



**Historical Preservation Committee
Tuesday, September 5, 2023 – 3:30 PM
City Hall – 1st Floor Conference Room
Minutes**

1. **Call to Order and Roll Call:** Vice-Chair Larry Black called the meeting to order at 3:35 p.m. Members in attendance included: Larry Black, David Langley, Eric Simonson, and Linda Allred. Chair Laurie Glauth was absent. Also in attendance were Planning Director Karen Schminke, Permit Technician Amy Wolin, City Council Representative Frank Connors, City Grant Coordinator Kimberly Burleson, and guest Steve Plutt from the Park County Historic Preservation Advisory Commission.
2. **Approval of Minutes:** August 8, 2023: **MOTION:** Linda Allred moved and Eric Simonson seconded to approve the August 8, 2023 minutes. The minutes were approved unanimously.
3. **Public Hearings:** – None.
4. **Committee Business:**
 - a. **Poster for 2023** – The 2023 poster theme was discussed. Ms. Glauth had sent an image of an historic train schedule last week. Ms. Allred shared a packet of information also related to the Midland railroad. Mr. Black said the Ute Pass Historical Society in History Park also has information and artifacts from the Colorado Midland. **MOTION:** David Langley moved and Eric Simonson seconded the theme of the 2023 poster to be the Colorado Midland Railway with a focus on Woodland Park and the rail line going out from the city.

A short discussion ensued about the history of the Baggage Building, the “Panama Canal” of Divide, Colorado, and copyright laws relating to the poster publication.
 - b. **State Grant Opportunities – Kimberly Burleson** – Ms. Burleson introduced herself as the Grant Analyst for the City of Woodland Park, and reviewed the different types of grants available. History Colorado offers competitive and non-competitive grants. A Letter of Intent is only required to initiate a competitive grant and the project must be approved prior to submitting the required application. Both types of grants require matching funds. She asked the Committee what their vision is for the mini-museum, and noted that grants needs a specific goal, so they may want to consider formulating an incremental plan towards the ultimate goal. Mr. Connors added that the initial City Counsel budget talks were beginning, and nothing has been approved. It’s important to get all the needs, wants, scope of work, drawings, and plans done. Ms. Schminke thought the HPC should apply for a \$9,000.00 grant due October 2, 2023, then go to Council for a matching fund. Ms. Burleson added that it’s always good to try for non-

competitive grants, they are open year-round, and they only require a 10% match. Ms. Schminke will email Ms. Burleson the information already accrued that may be applicable to grants, and send out Ms. Burleson's contact information.

- c. **Work Plan for 2024** – A draft work plan for 2024 was reviewed. Ms. Schminke relayed that it is unknown if the Main Street Program will restart. The word 'Saturdays' is to be deleted from item 4 on the draft work plan. Ms. Schminke offered Bert Warchol, the new Code Compliance Specialist, to go on the visual inspections with Mr. Black. Ms. Schminke will touch base with Ms. Glauth for any other upcoming projects for 2024.
- d. **Budget for 2024** – Ms. Schminke said there were not many expenses for 2023. If City Council approves the Local Historic Landmark for the Roberts house, the HPC would purchase the plaque. She will touch base with Ms. Burleson on the landmarking plaque. Ms. Allred suggested that the training budget be increased as she had to pay out of pocket for the Boulder conference; Ms. Schminke advised that she can still turn in those receipts for reimbursement.
- e. **City Cemetery – Headstone Refurbishment Project** – Ms. Allred and Mr. Plutt are tracking their time working on the refurbishment project, which was featured in the Courier. Separately, damage was done in the Cemetery by a vehicle: Mr. Connors said that a claim was filed with CIRSA (the City's insurance provide) for that. The damaged headstone was sentimental, and the City Clerk is the contact person for the claim and repair.

Regarding the Templeton cemetery headstones (#16 in the draft work plan), Mr. Simonson will contact the landowner to secure permission for that restoration project. The permission is necessary to draft a formal work plan and apply for grants to restore this cemetery.

5. Reports:

- a. **Committee Members' Reports** – It was reported that History Colorado denied the original preliminary property evaluation for the Roberts House under Criteria A. She thinks the HPC should reapply under Criteria B and C. If the additions were removed, especially the mudroom, it could be reconsidered.

The HPC awaits City Council's decision on the Local Historic Landmarking of the Roberts' House. If it's landmarked, the HPC will be requesting some matching funds for grants for this building.

Mr. Black added that the Ute Pass Historical Society recently presented the Dude Ranch documentary at Mueller State Park, but he was not sure how much money was made. Also, there are no more planned showing of the film.

- b. **Council Member Liaison's Report** – None.

- c. **Planning Director's Report** – Ms. Schminke reported that the Roberts House is on the October 7th City Council Agenda for a public hearing regarding the possible designation as a Local Historic Landmark. She reminded everyone to look at the flyer she sent everyone concerning the Community Outreach event scheduled for Tuesday, September 19th at 3PM.

6. **Public Comment on Items Not on the Agenda** – None.

7. **Adjournment:** The meeting was adjourned at 5:04 p.m. The next meeting is scheduled on Tuesday, October 3, 2023 at 3:30 PM, in the upstairs meeting room at City Hall.

Recorded by Amy Wolin, Planning Technician and approved by the HPC:

This 3rd day of Oct, 2023



Laurie Glauth, Chair