

APPROVED

Forest Grove Historic Landmarks Board
Community Auditorium, 1915 Main Street
August 25, 2020 -- 6:30 P.M. Page 1 of 2

Members Present: Jennifer Brent, Mark Fischer, Kelsey Trostle, & Holly Tsur (02 vacancies)
Members Excused: George Cushing
Staff Present: James Reitz & Bryan Pohl
Council Liaison: Peter Truax was excused
Citizens Present: 03 (Barry Berdahl, Virginia Boone Heneghan & Gary Eddings, all via Webex)

1. **Call to Order:** Tsur opened the meeting at 6:34 p.m. via Webex Video Conference.

COVID-19: Due to the emergency declaration and protocols resulting from COVID-19, the HLB limited in-person contact and social distancing. **The HLB conducted the meeting remotely by video conference.** The meeting was remotely video conferenced by Community Development Director Bryan Pohl as well as televised live from the Community Auditorium by Tualatin Valley Community Television (TVCTV) Government Access Programming LIVE Channel 23 and live-streamed on MACC TVCTV YouTube Channel 23. The public was allowed to attend and observe in the Community Auditorium as space allowed (no more than 10 persons total at one time). Written comments on items not on the agenda and written testimony were accepted if submitted by August 25th, 2020, 3 p.m. to Senior Planner James Reitz.

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

- A. **Preservation Grant Request: Broderson House at 2204 "A" Street (Washington County Tax Lot 1N331CC05100). Applicant: Barry Berdahl. File Number 311-20-000161-PLNG.**

Before considering this and the following request, Tsur reviewed the process and financials. She noted that the HLB has \$1,500 available. If both of these requests are granted the full amount, the fund will be exhausted for this fiscal year.

Mr. Berdahl explained his request for new awnings, noting that while he could not document that the home ever had them, they were not uncommon in the era when the house was built. The awnings would limit interior sun damage and make the front porch more useable.

Brent asked if the HLB had jurisdiction, since awnings would not be integral to the house. Reitz replied that if the applicant simply wanted to install awnings, the HLB and staff would not have jurisdiction, but since the applicant has requested a preservation grant, the Board does. He also noted that the awnings have already been installed, and the Board has a policy to not grant funds for projects already initiated or completed. Tsur and Brent observed that the Board must be firm in that policy, having run afoul of the City Council in the past for not following established procedures.

Mr. Berdahl thanked the Board for their time and logged off.

- B. **Preservation Grant Request: Crosley House at 2125 "A" Street (Washington County Tax Lot 1N331CC09200). Applicant: Virginia Boone Heneghan. File Number 311-20-000160-PLNG.** Tsur reviewed the proposal to re-paint the house and invited the applicant to speak. Ms. Heneghan said they have owned the house for about 6 years and already done projects, including re-roofing. They want to be good stewards of the house. They contacted a number of painting contractors and have selected Holland Painting. She commented that there are 8 colors on the house now; they're hoping to change it up with a fun but still historic palette. The contractor could begin work in early September, but noted that both weather and lead abatement could be factors.

The Board expressed enthusiasm for the project. **Fischer/Trostle to award a \$750 grant. Motion carried unanimously.**

- C. **July-December Editorial Calendar:** Trostle noted that National Night Out and the Public Safety Fair had been postponed, and they may be dropped altogether. It does not appear that the Board's participation in these events is likely.

An article for *The Friendly Gazette* about the downtown district was suggested, along with an article about the photo contest winner. It was decided to not develop any other out-reach materials until early 2021, since the Board's message would likely be lost due to the public's focus on the pandemic, the election, and the holidays.

- D. **Alternative Funding Sources:** Tsur commented that with the resignation of Youngs, there was now no record or documentation of the research done to date. It was decided that, since research will need to begin anew, the work should be divvied up: members will review 10 or so websites each and forward the information to Tsur to be included in a centralized spreadsheet. Work assignments will be made at the November meeting.

4. **Old Business/New Business:**

- A. Approval of Historic Landmarks Board Meeting Minutes. **The meeting minutes of July 28, 2020 were approved as submitted.**
- B. Council Liaison Report. Mayor Truax was excused, but had provided Reitz with updates on Council's recent activities, which he relayed.
- C. FHFG Report. Gary Eddings reported that the FHFG's Board continues to deal with the current situation created by the pandemic. Group efforts have been successful in creating a fairly vibrant on-line presence, and the latest issue of *The Friendly Gazette* seems to have been well received. All in-person events will remain on hold into the fall.

Many fund raising ideas have been floated. He thanked Reitz for forwarding information about how to apply for a pandemic financial assistance grant to help cover revenue from canceled events.

He said there was no consensus among the FHFG Executive Committee about how the HLB and City could work out issues about Preservation Grant funding. They encourage the City to find ways to fund the Preservation Grants and for the HLB to continue working with the City on this issue. At this time, the FHFG do not have the financial resources to contribute to this funding nor the means to fundraise for this purpose. However, they continue to be interested in exploring potential partnerships.

- D. Photo Contest. Tsur will contact the winner to present the award certificate and prizes. Trostle will contact all the other entrants to thank them for their participation.
- E. Staff Update. Reitz had nothing to report.

5. **Adjournment:** The August 25, 2020 meeting adjourned at 7:52 p.m.

These minutes respectively submitted by James Reitz (AICP), Senior Planner