

# LACEY HISTORICAL COMMISSION MEETING MINUTES

May 17, 2017 6:00 p.m.

Lacey City Hall, Executive Board Room

## **PRESENT**

Commission: Erich Ebel, Nathan Hunt, Kimberly Goetz, Madeline Goodwin, Hunter Orcutt, and Kristina Trebil. Nathan left at 7 p.m.

Excused: Joseph Govednik and Alan Tyler.

Staff: Erin Quinn Valcho, Jennifer Burbidge.

Public: Lanny Weaver and Shirley Dziedzic, Lacey Historical Society

The meeting was called to order at 6:00p.m. by Erich Ebel.

## **AGENDA**

A motion was made, seconded and approved to adopt the agenda as written.

## **INTRODUCTIONS**

Introductions were made for the benefit of the newest Commissioner, Madeline Goodwin.

## **MINUTES**

The April 19, 2017 minutes were approved as written and placed on record.

## **ANNOUNCEMENTS**

Ms. Quinn Valcho handed out the following documents to Commissioners: new contact sheets, Historical Society newsletter, the second issue of the Thurston County Historical Journal and an article from *Museum News*. She explained that donations would be accepted for the journals at the Museum.

## **CORRESPONDENCE**

- a. Letter from Zelma Bernd. Ms. Bernd thanked the City for the invitation to the marker dedication and was pleased that her family, the Himes were also recognized on the marker.

## **CALENDAR OF EVENTS**

- a. Ms. Quinn Valcho reminded the Commissioners that Thurston County Through the Decades will be held on May 21, 2017 at the Tenino Museum and encouraged everyone to attend. Ms. Trebil and Mr. Orcutt have agreed to help staff our booth along with volunteers for the Lacey Historical Society (LHS).

## **OLD BUSINESS**

- a. A Midsummer's Ice Cream. Ms. Quinn Valcho reported that she is contacted the Health Department regarding the advantages of serving ice cream bars vs. scooping ice cream and what the requirements for each would be.
- b. Depot Trail Amenity Project Update. Ms. Burbidge reported that the contract with Jim Merritt Architecture and Helix Architecture has been signed. They will begin

the design process immediately. Discussion ensued regarding how to set up meetings and the process going forward. General consensus was to hold meetings in conjunction with the monthly Commission meetings to save time. Ms. Goetz asked whether this would be appropriate for a smaller subcommittee. Mr. Ebel responded that the direction from the City Manager was that the entire Commission should be involved in the process. Mr. Ebel asked if there was a plan for a groundbreaking, and although it was confirmed one will take place, no date has been set. The goal is to have one in the fall.

- c. Train Car Potential Purchase. Ms. Burbidge heard from Jim Merritt that he thinks the train car is located on Whidbey Island and added that they may be willing to take a very good price possibly just the amount of transporting it. Ms. Quinn Valcho reported that Mr. Govednik has been in touch with his contacts in the railroad community for leads on other railroad cars that might be available.

## **NEW BUSINESS**

- a. Report on Himes-Fleetwood Marker dedication. Commissioners agreed that this event was wonderful. Ms. Quinn Valcho thanked Donna Feliciano in the Public Affairs Department for doing such a great job on the invites and programs for this event and for helping with the event.
- b. Permit and Land Use Review Process. Ms. Quinn Valcho reported that in an effort to move forward in writing or revising policies related to duties of the Historic Commission as it relates to the Historic Register and the Historic Inventory she met with the Ryan Andrews in the Planning Department. They discussed the permitting process, criteria for permit and land use application review and how we can work better together moving forward. Discussion followed on what recourse the Commission has for projects that might impact historic resources. The Planning Department offered to provide an overview of the permitting process to the Commission. The Commission welcomes any training or presentation from the Planning Department as long as it is kept short.
- c. Historic Tree Register. Ms. Quinn Valcho reported that a citizen contacted her to request that a tree be added on the Historic Tree Register. The citizen was referred to Community Development because the register is overseen by their department not the Historical Commission. Discussion followed on other trees that may meet the criteria of a historic tree. Ms. Goodwin offered her expertise in trees and asked what happens to historic trees on the register once they have died. Ms. Quinn Valcho explained the process is in the municipal code. Mr. Ebel asked for the Commission's input on how we would like to be included in this process.
- d. Potential Commission Meeting Date Change. A conflict with the use of City Council Chambers at the Commission's regular meeting prompted Ms. Burbidge to seek the Commission's opinion on whether to continue to meet at the same day and time in the Executive Board Room or move the meeting to the second Wednesday and continue to meet in the Council Chambers. The Commission agreed that keeping the same meeting day and time and moving the meeting location was preferable.

- e. Parks & Recreation Comprehensive Plan. Ms. Burbidge shared that she is working on the first draft of the comprehensive plan and it will be online May 30<sup>th</sup>. She reviewed the progress made on the plan segment that applies to the Historical Commission and she asked for help from the Commission in prioritizing the objectives. The Commission agreed with the prioritization as written. Other suggestions for the comp plan included: a Citywide geocaching tour, mini pocket historical districts with historic markers.

Ms. Burbidge shared the comp plan timeline:

- Public input has included 800 surveys completed both online and at events, and a special Park Board meeting.
- Planning Commission worksession will be on June 6th.
- Public Hearing will be on June 20th.
- The last step is to take it to City Council and it is expected to be adopted by Council no later than September.

### **Ad Hoc COMMITTEE REPORTS**

- a. Policy/StEPs. Ms. Quinn Valcho reported the committee finished reviewing the Collections Stewardship section of the StEPs program. A summary of findings is in the packet. Reviewing Management of Historic Landscapes is next. Ms. Trebil reported that the next meeting will be May 24<sup>th</sup> at 6:00pm where the collections stewardship policy will be reviewed. The committee is two policies away from completing the museum policy handbook.
- b. Lacey Days 50<sup>th</sup> Anniversary Committee. Ms. Quinn Valcho reported that the Mayor's Gala was a lovely event and it raised approximately \$30-40,000 for the Veteran's HUB. Staff plans to recommend that that the event happen every other year at the end of a Mayors term and the purpose could be determined by each mayor. The final event of the 50<sup>th</sup> anniversary is the concert at the South Sound BBQ. A time capsule will share what people think about Lacey and what they think will happen in the future. Schoolchildren will be asked to participate so that they can be the stewards of the time capsule in the future.

### **PUBLIC COMMENT**

- a. Lacey Historical Society. President Lanny Weaver reported:
- Thurston County through the Decades is coming and the Lacey booth is going to be inside.
  - Board of Trustees will not meet in the summer.
  - Trustee Susan Hartman is working on new logo.
  - Mari Fleetwood has requested that a historical sign be put at Long's Pond by the Community Center with the historical name "Fleetwood Lake." Ms. Burbidge noted that the naming policy will need to be reviewed and it would have to go through the Parks Board. Mr. Ebel wanted to confirm the location of an existing sign with Long's Pond on it.

Ms. Dzedzic invited everyone to the annual meeting on September 28<sup>th</sup>. It will be a potluck with the main course being provided. Ms. Trebil's presence was requested to staff the school photo station.

## **STAFF / MUSEUM REPORT**

- a. Museum Report. Ms. Quinn Valcho reported:
- 39 museum visitors last month.
  - 8 customer service requests completed.
  - 156 records entered into the PastPerfect database; website was updated.
  - Intern Logan finished up his semester.
  - Majority of month spent on marker dedication and Thurston County Through the Decades.
  - Museums to visit were researched to get ideas for new museum project.

b. Commissioners.

Mr. Orcutt reported he is asking teachers for recommendations for the youth Commissioner. June 30<sup>th</sup> is the deadline. The current term ends in August.

After a motion was accepted to revert to item 12A on the agenda, Ms. Quinn Valcho reminded everyone that nominations for Historian of the Year are due at the end of this month.

- c. Chair. Mr. Ebel proposed that the Commission formally adopt procedures, probably based on Roberts Rules of Order as a basis to conduct meetings. He will email a draft to Ms. Quinn Valcho.
- d. Parks & Recreation Director. No report.

## **ADJOURN**

Meeting adjourned at 7:19pm.

## **NEXT MEETING**

Wednesday, June 21, 2017, 6:00 p.m. at Lacey City Hall