



TOWN OF ERIE

Meeting Minutes

Erie Historic Preservation Advisory Board

645 Holbrook Street
Erie, CO 80516

Monday, May 22, 2023

6:30 PM

1. Call Meeting to Order – *Meeting called to order 6:30pm*

2. Roll Call and Verification of Quorum

A. Quorum achieved – Members Present: Mike Turner, Lara Thomas, Rachel Folger, Melanie Fuller; Trustees Baer and Hoback present as well. Absent members Ryan Kenward and Brittany Jones; also absent Heidi Short (advisor).

3. Approval of the Agenda

A. Motioned by Rachel, seconded by Lara, unanimously approved.

4. Approval of Previous Meeting Minutes

A. Approval of April 24, 2023 Minutes

B. Vote needed – motioned by Rachel, seconded by Lara, unanimously approved.

5. General Business

A. Public Comments on Items Not on agenda – none present

B. Events

- a) Air Fair (September 10) - Need a booth like at past events. Not sure about date since it is a Sunday.*
- b) Biscuit Day (September 15) - Date is actually the 16th. Set a goal to have some PR materials to hand out about the Historic District.*

C. Old Business

- a) Phase II Survey (MT)*
 - a) BOT Presentation – Harry is injured so it's a little up in the air as to when the presentation will be. Mike will reach out to Debbie Stamp about getting on the agenda.*
- b) Budget Report (HB) - Harry isn't present, but sent out budget report in the meeting packet. Still have one more payment to Metcalf after the presentation to the Board. At that point, we'll receive grant money from History Colorado.*
- c) Railroad History (MT)*
 - a) Letter of Intent – Mike emailed Stephanie Sanders (Town grant writer) and asked her to submit our Letter of Intent.*
 - b) Competitive Grant October 2023 – We were going to award the contract but Harry has been out. Once he comes back, we can send it out.*
- d) Tax Incentives (RK) - not present*
- e) Historic District (BJ / LT) - Lara and Brittany haven't connected yet, but will work to have something to hand out at Biscuit Day.*
- f) Planning Report (HB) - not present but last Mike heard, there are no pre-applications pending at this time.*

- g) Walking Tour Brochure (RF) - We have 156 copies left, they were printed in time to hand out at the Town Fair and look great! They'll get printed on thicker paper in time for the Air Fair and Biscuit Day. Rachel would like to re-do the Ghost Structure brochure, too.*
- h) 150th Anniversary Celebration (MT) - Next meeting is Thursday, June 1st, in-person at the Police Station. Time capsule materials are being gathered.*
- i) Social Media (LT) - Lara would like to use social media to spread our PR and aid in awareness of what we do. She is working with the Town to ensure we follow proper channels and procedure in setting up an account.*
- j) CLG Training (MT) - Lara will need to take the CLG orientation training and was directed to reach out to History Colorado. Once trainings are completed, report them to Harry Brennan.*

k) Landmark Nomination (MT)

a) Order plaques – Harry Brennan is trying to track down the address of the plaque manufacturer.

l) Eagle Mine (MT) - Heidi is coordinating a team to be out at the mine on June 5th, with a drone to start the landmarking process. Exact time is TBD and Mike will let us know, as well as the Town Clerk so they can give notice.

D. New Business – none

E. Application – none

F. Announcements

a) Thank you Dennis Buck for all you've done to help Mike with the Board.

b) Next meeting June 26th, 2023, at 6:30 PM

6. Adjournment – 7:13pm

