



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: February 16, 2023**

**Call to Order/Pledge of Allegiance:** Vice Chair Murphy called the meeting to order at 6:01 p.m. followed by the recital of the pledge of allegiance.

**Roll Call/Establish Quorum: Commissioners Present:** Valerie Cooper, Toni Kile, Mardita Murphy, Amber Robbins, Dick Hodge, Jo Pinto

**Commissioners Absent:** Kat Lewis, Ann Taddeo, Sage Naumann, Diana Hernandez

A quorum was determined.

**Staff Present:** Emma Lane, Bill Armstrong, Jordan Kowalenko

**Others Present:** Lily Robbins

**Approval of Agenda:**

Motion to approve the amended agenda by Ms. Lane. Second by Commissioner Pinto. Motion Carries.

**Approval of Minutes for January 19, 2023:**

Motion to approve the minutes for January 19, 2023, as distributed by Commissioner Pinto. 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 has submitted a HSA grant for the Cannery. Staff is looking forward to a response, the timeline for a response is approximately 4 to 6 weeks.

**Historic Properties and Referrals:**

*402 S. 2<sup>nd</sup> Avenue:*

Staff provided an update that this location will be going 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 will begin updating the preservation/survey plan next meeting. Staff has asked that the Commission begin working on compiling priority places to include in the plan update.

**Staff – Bill Armstrong**

**Museum Updates:**

***Engagement & Marketing:***

Children – 1; Adult – 5; Senior –3; and Event – 0

Research Requests – 2

Facebook/Instagram –

Three posts went out on Wednesday at noon. The posts reached 1085 on Facebook and 5 on Instagram. Followers on Instagram are at 376 and on Facebook there are 1,383 followers.

***Collection:***

The backlog is being processed into the collection. A training program is being created for Past Perfect, this includes training for oral histories as well as how to use the equipment.

***Volunteers:***

Year to date volunteer hours: 34.

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

Pioneer Cemetery interpretative documents are currently being created. “Cabinet of Curiosities” to be located in the museum is underway as well. There is the possibility of a new exhibit being created later in the year called the National Military Museum of the Rockies. The Chamber is going to co-host First Fridays which is a lecture series provided by guest speakers based on historical topics.

***Funding:***

BTLAC grant has been passed back to the BCAC and staff will provide updates as they become available.

***Expansion:***

No updates.

**Unfinished Business:**

***Vote on Goals Previously Identified*** - A motion was made by Ms. Murphy to accept the goals as presented for 2023. The Commissioners unanimously voted to accept the goals for 2023.

***Gala Discussion*** - Commissioners engaged in conversation about the Gala and Ms. Lane shared her experience from the Saving Places Conference. Committee members and Staff discussed possible HPC month celebrations.

**New Business:**

***HPC Amended Bylaws*** - Ms. Lane provided the amended bylaws and the Commissioners and the Staff and Commission reviewed the amendments. A motion was made by Ms. Murphy to accept all amendments in the bylaws. The Commission unanimously voted to accept the amended bylaws.

***Committee Assignments*** - Ms. Lane presented Commissioners with a spreadsheet of the various committees. Each member signed up for the committees they were most interested in and picked a chair for each committee.

***HPC Identify Items for Next Meeting-*** Commissioners and Staff determined that at the next meeting, the following topics will need to be reviewed. The Events Committee planned on meeting virtually to discuss the Gala. The Events Committee plans to bring any action items to the next HPC meeting. The Commissioners will need to decide which events are of interest for HPC to plan or participate in including any HPC month celebrations. The watch list will also need to be updated at the next meeting by Staff and the Commission and the Preservation Plan as well.

**Additional Comments:**

The Commission and Staff discussed the Saving Places Conference including what their favorite presentations were and what concepts impacted them the most. Staff and the Commission discussed integrating opportunities from the conference with the HPC and the community of Brighton.

**Adjournment:**

Motion to adjourn at 07:30 p.m. by Commissioner Murphy.

**Announcements:**

***Other Events –***

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

**Next Meeting:**

March 16, 2023

Submitted by,  
Jordan Kowalenko