



COMMUNITY DEVELOPMENT

DESCHUTES COUNTY HISTORIC LANDMARKS COMMISSION

5:30 PM, MONDAY, MARCH 7TH, 2022.

Barnes Sawyer Rooms - Deschutes Services Bldg - 1300 NW Wall St – Bend

This meeting was conducted by telephone and electronically. For further details please read the meeting format notes below.

MINUTES

MEETING FORMAT

The Historic Landmarks Commission conducted this meeting electronically, by phone, in person, and using Zoom.

Members of the public may view this meeting in real time via the Public Meeting Portal at www.deschutes.org/meetings.

Members of the public may listen, view, and/or participate in this meeting using Zoom. Using Zoom is free of charge. To login to the electronic meeting online using your computer, copy this link:

<https://us02web.zoom.us/j/88175330679?pwd=SXNmZDVGd2huUUVvN3hXU3Z0OHArDz09>

Passcode: 099559

Using this option may require you to download the Zoom app to your device.

Members of the public can access the meeting via telephone, dial: 1-312-626-6799. When prompted, enter the following Webinar ID: 881 7533 0679 and Passcode: 099559. Written comments can also be provided for the public comment section to planning@deschutes.org by 5:00 p.m. on November 1. They will be entered into the record.

I. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Chair Kelly Madden, who attended in person. Historic Landmarks Commissioners present via Zoom: Christine Horting-Jones, Rachel Stemach, Dan Ellingson, Dennis Schmidling. Commissioner Sharon Leighty is unable to attend. Staff present: Will Groves – Planning Manager, and Tanya Saltzman - Senior Long Range Planner.

II. APPROVAL OF MINUTES – November 1st 2021

- Chair Madden entertained a motion to approve the minutes with no further amendments. Commissioner Ellingson moved to approve; Commissioner Stemach seconded, and the HLC voted unanimously to approve.

III. ELECTION OF OFFICERS - CHAIR/VICE CHAIR/SECRETARY

- Commission Madden entertained a motion to re-appoint Sharon Leighty. Commissioner Ellingson moved to approve. Commissioner Stemach seconded the motion. HLC unanimously voted to approve the motion.
- Commissioner Madden entertained a motion to re-appoint Dan Ellingson as the representative of the pioneer association. Commissioner Horting-Jones moved to approve. Commissioner Stemach seconded the motion. HLC unanimously voted to approve.
- Election of officers for Chair and Vice-Chair- Commissioner Madden entertained a motion to elect Kelly Madden as the Chair for the Historic Landmarks Commission. Commissioner Ellingson moved to approve. Commissioner Stemach seconded the motion. HLC unanimously voted to approve the motion.
- Commissioner Madden entertained a motion to select Commissioner Leighty as Vice-Chair of the HLC. Commissioner Ellingson moved to approve. Commissioner Stemach seconded the motion. HLC unanimously voted to approve the motion.

IV. PUBLIC COMMENT

No public comment.

V. ACTION ITEMS

1. Meeting Overview

2. Reappointments of Commissioners Leighty and Ellingson

3. Updates from Bend and Redmond HLCs

- Bend has nothing noteworthy to report. They cancelled their March meeting. They are interested in the future of thinking about preservation month. They inquired if Deschutes HLC has any upcoming plans but were hoping to do something for May.
- Redmond is working on their 22-23 Work Plan and just applied for their CLG grant.
- They hope to begin re-surveying the remaining 200 parcels around downtown that were designated as “undetermined.”
- The Redmond City Hall Building turns 100 years old this year and they are looking into an event to commemorate that.
- They are awaiting final approval from the NPS on a residential nomination to the national register in town.

4. Adoption of Final HLC Policies and Procedures Manual

- No additional comments were submitted. Tanya Saltzman has finalized the document for approval and adoption by the HLC.
- Commissioner Madden entertained a motion to adopt the HLC Policy and Procedures Manual. Commissioner Ellingson moved to approve. Commissioner Horting—Jones Seconded. Unanimous vote to approve the motion by the HLC.

5. Strategic Plan Kickoff

- Senior Planner Tanya Saltzman provided information on the Overview and Kick-off of HLC Strategic Plan and timeline.
- Two public virtual meetings as well as stakeholder interviews will be conducted in April to gather feedback.
- The HLC will receive an update from staff on the process to date in May.
- The HLC will receive a draft plan for feedback in July.
- The HLC will adopt the Historic Preservation Strategic Plan in August.
- Commissioners made numerous edits to the public survey including revisions to language, question composition, and definitions provided.
- Next Steps include getting the word out through media platforms and releases, setting open house dates and developing content for open houses.

VI. HISTORIC LANDMARKS COMMISSION AND STAFF COMMENTS

- Commissioner Madden clarified that the HLC in the middle of their CLG Grant.
- Commissioner Madden prompted the committee to think about preservation month activities for 2023.
- Commissioner Madden shared her desire to gather with the three commissions together in-person.
- Commissioner Ellingson reminded the commission of the Annual Statement of Economic Interest which needs to be completed by all members, excluding Commissioner Horting-Jones, by April 15th, 2022.
- Commissioner Madden introduced Will Groves as the newly appointed Planning Manager for Deschutes County.

VII. ADJOURN

The meeting was adjourned at 6:54pm.