

CITY OF JEFFERSON

Landmarks Advisory Commission

March 15, 2022

2:00 PM

MEMBERS PRESENT: Mark Manning, Patti Ball, Linda Baker, Ron Gilles

MEMBERS ABSENT: None

STAFF PRESENT: Brianna Hutley, City Clerk

VISITORS: None

I. MEETING CALL TO ORDER- Mark Manning called the meeting to order at 2:00PM.

II. MINUTES- Linda Baker moved to approve minutes from the February 15th meeting; Ron Gilles seconded; all approved.

III. OLD BUSINESS-

3.1- Conser House Update- Patti Ball gave an update on the Conser House. She said they received the structural engineer report for the 2nd floor plan and were gathering bids for the insulation, HVAC system, and electrical. She informed us that a bike rack was donated and they were discussing purchasing a trash bin and vandal proof picnic tables to put on the lawn.

3.2- Historic Signage- Mark Manning brought in the finished sign for Santiam Market which used to be the old creamery, and explained there were more in the works as well. The Historic Preservation Home award for the R.A. Denby house was complete and Mark said he would present it to them soon. Mark also shared that the sign for the school was also being made, but was not done yet.

3.3- Chatauqua Series History Presentations- Patti informed the group that the first of the lecture series would be on Friday at 6pm and there would be a guest speaker, as well as live music. Brianna Hutley was asked to present at the April 22nd series lecture about the Designated Landmarks Register program and Mark was asked to bring the sign for Santiam Market to be presented at the April lecture as well. Patti Ball brought up the third and last lecture series to be held in May and said she wanted to hold it at the Community Center, noting she had made the reservation and asked if LAC could pay the Rental fees. With some confusion Brianna confirmed with Patti if she had spoken to Sarah about it, to which Patti indicated she had not and explained she had been working on the lecture series under the guise of the LAC. Brianna suggested that she run the plans by Sarah before anything was finalized.

3.4- LAC Summer Farmers Market- Brianna presented the Farmers Market guidelines and application to the group. She recommended changing the space cost to \$10 per day, if they paid for the whole season, or \$15 if they paid day by day, all agreed and suggested the application deadline be extended to June 10th. It was decided they would not issue refunds unless the event was canceled. Linda Baker requested information regarding the revenue budget line for the farmers market, and Brianna said she would bring the info to the next meeting.

3.5- Designated Landmarks Register Notification Letter & Frequently Asked Questions- The Designated Landmarks Notification Letter and FAQ sheet were both approved.

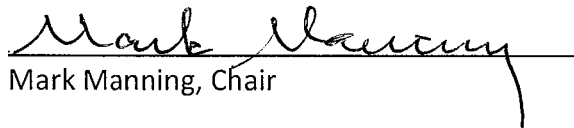
IV. **NEW BUSINESS-** None

V. **VISITORS-** None

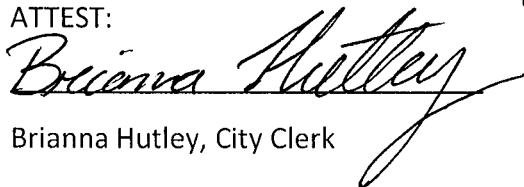
VI. **COMMITTEE COMMENTS-** None

VII. **ADJOURNMENT-** Ron Gilles moved to adjourn the meeting; Linda Baker seconded, and all approved. The meeting adjourned at 3:28pm.

MINUTES APPROVED this 19 day of April, 2022.


Mark Manning, Chair

ATTEST:


Brianna Hutley, City Clerk