



## **LANDMARKS & HERITAGE ADVISORY BOARD**

August 27, 2015 Meeting Minutes  
Third Floor Executive Conference Room  
6000 Main Street SW  
Lakewood, WA 98499

### **CALL TO ORDER**

Ms. Stephanie Walsh, Chair, called the meeting to order at 6:01 p.m.

### **MEETING PROTOCOL**

#### **Roll Call**

Landmarks & Heritage Advisory Board Members Present: Stephanie Walsh, Chair; Glen Spieth, Vice-Chair; Bill Harrison, Dennis Dixon and Bob Jones

Landmarks & Heritage Advisory Board Members Excused: Beth Campbell, Joan Cooley and Walter Neary

Landmarks & Heritage Advisory Board Members Absent: None

Council Liaison to LHAB: Councilmember John Simpson

Staff Present: Dan Catron, Planning Manager; Karen Devereaux, Administrative Assistant

#### **Acceptance/Changes to Agenda**

Mr. Dan Catron suggested the Historic Fort Steilacoom plaque design discussion item be placed under Unfinished Business. **Mr. Dennis Dixon made the motion to accept the suggested changes to the agenda. Mr. Glen Spieth seconded the motion. A voice vote was taken and the motion carried unanimously.**

#### **Approval of Minutes**

Ms. Stephanie Walsh, Chair, opened the floor asking if there were any additions, changes or modifications to the July 30, 2015 meeting minutes. **Mr. Glen Spieth made the motion to approve the minutes as written. The motion was seconded by Mr. Dennis Dixon. A voice vote was taken and the motion carried unanimously.**

#### **Announcements**

Mr. Dan Catron informed board members the City is ready to approve a consultant agreement for the Motor Avenue Urban Design project. This project will redesign the roadway for dual-use and incorporate a community plaza in front of the Colonial Center.

Mr. Glen Spieth, Vice-Chair, indicated the Lakewood Historical Society has four historic markers being cast; Mountain View Funeral Home and Memorial Park, Tacoma Golf & Country Club, Lakewood Colonial Center, and Griggs House, the latter of which is a joint project between the City of Lakewood and the Historical Society. The next one will be for Historic Fort Steilacoom structures. Mr. Spieth handed out a copy depicting the marker being cast for the Tacoma Country & Golf Club for all members to view.

Ms. Stephanie Walsh mentioned the historical marker recently placed at Lakewold Gardens had been vandalized by someone picking at the rim and popped the photo off the plaque on the boulder. Mr.

Glen Spieth commented that a similar incident occurred at the Byrd School. Mr. Glen Spieth assured Ms. Stephanie Walsh it would be replaced.

## **PUBLIC COMMUNICATIONS**

None.

## **UNFINISHED BUSINESS**

### Historic Fort Steilacoom Plaque Design Discussion

Mr. Dan Catron provided a color copy of a draft design for a ceremonial plaque for the First City of Lakewood Community Landmark Designation of the Historical Fort Steilacoom structures. The 12" x 15" wood plaque features a laser cut wood piece depicting the City seal along with additional space for metal name plates. The members agreed the design was acceptable and approved Mr. Catron to continue completing the plaque for the City Council Community Designation Ceremony scheduled during the Council Meeting to be held Monday, September 21, 2015. The cost will be approximately \$60.00.

Ms. Stephanie Walsh, Chair, rallied support from members to attend the Joint LHAB - Council meeting study session on Monday, September 14, 2015.

### Project Ideas for Future Grant Opportunities-Discussion

At the July meeting members compiled a list of priority projects they would like to complete with future grant monies.

- 1) Digitize the big LHAB inventory book and color photos on disk, then place all items onto the City website for public viewing;
- 2) Expanding the driving map by adding the newly designated locations, printing of new map; and
- 3) Jennifer Shreck, Consultant, and her chargeable time to assist in these projects.

Another idea was mentioned for researching the trolley system and lines prominent in the early City. These trolleys were a big component of the City and the lifestyle while it was growing. Mr. Glen Spieth explained an 1891 map shows the early trolley line through Lakewood and is still available through Metsker Maps. Mr. Dennis Dixon believes the Pierce County offices may have a 1901 DH White (early County engineer) map of trolley lines through the Gravelly Lake area.

Ms. Stephanie Walsh revisited the amounts of monies available for these projects. Pierce County has given the LHAB members \$5,000 to use without applying for a grant. Councilmember Mr. John Simpson confirmed that a biennial budget will allow the City Council's gift of \$5,000 from this year's budget to roll over into next years, for a total of \$10,000 to work with Jennifer Schreck, Consultant, to be paid for working on priority projects, as well as use some of the money for the grant match for next year's CLG application before July 2016. It was confirmed they need to spend the \$5,000 before November 2015.

Councilmember Mr. John Simpson suggested the members move forward on priority project ideas now and spend the grant money before the deadline and not wait for the consultant who isn't available until later in September. The group agreed to have a local print shop scan and digitize the photos in the inventory binder. It was also agreed that Jennifer Schreck could begin with revising the driving map to add the six newest locations. Mr. Dan Catron pointed out the consultant has the addresses to add to the map although she needs to obtain permission from property owners to be listed on the map. LHAB members felt this should be the first step once the consultant contract is signed.

Mr. Dennis Dixon made the motion to authorize staff to obtain bids for digitizing the inventory book and color photos and utilize the low bidder to complete this first step in the project. Mr. Glen Spieth, Vice-Chair seconded the motion. A voice vote was taken and the motion carried unanimously.

**NEW BUSINESS**

September 14 City Council Joint Meeting – 2015 Work Plan

Mr. Dan Catron petitioned the group to note any additions they would likely add to the work plan list of their accomplishments.

Mr. Dennis Dixon recalled the new mission statement the LHAB members rewrote. Mr. Dixon also noted the increased schedule to monthly meetings instead of bi-monthly as in past years.

Mr. Dan Catron requested Mr. Glen Spieth to provide him an accurate list of the plaques/names/locations that had been placed for LHAB and in conjunction with the Lakewood Historical Society. Mr. Spieth noted 12 boulder markers had been placed and possibly four more in Lakewood which could be placed before the end of November 2015. It was mentioned the Heath Farm rock had recently been delivered out to Ft. Steilacoom. The Thornewood boulder has received the permit for work in the right-of-way and is under negotiation with Tucci for help in placing such a large boulder. That list would total 16.

Ms. Stephanie Walsh expressed she would like to see the last two bullet points turned into action-oriented statements. Mr. Glen Spieth suggested the ideas discussed around the development of trolley maps be added to the last bullet item.

Members requested that Dan Catron send an email of these updated lists and work plan additions prior to the Council meeting to become familiar with talking points.

Ms. Stephanie Walsh, Chair commented that the board's accomplishments seem robust over the last couple of years and urged Mr. Glen Spieth, Vice-Chair to share this information with Council -- that the board has progressed in leaps and bounds these last few years.

**PUBLIC HEARING**

None.

**OTHER**

**Next Meeting** is scheduled for Thursday, September 24 at 6:00 p.m. in Executive Conference Room 3A.

**Meeting Adjourned** at 7:07 p.m.

 9/24/2015

Stephanie Walsh, Chair  
Landmarks & Heritage Advisory Board

 9/24/2015

Karen Devereaux, Secretary to the  
Landmarks & Heritage Advisory Board