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**Historic Landmarks Board
Community Auditorium Conference Room
1915 Main Street, Forest Grove, OR
Tuesday, June 28, 2022, 6:30 pm**

1. CALL TO ORDER:

Chair Brent called the meeting to order at 6:35 p.m. via Zoom webinar.

Historic Landmark Board Members Present: Heidi Ruby, Melody Haveluck, George Cushing, Jennifer Brent.

Board Members Excused: None.

Staff Present: Amy Kreimeier

Council Liaison Present: Elena Uhing

2. CITIZEN COMMUNICATION: Neil Poulsen provided public testimony expressing his Intent to apply for a seat on the board.

3. ACTION ITEMS/DISCUSSION:

A. Preservation Grant Request at 2114 B Street: Applicant Dan Beagle presented his project to replace two vinyl windows on his home with more historically accurate windows. Bids of \$5,334.80.00 and \$2,948.54.00 were presented with a \$750.00 grant requested. In discussion it was noted the discrepancy between the two bids. It was clarified that his contractor had obtained the widow bid and the install of the windows was included in his overall construction project. The 2nd bid was to fulfill the two-bid requirement of the CEP grant. He explained he was going to be using the contractor and his windows.

Brent/Cushing moved to approve the grant request. Motion carried 4-0.

B. Governance 101: Councilor Uhing presented on Council goals and objectives and City organizational structure.

C. CLG Grant – Funding Reallocation Discussion: Kreimeier provided information on remaining CEP grant funding and CLG grant project options. Board discussed options to use remaining CEP funding of \$761. Board had questions as to whether funding could be used for promotional banners or must be provided to grant applicants.

Haveluck/Cushing moved to use remaining CEP funding on new banners or award the remaining funding to grant recipients with open projects. Motion carried 4-0.

Board discussed potential project options to reallocate CLG grant funds. Projects discussed included translation of brochures into Spanish and sending Cushing to NAPC national conference. Board directed Kreimeier to move forward with both options.

- D. **National Night Out Planning:** Board member expressed a desire to participate in national night out and pass out candy.

4. **NEW BUSINESS:**

- A. **APPROVAL OF MINUTES:** Approval of Historic landmarks meeting minutes of April 26, 2022 meeting.
- B. **COUNCIL LIAISON REPORT:** Councilor Uhing provided report on potential joint meetings with sustainability committee and cultural districts.
- C. **BOARD COMMUNICATIONS:** Haveluck provided an update on the sesquicentennial event planning, board presence at the Farmer's Market, and FHFG liaison.
- D. **FHFG REPORT:** None.
- E. **STAFF UPDATE:** None.

5. **ADJOURN**

The meeting was adjourned at 8:37 p.m.

Respectfully submitted by: George Cushing, Secretary