



**HISTORIC SITES AND FACILITIES BOARD  
MINUTES  
February 24, 2025**

**CALL TO ORDER**

Chair Adams called the meeting to order at 9:01 am

**ROLL CALL**

Members present were Reba Bechtel, Chair Phyllis Adams, Margaret Smith, Lue Howard and Vice Chair Michael Also present were Community Development Planner Dylan Graves, Assistant City Administrator Guy Patterson, Best and Brightest Fellow Maria Schanhals and Deputy City Clerk Wonder.

**APPROVAL OF MINUTES**

Vice Chair Davenport moved to approve the minutes from January 13<sup>th</sup>, 2024. Member Howard seconded. Second followed by an all in favor voice vote. Motion carries.

**PUBLIC COMMENT**

There were no comments in person or virtually.

**CONFLICT OF INTERST**

There was no conflict of interest.

**GENERAL UPDATE**

Mr. Graves stated that he did not have a general update.

**NEW BUSINESS**

**Work Plan Review, Discussion and Action**

Chair Adams mentioned that Member Howard had sent in a correction on the cemetery. The original document was the Pioneer Cemetery, not the whole cemetery. Pioneer Cemetery was known to have 600 plots, and the Idaho Springs Cemetery has over 4300 spots so that would be updated in this plan. Vice Chair Davenport stated that he had multiple questions/comments.

1. Mr. Davenport stated that the front page should have a date added to it.
2. Add reference to Ordinance #15, Series 2024 the ordinance that created the Historic Sites and Facilities Board and added Article 4 to Chapter 5 as the public will have benefit to know how this board was formed.
3. Add a footer to the document and add page numbers. Community Development Planner Dylan Graves advised the board that he would add that footer and number the pages of this plan.
4. Add a table of contents, maybe on page 3 of the plan.
5. Add a map showing locations of facilities. Mr. Graves advised the board that he could create a map. Chair Adams mentioned that she did not know how beneficial a map would be, in this official work plan document.

6. On the Jackson Monument Page, the last paragraph, 4<sup>th</sup> line, was, should be replaced with is.
7. The powder house page should add a sentence in the work needed, to mention that the plans show a park. Chair Adams stated that they, as the board have not determined if there will be enough traffic to entertain a park. The plans include a park, but the park has not been funded, and this board has not officially discussed this.
8. For the Cannon, there should be a sentence added at the end of paragraph 1, that the area around the cannon was taken care of as part of the library landscaping project.
9. Vice Chair Davenport asked the board if the Standards, part IV, should list and of the official standards from the Secretary of Interior? Chair Adams stated that the standards listed come from the Ordinance stating that they must be included. Mr. Davenport asked if anything in particular should be listed. Chair Adams stated that she used the general term of National Park Service as it is mentioned in the Ordinance, Section 5-32 or Ordinance #15, Series 2024.

Mr. Davenport asked the board and staff if it is one of the board's responsibilities to try to find funding for these sites. Chair Adams stated that they may not have enough expertise in this. Mr. Davenport asked how involved this board is supposed to get in the finding of funds for preservation. Chair Adams mentioned that she does not think that it was the intent of the ordinance for this board to write or to try to find grants, and that the grant writing would most likely be done by City staff.

Community Development Planner Dylan Graves brought up that they could have a celebration at each site, like a ribbon cutting of sorts. Chair Adams stated that they could do presentations in classrooms and the children could take the information home to their parents as that is a great way to share information. Vice Chair Davenport stated that if the COMP plan is to be updated, that this work plan should be included in the COMP plan. Member Howard stated that her only comments were about the small changes to the cemetery which the board already went over.

Member Smith mentioned that she had a question about the ordinance. This ordinance does not give a format for this strategic plan. She's asking, for example, the background information on each page, as she feels that this information clutters the body of the page. Ms. Smith stated that she doesn't think the background information is not part of the preservation plan, that it's really good information, but maybe it should be placed elsewhere in this document.

Member Howard stated that it's good to have all of the information in one place. Ms. Smith stated to Chair Adams that Ms. Adams had taken out all of Ms. Smith's details on her report and changed what she had submitted. Chair Adams stated that Ms. Smith's report was on the train, it was a lot of information and to keep that format, one page for each site, the entire document would have to be changed. This plan needs to have structure, this document is not a document that should hold opinions, only facts. Ms. Smith brought up something that was on the cemetery page, that there is a sentence that states "thanks to endless volunteers". Ms. Smith stated that if that sentence stays on the cemetery page, then her report should have stayed in as well.

Member Bechtel asked about the train cover mentioned in Member Smith's report and stated that if the City was going to pay for the canvas cover, then the train should definitely be brought back here. Mr. Graves stated that he's pretty sure that the City is paying for that cover.

Chair Adams mentioned that she has a suggestion for Mr. Davenport and Ms. Smith, Ms. Adams mentioned that they could add supplemental information, for example add a second page to hold the details for the Train and City Hall. Ms. Smith stated that the Train should be first. Ms. Smith stated that she will re-look at this and come up with a supplemental information sheet.

Ms. Smith mentioned that on her waterwheel and Tunnel report, that Chair Adams re-worded her reports, but the information of the report is the same. Chair Adams mentioned that she was pretty sure that she did not re-write them, that she copied and pasted. Member Smith stated that she should not have submitted anything.

Chair Adams stated that was not her intent and asked if there was anything that was not accurate. Member Smith stated that it seems this entire document has a lot of opinions listed, which are supposed to be facts. Member Smith stated that she tried to look at the Hoehns plans to see what type of train cover was suggested but she had a really hard time reading the plans. Member Smith stated that she was going to follow up with Andrew Marsh as she would like to see the full-size set of plans for the train cover to see if they can possibly drive down the cost for the cover. Chair Adams mentioned that it's beside the point of asking to see the plans and to tell the architects how to lower the cost. Member Smith spoke to Chair Adams and stated that they have different perspectives on this and what the board is going to do, this question was pointed to Assistant City Administrator Guy Patterson.

Mr. Patterson stated that this discussion allows staff to know what the board is looking for and can show the governing bodies what the intent is. Mr. Patterson mentioned that there are grants there, probably not any federal ones at the moment. Member Smith stated that the ordinance speaks to an expectation of more than giving just this plan, seems there is more expected from this board. Member Smith wanted to know what the board's responsibilities are, as the ordinance suggests we are to be more involved. Chair Adams mentioned that participation is a vague term and she has concerns about the board reviewing plans that were only a concept, so it would not be appropriate for the board to tell the architects what they need to change, that is not part of the Historic Sites and Facilities Board roles.

Community Development Planner Dylan Graves advised the board that when the Hoehns have plans for construction, that those plans will come to the Historic Sites and Facilities Board first. Member Smith reiterated that it would behoove this board to look at the plans for the train cover. Mr. Graves advised Ms. Smith that he would reach out to Andrew Marsh and the Hoehns about this. Member Bechtel mentioned that on the project plan page, there are a lot of blanks for the cemetery for multiple years and should the sign replacement that is actively occurring be placed in one of the blank sections. Chair Adams agreed that the blanks look a bit strange and maybe they should list routine maintenance in those areas? Member Bechtel stated that it's ok to have some blanks. Member Howard mentioned that the cemetery fund gets \$5,000.00 a year and that sign would come out of those funds.

Community Development Planner Dylan Graves mentioned that the local high school group is looking for projects on sustainability and beautification, and that it's possible to integrate some maintenance/signage with that school group. Mr. Graves advised the board that he would send out a reminder 3 weeks prior to the next meeting in April. The April meeting may contain signage ideas that are consistent and maybe include the city seal, wording, number of signs, material of signage. Chair Adams mentioned that the signage on the billboard on the East end of town is a vinyl wrap, and has lasted at least 15 years, it's a bit faded but it looks really good for as old as it is. Vice Chair Davenport mentioned that he thinks there is a transportation sign grant.

## **ADJOURNMENT**

The meeting was adjourned at 10:46 am. Next meeting will be April 14<sup>th</sup>, 2025 at 9:00 am.