

# AGENDA

**Coburg Heritage Committee**  
May 08, 2024 at 6:00 p.m.  
Coburg City Hall  
91136 N Willamette St.



- |        |    |  |              |
|--------|----|--|--------------|
| 6:00pm | 1. | CALL THE MEETING TO ORDER  | Chair Doyle  |
| 6:00pm | 2. | ROLL CALL  | Megan Winner |
| 6:05pm | 3. | MINUTES FOR APPROVAL   January 10 <sup>th</sup> , 2024 & March 13th, 2024  |              |
| 6:10pm | 4. | COMMITTEE BUSINESS <ul style="list-style-type: none"><li>• CLG grant update</li><li>• Info share</li></ul>                 |              |
| 6:55pm | 5. | FUTURE MEETINGS   DATES TO REMEMBER <ul style="list-style-type: none"><li>• Next Heritage Committee Meeting: TBD</li></ul> |              |
| 7:00pm | 6. | ADJOURNMENT  | Chair Doyle  |

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**Coburg Heritage Committee**  
Marissa Doyle, Chair  
Michelle Shattuck, Vice Chair  
Shannon Sardell  
Stephen Sheehan  
Ronald Spores

Council Liaisons: Cathy Engebretson & John Fox



## **MINUTES**

### **Heritage Committee Meeting**

January 10, 2024 at 6:00 P.M.

Coburg City Hall

91136 N Willamette Street

Hybrid Meeting In-person and via Zoom

**MEMBERS PRESENT:** Marissa Doyle; Chair, Michelle Shattuck; Vice Chair, Stephen Sheehan

**MEMBERS ABSENT:** Ronald Spores, Shannon Sardell

**GUESTS/STAFF PRESENT:** Megan Winner; Planning Director, John Fox; Councilor Liaison

**RECORDED BY:** Madison Balcom, Administrative Assistant

#### **CALL TO ORDER**

Chair Marissa Doyle called the meeting of the Coburg Heritage Committee to order at 6:06 pm.

#### **ROLL CALL**

Planning Director, Megan Winner called roll. A quorum was present.

#### **AGENDA REVIEW**

No changes.

#### **APPROVAL OF MINUTES FROM DECEMBER 13, 2023**

Stephen Sheehan moved, seconded by Michelle Shattuck to approve the Coburg Heritage Committee minutes from December 13, 2023 minutes as presented.

The December 13, 2023 minutes were approved unanimously as 2:0

#### **COMMITTEE BUSINESS**

##### **a. 2024 Workplan and Goals**

Ms. Winner provided the committee members with the results of the workplan item survey.

Councilor Liaison, Fox asked a few questions which Ms. Winner answered.

Ms. Doyle asked about the archived boxes. Ms. Shattuck said she needs to meet with Sammy to go through them.

Ms. Winner informed the committee that the workplan and goals for the committee are then reported to City Council at the February Retreat, which then helps build the staff workplan.

**MOTION**

Stephen Sheehan moved, seconded by Michelle Shattuck to approve the 2024 Workplan Goals as presented.

*Motion passed unanimously as 2:0*

**b. Preservation Award Nominations**

Ms. Winner said that the City Council approved the process of moving forward with the CLG grant application.

Ms. Winner shared that she’s been in contact with the Lane County History Museum which is excited to work with them on the oral history stuff. She also spoke with Mary Guldager which is willing to help and take part in it.

Mr. Sheehan also mentioned having Ronald Spores speak on the history, and Ms. Winner mentioned a community night where he could speak.

**NEXT MEETING**

**MOTION**

Stephen Sheehan moved, seconded by Michelle Shattuck to cancel the February meeting.

*Motion passed as 2:0 to skip the February meeting and reconvene in March.*

**ADJOURNMENT**

Ms. Doyle adjourned the meeting at 6:17 pm.

**APPROVED** by the Heritage Committee of the City of Coburg on this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Marissa Doyle, Chair

**ATTEST:** \_\_\_\_\_  
Sammy L. Egbert, City Recorder



## **MINUTES**

### **Heritage Committee Meeting**

March 13, 2024 at 6:00 P.M.  
Coburg City Hall  
91136 N Willamette Street  
Hybrid Meeting In-person and via Zoom

**MEMBERS PRESENT:** Marissa Doyle; Chair, Michelle Shattuck; Vice Chair, Stephen Sheehan

**MEMBERS ABSENT:** Ronald Spores, Shannon Sardell

**GUESTS/STAFF PRESENT:** Megan Winner; Planning Director, John Fox; Councilor Liaison, Megan Dompe; Coburg Main Street Executive Director

**RECORDED BY:** Megan Winner, Planning Director

#### **CALL TO ORDER**

Chair Marissa Doyle called the meeting of the Coburg Heritage Committee to order at 6:03 pm.

#### **ROLL CALL**

Planning Director, Megan Winner called roll. A quorum was present.

#### **AGENDA REVIEW**

No changes.

#### **APPROVAL OF MINUTES FROM JANUARY 10, 2024**

The Heritage Committee chose to delay the approval of minutes to the next meeting as not all members read the draft minutes in advance.

#### **COMMITTEE BUSINESS**

##### **a. CLG Grant Update**

Ms. Winner provided the committee members with an update on the CLG grant process.

The grant application has been submitted and the City is awaiting the grant agreement from Oregon Park and Recreation Department (OPRD). The projects included in the application

include the oral history documentation including interviews with Ronald Spores and a narrated walking tour, continuation of the historic preservation award plaques, sponsoring the wood window demonstration booth at the Antique Fair, promotional materials, and some training and educational opportunities.

**b. Oregon Encyclopedia Article**

Ms. Winner said that the City has been contacted by the Oregon Encyclopedia about authoring an article on Coburg including significant events and people that have shaped the community and asked the Committee for volunteers or ideas about authors for the article. The committee wants to discuss with absent member Ronald Spores, who has extensive knowledge of Coburg's history. Councilor Fox suggested using existing materials. Mr. Sheehan suggested the City's social media person doing the Flashback Fridays might be a good option with their knowledge from the recent postings. The Committee discussed possibly reaching out to a local Coburg author to wordsmith the article once the facts were drafted.

**c. Info Share**

Ms. Shattuck shared that the Main Street art committee has been working on a mural of a steam locomotive to be placed in Norma Pfeiffer Park on the south wall of the restroom. The committee is painting the mural and City Council voted to accept the donation. The painting is almost complete and will soon be ready for installation.

Ms. Dompe shared that the next Coburg Main Street community meeting is March 27<sup>th</sup> at 4:30pm at the IOOF building.

Councilor Fox asked what the Heritage Committee would like him to share with Council. The Committee is excited to start the upcoming projects.

Ms. Winner informed the Heritage Committee of the upcoming Oregon Heritage Conference April 17-20, 2024 in Forest Grove and asked the group to let her know if they are interested in attending.

**ADJOURNMENT**

Ms. Doyle adjourned the meeting at 6:29 pm.

**APPROVED** by the Heritage Committee of the City of Coburg on this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Marissa Doyle, Chair

**ATTEST:** \_\_\_\_\_  
Sammy L. Egbert, City Recorder

Thought this was interesting and should be shared.

9:47



**Linn County Historical Museum**



9m · 🌐

We had a nice turnout yesterday for the dedication of our treasured Linden tree/ Wisteria as an Oregon Heritage Tree, the first plant in Linn County to earn that designation. Linn Co. Parks director Stacey Whaley opened the program followed by Craig Leech, Chair of the Oregon Heritage Tree Committee and Mandy Cole who initiated the process to have the Trees considered for Heritage status. Cookies and Moyer House tours followed all adternoon. Unbelievably, we had only a smattering of raindrops during the ceremony!



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T **Thymes** \_\_\_\_\_    ...    X

Sent from my iPhone

Michelle Shattuck