

To: Historic Landmarks Board

From: James Reitz (AICP) Senior Planner
jreitz@forestgrove-or.gov (503) 992-3233

Re: July 27 Agenda

Date: July 21, 2021

Memorandum

NOTE: If anyone can't make the meeting, please advise as soon as possible.

ACTION ITEMS

1. **Preservation Grant Requests:** Two applications have been submitted; the materials are attached. As noted below, \$4,152 is available this fiscal year.
 - 2004 Main Street – door repair. The project bid is \$782; a grant of up to \$391 may be awarded.
 - 2620 18th Avenue – porch repair. This request is for materials only, estimated to be around \$1,533. A grant of up to \$750 may be awarded.
2. **Community Outreach / Editorial and Events Calendar:** Now that things are beginning to open up again, the Board needs to discuss whether to participate in the Chalk Art Festival (September 11) and/or the Public Safety Open House (October 9). Melody is preparing an article for the FHFG newsletter. Are there other outreach efforts the Board wishes to consider? (Note that the 2022 photo contest planning will begin in October).
3. **Forest Grove Sesquicentennial:** Kelsey will provide an update. FYI, attached are the minutes from the committee's first meeting.
4. **Downtown District Brochure:** The contract with the designer has been executed and the sub-committee has begun meeting. They'll provide an update at this meeting.

INFORMATION ITEMS

Preservation Grants: The budget for FY20-21 was \$2,250. Two grants were awarded for painting projects at 1903 22nd Avenue and 2125 "A" Street, both of which were completed. There was \$750 remaining when the fiscal year concluded on June 30th. Staff is working to roll over at least some of those funds, but a decision has not yet been made.

The Board was awarded \$4,152 for FY21-22.

2021 - 2022 CALENDAR - UPCOMING AGENDA ITEMS

August 25, 2021 (fourth (not fifth) Tuesday)

- ☐ Chalk Art Festival planning (September 11)
- ☐ Public Safety Open House planning (October 9)

September 28, 2021

- ☐ Public Safety Open House planning (October 9)

October 26, 2021

- ☐ 2022 Photo contest

November 16, 2021 (third Tuesday)

- ☐ 2022 Photo contest

December 21, 2021 (third Tuesday)

- ☐ Discuss 2022 work plan
- ☐ Prepare January-June 2022 Editorial Calendar
- ☐ 2022 Photo contest

January 25, 2022

- ☐ Review and adopt 2022 work plan
- ☐ Review and adopt January-June 2022 Editorial Calendar
- ☐ Photo contest
- ☐ Annual officer elections
- ☐ Adopt 2022 meeting schedule

February 22, 2022

- ☐ Begin CEP application preparation
- ☐ Practice Design Review Hearing
- ☐ Photo contest

March 22, 2022 (fourth (not fifth) Tuesday)

- ☐ Review and finalize CEP grant application
- ☐ Discuss selection of Stewart Award recipient
- ☐ Preservation Month / photo contest

April 26, 2022

- ☐ Select Stewart Award recipient
- ☐ Preservation Month / photo contest
- ☐ Prepare annual report

May 9, 2022 City Council Meeting

- ❖ *Present Annual Report*
- ❖ *Preservation Month Proclamation; honor Stewart Award recipient and photo contest winners*

May 24, 2022 (fourth (not fifth) Tuesday)

- ☐ Review July-December 2022 Editorial Calendar

June 28, 2021

- ☐ National Night Out planning (August 2)
- ☐ Adopt July-December 2022 Editorial Calendar

July 26, 2021

- ☐ Chalk Art Festival planning (September 10)

Historic Preservation Grant Application

Please Print or Type Clearly

DATE: June 11, 2021

Applicant Name: Rod Fuiten & Allison Fuiten Mailing Address: 1832 Pacific Ave., Forest Grove, OR 97116

Phone Number: 503-805-4932 E-mail Address: allisonfuiten@gmail.com

Site Address: 2004 Main St., Forest Grove, OR 97116 Historic Name (if known): 1st National Bank

Historic Date (if known): 1913 Architectural Style: unknown

Tax Assessor Map and Parcel Number: R422983

Treatment (circle one): Preservation Rehabilitation Restoration Reconstruction
(From the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)

PRESERVATION focuses on the maintenance and repair of existing historic materials and retention of a property's form as it has evolved over time. (Protection and Stabilization have now been consolidated under this treatment.)

REHABILITATION acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character.

RESTORATION depicts a property at a particular period of time in its history, while removing evidence of other periods.

RECONSTRUCTION re-creates vanished or non-surviving portions of a property for interpretive purposes.

Project Description: Briefly explain the proposed work and materials to be used.

NOTE: SOME ALTERATIONS MAY REQUIRE HISTORIC REVIEW AND/OR BUILDING PERMITS. CONTACT THE CITY PLANNER AT (503) 992-3233 FOR DETAILS.

For this project, we would like to replace the two walking beam pivots on the existing pair of main entrance doors on Pacific Avenue. Materials will include the Rixson walking beam pivot (door and frame portions).

Historicity or Preservation Significance: Describe how the project will enhance the historical nature of, or preserve, renovate, or rebuild the historical aspects of the structure.

The hinges have been worn out and are hindering the functionality of the doors. By replacing the hinges, it will allow us to keep the existing main entrance doors that date back to the 1940s. Therefore, this project will help preserve this historic feature of the 1st National Bank building. We are just replacing the hinges on the Pacific Ave entrance.

Historical Documentation: Indicate any physical evidence such as old paint lines, original moldings, historic photographs, etc. that support your request to alter the exterior.

Attached are photos of the blueprints from the 1949 renovation of the 1st National Bank. This indicates that the front doors date to 1949 and were installed during this renovation.

Photographs: Submit a "before" photo of the project site. An "after" photograph is required upon completion of the project. *Digital photos should be submitted on disk or via an e-mail attachment in high-resolution, JPG format.*

Project Costs: Attach the contractor's bids or a list of detailed estimates for materials. (Example: Paint: 10 gallons @ \$25/each = \$250; Siding (drop lap): 600 feet, 1" x 6" @ \$1/foot = \$600). Eligible labor costs are limited to those performed by a licensed contractor. Therefore, for DIY projects, grant funding only covers up to 50% of the cost of materials or \$750, whichever is less. Property owners planning DIY projects must also submit an invoice showing cost of materials in addition to at least two bids from licensed contractors.

Materials and Labor

Cost Estimate

1. Labor
2. Rixson walking beam pivot, door and frame portions

Total: \$782

Total amount requested: \$391

- All projects are eligible to receive up to a \$750 grant or 50% of the project cost, whichever is less.
- Have you applied to other grant sources for this project? Circle one: Yes ☐ No ☒

If yes, indicate the grant source(s) and amount: _____

Project Scheduling:

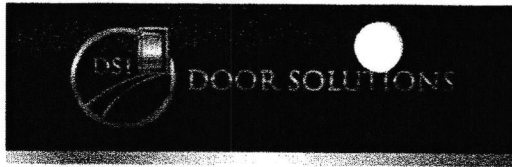
Beginning Date: within 1-2 weeks of receiving grant Completion Date: same day

Since funding is limited, you must contact the City Planner at (503) 992-3233 for a possible extension if you cannot start your project within 90 days or complete it within 180 days of when the grant is awarded. Funds are distributed to the owner (not the contractor) upon, completion, inspection, and approval of the project.

If you are approved for a Historic Preservation Grant, you must contact the City Planner when you actually begin the proposed work and when you finish the project. A member of the Board then inspects the work when the project is completed. Once the project passes inspection, the City Planner sends you the grant amount in the form of a check issued by City of Forest Grove.

I have read all pertinent sections of the Historic District Design Guidelines as per Section V of the City of Forest Grove Design Review Handbook and agree to complete the project as approved within 180 days of the application. I will notify the City Planner at (503) 992-3233 when I begin the project and when the project is completed.

Signature: Red Felt Date: July 1, 2021

**DOOR SOLUTIONS, INC.**

1 SW Nimbus Ave., Suite 28E

Beaverton, OR 97008

503.828.9811

www.doorsolutionspdx.com

CUSTOMER: RH&R Properties

1832 Pacific Ave.

Forest Grove, OR 97116

PHONE: 503-805-4932

Allison Fuiten

EMAIL: allisonfuiten@gmail.com

CONTRACT NO. 21-0629

DATE: June 29th, 2021

JOB SITE: 2004 Main St.

Forest Grove

Historic Wood Pair on Pacific Av.

SCOPE OF WORK

Priced per customer request, not per plans and specs

Service Call to Assess the Condition of existing hardware.
Perform temporary adjustment to top pivot of RHR leaf

Supply & Install 1 ea. New Rixson Walking Beam Pivot
Adjust door for proper reveals and function.
Finish Painting is to be by others.

Total Contract Price: \$ 782.00

Work to begin 1 - 2 weeks after approved submittals

Pricing is not based on prevailing wage rates. Our contract is based on working during the course of regular business hours and does not allow for over time work, including weekends and holidays, unless specified.

Balance of Contract plus or minus any agreed upon Change Orders will be billed upon completion.

Late charges will accrue if payment is not received within 30 days.

EXCLUSIONS & CLARIFICATIONS

Excludes painting and finish work, except as specified above.

Customer is responsible for compatibility with existing, original materials, hardware, wall conditions, wiring or other items.

Demolition or disposal, unless specified, is the responsibility of the customer.

DSI will do no abatement or handling of asbestos or lead-based paint or other hazardous materials.

Liability in regards to site electrical, plumbing or other site conditions is the responsibility of the customer.

Contract does not allow for correcting pre-existing out-of-square or out-of-plumb walls/openings, unless specified.

All electrical work by others. Customer responsible for coordinating electrician on site with DSI as needed.

Does not include products or services not specifically described in the scope of work.

Access to site must not be impinged.

Accepted upon Terms and Conditions

Customer

Signed: _____

Title: _____

Date: _____

Door Solutions, Inc. CCB# 208068

Signed: _____

Title: _____

Date: _____

1. The Customer has authorized Door Solutions, Inc. to proceed with this contract.
2. Door Solutions, Inc. warrants the quality of installation and repair services for one year following date of completion. DSI will not be responsible for the effects of abuse; severe weather or humidity; structural concerns such as, but not limited to, settling; or any other circumstance beyond our control on products provided and installed.
3. Warranties, if any, offered by the manufacturer of products provided by DSI shall be extended to the customer as allowed by the manufacturer. Door Solutions, Inc. will not be liable for labor or other costs associated with replacing faulty products.
4. Door Solutions, Inc. has reviewed all information provided in the solicitation of this proposal and has diligently worked to provide the customer with the services and products as requested. The customer is responsible to verify the accuracy of all services and products listed in this proposal as meeting the desire of the customer.
5. Every reasonable effort will be made by DSI to protect the customer's property and the areas surrounding the work space. Upon completion of the contract DSI will perform a quick-sweep and general clean up of the immediate area around the work area. However it should be expected that there is the potential for some construction generated residual dust, minuscule debris, minor smudges or scuffs to remain after the performance of this contract.
6. The customer will be responsible to provide access to the work area and to make sure the work area is free of obstructions. DSI will not move furniture wall hangings or valuables.
7. When servicing or working on customer-provided pre-finished products there may be unforeseen or unavoidable consequences to the finish. If desired by the customer, DSI will, at an additional charge, restore the finish.
8. Any deposit due, if stated on the front of this contract, is required prior to start-up. Lack of deposit does not negate the contract, but may cause delays. The customer will not hold DSI responsible for such delays. The balance due for work performed by DSI is to be paid for in full upon completion, unless other pre-arranged and pre-approved terms have been established.
9. This contract is not subject to retention. After 30 days invoices are subject to a 1-1/2% late fee.
10. Non-stock items will not be returnable. Stock items will incur a 25% re-stocking fee.
11. The customer is responsible to have a representative on the job-site to inspect and verify products prior to installation. If the customer is unable to arrange for such an inspection the customer waives the right to reject any product on the basis of incorrect design or quality.
12. DSI will not be responsible for time delays or other damages outside its control.
13. In the event that suit or action is brought to enforce, the prevailing party shall be entitled to recover its reasonable attorney fees and other costs incurred in such litigation, including the cost of depositions, experts and any other expense, whether or not such expense would ordinarily be allowed under the Oregon rules of civil procedure and/or Oregon revised statutes.
14. Door Solutions, Inc., at its sole discretion, shall have the option to require binding arbitration of any dispute which arises concerning this agreement or the project or structure to which this agreement pertains. If arbitration is required, the arbitration is to occur in Washington County, Oregon, unless otherwise agreed. Any arbitration shall be conducted with one or three arbitrators. The customer expressly agrees that any arbitration under this agreement may be consolidated for all purposes with any other arbitration concerning the project to which this agreement pertains.
15. In any small claim action concerning this contract the prevailing party shall be entitled to recover the reasonable costs of collection and maintaining the action.
16. Customer may direct Door Solutions, Inc. in writing to make changes. Adjustments to contract schedule and/or price shall be set forth in a change order.

RH&R Properties

21-0629



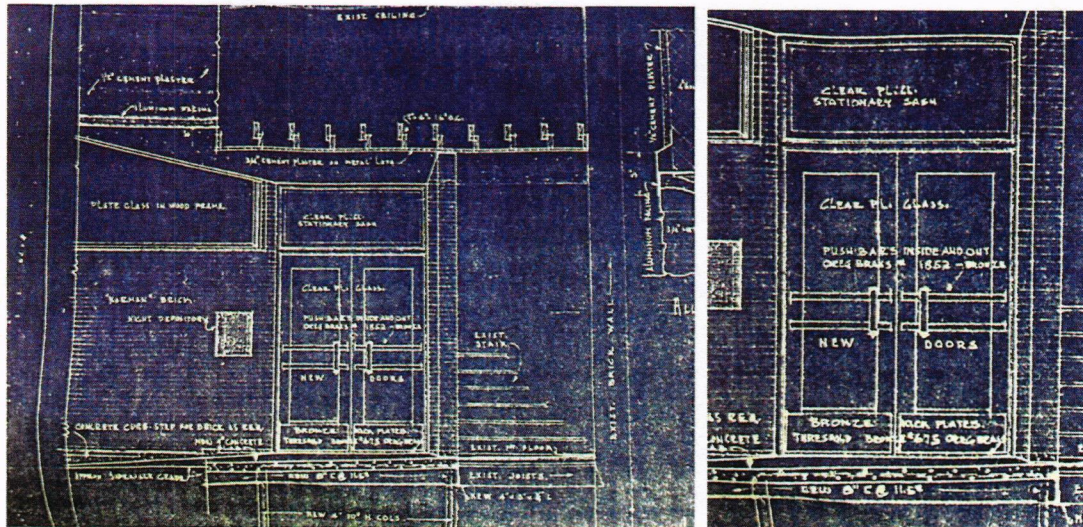


Figure 1.— Picture of 1949 1st National Bank Renovation Blueprint. Right image is of Main Street main floor entrance façade. Left image is close-up of main entrance doors labelled “New doors.”

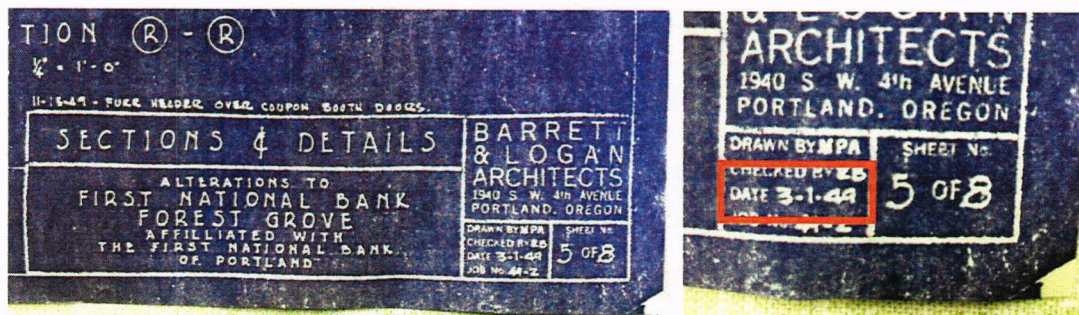


Figure 2.— Picture of 1949 1st National Bank Renovation Blueprint. Right image identifies these blueprints from Barrett & Logan Architects, with the date of 3-1-1949. Left image is close-up of the date of the blueprints (red box).



Figure 3.— Before Picture of Pacific Ave Main Entrance Doors. Worn hinges causes doors to not close properly. Left image shows that the door frames scrape against each other.

STOREFRONTS AND ENTRANCES, INC.
Dbas ENTRANCE DOOR & GLASS CO.

CCB #161639
PO Box 80665
Portland OR 97280
(503) 246-0081
Fax (503) 249-5225
Email: lanEDG.Co@gmail.com

PROPOSAL

To: RH&R Properties
2004 Main St
Forest Grove, OR 97116

Date: 4/28/21
Tel. #: 503-781-1403
Email:
Total # Pgs.: 1

Proposal #: 21-84280411

Project Location: Same as above.

Project Description: Replace two walking beam pivots on existing pair of entrance doors as listed below.

Includes) 2) Rixson walking beam pivot, door and frame portions

1) Labor

Price: \$1798.00

Excludes: Sheetrock, painting, wood trim, master keying, permits, alarm contacts and any electrical.

Note: Price good for thirty (30) days upon submittal of proposal.

Thank you for your consideration of this proposal. If approved, please return one signed copy.

The above prices, specifications, and conditions are satisfactory in accordance with the above specifications and are hereby accepted. You are authorized to complete this contract as specified above. The undersigned acknowledges that projects may require a 50% deposit in order to proceed and agrees to make timely percentage progress payments on all projects as required. The undersigned hereby personally and unconditionally guarantees full payment by the above named business shall be made immediately upon completion of project by check or cash. In the event of any additional insurance expense, prevailing wage requirements, invoice processing fees, change orders, or other unanticipated cost increases, Storefronts and Entrances, Inc. dba Entrance Door and Glass Co. reserves the right to increase the amount of this quoted proposal as required. The undersigned agrees to pay a finance charge of 1.50% per month (18% APR) for any amount past due and owing. The undersigned further agrees to be held fully liable and responsible for any and all fees and/or costs related to the collection of any past due amount, including collection fees, attorney fees and court costs.

AUTHORIZED SIGNATURE

PRINTED NAME/TITLE

DATE

Proposal includes material and labor as required. All material is guaranteed to be as specified. All work will be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents, manufacturing, or other delays beyond our control.

Ian A. Smillie, Estimator

Ian A. Smillie, Estimator

Storefronts & Entrances, Inc. DBA Entrance Door & Glass Co.

DATE: 4/28/21

Historic Preservation Grant Application

Please Print or Type Clearly

DATE: 07-19-21
 Applicant Name: Maxine DiPasquale Mailing Address: 2620 18th Ave
 Phone Number: 807-309-5105 E-mail Address: BMAXINE.DIPASQUALE@GMAIL.COM
 Site Address: 2620 18th Ave Historic Name (if known): JUDGE HOLLIS HOUSE
 Historic Date (if known): Circa 1890s Architectural Style: Victorian
 Tax Assessor Map and Parcel Number: _____

Treatment (circle one): Preservation Rehabilitation Restoration Reconstruction
 (From the Secretary of the Interior's Standards for the Treatment of Historic Properties)

PRESERVATION focuses on the maintenance and repair of existing historic materials and retention of a property's form as it has evolved over time. (Protection and Stabilization have now been consolidated under this treatment.)

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RESTORATION depicts a property at a particular period of time in its history, while removing evidence of other periods.

RECONSTRUCTION re-creates vanished or non-surviving portions of a property for interpretive purposes.

Project Description: Briefly explain the proposed work and materials to be used.

NOTE: SOME ALTERATIONS MAY REQUIRE HISTORIC REVIEW AND/OR BUILDING PERMITS. CONTACT THE CITY PLANNER AT (503) 992-3233 FOR DETAILS.

Rebuild front porch, banisters and stairs due to rot. Porch will remain on the original footprint. Replace boards, banisters and stairs. Please see attached estimated materials cost. This is a DIY project for the owners.

Historicity or Preservation Significance: Describe how the project will enhance the historical nature of, or preserve, renovate, or rebuild the historical aspects of the structure.

The front porch is essential to the function of the house and will preserve its use as such. Aesthetic choices will reflect the Victorian era as much as functionally possible. The porch must be replaced so as to not pose a hazard to safety.

Historical Documentation: Indicate any physical evidence such as old paint lines, original moldings, historic photographs, etc. that support your request to alter the exterior.

We do not desire to alter the exterior, only replace a rotten porch in the exact same location, to the exact same size, keeping with the Victorian aesthetic as much as possible.

Photographs: Submit a "before" photo of the project site. An "after" photograph is required upon completion of the project. Digital photos should be submitted on disk or via an e-mail attachment in high-resolution, JPG format.

Project Costs: Attach the contractor's bids or a list of detailed estimates for materials. (Example: Paint: 10 gallons @ \$25/each = \$250; Siding (drop lap): 600 feet, 1" x 6" @ \$1/foot = \$600). Eligible labor costs are limited to those performed by a licensed contractor. Therefore, for DIY projects, grant funding only covers up to 50% of the cost of materials or \$750, whichever is less. Property owners planning DIY projects must also submit an invoice showing cost of materials in addition to at least two bids from licensed contractors.

Materials and Labor

Cost Estimate

Please see attached document.

Total: \$1,533.38 materials only

Total amount requested: full grant allowance

- All projects are eligible to receive up to a \$750 grant or 50% of the project cost, whichever is less.
- Have you applied to other grant sources for this project? Circle one: Yes ☐ No ☒

If yes, indicate the grant source(s) and amount: _____

Project Scheduling:

Beginning Date: Aug 1st, 2021 Completion Date: Aug 30th, 2021

Since funding is limited, you must contact the City Planner at (503) 992-3233 for a possible extension if you cannot start your project within 90 days or complete it within 180 days of when the grant is awarded. Funds are distributed to the owner (not the contractor) upon, completion, inspection, and approval of the project.

If you are approved for a Historic Preservation Grant, you must contact the City Planner when you actually begin the proposed work and when you finish the project. A member of the Board then inspects the work when the project is completed. Once the project passes inspection, the City Planner sends you the grant amount in the form of a check issued by City of Forest Grove.

I have read all pertinent sections of the Historic District Design Guidelines as per Section V of the City of Forest Grove Design Review Handbook and agree to complete the project as approved within 180 days of the application. I will notify the City Planner at (503) 992-3233 when I begin the project and when the project is completed.

Signature: B. Maxine D. Paygrase Date: 07/19/21

Parr Lumber Co. Forest Grove
2134 Main Street
503-357-6731
Forest Grove, OR 97116

Sold To
Cash Customer

Michael Burger 971-295-4810
2620 18th Ave

Forest Grove, OR 97116

ACCT #	QUOTE#	TERMS	ENTERED	SLSM	EXPIRATION
10	2230597	Cash Only	07/16/21	338	07/23/21
LN#	SKU#	QTY U/M	Description	Price	Extension
*****ESTIMATE*****					
10	268CESTKS4S	5 EA	2x6 8' KD S4S AK Prestige Cedar Decking	30.320	151.60
20	2610CESTKS4S	3 EA	2x6 10' KD S4S AK Prestige Cedar Decking	37.900	113.70
30	268SELTG	18 EA	2x6 8' T&G SPF Select Deck	30.120	542.16
40	1616SPFP	2 EA	1x6 16' SPF Primed Real Trim	31.240	62.48
50	1816SPFP	2 EA	1x8 16' SPF Primed Real Trim	39.230	78.46
60	4410CESTK	7 EA	4x4 10' STK Cedar 3/16" Eased Edge S4S Post	68.020	476.14
70	448CESTK	2 EA	4x4 8' STK Cedar 3/16" Eased Edge S4S Post	54.420	108.84

Sales Type: Regular Sale(R)

***TERMS AND CONDITIONS ***

If this quote is not accepted by customer on or before the expiration date, this quote and all prices stated herein shall automatically expire and will be rescinded by Parr Lumber. This quote is based on calculations and/or data (including, but not limited to, material lists and product specifications) provided by Customer and the quote assumes, among other things, normal and typical construction techniques and conditions. The actual amount of material used may vary from the quote due to a number of factors. Consequently, Parr Lumber makes no representation or warranty that the actual amount of material used will not vary from this quote. The material list for this job is not warranted for its accuracy, suitability for the intended project, or completeness. Customer acknowledges that Parr Lumber is not liable for the accuracy of the quantities, grades, species, moisture content or any other characteristics of the material list. Prices quoted herein are applicable only to the specific quantities of materials explicitly listed in this quote.

MOLD WARNING. Mold can occur naturally on lumber from a variety of sources including airborne spores which feed off sugars and starches in wood. Parr Lumber Company MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH REGARD TO THE EXISTENCE OR NON-EXISTENCE OF MOLD ON THE GOODS. Buyer is encouraged to examine the goods and take such precautions as Buyer deems necessary and prudent. Buyer may contact the Western Wood Products Association for information on steps that can be taken to remove any mold that may be present on the wood. It is understood and agreed that Buyer assumes all risk and liability resulting from the use of the goods, whether used singly or in combination with other goods. Parr Lumber Company neither assumes nor authorizes any person to assume for Parr Lumber Company any other liability in connection with the sale or use of the goods.

Customer and Parr Lumber agree that facsimile copies will be relied upon as originals. Any changes to these Terms and

July 16, 2021 11:47:10

PAGE 1 OF 2

* ESTIMATE *

Parr Lumber Co. Forest Grove
2134 Main Street
503-357-6731
Forest Grove, OR 97116

Sold To
Cash Customer

Michael Burger 971-295-4810
2620 18th Ave

Forest Grove, OR 97116

ACCT #	QUOTE#	TERMS	ENTERED	SLSM	EXPIRATION
10	2230597	Cash Only	07/16/21	338	07/23/21

LN#	SKU#	QTY	U/M	Description	Price	Extension
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Conditions require the express written approval of both Customer and Parr Lumber.

July 16, 2021 11:47:10

PAGE 2 OF 2

* ESTIMATE *

*** Actual amounts may vary from this estimate.

MERCHANDISE:	1533.38
OTHER:	0.00
TAX:	0.00
FREIGHT:	0.00
TOTAL:	1533.38













A place where families and businesses thrive.

SESQUICENTENNIAL CELEBRATION (SQC)

Meeting Minutes, June 24, 2021, 6 pm

Pete Truax, Mayor of Forest Grove
Alanna Colwell, Friends of Historic Forest Grove
Juanita Lint, Chamber of Commerce
Kelsey Trostle, Historic Landmarks Board
Jill Thornton, Pacific University
Martha Calus-McLain, Pacific University

DRAFT

- Introductions and reports /additions of ideas.
 - Budget:
 - Recruit people and organizations to participate on the committee / attend Blathering Group
 - Sponsors for street banners
 - SQC Calendar / 15-month / pictures chosen from a community-wide contest
 - Suggested contact: Washington County Heritage website for Pacific pictures pre-1970
 - Stories compiled for/by Pamplin Media
 - Cross promote events with local groups/organizations and integrate the 150th theme with their events (i.e. Farmers Market, McMenamins History Pubs, FGS&CC Mayor's Dinner, Pacific Artist Series, Concours, Chalk Art, Corn Roast, Sister City)
 - Publicize and make announcements at any and all gatherings, i.e. Pacific football games, etc.
 - Interpretive signage for buildings, etc., for walking tour; include mural festival murals;
 - Suggested contact: 5 Oaks Museum for Beaverton model, insight on equity/history
 - Kick off programming a year in advance; Juanita will check on marketing program by KATU; City will contact TVCTV
 - Much interest in incorporating the Gay 90's history with activities such as Barbershop Quartets, mustache growing contest, parade, etc.
 - Include Latino History (Adelante Mujeres/Virginia Garcia) and Indian School as a history in City, county and state
- Next steps:
 - Juanita will
 - bring list of community events / calendar to begin scheduling SQC events
 - Contact Tourism brand vendor to develop a brand design for the SQC
 - Contact vendor(s)/prices for publishing calendar and banner promotion to sponsors
 - City B/Cs will be asked to designate a representative for this committee and invite to next meeting
 - Meeting notes and schedule/calendar/Gantt chart be accessible to the group
- Next meeting: July 26, 6 pm.