

**HISTORICAL BUILDINGS AND SITES COMMISSION  
MEETING MINUTES  
May 16, 2019 at 5:30 PM  
Courtyard Conference Room**

**COMMISSIONERS:**

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

**City/Staff/Council Liaisons:**

Barry Eames (City Councilor)  
Lora Glover (PCD Director) – Absent  
Taylor Graybehl (Assistant Planner)  
Donna Rupp (Associate Planner)

**Guests:**

Michael Holzinger, Citizen  
Roger Brand, Guest Speaker

**1. Roll Call:**

- a. Chair Warren opened the meeting and took roll.
- b. Jolie Wilson was not present at this time.

**2. Introductions:**

- a. Roger Brand, from Illinois Valley, presented on the “Redwood Empire Run” of 1927
  - o Roger provided the history of the race and its historical significance to Oregon.
  - o He described the application process for the State of Oregon’s Historical Marker Program.
  - o He stated that the run was recently approved, and they need select a site for the marker.
  - o He recommended the marker be placed at the Visitors Center.
  - o He discussed the benefits associated with the Historical Marker Program.
  - o There was discussion about the feedback from local tribes and Robert stated it was positive.
  - o Robert stated the process will take approximately a year and they have raised \$5,500 towards the \$7,200 cost to build the marker.
  - o Chair Warren stated that discussion on this topic will be added to the next meeting’s agenda.
  - o Commissioner Wilson arrived.

**3. Public Comment:**

- a. Michael Holzinger spoke briefly about the art boxes.

**4. Approval of Minutes:**

- a. Approval of Minutes for April 11, 2019
  - o Commissioner Ford noted that on page 2, “Shower” should be spelled “Schauer.”
  - o Chair Warren noted on page 1, under Introductions, it should say “commission,” not “committee.”
  - o Chair Warren stated that under Public Comment, bullet number 1, it should say “on” instead of “off.”
  - o Chair Warren questioned his statement on page 3, bullet number 5. He wanted to know if there was any update from the applicant and what the timeline was.
  - o Taylor stated the deadline is 18 months after the appeal period.
  - o Chair Warren stated that under Historical Plaques, bullet number 4, it should say “Caveman Bridge and Redwood Sign Celebration.”
  - o It was noted that under page 4, item C, “Carrie” should be spelled “Kuri.”

### **Motion**

**Chair Warren moved, and Commissioner Wilson seconded the motion to approve the Minutes as amended. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair Pell, Commissioners McConnell, Wilson, McBerty, Holzinger, and Ford. “NAYS”: None. Absent: None.  
The motion passed.**

#### **5. Action Items:**

##### **a. Historical Plaques**

- There was discussion about the plaque examples provided by two companies.
- There was discussion about the list of names and how they should appear on the plaques.
- Taylor was asked to verify the names and check the dates and punctuation.
- Once the plaques have been verified, Chair Warren will reach out to the property owners to confirm they want a plaque on their building.

##### **b. Alley Activation**

- Chair Warren would like the commission to review the artwork at the next meeting.

#### **6. Matters from Commission Members and Staff:**

##### **a. Review process for Landmark Recommendation:**

- Taylor explained the application submittal process, which includes pictures, history of the site, and the historical value to Grants Pass.
- Once the application is received, Staff will write a report for the commission, who will make a recommendation to Council.
- Public notice will also need to be given.
- The commission voted on the prospective landmarks they will recommend to Council, which include Croxton Pioneer Memorial Park, Grants Pass Pharmacy, Riverside Park, Riverside School, and the Caveman Bridge and Redwood Empire Sign.
- Each prospective landmark application was assigned to a commissioner to complete.

### **Motion**

**Chair Warren moved, and Vice Chair Pell seconded the motion to adopt the list of prospective landmarks. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair Pell, Commissioners McConnell, Wilson, McBerty, Holzinger, and Ford. “NAYS”: None. Absent: None.  
The motion passed.**

##### **b. Downtown Services Budget:**

- Staff will provide an updated report on downtown services after the next Budget Committee meeting.

##### **c. Certified Local Government Update:**

- Taylor is waiting to hear back from Kuri, but has a motion prepared to go before Council.
- Chair Warren stated he will follow up with Kuri via a phone call.
- There was discussion about the upcoming vacancy on the commission.
- There was discussion about the proposed no-smoking ordinance.
- Taylor will update the commission on The Haul's application for a hearing at the next meeting.

**7. Future Agenda Building for Next Meeting:**

- Commissioner McConnell wants to nominate Riverside Park as a National Memorial Park.
- Current proposals from CoPA (Committee on Public Art).
- Staff update on the budget meeting and status of downtown services.
- The Haul's application.
- Further discussion about the Redwood Empire Run.

**8. Adjourn:**

- a. Meeting adjourned at 7:05 PM.

**Next scheduled meeting: June 13, 2019**

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