



500 S. 4th Avenue, Brighton, CO 80601

Approved as Presented

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

**DATE: January 19, 2023**

**Call to Order/Pledge of Allegiance:** Chairman Naumann called the meeting to order at 6:11 p.m. followed by the recital of the pledge of allegiance.

**Roll Call/Establish Quorum: Commissioners Present:** Valerie Cooper, ToniJean Kile, Katherine Lewis, Mardita Murphy, Sage Naumann, Amber Robbins, and Ann Taddeo

**Commissioners Absent:** Jo Pinto, Dick Hodge (**Excused**), Diana Hernandez

A quorum was determined.

**Staff Present:** Emma Lane, Shannon McDowell, Bill Armstrong, Jordan Kowalenko, Sheryl Johnson, and Natalie Hoel

**Others Present:** Greg Stratton, Dawn Stratton, Brian Kile, Cade Easton, Lacey Easton, and Loganne Easton

**Swearing In of ToniJean Kile-** Ms. Natalie Hoel swore in Ms. ToniJean Kile

**Approval of Agenda:**

Motion to approve the agenda as written by Commissioner Cooper. Second by Commissioner Kile. Motion Carries.

**Approval of Minutes for December 8, 2023:**

Motion to approve the minutes for December 8, 2023, as distributed by Commissioner Lewis. Second by Commissioner Cooper. Motion Carries.

**Consent Agenda:**

No Consent Agenda Items

**Public Comment:**

No Public Comments

**Public Hearing:**

No Public Hearing

**Reports / Presentations**

**Committees:**

No Committee Reports

**Staff – Emma Lane**

**Grants & Surveys:**

***Cannery-***

The Cannery is located at 238 N. Main Street. Staff is writing a grant for a Historic Structure. There could be a potential development with this property. The Cannery is on the National Register of Historic Properties. The building could potentially have an event center and a brewery. Ms. Lane is still working with the owner.

**Historic Properties and Referrals:*****402 S. 2<sup>nd</sup> Avenue:***

Goes to City Council for a second reading once there is more information about insurance available.

***245 S. 8<sup>th</sup> 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.

**Other Business:*****Preservation Plan:***

Staff and the Commission will begin working on the Preservation Plan soon. Ms. Lane invited Commissioners to begin to think about what their priorities are for this survey/plan.

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

Visitors – 896 total for 2022

Children – 1; Adult – 7; Senior – 11; and Event – 137

Visitors- 156 total for December

Research Requests – 2

Facebook/Instagram –

Five posts went out on Wednesday at noon. The posts reached 3589 on Facebook and 3 on Instagram. Followers on Instagram are at 370 and on Facebook there are 1,383 followers.

***Collection:***

The backlog is being processed into the collection. Files are being updated in Past Perfect. Large donation of clocks and cameras were accepted.

***Volunteers:***

Year to date volunteer hours is at 1,008.

***Exhibit & Interpretation/Outreach/Education:***

New exhibits being planned for 2023- “First Families, First Homes” and “Cabinet of Curiosities” to be located on the 2<sup>nd</sup> floor. Pioneer Cemetery has been added as a museum interpretative site. Trapper Encampment and the Armory Commemoration weekend events in the works as well as the re-established holiday open house.

***Funding:***

\$500 grant received from Colorado/Wyoming Association of Museums. The museum also received \$300 in unsolicited donations.

***Expansion:***

Relocated all archives and collections to dedicated storage in Suite 205. No further updates.

**Commissioner Workshops/Seminars Update:**

The Saving Places Conference details such as transportation were openly discussed.

**Unfinished Business:**

***Review of Goals Identified on 12/08/22-*** Ms. McDowell provided past years goals and committee objectives for the Commissioners to review. There was further discussion on the filing of the roles and objectives.

**New Business:**

***HPC 101 Sessions*** - Ms. Lane provided information and suggestions for an informal small group or individual opportunity for Commissioners to learn the basics of the Commission through a presentation provided by Staff.

Commissioners and Staff decided that an email with potential meeting dates and times will need to be created if there is an interest in this opportunity.

***Gala Discussion-*** Commissioners had an open conversation about the Gala and the various roles and responsibilities. Commissioners will discuss further in future meetings.

***HPC Month Celebrations-*** Ms. McDowell suggested that the Commissioners continue to do the Proclamation for May. Commissioners had an open conversation about HPC month possible events. Ms. Lane suggested that the Commissioners could continue to participate in the Brick Awards if it is of any interest. Staff and Commissioners discussed the walking tours that have taken place in the past and determined that it might be a good option as well.

***HPC Identify Items for Next Meeting-*** Commissioners and staff determined that at the next meeting, the following topics will need to be reviewed. The Gala will need to be planned further and a date will need to be determined for planning purposes. The Commissioners will need to finalize the goals for the HPC. The Commissioners will need to decide which events are of interest for HPC to plan or participate in.

***Watch List Updates-*** The Staff suggested that the Commissioners begin to think about properties that should be added or removed from the HPC watch list. The Commissioners agreed that this will be a topic for future meetings after some thought has been put into nominations on behalf of the Commission.

**Additional Comments:**

Commissioner Naumann inquired about a tax credit fund for homeowners interested and able to participate in Historic Preservation to encourage more citizens to participate. Commissioner Murphy suggested that staff and HPC investigate Louisville as an example of this type of program. The Staff and Commission engaged in an open conversation about a program to encourage more participation from citizens.

**Adjournment:**

Motion to adjourn at 07:08 p.m. by Commissioner Naumann.

**Announcements:**

***CLG Training Webinars –***

- Saving Places “On the Road” – August 2023 – more details to come

***Other Events –***

- State of the City – April 5, 2023 – Armory – 11:30 am- 1:30 pm

**Next Meeting:**

February 16, 2023

Submitted by,  
Jordan Kowalenko