



## **Historic Preservation Commission**

### **Minutes**

**February 11, 2025, 7pm**

*City Hall First Floor Conference Room*

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The meeting was called to order at 7:00 pm.

Commissioners Present: Chair Bob Woodruff, Britta Mansfield, Debbra Buerkle, Karen Tozer, Student Commissioner Brian Engstrom, Council Liaison Robyn Wheatley

Excused Absence: Charles Watson

Staff Present: City Recorder Rachel Thomas

No Public Comments were received.

### **Commission Business**

#### **1. Chair and Vice Chair Nomination and Election**

**Motion to maintain the same Chair Bob Woodruff and Vice-Chair Britta Mansfield made by Debbra Buerkle.**

**Motion was seconded by Karen Tozer.**

<b>Yes</b>	<b>Woodruff, Mansfield, Tozer, Engstrom, Buerkle</b>
<b>No</b>	<b>None</b>
<b>Absent</b>	<b>Watson</b>

### **Continued Business**

#### **1. Five-Year Work Plan**

A draft work plan was presented by City Recorder Rachel Thomas.

Commissioners discussed the plan and made minor changes.

Motion: To approve the work plan and direct staff to assist the chair in bringing it to City Council for approval made by Debbra Buerkle.

Second: Brian Engstrom

<b>Yes</b>	<b>Woodruff, Mansfield, Tozer, Engstrom, Buerkle</b>
<b>No</b>	<b>None</b>
<b>Absent</b>	<b>Watson</b>

#### **2. Evaluation of Certified Local Government Grant Application**

A presentation of the current grant application was given by City Recorder Rachel Thomas.

The Commission discussed ways the focus of the grant funded work could be narrowed. Commission discussed the need to both update the current inventory and to add new properties. They discussed the commission taking on the work of reconciling the current inventory prior to the grant period and focusing the work of the grant on bringing new

resources into the inventory.

Motion to approve a focus on mid-century modern and other properties over 75 years old either newly eligible or not previously considered based on a GIS survey to be conducted by staff. Motion made by Britta Mansfield.

Second: Bob Woodward

<b>Yes</b>	<b>Woodruff, Mansfield, Tozer, Engstrom, Buerkle</b>
<b>No</b>	<b>None</b>
<b>Absent</b>	<b>Watson</b>

Motion was made to add two more work meetings to the calendar between now and September. Motion: Debbra Buerkle

Second: Britta Mansfield

<b>Yes</b>	<b>Woodruff, Mansfield, Tozer, Engstrom, Buerkle</b>
<b>No</b>	<b>None</b>
<b>Absent</b>	<b>Watson</b>

Motion to approve grant application with changed focus.

Motion: Debbra Buerkle

Second: Karen Tozer

<b>Yes</b>	<b>Woodruff, Mansfield, Tozer, Engstrom, Buerkle</b>
<b>No</b>	<b>None</b>
<b>Absent</b>	<b>Watson</b>

#### Updates from Staff

Staff shared that the previous staff liaison from the Planning Department, Clay Downing, was leaving the city for a new position and would no longer be working with this commission. Updates on staffing will be shared as they are available.

The new Council Goals were shared and the connection between those goals and the work plan of the commission was discussed.

The meeting was adjourned at 8:31 pm.

Rachel Thomas

Rachel Thomas, City Recorder

Attested by:

Bob Woodruff

Bob Woodruff, Commission Chair

Signature: *Rachel Thomas*

Email: rachel.thomas@newbergoregon.gov

Signature:   
Bob Woodruff (Feb 17, 2025 12:40 PST)

Email: bob.woodruff@newbergoregon.gov









# HPC Minutes February 11, 2025

Final Audit Report

2025-02-17

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