

Members Present: George Cushing, Kaylene Toews, Holly Tsur, Larissa Whalen Garfias
(01 vacancy)
Members Excused: Jennifer Brent, MJ Guidetti-Clapshaw
Staff Present: James Reitz
Council Liaison: Richard Kidd
Citizens Present: 01

1. **Call to Order:** Tsur opened the meeting at 7:16 p.m.

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

A. **Renovation Grant Request – Armentrout House at 1724 Ash Street (Washington County Tax Lot 1S3 6BC-400). Applicant: Matthew Rawls. File Number: 311-16-000006-PLNG.** Applicant Matthew Rawls presented his request for a grant to help with the expense to repair the chimney. He advised that the chimney was allowing water penetration due to flashing and pointing deterioration. He noted that the chimney was not used since there are no fireplaces or stoves attached to it. Due to the unusual and distinctive shape of the chimney, many people had encouraged him to not remove it. He noted that in addition to the restoration and preservation of the chimney, a brick cap would be placed on it instead of an unsightly metal cap. **Toews/Cushing to award a grant of \$448. Motion carried unanimously.**

B. **Strategic Plan Update:** Reitz reported that the consultants from HPNW would not be attending the meeting but would be forwarding information for the Board to review, including information about the Oregon Main Street program, downtown historic districts, and urban renewal.

Toews expressed a desire that the strategic plan not just be a list of projects. Cushing noted that the consultants were still in an information-gathering phase to determine the needs of the city and all stakeholders. Tsur agreed that the goal of the plan was a big item discussed during the interview process.

Reitz said that the time table was slightly slipping but that could be expected, and we would still have a final product by the SHPO deadline in August.

C. **CEP Grant Application:** Tsur had previously prepared and distributed a draft application; Toews had already forwarded some suggestions and edits. A discussion of the amount of the grant request ensued, in response to a staff analysis of the grant program over its lifespan, both before and after the maximum grant amounts were adjusted downward. Reitz noted that the Great Recession might have affected the number of requests as well.

Tsur was of the opinion that the smaller awards for painting and roofing projects might have caused a reduction in number of grant applications. Cushing thought that if the Board increased the grant amounts for roofing and painting, perhaps the grant amounts for other projects should be increased as well. He further commented that painting and roofing are routine maintenance but agreed that a larger amount could make the difference between a standard roof and a more historic period replacement or a multi-colored paint scheme versus a monochromatic one.

Although the Board opted to not make any adjustments this fiscal year, Tsur was directed to mention in the CEP application that the amounts were being reviewed, and in particular to note that the strategic plan would help shape the renovation grant program going forward.

The discussion continued as to the amount to be requested, noting that as we had not awarded the full amount received for the past few years, perhaps we should be more realistic instead of simply requesting the maximum allowed. After discussion about what would be an appropriate amount, a \$6,000 figure was agreed.

Tsur will continue with preparing the application and will forward it to the Board for a final review before it is submitted. It was noted that the application deadline is March 31 and that the Council would begin reviewing the applications on April 13.

- D. **Stewart Award Nomination and Preservation Month Planning:** Various ideas were suggested for this year's award. After some discussion, Valerie and Allen Warren were selected for their long-term restoration of the I. A. Macrum house (a.k.a. Castle School). Garfias volunteered to contact them and get more detailed information on the projects they had done to restore the home.

For Preservation Month, Cushing will work with the library staff to set up the display board again. In addition, the banner will be installed over Pacific Avenue at the Chamber of Commerce location, and a proclamation will be prepared for adoption by the Council. The Stewart Award and proclamation will be on the May 9 Council agenda.

4. Old Business/New Business:

- Approval of HLB Meeting Minutes. **The meeting minutes of February 23, 2016 were approved with minor corrections.**
- Council Liaison Report: Kidd updated the Board on various items of interest, including his recent trip with the Mayor to the National League of Cities conference in Washington, D.C. He reported that three Forest Grove High School students who serve on City commissions also traveled with them, and they were very impressed. Kidd commented that in general the southern and western states seemed more interested in historic preservation than were the northeast and central states.
- Tsur reported that she had met with Brian Schimmel and Mitch Taylor of the Sustainability Commission to see about working together. They are working on many different facets including with a group of Pacific University students who are partnering with FGHS students. They have also been attempting to work with the Hispanic community but are finding it difficult to involve them.
- Cushing was reminded that he was tasked to contact other boards to see if partnering efforts might be successful.
- Garfias discussed an idea for historic badges as well as the possibility of reviving the FHFG coloring book.

- 5. Adjournment:** The March 22, 2016 meeting adjourned at 9:13 p.m.

These minutes respectfully submitted by George Cushing, Secretary