

**RECORD OF PROCEEDINGS**  
**FORT LUPTON HISTORIC PRESERVATION BOARD**  
**September 1, 2016**

The Historic Preservation Board of the City of Fort Lupton met at the City Complex, 130 South McKinley Avenue on Thursday, September 1, 2016. Chairperson Donna Walker called the meeting to order at 6:15 p.m.

**ROLL CALL**

Those present were Chairperson Donna Walker, Board Members Barbara Duncan, Beth Block and Marlene Stieber. Also present were Planner Alyssa Knutson and Planning Technician Mari Peña.

**APPROVAL OF THE AGENDA**

Beth Block made a motion to approve the Agenda as submitted and Barbara Duncan seconded the motion.

Motion passed on voice vote.

**APPROVAL OF THE MINUTES**

Beth Block made a motion to approve the minutes of the June 6, 2016 Historic Preservation Board meeting and Barbara Duncan seconded the motion.

Motion passed on voice vote.

Marlene Stieber made a motion to amend the minutes of the June 30, 2016 Historic Preservation Board meeting to indicate that she asked DebraRay for her list of volunteers so that she doesn't talk to the same people that DebraRay has already spoken to. Planning Technician Mari Peña will review the minutes and make the necessary changes. Beth Block seconded the motion.

Motion passed on voice vote.

Marlene Stieber made a motion to amend the minutes of the August 4, 2016 Historic Preservation Board meeting to indicate that she won't be doing the Winbourne family at the Cemetery Tour but she does have a volunteer from the family. Beth Block seconded the motion.

Motion passed on voice vote.

**PUBLIC AND VISITOR INPUT**

Timothy Hoskens attended the meeting as a visitor since his application for membership won't be approved by City Council until September 6, 2016.

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**ACTION ITEM**

There were no action items.

**DISCUSSION ITEMS**

**Cemetery Tour**

Planner Alyssa Knutson distributed the Project Status Report for the Cemetery Tour to the members. Member Marlene Stieber indicated she spoke to Bob with the Lost Creek Guide Newspaper and he asked for a small article to place in the newspaper. The City Planner answered that she sent a brief description of the tour to the newspaper. Members discussed the various portions of the Cemetery Tour including the families that still need to be represented on the tour, the cassette tapes, and placement of the volunteers, drinks and snacks. Members Donna Walker, Beth Block and Barbara Duncan volunteered to provide additional snacks. The City Planner will coordinate with DebraRay Thompson, the Museum Supervisor, the drinks and snacks table. It was suggested that the Tour start at the west entrance, which is the main entrance to the cemetery. The City Planner will review the layout of the Tour as she believed the drinks and snacks will be provided at the east entrance.

Staff and members discussed that several families still needed to be represented and placement of headstones. Member Marlene Stieber also indicated that there is a book at the museum with information on several families including the Putnam Family. Ms. Stieber also indicated that Larry King is related to the Raferty Family and confirmed that Mr. King will represent the Raferty Family.

Member Donna Walker will contact Karen Ewing's cousin, Cindy, to see if she would be interested in representing the Ewing Family and Member Marlene Stieber will ask Dana if he can represent the Counter Family.

The City Planner confirmed that October 1<sup>st</sup> from 2 p.m. to 4 p.m. is the Cemetery Tour. Volunteers should plan to be there are least one (1) hour before.

**Plaques**

Planning Technician, Mari Peña, indicated that she had emailed Mark Rodman with History Colorado regarding the plaques for the murals at the Middle School. He responded by email that he is checking on additional sources for information on the murals and will let us know if he finds the information.

**New Members**

The Board will return to a full membership of seven (7) members as soon as Timothy Hoskens and Mary Adkins memberships are accepted by Council.

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**Workshop and Conference**

Planner Alyssa Knutson indicated that a workshop is scheduled for Black Hawk on December 20<sup>th</sup> on Masonry Restoration. Member Timothy Hoskens confirmed attendance as well as the City Planner. Any other members that are interested are encouraged to confirm with the City Planner as soon as possible as space is limited.

The Saving Places Conference is scheduled for early February. Those members wishing to attend should start reviewing their schedules. More information will be provided as soon as the schedule is received.

**Future Business**

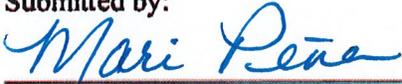
Cemetery Tour  
Saving Places  
Plaques  
Grants for Residential Surveys

**ADJOURNMENT**

Barbara Duncan made a motion to adjourn the September 1, 2016 meeting at 6:55 p.m. and Beth Block seconded the motion.

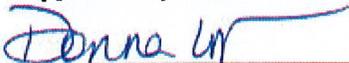
Motion passed on voice vote.

Submitted by:



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Mari Peña, Planning Technician

Approved by Historic Preservation Board



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Donna Walker, Chairperson