

**HISTORICAL BUILDINGS AND SITES COMMISSION
MEETING MINUTES
June 13, 2019 at 5:30 PM
Courtyard Conference Room**

COMMISSIONERS:

Ward Warren (Chair)
Rob Pell (Vice Chair)
Arden McConnell
Jolie Wilson – Late
Shirley Holzinger
Virginia Ford

City/Staff/Council Liaisons:

Barry Eames (City Councilor)
Lora Glover (PCD Director)
Taylor Graybehl (Assistant Planner)
Donna Rupp (Associate Planner)
Brad Clark (Principal Planner)
Susan Seereiter (Business Advocate)

Guests:

Michael Holzinger, Citizen
Jon Connor, The Haul
Sean Basinger, Daily Courier

1. Roll Call:

- a. Chair Warren opened the meeting and took roll.
- b. Chair noted that Commissioner McBerty announced his resignation at the last meeting.

2. Introductions:

- a. Lora introduced Brad Clark, City Principal Planner and Donna Rupp, City Associate Planner.
- b. Jon Connor with The Haul.

3. Public Comment:

- a. Jolie Wilson arrived.
- b. None.

4. Approval of Minutes:

- a. Approval of Minutes for May 16, 2019
 - o Commissioner Holzinger noted that it says “committee” instead of “commission” under the action item section.
 - o Commissioner McConnell stated that under approval of minutes, item 4, it should say Commissioner McConnell, not Commissioner Ford.
 - o Chair Warren noted the last name of Roger Brand is Brandt.
 - o Chair Warren noted that where the name Robert is mentioned, it should be Roger.

Motion

Commissioner Holzinger moved, and Commissioner McConnell seconded the motion to approve the Minutes as amended. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair Pell, Commissioners McConnell, Wilson, Holzinger, and Ford.

“NAYS”: None. Absent: None.

The motion passed.

5. Action Items:

- a. **Review The Haul’s application**
 - o Jon Connor is proposing putting up a wooden pergola in the outdoor area of The Haul to beautify and provide a more comfortable atmosphere for customers.

- He discussed the proposed materials and plan.
- Lora noted that Jon has a sidewalk café permit.
- The commission asked multiple questions about the structure and plan.

Motion

Commissioner Warren moved, and Commissioner Pell seconded the motion to approve The Haul’s structure design based upon the illustrations provided and discussion with the commission. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair Pell, Commissioners McConnell, Wilson, Holzinger, and Ford.

“NAYS”: None. Absent: None.

The motion passed.

b. Interview Committee Applicants (if applicable)

- Lora discussed the process for interviewing potential applicants.
- She stated that the Council has decided to have the committees and commissions do the first round of interviews.
- Lora provided an update on the minute-taking process.

c. Recommendation to Council – Historic Marker for “Redwood Empire Run” of 1927

- Chair Warren provided a summary about the run and the benefit of it having a historic marker.
- There was discussion about the location for the historic marker.
- There was discussion about the process of getting it added to the consent agenda for the next Council meeting.

Motion

Commissioner Warren moved, and Commissioner Pell seconded the motion to approve the placement of a historical marker in the tree well next to the Welcome Center commemorating the Redwood Empire Run of 1927. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair Pell, Commissioners McConnell, Wilson, Holzinger, and Ford. “NAYS”: None. Absent: None.

“NAYS”: None. Absent: None.

The motion passed.

- Chair Warren wanted it noted that there is no cost to the City for this marker.
- Susan Seereiter arrived.

d. Confirm Historic Plaque Names discussed 5/16

- Lora stated that staff will send out an email to the commission this week to verify accuracy of the names.
- There was discussion about the information being listed on the plaques.

e. Nominate Riverside Park to National Register

- Chair Warren gave a summary on why this was added to the agenda.
- Commissioner McConnell provided options for memorializing the park, which include a memorial tree or bench.

f. Review current proposals from Committee on Public Art (CoPA)

- There was discussion about the Alley Activation project.

6. Matters from Commission Members and Staff:

a. Review process for Landmark Recommendation:

- Lora discussed the commission’s proposal to recommend buildings and locations as landmarks.

- She stated that staff would prepare the applications and the commission could assist the property owners in preparing their narrative.
- They discussed the listed landmark recommendations.
- Chair Warren shared an email from ODOT (Oregon Department of Transportation) that supports the nomination of the Caveman Bridge and Redwood Empire Sign.
- There was discussion about the application requirements.
- There was discussion about Riverside School.

b. Downtown Services Budget:

- Lora provided a summary of the budget.
- She stated there will be a Downtown Public Forum on June 25th at 5:30pm in the Council Chambers to discuss allocating additional funds for downtown services.
- There was discussion about the lighting on H Street.

c. Certified Local Government Update:

- Brad and Lora provided an update on the process.
- Commissioner McConnell provided information on memorial parks.

7. Future Agenda Building for Next Meeting:

- None.

8. Adjourn:

- a. Meeting adjourned at 6:47 PM.

Next scheduled meeting: July 11, 2019

Minutes prepared by Julia Wright, City of Grants Pass Administration.