

APPROVED

Forest Grove Historic Landmarks Board
Community Auditorium, 1915 Main Street
January 22, 2019 -- 7:15 P.M. Page 1 of 2

Members Present: Jennifer Brent, George Cushing, Mark Fischer, Larissa Whalen Garfias, Holly Tsur, Bill Youngs
Member Excused: Kelsey Trostle
Staff Present: James Reitz
Council Liaison: Tom Johnston
Citizens Present: 01 (Melody Haveluck)

1. **Call to Order:** Tsur opened the meeting at 7:17 p.m.

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

A. **2019 Work Plan:** Tsur went through the proposed plan: all items were approved, with the inclusion of outreach activities (safety fair, National Night Out, photo contest, etc.)

Fischer asked about the possibility of starting a social media page to promote the Board's activities. Board members noted that this concept had been previously discussed, and had been tabled until the City worked out an official policy; Johnston noted that the City was starting to explore that option. He further advised that if the Board could prepare a request the City might speed up the process. Fischer volunteered to work with Haveluck to explore the possibility of a joint webpage.

B. **January – June Editorial Calendar:** Tsur distributed an updated calendar (prepared by Trostle). She went over the proposed articles and writers were chosen for each. As Cushing was not able to prepare the 2018 synopsis article for the Friends newsletter, Tsur volunteered to complete it and get to them ASAP. Cushing offered to go through old newsletters and locate his articles; he'll transmit them to the Friends for possible inclusion in future editions.

Fischer/Brent to approve the January-June 2019 Editorial Calendar. Motion carried unanimously.

C. **Officer Elections:** There was some discussion of whether any of the Council's proposed reforms had been adopted; upon learning that there had been no changes to date, **Cushing/Youngs to keep the current slate of officers (chair: Tsur; vice-chair: Brent; secretary: Cushing). Motion carried unanimously.**

D. **Meeting Start Time:** Everyone was asked whether to continue with the 7:15 p.m. start time or if another time would be acceptable. Cushing noted that he has to get up very early for work and would like to start these meetings earlier. He suggested 6:00 p.m. but other Board members said they would have a conflict with that. A 6:30 start was then suggested, and all thought that would be acceptable. **Brent/Fischer to change the start time to 6:30 p.m. Motion carried unanimously.**

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

- Approval of Historic Landmarks Board Meeting Minutes. **The meeting minutes of December 18, 2018 were approved with minor grammatical corrections.**
- Council Liaison Report. Councilor Johnston reported that he had been reelected as Council President. He further reported that the Council was discussing the proposal for a new police station because the current building is too small and needs seismic upgrades. He reminded everyone that the Annual Town Meeting was set for Saturday, January 26.

- FHFG Report. Haveluck reported on the affairs of the Friends of Historic Forest Grove. She noted that the garden tour was planned for June and a cemetery tour will be planned for the end of September or the beginning of October. She also said that during the week of May 6 the Friends will be utilizing the library display case.
- Staff Update. Reitz reported that SHPO funds might not be sufficient for all the desired Board projects over the next biennium, primarily due to there being more requests for limited money. He asked if Board members had any other suggestions for the grant request; none were offered.

It was noted that there might not be enough SHPO funding to send a member to a conference although there might be some City funding. Johnston suggested that the Board consider hosting a conference. The Board agreed that might be an option.

Reitz commented that Restore Oregon was initiating a number of proposals to fix some statewide issues: namely, owner consent and tax credits. As the legislative session just started, it is too soon to tell if any of the proposals will gain traction.

Lastly, Reitz reported that the City Council had approved the Downtown District nomination grant request resolution with an adjustment of the boundary to include the north side of 21st Avenue between Main Street and College Way. A question was raised concerning when to advise those building owners of their inclusion into the nomination preparation process. Reitz noted that most of the buildings are already individually designated and that the owners would be informed by mail after the consultant is selected.

- Added Items. Cushing requested that the Board consider a definite policy on window replacement as it appears to approve some projects and decline others. It was noted that the Board was scheduled to do a mock design review at the next meeting so this discussion might have to wait until a subsequent meeting.

5. Adjournment: The January 22, 2019 meeting adjourned at 8:58 p.m.

These minutes respectively submitted by George Cushing, Secretary