



## WESTMINSTER

### Historic Landmark Board Meeting Agenda January 24, 2024 7 p.m.

#### **In-Person**

City of Westminster  
4800 West 92<sup>nd</sup> Avenue – Westminster, CO 80031  
Parks, Recreation and Libraries Conference Room B

#### **Virtual**

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#### **1) ROLL CALL**

#### **2) MINUTES OF PRECEDING MEETING**

- a) October 25, 2023 – General Board Meeting  
Minutes attached; motion requested.

#### **3) NEW BUSINESS**

- a) Historic Landmark Survey – Update
- b) 2024 Goals
- c) 2024 Historic Landmark/History Tours

#### **4) OLD BUSINESS**

- a) Historic Landmark – Signs

#### **5) OTHER BUSINESS**

- a) Conferences, education, other updates
  - [Saving Places Conference \(Colorado Preservation Inc\)](#)**  
January 31-February 2 online and in person at the Embassy Suites in Boulder
  - [Registration Link](#)

**[CLG Webinar: CLG Orientation](#) (History Colorado)**

January 17 at 12:00 noon online

[Registration Link](#)

**[CLG Webinar: Denver in Context](#) (History Colorado)**

February 21 at 12:00 noon online

[Registration Link](#)

**[CLG Webinar: Colorado Heritage for All](#) (History Colorado)**

March 20 at 12:00 noon online

[Registration Link](#)

**[National Alliance of Preservation Commissions FORUM 2024](#) (NAPC)**

July 31-August 4 in West Palm Beach, Florida

[Registration Link](#)

**[Saving Places On The Road](#) (Colorado Preservation Inc)**

September 7-8 in Steamboat Springs

[Registration Link](#)

b) Meeting schedule for 2024

The Historic Landmark meets a minimum of four times a year. Additional meetings can be scheduled at the Board's discretion.

January 24, 2024, PRL Conference Room B/Hybrid

April 24, 2024, PRL Conference Room B/Hybrid

July 24, 2024, PRL Conference Room B/Hybrid

October 23, 2024, PRL Conference Room B/Hybrid

6) **ADJOURNMENT**



## WESTMINSTER

### **Historic Landmark Board – Hybrid Meeting Minutes October 25, 2023**

The meeting of the Historic Landmark Board was called to order at 7:05 p.m. by Mary Oswell, Board Chair. The meeting was held in a hybrid format via Teams.

#### **1. ROLL CALL**

Board members present at roll call: Mary Oswell, Chair, Kristy Gotham, Linda Graybeal, Alana Mace (Vice Chair), Kathy Pascoe, and Keith Teeter. Excused: Shirley Garcia. Gargi Duttgupta

Also present were Councillor Lindsey Emmons, Council liaison to the Historic Landmark Board, Staff Liaison Kate Cooke, Cultural Affairs Coordinator, and Tomas Herrera-Mishler, Director - Westminster Parks, Recreation, and Libraries.

#### **2. CONSIDERATION OF THE MINUTES**

Mary Oswell presented the July 26, 2023 meeting minutes to the Board members and asked for any questions or discussion. There were no questions or discussion. Mary asked for a motion. Linda Graybeal moved to approve the minutes as presented. Alana Mace offered the second. The motion passed unanimously.

#### **3. NEW BUSINESS**

##### **a. Introduction – Tomas Herrera-Mishler, Director – Westminster Parks, Recreation, and Libraries**

Mary introduced Tomas who is the Director of Westminster's Parks, Recreation, and Libraries. Tomas provided information about his background and how he envisions the future of the department.

##### **b. Maintenance of Historic Landmarks**

Kate Cooke provided an update on the painting of the Marion Barn and the Semper Farm buildings. These will be painted in the fall/early winter. The Savory Savery Mushroom Tower is planned to be repainted in early 2024. This timing is to ensure that vegetation in the area of the tower will not be negatively impacted.

##### **c. Tour of Historic Landmarks – November 18, 2023**

Kate provided an update on the upcoming tour scheduled for Saturday November 18, 2023. The group should plan on meeting at the Westminster History Center located at 73<sup>rd</sup> and Lowell at 9a. The group will visit all 18 landmarks and have a lunch break as well. The tour should be over by 2p or 3p.

Kate will provide a summary document and copies of the resolutions for the adoption of the landmarks.

**d. Committee – 2024 Historic Landmark History Tours**

The Board Members discussed possible dates to have a brainstorming session. They settled on meeting at Frolic on December 6, 2023 at 6p. Frolic was selected since they offer fundraising for the Westminster Fire Department on that evening.

**4. CONSIDERATION OF OLD BUSINESS**

**a. Historic Landmark Survey – 2016**

Mary provided an overview of the Historic Landmark Survey that was completed in 2016. This survey examined the prevalence of California Style Ranch Homes in the historic Westminster area. Kate had provided a link to the document for review by the Board members.

Alana noted that Lindsey Flewelling had encouraged the Board to undertake an update to this survey or to prepare a new historic landmark survey. Leslie also explained that there are grant funds available for this survey. Alana noted that she is willing to take the lead on this project.

Alana also noted that she is still working on a document that summarizes the benefits of historic designation that can be shared with community members at various city events.

Mary noted that the duties of the Historic Landmark Board include the following:

- Protection of historic assets
- Identification of new historic assets
- Education of the community regarding historic preservation activities and benefits
- Promotion of the work of the Historic Landmark Board

**b. Thanks**

Mary thanked Councilor Emmons for her time associated with the Historic Landmark Board and her support of the work of the Board.

**5. OTHER BUSINESS**

**a. Conferences, Education, Other Updates**

Mary noted that the 2024 Saving Places conference is scheduled for January 31 through February 2, 2024. She highly recommended that one of the Board members plan on attending. She was able to attend last year and found the conference very beneficial. Additionally, to maintain the CLG certification, Board members need to attend trainings throughout the year.

**b. Meeting Schedule for 2024**

Kate noted that the Board is required to meet a minimum of four times per year. Additional meetings can be scheduled per the request of the Board to address the work of the Board.

The meeting schedule for 2024 is as follows:  
January 24, 2024, PRL Conference Room B/Hybrid  
April 24, 2024, PRL Conference Room B/Hybrid  
July 24, 2024, PRL Conference Room B/Hybrid  
October 23, 2024, Conference Room B/Hybrid

## **6. ADJOURNMENT**

There being no additional business for the Board, Chair Mary Oswell declared the meeting adjourned at 7:46 p.m.

THE WESTMINSTER HISTORIC LANDMARK BOARD

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Mary Oswell, Board Chair