



Town of Frederick Historic Preservation Committee Agenda

401 Locust Street, Frederick Co
Tuesday, July 8, 2025

2:30 PM

Call to Order – Roll Call

Approval of Agenda

Consent Agenda

Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda Items unless a Board member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda.

- A. June 10th, 2025 Historic Preservation Committee Meeting Minutes -

Discussion Items

- B. Historic Town of Frederick: Now that the Committee has adopted a preservation plan and structure of presentation –
1. Continued update from Committee Members Simek and Grubb re: intro paragraphs/short history for the historic timeline of Frederick;
 2. Continued update from Committee Member Simek re: compiling and organizing the town timeline mimicking Minturn's historical timeline; discuss when it will be completed and if she requires/desires assistance
 3. Update from Committee Member Grubb re: using AI to assist us in the timeline presentation and gathering information for our CLG needs
 4. Determine who will begin to design the layout of the plan and keep it updated as we go; should be in presentation format to be used in various situations
 5. Should we assign each page of the Minturn template to a chair member to compile the contents? Then give to someone who can begin a website design?
 6. Any information regarding the Wellness House and determining if it can be used as a Museum Annex?

-

- C. Review Community Events list sent by Town Planner Ali van Deutekom and see if Committee members can attend – Chainsaws & Chuckwagons -
- D. Determine how and when we will let the community know about the Museum open hours and welcoming of volunteers, historic items, and stories (FaceBook, NextDoor, Town Newsletter-anything else?) – Did we make any progress on this last month?

-

Other Business

- E. Museum Open hours – NOT July 4th; what did we decide and who will be there? July 18th during Chainsaws and Chuckwagons?
Next meeting is August 12th, will discuss Downtown Plan -

Adjournment

[MEET_FOOT]



Town of Frederick Historic Preservation Committee Meeting Minutes June 10, 2025

Call to Order – Roll Call: At 2:38 PM, the meeting was called to order and roll call was requested.

Present: Chairperson Smith, Vice Chair Simek, Committee Members, Cave, and Grubb.

Also Present: Staff Liaison Ali van Deutekom, and Secretary Tricia David.

Approval of Agenda: The agenda was approved as submitted.

Public Comment: No one signed in for Public Comment.

Consent Agenda:

May 13th, 2025 Historic Preservation Committee Meeting Minutes: Motion by Vice Chair Simek, seconded by Committee Member Grubb to approve Consent Agenda passed unanimously.

Discussion Items:

Creation of the Preservation Plan-

Now that the Committee has adopted a preservation plan and structure of presentation
=

1. Update from Committee Members Simek and Grubb re: intro paragraphs/short history for the historic timeline of Frederick
2. Update from Committee Member Simek re: compiling and organizing the town timeline mimicking Minturn's history timeline; discuss when it will be completed and if she requires/desires assistance
3. Update from Committee Member Grubb re: using AI to assist us in the timeline presentation and gathering information for our CLG needs
4. Update from Chairperson Smith re: timeline established for obtaining CLG status as soon as possible; what are the needs
5. Determine who will begin to design the layout of the plan and keep it updated as we go; it should be in presentation format to be used in various situations

:

- Vice Chair Simek expressed interest in including more engaging and anecdotal content in the Historic Preservation Plan, rather than limiting it to a simple list or timeline.
- Chairperson Smith offered book recommendations to Vice Chair Simek and shared that a church friend recounted memories dating back to the 1950s.

- Commissioner Grubb mentioned speaking with a new resident who has ties to Evanston and obtained her contact information.
- Commissioner Grubb noted there is currently no update regarding the use of AI for the plan.
- Chairperson Smith provided an update on CLG (Certified Local Government) status: The process is ongoing. A checklist is being used. And Chairperson Smith spoke with Lindsey.
- Staff Liaison Van Deutekom confirmed that Lindsey received the ordinance for the Historic Preservation Commission (HPC), and that a code amendment package is forthcoming.
- The group reviewed relevant sections of the Frederick Land Use Code pertaining to the HPC/
- Discussion continued regarding the Historic Preservation Plan: The group reviewed the materials provided by Staff Liaison Van Deutekom. It was agreed the best approach is for members to review the documents individually, then send feedback to Staff Liaison Van Deutekom who will compile and distribute it.
- The Wellness House (built in 1907), which is owned by the Town, was noted as not currently accessible.
- It was also noted that the museum lacks ADA-compliant bathrooms. Staff Liaison Van Deutekom will research ADA requirements for historic properties. Nearby park bathrooms are ADA-accessible, and visitors should be directed there when necessary. Staff Liaison Van Deutekom will check the operating hours for the park bathrooms (i.e., whether they are locked/open).
- The Commission discussed whether the museum could be reorganized and suggested a potential meeting at the museum to assess options.
- The Commission discussed recently donated historic items and expressed interest in sending a thank-you note. Staff Liaison Van Deutekom will locate Frederick-branded thank-you cards for this purpose.

Review Community Events list sent by Town Planner Ali van Deutekom and see if Committee members can attend:

- The Town will provide tent space at community events for the Historic Preservation Commission (HPC) to promote its work. Suggested activities

include displaying historical photos, listing museum hours, and distributing cards with museum dates and times.

- The committee discussed using a QR code linking to the HPC webpage. Staff Liaison Van Deutekom will follow up on this and explore the possibility of creating a bookmark featuring HPC information.
- Frederick in Flight (June 20–22): All members are invited to spend time at the Town's tent as their schedules allow.
- The group discussed designating an official "History of Frederick Month" around Miners Day, including options for local media outreach or creating an HPC newsletter.

Determine how and when we will let the community know about the Museum's open hours and welcoming of volunteers, historic items, and stories (FaceBook, NextDoor, Town Newsletter-anything else?):

Museum Open hours – July 4th??? **OR** move it to coincide with Town events that weekend **OR** move it to July 11th?

:

- The museum will be open during Frederick events, though it is already reserved for the Tiny Terror Town event.
- There will be no 4th of July fireworks, and the Committee agreed not to staff the museum on July 4th. Open hours may be rescheduled to the following Friday.
- For the Chainsaws and Chuckwagons event, the Committee discussed opening the museum due to expected high attendance.
- Committee Member Grubb may be available to staff the museum on July 11.
- Staff Liaison Van Deutekom will send an email requesting volunteers for museum hours (5:00–7:00 PM) on July 11.

Other Business:

Next meeting July 8th:

Adjournment: There being no further business of the Historic Preservation Committee, the meeting adjourned 3:36 PM.