

APPROVED

Forest Grove Historic Landmarks Board
Community Auditorium, 1915 Main Street
May 23, 2017 -- 7:15 P.M. Page 1 of 2

Members Present: Jennifer Brent, George Cushing, Larissa Whalen Garfias, MJ Guidetti-Clapshaw, Holly Tsur (1 vacancy)
Member Excused: Kelsey Trostle
Staff Present: James Reitz
Council Liaison: Tom Johnston
Citizens Present: 01 (Laura Nicholas)

1. **Call to Order:** Tsur opened the meeting at 7:17 p.m.

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

A. **Preservation Grant Request: Wilson House at 1305 Birch Street (Washington County Tax Lot 1S3 6CA-5400). Applicant: Laura Nicholas. File Number: 311-17-000021-PLNG.** Ms. Nicholas shared a PowerPoint presentation showing the need to waterproof the basement of her home. She said she is the home's second owner and was related to the original owners. Her photos showed evidence of water infiltration and she noted that although the wood support pillars showed signs of immersion, they had not (so far) been damaged. She said that water comes in through floor cracks and not through the wall. The project would involve installation of a perimeter sub-floor drainage system, including sump pumps to remove the water out to the lawn where it can drain into the street gutter. The contractor would guarantee this work and if it proved unsuccessful they would return to do other treatments at no additional cost. She said she felt good about this proposal and that the contractor has a good reputation. Following some clarification questions and discussion, **Brent/Cushing to award a \$950 grant. Motion carried unanimously.**

B. **Media Outreach - Editorial Calendar:** In Trostle's absence, Tsur went over the calendar. She talked about the articles needed for the FHFG's newsletter; after discussion, Guidetti-Clapshaw offered to do them. The article about the Eric Stewart awardee will be full-length while the article about the special award to Richard Kidd will be shorter.

C. **National Geographic Geo-Tourism Program:** Guidetti-Clapshaw has been continuing with her research, but she was still trying to make meaningful connections with people experienced with the program. She reported that she had spoken with Neil Poulsen and that he expressed interest in helping.

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

- Approval of HLB Meeting Minutes. **The meeting minutes of April 25, 2017 were approved as submitted.**
- Council Liaison Report: Johnston reported that the Board had been awarded \$7,675 in CEP funds to continue the Preservation Grant program. He noted there were 26 requests overall for about \$248,000, while only \$131,000 was available. Six requests received no funding whatsoever, while the Board's award was even greater than last year's (\$5,950).

Johnston further noted that plans were proceeding to increase the size of Hagg Lake; and that the City's local option levy would be expiring in 2018. Surveys seem to indicate that voters would support continuing the current levy amount, but support decreased for any greater amount.

- FHFG Report: No report, as no FHFG representative was present.

- Whalen Garfias reported that the Kit House project had been held May 20th at the library. While only 8 children attended she felt it a very successful experience. She thought attendance might have been affected by the good weather that weekend and that this type of indoor activity might work better during poorer weather conditions. It was suggested that this might work at National Night Out or a similar event where a lot of children would already be present.
- Cushing suggested that the Kit House project and library display should be listed as additional Board activities in the CEP grant application. Tsur concurred, but noted that due to presentation time limits, she wouldn't be able to say much about them.
- Staff Update: Reitz reported that he was working to close-out the FY16-17 preservation grants, and a lingering FY15-16 grant. He noted that the Community Development Director would be contacting Tsur and other commission chairs to discuss the downtown, urban renewal and storefront rehabilitation funding options.
- June 27 Agenda: On the agenda will be discussion of the Board's possible participation in National Night Out and the farmer's market first Wednesday.

5. Adjournment: The May 23, 2017 meeting adjourned at 9:02 p.m.

These minutes respectively submitted by George Cushing, Secretary