



## Historic Preservation Commission Regular Meeting

June 12, 2024 - 5:45 PM  
1st Floor Conference Room,  
301 Walnut Street, Windsor, CO 80550

### MINUTES

#### A. CALL TO ORDER

COMMISSION MEMBER K. JABS CALLED THE MEETING TO ORDER AT 05:48 PM.

##### 1. Roll Call

Present: Kris Jabs  
Jean Zuckweiler, Alternate  
Dave Herzer, Alternate

Absent: Melanie Starck, Chairperson  
ToniRae Andres, Vice Chairperson  
Ruth Brunner  
Rachel Kline

Also Present: Ron Steinbach, Town Board Liaison  
Kimberly Lambrecht, Staff Liaison  
Katrina Haley, Administrative Analyst  
Katie Fromm, Museum Intern  
Emma Kaiser, Museum Intern

##### 2. Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration

Commission members took a moment to review the Agenda. At this time, formal note was made that as Chairperson M. Starck, and Vice Chairperson T. Andres were both absent from this meeting, Commission member K. Jabs would step in to the role of Acting Chairperson for the June 12, 2024 Historic Preservation Commission Regular Meeting.

Acting Chairperson K. Jabs also invited alternate members J. Zuckweiler and D. Herzer to participate as voting members for the purposes of this meeting, to which both Commission members J. Zuckweiler and D. Herzer accepted.

Additionally, at the recommendation of Town staff and Acting Chairperson K. Jabs, as the Chairperson and Vice Chairperson were not present at this meeting, K. Jabs recommended continuing Discussion Items D1 and D3 to the July 10, 2024 Regular Meeting.

**Historic Preservation Commissioner Zuckweiler moved to Approve the Review of Agenda by the Board and Addition of Items of New Business to the Agenda for Consideration, with the modification to continue Discussion Items D1 and D3 to the July 10, 2024 Regular Meeting; Commissioner Herzer seconded the motion. Roll call on the vote resulted as follows; Yeas - Kris Jabs, Jean Zuckweiler, Dave Herzer, None; Nays - None; Motion Passed.**

3. Public Invited to be Heard

No public in attendance.

B. CONSENT CALENDAR

1. Review and approval for the May 8, 2024 Regular Meeting Minutes.

Please see the attached May 8, 2024 Regular Meeting Minutes, for review and approval. Commission members took a moment to review the 05.08.24 Historic Preservation Commission Regular Meeting Minutes. No modifications were requested.

**Historic Pres moved to Approve the Review and Approval of the 05.08.24 Historic Preservation Commission Regular Meeting, Historic Preservation Commissioner Jabs seconded the motion. Roll call on the vote resulted as follows; Yeas - Kris Jabs, Jean Zuckweiler, Dave Herzer, None; Nays - None; Motion Passed.**

C. BOARD ACTION

1. None

No applicable items.

D. DISCUSSION ITEMS

1. Discuss Preservation Plan Action Items and Implementation Strategies

This item was continued to the July 10, 2024 Regular Meeting.

2. Public Outreach at June 13, 2024 Summer Concert - Boardwalk Park

The Historic Preservation Commission has secured a table for the Thursday night June 13, 2024 Summer Concert (6:30 pm - 8:30 pm):

- Confirm Commissioners who plan on attending.
- Staff will set up booth.
- Commissioner arrival time?

Staff liaison K. Lambrecht reminded the Commission that the Commission has a table at the Summer Concert event tomorrow evening from 6:30pm - 8:30pm. Various informational materials and swag will be available to residents. Ms. Lambrecht encouraged all HPC members available to attend.

3. Review Future Meetings Agenda

Please see the attached Future Meetings Calendar, for review and comment. Also, review the list of Future Topics so those items can be edited in conjunction with the Action Item Matrix goals.

This item was continued to the July 10, 2024 Regular Meeting.

## E. COMMUNICATIONS

### 1. Communications from the Historic Preservation Commission

Commission member J. Zuckweiler took a moment to thank staff for their efforts to support the Commission, especially in regard to the May Open House Event. Roughly 50 people were in attendance, and Commission members received very positive feedback regarding the event, and the speakers who accepted the designation plaques.

### 2. Communications from Town Board Liaison

Town Board Liaison R. Steinbach shared brief updates regarding Mayoral and Town Board election/appointment processes, which remain ongoing. Mr. Steinbach shared that Julie Cline will soon be sworn in as the Mayor of Windsor, and that interview/selection processes remain ongoing for remaining open Town Board seats. Brief discussion among Commission members ensued.

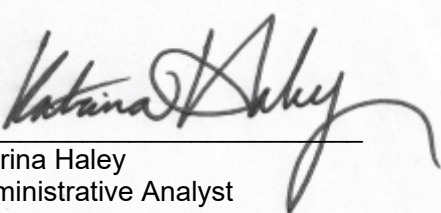
### 3. Communications from Staff

Staff Liaison K. Lambrecht shared that the certificates coinciding with the four properties designated at the May Historic Preservation Open House Event will need to be resigned by Mayor Julie Cline prior to posting. Discussion ensued regarding a potential correction to the date(s) listed on the Eaton House's certificate. Ms. Lambrecht to follow up with Town Museum staff to verify if any corrections are needed prior to Mayor Cline signing the new certificates. Ms. Lambrecht also shared that Laura Browarny, Recreation Supervisor, shared that the Town has been awarded a grant of \$250,000 from the State for the Dickey Farmhouse renovations. With the help of this grant, as well as another \$40,000 grant received from a different organization, renovations on both the Eaton House and Dickey Farmhouse will be completely covered.

## F. ADJOURN

**HISTORIC PRESERVATION COMMISSIONER HERZER MOVED TO ADJOURN, HISTORIC PRESERVATION COMMISSIONER ZUCKWEILER SECONDED THE MOTION. ROLL CALL ON THE VOTE RESULTED AS FOLLOWS; YEAS - KRIS JABS, JEAN ZUCKWEILER, DAVE HERZER; NAYS - NONE; MOTION PASSED.**

UPON A MOTION DULY MADE COMMISSION MEMBER JABS ADJOURNED THE MEETING AT 06:17 PM.



Katrina Haley  
Administrative Analyst