



HISTORIC PRESERVATION BOARD

WEDNESDAY, JUNE 25, 2025

MINUTES

Wednesday, June 25, 2025

6:00 PM

100 Third Street, Castle Rock, CO
Conference Room – A and B

1. Call to Order

The meeting was called to order at 6:02 pm.

a. Roll Call

PRESENT Board Member Chris E. Schutzenberger
Board Member George Price
Board Member Jeffrey E. Popp
Board Member Mary O'Pry
Board Member Michael R. Drennan

STAFF

PRESENT Lauren Pulver, Planning Supervisor
Brittany Cassell, Curator
Celeste Deal, County Liaison

b. Approval of the Agenda

Board Chair, Chris Schutzenberger, made a motion for the HPB to approve today's agenda.

RESULT: APPROVED
MOVER: Chris E. Schutzenberger
SECONDER: Mary O'Pry
AYES: Schutzenberger, Price, Popp, O'Pry, Drennan

2. Approval of Minutes

Board Chair, Chris Schutzenberger, made a motion to approve the Minutes from June 4, 2025.

RESULT: APPROVED
MOVER: Chris E. Schutzenberger
SECONDER: George Price
AYES: Schutzenberger, Price, Popp, O'Pry, Drennan

3. Citizen Comment (5 min. per participant)

There were none.

4. Discussion and Action Items

a. Review and Discuss Historic Resources Scorecard for Funding Requests

The HPB reviewed the scoring sheet and discussed the Board of County Commissioners (BOCC) priority of the importance of public access to historic and natural resources in the County. The issue was discussed and the HPB made a decision to modify the scorecard to increase the points available for public access.

Board Member, George Price, made a motion to increase the number of points for public access from 7 to 9 points on the scoring rubric, giving public access the same weight and points as disrepair and urgency starting on June 25, 2025.

RESULT: APPROVED

MOVER: George Price

SECONDER: Mary O'Pry

AYES: Schutzenberger, Price, Popp, O'Pry, Drennan

b. Review and Score 2026 Funding Requests

Each of projects below were reviewed, discussed, individually scored and the HPB members made comments for recommendation.

i. Cherokee Ranch and Castle

The HPB discussed the items and would like to recommend funding for the historic structure repairs and not fund replacement of décor type items. The HPB would recommend funding the following:

- Concrete repairs to the west side (rear) of the Castle, including Stairways
- Interior historic repairs
- Exterior painting and roofing repairs

Board Chair, Chris Schutzenberger, made a motion to recommend funding 50% of the request from the Historic Preservation fund, but for the funding be limited to areas of historic structure and preservation only specific to the items identified by HPB above.

RESULT: APPROVED

MOVER: Chris E. Schutzenberger

SECONDER: George Price

AYES: Schutzenberger, Price, Popp, O'Pry, Drennan

ii. Prairie Canyon Ranch

Brittany Cassell, Curator, briefed the HPB on the property and which areas of the property are the most urgent.

Board Chair, Chris Schutzenberger, made a motion to make a recommendation to fund the \$1,637,600 with 50% of the request from the Historic Preservation Fund and 50% from the Open Space fund with the most urgent work being completed first.

RESULT: APPROVED

MOVER: Chris E. Schutzenberger

SECONDER: George Price

AYES: Schutzenberger, Price, Popp, O'Pry, Drennan

iii. Sandstone Ranch

Brittany Cassell, Curator, briefed the HPB on the property and which areas are most critical for preservation.

Board Chair, Chris Schutzenberger, made a motion to make a recommendation to fund the \$1,688,000 with 50% of the request from the Historic Preservation Fund and 50% from the Open Space fund with the most urgent work being completed first.

RESULT: APPROVED

MOVER: Chris E. Schutzenberger

SECONDER: George Price

AYES: Schutzenberger, Price, Popp, O'Pry, Drennan

iv. 2026 Repository Public Display and Artifact Care Project

This funding request will not need to be scored but will be put into the base budget for 2026. Staff spoke about the different artifacts and the urgency of their restoration.

Board Chair, Chris Schutzenberger, made a motion to recommend to fund 100% of the \$150,000 from the Historic Preservation Fund.

RESULT: APPROVED

MOVER: Chris E. Schutzenberger

SECONDER: Jeffrey E. Popp

AYES: Schutzenberger, Price, Popp, O'Pry, Drennan

v. Contracted Professional Services

This funding request will not need to be scored but will be put into the base budget for 2026.

Board Chair, Chris Schutzenberger, made a motion to recommend to fund 100% of the \$100,000 from the Historic Preservation Fund.

RESULT: APPROVED

MOVER: Chris E. Schutzenberger

SECONDER: George Price

AYES: Schutzenberger, Price, Popp, O'Pry, Drennan

vi. Evans Homestead

Board Chair, Chris Schutzenberger, made a motion to recommend to fund 100% of the \$350,000 request from the Historic Preservation Fund.

RESULT: APPROVED

MOVER: Chris E. Schutzenberger

SECONDER: Mary O'Pry

AYES: Schutzenberger, Price, Popp, O'Pry, Drennan

vii. William Converse Ranch

Brittany Cassell, Curator, went over the increased urgency and the condition of the property. The property is located at Hidden Mesa Open Space.

Board Chair, Chris Schutzenberger, made a motion to recommend to fund the \$135,000 with 50% of the request from the Historic Preservation Fund and 50% from the Open Space fund.

RESULT: APPROVED
MOVER: Chris E. Schutzenberger
SECONDER: Mary O'Pry
AYES: Schutzenberger, Price, Popp, O'Pry, Drennan

viii. County Owned Historic Properties Maintenance

This budget request is for unforeseen damages, damages from wildlife and weather, paint, and repairs.

Board Chair, Chris Schutzenberger, made a motion to recommend to fund 100% of the \$100,000 from the Historic Preservation Fund.

RESULT: APPROVED
MOVER: Chris E. Schutzenberger
SECONDER: George Price
AYES: Schutzenberger, Price, Popp, O'Pry, Drennan

c. HPB Attendance at Douglas County Fair & Rodeo

Board Vice Chair, Mary O'Pry, gave detailed information on staffing Friday, July 25th or August 1st from 11 am to 8 pm at the Douglas County Fair & Rodeo. Both staff and HPB members are invited to volunteer at the booth in the Event Hall. The Historic Preservation booth will feature the activity, "Guess that artifact".

d. Curator Updates

Brittany Cassell, Curator, briefed the HPB on the following:

Projects

- New Unit Furnishing and lockers for the Repository Expansion. This will be a general fund request. Other funding sources are being researched. The workspace will be expanded and have a conference room. Each of the areas is being cataloged both digitally and on paper. Other Historic Entities are interested in the storage and labeling of artifacts. All the climate control artifacts will be housed in this new area.
- Greenland Post Office- State Historical Fund award and next steps, we have been granted \$163,000 and will be going before the BOCC for the cash match. Work has been contracted from 2024 and Staff is working on beginning the process.

Repository

- Reorganizing list of landmarked historic sites on DC website

Updates

- Brittany will be presenting the Budget to COSAC on July 10th

5. Other Business and Discussion

a. Sedalia Museum's Annual 4th of July Event

Vice Chair, Mary O’Pry, reminded the HPB of the Sedalia Museum’s annual 4th of July festivities with homemade ice cream from 10-2 pm on Friday, July 4, 2025.

6. Adjournment

The meeting was adjourned at 7:32 pm.

The Next Regular Meeting Will be Held on Wednesday July 23, 2025 @ 6:00 p.m.