

- f* Work with Pretty Gritty Tours to develop a walking tour program for the City of Lakewood.
- f* Explore the use of the Community Landmark designation for the Colonial Center; Western State Hospital; Rhodesleigh House; Villa Carman (Madera); the Flett House; Little Church on the Prairie; Thornewood Castle; Mueller-Harkins Hangar; Tacoma Country and Golf Club; the “H” barn at Fort Steilacoom Park; Bowlero Lanes, Denny’s, House of Donuts, and the Alan Liddle House.
- f* Work on recruitment of new members to serve on the LHAB.
- f* Actively engage with the City of Lakewood Youth Council.
- f* Create short, “History of Lakewood” videos to post online to engage with youth and online viewers. Consider a partnership with Clover Park School District to create the videos or offer them as a resource for students to learn more about local history.
- f* Assist Parks and Recreation Advisory Board (PRAB) in their review of policies pertaining to renaming local City Facilities.



TO: Landmarks and Heritage Advisory Board
FROM: Courtney Brunell, Planning Manager
DATE: January 27, 2022
SUBJECT: Election of Chair and Vice-Chair

I. Background

The Landmarks and Heritage Advisory Board Bylaws, Section IV, states that the Chair and Vice-Chair shall be elected on an annual basis by his/her fellow Board members.

II. Chair, Vice Chair responsibilities

Consistent with Lakewood Municipal Code Chapter 2.48.030, the Chair:

- A. Shall preside over all meetings of the Board, and retain the full right to vote in all board deliberations.
- B. Decides all points of order and procedural matters subject to the rules and By-Laws.
- C. May appoint such ad hoc committees as may be established by the Board per Section F to conduct research and report on specific matters of interest to the Board.
- D. May appoint, subject to the confirmation by a majority of the Board, such standing committees as may be established by the Board to perform its functions in accordance with the purpose of protection and preservation of landmarks as found in the Lakewood Municipal Code section 2.48.010.
- E. May from time to time appoint members of the Board as Board representatives on joint committees made up of representatives of other public and private organizations. Should the member so appointed be authorized to make commitments on behalf of the Board, such appointment and the extent of such authority shall be subject to confirmation by a majority of the Board.

III. Process for Making Nominations

1. The presiding officer opens the floor for nominations.
2. A board member makes a nomination for a specific office.
3. Nominations do not require a second.
4. A Board Member can nominate himself/herself.

5. A Board Member should not offer more than one nomination until all other Commissioners have had the opportunity to make nominations.
6. The presiding officer can continue presiding, even if he/she is one of the nominees for the office.
7. A Board Member can decline the nomination during the nomination process.
8. After each nomination, the presiding officer repeats the name of the nominee to the Board Members and public.
9. Nominations are taken for successive offices in the order they are listed in the bylaws (Chair and Vice-Chair).
10. Motions to close nominations are unnecessary because the nomination process simply continues until no one wishes to make further nominations.
11. Officers are elected after the presiding officer requests a vote, the board member with the highest number of votes is elected to the office.



TO: Landmarks and Heritage Advisory Board
FROM: Courtney Brunell, Planning Manager
DATE: January 27, 2022
SUBJECT: 25th Anniversary Time Capsule

Background

The Landmarks and Heritage Advisory Board has been invited to contribute to the 25th anniversary time capsule. It is set to be opened in 2046. The Time Capsule is a small wooden box 11x14 inches, about 2 inches deep. To date the City has received some items from local businesses, West Pierce Fire & Rescue, Lakewood Police Department, and the Lakewood Historical Society.

This project is sponsored by the Youth Council, as part of the visioning exercise, the Youth Council brainstormed the following ideas:

- Art from 25th Anniversary Art Contest
- Dirt from breaking ground on new project
- Face mask
- Photos of Black Lives Matter Protests in Lakewood
- Can of coca cola (compare logos)
- Newspaper article from 25th Anniversary
- Logos of schools in Clover Park School District
- Connections magazine from 2020 or 2021
- Map of different parks in Lakewood
- Something representing the presidential election (Kamala Harris)
- Items from small local businesses that have been around for a long time

Next Steps:

The board needs to decide if they would like to participate in the time capsule and identify what contribution they would like to make.