



**500 S. 4th Avenue, Brighton, CO 80601**

**MINUTES of the Brighton Historic Preservation Commission meeting for the City of Brighton, Adams County, Colorado, Brighton, Colorado held a Virtual Meeting at:** <https://us02web.zoom.us/j/83465190831> Or iPhone one-tap: US: +17209289299,,83465190831# or 8884754499,,83465190831# (Toll Free) Or Telephone: Dial(for higher quality, dial a number based on your current location): US: +1 720 928 9299 or 888 475 4499 (Toll Free) or 877 853 5257 (Toll Free) Webinar ID: 834 6519 0831 International numbers available: <https://us02web.zoom.us/j/83465190831>

**DATE: January 14, 2021**

**Call to Order/Pledge of Allegiance:** Chairman Sara Dawson called the meeting to order at 6:07 p.m. followed by the recital of the pledge of allegiance.

**Roll Call/Establish Quorum: Commissioners Present:** Sara Dawson, Catherine Johnson, Mardita Murphy, Sage Naumann, Jo Pinto, Mark Humbert and Diana Hernandez

**Commissioners Absent: (Excused)** Dick Hodge **(Unexcused)**

**Staff Present:** Kim Bauer, Brianne Schreck and Sheryl Johnson

**Others Present:** City Manager Jane Bais DiSessa

**Seating of Alternates:**

There were no alternates to seat.

**Approval of Agenda:**

Motion to approve the agenda as presented by Commissioner Naumann. Second by Commissioner Pinto. Motion Carries.

**Approval of Minutes for December 10, 2020:**

Motion to approve the minutes for December 10, 2020 as distributed by Commissioner Pinto. Second by Commissioner Humbert. Motion Carries.

**Consent Agenda:**

No Consent Agenda Items

**Public Comment:**

None

**Reports / Presentations:**

None

**Committees**

There were no reports from the committees.

**Staff - Kim Bauer**

***GRANTS & SURVEYS:***

**Kuner Row Properties Survey Grant** – The next deliverables date is January 15. Mr. Carl McWilliams, the Consultant for Cultural Resource Historians, LLC is working on the architectural descriptions and online research making it closer to have the drafts of the project. The project is about 41% complete and is on target. Once the draft

forms are submitted to the SHF, we will have completed deliverables #6 and #7. There will need to be a Public Outreach Meeting that can be done through Zoom. Kim will keep the commission updated.

***HISTORIC PROPERTIES AND REFERRALS:***

**8 N. Main – Sign Certificate of Appropriateness** – Staff has not heard anything from the owner again. Staff is waiting for the applicant to resubmit so that the design will reflect other signs in the district. This matter may need to come before the subcommittee.

**113 E. Bridge Street – Sign Certificate of Appropriateness** – This is a sign for the Barber Shop. Staff approved the COA.

**Case Farms (Southwest Corner of Bromley & 27<sup>th</sup>) – Pre-Application Conference** – Staff completed the pre-application review of this property. There are structures on the property that are over 50 years old. The 1403 architectural inventory forms were completed in 2014 so that we have a history of them. The buildings have no integrity. Some staff comments that were made regarding the property are to consider the following:

- a) Aim to keep the historic structures intact until plans for development of the land is progressing. It may be possible to use a portion of the structure or incorporate the structure into their site design. Delaying demolition may help to provide some small preservation options down the road.
- b) We would like to explore the re-use or salvage of historic materials on the site prior to demolition.

Youth Representative Diana Hernandez asked how she could help in preservation efforts. It would be a good opportunity to involve her in the COA review process so she has an understanding of some of the guidelines for signs and facades especially in the Downtown District.

***OUTREACH STATISTICS:***

**December 2020 –**

Facebook had 450 page views; 17,560 post reaches; and 1,168 page likes. Instagram has a total of 252 followers and 182 reaches. The Digital Walking Tour of the Downtown Historic District for December had 26 visitors. The Historic Splendid Valley Tour for December had 71 visitors. The Historic Register Buildings had 97 visitors for December. The Growing History: Brighton City Museum Blog for December had 99 users in 128 sessions with 383 page views. Social media has been steady and the numbers on the blog are good.

***BUDGET:***

The 2021 budget is \$9,554 plus the \$14,960 for the grant. This is lower than last year due to budget cuts.

***MUSEUM UPDATES:***

- The museum is still accepting reservations for researchers to come in through Eventbrite. Ms. Schreck is requesting the reservations a day ahead of time. This allows her to prepare and have information ready for the user. The use of reservations will continue.
- Ms. Schreck is working on the backlog of items for accessioning and cataloging. She is also re-cataloging some of the items. The cataloging and accessioning needs to be done this year in order to apply for the State Repository.
- The oral histories are being transcribed which is time consuming. Once they are completed, they will be made public. Staff is looking to put on YouTube. Most of the histories are about 30 minutes long and there are 7 or 8 of them that are being worked on for completion. Commissioner Pinto said that she could help with the transcribing. If any of the Commissioners have ideas for people to get oral histories of, they should contact Ms. Schreck. An oral history of Fudge Tashimo should be completed as she is turning 102 years old soon.
- Preparations for 2021 are being assessed and will be discussed further in the agenda.
- The completion of 2020 year in review will also be discussed further in the agenda.
- AASLH StEP's Update – Ms. Schreck stated work on the steps will be focused on the last three this year. All six steps need to be completed by the end of the year. The Stewardship of Collections will take the longest to complete. At the end of the year, the goal will be to apply for the AASLH Certification. The certification will last for a few years then. The steps are as follows:
  - 1) Visioning & Governance – follow City ethics and guidelines
  - 2) Audience – Outreach / Community Relations
  - 3) Interpretation – exhibits, programming and publications

- 4) Stewardship of Collections – Focus on collections next year. This will be where objects are stored, space for backlogs, digital collections, research and housing of objects.
  - 5) Stewardships of Structures and Buildings – documentation of structures and buildings and the work that we do as a CLG.
  - 6) Management – This is how the collections are kept safe, clean and coded. Job performance of the staff.
- Museum visitor’s year to date totals 934 as of the end of December. We have done really well for being closed most of the year. We await the day when we can reopen in 2021. People are still seeing our exhibits on social media.

**Unfinished Business:**

***2020 Budget***

Commissioner Johnson stated that most of our expenses for 2020 were operating costs for the museum.

***2021 Budget***

The budget for 2021 is \$24,514 that includes \$14,960 for the grant expenses. We also have donation monies that could be used for projects but we want to honor the donor wishes. Conference costs will need to come out of the operations line item. The Historic Preservation Commission is required to have training every year. City Manager Jane Bais DiSessa stated that we are working with Adams County on the 5 star program to increase the number of people in the buildings. We will follow the guidelines. This will allow people to come back into the museum then. Commissioner Dawson reminded the commission that May is Historic Preservation Month and we would like to be able to do something.

**New Business:**

***2020 Year in Review and Discussion***

The year started off strong. Goals for 2020 were set at the February meeting. Education outreach continued even with the shutdown. The first three StEP’s were started and are almost complete. Oral histories were collected and are being transcribed. Since March 17, everything became virtual. We were not able to have a youth intern in 2020. Staff was able to create virtual tours and post on social media and the website. Ms. Bauer did online classes with EVAC and created online walking tours. The mission for the Brighton City Museum is to be the center where all visitors can connect to the unique past, present and future of Brighton as told through our collections. The vision is to preserve, interpret and make accessible the heritage of Brighton for the benefit of the public and history itself.

The museum stats were 12 accessions and a loan of the Pleasant Valley Grange Curtain lended by Ken and Lou Ellen Bromley. Exhibits established were A Reserve of Public Service: The History of Brighton’s Armory which was temporary and virtual. Brighton’s Painted Past: The Centennial Historic Paintings which was virtual. The last exhibit was the Historic Splendid Valley which was temporary and a traveling exhibit. There were 35 research requests that staff assisted with which included 70 hours and 25 minutes. There were 934 visitors and / or researchers in 2020.

***2021 Goals / Review of 2020 Goals***

Ms. Bauer shared the 2020 goals. The goals are:

- 1) Continue and expand the Oral Histories project
- 2) Look at other ways to develop a more robust storytelling initiative for the Brighton City Museum and Historic Preservation team.
  - a) Tours
  - b) Educational Partnerships
  - c) Social Media
- 3) Work on a series of educational materials that cover Preservation “basics”
- 4) Pursue a variety of ways to grow property designation outreach

Do we want to continue and expand on these goals for 2021 or create different goals for 2021? The commission will plan to discuss this at an upcoming meeting.

Rocky Mountain PBS came and did the recording on the Buddhist Church. It is scheduled to air on May 5. Work on the oral histories will continue and an interview with Fudge Tashimo will try to be scheduled. Some objects received were an oil lamp stove and a Singer sewing machine. A Pop-Up Tour was created for the Historic Splendid Valley. This pop-up will be at the Recreation Center next. An exhibit on 27J was created also.

**Additional Comments:**

General Discussion from Commissioners

**Adjournment:**

Motion to adjourn at 7:31 p.m. by Commissioner Dawson.

**Announcements:**

Saving Places Conference – Virtual – Wednesday, February 10 – Friday, February 12, 2021

CLG Training Webinars –

- Compass for CLG’s – January 20, 2021 – 12:00 pm
- Cultural Landscapes: Designation, Setting and Content – February 17, 2021 – 12:00 pm
- Design Review Critique – March 10, 2021 – 12:00 pm
- Evaluating Integrity in Historic Districts – March 17, 2021 – 12:00 pm

**Next Meeting:**

February 11, 2021

Submitted by,  
Sheryl Johnson