



Historic Preservation Board

Donna Walker, Chairperson
Cristian Gonzalez-Torres Penny Rankin, Vice-Chairperson
Kathy Kvasnicka Marlene Stieber
Al Mowrer

Historic Preservation Board Agenda

Regular Meeting*

Fort Lupton City Council – 130 S. McKinley Ave.

Thursday, October 1, 2020 – 6:15 P.M.

(Order & Contents Subject to Change by Action of the Historic Board)

**To attend this meeting virtually (optional), please refer to the last page of the Agenda for instructions*

Call to Order – Roll Call

Approval of Agenda

Consent Agenda – Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of Discussion Items.

- a. Approval of the Minutes of the September 3, 2020 Meeting

Public and Visitor Input – This portion of the Agenda is provided to allow members of the audience to present comments to the Board. The Board may not respond to your comments this evening, rather they may take your comments and suggestions under advisement or your question may be directed to the appropriate staff member for follow-up.

Action Items

- b. None.

Discussion Items

- c. Residential Interpretive Signage Project
- d. Cemetery Walk
- e. Scarecrow Contest
- f. Monthly Historic Review Quiz

Future Business

- g. Next Board Meeting on November 5, 2020

Adjourn

VIRTUAL MEETING LOG-IN INSTRUCTIONS

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/267829229>

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Access Code: 267-829-229

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If you have issues getting into the virtual meeting, please email PlanningDept@FortLuptonco.gov or call (303) 304-4498 for assistance.

Historic Preservation Board Meeting Attendance Information

The meeting will be held at City Hall in the Council Chambers. You are welcome to attend either in person or remotely through GoToMeetings. For your safety and ours we will be enforcing social distancing protocols, including but not limited to, limiting the number of people allowed into Council Chambers at a time, encouraging the use of face masks, and requiring a six-foot separation. Additional instructions on meeting conduct will be provided prior to the start of the meeting.

Virtual Meeting Instructions

If you would like to participate remotely, we encourage you to test the phone number and links provided above prior to the start of the meeting, as each device requires initial adjustment. It is also recommended to log into the meeting early, and if you encounter any issues to call 303-304-4498 or email PlanningDept@fortluptonco.gov immediately.

When calling in, please be sure to mute your microphone on your computer, phone or tablet. Planning staff and/or the Chairman of the Historic Preservation Board will provide instructions on when and how comments can be made by the public virtually.

**RECORD OF PROCEEDINGS
FORT LUPTON HISTORIC PRESERVATION BOARD
September 3, 2020**

The Historic Preservation Board of the City of Fort Lupton met in session at the City Complex, 130 South McKinley Ave., the regular meeting place of the Historic Preservation Board, and virtually via GoToMeeting, on Thursday, September 3, 2020. Chair Donna Walker called the meeting to order at 6:15 p.m.

ROLL CALL

Those present were Chairperson Donna Walker, Members Cristian Gonzalez-Torres, Penny Rankin, Al Mowrer, and Marlene Stieber. Also present was City Planner II Alyssa Knutson.

APPROVAL OF THE AGENDA

Member Al Mowrer made a motion to approve the agenda and it was seconded by Member Cristian Gonzalez-Torres.

Motion passed unanimously.

APPROVAL OF THE CONSENT AGENDA

Chairperson Donna Walker requested the minutes be amended under future business so that it read the next Board meeting is September 3, 2020 instead of October 1, 2020. Alyssa Knutson added that the signature line for "Submitted by" be updated to her name.

Member Mowrer made a motion to approve the consent agenda as amended and it was seconded by Member Gonzalez-Torres.

Motion passed unanimously.

PUBLIC AND VISITOR INPUT

City Planner Alyssa Knutson stated that she did not see anyone in the chambers. She asked if anyone on the online platform that was present wished to make comments not otherwise related to the agenda; seeing none, the public comment portion was closed.

ACTION ITEM

There were no action items.

DISCUSSION ITEMS

Residential Interpretive Signage Project

The Board discussed continuing to look into next steps for printing the signage for the project.

**RECORD OF PROCEEDINGS
FORT LUPTON HISTORIC PRESERVATION BOARD
September 3, 2020**

Cemetery Walk

Ms. Knutson went over the list of those that would be participating in the Cemetery Walk with the Board members. Member Gonzalez-Torrez requested that Ms. Knutson email him the volunteer list for the Cemetery Walk for reference, and she stated she would.

Ms. Knutson noted that the next scheduled meeting of the Board would be before the Cemetery Walk so they can discuss final plans then.

Trapper Days: Booth, Scarecrow Contest, Advertising Plaques

Ms. Knutson gave an update that the Scarecrow Contest was moving forward in collaboration with the Chamber of Commerce. She stated that the group organizing the event determined that the residential scarecrows would be constructed at individual residences rather than at Koshio Park. They can reevaluate this if it is held in future years.

Member Gonzalez-Torres asked Ms. Knutson to forward him the Scarecrow Contest registration flyer to possibly translate into Spanish, and she stated she would. Registration flyers were distributed by Ms. Knutson to the Board members to hand out.

Monthly Historic Review Quiz

This item was removed from the Agenda, and not discussed.

FUTURE BUSINESS

Next board meeting on Thursday, September 3, 2020 at 6:15 p.m.

Cemetery Walk, Scarecrow Contest, Residential Interpretive Signage Project, Monthly Quiz.

A brief discussion was held on potential new grant application projects, including updating the ordinance.

ADJOURNMENT

Member Al Mowrer made a motion to adjourn the September 3, 2020 meeting at 7:00 p.m. and it was seconded by Member Penny Rankin.

Submitted by:

Alyssa Knutson, Planner II

Approved by Historic Preservation Board

**RECORD OF PROCEEDINGS
FORT LUPTON HISTORIC PRESERVATION BOARD
September 3, 2020**

Donna Walker, Chairperson