



AGENDA

HERITAGE COMMITTEE

91136 N Willamette Street

541-682-7852 | coburgoregon.org

Wednesday, October 08, 2025 at 6:00 PM

CALL TO ORDER

ROLL CALL

AGENDA REVIEW

MINUTES APPROVAL

- [1.](#) April 9th, 2025 Heritage Committee Minutes

COMMITTEE BUSINESS

- [2.](#) Vacancy Interview
- [3.](#) CLG Updates
 - CLG Review
 - Historic Preservation Plaques
 - "Coburg Remembered" Book Reprinting
 - UO Heritage Resilience Project

FUTURE MEETINGS

- . December 10th, 2025

ADJOURNMENT



MINUTES

Coburg Heritage Committee Meeting

April 9, 2025 at 6:00 P.M.

Coburg City Hall

91136 N Willamette Street

MEMBERS PRESENT: Marissa Doyle; Chair, Michelle Shattuck; Vice Chair, Shannon Sardell (via ZOOM)

MEMBERS ABSENT: Ronald Spores

GUESTS/STAFF PRESENT: Megan Winner; Planning Director, Alan Wells; Council Liaison

TRANSCRIBED BY: Madison Balcom, Administrative Assistant

CALL TO ORDER

Chair, Marissa Doyle called the meeting of the Coburg Heritage Committee to order at 6:05 pm.

ROLL CALL

Planning Director, Megan Winner called roll.

AGENDA REVIEW

No changes.

Ms. Winner mentioned that Stephen Sheehan resigned from his position on the committee.

MINUTES FOR APPROVAL

1. November 13, 2024
2. January 8th, 2025

MOTION: Ms. Sardell, seconded by Ms. Shattuck moved to approve the November 13, 2024 and January 8, 2025 minutes as presented.

The motion passed unanimously as 3:0, with Doyle, Sardell and Shattuck voting affirmatively, none opposed.

COMMITTEE BUSINESS

3. 2025 Historic Preservation Award Plaque Nominations

The committee looked at some options for the award, including the Depot Station house built in 1870, the Mathews house built in 1905, the Dinsmore house built in 1905, and the Mendenhall house, now the Reflections Salon.

The committee decided to nominate the 3 cottages on Cottage Row for the 2025 awards, with the Depot House as a fourth if possible. Ms. Winner will be looking into that option.

- Mendenhal House – 91049 S Willamette St
- Purkerson (Pierce) House – 91045 S Willamette St
- Homer & Martha Payne House – 91035 S Willamette St
- Depot House – 32677 E Mckenzie St

MOTION: Ms. Sardell, seconded by Ms. Shattuck moved to nominate the three cottages on Cottage Row for the 2025 Historic Preservation Awards.

The motion passed unanimously as 3:0, with Doyle, Sardell and Shattuck voting affirmatively, none opposed.

FUTURE MEETINGS

The next meeting is scheduled for June 11, 2025.

ADJOURNMENT

Ms. Doyle adjourned the meeting at 6:26 pm.

APPROVED by the City of Coburg Heritage Committee on this 11th day of June, 2025.

Marissa Doyle, Heritage Chair

ATTEST: _____
Sammy L. Egbert, City Recorder

Received by
City of Coburg

SEP 16 2025



CITY OF COBURG

91136 N Willamette | P.O. Box 8316
Coburg, Oregon 97408

APPLICATION FOR BOARDS, COMMISSIONS AND COMMITTEES

Please indicate the position you are applying for:

Planning Commission

Budget Committee

Historic Preservation (Heritage Committee)

Park/Tree Committee

Finance/Audit Committee

Other please indicate _____

Name: James Bell

Phone: 541 231 6723

Email: coburgjimbelle@outlook.com

Physical Address: 91056 Abby Road Mailing Address: PO Box 8100

Occupation: retired

How long have you lived in Coburg? 10 years How long have you lived in Oregon? 50 years

Are you a registered Voter? Yes No

List boards, councils, or commissions, if any, that you have served on:

Planning Commission

List and briefly describe community or service oriented organizations of which you are or have been a member:

Community Emergency Response Team = chair and training officer
Benton County Sheriffs' Search and Rescue Team
Corvallis Caring Place Board of Trustees - nonprofit, President/Board member

Describe any goals, ideas or objectives you have for the City of Coburg:

increase public knowledge of history of the town

List any skills, training, or experience that you have that might be useful to this position:

historical researcher 1.5 years at LCHM
masters degree in Archaeology from OSU
12 years experiece in historic and prehistoric archaeology

Why would you like to be appointed to this position?

Hope to help public learn more about Coburg's past

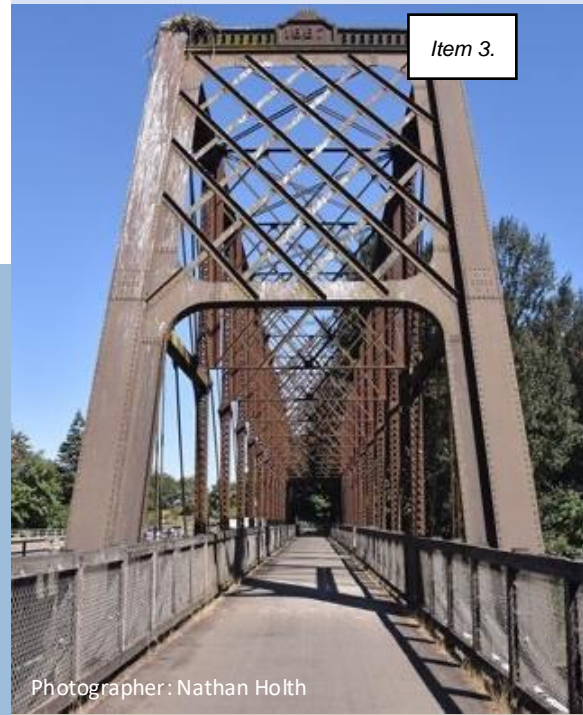
Signature: *James Bell*

Date: 9/16/25

Community Disaster Resilience Planning for Heritage Resources

The City of Coburg is partnering with Oregon Heritage and the Institute for Policy Research and Engagement (IPRE) at the University of Oregon to create a **community-wide disaster resilience plan for heritage and cultural resources**. This plan can help to prepare for emergencies, lessen potential disaster impacts, and leverage the capacity of organizations and individuals dedicated to heritage and cultural resource stewardship to build resilience.

Oregon's diverse heritage resources are critical pieces of local communities' cultural history and often overlap as economic drivers, critical infrastructure, and community gathering spaces. The loss of irreplaceable heritage resources from natural and human-caused disasters can be a devastating event to a community both socially and economically. Heritage resources, and the organizations that steward them, can be a critical factor in community recovery and act as an anchor to community identity.



Item 3.

Photographer: Nathan Holth

WHY?

Build the resilience of heritage and cultural resources against disasters



Coordinate and align historic preservation, natural hazard mitigation, and emergency management practices



Engage community to identify vulnerabilities and community priorities



Mill Street Square Coburg, OR



Source: Eugene Magazine, Julie Henning

This project was made possible through FEMA's Hazard Mitigation Grant Program (HMGP) which was awarded to Oregon Heritage through the State Hazard Mitigation Office (SHMO). Coburg is one of six communities from across Oregon that will be a part of this funding grant.



For more project information, contact:

Melissa Graciosa, Project Director
mgracios@uoregon.edu

WHO?

The **IPRE project team** consists of faculty members and graduate planning students at the University of Oregon. Our team is partnered with **planning staff from the City of Coburg**. Our city partners will help guide the planning process and shape successful project outcomes.

We will collaborate with the City of Coburg staff to engage with a **project committee**. The project committee will to help provide information and share engagement opportunities to their networks. The IPRE team will also provide technical assistance and preparedness training to committee members throughout our project.

Lastly, our IPRE project team will work to engage with the **broader community of Coburg**. Our team will provide multiple opportunities to identify community heritage and cultural resources and gather input on community priorities, resource vulnerabilities, and potential resilience strategies.

WHAT?

Our team will work with our partners to create the following key deliverables:

- 1. A community wide disaster resilience plan for heritage resources in Coburg.** The plan will describe the current conditions of heritage resources and organizations in Coburg, identify their vulnerability to natural and human caused hazards, and create a set a strategies to build resilience.
- 2. Provide technical assistance to heritage organizations in Coburg.** Organizations engaging with our committee or participating in community events will receive guidance and resources on how to prepare and respond to disasters.

The William Van Duyn House



Source: City of Coburg Facebook

Project Timeline



July – August 2025

- Project kick-off with city partners
- Background research & plan review
- Preliminary inventory & mapping
- Designing community outreach & engagement



Sept – Oct 2025

- Kick-off the Project Committee
- Conduct key person interviews
- Organization engagement
- Inventory & mapping
- Community outreach & engagement
- Community survey



Nov – Dec 2025

- Community outreach & engagement
- Disaster resilience workshop
- Drafting the plan
- Plan review with partners
- Finalize plan



Jan – Feb 2026

- Adopt finalized plan
- Implementation support from IPRE and OR Heritage
- Participate in implementation workshop for All-star community partners



Continued Resilience Building Activities 😊



September 5th, 2025

To | Coburg Heritage Partners
From | Institute for Policy Research and Engagement – Heritage Resilience Project Team
SUBJECT | **HERITAGE RESOURCE DISASTER RESILIENCE – PROJECT DELIVERABLE SUMMARY**

INTRODUCTION

The following memo provides a summary of project deliverables for the Coburg Heritage Resource Disaster Resilience project. This project is a partnership between the Oregon Parks and Recreation Department (OPRD) Oregon Heritage Program, the Institute for Policy Research and Engagement (IPRE) at the University of Oregon (UO), the City of Coburg, and the Coburg Heritage organizations and partners. This project is part of a larger effort to create heritage disaster resilience plans for communities with a demonstrated commitment to heritage across Oregon, including Salem, Bend, Astoria, Albany, and Coos Bay. This project is funded by the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP).

The Coburg Heritage Resource Disaster Resilience project builds from a pilot project with the All-Star Heritage Community of Cottage Grove, which occurred in 2019-2020, and shaped the Oregon Heritage Guidebook on Community Disaster Resilience Planning for Heritage Resources released in 2021. The Cottage Grove pilot and statewide guidebook have received both state and federal awards, including the Award of Excellence from the American Association of State and Local History (AASLH). Example plans from Cottage Grove, general disaster resilience resources, and the guidebook can be found at: <https://www.oregon.gov/oprd/oh/pages/disasterprep.aspx>

PROJECT DELIVERABLES

The Coburg Heritage Resource Disaster Resilience project seeks to research, inventory, and identify actions to increase the disaster resilience of heritage and cultural resources in the community of Coburg. Specific project deliverables will include:

1. Communitywide heritage resource disaster resilience plan; and
2. Technical assistance to heritage partners

Communitywide Heritage Resource Disaster Resilience Plan

A communitywide heritage resource disaster resilience plan is intended to address gaps in planning, policy, and practices related to the protection of heritage resources from natural and human-caused disasters. A community-wide models offers a chance to work together to address shared needs and mitigate strain on staff and volunteer time.

This plan is intended to document the planning process and act as a reference document for implementation as well as source material for future grant applications or technical assistance programs. Specifically, this plan has two major components:

1. **Heritage and Cultural Resource Vulnerability Assessment** which compiles a working inventory of resources in Coburg and assesses their vulnerability to natural and human-caused disasters; and
2. **A Resilience Strategy** that details the community's goals and objectives to address resource vulnerabilities.

[Appendix A](#). provides a sample plan outline for additional detail.

TECHNICAL ASSISTANCE

The IPRE project team will provide technical assistance via access to tools, including templates and resource guides on disaster preparedness, response, and recovery, and invitation to two workshop opportunities including:

- **Disaster Resilience Workshop** – (Schedule TDB) IPRE will convene project partners for a 90–120-minute workshop. Past workshop agendas have included informational sessions with local experts, local coordination, asset mapping, and disaster table-top exercises. The workshop will be scheduled at a local venue.
- **Strategic Doing Workshop** – (Nov 2025 or Jan 2026) Partners will be invited to an optional training on building collaborative work groups. This training can be used to support future implementation of the Coburg Heritage Resource Disaster Resilience Plan as well as provide general training for how to put ideas into action using a collaborative model. The workshop will include participants from across IPRE's partner network.

NEXT STEPS

Additional project questions can be directed to:

- Melissa Graciosa, IPRE Project Director, by email at mgracios@uoregon.edu
- Amanda Ferguson, IPRE Technical Advisor, afergu8@uoregon.edu, or
- Kuri Gill, Oregon Heritage Grants and Outreach Coordinator, by email at kuri.gill@opr.gov.

APPENDIX A: EXAMPLE REPORT TEMPLATE

The **Executive Summary** summarizes the key project takeaways and resilience strategy.

Chapter 1: Background describes the project purpose, includes key definitions, outlines the community importance of heritage resources, and describes why disaster resiliency planning for these resources is important.

Chapter 2: Policy & Planning Framework reviews the planning requirements for heritage resources at the federal, state, and local level. Chapter 2 also details where heritage resources are discussed in local plans, policy, or programs and to what extent these plans make connections between heritage resources and disaster resilience.

Chapter 3: Community Heritage Profile outlines the community's historic preservation program, current designations, provides a summary of known heritage and cultural organizations, and describes the types of heritage resources present in the community. This chapter may include visualizations of the resource inventory, such as maps, and findings from the community survey.

Chapter 4: Heritage Resources Vulnerability Assessment identifies natural and human-caused hazards that impact heritage resources. The chapter draws on the risk assessment included in the local Natural Hazard Mitigation Plan, engagement with the project stakeholders, and results from community engagement. Where possible, past disaster events and (potential) impacts to heritage resources are described. The chapter concludes with a discussion of heritage resource vulnerabilities. This chapter includes natural hazard maps.

Chapter 5: Resilience Strategies chapter describes the project team's resilience recommendations to partners. The recommendations are organized under plan goals, each with proposed strategies and ideas for implementation.

Chapter 6: Implementation details final recommendations and next steps to heritage resource partners on plan adoption, defining roles in collaboration, and setting up structures and processes to monitor progress on goals.

(Potential) Appendices:

- Background research on community history and current demographics
- Meeting agendas and materials
- Outreach event agendas, materials, and summary outcomes
- Interview scripts and summaries
- Community survey instrument and results