

# APPROVED

Forest Grove Historic Landmarks Board  
Community Auditorium, 1915 Main Street  
April 24, 2018 -- 7:15 P.M. Page 1 of 2

**Members Present:** Jennifer Brent, George Cushing, Larissa Whalen Garfias, Kelsey Trostle, Holly Tsur, Bill Youngs  
**Members Absent:** Roman Ozeruga  
**Staff Present:** James Reitz  
**Council Liaison:** Tom Johnston  
**Citizens Present:** 01 (Melody Haveluck)

1. **Call to Order:** Tsur opened the meeting at 7:15 p.m.
2. **Citizen Communication:** None. It was noted that two people were in attendance for a design review on their property; they departed when Reitz explained that their application would be reviewed at the May meeting.

3. **Action Items / Discussion:**

- A. **Preservation Month Planning – Stewart Award:** Youngs noted that he had been working with the Kistlers on an article for the *News Times*, and on a statement to be read at the May 14 City Council meeting. Trostle has been assisting him.
- B. **Preservation Month Planning – Photo Contest:** Garfias reported that she had received entries from 3 people: 1 in the youth category and 2 in the adult category. The adult category photos were reviewed and 2 were appropriate to forward to the judges for a first prize and honorable mention. The youth photo - although excellent work - was not really of a definitive historical nature. The Board requested that Garfias contact the entrant and see if a better photo that complied with the rules of the contest could be submitted by April 29<sup>th</sup>.

The Board noted that although not a lot of entries were received, this was the first year and fairly short notice was provided; we could expect better participation next year with more advance notice and publicity. Also, clarification of some parts of the rules, especially that they did not have to be current photos taken during the contest dates but could have been taken at some time in the past. Also, it could be published at other events throughout the year like at the Public Safety Open House and National Night Out, as well as yard signs during the FHFG's home tours.

- C. **Media Outreach and Editorial Calendar –** Garfias will prepare an article on the photo contest for the *News Times*, and Tsur will do an article on the design standards for the June *News Times* article.

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

- Approval of HLB Meeting Minutes. The meeting minutes of March 27, 2018 were approved with minor typographical corrections.
- Council Liaison Report: Johnston reported on the Senior Center remodel; the downtown storefront grant program; the Pacific University master plan update; swimming pool rates; the pending Rogers Park upgrades; Waste Management's requested fee increase due to changes in plastic recycling markets; that the CEP grant fund was less this year because there was about 11% less waste going through the facility; and that the City was evaluating potential development plans for the lot next to the A. T. Smith house site. He also advised he would not be attending the June and July meetings.
- FHFG Report: Haveluck said that their annual meeting had been scheduled for May 22<sup>nd</sup>, the same day as the HLB meeting. The FHFG's meeting will start at 6:00 pm so it is hoped that Board members can attend prior to their meeting. There will be a presentation about the Forest Grove Indian School.

She also reported that the yard sale will be on June 9 and 10; and that the Old Train Station Museum was going to be open on Saturdays from 10:00 am to 1:00 pm in addition to Wednesdays from 9:30 am to 1:00 pm. She closed by noting that new garden plantings were being done at the Smith house.

- Staff Update: Reitz gave a bit more background on the Pacific University master plan update as it would pertain to the university's historic buildings; and he advised that there would be a hearing at the May meeting to review a request to replace a number of windows in a home in the Painter's Woods Historic District.
- Preservation Grants: It was noted that there was only \$450 left from the CEP grant for this fiscal year. Tsur attended the City Council meeting to request a new grant. She noted that there were 32 applicants this year, more than in the past. Johnston noted that less money was available this cycle as well.
- Board Member Resignation: Tsur reported that Ozeruga had communicated to her that he was going to resign because he was not able to attend meetings as he first thought he could. Tsur asked and he agreed to help out in the future for consultation on issues he felt strongly about.
- May 22 Agenda. Site review, July-December 2018 editorial calendar.

5. **Adjournment**: The April 24, 2018 meeting adjourned at 8:50 p.m.

These minutes respectively submitted by George Cushing, Secretary