

## MEETING NOTES

Thurston County Historic Commission  
Wednesday, January 10, 2024  
Thurston County Community Planning & Economic Development  
3000 Pacific Ave SE, Room 110, Olympia, WA 98501

**Members & Alternates Present:** Chris Hoffman, Bill Lindstrom, Rebecca Sanchez, Rob Kirkwood, Charlie Roe, Troy Wilson, David Petrich, Charles Gloyd, Grace Edwards, Ira Kitmacher

**Members & Alternates Absent:**

**Chairing:** Grace Edwards

**Staff Present:** Jeremy Davis, Community Planning & Economic Development

Dana Bowers, Community Planning & Economic Development

Sonja Cady, Community Planning & Economic Development

**Guests:**

### CALL TO ORDER

The meeting was called to order at approximately 6:30 p.m. by Chair Edwards

### **A. ADMINISTRATION**

#### **1. Land Acknowledgement**

**2. Roll Call**—Roll call was taken, attendance is listed above. Mr. Davis informed the Commission that Ira Kitmacher had been appointed to the Historic Commission by the Board of County Commissioners at their Tuesday meeting. Mr. Kitmacher was in attendance and the Commission happily welcomed him.

#### **3. Approval of Meeting Agenda**

**Commissioner Hoffman moved to approve the January 10, 2024 agenda. Commissioner Wilson seconded. Motion carried.**

#### **4. Approval of Meeting Minutes**

**Commissioner Kirkwood moved to approve the December 13, 2023 meeting minutes. Commissioner Roe seconded. Motion carried.**

## **B. Work Program/Budget (Committee Chair/Staff)**

Mr. Davis started by letting the commission know that the department had not yet received the final numbers from the budget office. The \$10,000 spend at will budget item is approved as always and the approved amount for Heritage Grants is \$40,000. Per usual, the department will need to request a first quarter budget amendment for rollovers for things like the RAC Kiosk, a potential printing of the history book, and extensions for 2023 Heritage Grant Program grants. The Board of County Commissioners directed staff to work with the Historic Commission to adjust the level of grants for 2025. Ms. Bowers added that the budget is slightly lower than in past years due to fewer documents being recorded at the Auditors Office. \$1 of each recording fee goes to the heritage preservation fund. Ms. Bowers worked with the budget office at the end of 2023 to prepare a budget proposal for Board approval and only decreased the request for staff hours and none of the projects.

The Commission decided to allocate the \$10,000 at will funds as follows; Heritage Day \$4,000, DAHP training \$600, CLG grant \$2,000, and Plaque Program \$2,000. The commission requested adding the plaque program to the February agenda. A policy will need to be created to allow for the commission to gift plaques equitably to properties on the historic register. The commission would like to start by presenting at least 2 plaques in 2024. Ms. Bowers suggested the Commission begin designating money towards new RAC kiosk panels beginning in 2025.

Commissioner Kirkwood asked what the balance of the grant at will fund was last year, staff will get this information from the budget office. Staff is also requesting a scope of work from the recipients of the Brewery Falls Park project that was granted \$100,000 by the BoCC.

## **C. Ordinance Revision (Staff)**

Ms. Bowers prepared the revised ordinance document for the review of the Historic Commission. Printed copies were available for commissioners attending the meeting in person and were emailed electronically to all commissioners at the start of the meeting. Commissioner Edwards asked the commission to review the document for discussions at the February meeting. The Historic Commission will then take the agreed upon revised ordinance to the Board of County Commissioners with staff for final approval. Mr. Davis added that at their Tuesday meeting, the BoCC recommend having at large Historic Commissioners, rather than being appointed by a BoCC district as they are now. The BoCC did not review or discuss any of the other proposed revisions.

Commissioner Gloyd asked where the direction to change the name of the commission to Heritage Commission came from. Commissioner Edwards answered that it was requested by a few Historic Commissioners.

## **D. Heritage Day 2024 Planning (Subcommittee)**

This topic was primarily discussed during the budget work program discussion. The subcommittee would like to have a keynote speaker at the event that may require a stipend and the rental for the fairgrounds is \$2,500. Commissioner Sanchez contacted someone who has

made cedar shake shingles at events in Tenino, they would be interested in performing at Heritage Day. Commissioner Hoffman has also contacted to potential performers.

Commissioner Sanchez would like to begin sending flyers, contacting schools, historic organizations, local tribes, performers, a keynote speaker, and begin publicizing the event. She asked whether every communication needed approval from the County? Ms. Bowers answered that it did not and recommended developing an event timeline to help organize.

Commissioner Gloyd added that a friend mentioned the Down Through the Decades event where local historic groups gathered to discuss projects. Commissioner Kirkwood explained that this event was held during the Thurston County Fair and was initially a way to educate the public on local history, but over time became an event for local history groups to connect. The event has lost traction since the pandemic and was cancelled in 2023.

#### **E. RAC Kiosk Update (Staff/Bill/Rob)**

Commissioner Kirkwood gave an update on the project including that the lumber will arrive at the Fairgrounds on January 16<sup>th</sup>. He would like to organize work parties for carpentry, painting, and building the kiosk. It will be built at the Fairgrounds, disassembled, and rebuilt at the RAC. He would like to purchase safety gear such as gloves, ear plugs, and glasses for volunteers. Commissioner Kirkwood will coordinate with fairgrounds staff. Mr. Davis added that volunteers will need to complete volunteer forms which staff will provide.

Commissioner Lindstrom presented an update on the status of each panel. The Nisqually Indian Tribe panel has been completed and was shared with the Commission; next it will need to be sent to the City for their review. The majority of the panels are nearing completion, just needing final edits and some needing additional photos. Ms. Bowers will print a draft of the Thurston County map to see if it looks too busy with so many streets labeled. The map will then be sent to Mr. Murray to make the style match the other panels. The commission will need to find a local printer to print the final panels.

#### **F. Historic Register Site Visit Update (Subcommittee/Staff)**

The subcommittee has been doing drive by photos of the historic register properties that did not respond to the two letters requesting site visits. Mr. Davis shared that the contract with Ms. Stevenson is being drafted and needs to be reviewed by legal.

#### **G. Waters, Woods, & Prairies Update (Staff)**

Ms. Bowers shared that Lacey prepared a draft MOU quickly that will be reviewed by herself and Mr. Davis and returned to Lacey within the next couple weeks. The MOU will then be shared with each jurisdictions legal departments for review, potentially prior to the February meeting.

Commissioner Lindstrom asked what the revision to the MOU were. Ms. Bowers answered that the revisions related to the pricing of the book to cover rising publishing costs, printing softback books only, editing points including frequency of edits, and clarifying that contributors to the book do not automatically receive purchasing discounts. Commissioner Lindstrom disagreed

with the change to the draft MOU not requiring discounts to contributors. Commissioner Hoffman echoed support of contributors receiving discounts to continue promoting the book and educating the public on the history of Thurston County. Ms. Bowers said she could relay this information to Lacey and Mr. Davis clarified that with the suggested language Lacey would not be required to give discounts but could give discounts at their discretion.

#### **H. Heritage Award Nomination Process (Grace/Rob)**

Heritage awards have been awarded at the previous two Heritage Day events. Commissioners Kirkwood and Roe would like to nominate Gerry Alexander for the 2024 Heritage Award to recognize his contributions to educating our community on our local history through his writing. He was also the longest standing Chief Justice of the Supreme Court and is a contributing author to “Waters, Woods & Prairies”. Commissioner Edwards liked the idea of coming up with a process for nominating awardees and would like to allow time for the commission to think about this nomination. Commissioner Roe added that it would be timely to award Mr. Alexander this year because he has been on the board of the Olympia Historical Society & Bigelow House Museum for 15 years and is about to retire. He will provide staff with a bio on Mr. Alexander.

#### **I. Staff Updates (Staff)**

- Staff had no other updates.

#### **J. Other Business**

- Commissioner Gloyd suggested making calendars with images of local historic places to give away at Heritage Day. The commission liked this idea.
- Commissioner Hoffman reminded the commission that this year is the Lacey fire departments 75<sup>th</sup> anniversary. The main celebration will be in April and he will follow up with the FD on their schedule. Mr. Davis said that staff could follow up with the BoCC and see if they are aware of the event and if there would be a proclamation.
- Commissioner Kirkwood handed off the historic marker book to Commissioner Petrich. He would like to begin work on updating the historic markers once the register update has been completed.

#### **K. Adjournment**

**Commissioner Kirkwood made a motion to adjourn. Commissioner Lindstrom seconded. All in favor. Motion carried.**

There being no further business, the meeting adjourned at 8:36 p.m.  
*Prepared by Sonja Cady, Historic Commission staff*