Meeting Minutes

Monday, November 4, 2024 Online Meeting via Zoom 6:00pm

I. Call to Order

A regular session of the Historic Resources Subcommittee was called to order by Chair Teri Browne at 6:01pm on the 4th of November, 2024. The meeting was held online via Zoom. The meeting was digitally recorded, and minutes were prepared by Hayley Hamann.

Teri Browne, Chair **MEMBERS PRESENT:**

Historic Resources Subcommittee | City of Gresham

Mark Moore Marisa Swenson

STAFF PRESENT: Hayley Hamann, Administrative Assistant II

Austin Ross, Planner II

Terra Wilcoxson, Comprehensive Planning Manager, Staff Liaison

Subcommittee Training/Refresh

A presentation was given on the purpose, roles, and responsibilities of the Historic Resources Subcommittee. Key points covered in the presentation included:

- Historic Resources Subcommittee duties
 - Making recommendations about items regarding designation or preservation of landmarks or updating historic and cultural inventory
 - Reviewing historic registry nominations
 - Reviewing proposed alterations or demolition of landmarks
- This subcommittee can work on developing public educational programming
- In keeping up with Certified Local Government requirements, grants are available to the City, as well as resources from the State Historic Preservation Office (SHPO).

Committee members and staff discussed how properties become nominated. Typically, property owners nominate their own property for historic preservation, but the HRS is allowed to engage property owners in conversations and provide education around preservation if members feel that the property or building could be eligible.

III. 2025 Reconnaissance Level Survey

Every other year the City is eligible for up to \$15,000 in grant funding. This funding can be used for designation applications, rehabilitation of historic properties, or educating the public on historic preservation. Gresham has been awarded the full amount of \$15,000 in 2024 and it will be used for a reconnaissance-level survey in the Central City neighborhood and the Historic Southeast neighborhood. The results of this survey are to identify properties which could be potentially eligible for historic designation. A consultant has yet to be chosen for this project.

IV. New Member Recruitment Update

Applications were held open for longer than initially anticipated in an effort to gather more applicants. City staff are working on coordinating interviews and the appointment process for new members.



City staff are hoping that Council can appoint new members at the December 10th City Council meeting. A full Historic Resources Subcommittee is comprised of seven members.

V. Other Committee Business

Staff Update- Wilcoxson shared that the application for the German Evangelical Church landmark designation had not yet been received.

Council Liaison Update- Councilor Piazza was not in attendance of this meeting.

Committee Member Update- No committee members had any pertinent information to share.

IV. Adjourn

The meeting adjourned at 6:28pm	
Chairperson	Recording Assistant
 Date	 Date

A full recording of this meeting is available upon request.

*These meeting minutes were approved by the Historic Resources Subcommittee on June 9th, 2025.