

Brighton Historic Preservation Commission

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



Agenda

Date: February 13, 2020

6:00 P.M.



BRIGHTON HISTORIC PRESERVATION COMMISSION

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

sjohnson@brightonco.gov

Chairperson:

Sara Dawson

Vice-Chair:

Dick Hodge

Secretary/Treasurer:

Catherine Johnson

Commissioners:

Jo Pinto
Sage Naumann

City Council

Representatives:

Mark Humbert
- Alternate

Emeritus

Youth Commission

Representative:

Prisylla Arteaga
Kenneth Guzman

Alternate:

Vacant

Vacant

City Admin. Assistant:

Sheryl Johnson

City Staff:

Aja Tibbs

Kim Bauer

- | | |
|--|-------------------|
| I. CALL TO ORDER / PLEDGE OF ALLEGIANCE | Sara Dawson |
| II. ROLL CALL | Kim Bauer |
| III. SWEARING IN OF SAGE NAUMANN | Natalie Hoel |
| IV. SEATING OF ALTERNATES – No Alternates | Sara Dawson |
| V. APPROVAL OF AGENDA | Sara Dawson |
| VI. APPROVAL OF MINUTES FOR JANUARY 9, 2020 | Sara Dawson |
| VII. CONSENT AGENDA | Sara Dawson |
| VIII. PUBLIC COMMENT | |
| Public invited to be heard on matters not on the agenda (Limited to 5 minutes) | |
| IX. REPORTS / PRESENTATIONS | |
| Commissioner Training, Budget 2020 & Goal Setting | Aja Tibbs |
| <u>Committees:</u> | |
| <u>Staff:</u> | |
| Staff Report from Kim | Kim Bauer |
| X. UNFINISHED BUSINESS | |
| 2019 Budget – Final | Catherine Johnson |
| XI. NEW BUSINESS | |
| XII. ADDITIONAL COMMENTS | |
| Saving Places Conference Update | Dick Hodge |
| Call for Volunteers at the Museum | Brianne Schreck |
| XIII. ADJOURNMENT | Sara Dawson |
| XIV. ANNOUNCEMENTS | |
| • CLG Webinar – Tax Credits – Wednesday, February 19 th - 12:00 – 1:00 pm | |
| • CLG Webinar – SOI Standards for Rehabilitation – Thursday, February 20 th – 12:00 – 1:00 pm | |
| • CLG Webinar – Preservation Plans – Wednesday, March 25 th – 12:00 – 1:00 pm | |
| • CLG Workshop - Historic Survey Smart Tool Workshop – Thursday, April 23 rd – 1:00 – 4:30 pm – 281 N. College Street, Ft. Collins | |
| • CLG Workshop – Applying the SOI Standards for Rehabilitation – Monday, August 3 rd – 1:00 – 6:00 pm – Tabor Opera House, 308 Harrison Avenue, Leadville | |

NEXT MEETING
MARCH 12, 2020



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 the Council Chambers on the 1st Floor at City Hall, 500 South 4th Avenue, Brighton, Colorado.

DATE: January 9, 2020

Call to Order/Pledge of Allegiance: Chairman Sara Dawson called the meeting to order at 6:03 p.m. followed by the pledge of allegiance.

Roll Call/Establish Quorum: Commissioners Present: Sara Dawson, Dick Hodge, Jo Pinto, Mark Humbert and Kenneth Guzman.

Commissioners Absent: (Excused) Catherine Johnson **(Unexcused)**

Staff Present: Kim Bauer and Sheryl Johnson

Others Present: Allison Lockwood and Sage Naumann

Seating of Alternates:

There were no alternates to seat.

Approval of Agenda:

Move the new business following public comment.

Motion to approve the amended agenda as stated above by Mark. Second by Dick. Motion Carries.

Approval of Minutes for November 14 & December 12, 2019:

Motion to approve the minutes for November 14 and December 12, 2019 as distributed by Dick. Second by Mark.

Motion Carries.

Consent Agenda:

Grants Subcommittee – November 20, 2019

Motion to approve the consent agenda as submitted by Dick.

Public Comment:

None

New Business

Accept Resignation of Rose Gorrell

Rose has accepted a position in Frisco and was unable to fulfill her commitment as a commissioner.

Move to accept her resignation by Mark. Second by Kenneth. Motion carries.

Interview for Commissioner – Sage Neumann

Sage gave a bio of himself. He lives in Brighton. He is a minority leader at the Capitol but feels he can balance his duties to be at the meetings. He is interested in preserving and protecting our natural environment as well as preserving the character and history of buildings and properties. He likes to see that preservation is done without violating property rights as public trust is a big factor. In the process of designating properties, he would like to insure that the owner is a part of the process. He likes to do research work.

Motion by Mark to advance Sage Naumann to City Council for nomination to Historic Preservation Commission as a commissioner. Second by Jo. Motion carries.

Reports / Presentations:

Committees

There were no reports from the committees.

Staff - Kim Bauer

GRANTS & SURVEYS:

CLG / SHF Grant – Brighton Subdivision – This project has now officially been closed out. A press release went out. All of the surveys have been uploaded to the website.

Central Addition Subdivision Surveying – Staff has submitted the draft application for the CLG Grant Application cycle of January 15, 2020. The first phase that has been identified will be the Kuner Row. This will focus on the western edge of the Central Addition. This will be the houses on the east side of 4th Avenue and south of Longs Peak and entails about 15 houses and encompasses the whole block. It will be intensive level surveys. Duke White live in one of these houses. Staff has asked History Colorado to come visit Brighton to talk about the grant application and take a tour of the area. History Colorado will provide comments on the draft review. We could also apply for the State Historic Fund (SHF) grant. Applications are due April 1, 2020 for this grant.

HISTORIC PROPERTIES / REFERRALS:

1594 E. Bromley Lane – COA (Certificate of Appropriateness)

Staff has approved the project administratively.

165 N. Main Street – COA (Certificate of Appropriateness)

Staff has approved the project administratively. This is for the rear addition. It did meet the design guidelines and will not be making holes in the property. It is not a contributing structure and the interior had been previously altered. The outdoor patio is closed off.

Permits and Plans – Staff reviewed plans and permits for the following properties:

Barn – 1594 E. Bromley Lane – A COA and permit were approved.

Main Street Café – Kitchen Addition – A COA and permit were approved.

119 Main Street – Review of a wall sign. A COA application was requested, but staff has received nothing further.

BUDGET:

Budget Planning – Staff continues to order items for the museum to help with the day-to-day cataloging and collection management. The exhibit panels for the CU-Denver students totaled 20 rather than the 11 predicted. More items were purchased to help this the organization of the museum and its collections. Annual memberships to organizations were completed.

HPC OFFICE / MUSEUM:

Museum Updates – Staff – Brianne will become a fulltime Museum Tech. This should help to grow the museum even more. There have been 1,105 visitors to the museum this year. Hero was back for winter break and was helping at the museum. Brianne continues to work primarily on the cataloging and reorganizing of the overall museum collection. She is currently working on the shelves in the Vault Storage. Brianne is also working on some recent donations that have been brought in. Those collections include; Kyle Sylvester – temporary loan collection and American Legion / McCoy Collection. The DAR Group (Daughters of the American Revolution - Denver Metro Area Chapter) continues to help with transcribing letters from the Cress Collection. There are over 50 pages that have been transcribed and 100 more images that are being shared.

Outreach – A talk was given at Anythink Library on November 18th. Winter Fest and the Festival of Lights Parade was held on December 14th. This drew a lot of visitors. Two Press Releases went out at the beginning of December for “Survey looking into history of commercial properties in Brighton now complete” and “Online walking tours now

offered for Historic Downtown District”. Updates have been made to the Historic Preservation and Museum webpages on the City website.

Social Media/Media Outreach – Social Media efforts have enjoyed a steady increase. Facebook now has 645 likes. The overall visitor count to the museum is 1,505 as of December 31, 2019.

Unfinished Business:

2019 Budget

There are a few outstanding bills for 2019 that need to be paid. Most of the funds were used for 2019.

There will be a goal setting session at the February meeting.

New Business:

New business for this meeting was moved up in the meeting.

Additional Comments:

There is a Webinar on February 20th during the lunch hour for CLG training if anyone would like to participate. It will cover Secretary of the Interior Standards and apply it to the local level. Kenneth Guzman would like to get a link of the recording of the webinar to hear more about the CLG.

Adjournment:

Motion to adjourn at 6:53 p.m. by Sara.

Announcements:

Saving Places Conference 2020 – January 29 – February 1, 2020 – Sheraton Downtown Denver Hotel

Next Meeting:

February 13, 2020

Submitted by,
Sheryl Johnson



STAFF REPORT

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

Date Prepared: 2/5/2020

Date Presented: 2/13/2020

Prepared By: Kimberly Bauer, Historic Preservation Planner

Location: Council Chambers, City Hall, 500 S. 4th Avenue

STAFF REPORT

Condensed staff report to concede time for 2020 training and goal setting.

OUTREACH STATISTICS:

- Facebook (for the period between January 9 and February 5):
 - Page Views: 127
 - Post Reach: 1,408
 - Total Pages Likes: 654
- Museum Visitors YTD: 17
- Digital Walking Tour of Downtown Historic District:
 - From the time period of January 7 – February 6: 116 visitors
 - From the beginning of the website launch until February 6: 851 visitors.
- Website pages:
 - Historic Preservation main page
 - Brighton City Museum
 - Property Designation
 - Downtown District

MUSEUM UPDATES:

- Exhibits:
 - Working on a 3 year plan for what exhibits will be or could be planned for the main museum space, the hallway space and other cases available to the Museum.
 - Currently writing and creating hallway exhibit about the Armory. Hopefully ready by February 25th.
- Collections:

- Staff will continue to complete the American Legion accession upon arrival of collections materials. Staff is also re-evaluating the backlog of objects for the new year.
- Staff is working with the Bromley family as well as staff to update the exhibit at BHF. Allowing for objects to have a rest and museum staff to do condition reporting of objects.
- Volunteers
 - The Daughters of the American Revolution (DAR) group is still working through the Cress Collections. They've completed almost 100 pages worth of transcription and digitization.
 - Staff will soon be uploading more images to share with the DAR group so they can continue their transcription efforts.

Brighton HPC Budget - 2019

Line Item	Name	Approved Budget	Actual January	Actual February	Actual March	Actual April	Actual May	Actual June	Actual July	Actual August	Actual Sept.	Actual Oct.	Actual Nov.	Actual Dec.	Total Spent / Received	Total Remaining
Revenue																
Account #10-00-0000-02121																
	Beginning Balance (as of 1/01/2019)	\$18,252.80													\$18,252.80	\$18,252.80
	Fundraising Activities														\$0.00	\$0.00
	Book Sales			\$64.13										\$30.00	\$94.13	\$94.13
	Cash Donations				\$10.00										\$10.00	\$10.00
	Gala Donations (Income)														\$0.00	\$0.00
	Gala Expenses														\$0.00	\$0.00
	Total (Revenue)		\$0.00	\$64.13	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00	\$18,356.93	\$18,356.93
Expenses																
Office Supplies Account # 10-21-4645-20000 \$600																
	Total	\$600	\$83.33				\$70.84				\$75.72			\$194.49	\$424.38	\$175.62
Operating Supplies Account # 10-21-4645-21000 \$8,000																
	Total	\$8,000	\$573.01	\$126.25	\$216.65	\$172.83	\$1,630.11	\$143.33			\$558.80	\$318.87	\$1,260.33	\$2,164.39	\$7,164.57	\$835.43
Professional Services Account # 10-21-4645-30005 \$21,548.85																
	Total	\$21,549								\$3,900.00	\$5,250.00				\$9,150.00	\$12,398.85 Reserved
Filings and Recordings Account # 10-21-4645-55500 \$150																
	Total	\$150													\$0.00	\$150.00
Dues & Subscriptions Account # 10-21-4645-56000 \$500																
	Total	\$500	\$165.00							\$45.00	\$50.00			\$168.00	\$428.00	\$72.00
Travel, Conferences & School Account # 10-21-4645-58000 \$2,500																
	Total	\$2,500	\$1,400		\$70.00		\$50.00			\$40.00	\$920.00		\$11.00		\$2,491.00	\$9.00
Program Supplies Account # 10-21-4645-69000 \$2,500																
	Total	\$2,500				\$28.32	\$416.08	\$30.00			\$28.00			\$1,628.19	\$2,130.59	\$369.41
Miscellaneous Account # 10-21-4645-80000 \$300																
	Total	\$300		\$25.23	\$74.00	\$35.05							\$56.98	\$50.32	\$241.58	\$58.42
	Total(Expenses)		\$2,221.34	\$151.48	\$360.65	\$236.20	\$2,167.03	\$173.33	\$0.00	\$3,940.00	\$6,877.52	\$368.87	\$1,328.31	\$4,205.39	\$22,030.12	\$14,068.73
	Total Funds Available	\$36,099	\$33,877.51	\$33,726.03	\$33,365.38	\$33,129.18	\$30,962.15	\$30,788.82	\$30,788.82	\$26,848.82	\$19,971.30	\$19,602.43	\$18,274.12	\$14,068.73	\$14,068.73	\$1,669.88 w/o reserve