

Brighton Historic Preservation Commission

City Hall, 500 S. 4th Ave., 1st Floor, Council Chambers, Brighton, CO 80601



Meeting Agenda

Date: June 15, 2023 - 6:00 P.M.



BRIGHTON HISTORIC PRESERVATION COMMISSION

500 S. 4TH Avenue
Brighton, CO 80601
303-655-2042

jkowalenko@brightonco.gov

Chairperson:

Sage Naumann

Vice-Chair:

Mardita Murphy

Secretary/Treasurer:

Commissioners:

*Valerie Cooper
Dick Hodge
ToniJean Kile
Jo Pinto*

City Council Representatives:

*Ann Taddeo
Jan Pawlowski - Alternate*

Youth Commission Representative:

Diana Hernandez

Alternate:

*Amber Robbins
Katherine (Kat) Lewis*

City Admin. Assistant:

Jordan Kowalenko

City Staff:

*Emma Lane
Shannon McDowell
Bill Armstrong - Museum*

I. CALL TO ORDER / PLEDGE OF ALLEGIANCE	Sage Naumann
II. ROLL CALL	Sage Naumann
III. SEATING OF ALTERNATES	Sage Naumann
IV. APPROVAL OF AGENDA	Sage Naumann
V. APPROVAL OF MINUTES FOR MAY 18, 2023	Sage Naumann
VI. CONSENT AGENDA Events Committee Meeting Minutes May 22, 2023	Sage Naumann
VII. PUBLIC COMMENT Public invited to be heard on matters not on the agenda (Limited to 5 minutes)	
VIII. REPORTS / PRESENTATIONS <u>Committees:</u> Events Committee Recap Gala Recap	Toni Kile
<u>Staff:</u> Staff Report	Emma Lane/Bill Armstrong
Commission Workshops and Training Updates	Emma Lane
Watchlist Items from Commissioners	Emma Lane
IX. UNFINISHED BUSINESS None	
X. NEW BUSINESS COA/Demolition Review Committee HPC Identify Topics for Next Meeting	Shannon McDowell
XI. ADDITIONAL COMMENTS	Sage Naumann
XII. ANNOUNCEMENTS CLG Webinar: National Park Service Grants as a CLG Benefit-6/21 Best Practices: A Practitioners Guide to an Effective Local Preservation Commission-6/29 Twilight Talk @ Black Cemetery-7/14 City BBQ-7/20 Saving Places On The Road-8/25-8/26 in La Junta	
XIII. ADJOURNMENT	Sage Naumann

NEXT MEETING
August 17, 2023



500 S. 4th Avenue, Brighton, CO 80601

MINUTES of the Brighton Historic Preservation Commission meeting for the City of Brighton, Adams County, Colorado, held in Council Chambers on the 1st Floor at City Hall, 500 South 4th Avenue, Brighton, Colorado.

DATE: May 18, 2023

Call to Order/Pledge of Allegiance: Chair Naumann called the meeting to order at 6:06 p.m. followed by the recital of the pledge of allegiance.

Roll Call/Establish Quorum:

Commissioners Present: Mr. Sage Naumann, Ms. Mardita Murphy, Mr. Dick Hodge, Ms. Amber Robbins, Ms. Toni Kile, Ms. Ann Taddeo

Commissioners Absent: Ms. Jo Pinto (Excused), Ms. Kat Lewis (Excused), Ms. Valerie Cooper (Excused), Ms. Diana Hernandez

A quorum was determined.

Staff Present: Ms. Shannon McDowell, Ms. Jordan Kowalenko

Others Present:

Seating of Alternates: Motion to seat Ms. Robbins by Commissioner Kile. Second by Commissioner Murphy. Motion carries.

Approval of Agenda:

Motion to approve the agenda by Commissioner Kile. Second by Commissioner Hodge. Motion Carries.

Approval of Minutes for April 20, 2023:

Motion to approve the minutes for April 20, 2023, as distributed by Commissioner Kile. Second by Commissioner Hodge. Motion Carries.

Consent Agenda:

Motion by Commissioner Kile. Second by Commissioner Murphy. Motion carries.

Public Comment:

No Public Comments

Public Hearing:

No Public Hearing

Reports / Presentations:

Committees:

Ms. Kile presented the minutes and discussion items for the Gala. The Commission engaged in an open conversation about the schedule of events for the Gala.

Staff:

Emma Lane

Grants & Surveys:

Cannery:

The Cannery is located at 238 N. Main Street. Staff had an initial walk through of the property with the State Historical Fund. The HAS work will begin sometime in June.

Historic Properties and Referrals:**405 S. 4th Avenue:**

A resident of 405 S 4th Ave has reached out to staff for potentially nominating their house. The house is on the watch list and is within Walnut Grove.

245 S. 8th Avenue:

Commissioner Hodge has completed the research for the house. Ms. Lane is compiling the information into the 1403 form and the next step will be to talk to the homeowners.

29 N. Main Street:

A COA has been submitted for a sign on this property.

Other Business:

HPC Code Updates: Staff has been working on updating all three of the codes regarding historic preservation. These will come to the HPC soon.

HPC Trainings: No updates.

Watchlist: Ms. McDowell asked about the FOE Building and Los Jimadores and whether these should be added to the preservation plan or if they should live on the watchlist. It was determined that these properties would live on the watchlist.

Staff:**Bill Armstrong****Museum Updates:****Engagement & Marketing:**

Children – 4; Adult – 28; Senior – 0; and Event – 53

Research Requests – 4

Facebook/Instagram –

Three posts went out on Wednesday at noon. The posts reached 797 on Facebook and 1 on Instagram. Followers on Instagram are at 380 and on Facebook there are 1,396 followers.

Collection:

Removal of extra old casework- sold and removed. Research papers being written on the early period of Brighton. Storage for HPC has officially been moved.

Volunteers:

Year to date volunteer hours: 194.75. Month to date: 97.5.

Exhibit & Interpretation/Outreach/Education:

There will be two interns this summer for the Courthouse History Exhibit and the Museum is now a part of Monthly DDA Meeting. First Friday lectures have been booked with Chamber and an Interpretive Writing on the original character of Brighton is underway.

Funding:

Rich is seeking a Kiwanis Literacy Grant.

Expansion:

No update.

Unfinished Business:

Preservation Plan Updates- Ms. McDowell presented Commissioners with the spreadsheet of the preservation plan and the updates that Ms. Lane made based on the last meeting. Ms. McDowell asked whether the Grain Elevator, LuLu's Farm, and Palizzi Farm should remain on the preservation plan as priorities as they are out of city limits. It was determined that the Commission would shift the focus to properties within city limits as there are a lot of properties on the list for the Commissioners to get to. The previously mentioned properties were added to the watchlist and removed them from the preservation plan. The Commission and Staff engaged in an open conversation regarding Walnut Grove. The Commission

and Staff discussed various options for dividing up Walnut Grove. The goal is to be able to research Walnut Grove more efficiently by focusing on Commission priorities as it is such a large area.

New Business:

Vacant HPC Seat- The Commission interviewed Ms. Robbins for the open HPC seat. It was determined that Ms. Robbins would be recommended for the vacant seat.

Additional Comments:

It was determined the HPC would participate in the 50's day event.

Announcements:

Other Events –

CLG Webinar: CLGs and the National Register-5/24

Not Another Integrity Debate: Local Preservation Efforts and Strategies in Action-5/24

CLG Webinar: National Park Service Grants as a CLG Benefit-6/21

City BBQ 7/20

Saving Places On The Road-8/25-8/26 in La Junta

Adjournment:

Motion to adjourn at 7:26 p.m. by Commissioner Naumann.

Next Meeting:

June 15, 2023

Submitted by,
Jordan Kowalenko

Event Committee Meeting Minutes
May 22, 2023

Events Committee Notes:

Gala Debrief:

- need to work together with the City for more wide-spread advertising
- start advertising much sooner, possibly 3 months out with access to ticket link available as well
- May was hard as many preservation groups were celebrating in the same way or having awards events, also hard because we were still too close to graduations and end-of-school-year/end-of-season things
- for 2024 try to have the Gala at the end of April to kick off Historic Preservation Month
- if this still seems to be too much for the spring, move the 2025 Gala to later in the year with brick awards in April/May instead
- Did Toni have access to extend the Eventbrite? If not, can she be given that access to extend for credit card donations?
- We need to revisit the no credit card usage --> Who do we talk to about getting this kind of access? There were many frustrations from guests over this issue. Do we need to go directly to City Council to ask for a conversation to be started? Toni is willing to volunteer for this.
- If BHPC pays for its own Square account, could we link it to BHPC's donation account since it is separate from the City?
- P&G was a mess. Does the City have a backup plan when P&G fails to respond, runs late, or forgets to bring important items?
- We all need to triple-check the invite to avoid a repeat of the timing issues!
- We would like to bring a theme and a date to the Commission during the June meeting so that we can plan ahead to meet the needs of what we have debriefed together.
- The events committee would like to create an email list of past sponsors, donors, attendees, commissioners past and present, as well as council members past and present that we can notify first as we start advertising for the next Gala
- Can we reorganize the BHPC Google Folder? If not, Toni will make a BHPC folder that can house the documents that we need to be able to edit or adapt to fit the needs of future events.

Rock-A-Billy 50's Day and Car Show:

- Voted to participate in the event
- Commissioners will take shifts to share the responsibility of the 10:00 am to 4:00 pm time frame
- Have vintage candy available to hand out at the booth
- Need to complete a request for Brighton books to sell at the booth during the event

Gala 2023

Expenses	Revenue	Total
\$5,346.00	\$5,290.00	(\$56.00)



STAFF REPORT

Monthly report on staff activity related to and involving Historic Preservation items.

Date Prepared: 6/8/2023

Date Presented: 6/15/2023

Prepared By: Emma Lane, Senior Planner – Historic Preservation

Location: City Hall, 500 S 4th Ave, Brighton, CO 80601

STAFF REPORT

GRANTS & SURVEYS:

- No updates this month

HISTORIC PROPERTIES AND REFERRALS:

- **141 S 3rd Ave**
 - Toni is researching her house and is interested in designation
- **405 S 4th Ave**
 - Staff has given the owners the documents to nominate their house. Staff will wait for these documents to be completed and then will take the nomination to HPC when those are completed
- **29 N Main St**
 - A COA has been submitted for a sign on this property

OTHER BUSINESS:

- **HPC Code Updates**
 - Staff has been working on updating all three of the codes regarding historic preservation
 - These will come to the HPC soon

MUSEUM UPDATES:

- **Engagement and Marketing**
 - **Visitors:**
 - Children - 3
 - Adult - 13
 - Senior - 2
 - Event – 44
 - **Research Requests:**
 - 3 research requests
 - **Facebook/Instagram:**
 - 3 posts – Wednesday at 12:00 MST
 - Reach of posts
 - Facebook – no data
 - Instagram – no data
 - Followers

- Facebook – 1396
- Instagram – 380

- **Collection**

- BJAA members are scanning photographs to permanent collection and identifying individuals within photos
- Bromley dress has been cleaned, and will be displayed in the fall

- **Volunteers**

- 58.5 volunteer hours MTD
- 332.5 volunteer hours YTD

- **Exhibit & Interpretation/Outreach/Education**

- Private military exhibit comes to 2nd floor of HCH
- New “early/pioneer Brighton” research and lecture developed
- 2 BJAA members have met with staff regarding interviews for the Memory Project

- **Funding**

- Rich met with Kiwanis and proposed education grant project
- BCAC grant under legal review

- **Expansion**

- No update