



Coburg Heritage Committee  
Regular Session via Zoom  
February 10, 2021 – 6:00 p.m.  
Coburg City Hall  
91136 North Willamette St.

**COMMITTEE MEMBERS PRESENT:** Marissa Doyle; chair, Shannon Sardell, Stephen Sheehan.

**COMMITTEE MEMBERS ABSENT:** Michelle Shattuck.

**STAFF PRESENT:** Megan Winner,

### **Call the Meeting to Order**

Ms. Doyle called the Heritage Committee meeting to order at 6:02 p.m.

### **1. Roll Call**

Ms. Winner called roll and Michelle Shattuck was not present. There was a quorum present.

### **2. Committee Business**

#### **• Information Share & Updates**

Ms. Doyle reported that they had met the day before to talk about the Independent Order of Odd Fellows (IOOF) building. They would start making plans to lease the building. The Mayor had set up a walk through and they could attend if interested. She said that a Committee would be created to set up the building. Ms. Winner said that the space could potentially be used to display or store some of their items. Mr. Sheehan asked if IOOF would sell the building. Ms. Winner responded that the National IOOF owned the building and she was unsure if they would sell it. Ms. Doyle said that IOOF had a policy where even if they had no local members, they would not sell the building for at least five years. She was glad they would have an opportunity to use the space and fix it up.

Ms. Sardell reported that she had found a model of a historic district ordinance online. They would be able to craft their own ordinance from it if they wanted. She stated that it would be a good first step for them to go through the model and pick out what they liked. Ms. Sardell would see if another City in Oregon had used it and see how it was working for them.

Ms. Doyle mentioned that she was on the Ad Hoc Development Committee which was just formed. If they had anything they wanted added to the development could she could advocate for it there. They would have their first meeting at the end of February. Ms. Winner thought

that was great overlap and they could talk about if they wanted to add anything at their next meeting.

- **Grant Projects Prioritization and Decision**

Ms. Winner wanted them to try and align their work plan goals with projects eligible through the Certified Local Government (CLG) grant. The CLG grant could be applied for every 17 months. Last time they did an update for a survey which results in their new booklets and maps. They also had some preservation month activities. In the past they had done art contests where they displayed the art in City Hall and gave away gift baskets. Ms. Winner thought having three ideas would be good. They could do mailings to historic property owners about how to repair windows or how to reach out for rehabilitation help.

Ms. Sardell noted that the grant went up to \$10,000. If they wanted to give awards to some historic houses it would be hard to choose which houses. Ms. Winner shared that they could figure that out later since the CLG grant did not ask them for too much information besides budgeting.

Ms. Sardell liked the idea of having a theme for their grant. They could request funds for the 2021-2022 preservation month activities. She said that CLG grants did not need to be used until September 2022 so they would have time to do two preservation months since that was in May. Ms. Sardell said they could award plaques, encourage their walking tours, put out a newsletter/mailer to everyone. She worried that singling out a newsletter to historic property owners might not be a good idea. Not all owners were willing to take suggestions and they should not single them out. Ms. Sardell said that hosting an outdoor and socially distanced workshop might be a good idea.

Mr. Sheehan said that his father-in-law wrote grants, and he knew that it was important to celebrate diversity in an application. They could highlight the Kalapuya Indians and celebrate houses that had a diverse history in their town. Ms. Winner thought that was a great idea and they could highlight Kalapuya history as it related to Coburg. Mr. Sheehan mentioned that the University of Oregon Art History Department might be able to help them. He had some contacts there he could reach out to.

Ms. Sardell asked about the property for the new Heritage Park. She thought some of the CLG grant could be used in its planning or to pay for putting properties on the national registry. Ms. Winner informed her that significant resources were already delegated to that. Ms. Doyle thought that was a good point and she was unsure when the owners would leave. Ms. Winner replied that the old owners would stay on the property for two more years and they could not touch the house until then. As a result, they had a lot of time to plan what they wanted. Ms. Sardell said they could come up with a preservation plan and figure out what condition the house was in. She noted that they might want to use the next CLG grant cycle to get money to go towards Heritage Park.

Ms. Doyle was unsure if the IOOF building needed a preservation plan. Ms. Sardell responded that she had worked with them in the past and a preservation plan was not needed.

Ms. Sardell thought they might want to match funding with other grants. Mr. Sheehan added that there were a lot of historic grants. He said that if they did good with the CLG grant they might be able to get private donors.

Ms. Winner said that they would apply for the CLG grant for 2021 and 2022 preservation month activities. Ms. Sardell said she could look over the application before it was sent in.

### **3. Future Meetings | Dates to Remember**

**Next Heritage Committee Meeting: March 10, 2021**

### **4. Approval of Minutes**

**MOTION:** Ms. Sardell moved, seconded by Mr. Sheehan, to approve the January 13, 2021 Heritage Committee meeting minutes. The motion passed unanimously.

### **5. Adjournment**

Marissa adjourned the meeting at 6:49 p.m.

*(Minutes recorded by Lydia Dysart)*

**APPROVED** by the Heritage Committee of the City of Coburg this 10<sup>th</sup> day of March 2021.

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Marissa Doyle, Heritage Committee Chair

ATTEST:

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Sammy L. Egbert, City Recorder