

City of Canby Heritage and Landmark Commission
Meeting Minutes: April 1, 2019

Members in attendance: Tony Crawford, Jennifer Giller, Larry Vargas, Carol Palmer, Doug Birkeland

City staff in attendance: Calvin LeSueur

City Council Liaison in attendance: Greg Parker

Mr. Crawford called the meeting to order at 5:30pm

Meeting Minutes:

- March meeting minutes will be distributed at the June meeting.

Liaison Report:

- Councilor Parker discussed the completion of the city's first budget meeting, work on the railroad quiet zone, and traffic ventilation in the area of the industrial park and Sequoia, the initial launch of the Ackerman sports complex task force, and the Maple St. Splash Pad/road improvement.

Membership:

- Mr. Crawford stated that we have one open position currently and have received an application from Judy Jarosh. Mr. Crawford, Mr. Vargas and Ms. Giller met to discuss the current process and have put together a flow chart and possible documentation to explore how we process applicants. Ms. Palmer raised concerns about adherence to standards and the length and timing of the steps involved in the proposed process.

Oregon Heritage Excellence Award:

- Ms. Palmer updated the group on the award. Thank you letters to those who helped with the nomination have been sent. The press release will go out from the Oregon Heritage organization on April 10th, and she will distribute the information with local photos to the newspaper. The awards ceremony will take place at the end of April and the city will have representatives to accept.
- Mr. Crawford noted that the Oregon Heritage Excellence award will be presented at the May city council meeting which will coincide with a proclamation of May as Historic Preservation month. It was also contain a public announcement of our Zion Cemetery cleanup project on May 11th. Mr. Crawford will reach out to all students involved in the Women's Heritage essay writing contest to see if they would like to attend the meeting, as well as the past and/or current president of Kiwanis who lended support. Ms. Palmer will reach out to invite those involved in the creation of the WHT.

Zion Cemetery Marker Cleanup project:

- Ms. Palmer noted that the repair grant will need to be submitted by May 1st.
- Ms. Palmer detailed plans for a meeting with Jeff Snyder at the cemetery to discuss moving equipment from storage to the site, as well as purchase additional supplies for the cleanup. She reviewed the current volunteer list and numbers needed with the group. Currently have at least 15 volunteer slots available, must be 14 and above and have parental permission if under 18.

Preservation Plan:

- Ms. Palmer reported that we had received the \$5,000 Kinsman Foundation grant in March. She also submitted the \$11,500 CLG grant proposal today.
- She discussed the 3 Preservation Plan proposals that we received. References were checked and past work from the vendors was reviewed by Ms. Palmer. A financial analysis all 3 was conducted to assess cost vs actual work hours of the vendor vs HLC staff, i.e. public outreach. NW Vernacular provided the most support in the plan for the money, and was the most experienced in terms of previous work. Ms. Palmer noted that the references were excellent, and although they are located out of state in Port Orchard, WA, she addressed this aspect when speaking with references. The kick-off meeting with NW Vernacular will be in mid-July.

Clackamas County Heritage Council History Hub:

- Ms. Palmer discussed a proposal that has been put together to garner support the county heritage organizations with access to funding and people with helpful skillsets. She noted that we rely heavily on the local museum organizations that are included in the hub, and benefit from them immensely. Ms. Palmer proposed completing a letter to the Clackamas County commission giving our endorsement of the Hub to be delivered before the next meeting on April 16th at 1:30pm. Mr. Crawford moved to approve the letter with no opposition.

Canby Ferry:

- Mr. Vargas provided a report on the Canby Ferry. He stated the county is still looking at proposals on ferry viability, and potential sources of income or cost reductions.

Public Hearing Guidelines:

- Mr. Crawford reviewed the procedural script and Robert's Rules for the public hearing to take place at 6:30pm, immediately following the meeting.

Mr. Crawford adjourned the meeting at 6:25pm.