

Members Present: Jennifer Brent, George Cushing, MJ Guidetti-Clapshaw, Holly Tsur, Larissa Whalen Garfias (01 vacancy)
Member Excused: Kaylene Toews
Staff Present: James Reitz
Council Liaison: Richard Kidd
Citizens Present: 03 (Tom Auran, Melody Haveluck, Tim Rippe)

1. **Call to Order:** Tsur opened the meeting at 7:17 p.m. It was noted that the August 23rd meeting lacked a quorum and so was rescheduled to tonight.

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

A. Preservation Grant Request – Wilcox-Williams House at 2036 16th Avenue (Washington County Tax Lot 1S3 6BD-11200). Applicant: Tom Auran. File Number 311-16-000171-PLNG. Tom Auran was present to discuss his gutter / fascia replacement project. He noted that the home originally had built-in gutters but they had been removed sometime in the past, prior to his purchase of the house. “K style” gutters were installed with exterior straps attaching them to the roof.

He proposed to have a contractor install fascia boards and wrap them with metal that would also cover the additional bracing required, as well as cover - but leave intact - the original crown moldings. Then new “K style” gutters would be installed, attached to the new fascia boards.

He said the garage gutters will be replaced as well, but the dormers on the house do not now have gutters and he saw no reason to change that, as water was draining off them onto the roof proper.

Cushing/Guidetti-Clapshaw to award a \$1,000 grant. Motion carried unanimously.

B. Public Safety Open House (October 8): Cushing said that he had not yet started working on this project, but that he would start to coordinate with the Fire Department. Whelan Garfias and Guidetti-Clapshaw offered to work together on a scavenger hunt type of handout to pass out at the event. Brent offered to make calls to potential partners and vendors.

Tim Rippe is a member of PSAC and invited the Board to participate in the August 2017 National Night Out.

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

- Approval of HLB Meeting Minutes. **The meeting minutes of July 26, 2016 were approved as submitted.**
- Council Liaison Report: Kidd discussed progress on the Jesse Quinn (a.k.a. Times Litho) project. Reitz reported that most staff approvals had been completed and ground breaking could be scheduled at any time.
- Staff Update: Reitz reported that he had completed the SHPO grant close-out paperwork. He noted that we came in under budget by about \$2,000 by putting production and distribution of the newsletter on hiatus while we worked on the Preservation Plan.
- Reitz further noted that once the Board officially accepts the Preservation Plan (which will be on the September agenda) it will be forwarded to the City Council for their endorsement. Kidd observed that the near-term Council agendas are already quite full, and that their action may not occur until after the election in November.

- Reitz requested that we begin review of Pacific University's Master Plan update, particularly those parts that discuss the campus's historic resources. He stated that this will be a discussion item on our next agenda.
- Newsletter: Tsur initiated a discussion about whether and how to move forward with newsletter production, given that the survey and focus group indicated support for doing so. She commented that the FHFG had offered to reserve some space in their newsletter for the Board's use, and she had already sent some information about the Board's recent activity. However, the newsletter is only distributed to about 140 recipients, which is less than half the size of our newsletter mailing list. Furthermore, Haveluck said that their newsletter is not free; it only comes with paid membership. Tsur requested that everyone consider this and other media possibilities, for discussion at a future meeting.
- Tsur volunteered to work on editing the preservation grant application. Reitz will forward a Word version to her to work with.
- It was observed that the Anderson Building remodel was continuing. Cushing and Reitz noted that the Main Street second floor windows had been rehabilitated but had not yet been painted. Reitz also commented that he had received two possible paint schemes for the building: one fairly sedate and one not. He didn't know which palette the owner had selected.
- Guidetti-Clapshaw offered to do the minutes for the September meeting as part of the Board's cross-training efforts.

5. Adjournment: The August 30, 2016 meeting adjourned at 8:52 p.m.

These minutes respectfully submitted by George Cushing, Secretary