



MINUTES

Coburg Heritage Committee Hybrid Meeting In-Person and via Zoom December 14th, 2022 – 6:00 P.M 91136 North Willamette St.

COMMITTEE MEMBERS PRESENT: Marissa Doyle, Chair; Michelle Shattuck, Vice Chair; Shannon Sardell (via Zoom), Stephan Sheehan (joined at 6:43 pm)

STAFF PRESENT: Megan Winner

1. Call the Meeting to Order

Chair Doyle called the meeting of the Heritage Committee to order at 6:05 p.m.

2. Roll Call

Ms. Winner called roll. A quorum was present.

3. Minutes for Approval | July 13th, 2022

MOTION: Ms. Sardell moved, seconded by Vice Chair Shattuck, to approve the July 13th, 2022, Heritage Committee meeting minutes as presented. The motion passed unanimously – 3:0:0.

4. COMMITTEE BUSINESS

- Preservation Plaques Award Ceremony/Distribution Planning

Ms. Sardell asked if another set of plaques was slated for 2023. Ms. Winner responded that it was yet to be determined. She noted that the CLG grant was open and the application was due by the end of February. Ms. Sardell suggested that the Committee distribute the plaques before the grant application was due.

MOTION: Chair Doyle moved, seconded by Vice Chair Shattuck, to continue with the Preservation Plaque Awards. The motion passed unanimously – 3:0:0.

A decision by consensus was made to gather at 3:00 pm and present the plaques via walkabout prior to the January 11th meeting, if the recipients were available.

- 2023 Heritage Committee Goals and Priorities

After discussion and adjustments, the amended list read:

1. To seek funding for identifying markers for National Historic District Resources.

2. To increase community involvement in Heritage work
3. To incorporate Ordinance A-226 into the Development Code and to research and implement applicable Historic District codes from other jurisdictions
4. To participate in the planning of Heritage Park and create a location and system for collecting artifacts
5. To increase committee involvement in the CLG Network and training opportunities
6. To conduct a community survey to measure the support for and value of historic preservation in Coburg
7. To involve the elementary school in the Heritage Program

A decision was made by consensus to apply for CLG funds to hire a consultant to help design a system for cataloging artifacts.

MOTION: Vice Chair Shattuck moved to accept the list of 2023 goals as amended, seconded by Ms. Sardell. The motion passed unanimously – 3:0:0.

- Quarterly report to City Council

Ms. Sardell volunteered to present the quarterly report.

- Review Ronald Spores' Application

MOTION: Vice Chair Shattuck moved to recommend the City Council appoint Mr. Spores to the Heritage Committee, seconded by Ms. Sardell. The motion passed unanimously – 3:0:0.

- Art Contest 2023

The decision by consensus was to have a member attend the next Main Street meeting and suggest that the 2023 Art Contest be combined with the Main Street Art Walk.

Vice Chair Shattuck volunteered to attend.

- Update on Guideline Process

Chair Doyle spoke on her meeting with Ted Corbin. She noted that Springfield had a set of design guidelines. Ms. Kuri Gill was mentioned as a possible resource.

Mr. Sheehan joined the meeting at 6:43 pm.

Chair Doyle continued, saying that the Springfield committee had created a grant program. There was discussion on the possibility of Coburg doing the same.

Chair Doyle shared the importance of collaborating with the City Council. She also suggested that the Committee could print guidelines and hand them out at City events to inform the public.

Ms. Winner pointed out that the City’s new Central Business District form-based code included historic requirements and wondered if the Heritage Committee should specify that their guidelines applied to residential buildings.

5. Future Meetings | Dates to Remember

- Next Heritage Committee Meeting: January 11th, 2023: Meeting at 3:00 pm to deliver plaques, then reconvening in the Ray Smith Council Chambers for the Committee meeting.

6. Adjournment

Chair Doyle adjourned the meeting at 7:07 p.m.

(Minutes recorded by Angela Kern)

APPROVED by Heritage Committee on this _____ day of _____, 2022.

Marissa Doyle, Chair

ATTEST:

Sammy L. Egbert, City Recorder