

Brighton Historic Preservation Commission

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

Meeting Agenda

Date: May 18, 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 APRIL 20, 2023	Sage Naumann
VI. CONSENT AGENDA Events Committee Meeting Minutes May 8, 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	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 Preservation Plan Update	Emma Lane
X. NEW BUSINESS Vacant HPC Seat Interview Amber Robbins	Emma Lane Sage Naumann
XI. ADDITIONAL COMMENTS	Sage Naumann
XII. ANNOUNCEMENTS 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 Saving Places On The Road-8/25-8/26 in La Junta	
XIII. ADJOURNMENT	Sage Naumann

NEXT MEETING

June 15, 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: April 20, 2023

Call to Order/Pledge of Allegiance: Vice-chair Murphy called the meeting to order at 6:00 p.m. followed by the recital of the pledge of allegiance.

Roll Call/Establish Quorum:

Commissioners Present: Ms. Mardita Murphy, Mr. Dick Hodge, Ms. Jo Pinto, Ms. Amber Robbins, Ms. Toni Kile, Ms. Kat Lewis, Ms. Ann Taddeo, Ms. Valerie Cooper

Commissioners Absent: Mr. Sage Naumann (Excused), Ms. Diana Hernandez

A quorum was determined.

Staff Present: Ms. Emma Lane, Ms. Shannon McDowell, Mr. Bill Armstrong, Ms. Jordan Kowalenko

Others Present:

Approval of Agenda:

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

Approval of Minutes for March 16, 2023:

Motion to approve the minutes for March 16, 2023, as distributed by Commissioner Kile. Second by Commissioner Pinto. Motion Carries.

Consent Agenda:

Motion by Commissioner Pinto. Second by Commissioner Cooper. 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 decor for the Gala and the involvement of the Brighton Fire Department.

Staff:

Emma Lane

Grants & Surveys:

Cannery:

The Cannery is located at 238 N. Main Street. Staff has received the HSA grant for the Cannery. Staff is working with the architect and property owner for next steps.

Historic Properties and Referrals:

402 S. 2nd Avenue:

No update on the insurance issue. Commissioner Naumann has decided to withdraw his home for the time being until the insurance inquiries are definitively answered.

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.

Other Business:

HPC Trainings: Ms. Lane explained that the initial HPC trainings have been completed by three HPC members and there will be more trainings coming in the summer. Possible topics include how to do a house history and how to describe architectural features.

Watchlist: The commission showed an interest in the stagecoach stops. It was determined that this will be an on going discussion for the HPC.

Staff:

Bill Armstrong

Museum Updates:

Engagement & Marketing:

Children – 22; Adult – 26; Senior – 3; and Event – 46

Research Requests – 3

Facebook/Instagram –

Three posts went out on Wednesday at noon. The posts reached 2090 on Facebook and 2 on Instagram. Followers on Instagram are at 379 and on Facebook there are 1,390 followers.

Collection:

The collections workroom has been established and the Tashiro oral history has been scheduled for April 28th.

Volunteers:

Year to date volunteer hours: 176.25. Month to date: 79.

Exhibit & Interpretation/Outreach/Education:

Mr. Armstrong provided various updates including a recap of the pARTy bus open house and the 46 attendees of the event. Additionally, Mr. Armstrong informed the Commission about the Kiwanis tour, a homeschool visit to the museum, and the event schedule for summer.

Funding:

BTLAC grant has been passed back to the BCAC and they have approved the request for \$4,500 for museum events.

Expansion:

Mr. Armstrong explained that HPC closet is ready to be moved to a new suite. The Commission and Staff discussed openly what days and times might work for getting the suite organized.

Unfinished Business:

Preservation Plan Updates- Ms. Lane presented Commissioners with a spreadsheet of the preservation plan and the updates that she made based on the last meeting. The Commission and Staff engaged in an open conversation regarding the Midland Cereal Building, Walnut Grove, and various other properties.

New Business:

2024 Budget Requests- The Staff and Commission discussed the priorities for the budget. It was determined that the Commission would like to focus on requests for the Midland Cereal Building, Walnut Grove, and a possible designation of Kuner Road.

Additional Comments:

It was redetermined that the HPC will attend the City BBQ event on July 20th instead of having a meeting on July 20th. It was also determined that the Commission would participate in the proclamation at City Council on May 2nd.

Announcements:

Other Events –

- National Historic Marker Day – April 28, 2023 – Ms. Lane and commissioner discussed cleaning the plaques around town in celebration, it was requested that the Commission members and Ms. Lane discuss via email if there was any interest in participating.
- CLG Webinar: CLGs and the National Register - 5/24 – HPC members were encouraged to email Ms. Lane if they would like help signing up for this training.
- CLG Webinar: National Park Service Grants as a CLG Benefit - 6/21 - HPC members were encouraged to email Ms. Lane if they would like help signing up for this training.

Adjournment:

Motion to adjourn at 7:32 p.m. by Commissioner Murphy.

Next Meeting:

May 18, 2023

Submitted by,
Jordan Kowalenko

DRAFT

Event Committee Meeting Minutes
May 8, 2023

- We can start setting up for the Gala at 1:00 pm the day of the event. Most decorations will be things that just need to be set in their place, with the hard work of creating and putting things together happening beforehand. The more help we have the faster set up and decorating will go!
- Mardita is putting together the program - thank you Mardita!
- We need more sponsors and auction items! In our last commission meeting, we had set a goal for each commissioner to find 2 sponsors. If we can meet that goal, we will be in a really comfortable place heading into the Gala! Mardita is going to work on a Taste of Brighton-themed package for the silent auction. If you can think of any other package options, experiences, local vendors, etc, please hit them up for auction items and/or sponsorships! We should probably prioritize sponsorships where possible!
- Current auction items that have been secured:
 - full portrait sitting - indoor or outdoor
 - artwork of historical sites in Brighton (there are several)
 - Brighton Fire Department travel mug and water bottle set
 - Historic Preservation Commission travel mug and water bottle set
 - Brighton Fire Department coasters
 - Lizzie's Axe Throwing date night
- I have asked Emma to print poster-size versions of the invitation to hang up around town and give to other commissions, etc. Stay tuned!
- We have a total of three dozen guests right now, counting the comped tickets, the commission, and the band. We really need everyone's help to get the news out so that we can sell out! Our goal is 140, and I wouldn't mind making the Armory a little cozier if we were to hit 150!
- I will be asking the fire department to publicize the Gala as well!
- We are planning to sell the Brighton books during the Gala. If we can all take a short shift, no one will get stuck selling all night.
- Final Program:
 - Dinner and open bar
 - Color Guard (BFD) and National Anthem (Toni)
 - Sage - BHPC address
 - Ann - City address
 - Bill - Museum address
 - Fire Chief - BFD address
 - Silent Auction - need a volunteer to announce the highest bids
 - Live band
- We did not make a specific dress code to match the theme, choosing to go with semi-formal/business dress for the evening.



STAFF REPORT

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

Date Prepared: 5/10/2023

Date Presented: 5/18/2023

Prepared By: Emma Lane, Senior Planner – Historic Preservation

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

STAFF REPORT

GRANTS & SURVEYS:

- **Cannery**
 - We had an initial walk through of the property with the State Historical Fund
 - Work on the HAS will get started sometime in June

HISTORIC PROPERTIES AND REFERRALS:

- **245 S 8th Ave**
 - Dick has completed the research for the house. I am compiling the information into the 1403 form and the next steps are to talk to the owners
- **405 S 4th Ave**
 - 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
- **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 - 4
 - Adult - 28
 - Senior - 0
 - Event – 53
 - **Research Requests:**
 - 4 research requests
 - **Facebook/Instagram:**

- 3 posts – Wednesday at 12:00 MST
 - Reach of posts
 - Facebook – 767
 - Instagram - 1
 - Followers
 - Facebook – 1396
 - Instagram – 380
- **Collection**
 - Removal of extra old casework- sold and removed
 - Research papers being written on the early period of Brighton
 - Storage for HPC – Moved, thank you!!
- **Volunteers**
 - 97.5 volunteer hours MTD
 - 194.75 volunteer hours YTD
 - Training on Museum Hosting and Docent procedures
- **Exhibit & Interpretation/Outreach/Education**
 - Two interns this summer – Courthouse History Exhibit
 - Museum now part of Monthly DDA Meeting
 - First Friday lectures booked with Chamber
 - Interpretive Writing on the original character of Brighton
- **Funding**
 - Rich is seeking a Kiwanis Literacy Grant
- **Expansion**
 - No update

Museum STAFF REPORT- HPC

April 2023

Armstrong

ENGAGEMENT & MARKETING:

February 2023	
Children	4
Adult	28
Senior	0
Event	53

Research Requests: 4

Facebook/Instagram: 3 Posts, Wednesdays at 12:00 MST

Reach: 767 FB IG 1

Followers: 1396 FB IG 380

COLLECTION/ARCHIVES:

- Removal of extra old casework- sold and removed.
- Research papers being written on the early period of Brighton
- Storage for HPC- Moved, thank you!

INTERPRETATION/OUTREACH/EDUCATION/EXHIBITIONS:

- Two Interns this summer- Courthouse History Exhibit
- Museum now part of Monthly DDA Meeting
- First Friday lectures booked with Chamber
- Interpretive Writing on the original character of Brighton

VOLUNTEERS

- Training on Museum Hosting and Docent procedures
- 97.5 volunteer hours, YTD 194.75

FUNDING:

- Rich is seeking a Kiwanis Literacy Grant.

EXPANSION:

- No Report

THIS CONCLUDES THE MUSEUM REPORT