



# Meeting Minutes

## Heritage Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Heritage Commission  
Contact: Marygrace Goddu  
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**Wednesday, August 28, 2019**

**6:30 PM**

**Room 207**

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### 1. CALL TO ORDER

Chair Kelly called the meeting to order at 6:32 p.m.

#### 1.A ROLL CALL

**Present:** 8 - Chair Kat Kelly, Commissioner Holly Davies, Commissioner Benjamin Helle, Commissioner Audrey Henley, Commissioner Maurice Major, Commissioner Sheila Swalling, Commissioner Andrea Pareigis and Commissioner Susan Rohrer

**Absent:** 3 - Commissioner Garner Miller, Commissioner Rachel Newmann and Commissioner Gary Stedman

#### 1.B OTHERS PRESENT

City of Olympia Community Planning and Development:  
Senior Planner and Historic Preservation Officer Marygrace Goddu

City of Olympia Communication Services:  
Strategic Communications Director Kellie Braseth

City of Olympia Arts Commission:  
Art Commission Liaison Stacy Hicks

Northwest Playwrights Alliance at Seattle Repertory Theatre:  
Co-Founder Brian Willis

### 2. APPROVAL OF AGENDA

The agenda was amended to add the Charles Mitchell Story, Item 6.D.

**The amended agenda was approved.**

### 3. APPROVAL OF MINUTES

**3.A** [19-0592](#) Approval of April 24, 2019 Heritage Commission Meeting Minutes

The April 24, 2019 minutes were approved.

**The minutes were approved.**

- 3.B**     [19-0595](#)            Approval of May 8, 2019 Meeting Minutes

The May 8, 2019 meeting minutes were approved.

**The minutes were approved.**

- 4.        PUBLIC COMMENT - None**

- 5.        ANNOUNCEMENTS**

Ms. Goddu made announcements and Mr. Willis spoke about the 100th Anniversary of the Olympian Hotel in 2020, which will be celebrated with four dramatic performances in July 2020.

- 6.        BUSINESS ITEMS**

- 6.A**     [19-0769](#)            Briefing on Advisory Committee Role and Responsibilities

Ms. Braseth shared a PowerPoint presentation and provided handouts regarding Board and Commissions Roles and Expectations.

**The information was received.**

- 6.B**     [19-0594](#)            Annual Retreat Recap and Continued Forward Planning

Ms. Goddu and Chair Kelly discussed and provided a handout regarding the workload summaries by subcommittee as developed at the Annual Retreat. Subcommittee will begin meeting in September and Commissioner assignments to subcommittees will be discussed at the September meeting.

**The topic was discussed and closed.**

- 6.C**     [19-0596](#)            Discussion of City Council Referral Request

Chair Kelly discussed ad hoc for the Martin Luther King subcommittee. Chair Kelly, Ms. Henley and Ms. Rohrer agreed to be on this subcommittee.

**The topic was discussed and closed.**

- 6.D**     [19-0798](#)            Discussion of Ways to Honor History - The Charles Mitchell Story

Ms. Goddu discussed preparing a response for City Manager on the value of honoring the Charles Mitchell story as an important part of Olympia's history.

**The information was received and the Commissioners expressed strong support.**

- 7.        REPORTS**

**7.A**     [19-0603](#)            Policy and Program Recommendations to City Staff, Support Additional Heritage Program Activities

Ms. Goddu discussed the 2020 ArCH Forum, gave an update on the Downtown Design Guidelines, Missing Middle and Downtown Development Projects.

**The report was received.**

**7.B**     [19-0604](#)            Policy and Program Recommendations to City Staff

Ms. Goddu reported on the June Wood Window Workshop and possible plan for 2020 workshops. Mr. Helle discussed the Regional Commissions Forum Planning.

**The report was received.**

**8.        OTHER TOPICS**

Ms. Goddu noted that four Commissioners have expiring terms in 2019 and requested those members indicate their desire regarding continuing to serve on the Commission by the end of September so that the City can begin recruitment in October if there will be open seats in 2020.

**9.        ADJOURNMENT**

The meeting adjourned at 8:56 p.m.

**Upcoming**

The next meeting is scheduled for September 25, 2019.