

LACEY HISTORICAL COMMISSION MEETING MINUTES

September 20, 2017 6:00 p.m.

Lacey City Hall, Executive Board Room

PRESENT

Commission: Kimberly Goetz, Madeline Goodwin, Seth Huff, Thomas Sui, Kristina Trebil, and Alan Tyler.

Unexcused absence: Erich Ebel

Staff: Jennifer Burbidge, Parks & Recreation Director; and Erin Quinn Valcho, Museum Curator.

Public: Susan Goff, Lacey Historical Society; and Shirley Binkley, Volunteer.

The meeting was called to order at 6:04 p.m. by Kimberly Goetz, Vice Chair

Introductions: Thomas Sui, Youth Commissioner and Seth Huff, Commissioner introduced themselves as new members of the Historical Commission.

AGENDA

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

MINUTES

The July 19, 2017 minutes were approved as corrected and placed on record.

ANNOUNCEMENTS

- a. Ms. Quinn Valcho provided new contact sheets to the Commissioners.

CORRESPONDENCE

- a. Email from Commissioner Hunt resigning from the Historical Commission.
- b. LHS newsletter.

CALENDAR OF EVENTS

Ms. Quinn Valcho reminded Commissioners:

- All have been invited to attend the Lacey Historical Society Annual meeting on Thursday, September 28 at 5:30.
- Sunday, October 1, 10-4, Thurston County through the Decades at Tumwater Falls Park.

OLD BUSINESS

- a. Train Depot Trail Amenity Updated. Ms. Burbidge reported that the estimate came in higher than expected at \$672,841. City Council has given \$100,000 toward the project. The remainder will come from City funds, with an expected budget of \$300,000. Ms. Burbidge shared the following budget information:
 - \$128,000 for site utilities and platform seems reasonable
 - \$543,821 for building = an average of \$280 per square foot
 - With ceiling height almost 14 feet high for both floors and 6 foot overhang all the way around the building it puts the project in a custom category.

- 55% of project is labor at \$380,000 which equals 7400 hours of work which seems excessive
- We can look at alternate materials to help lower costs. Rewriting base bid with alternate materials may bring cost down.
- Reviewed the possibility of using volunteer labor. Scope of project is too high, making it not allowable for this project.
- Ms. Burbidge meets with City Manager tomorrow to discuss details of reducing costs.

Discussion followed on alternate materials that would be acceptable to bring down costs. The Commission determined that it was important to retain the building scale, the roof line and the eaves overhang. Ms. Burbidge will email plans and a list of alternative materials to all the commissioners tomorrow.

- b. New Museum Site Plan Update. Ms. Burbidge brought a picture of the updated site plan which needs to be completed this year. Ms. Burbidge will be meeting with the City Manager to discuss the driveway vs. road issue. For the October and November meetings, the architects will be presenting site plan information and seeking input.

Mayor Ryder presented at the August meeting to discuss the Rotary's 50th Anniversary project, a community garden. The proposal was to have the garden at the new museum site; however the site is not suited to this project. Ms. Burbidge would like to bring this project to the Park Board where there has been discussion of a community garden in Partnership with GRUB and where Pleasant Glade Park would be a better site to meet the watering requirements. The Commissioners prefer that a playground be on the site to bring young families to the museum.

Amenities that the Commission has identified for the site include:

- Maximum amount of parking
- Easy access for buses
- Accommodating for seniors and disabled residents
- Sculpture, mural or art
- Train themed playground
- Aesthetically pleasing for rentals and events
- High visibility on both Pacific Ave and Lacey Blvd
- Welcoming aesthetic
- Flagpole with lights (potentially provided by the Sunrise Lions Club)
- Bike racks

Ms. Goetz asked about moving the entrance to the Lacey Boulevard side. Discussion followed. Ms. Burbidge suggested moving the event space to the Pacific Ave side so that it would be able to open toward the exterior for indoor/outdoor events.

- c. Rules of procedure, Final Review.

Ms. Quinn Valcho reported the history and intent of adopting these procedures.

Motion carried: To approve the rules of Parliamentary Procedure as written.

d. Update on Museum Roofing Project: Ms. Quinn Valcho reported that the roof was supposed to happen today, but it did not due to rain. It has been rescheduled for next Wednesday, 9/27/17, which is the same day that painting will take place.

e. Review/Approve Changes to 2017 Work Plan Update:

Motion carried: To adopt the 2017 work plan as amended.

Ms. Quinn Valcho suggested that rather than add more properties to the inventory, the Commission should identify properties appropriate for the historic register. The Commission will consider this change for 2018.

NEW BUSINESS

a. Rotary 50th Anniversary Project. This topic was previously addressed. Mr. Tyler volunteered to take the Rotary on a tour of the Olympia gardens.

b. OPMA Training Certificates. Ms. Burbidge reported that we are missing some certificates. The city is required to keep records of the completion of this training; Commissioners were asked to submit or re-submit these if necessary.

c. Homann House. One of the Historic Register property owners contacted Ms. Quinn Valcho regarding removing their house from the register. The residence is owned by Parent to Parent, a non-profit organization. The building interior has been converted to office space. Ms. Quinn Valcho met with them and explained the benefits of being on the register as well as clearing up some misconceptions. She referred them to Kimberley Bauman, former Commission Chair who is also a realtor. The house is important historically because the first mayor of Lacey, Al Homann and his wife, Anna, lived there and some Lacey City Council meetings were held at their property. Ms. Quinn Valcho shared some photographs of the current state of the house and grounds.

d. Sceva-Tuttle House. This house is owned by the Seventh Day Adventist Church. Their architect contacted Ms. Quinn Valcho about the historic nature of the house. This issue came up in 2010 when the Church was considering removing it. The house unfortunately has no historic designation; and does not even appear on the historic inventory. Although there are no restrictions on the property, she urged them to consider keeping it. However, if they decide to demolish it, we would like to take photographs before they do.

e. How to Handle a Meeting without a Quorum. Ms. Burbidge reported that after Mr. Ebel did his OPMA training he was concerned about how we handle a meeting without a quorum. After consulting with our attorney, the upshot is that if there is not a quorum, a meeting does not occur. No business may be conducted that will affect future decisions. For this reason, it is essential that Commissioners let staff know whether they plan to attend a meeting or not, so that we can cancel a meeting without a quorum.

Ad Hoc COMMITTEE REPORTS

- a. Policy/StEPs. Ms. Trebil reported that the next meeting will be on Wednesday, September 27th at 6:00 p.m. Agenda items include a second review of the collections stewardship policy and review of the new collections access policy. If there is time, the committee will continue evaluation in the StEPs workbook.

PUBLIC COMMENT

- a. Lacey Historical Society. Ms. Goff reported: Thursday, September 28, 2017 is the annual meeting and Lacey school reunion from 5:00-8:00 pm at the Lacey Community Center.

STAFF / MUSEUM REPORT

- a. Museum/Curator. Ms. Quinn Valcho highlighted a few items from the written report:
 - 134 visitors in August, 66 from the walking tour, 16 on a tour
 - 32 hours on customer service requests
 - 93 volunteer hours
 - Police exhibit completed
 - New volunteer, Byron, started work
 - Thurston County Heritage Grant completed
 - Lodging Tax application completed.
- b. Commissioners. No reports.
- c. Chair Report. No report.
- d. Parks & Recreation Director Report. Ms. Burbidge reported the Parks & Recreation Comprehensive Plan was adopted by City Council on September 14th. The next phase will be to identify funding sources. Tomorrow there is a joint work session with the school district; Ms. Burbidge will present on the department's activities.

ADJOURN

Meeting adjourned at 7:20 p.m.

NEXT MEETING

Wednesday, October 18, 2017, 6:00 p.m. at Lacey City Hall, Executive Board Room.