

City of Canby Heritage and Landmark Commission

Meeting Minutes: January 6, 2020

Members in attendance: Doug Birkeland, Jennifer Giller, Kelly Harms, Judi Jarosh (by phone), Havvy Ehrich, Carol Palmer, and Rachel Swanson.

City staff in attendance: Calvin LeSueur

City Council representative: Greg Parker

Guests: Scott McClure, City Manager

Chair Jennifer Giller called the meeting to order at 5:30 p.m.

Introductions:

- Commissioners introduced themselves to new City Manager Scott McClure, who briefly went over his personal and professional background.

Meeting Minutes:

- Ms. Palmer moved to accept the December minutes, with the edits to better indicate the HLC's role in the Library series on the 150th Anniversary and to correct Ms. Jarosh's name. Ms. Swanson seconded. Motion passed and minutes approved with corrections.

City Council Liaison Report:

- Mr. Parker is a representative on the Clackamas County Fair and Rodeo Board, and said they are doing a masterplan. He noted he has become more sensitive to the historic nature of the buildings, and wants to include a historic review as part of the process. Ms. Palmer said she felt we could get funding for an Intensive Level Survey from the Kinsman Foundation.

Clackamas County Heritage Council Resolution:

- Ms. Palmer said the organization now has nonprofit status and hired a project manager two years ago. Combined with Jamie Stickel serving as the Chair for a year, she said the Council has a lot of positive forward motion right now. Ms. Palmer noted there are over 40 heritage sites in the county, most with very minimal resources.
- The Council has been looking at options to provide centralized support for these sites, and developed the concept of a history hub. When the plan was presented to Clackamas County Commissioners, the Council was told they "needed to have some skin in the game." Ms. Palmer said there has been debate within the Council over what funding approach to take: Transient Room Tax or Special Tax District. Ms.

Palmer provided a decision matrix handout outlining the pros and cons. The Council is considering a resolution to pursue a Special Tax District. Ms. Palmer, representing the HLC, will be voting on the resolution at the end of January and wants to the HLC to be aware of it and know if there are any questions or objections. There were no objections.

Comprehensive Historic Preservation Plan:

- Ms. Palmer noted that the survey has received a lot of exposure from a variety of sources, with 140 online surveys completed so far and the survey is still open. She asked that people return paper copies to the City by Monday, January 13. Ms. Jarosh will be doing an analysis of the data with Ms. Pratt.
- The public meeting is scheduled for January 22 from 5:30-7:00 p.m. in the Willamette Room in the Library. Katie Pratt of Northwest Vernacular is developing the agenda and the presentation, and Ms. Palmer is doing the press release.
- Ms. Palmer noted that much of our funding comes from Certified Local Government grants, and we do planning in even-number years to apply for funding in odd-numbered years, usually in the third quarter. Ms. Palmer said that we need to start early for two reasons: one, many of the commissioners are new and didn't go through the last planning process (the 2018 planning criteria and readiness assessment was distributed); and two, we'll be receiving many recommendations and ideas from Northwest Vernacular. Ms. Palmer will be giving the consultants the handout as well, and is asking them to look at the All Star Community for a recommendation about pursuing that designation. She asked that commissioners review the criteria for a discussion at the February meeting. *NOTE: While discussed in this section, the 2020 planning was also a separate agenda item.*
- Ms. Palmer said we will be getting revisions to the plan and it will include recommendation of projects to undertake.

Zion Marker Repair Update:

- The contractor for the marker repair, Jeff Hilts, was unable to work on the project this fall for a variety of reasons, but will be making the repairs sometime between February-May, depending on the weather. Ms. Palmer gave him permission to work on whichever markers are easiest to get to without damaging the cemetery grounds. He will let us know which ones he's able to repair. Ms. Palmer and Mr. LeSueur will secure an extension; the work needs to be done and the grant report submitted before June 30, 2020.

150th Commemoration Update:

- The two final logo choices were distributed and Option A was selected after a secret ballot. An organizing meeting is scheduled for Tuesday, January 14 from 2-3:30 p.m. Ms. Palmer said 20 different organizations have been invited; Mr. Parker will forward an invitation to Bridging Cultures. She said there will be a list of activities that took place in 1970, and gave several examples. A quorum notice has been filed, so any commissioners can attend.

Elections:

- Ms. Giller offered to continue to serve as president if there were no other candidates. Ms. Palmer moved to elect Ms. Giller as president, Mr. Birkeland seconded. Motion passed unanimously.
- Ms. Palmer said she could continue to serve as vice-president through June. Ms. Harms moved to elect Ms. Palmer as vice-president, Mr. Birkeland seconded the motion and the motion passed unanimously.

Other Items/For the Good of the Order:

- ***New commissioner update:*** Ms. Giller said we have a candidate for the vacancy on the commission. Ron Burn applied and Ms. Giller met with him to give him an introduction to the HLC and our work. She forwarded his name to the City Council for their next meeting's consent agenda.
 - Ms. Giller would like to revisit the process again at our February meeting. Last year, Tony Crawford, Larry Vargas, and Ms. Giller developed some guidelines for the candidate selection process, but they weren't finalized or adopted. She will send out some of the original documentation to the commission in advance of the meeting.
 - Mr. Parker said the mayor asked him to look at whether there should be some consistent criteria across all the different city boards and commissions. He's going to be working with the city recorder on the project. He noted it's important to have fairness, equity, and inclusion as part of the process, while understanding that each committee will have other specific criteria. Ms. Jarosh said having a diversity of background is very important in addition to subject matter experts.
- Mr. McClure talked about some of the historical projects he's worked on in other communities. Ms. Palmer noted she learned he is friends with David Weston, son of Myra Weston, long-time Canby historian.
- Ms. Palmer said there is an amazing restoration of a mid-century modern property on Birch Street. It had been abandoned and was auctioned off last year.

Ms. Giller adjourned the meeting at 6:30 p.m.