



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

March 31, 2016

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

Commissioners Present: Chair Judy Fessler, Vice-Chair Trish Pinkerton, Tonia Cain, Leaha Moon, Shannon Farnsworth Rose

Youth Ex Officio: Vacant

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

Council Liaison: None assigned

Visitors: None

Media: None

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

CALL TO ORDER

Chair Fessler opened the meeting at 4:36 p.m. with a quorum of commissioners (5 of 5) present.

CITIZEN COMMENTS

None.

LIAISON COMMENTS

None. No liaison has been assigned.

ACTION ITEMS

A. Approval of Minutes

Motion 1 (5/0/0): Commissioner Pinkerton moved to approve the minutes of January 28 and February 25, 2016, as written. Commissioner Moon seconded the motion which passed unanimously.

B. 2016-17 Work Plan

Mr. Woodford presented the Adopted 2015-2016 Work Plan and the 2016-2017 Work Plan Draft. He reviewed the Strategy, Action, Priority, Timeframe, and Responsibility columns for the three goals in the 2016-17 plan: (1) preserve Redmond's architectural heritage, (2) increase awareness and appreciation of Redmond's historic heritage, and (3) create a strong commission.

Following discussion, commissioners recommended the following changes:

- Goal 1, Strategy 1 – Change Action 1 to read: “Begin implementation of the Action Items of the City’s Historic Preservation Plan.”
- Goal 2, Strategy 2, Action 1 – Add “Deschutes County Historical Society/Museum.”

- Goal 2, Strategy 3, Action 1 – Add “social media” and delete “Updated Walking Tour Brochure.”

Motion 2 (5/0/0): Commissioner Pinkerton moved to adopt the Work Plan for the 2016-2017 fiscal year with the changes noted above. Commissioner Cain seconded the motion which passed unanimously.

Mr. Woodford said Sustainable Cities Initiative (SCI) students at the University of Oregon are working with BPAC (Redmond Bicycle and Pedestrian Advisory Committee) on marketing. He will share with commissioners what he learns from the students about social media.

DISCUSSION ITEMS

A. This Place Matters Photo Contest Subcommittee Report

Commissioners Rose and Fessler presented the photo contest entry form, handbills, and posters and explained what they have done to promote this new event, which the commission wants to repeat annually. They provided handbills and posters to Redmond downtown merchants last week and to the Deschutes County Historical Society. Some of the people they talked to indicated interest in participating and helping promote this event. Two kiosks have been set up. An e-mail account has been set up but no photos or entries have been received so far.

Commissioners discussed outreach possibilities (friends, neighbors, business associates, City newsletter, City Councilors and Mayor Endicott, Redmond Senior Center, Becky Johnson Center), posting commissioner photos on Facebook (for event promotion only; commissioners ineligible to enter contest), and criteria for judging photos (homes, businesses, churches, schools).

B. Hunt for History Planning Subcommittee Report

Commissioners Pinkerton and Moon presented new questions and multiple-choice answers for the 2016 Hunt for History. Buildings featured included the New Redmond Hotel, First National Bank, Davidson Meat Market, Milton Odem House, Lew E. Smith House, and Central Oregon Co-Operative Creamery. Commissioner Moon is taking current photos of the selected buildings. They are working with Communications Manager Heather Cassaro to update the map and create new storyboards for display on the day of the event.

Commissioners discussed the planning timeline, poster distribution (mid-April), and prizes. Commissioner Pinkerton said she would e-mail the question-and-answer sheet to Mr. Woodford for distribution to commissioners for their feedback before the final is printed. Commissioner Rose said staff at the DesChutes Historical Museum staff indicated interest in helping with this event. She reported that the executive director (Kelly Cannon-Miller) suggested a barbeque to help commissioners reach outside Redmond.

Mr. Woodford said he would coordinate with Redmond Area Park and Recreation District to make bicycles available for hunt participants.

C. Walking Tour Brochure Update/Subcommittee

Chair Fessler reported that Charlie Rucker from Redmond Chamber of Commerce was working on a template for the brochure.

Mr. Woodford said he would contact Mr. Rucker for an update on his progress and would follow up with Kathy Park about borrowing historic photos from the Greater Redmond Historical Society.

Commissioner concerns included photo resources (Redmond Museum, DesChutes Historical Museum, Arts Central, photographic associations, Bowman Museum in Prineville) and requesting

historic photos from the community (weekly Facebook postings, City newsletter, *RedmondNewsToday.com*).

COMMISSIONER COMMENTS

Commissioner Rose recommended commissioners and staff read the *Politics of Historic Districts*. She asked about the status of business cards for commissioners. (Mr. Woodford handed out the new business cards and explained how to use them.) She passed on an invitation for commissioners to have a table at the Tower Theatre on May 9, which would be an opportunity to hand out information about what this commission is doing. She passed on a request from Heidi Slaybaugh, Deschutes County Historical Society, for a storyboard about adaptive re-use of Redmond historic buildings. This storyboard would be displayed during the Society's kickoff event for Historic Preservation Month. The storyboard is due to Ms. Slaybaugh by April 1, 2016. Commissioners discussed buildings in Redmond which would be appropriate. Due to the short timeframe, Ms. Richards recommended using one of the Then & Now storyboards. Commissioner Rose requested simplified written ethics for new commissioners. Ms. Richards directed commissioners to ask questions of City staff; staff will contact the City Attorney if needed.

Commissioners Cain, Fessler, and Rose agreed to attend the Salem Heritage Conference.: May 4-6, 2016. Commissioner Rose recommended commissioners and staff read the *Politics of Historic Districts* and asked if she could use the City newsletter to advertise the May 20 screening of *Bungalow Heaven*.

Commissioners asked Ms. Richards to speak about Redmond bungalows, following the *Bungalow Heaven* screening at Redmond Public Library. Ms. Richards agreed and said she would bring photos of Redmond bungalows.

Chair Fessler requested training for commissioners by the State Historic Preservation Office and noted the need for a Council liaison. She asked if the City had a buyer for the Redmond Depot. Ms. Richards responded that the City was negotiating with BAS-X which had expressed interest in restoring the Redmond Depot building for use as a corporate meeting room.

Historic Preservation Month events:

- May 4-6: Salem Heritage Conference
- May 9: *Bungalow Heaven* screening at Tower Theatre, Bend, Oregon
- May 14-15: four-part play about how Deschutes County was formed (Redmond location requested)
- May 20: *Bungalow Heaven* screening at Redmond Public Library
- May 22: Deschutes County Historical Society bike tour (volunteers needed)

STAFF COMMENTS

Ms. Richards requested assistance in locating a bungalow kit catalog, which was a popular way to build this type of house in the early years of the 20th Century. She suggested Commissioner Rose submit a request for reimbursement of the cost to purchase *Bungalow Heaven* viewing rights. She recommended inviting Ms. Cassaro to attend the commission's next meeting to talk about marketing tools available to the City of Redmond and the procedures to follow.

Ms. Richards reported that SCI students would not be working on Redmond's proposed Art Moderne Historic District during their spring term. She announced her intent to use the \$5,000 set aside for this project in her 2015-2016 budget to hire Kerry Davis, *Preservation Solutions, Inc.*, to finish writing the nominations.

Ms. Richards recommended commissioners establish separate e-mail accounts through gmail.com for their work on City business and that Mr. Woodford be copied on all e-correspondence.

Upcoming commission meetings:

- April 7, 4:30 p.m. – work session
- April 28, 4:30 p.m. – regular meeting
- May 12, 4:30 p.m. – work session
- May 26, 4:30 p.m. – regular meeting (summer meeting schedule)

ADJOURN

Motion 3 (5/0/0): Commissioner Cain moved to adjourn. Commissioner Rose seconded the motion which passed unanimously.

With no further business, Chair Fessler adjourned the meeting at 6:27 p.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this 2nd day of June, 2016.

ATTEST:

/s/ Judy Fessler
Judy Fessler
Chair

/s/ Deborah McMahon for
Heather Richards
Community Development Director