

To: Historic Landmarks Board

From: James Reitz (AICP) Senior Planner
jreitz@forestgrove-or.gov (503) 992-3233

Re: February 25 Agenda

Date: February 18, 2020

Memorandum

NOTE: If anyone can't make the meeting, please advise as soon as possible.

ACTION ITEMS

- A. CEP Grant Application: The application is expected to become available on or about March 2nd, assuming the CEP committee approves the criteria and CEP packet of information at their meeting on February 24th. At this time the Board should appoint a sub-committee of not more than 3 members to prepare the application.
- B. Alternative Funding: Mark and Bill will report on their findings to date.
- C. Photo Contest: Progress report.

INFORMATION ITEMS

Council Liaison: Mayor Truax is the new liaison to the HLB.

Preservation Grants: For FY 19-20, six grants totaling \$5,000 have been approved. A new application has been filed; the applicant has been informed that no more funds are available this fiscal year. The project, however, may still be subject to the Board's review, as it could entail replacing the siding on a Clark District contributing structure. Staff has requested additional information which has not been provided as of the date of this memo.

Downtown District Nomination: The consultant is working on incorporating your edits; upon completion, the document will be forwarded to SHPO for its first review.

Also, staff sent an update to the downtown building owners, noting especially that the proposed district now includes the buildings on the north side of 21st Avenue between Main Street and College Way (most of which are already locally landmarked), and the UCC. Staff subsequently received a phone call from one of the 21st Avenue building owners, who expressed support for the nomination. No other communications have been received.

March 24 Agenda: Alternative funding, photo contest, CEP grant application, potential Stewart Award recipients.

2020-2021 CALENDAR - UPCOMING AGENDA ITEMS

March 24, 2020 (fourth Tuesday)

- Review and finalize CEP grant application
- Discuss selection of Stewart Award recipient
- Preservation Month / photo contest

April 28, 2020

- Select Stewart Award recipient
- Preservation Month / photo contest
- Prepare annual report

May 11, 2020 City Council Meeting

- ❖ *Present Annual Report*
- ❖ *Preservation Month Proclamation*
- ❖ *Honor Stewart Award recipient and photo contest winners*

May 26, 2020

- Review July-December 2020 Editorial Calendar

June 23, 2020 (fourth Tuesday)

- National Night Out planning (August 4)
- Adopt July-December 2020 Editorial Calendar

July 28, 2020

- National Night Out planning (August 4)
- Chalk Art Festival planning (September 12)

August 25, 2020

- Chalk Art Festival planning (September 12)
- Public Safety Open House planning (October 10)

September 22, 2020 (fourth Tuesday)

- Public Safety Open House planning (October 10)

October 27, 2020

- Photo contest

November 17, 2020 (third Tuesday)

- Photo contest

December 15, 2020 (third Tuesday)

- Prepare 2021 work plan (including projects for the 2021-22 SHPO grant application)
- Prepare January-June 2021 Editorial Calendar
- Photo contest

January 26, 2021

- Review and adopt 2021 work plan (including SHPO grant projects)
- Review and adopt January-June 2021 Editorial Calendar
- Photo contest
- Annual officer elections
- Adopt 2021 meeting schedule

February 23, 2021

- Begin CEP application preparation
- Mock Design Review Hearing
- Photo contest