

APPROVED

Forest Grove Historic Landmarks Board
Community Auditorium, 1915 Main Street
September 26, 2017 -- 7:15 P.M. Page 1 of 2

Members Present: Jennifer Brent, George Cushing, Larissa Whalen-Garfias, Holly Tsur (via phone)
Members Excused: MJ Guidetti-Clapshaw, Roman Ozeruga, Kelsey Trostle
Staff Present: James Reitz
Council Liaison: Tom Johnston
Citizens Present: 05

1. **Call to Order:** Whelan-Garfias opened the meeting at 7:16 p.m.
2. **Citizen Communication:** A Pacific University student introduced himself as an interested citizen. Board members spent some time explaining the Board's functions and activities.
3. **Action Items / Discussion:**

A. **Preservation Grant Request – Shultz House at 2204 15th Avenue (Washington County tax lot 1S306BCA-01600). Applicants: Herb and Carol Drew. File Number 311-17-000041-PLNG.** Applicant Carol Drew described her project as a simple repaint of the house. She said all appropriate lead abatement procedures would be followed. The color would remain white on white with the exception of the shutters that are green and the exterior doors that are red; they would not be repainted. **Cushing/Tsur to approve a \$1,000 grant. Motion carried unanimously.**

B. **Preservation Grant Request – 2213 15th Avenue (Washington County tax lot 1S306BD13800). Applicants: Gerardo Vergara-Monroy and Monique Grindell. File Number 311-17-000045-PLNG.** Applicant Gerardo Vergara-Monroy described his project as a repaint of the house. He said that he had completed extensive repairs of the porch due to damaged posts and support members. The house has been completely washed, the main part cleaned following lead paint-safe guidelines and the newer addition with a pressure washer. As no scraping or painting had been started yet the Board felt this was acceptable and not be against rule of starting the project before the grant was awarded. He said he planned to repaint the body an olive green with red trim and a manila envelope color for the window sashes. **Brent/Whelan-Garfias to approve a \$1,000 grant. Motion carried unanimously.**

C. **Public Safety Open House:** Cushing said that he was expecting Northwest Natural Gas to participate again this year, as well as Clean Water Services about how they are preparing should the Hagg Lake Dam be damaged in an earthquake.

The Board discussed the idea of an earthquake emergency kit and what it should contain. It was suggested that it should include an assortment of items, both those recommended and some not required so that children could choose the correct items, as well as a checklist handout. Johnston suggested a couple of websites that could offer guidance.

Cushing reported that he had received the photos from Tsur of some houses that had earthquake retrofits and that he will prepare a poster with those photos. Also planned is to have the grant postcard available as well as the walking tours brochures.

D. **Media Outreach – Editorial Calendar:** Cushing said that he had prepared an article about earthquake preparedness and Tsur offered to edit it for publication. A question arose about the publication of the historic real estate article and how much mention of the Realtor could be included in the FHFG newsletter; Melody Haveluck of the FHFG said she will investigate.

It was noted the next major article would be about the Anderson Building. Cushing said he and Guidetti-Clapshaw had met with Ozeruga for the original article and they would

continue on with this article. Tsur suggested Cushing check with Trostle to get a word count from the *News Times* before starting the article.

4. Old Business/New Business:

- Approval of HLB Meeting Minutes. **The meeting minutes of August 22, 2017 were approved with minor edits.** Also discussed was the grant application direction about not starting a project before a grant was approved, but it was noted that the information was not found till after the meeting so it would not be appropriate to include that in the minutes. The Board was in agreement that the requirement would remain and would be enforced for all future grant requests.
- Council Liaison Report: Johnston discussed city business, including a \$10,000 grant to help fund the Justice Center in Hillsboro; adoption of rules of conduct for library patrons; and updates on various building projects. He further noted that the city attorney was preparing classes to discuss legal requirements for the Council as well as the Boards and Commissions; and the procedure for replacing a council member if Councilor Vandehey resigns as expected.
- FHFG Report: Haveluck said that their booth at the corn roast was very well attended and that Whalen-Garfias had helped out. She praised the chalk art projects, noting that Brent had done a historic preservation square and that Whalen-Garfias and Guidetti-Clapshaw had done a rendering of the A. T. Smith house.

She passed out some information on a fundraiser to be held at Bites Restaurant; noted that the cemetery tour was almost sold out; and that Neil Poulsen's Historic District Advocacy Team was starting to recruit members.
- Staff Update: Reitz reported that the consultants were compiling their survey results and would have an update at the October meeting. He also requested that someone inspect the home at 1837 Douglas Street so that the grant could be closed out; Cushing volunteered.

5. Adjournment: The September 26, 2017 meeting adjourned at 8:46 p.m.

These minutes respectively submitted by George Cushing, Secretary