LYNNWOOD
WASHINGTON

CITY OF LYNNWOOD HISTORY & HERITAGE BOARD (HHB)
AGENDA
4:30 – 6PM, TUESDAY, FEBRUARY 8, 2022
ONLINE: https://lynnwoodwa.zoom.us/j/96631407639

10. CALL TO ORDER

20. ROLL CALL

	Crys Donovan, Position #1		TBD, Arts Commission
	Joshua Brown, Position #2 – Vice Chair		TBD, Diversity Commission
	Vacant, Position #3		TBD, Parks Board
	Vacant, Position #4		TBD, Planning Commission
	Kevin Brewer, Position #5, COL Docent, Secretary		Sarah Olson, Deputy Parks Director
	Gary Rogers, Position #6		Fred Wong, Community Programs Coordinator
	Cheri Ryan, Position #7, LAMHA - Chair		
			Eric Peterson, Park Operations Superintendent
	Shannon Sessions, Council Liaison		TBD, Community Development Dept

30. APPROVAL OF MINUTES – January 11, 2022

40. BOARD MEMBER & COMMITTEE REPORTS

50. COUNCIL LIAISON REPORT

60. CITIZEN COMMENTS: Guests: Oladele (Dele) Adejare, Dale Clark

70. STAFF REPORT

80. BUSINESS ITEMS

80.1 Visit from Mayor Frizzell	15 min
80.2 2021 Annual Report	10 min
80.3 History & Heritage Days - ideas	10 min
80.4 Signal Box Art Wrap – Veterans, Neon, Indigenous people, Ethiopian Friendship City, South Lynnwood	15 min

90. FUTURE BUSINESS

100. ADJOURNMENT

Upcoming Meetings:
March 8, 2022 – Regular Meeting @ ONLINE, 4:30pm

The public is invited to attend. Parking and meeting rooms are accessible for persons with disabilities. Contact the City at 425-670-5502 with 24-hours advance notice for special accommodations.

Lynnwood History & Heritage Board
Future Business Items and Events Calendar
Revised 2/2/2022

Meetings: 2nd Tuesdays from 4:30 – 6pm

MEETING DATE (2022)	Time	ITEM / EVENT	LOCATION
February 8	4:30 – 6pm	Visit from Mayor Frizzell	
March 8	4:30 – 6pm		
April 12	4:30 – 6pm		
May 10	4:30 – 6pm		
June 14	4:30 – 6pm		
July 12	4:30 – 6pm		
August 9	4:30 – 6pm		
September 13	4:30 – 6pm		
October 11	4:30 – 6pm		
November 8	4:30 – 6pm		
December 13	4:30 – 6pm		
February 14	11am	I LOVE Lynnwood sculpture – ribbon cutting	Lynnwood Convention Center
April 6	9am – 3pm	Heritage Park Spring Clean	Heritage Park
June 11, July 9, August 13	10am-2pm	History & Heritage Days	Heritage Park
April 29	11am-12pm	Water Tower Ribbon cutting	Heritage Park
May 30	11am	Memorial Day Ceremony	TBD
??		Sound Transit Public Art Panel meetings	
April 16 ??		The Art of Food & Wine	Lynnwood Convention Center

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CITY OF LYNNWOOD HISTORY & HERITAGE BOARD (HHB)
MINUTES
4:30 – 6:00PM, TUESDAY, JANUARY 11, 2022
ONLINE

10. CALL TO ORDER - Meeting called to order at 4:31 pm by Chair C Ryan

20. ROLL CALL

E	Crys Donovan, Position #1, Vice Chair	✓	Shannon Sessions, Council Liaison
✓	Joshua Brown, Position #2		TBD, Arts Commission
	Vacant, Position #3		TBD, Parks Board
	Vacant, Position #4		Sarah Olson, Deputy Parks Director
✓	Kevin Brewer, Position #5, COL Docent, Secretary	✓	Fred Wong, Community Programs Coordinator
✓	Gary Rogers, Position #6, COL Docent		Eric Peterson, Park Operations Superintendent
✓	Cheri Ryan, Position #7, LAMHA, Chair		TBD, Community Development Dept.

30. APPROVAL OF MINUTES – December 14, 2021; motion was made by K Brewer. G Rogers seconded – Motion passes unanimously.

40. BOARD MEMBER & COMMITTEE REPORTS
- C Ryan stated the Cottage will be closed through January as well as the Vets and SIG's.

50. COUNCIL LIAISON REPORT
S Sessions reported on the following:
- Council had their second meeting of the year and their first business meeting. Council Leadership remains the same as last year and S Sessions is again our liaison.
- Council passed an updated ordinance governing Boards and Commissions. F Wong said he will start recording once policy and procedures are established.

60. CITIZEN COMMENTS
None

70. STAFF REPORT
F Wong reported on the following:
- I Love Lynnwood sculpture will be dedicated on 2/14/2022. All are invited and he hopes all of us can attend. K Brewer asked if the event could be livestreamed. F Wong said that he would investigate.
- The comic book is now published and available. Mayor and Council members were sent physical copies. There are additional physical copies in Fred's office which we can pick up with advance notice. F Wong will put a digital version on the city's website.
- Kinect @ Lynnwood is a new apartment complex that has a utility box that needs a wrap. F Wong showed the 3 concepts they are working with.
- C Ryan gave a correction for the Heritage Park cleanup date. It should be 4/6/2022.

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80. BUSINESS ITEMS

80.1 Elections of officers
C Ryan moved to propose the following slate of officers:
C Ryan for Chair, J Brown for Vice Chair, K Brewer for Secretary
Seconded by K Brewer. Motion passes unanimously.

80.2 History Archiving/Photo Documentation
J Brown said that a set of rules on digital asset naming conventions would be helpful. He said that Lynnwood needs a digital asset manager. He gave an overview of the 3-2-1 method for adequate backups. General concern that there is no budget allocated, meaning there will be zero progress on this topic. K Brewer said it was important to understand the minimum requirements so that functions above that must buy their way on board.

80.3 History & Heritage Days - ideas
F Wong said that History & Heritage Days are scheduled for 6/11, 7/9 and 8/13 this year. There are still conductor hats and stickers available. The comic books can be a new giveaway this year. S Sessions asked if we should consider a food truck. It was mentioned that there was food years ago but eventually it was phased out. Everyone thought the fire truck was a big hit. Also, the trolley is a big draw. Coloring sheets were brought up as an idea. Sidewalk chalk is also a fun possibility. We should check with our Heritage Park partners for additional ideas. K Brewer suggested a popsicle stick water tower craft project and volunteered to develop/mock it up.

80.4 Signal Box Art Wrap –
Veterans, Neon, Indigenous people, Ethiopian Friendship City, South Lynnwood
F Wong said that there is a desire for a new signal box in the South Lynnwood neighborhood. Some ideas centered around the Cedar Valley Grange and the former Interurban stop. K Brewer wondered if the theme could capture a progression from early Lynnwood through Grange/Trolley and the current Latino population in the area. Board wanted to seek input from C Donovan as well. S Sessions brought up the Vets wrap and asked for guidance as to whether she should proceed in gathering ideas/resources. She reiterated that Lynnwood is a vet friendly city and that played a part in Lynnwood being designated as the Washington State host for the Gold Star Family Memorial. S Sessions, F Wong and K Brewer will discuss the wrap ideas outside of the meeting and report back.

80.5 Snohomish County grant 2022 - progress
F Wong said that the grant proposal is ready and thanked C Ryan for her assistance. They decided to have the application be a partnership between Lynnwood and LAMHA.

90. FUTURE BUSINESS

- K Brewer asked about the vague historical site sign on the exit to 196th from SB I-5. C Ryan felt that it was okay based on the visitors dropping into Heritage Park.

100. ADJOURNMENT

Meeting adjourned at 5:54 pm by C Ryan

Staff Report (Program & Project Updates)

DATE: February 2, 2022

TO: History & Heritage Board

FROM: Comm. Prog. Coord. Fred Wong

RE: Staff Report

Program & Project Updates

Board Member Recruitment
We are actively recruiting for new board members to fill vacant positions #3, #4. Please encourage your friends and neighbors to consider applying.

Sound Transit Art (STart) Program – None

Signal Box Wrap Project
- Future boxes: EdCC, Indigenous people, Veterans, Neon signs, Bole Kefle Ketema, Ethiopia Friendship City, South Lynnwood

Snohomish County Grant
2022 application submitted on Jan 13. Project to produce videos about Interurban Railroad and Demonstration Farm.

Heritage Park
- Water Tower renovation nearly complete. Signage for all buildings being (re)done. Ribbon cutting on Friday, April 29, 11am

Healthy Lynnwood Grants (LOVE Lynnwood Projects)
- Mural at interurban tunnel. Brian Knudson, artist. Postponed.

Community Justice Center – Public Art Project
First call for artists received 36 applications and completing racial equity worksheet.

LOVE Lynnwood Iconic Sculpture
Sculpture installation completed on December 14. Ribbon Cutting at 11am on February 14, 2022.

Kinect @ Lynnwood – Art project
Artist Serena Bannister is working on utility box wraps with transportation theme.

Covid
Board and commission meetings will be online for now.

Events:
- Lynnwood Connects Check-In Calls (Continuing)