

APPROVED

Forest Grove Historic Landmarks Board
Community Auditorium, 1915 Main Street
June 27, 2017 -- 7:15 P.M. Page 1 of 2

Members Present: George Cushing, Larissa Whalen Garfias, Kelsey Trostle, Holly Tsur (1 vacancy)
Member Excused: Jennifer Brent and MJ Guidetti-Clapshaw were excused
Staff Present: James Reitz
Council Liaison: Tom Johnston was excused
Citizens Present: 02 (Bernadette Niederer, Dave Pinyerd)

1. **Call to Order:** Tsur opened the meeting at 7:20 p.m.

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

- A. **Original Town Resurvey** – Dave Pinyerd and Bernadette Niederer of HPNW discussed their timetable and action plan. Field survey work will be done in July. Data entry will be done in August, and forwarded to the Board about September 1st for review and editing. The edits would be incorporated for final Board review in October.

The context statement would be expanded in September and October, and forwarded to the Board about November 1st for review and editing. The edits would be incorporated for final Board review in December.

A potential downtown district boundary would be provided by about December 1st. All edits would need to be submitted by December 19th so that the final product can be completed by December 31st.

They will develop an informational postcard to present to interested persons they meet while doing the survey work. It will be provided to staff to be mailed to building owners, and passed out as necessary to building tenants.

- B. **Media Outreach - Editorial Calendar:** Trostle went over the calendar and commented that we were on time with articles and actually ahead of deadline dates. She specifically mentioned that the *New Times* was especially full in the near future so they were not looking for new articles at this time.

She said that Tsur's article on selling a historic home would be fine if completed in August. Tsur asked if she could get a desired word count; Trostle will follow-up with the *News Times* and report back to Tsur. Trostle also reminded Cushing that his earthquake preparedness article needs to be done by October-November.

Trostle said she had forwarded the Stewart Award article to the FHFG. She noted that the article only discussed that award, and not the special award to Richard Kidd.

- C. **National Night Out** – Whalen Garfias offered to set up her catalog house project for children but she would need some help. A question was raised as to whether earthquake preparedness should be stressed, given that the evening's theme is about safety, but it was the consensus that it could be included without necessarily being the emphasis. It was also suggested that close participation with the FHFG would be advantageous for both groups.

- D. **DeMuro Award** – Reitz noted that it appeared that the application should be prepared by the potential recipient, rather than an outside party like the HLB. Based on that, Tsur offered to contact Roman Ozeruga to suggest that he apply. It was also noted that the award has no monetary value; it is strictly honorary. Tsur will also follow up with him about potentially applying to be on the Board.

4. Old Business/New Business:

- Approval of HLB Meeting Minutes. **The meeting minutes of May 23, 2017 were approved as submitted.**
- Council Liaison Report: No report as Johnston was excused.
- FHFG Report: No report, as no FHFG representative was present.
- Tsur asked if anyone could go to the Sustainability Pub; Cushing offered to go to the first one. She will also follow-up with staff about the downtown urban renewal program and how the Board might participate or coordinate with that effort.
- Cushing said that a non-contributing home he used to own at 2304 18th Avenue has been sold. He said the new owner is receptive to the idea of working to make it a contributing structure. Reitz will follow-up with Cushing as to the work that would need to be done.
- Staff Update: Reitz updated the Board on the status of various Preservation Grants, including a lingering FY15-16 grant that will be revoked if not completed by June 30th. He also said that the proposed HL designation of the home at 1205 Cedar Street is scheduled to be considered by the City Council on July 10th.

5. Adjournment: The June 27, 2017 meeting adjourned at 8:23 p.m.

These minutes respectively submitted by George Cushing, Secretary