

## MEETING NOTES

Thurston County Historic Commission  
Wednesday, December 13, 2023  
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

**Members & Alternates Absent:**

**Chairing:** Grace Edwards

**Staff Present:** Sonja Cady, Community Planning & Economic Development

**Guests:** Janice Arnold, Ira Kitmacher, Jim Keogh

### 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
3. Approval of Meeting Agenda

Commissioner Edwards asked to add the review of the Historic Commission application to section H. Commissioner Roe moved to approve the December 13, 2023 agenda. Commissioner Lindstrom seconded. Motion carried.

4. Approval of Meeting Minutes

Commissioner Kirkwood moved to approve the November 8, 2023 meeting minutes. Commissioner Gloyd seconded. Motion carried.

#### B. Heritage Day Planning (Committee Chair/Staff)

The Heritage Day subcommittee met to begin planning Heritage Day 2024 to consider feedback from 2023 attendees. Commissioner Sanchez shared a report of what the subcommittee had discussed as well as 2 draft flyers. The goals of the event would be to increase the public's awareness of our local histories, give a sense of belonging to the community, create an understanding of each other's histories, and promote historical tourism. Also, to increase

communications amongst the historical groups by sharing challenges, celebrating successes, and establishing communications between like minded groups.

The Subcommittee proposed changing locations to the Atrium building to utilize the open space for activities and use the Board room and others for lectures, HGP presentations, and guest speakers. The County leases the building and would need to research whether they could host events with food and live demonstrations at the building. The Commission decided it would be best to utilize the Fairgrounds and use the Expo Center and other buildings. Outdoor spaces could be used for demonstrations, crafts, and live activities, and food trucks.

The next steps will be setting a date, reserving the Fairgrounds and creating a program. The Commission would like to see a large turn out of the public of all demographics, the event will need to be heavily advertised with Jolt, Thurston Talks!, the Friday Five, county-wide school bulletins, the county's website and social media, and others. Commissioner Sanchez drafted flyers and asked staff to review them. Once finalized the flyers can be sent to local tribes, historical preservation groups, K-12 schools, and colleges.

Discussions continued, Mr. Davis suggested working with Ms. Reid at the Fairgrounds who has the contact for many food vendors, heritage organizations, and other groups from her experiences planning the Fair for many years. Commissioner Kirkwood encouraged Historic Commissioners to attend events put on by local historic groups. Commissioner Edwards would like to a host public event at the Atrium during a weekday when the public is in the building to promote the Historic Commission and share our local history.

### **C. RAC Interpretive Panels Update (Rob/Jeremy)**

Commissioner Edwards shared the good news that the MOU between the County and City of Lacey has been signed and finalized! Commissioner Kirkwood added that the building permit has been issued and County stormwater did not locate any underground utilities. Several other outfits will need to do similar searches for utilities.

It was discussed and decided that Commissioner Kirkwood will purchase the building materials and be reimbursed for the purchases. Staff will follow up with the City of Lacey on who their preferred contractors are for the foundation to ensure they are on the list of County vendors, and also schedule a meeting with staff at the Fairgrounds to finalize material storage and building plans.

Commissioner Lindstrom shared Mr. Murray's draft of the Evergreen Ballroom panel. The group discussed a paragraph regarding race and decided it needed to be phrased differently, Mr. Davis offered to have it reviewed by the County's Racial Equity Program Manager. Commissioner Lindstrom added that 4 of the panels are nearly completed. Commissioner Kirkwood asked about the progress on the map panel, staff will follow up with him. Mr. Keough with the City of Lacey resent his draft on the City of Lacey panel for review by the subcommittee. Commissioner Edwards would like to have clarification on the level of review the City would like to have for each panel as stated in the MOU.

#### **D. Historic Register Site Visit Update (Staff/subcommittee)**

Ms. Bowers is working with Ms. Stevenson to finalize the consulting contract. Commissioner Edwards shared that 19 of the 30 property owners have responded and site visits are being scheduled and completed. She asked what the next steps should be for contacting the remaining 11 properties. Commissioner Kirkwood asked staff if the Commissioners could drive by the properties and try to take photos from the right of way. Mr. Davis confirmed that this can be done as long as Commissioners remain in the right of way and do not access properties. Commissioner Kirkwood recommended that the subcommittee divide the remaining properties to do drive by's to see if the historic structures still exist and take photos if able. Staff will provide a list of the remaining properties, addresses, and Assessor photos where available.

#### **E. Water, Woods & Prairies Update (Staff/Bill)**

Mr. Davis informed the Commission that County and City staff met on November 28<sup>th</sup> to discuss the draft MOU which will receive final approval from the Board of County Commissioners (BoCC) and Lacey City Council. The MOU is nearly ready for legal review by both parties prior to final approvals. The intent of the MOU is to give publishing rights of the book to the city so it can continue to be printed and shared with the community. The city will determine the printing frequency, number of copies printed, distribution, and price of each book. Mr. Davis reminded the Commission that the MOU is at the County and City level currently.

Commissioner Lindstrom asked if there was \$9,000 in the budget for another printing of the book. Mr. Davis answered that the requested budget has not been finalized by the BoCC and added that once the MOU is complete the city could ask for assistance funding a printing of the book. The County would not be printing the book because the City would have the publication rights and the County does not currently have a contract for book distribution. The City is not currently requesting funding for the printing of the book and once the MOU is complete, they will have the rights and responsibility of working with the publisher for printing and be responsible for sales.

#### **F. Ordinance Revision (Staff/Grace)**

Mr. Davis has been tasked with updating the Community Planning and Economic Development departments boards and commissions to adjust for the apportionment of members for a 5 member Board of County Commissioners. The Planning Commission was the first to be adopted, they chose equal apportionment per Commissioner and added 2 members at large. The Historic Commission code currently apportions members by each Commissioner which will have to be updated for a 5 member board. The BoCC will most likely want equal apportionment per Board member. If the Historic Commissioner were to keep a 12 member commission, they could have 2 members appointed by each Commissioner with 2 members at large. The Historic Commission and staff will work on a proposal to be presented to the BoCC with goal of completion in January or early February.

Mr. Davis confirmed that the Historic Commission ordinance revision will not need to be a docket item. The Commission will work on a proposal to be presented to the BoCC for their decision. Mr. Davis is currently reviewing the commissions proposed revisions and would like to change the number of members from a range to a set number. He also confirmed that the code

currently calls for each County Commissioner to appoint 4 members, but they do not have to live in that district.

Commissioner Kirkwood asked that the draft ordinance revisions be sent to the entire Commission with time to review prior to the January meeting. Ms. Davis and Ms. Bowers will clean up the comments on the draft and have the document ready for review with a memo detailing the process.

### **G. Staff Updates (Staff)**

- Mr. Davis shared that the BoCC will be finalizing the county budget the following week. There should be \$60,000 for grant at will funds which includes the Heritage Grants. \$9,000 will carryover from the RAC kiosk and the funds that have not been spent for the project in 2023 can be rolled over as well. If the book MOU is completed soon the proposed funds for a book printing could be used to fund other projects.
- Mr. Davis asked the commission to think about the projects they would like to fund in 2024 as well as the amount of staff time needed per project to create a work plan.
- Staff briefed the BoCC on the 2024 HGP applications and discussed whether to fund the projects at the requested level or at the increased amounts as proposed by the Commission. They will be making a decision on January 9<sup>th</sup>. The BoCC also discussed offering more funds or running extended application periods for 2025 HGP projects.
- Ms. Cady shared that the Besse RD historic road signs have been installed.

### **H. Other Business**

Commissioner Edwards opened the discussion for the review of the application of Ira Kitmacher. Commissioner Kirkwood stated that the application was very impressive, the rest of the Commission agreed.

**Commissioner Kirkwood made a motion to recommend appointment of Ira Kitmacher to the Historic Commission. Commissioner Lindstrom seconded. Call to vote, all in favor. Motion carried.**

- Commissioner Kirkwood asked about the historic register plaque policy and where staff and the commission were at in the process. Mr. Davis answered that legal had reviewed an initial proposal and that the commission can continue working on a draft policy for review. This topic will be added to the agenda in January.

### **I. 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 7:56 p.m.  
*Prepared by Sonja Cady, Historic Commission staff*