



CITY OF ALBANY  
LANDMARKS COMMISSION

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**MINUTES**

Wednesday, February 5, 2020

6:00 p.m.

Council Chambers, City Hall

Approved: March 4, 2020

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

6:03 p.m.

Chair McQuillin called the meeting to order at 6:03 p.m.

ROLL CALL

Commissioners present: Kerry McQuillin; Larry Preston; Bill Ryals; David Abarr; Cathy LeSuer; Keith Kolkow; Claudia Dean

Commissioners absent: Jolene Thomson, excused

Staff present: Laura LaRoque, planner III; David Martineau, planning manager (arrived at 6:21 p.m.); Jennifer Sullivan, administrative assistant

Others Present: Lisa Grato; Jim Ganson; Camron Settlemier; Kim Jackson, Councilor Rich Kellum

APPROVAL OF MINUTES

6:04 p.m.

Commissioner Ryals moved to approve the January 8, 2020, minutes as presented. Commissioner Preston seconded the motion, and it passed 7 – 0.

SCHEDULED BUSINESS

6:04 p.m.

- a. Business from the Public  
None

6:04 p.m.

- b. Newly appointed commissioner Claudia Dean was introduced.

6:04 p.m.

- c. Certified Local Government Grant Application

6:06 p.m.

Laura LaRoque continued last month's conversation about the certified local government grant and provided a recap of the application due date, grant information, and requirements. LaRoque reaffirmed that the commission's focus will be on pass-through grant funding opportunities with a portion set aside for public outreach, training, and memberships. LaRoque reviewed upcoming training opportunities. Additional conversation ensued.

- d. Historic Preservation Month (May 2020) 6:14 p.m.

Historic Preservation Month takes place each May, and the commission plans to host events and activities throughout the month. Conversation ensued about successful outreach and promotional efforts in previous years and potential activities for 2020.

Community partners from the Albany Downtown Association, Albany Regional Museum, Albany Visitor Association, and Friends of Historic Albany discussed planned events and partnership opportunities.

- a. Historic Resource Survey

6:50 p.m.

McQuillin discussed perceived deficiencies of the existing historic resource surveys. Conversation ensued about what the commission would like to achieve with a new survey and/or re-survey.

McQuillin summarized the historic resource survey topics that seem to be the most important to the commissioners, including:

1. Re-survey historic resources within the districts
2. Reviewing existing records for data inconsistencies/inaccuracies and missing information
3. Update photographs of resources
4. Identify and included information on accessory structures

Further discussion followed about the current survey, obtaining community opinions, public outreach and guidance, and involving community members specifically from the historic districts.

The commission requested an overview of historic designation from LaRoque at the next meeting.

Business from the Commission  
None.

7:34 p.m.

**NEXT MEETING DATE**

The next regularly scheduled meeting will be held **Wednesday, March 4, 2020.**

7:34 p.m.

**ADJOURNMENT**

There being no other business, the meeting was adjourned at 7:34 p.m.

7:34 p.m.

Respectfully submitted,

*Signature on file*

Jennifer Sullivan  
Administrative Assistant

Reviewed by,

*Signature on file*

Laura LaRoque  
Planner III