



Coburg Heritage Committee
July 14, 2021 – 6:00 p.m.
Virtual Meeting – City Hall
91136 North Willamette St.

COMMITTEE MEMBERS PRESENT: Marissa Doyle, chair; Shannon Sardell, Michelle Shattuck.

COMMITTEE MEMBERS ABSENT: Stephan Sheehan, Mark Alexander, City Councilor.

STAFF PRESENT: Megan Winner, Economic Development Coordinator.

GUESTS PRESENT: Kuri Gill, Grants and Outreach Coordinator at Oregon Heritage, Oregon
Parks
and Recreation.

1. Call the Meeting to Order

Ms. Doyle opened the Heritage Committee meeting at 6:01 p.m.

2. Roll Call

Ms. Winner called roll and a quorum was present.

3. Approval of Minutes

MOTION: Ms. Sardell moved, seconded by Ms. Shattuck, to approve the May 12, 2021, Heritage Committee minutes as presented and the June 9, 2021 Heritage Committee minutes as presented. The motion passed unanimously.

4. Special Guest

Ms. Gill said she was there as part of their Certified Local Government (CLG) review to observe the meeting and answer any questions that the Committee had. The State Preservation office was required to give non-competitive CLG grants out. 25% of grant dollars from the National Park Service went towards CLG grants. Every four years they reached out to different groups to see how they were doing and if they had any questions. The National Alliance of Preservation Commissions was a great national resource and in 2022 they would resume their conference. She said that Committee members were welcome to attend.

5. Committee Business

- Preservation Award Plaque Discussion

Ms. Sardell asked if they had sent out letters to the property owners yet. Ms. Winner replied that they had not done so yet. Ms. Sardell questioned what they would do if a property owner did not want the award. She thought having a more formal letter from the whole Committee would be more official. The Committee agreed that was a good idea. Ms. Shattuck noted that Mr. Sheehan was going to contact the owners so he could answer any questions they had.

Ms. Winner stated that at the meeting they needed to decide on the final wording that would go on the plaque. She said that Mr. Sheehan's bid was for aluminum plaques, but she knew that the Committee was leaning towards bronze.

Ms. Sardell thought they should do a standard plaque that could be put on anything. Ms. Shattuck knew they had talked about having all the same wording except for the date the building was created. If they wanted to include the name of the property it would cost more money. The Committee decided that the plaque would have the property date and name of the property.

Ms. Sardell wanted them to include the community more in the next three houses they chose.

Ms. Shattuck had put together a visual of what the plaque would look like based off her conversation with the business. They all liked the positioning of the Coburg bike logo. After the logo it would read "The Coburg Heritage Committee recognizes this property for its historic significance in our community". Ms. Sardell thought they should put the historic name of the property on the plaque by adding another line. That line would read "[property name] was built in [year it was built]".

MOTION: Ms. Sardell moved, seconded by Ms. Shattuck, to approve the language for the September 2021 Heritage Committee plaque awards as "The Coburg Heritage Committee recognizes this property for its historic significance in our community" followed on another line with "The [property name] was built in [year property was built]". The motion passed unanimously.

Ms. Shattuck asked if there was any preference for the font. Ms. Winner would check to see if Coburg had a font they normally used, but she did not think so. She noted that they could try and match it to the Coburg logo font which incorporated some swirls at the end of letters.

Ms. Shattuck originally discussed a 4 x 6 plaque size but thought they might want to change that since they added more words. Ms. Winner mentioned that the example the business gave was 8 x 6. Ms. Sardell thought that 9.5 x 6.5 would work well to fit all the text without looking cramped. She wanted to see a mock-up first before they went through with all three of the plaques. Ms. Shattuck would ask them to get a mock-up.

- Review New Booth Kelly Mill Trail Signage from Park | Tree Committee

Ms. Doyle said that Terry Dawson from the Park | Tree Committee put together the mock-up for the new Booth Kelly Mill Trail. They were asking if the Heritage Committee had any edits or issues with them.

Ms. Winner pointed out that the design was the same as the Norma Pfeiffer Park signs.

Ms. Sardell asked what the signs would be made of. Ms. Winner did not know. Ms. Doyle knew that they would be on metal.

Ms. Winner would let the Park | Tree Committee know that they did not have any concerns.

6. Future Meetings | Dates to Remember

Next Heritage Committee Meeting: August 11, 2021

Ms. Doyle inquired into when they would be able to meet in person again. Ms. Winner told her that they were allowed to do in-person meetings again and could start with their August meeting.

7. Adjournment

Ms. Doyle adjourned the meeting at 6:52 p.m.

(Minutes recorded by Lydia Dysart)

APPROVED by Heritage Committee on this ____ day of ____ 2021.

ATTEST:

Sammy L. Egbert, City Recorder

Marissa Doyle, Chair