



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Agenda

Erie Historic Preservation Advisory Board

(Via Zoom)

Monday, July 22, 2024

6:30 PM

1. Call Meeting to Order – 6:31pm

2. Roll Call and Verification of Quorum - Members Present: Mike Turner, Chair, Melanie Fuller, Secretary, DeAndrea Arndt, Rachel Folger and Cesar Jimenez (Quorum achieved). Others Present – Councilwoman Emily Baer and Town Liaison Harry Brennan. Councilman Dan Hoback, Members David Litzau and Lara Thomas were absent.

3. Approval of the Agenda

A. *Vote needed – Melanie motioned, DeAndrea seconded. Unanimously approved.*

4. Approval of Previous Meeting Minutes

A. *Approval of June 24, 2024 Minutes*

B. *Votes needed - Melanie motioned to approve, DeAndrea seconded. Unanimously approved.*

5. General Business

A. **Public Comments on Items Not on agenda** – no one present

B. Election of HPAB officers

a) **Chairman** – Melanie nominated Mike Turner, DeAndrea seconded the nomination. Unanimously approved

b) **Vice Chairman** – Melanie nominated DeAndrea Arndt. Seconded by Cesar. Unanimously approved.

c) **Secretary** – DeAndrea nominated Melanie Fuller. Cesar seconded. Unanimously approved.

C. Events

a) **Biscuit Day (September 21)** - Rachel shared that the Town has revoked approval of the event since Briggs Street will be under construction in September. There are some potential other streets or locations being evaluated. As of this time, the event cannot take place on the 21st. Councilwoman Baer shared that the Old Town restoration project has had several delays and issues they've had to work through.

1) Councilwoman Baer shared that the Tree Board she sits on would like to do a Tree Walk in Old Town. Several representatives are going to reach out to HPAB to see if there is something to work on together.

D. Old Business

- a) *Budget Report (HB) - Still have \$10,000 available as nothing in our budget has been spent yet. Mike shared that Mr. Litzau had some concerns about funding for the railroad survey costs from a prior meeting discussion.*
- b) *Railroad History Study (MT)*
 - 1) *Should we invite railroad modelers to help – Mike has been working with some people to get a model train created for the anniversary celebration. The group discussed any budgetary considerations as well as aiming to have the overall size of the model fit underneath a tent so it could be displayed at local events.*
 - a) *We were denied a grant in the past for railroad history. Mike will work with Cesar on a grant application to re-submit.*
- c) *Historic District Research (LT) - Lara not present, no report.*
- d) *Planning Report (HB) - Town is moving to a new permit management software. One of the benefits is that every property in Old Town gets flagged for the Planning Department to take a second look.*
- e) *Walking Tour Brochure (RF) - Rachel is about 80% finished with it.*
- f) *150th Anniversary Celebration (MT / RF) - Mike wants to get a booklet about the Town's railroad history put together in time for November. As of now, our plan to celebrate the anniversary is to have the model railroad finished as well as the updated walking tour brochure. There was discussion among the group about the anniversary celebration as a whole and what our board would be doing. November 16th will be the celebration.*
- g) *Social Media (LT) - Lara not present, but Mike shared that the Town asked him for a headshot for the veteran's celebration. He served 20 years in the Navy, stationed all over the world.*
- h) *CLG Training – no discussion.*

E. New Business

- a) *Phase III surveys – Master Plan from 2016 is where the surveys started. There are 150 properties that could be surveyed as part of this project. Mike has walked through Old Town evaluating these properties. Applying for CLG grant funding in January that we could win up to \$250,000. Ideally, we'd survey 25 properties that are pre-1930.*
- b) *Mike Katyryniuk (former HPAB member) has been assisting Mike Turner with selection of properties*
- c) *DeAndrea had a clarifying question about process and Harry and Mike walked us through how a surveyed property becomes a landmark, and then is able to complete historic renovations.*

F. Announcements

- a) *Next meeting August 24, 2024, at 6:30 PM (via Zoom.)*

6. Adjournment – 7:32pm

