes for broader technological outreach, more accurate photographs), when new brochures are needed, printing costs, Redmond history sources (Michael Houser), adding properties, and inviting Charlie (Chamber design staff) to attend the next meeting.

Councilor McPherson recommended minimal color enhancements to preserve the "vintage" look.

Ms. Rose suggested combining the Heritage Walk and Art Deco brochures to offer a broader history of Redmond.

Chair Pinkerton said discussion of the brochure update would continue at the next meeting.

E. Continuance of Hunt for History Scavenger Hunt

Mr. Woodford handed out a copy of "A Hunt for History – Scavenger Event" brochure. The May 16 event encouraged a bike, walk, or roll tour of 12 houses and was attended by 80 people. He noted a possibility the brochure format might be duplicated in Sparks, Nevada, from a visitor to this year's historic preservation event.

Based on this year's success, Commissioners explored converting this one-time event to a year-round self-guided tour. Discussion points covered changes needed for year-round use of the brochure (date, building photos, clues, entry name), event themes (builders), and increasing publicity outlets (blogging, Facebook page and other social media, student ex officio commission member, City newsletter, Chamber).

Ms. Rose suggested making the part of the brochure that requests contact data into a raffle ticket to encourage tour participants to return the information to the City.

Chair Pinkerton recommended, and commissioners agreed, to ask Redmond Communications Manager Heather Cassaro to update the brochure as discussed.

**COMMISSIONER COMMENTS**

Chair Pinkerton reported that former Commissioner Jane Schroeder has not yet moved out of town. Commissioners discussed how to formally recognize her contributions to the Redmond community, role of the Redmond Historic Landmarks Commission in making that happen, potential publicity outlets, and biographical information sources. Mr. Woodford offered to help coordinate a recognition event.

Vice-Chair Fessler said she and Mr. Woodford discussed, prior to this meeting, what steps the commission needed to take to support a 50/50 grant proposal to fund a City inventory of residential properties with potential for historic designation. The next step will be to develop a proposal to present for Council's approval. Commissioners discussed benefits to this type of inventory, including examples of what other communities have done, and the appropriate time to submit a proposal to Council. Mr. Woodford said he would discuss this idea with Community Development Director Heather Richards.

Vice-Chair Fessler expressed disappointment about the poor attendance at Ms. Davis' presentation on the historic preservation plan. Commissioners discussed ways to improve attendance at this type of meeting (more publicity outlets, different meeting time, individual invitations, door prizes) and the fact that several downtown properties have absentee owners.

**LIAISON COMMENTS**

Councilor McPherson commended commissioners for their good discussion about updating the Heritage Walk brochure.

**STAFF COMMENTS**

Mr. Woodford suggested adding a section to the meeting for discussion of upcoming agendas. Future meeting packets will include a copy of the workplan to aid in discussion of topics to address.

The next regular meeting is scheduled for Friday, July 10, 2015, 9 a.m.

**ADJOURN**

With no further business, Chair Pinkerton adjourned the meeting at 10:50 a.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this 14th day of August, 2015.

ATTEST:

          /s/ Trish Pinkerton            
Trish Pinkerton  
Chair

          /s/ Heather Richards            
Heather Richards  
Community Development Director