

MINUTES
HISTORIC LANDMARKS COMMISSION WORK SESSION
March 19, 2026

COMMISSIONERS PRESENT

Cara Kaser, Chair
Juliana Inman
Drew Cornedi
Connie Strong
Jessica Curteman
Robert Olguin (late arrival)

STAFF PRESENT

Kimberli Fitzgerald, Historic Preservation
Officer & City Archaeologist
Jake Morris, Preservation Planner
Michelle Ambrosek, Recorder
Megan Smith, Administrative Analyst

COMMISSIONERS ABSENT

Kirsten Straus, Vice Chair (excused)
Charles Weathers (excused)
Matthew Miller (excused)

1. CALL TO ORDER:

Commissioner Kaser called the meeting to order at 5:32 P.M.

2. ROLL CALL

Roll Call was taken and quorum was established. Note: Commissioner Robert Olguin arrived at 5:45, after the minutes were reviewed and approved.

3. PUBLIC COMMENT

None

4. CONSENT CALENDAR

a. Minutes of February 19, 2026

Motion: Move to approve the minutes.

Motion by: Commissioner Inman

Seconded by: Commissioner Cornedi

Questions or Comments by: None

Vote:

Aye: Kaser, Inman, Cornedi, Strong, Curteman

Nay:

Absent: Weathers, Miller, Straus, Olguin

Abstentions:

5. PUBLIC HEARINGS

None

6. SPECIAL ORDERS OF BUSINESS

a. Action Items

i. [Staff Report – Willamette National Cemetery. 106](#)

Presentation entered into record.

Presentation concluded and Commissioner Kaser welcomed Commissioner Olguin to the meeting at 5:41.

Commissioner Olguin recused himself from discussion due to conflict of interest.

Questions or Comments by: Yes.

Discussion commenced.

Motion: Instruct staff to draft a letter of concurrence with the VA Preservation Officer's Determination of Eligibility and Findings of Effect regarding the proposed undertaking of Willamette National Cemetery, request HLC remain a consulting party on mitigation.

Motion by: Commissioner Inman
Seconded by: Commissioner Strong

Discussion commenced.

Vote:

Aye: Kaser, Inman, Cornedi, Strong, Curteman

Nay:

Absent: Straus, Weathers, Miller

Abstentions: Olguin

7. INFORMATION REPORTS

a. Discussion Items

i. [Training](#) – Actions and Discussions were for TRAINING PURPOSES ONLY

Training concluded

ii. [Workplan Assignments](#)

Commissioners discussed activities focusing on Historic Preservation month:

- Photo Contest was launched March 13, 2026 and will be open through the end of April. The HLC will vote on submissions at their May HLC meeting.

- Confirmed historic downtown tours will be led by Commissioner Straus and Commissioner Kaser during Historic Preservation month (May 14th and May 30th).
- Scheduling window workshop during Historic Preservation month, for May 9th.

iii. Outreach

Commissioner discussed outreach for activities occurring over the next 30 days needing assistance from the Communication Team for promotion on social media, as well as future assistance for events during Historic Preservation month. Some of these events include

- Qing Ming Festival
- Salem History Moment Podcast
- Photo Contest

8. HISTORIC PRESERVATION OFFICER REPORT

- HPO is attending the Northwest Anthropological Conference next week
- Historic staff will be providing the HLC a monthly report on historic case reviews and archaeological cases at HLC to start next month.

9. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 7:33 p.m.

SUBMITTED:

Cara Kaser, Chair

ATTESTED:

Prepared by: Michelle Ambrosek, Recorder
March 20, 2026

APPROVED: Kimberli Fitzgerald