



Meeting Agenda

Heritage Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Heritage Commission
Contact: Brittany Gillia
(360) 753-8427

Wednesday, May 27, 2026

5:30 PM

Room 207

Register to attend:

https://us02web.zoom.us/webinar/register/WN_6t6BfKItSuOs9LC7voEqQQ

1. CALL TO ORDER

1.A ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.A [26-0412](#) Approval of the April 22, 2026 Heritage Committee Meeting Minutes

Attachments: [Heritage 4.22.2026 Minutes draft](#)

4. PUBLIC COMMENT

During this portion of the meeting, community members may address the Advisory Committee or Commission regarding items related to City business, including items on the Agenda. In order for the Committee or Commission to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee or Commission where the speaker promotes or opposes a candidate for public office or a ballot measure.

5. ANNOUNCEMENTS

6. BUSINESS ITEMS

6.A [26-0401](#) Certified Local Government (CLG) Training

6.B [26-0403](#) University of Washington Student Presentations

6.C [26-0405](#) Sandman Tugboat Briefing

7. REPORTS

8. OTHER TOPICS

9. ADJOURNMENT

Upcoming

Accommodations

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Advisory Committee meeting, please contact the Advisory Committee staff liaison (contact number in the upper right corner of the agenda) at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.



Heritage Commission

Approval of the April 22, 2026 Heritage Committee Meeting Minutes

Agenda Date: 5/27/2026
Agenda Item Number: 3.A
File Number:26-0412

Type: minutes **Version:** 1 **Status:** In Committee

Title

Approval of the April 22, 2026 Heritage Committee Meeting Minutes



Meeting Minutes

Heritage Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Heritage Commission
Contact: Brittany Gillia
(360) 753-8427

Wednesday, April 22, 2026

5:30 PM

Room 207

1. CALL TO ORDER

Vice Chair Bowman called the meeting to order at 5:31 p.m.

1.A ROLL CALL

Present: 9 - Commissioner Stephen Becker, Commissioner Michael Bowman, Commissioner William Cotter, Commissioner Derek Foster, Commissioner Kyle Kimball, Commissioner Stephanie Nace, Commissioner Melissa Patrick, Commissioner Mark Shepard and Commissioner Gary Stedman

1.B OTHERS PRESENT

Garner Miller, former Heritage Commission member

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

3.A [26-0309](#) Approval of the February 25, 2026 Heritage Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS - None

6. BUSINESS ITEMS

6.A [26-0302](#) Incoming and Outgoing Members

A discussion was held.

The discussion was completed.

6.B [26-0303](#) Arts Walk Spring 2026

A discussion was held and the booth schedule was shared.

The discussion was completed.

6.C [26-0304](#) Upcoming projects

Commissioners discussed upcoming projects.

The discussion was completed.

7. REPORTS

Staff reported on committee assignments.

MORE: Commissioner Patrick as Chair, Commissioner Bowman and Commissioner Foster

POG: Commissioner Cotter as Chair, Commissioner Nace, Commissioner Kimball and Garner Miller as a member of the public.

Heritage Review: Commissioner Becker as Chair, Commissioner Shepard, Commissioner Patrick, Commissioner Stedman, and Commissioner Nace

8. ADJOURNMENT

The meeting adjourned at 7:39 p.m.



Heritage Commission

Certified Local Government (CLG) Training

Agenda Date: 5/27/2026
Agenda Item Number: 6.A
File Number:26-0401

Type: information **Version:** 1 **Status:** In Committee

Title

Certified Local Government (CLG) Training

Recommended Action

Information only. No action required.

Report

Issue:

Presentation from the Department of Archaeology and Historic Preservation (DAHP) on the roles and responsibilities of a Certified Local Government.

Staff Contact:

Brittany Gillia, Historic Preservation Officer, Community Planning & Economic Development,
360.753.8427

Presenter(s):

Michelle Thompson, CLG Coordinator, Department of Archaeology & Historic Preservation

Background and Analysis:

The City of Olympia was approved for CLG status by the National Park Service in 1986. As such, there are certain requirements and duties the City must meet to maintain CLG status. This presentation will show the Heritage Commission what is required and what their role is in the process of being a Certified Local Government.

Climate Analysis:

Heritage Design review for historic homes is part of the duties of a Certified Local Government. Following the Secretary of the Interior's guidelines for historic preservation encourages repair and restoration of architectural materials, which reduces the introduction of more waste to landfills.

Equity Analysis:

By learning more about the Heritage Commission's role as a Certified Local Government, the Commissioners will be prepared to share information with the community on the different programs and historic preservation incentives that Olympians have access to as a result of the CLG status. The Heritage Commission is dedicated to improving the education and outreach opportunities to underrepresented communities. Every listing to the Olympia Heritage Register, Special Property Tax Valuation application and design review project is an opportunity for education and outreach.

Neighborhood/Community Interests (if known):

N/A

Options:

1. Participate in training presentation
2. Do not participate in training presentation

Financial Impact:

N/A

Attachments:



Heritage Commission
University of Washington Student Presentations

Agenda Date: 5/27/2026
Agenda Item Number: 6.B
File Number:26-0403

Type: information **Version:** 1 **Status:** In Committee

Title

University of Washington Student Presentations

Recommended Action

Information only. No action requested.

Report

Issue:

Presentation of historic preservation projects related to documenting historic resources and developing strategies for their protection in Olympia.

Staff Contact:

Brittany Gillia, Historic Preservation Officer, Community Planning and Economic Development, 360.753.8427

Presenter(s):

1. Nora Xzyao, University of Washington student
2. Erica Kim, University of Washington student

Background and Analysis:

The Olympia Historical Society has been working with students from the University of Washington (UW) to use properties in Olympia as case studies for their independent research projects for URBAN 586: Implementation of Preservation. The students have focused on the KGY Building and old gas filling stations that have gone through adaptive reuse. Information from the course description:

“The course objective is to provide practical experience in documenting historic resources and developing strategies for their protection. Theories, methods, and practices associated with historic

preservation are discussed. Students will engage with relevant federal, state and local regulations, and gain field experience in evaluating historic resources.

Through the course assignments, students will develop skills that are critical to successful employment in the fields of historic preservation planning and cultural resources management. These skills include the ability to conduct property research; to understand relevant laws and regulations; to assess the integrity and significance of properties; to compile information into clearly written documents; to create presentation materials and verbally present research projects in a clear and concise manner. Emphasis is placed on developing professional quality written documents, visual materials, and presentation skills.”

Climate Analysis:

One of the presentation topics will be about adaptive reuse. Following the NPS guidelines encourages repair of historic material as much as possible, which reduces the introduction of more waste to landfills. If repair is not feasible, use of historic, often natural, locally sourced materials, is then encouraged, which reduces environmental impacts of the work.

Equity Analysis:

The Olympia Heritage Commission is dedicated to improving the education and outreach opportunities to underrepresented communities. Every listing to the Olympia Heritage Register, Special Property Tax Valuation application, and design review project, is an opportunity for education and outreach.

Neighborhood/Community Interests (if known):

N/A

Options:

N/A

Financial Impact:

N/A

Attachments:



Heritage Commission

Sandman Tugboat Briefing

Agenda Date: 5/27/2026
Agenda Item Number: 6.C
File Number:26-0405

Type: information **Version:** 1 **Status:** In Committee

Title

Sandman Tugboat Briefing

Recommended Action

Information only. No action requested.

Report

Issue:

Discussion on the status and upcoming steps for the Sandman Tugboat.

Staff Contact:

Brittany Gillia, Historic Preservation Officer, Community Planning & Development, 360.753.8427

Presenter(s):

Aaron LaPointe, Executive Director, Historic Maritime Foundation

Background and Analysis:

The Sandman Tugboat is a local maritime heritage resource that is listed on the Olympia Heritage Register, Washington State Heritage Register and National Register of Historic Places. The vessel was brought out of the water in 2023 for repairs, and was found to be in worse condition than anticipated. The time out of water has caused severe structural degradation, posing a tipping hazard in the boat yard, which is a significant safety risk.

After due process, the Port put the Sandman up for auction on July 23, 2025 but the vessel did not receive any bids.

Representatives from the Port of Olympia and the Historic Maritime Foundation met with the Heritage Review Committee on April 13 (File #26-0277) to go over initial plans and a general scope of what is proposed. This meeting will be to continue the discussion on potential next steps or mitigation options recommended for the vessel.

Climate Analysis:

N/A

Equity Analysis:

The Port and the Historic Maritime Foundation understand the value of this historic resource and believe that it is paramount to do what they can to preserve the history of the vessel. As part of this, community engagement efforts are being planned to ensure that the history of the vessel is preserved and that potential artifacts have a plan to be appropriately considered and distributed throughout the Olympia community so that the Sandman can continue to be accessible and recognized as a highlight of our local maritime heritage.

Neighborhood/Community Interests (if known):

This project is of interest to the broader Olympia community, as well as those involved in Olympia's maritime heritage. Since the April 13 Heritage Review Committee meeting, several comments from the public have been received by the City related to the Sandman and have been forwarded to the Port of Olympia.

Options:

1. Discuss the Sandman Tugboat
2. Discuss the Sandman Tugboat and make recommendations for mitigation
3. Do not discuss the Sandman Tugboat

Financial Impact:

N/A

Attachments: