

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

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

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

A. **Renovation Grant Request – Broderson House at 2204 “A” Street (Washington County Tax Lot 1N3 31CC-5100). Applicant: Barry Berdahl. File Number: 311-16-000010-PLNG.** Barry Berdahl was present to discuss his project, a water intrusion remedy in his basement. He noted that the repair would include upgrading his existing French drain and enlarging it as necessary. The second part would be the installation of drains in the basement to remove any water that does get in, with a sump pump to remove the water and send it out to the street. **Toews/Cushing to award a \$1,000 grant. Motion carried unanimously.**

B. **Strategic Plan Update:** The Board began review of the tentative to-do list provided by the consultants. Toews expressed concern that this was just a to-do list and not a plan i.e., that the to-do list not become the plan.

2016-2017 Task List. The Board noted that the first couple years appeared to be very intensive, but it was also noted that the first year would be spent formalizing objectives. Garfias asked about the types of historic survey and Reitz explained them. The proposal to expand our outreach efforts to include local students reminded Tsur of a recent conversation she had with the Sustainability Commission chair, who noted that that commission has a student member (Jacob Rose), who is the Pacific University Student Liaison Coordinator; he is specially tasked to coordinate between the University and local high school students.

More information is needed about the Main Street program to determine its effectiveness and the amount of effort the Board would need to put into it. Concerning the potential code amendments, it was noted those would be primarily City Council actions. A preservation blog would need constant updates and that would not be realistic for the Board to commit to, but providing articles for the FHFG newsletter would be a desirable objective. The advocacy group may not be a task for the HLB, but the Board could support the effort to create one.

2018-2019 Questions were raised about the downtown district designation process.

2019-2020 It was noted that the downtown district outreach effort should be done sooner.

2020-2021 It was noted that the context statements prepared to date all end at about 1950. The purpose of a post-WW II context statement would be to better understand and document the history of the town since then.

Two items the Board would like to see included are some kind of seismic upgrade program; and the identification of alternative funding sources.

Reitz was requested to forward all of the Board's comments to HPNW.

- C. **Stewart Award Nomination and Preservation Month Planning:** The proclamation and Stewart Award presentation are on the Council agenda for May 9<sup>th</sup>. Cushing has also arranged to have the display board in the library.

The Board will be sponsoring a class put on by Mary Jo Morelli about Forest Grove's history. Those classes will be May 4, 11, and 25 from 7:00 to 8:30 pm. A tour is included in the price of admission

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

- Approval of HLB Meeting Minutes. **The meeting minutes of March 22, 2016 were approved as submitted.**
- Council Liaison Report: Kidd updated the Board on various items of interest.
- CEP Application: Tsur noted that the presentation to the Council went well.
- Cushing said he had not yet contacted other boards about working together.
- Tsur requested the Board's help in getting photos of all recent renovation grant project houses so as to be ready for next year's boards and commissions presentation.
- The FHFG will be hosting a book-signing on September 7. They have invited the Board to participate.

- 5. Adjournment:** The April 26, 2016 meeting adjourned at 8:59 p.m.

These minutes respectfully submitted by George Cushing, Secretary