

# Burlington Historical Preservation Commission

Tuesday, October 12, 2021 @ 2:00 PM

## [Virtual Zoom Meeting](#)

Dial-in: 1-253-215-8782

Log-in: <https://tinyurl.com/r8bbc8w>

Meeting ID: 868 8826 3662

Passcode: 806299

## ***Agenda:***

<b>CALL TO ORDER</b>	<b>Chris Loving</b>
<b>APPROVAL OF MINUTES (April 13 &amp; July 13 Meeting)</b>	<b>Chris Loving</b>
<b>OPEN COMMENT</b>	<b>Chris Loving</b>
<b>OLD BUSINESS</b>	<b>Chris Loving</b>
Carnegie Library Doors - Update	<b>Sarah Ward</b>
Historical Walking Tour – Audio Feature	<b>Shelley Johnstone</b>
Visitor Center Exhibits - Update	<b>Larry Gilbert</b>
<b>NEW BUSINESS</b>	
American Resource Plan	<b>Sarah Ward</b>
<b>ADJOURN</b>	<b>Chris Loving</b>
<b>Next Meeting:</b> Tuesday, January 11, 2022 @2:00PM	

## ***Enclosures:***

:Minutes April 13 and July 13, 2021 board meetings

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# Burlington Historical Preservation Advisory Commission

## Meeting Minutes for Tuesday, 04/13/2021

(Meeting held via Zoom due to COVID restrictions)

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### **Commission Members in Attendance:**

Janet Berger, Larry Gilbert, Chris Loving, Muriel Neely, and Margie Wilson

### **City Staff in Attendance:**

Interim Parks & Recreation Director Sarah Ward and Parks & Recreation Secretary Shelley Johnstone

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**MEETING CALLED TO ORDER** by Parks & Recreation Director Sarah Ward at 2:02PM.

**MINUTES:** Janet Berger/Margie Wilson motion to approve the minutes of the January 12, 2021 meeting. All in favor; motion is carried.

### **OPEN COMMENT**

**Carnegie Library Door Grant.** Margie Wilson reports that the Burlington Historical Society did not receive the grant award from the Daughters of the American Revolution. If awarded, the grant would have supplied the matching funds needed for the Carnegie Library's new entrance doors. The estimate obtained from Margie in 2019 indicated the cost for the doors to be \$5500. A grant awarded to the City by the Colonial Dames of America funded \$2750 towards the door. Margie shares that Sharon Lovejoy of the Dames helped procure an extension for the grant project's completion. The Dames extended the City's deadline until March 2022 to complete the door installation in order to receive the \$2750 grant award.

Margie mentions that she recently presented to a local chapter of The Questers, a group whose focus is conservation and preservation of historical artifacts. She shared a brief history of Burlington, the Carnegie Library and the library door project. Margie's presentation culminated in a donation from The Questers to the Burlington Historical Society to support the library project, the amount is yet unknown.

### **OLD BUSINESS**

**Carnegie Library Progress Report.** Sarah Ward has learned that the City elected not to contract with the architectural firm selected from the 2020 interviews. While the firm interviewed extremely well, reference checks left doubt about their ability to perform as would be needed. The Statement of Qualification call will be reposted. Sarah says although this delay is a disappointment, she is now on hand to help shepherd the SOQ through the selection period. Chris Loving queries whether there is any new information that should be included in the SOQ. The grants awarded to support hiring the architectural consultant should not be affected, but Sarah says she will verify. (\$43,000 was awarded from Lodging Tax and \$5000 was awarded from DAHP's CLG program.)

**Historical Walking Tour – Audio Feature.** Margie Wilson reports that after meeting with Carl Molesworth, Don Wick, and Edie Edmundson, it was decided that a virtual launch of the new audio tour was not practical at this time. They will wait until the panel cards are complete and brochures are updated before revealing to the public. Margie can move forward with the panel cards once Jo Wolfe is able to get her the step-by-step instructions for a visitor to access the audio tour. Sara Patton, realizing she would not be able to make the commission's meeting in person, sent an email with an update. Her email shares that Jo Wolfe is waiting for Don Wick to record stop #2 of the audio tour, which was inadvertently missed with the original recording. Dave Johnson of KSVR will record the introductions for each stop. Limitations posed by Covid have made it more difficult to access the studio for recording.

**Ordinance 2.96.020 Commission Composition.** Sarah Ward has worked with City Attorney Leif Johnson to develop new language that would support the commission's hope of broadening the criteria for its composition. Discussion is had amongst those members present about the proposed language. Margie Wilson asks what the City's plans are post-pandemic that might support the out of area at-large positions. Sarah Ward states that the City has recognized the option of virtual meetings are beneficial even post-pandemic and they are working to figure out a successful long term solution.

**Janet Berger/Muriel Neely move to accept the language change as presented. All in favor; motion is carried.**

The criteria will now read:

The historic preservation commission shall be comprised of nine members which will consist of:

- four (4) citizen-at-large representatives residing within the Burlington recreation service area as defined in the parks and recreation comprehensive plan,
- two (2) at-large representatives who have an expressed interest in preserving Burlington's history,
- two (2) historic resource professionals as defined in subsection (B) of this section, and
- one (1) representative from Burlington city council.

#### **NEW BUSINESS**

**Burlington Historical Society Partnership.** Margie Wilson reports that the Society is now officially recognized as a non-profit 501(c)3 corporation April 10. Margie says the Society has a few new members that have brought fresh energy and ideas. Larry Gilbert will continue to work on historical displays at the Visitors' Center. Themes they are working on are:

- Trains and their impact on the formation of the Hub City
- Churches
- Famous women of Burlington. Margie Wilson and Edie Edmundson will be called upon to don costume and resume their roles of two of Burlington's most notable ladies, Clara Garl and Mrs. Fred Weideman.

**Margie Wilson/Larry Gilbert motion to formally recognize the collaborative partnership between the Burlington Historical Society and the Burlington Historical Preservation Advisory Commission. All are in favor; motion carried.**

**MEETING ADJOURNED by Sarah Ward at 2:52PM.**

**NEXT MEETING: July 13, 2021 beginning at 2:00PM.**

*Meeting minutes transcribed by Shelley Johnstone, secretary for Burlington Parks and Recreation.*

# Burlington Historical Preservation Advisory Commission

## Meeting Minutes for Tuesday, 07/13/2021

(Meeting held via Zoom due to COVID restrictions)

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### **Commission Members in Attendance:**

Janet Berger, Larry Gilbert, and Margie Wilson

### **City Staff in Attendance:**

Interim Parks & Recreation Director Sarah Ward and Parks & Recreation Secretary Shelley Johnstone

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**MEETING CALLED TO ORDER** by Parks & Recreation Director Sarah Ward at 2:10PM.

**MINUTES:** A quorum was unavailable. Approval of the 04/13/2021 minutes will be postponed to the October meeting.

### **OPEN COMMENT**

**Donation of Photographs.** Margie Wilson shares that she has recently acquired 3 historical photographs. One is circa early 1900s and is a panoramic view of a historic flood in Burlington. It was donated from Ray Padgett of Padgett & Padgett CPA. Margie says the photograph was originally obtained from Jack Daniels and was displayed in Billy's Café for a number of years. Margie also received from Skagit County Historical Museum two framed photographs of Burlington High School circa 1918 picturing what she assumes is the graduates.

Since the City is not equipped yet to store items of a historical nature properly, it is decided that the donations will be accepted by the Burlington Historical Society for safe keeping. The Society may consider loaning them to the City for display once the Commission's endeavors to open a museum in Burlington are realized.

**American Resource Plan.** Margie Wilson passes along a tip from Douglas Johnson about the "American Resource Plan" which is a program designed to offer assistance to persons and organizations affected by the COVID-19 pandemic. There are grants available through this relief program that may potentially be of benefit to the Commission. Sarah Ward states that it is a program she has limited knowledge of but will reach out to City Engineer Brian Dempsey to see if she can learn more.

### **OLD BUSINESS**

**Ordinance 2.96.020 Commission Composition.** The changes requested by the Commission to the recruitment criteria for its membership were approved by City Council in June. The approved changes will now be incorporated into the ordinance by the Legal Department. Once that is complete, the rewritten ordinance will be brought before council once again for consent. Sarah Ward says the consent is typically a simple item to be addressed and she expects the changes to be formally adopted at the July 22 council meeting.

**Carnegie Library Progress Report.** Sarah Ward reports that an architect has not yet been acquired for the renovation project. She received word from City Engineer Brian Dempsey, the project manager, hopes to reconvene in the fall with another request for proposals. The two grants totaling \$48,000 awarded to support the renovation project will have to be reapplied for, but Brian is encouraged by his conversations with the grantors in that the awards would likely be renewed without issue. Sarah will setup a meeting for her and Margie Wilson to meet with Brian about the renovation project and how it might impact the separate grants received for the library door replacement.

**Carnegie Library Door Grants.** **Sarah Ward** worries over the lengthy delays that have become the norm for construction projects in the midst of the pandemic and how that might affect delivery of the doors once ordered. **Margie Wilson** cautions that the bid received from Price and Visser Millwork for the doors was acquired long before the pandemic occurred and the price may no longer be valid. **Margie** says she is more concerned with this portion of the project versus the architectural piece simply because the grants received for the doors have explicit deadlines.

**Historical Walking Tour – Audio Feature.** **Sara Patton** was unable to attend today’s meeting, but sent an update via email from **Jo Wolfe**, director of the Skagit County Historical Museum, which explains she is waiting on the re-record of the walking tour’s stop# 2 before she can proceed. She is working with **Don Wick** and **Joseph** at KSVR to make that happen. **Margie Wilson** recently had an opportunity to experience LaConner’s audio walking tour and gained insight on features that would enhance Burlington’s audio tour. She would suggest to groups participating together that one phone be used to listen to a single recording instead of several phones with competing recordings. Using headsets would not necessarily be a benefit since it would limit a group’s ability to interact with another. **Margie** also suggests paying attention to the brochure layout so as to limit possible confusion over numbers assigned to the audio tour’s “stop” versus the historical site’s address.

### ***NEW BUSINESS***

**Visitor Center Exhibits.** **Larry Gilbert** reports that the next exhibit will be focused on notable women of Burlington. Eight women have been selected: **Darlene Malloy, Cheryl Bishop, Clara Garl Morrison, Lucille Umbarger, Janet McKee, Danielle Fisher, Marianne Stowe, and Linnea Ekstran.** **Larry** along with volunteers from the Historical Society will research & collect backgrounds on the women through August, then hope to have an exhibit ready for the public in early fall. **Sarah Ward** encourages **Larry** and the volunteers to reach out to the library for assistance with the research. **Margie Wilson** suggests also including noteworthy events or movements occurring during the same timeframes to give context to the eras of the women.

**MEETING ADJOURNED by Sarah Ward at 3:01PM.**

**NEXT MEETING: October 12, 2021 beginning at 2:00PM.**

*Meeting minutes transcribed by Shelley Johnstone, secretary for Burlington Parks and Recreation.*