

Minutes  
Bend Landmarks Commission  
February 18, 2025  
6:00 PM Regular Meeting  
Virtual Zoom meeting platform and in person  
in the Council Chambers.



CITY OF BEND

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***Minutes shall be prepared with sufficient detail to meet their intended uses. Verbatim minutes are not required.***

**REGULAR MEETING 6:00 p.m.**

**A. Roll Call:**

**Voting**

**Commissioners:**

Kathy Nagel Hood	Present (Virtually)
Jim Figurski	Present
Heidi Slaybaugh	Present
Andy Coughlin	Present
Tom Schmidt	Present

**Alternate**

**Commissioners:**

Sean Quinlivan	Present
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**Staff Present:**

Heidi Kennedy	Senior Planner
Ian Leitheiser	City Attorney

**1. Call to Order/ Roll Call.** Commissioner Coughlin called the meeting to order at approximately 6:00 PM and conducted roll call.

**2. General comments and questions from public.** (Topics not on agenda) Note: Public Presentations and Oral Testimony may be limited to five minutes.

No comments from the general public received.

**3. WORK SESSION 6:00PM**

Review of Land Use Processes and Procedures – Ian Leitheiser

Ian Leitheiser provided a presentation regarding the land use process and procedures for the Landmarks Commission. Mr. Leitheiser also covered public meetings, public records and ethics topics. Commissioners and staff asked various questions of staff.

#### **4. Regular Meeting 7:15 PM**

Commissioner Coughlin called the regular meeting to order at approximately 7:15.

#### **5. Approval of Minutes:** November 2024 draft Minutes.

Commissioner Schmidt made a motion to approve draft minutes as presented. Commissioner Slaybaugh seconded the motion. Commissioner Quinlivan and Commissioner Figurski abstained as they were not in attendance. All other Commissioners present approved the minutes.

#### **6. Election of Chair and Vice-Chair from 2025.**

The Commissioners discussed electing a chair and vice-chair for 2025. Commissioner Slaybaugh made a motion to nominate Commissioner Coughlin for the Chair position. Commissioner Quinlivan seconded the motion. Commissioner Slaybaugh nominated Commissioner Figurski for the Vice Chair position. Commissioner Coughlin seconded the motion. All present were in favor of the nominations. Commissioner Coughlin recused himself from the Chair vote and Commissioner Figurski recused himself from the Vice Chair vote.

#### **7. Communications: Reports from Landmarks Commissioners.**

Commissioner Coughlin announced that his business is buying a property in the Old Town Historic District, 324 NW Hill Street. The intent is to operate the engineering firm out of the building once the sale is complete. Commissioner Coughlin intends to recuse himself on the review of any historic applications nearby the property.

Ms. Kennedy provided an update on the latest, historic preservation grant application. Ms. Kennedy will send out a list of potential conferences and workshop that Commissioner could attend in the next year.

Commissioner Slaybaugh provided an update of May Preservation Month planning efforts. Ms. Slaybaugh asked for volunteers to assist in the planning efforts.

#### **8. Adjourn:** The meeting was adjourned at 7:30 pm.

Commissioner Figurski made a motion to adjourn and Commissioner Coughlin seconded the motion. All present approved the motion.