

City of Canby Heritage and Landmark Commission

Meeting Minutes: February 3, 2020

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

City staff in attendance: Calvin LeSueur

City Council representative: Greg Parker

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

Introductions:

- Commissioners introduced themselves to new commissioner Ron Burn.

Meeting Minutes:

- Ms. Palmer moved to accept the January minutes. Mr. Birkeland seconded. Motion passed and minutes approved.

City Council Liaison Report:

- Mr. Parker is on the Clackamas County Fair and Rodeo Board, and said they have completed their masterplan and reported that any renovations going forward (including the main pavilion) will have a historical review/consideration. The total price tag is \$48 million, with the main pavilion renovations estimated at \$7 million. Ms. Palmer reminded Mr. Parker that the SHPO office needs to be involved in buildings over 50 years old.
- The Council approved a \$10,000 mini-grant pilot program at their mid-year budget meeting. Mr. Parker said only the four neighborhood associations/groups and boards/commissions will be able to apply for a grant.
- He reported that the Bike and Pedestrian Committee applied for a \$35,000 tourism grant to do an initial overview of the properties that are between the Canby logging and Molalla logging roads, with the intent to eventually connecting those with a bike and walking path. Mr. Parker said last year the City has obtained 2.3 miles of additional river front property, and said adjacent landowners are concerned about increased activity in the area. The grant will help estimate the impacts and costs of the project.

Comprehensive Historic Preservation Plan:

- Ms. Palmer reported that there were 169 survey responses, and Ms. Jarosh has the response data for further analysis. She noted that community members attended the January 22 public meeting, and Northwest Vernacular will have a final report in mid-

May. There are 19 sites that need to be confirmed; Ms. Swanson and Ms. Harms will confirm if houses are still at the sites.

150th Commemoration Update:

- On March 4, starting at 6:30-6:45 p.m. in the lobby there will be a kickoff celebration prior to the City Council meeting. Ms. Palmer said there will be images posted in the lobby, along with T-shirts, and buttons. She said she is trying to locate the 1970 court as well as the great-great-granddaughter of Philander Lee to invite to the event. She is also working with the Chamber of Commerce to identify all the members of the Chamber in 1970 who are still in business today, and has found 30.

Project Criteria 2020-21:

- Ms. Palmer went over the list of criteria used in 2018 to prioritize HLC projects. Ms. Jarosh suggested adding two bullets: There is a viable plan for long-term sustainability and prioritize projects suggested by the Comprehensive Historic Preservation Plan. Ms. Palmer will revise the list and send to the consultants.

HLC Applicant Process:

- Mr. Parker said the City Council has an upcoming retreat where he will raise the policy question of whether or not there should be a standardized recruitment/application policy. Currently, each group can do what they want. He did note that some of the committees do need some specialized experience.
- Ms. Giller said she believes our current application is the template used by all the city committees, and doesn't include the specific requirements in the code. Her concern is the process has been different even within this body, let alone other committees. She said the flow chart handout was developed last year, but was never adopted. Mr. Parker said he'll be taking the handout to the retreat as the HLC is the only group to have visualized the process like this.
- Ms. Giller received information from City Recorder Melissa Bisset, which described the process she manages as well as city ordinance applicable to the HLC (which references guidance from the Secretary of the Interior). She'll forward the email to HLC members. Ms. Palmer noted there is a lot of leeway for small communities, and that the diversity of backgrounds and skillsets we've used in the Commission's work have nothing to do with history.
- Ms. Harms said it would be good to have a set time recruitments are open, so it's not a first-come, first-served situation. It would also be good to know what the minimum and maximum number of positions on the HLC are.
- Ms. Palmer said she investigated what other cities do. She said Lake Oswego recruits for all committees and boards once a year, to have a "bench" of candidates to turn to when there are vacancies. Mr. Parker suggested that when there are

multiple applicants for the Commission that Ms. Bisset keep a list for future vacancies of the HLC. Ms. Palmer also noted it would be great to have something that introduces applicants to what it means to serve on a public body.

- Mr. Parker reported that the City Council won't be taking up this issue until after the March HLC meeting, so felt it best to take action after the April meeting. There was general consensus that whatever process is used it should be fair and consistent, and what skills we desire for the commission. After receiving feedback and information in April, the HLC will discuss and potentially take action in May.

Other Items/For the Good of the Order:

- Ms. Palmer said she now has information from the Weyerhaeuser archives about why the Molalla forest road was built. She said the City has information on the logging road and she'll make sure it gets updated with this new information. She will also make sure that the Ms. Bisset and the Canby Depot have an opportunity to get a copy of the material, if they want it. Mr. Parker asked to see if Ms. Bisset had the ability to scan the documents so we have electronic copies as well.
- Ms. Palmer said Marilyn Nash is interested in getting national registry designation for the Canby Pioneer Chapel, and she will be meeting with her to help Ms. Nash understand the pros and cons of getting a designation.
- Ms. Palmer also suggested having a meeting at the Depot; members felt that would be very useful. Ms. Palmer will work with the Depot as they aren't typically open on Monday nights and will arrange for a tour.
- Mr. Parker said he'd suggested having a tour of the Masonic Lodge in the past, and said the ceremony room is one of the intact he has seen and rivals what the McMenamins' did in Forest Grove. He noted that news reports say Masonic lodges are being torn down or sold at the rate of one a month, and suggested the HLC might want to contact Canby's Masonic Lodge about a tour. Ms. Palmer suggested the Pioneer Chapel would also be good for a tour.

Ms. Giller adjourned the meeting at 6:35 p.m.