



**City of Woodland Park
Historical Preservation Committee
Monday, October 4, 2021 – 3:30 PM
City Hall – 1st Floor Conference Room
Notes – No Quorum**

1. **Call to Order and Roll Call** Members in attendance included: Laurie Glauth and Larry Black. Also in attendance were City Council Representative Rusty Neal, Planning Director Sally Riley, and Permit Technician Amy Wolin. Since the quorum was not met, the meeting was cancelled but information and updates were shared.
2. **Approval of Minutes:** Postponed August 2nd and August 9th minutes to Nov 1st meeting.
3. **Public Hearings:** None.
4. **Committee Business:** The following items were updated:
 - a. **Midland Terminal Depot - Grants** – No news.
 - b. **Comp Plan – Final Draft & Res. 882** – Ms. Riley reported the Comp Plan is moving along nicely. Charlie Schrader, a retired professor, has volunteered to edit it, integrating Rusty's and Laurie's Art Group comments. The draft is posted on the City's website and sent to DOLA for their 2nd review. The Joint Resolution is delayed to Oct. 28th Planning Commission meeting.

Planning is also working on the Unified Development Code to combine and streamline the zoning and subdivision regulations. The Use Matrix also needs updating.
 - c. **Discuss Promotional Poster** – Since it's near the end of the year and a theme has not been decided, the HPC will consider doing a poster in 2022.
 - d. **Review 2021 HPC Work Plan** – Much progress was made.
 1. Comp Plan Update – accomplished
 2. CLG Training – Carrol Harvey and Sally attended the Saving Places Conference in Feb. 2021
 3. Support downtown preservation and design with partnerships – The DDA & Mountain Arts Council contributed to completing the Cog's panels. The interpretive signs at the Depot may be made this year, see #8 and budget discussion.
 4. Renee Rowcliffe, UPHS board member, leads tours every Saturday morning in the summer.

5. Ms. Riley would like to conduct a mini-workshop for newly landmarked properties because of recent changes in ownership.
6. Interpretive panels are designed for the Cog Passenger Car in Bergstrom Park.
7. Banner was displayed for "May as Preservation Month."
8. WP heritage poster: Will revisit in 2022.
9. Midland Terminal Depot grants: not many grants available. Ms. Glauth is trying to refer to it as the "Midland Terminal Depot."
10. Ms. Riley has started to compose the CLG Annual Report, due at the end of October.
11. The HPC will review the Preservation Plan table of contents next month.
12. Complete.
13. The new SHF staff member is Lindsay, Ms. Riley is hoping she will visit in December.
14. 2021 Budget priorities: See 4.e.
15. Only one high school student was interested in working as an HPC youth representative/liaison in the past. Ms. Wolin will ask the WPHS history department; perhaps the hours could count towards the service requirement.
16. HPC Membership: City Council appointed Larry Black to a 4-year term on 2/18/2021. Jim Unruh resigned in Jan. 2021, creating a vacancy. Michelle Harris was appointed on June 14, 2021 and resigned on Aug. 26, 2021 to relocate to NY. The goal is to continue to maintain 40% professional membership. Ms. Glauth's (member since 2000) and Mr. Langley's (member since 2002) terms are up in January, 2022.

e. 2022 HPC Budget – Since 2021's funds have not all been spent, Ms. Riley asked if it was a good idea to get quotes for the cost for an interpretive panel for Bergstrom Park? Consensus was to bid the reproduction, fabrication and installation of the panels. Ms. Riley reported that the budgets for 2022 is to remain static. HPC's line item budget is \$2,800 which is supported by lodging tax. This tax is required to be used for downtown capital improvements, beautification, and promotions. 2022 priorities will be similar to 2021's:

- Poster: \$800 + \$55
- Survey: \$0
- History Promotion (review & reprint UPHS walking tour map): \$300
- Plaques (1): \$250
- May Preservation Month (possibly replace banner @ \$150, newspaper articles, host workshop - \$100): \$250
- Travel (Saving Places): \$700
- Other: \$445

f. CLG Annual Report – Ms. Riley is working on it. CLG affords some tax credits. Lindsey Flewelling, Preservation Planner with SHF is the new contact.

5. Reports:

- a. Committee Members' Reports** – Mr. Black is going to Kiwanis on 10/13/2021. The Hermann Ranch 16 mm videos were transferred to a USB.

Eric has the originals in Divide. The video to document the area dude ranches will still happen.

- b. Council Member Liaison's Report** – None.
- c. Planning Director's Report** - None.
- 6. Public Comment on Items Not on the Agenda** – None.
- 7. Adjournment:** The discussion adjourned at 4:38 p.m. The next meeting is scheduled on **Monday, November 1, 2021 at 3:30 PM.**

Notes by Amy Wolin, Permit Technician