



HISTORIC PRESERVATION COMMISSION REGULAR MEETING

January 8, 2025 - 5:45 PM
1st Floor Conference Room,
301 Walnut Street, Windsor, CO 80550

AGENDA

A. CALL TO ORDER

CHAIRPERSON MELANIE STARCK CALLED THE MEETING TO ORDER AT 5:45 PM.

1. Roll Call

Present: Malanie Starck, Chairperson
ToniRae Andres, Vice Chairperson (via Microsoft Teams)
Kris Jabs
Ruth Brunner
Dave Herzer
Jean Zuckweiler, Alternate

Absent:

Also Present: Brian Jones, Town Board Liaison
John Thornhill, Director of Community Development
Leif Lesoing, Water Resource Manager
Kim Lambrecht, Senior Planner
Katrina Haley, Administrative Analyst

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 January 08, 2025 Historic Preservation Commission (HPC) Regular Meeting Agenda. No modifications to the Agenda were requested.

Historic Preservation Commissioner Jabs moved to Approve the Review and Approval of the January 08, 2025 Historic Preservation Commission Regular Meeting Agenda, Historic Preservation Commissioner Brunner seconded the motion. Roll call on the vote resulted as follows; Yeas - Melanie Starck, ToniRae Andres, Kris Jabs, Ruth Brunner; Nays - None; Motion Passed.

Please note that Commission member D. Herzer had to briefly excuse himself for a few moments in the beginning of the meeting, and was not present for this vote.

3. Public Invited to be Heard

No public in attendance.

B. CONSENT CALENDAR

1. Review and approval of the November 13, 2024 Regular Meeting Minutes

Commission members took a moment to review the draft November 13, 2024 Historic Preservation Commission Regular Meeting Minutes. No modifications to the draft Minutes were requested.

Historic Preservation Commissioner Brunner moved to Approve the Review and Approval of the November 13, 2024 Historic Preservation Commission Regular Meeting Minutes, Historic Preservation Commissioner Andres seconded the motion. Roll call on the vote resulted as follows; Yeas - Melanie Starck, ToniRae Andres, Kris Jabs, Ruth Brunner; Nays - None; Motion Passed.

Please note that Commission member D. Herzer had to briefly excuse himself for a few moments in the beginning of the meeting, and was not present for this vote.

C. BOARD ACTION

1. No applicable Board Action items.

D. DISCUSSION ITEMS

1. Windsor Lake Designation - Discussion with Water Resources

Town staff John Thornhill, Director of Community Development (who also serves as the Kern Reservoir and Ditch Company Superintendent), and Leif Lesoing, Water Resource Manager, joined the Commission to have a discussion regarding the operations of Kern Reservoir (Windsor Lake). Water Resource Manager L. Lesoing shared a presentation regarding a brief overview of water rights in Colorado and Town of Windsor water resource operations.

Commission member J. Zuckweiler also shared some of the research she has completed on Kern Reservoir's (Windsor Lake) history throughout her time on the HPC. Commission members and Town staff also discussed potential routes for historic designation of Kern Reservoir (Windsor Lake), and factors that would need to be considered if a historic designation was put in place, such as adherence to decree administration requirements.

2. Discussion regarding Historic Districts

Chairperson Starck, Commission members, and staff revisited the topic of Historic Districts. Discussion included potential opportunities to apply for a grant, or grants, through History Colorado. Budgeting to hire a consultant to assist with the processes involved with Historic District designations, and grant application(s) were also discussed. Staff liaison K. Lambrecht to reach out to additional Town staff regarding their knowledge of the grant application process(es).

3. Review Future Meetings Calendar

The February Historic Preservation Commission Regular Meeting has been cancelled, due to Commission members and Town staff attending the 2025 Saving Places Conference in February.

Preparations for Historic Preservation Month (May) were also briefly discussed. Discussion regarding preparations for an open house event, similar to that held in May, 2024, to be added to the March 2025 HPC Regular Meeting Agenda. Commission members also noted the potential to invite the property owners for two recently designated buildings in Windsor, 411 Main Street and 513 Main Street, to this event in May.

E. COMMUNICATIONS

1. Communications from the Historic Preservation Commission

Chairperson M. Starck shared a brief reminder to all regarding the importance of checking carbon monoxide detectors. Commission member T. Andres shared brief updates regarding the Ad Hoc Charter Committee, which she is a member of, and encouraged anyone interested in the proposed Charter amendments to reach out to herself, and/or the Ad Hoc Committee. Commission member T. Andres and Town Board liaison B. Jones also shared that there will be several open house events regarding the proposed Charter amendments in the near future. Commissioner T. Andres to email a list of these events to the HPC. Proposed Charter amendments will be on the ballot for the election February 18, 2025.

2. Communications from Town Board Liaison

Town Board liaison B. Jones shared that Town Board held a holiday dinner in December, which was then followed by a short break in Regular Meetings. Regular Town Board Meetings to resume Monday, January 13, 2025.

3. Communications from Staff

Staff liaison K. Lambrecht shared brief reminders regarding the upcoming Saving Places Conference, including that \$1,000.00 in grant funds from History Colorado can be applied to any costs associated with attendance of the Conference. Each HPC member attending will need to take notes on three sessions attended, to submit to History Colorado in accordance with grant requirements.

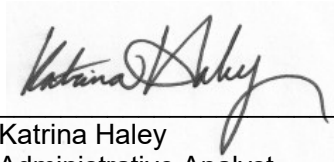
Finalized certificates coinciding with the four plaques presented in 2024 have been received from the Town's Communications department, and will be turned over to Laura Browarny, Recreation Supervisor, to be added to each facility in the near future. The 2025 Budget allots funds for an additional four plaques in 2025, two of which will be allocated to 411 Main Street and 513 Main Street. Further discussion to come regarding additional two designations/plaques in 2025.

Commission members D. Herzer and T. Andres will be submitting applications to reapply for the HPC in the near future. An additional Alternate Commission Member position is also vacant, and is posted on the Town's website.

F. ADJOURN

Historic Preservation Commissioner Brunner moved to Adjourn, Historic Preservation Commissioner Jabs seconded the motion. Roll call on the vote resulted as follows; Yeas -, Melanie Starck, ToniRae Andres, Kris Jabs, Ruth Brunner, Dave Herzer; Nays - None; Motion Passed.

UPON A MOTION DULY MADE, CHAIRPERSON M. STARCK ADJOURNED THE MEETING AT 07:10 PM.

A handwritten signature in black ink, appearing to read "Katrina Haley", is written over a horizontal line. The signature is fluid and cursive.

Katrina Haley
Administrative Analyst

The Town of Windsor will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (970) 674-2400 by noon on the Thursday prior to the meeting to make arrangements.