

**MUSEUM AND HERITAGE FUND ADVISORY BOARD
QUARTERLY MEETING
April 30, 2019**

Pete Wither, Chair, called the meeting of the Museum and Heritage Fund Advisory Board (MAHFAB) to order. Ellen Bonnifield, Mike Lewis, Jim Peterson, Diane Holly, and Becky Hicks, Museum and Heritage Fund Advisory Board members; Kelly Latterman, Perry-Mansfield; John Major, citizen; Emily Katzman, Historic Routt County; Sheila Henderson, Integrated Community, and Millie Beall, 443 Oak Creek Nonprofit Center, were present. Helena Taylor prepared the minutes.

EN RE: REVIEW OF MINUTES

MOTION—APPROVAL OF MINUTES, JAN. 29, 2019

Mr. Peterson moved to approve, as modified, the minutes of the Museum and Heritage Fund Advisory Board's regular quarterly meeting of January 29, 2019. Ms. Bonnifield seconded; the motion carried unanimously; 6-0.

EN RE: EXTENSION / WITHDRAW REQUEST

Historic Routt County – Julie Harris Theater

Ms. Katzman stated that Historic Routt County back in 2018 sponsored a grant for Perry-Mansfield. She introduced Ms. Latterman who would address the Julie Harris Theater grant withdrawal.

Ms. Latterman stated that at this time Perry-Mansfield would like to rescind the grant request. She stated that moving forward with the full scope of the renovation is currently cost prohibitive. The organization has made strides towards the rehabilitation of the building. The construction documents for the critical work to the Julie Harris Theater were completed. A bid was received for the work, along with a proposed timeline and phased approach for future work on the theater. That bid came in at \$450,000 and the bid increases about 1% per month. All of these factors combined and with the generous grant from Museum and Heritage, they are not in a position to move forward with the project at this time.

Ms. Latterman stated the Julie Harris Theater remains an important project to the organization and hopes to be able to raise the necessary funds to rehabilitate the building. She hopes at that time, the Museum and Heritage Advisory Board will support the project once again.

MOTION

Ms. Bonnifield moved to accept the withdrawal of the Julie Harris Theater grant sponsored by Historic Routt County and return the encumbered funds to the Capacity Building Grant pool. Ms. Holly seconded; the motion carried unanimously; 6-0.

EN RE: CAPACITY BUILDING GRANTS – SPRING CYCLE

Historic Routt County – Structural Rehabilitation of the Morning/Willet House

Ms. Katzman stated that Historic Routt County is pleased to sponsor the grant for this important project.

Ms. Beall stated the Morning/Willet house is over 113 years old. She added that volunteers in the community have helped rehabilitate the building. The grant provides a timeline of the work already done.

Ms. Beall stated that in 1906 the brothers George and Archibald Wither built the house. In 1919, Judge Charles Morning purchased the house from the Withers. After, Dr. Willet was a tenant in the house until he died in 1970. In April 2015, 443 Oak Nonprofit Center purchased the building to house both Routt County United Way and Integrated Community. Since then, they have organized several volunteer events to beautify the outside of the structural as well as clean up the inside.

Ms. Beall stated they did a structural assessment recently. In the assessment several critical building deficiencies were identified and a preservation plan was developed. They will need to replace the metal roof and rehabilitate, rebuild the southwest corner and preserve the foundation.

Ms. Beall discussed in detail the work they hope to do on the property.

Ms. Henderson stated many improvements have been done already such as the hot water heater, sidewalk, sprinkler system and exterior paint. She added the building currently houses two non-profit agencies; United Way and Integrated Community.

Ms. Henderson discussed the operating agreement. Should one of the entities decide to leave the building, the space can only be occupied by another nonprofit organization. The ownership of the building has to remain a nonprofit also.

Ms. Beall stated the owners hope to expand the building and add additional office space for the other nonprofit entities. The expansion space will replace the current garage. They will add ADA access also.

Ms. Katzman stated the expansion will need to go through the Steamboat Springs Historic Preservation Board since the Morning/Willet house has historic designation. Historic Routt County supports the expansion.

Mr. Peterson asked about the State Historical grant funds that were denied. Ms. Beall stated the grant that was denied was for construction documents. She added the denial was because of the competitive nature of that particular grant cycle. Since then, they have raised the funding necessary for the construction documents. She also discussed the new roof being donated to them by Berlet Roofing.

Ms. Hicks asked what the new roof would look like. Ms. Beall stated it will be similar to the current one; metal. She added the particular metal roof material has been used throughout other houses along Oak Street. It has a 1930's look.

Ms. Hicks asked how much of the current building is still authentic and how much of it has been changed. Ms. Katzman stated the building was placed on the Steamboat Springs Historic Registry in 2016. She explained the process of going through the Steamboat Springs registry versus the Routt County Historic Registry. She added that the Steamboat Springs registry is more rigorous than the Routt County's registry. Ms. Hicks asked if the exterior of the house is like the original. Ms. Beall stated the exterior is the original. She added the only difference is the bay window that replaced a regular window. Ms. Henderson directed the Board's attention to several historic photos of the exterior.

Mr. Peterson noted the funding being requested is specific to the repoint and tick all foundation stone and insulate interior of crawlspace foundation walls, bay window and entry space.

Roundtable discussion the historic value and how this justifies spending Capacity Building Grant funds on the project. Mr. Peterson had some reservations on spending funds on insulating the bay window and entry space; these were not part of the original house. Ms. Beall explained why she identified these two line items for the MAHFAB grant; timing was one of the reasons. She wanted to have the funds go to items that would be at the tail end of the project because of timing of the final approval in order to not delay the project. Ms. Katzman stated the Steamboat Springs Historic Preservation Board (SSHPPB) does mean the building of historic significance. Mr. Peterson still felt there was a need to make sure the funds go towards historic preservation projects. Just because SSHPPB says it's historic, doesn't necessarily mean it is. The bay window and the entry way were not part of the original building. Ms. Beall stated the Morning/Willet House has been part of the historic homes in Steamboat Springs for many years. Longer than their organization has been in place.

Ms. Beall stated she has been in Steamboat Springs for 50 years and the Morning/Willet house has always looked the way it currently does.

Mr. Wither stated that half of the funding request is going toward the stone foundation.

Additional roundtable discussion regarding the work being done in the foundation and the budget line items.

Ms. Bonnifield stated if the work is not done then additional structural damage can happen.

Ms. Katzman stated the whole project revolves around moisture mitigation. If moisture is allow to seep into the building, it's going to be worse off in the long run. Most historic preservation projects are about keeping water out of the structures.

MOTION

Mr. Peterson moved to recommend to the Routt County Board of County Commissioners that the request for the for the Morning/Willet House Structural Rehabilitation project be approved as submitted in the amount of \$10,000 or 50% of the expenditures, noting that no work be done prior to the County Commissioner final approval.

Ms. Hicks seconded the motion; the motion carried unanimously; 6-0.

Hayden Heritage Center – Depot Roof Repair

Mr. Wither stated the grant being considered is for the Depot roof repair. The total project is \$8,657 and the grant request is for \$4,328.50.

Ms. Holly stated in previous meetings, Ms. Watson advised the Board that the roof would have to be repaired and they would need to use special clay tiles. The Heritage Center did have a pallet of the tiles, but additional ones would need to be purchased to complete the project. Ms. Bonnifield added the additional tiles needed will have to be imported from Spain.

Ms. Hicks had two questions. One was the contract; there isn't a start date. The other was on the budget; there isn't any breakdown detail on the budget.

Mr. Peterson stated the entire project is actually \$34,627. The funds being asked from MAHFAB are being used as leverage with another State Historic grant. Our funds added to the cash match from the Heritage Center will be the 25% cash match for State Historic Fund.

MOTION

Mr. Peterson moved to recommend to the Routt County Board of County Commissioners that the request for the Depot Roof Repair be approved as submitted in the amount of \$4,328.50 or 50% of the expenditures, noting the approval is contingent on the Heritage Center receiving funding from the State Historical Fund.

Ms. Hicks seconded the motion; the motion carried unanimously; 6-0.

Tread of Pioneers Museum – Howelsen Hill History Audio Tour Post

Mr. Wither stated that the grant request was for \$3,000 for the Howelsen Hill History Audio Tour Post.

Mr. Peterson had many questions regarding this project and would have reservations approving the project without having someone present to answer those questions: Where did the project originate from? Was this a City project? Where is the post going to be placed? Also, why is the City not contributing to the project, and last, who will do the ongoing maintenance on the kiosk.

Mr. Peterson stated the project falls under historic education. Ms. Holly added it's similar to the historic interpretative signs funds several years ago.

MOTION

Mr. Peterson moved to table the project until all the questions can be answered to the Board's satisfaction. Ms. Holly seconded the motion; the motion carried unanimously; 6-0.

Historical Society of Oak Creek and Phippsburg – Bucket Park Landscaping, Phase II

Mr. Peterson had no questions on this grant. The application was complete and had the necessary detailed information on the project. Based on the information provided, they already secured a GOCO grant.

MOTION

Ms. Hicks moved to recommend to the Routt County Board of County Commissioners that the request for the for the Coal Miner’s – Bucket Park Landscaping, Phase II grant be approved as submitted in the amount of \$7,589 or 50% of the expenditures subject County Commissioner’s final approval.

Ms. Bonnifield seconded the motion; the motion carried unanimously; 6-0.

EN RE: NEW BUSINESS

CAPACITY BUILDING GRANT APPLICATION

There were some concerns on the current grant application. On Section B – *“Property or Project History: Write a brief history and description of the property or a description of the project and its relationship to historic preservation.”* Ms. Bannister had requested a change to the language since this looked like the language was based on an old State Historic grant application. She felt it spoke primarily of historic preservation of historic properties.

Mr. Peterson asked if the application changes would need the County Commissioners’ approval. Mr. Wither stated this board has made minor language changes without going to the Commissioners. Mr. Peterson suggests we add another box to the application, name it “other” and add “explain” to it.

MOTION

Ms. Holly moved to amend the MAHFAB Capacity Building grant application and add a fourth box, name it “other” and add “explain” to it.

Ms. Bonnifield seconded the motion; the motion carried unanimously; 6-0.

EN RE: NEXT MEETING

The next regular meeting of the Museum and Heritage Fund Advisory Board will be held on Tuesday, **July 23, 2019, at 6:00 p.m.**, in the Commissioners’ Hearing Room, 3rd floor of the Historic Courthouse.

EN RE: ADJOURNMENT

MOTION—ADJOURNMENT

At 7:10 p.m., Ms. Bonnifield moved to adjourn the meeting. Mr. Peterson seconded; the motion carried unanimously; 6-0.

No further business coming before the Board, same adjourned sine die.

Helena Taylor, Staff Assistant

Pete Wither, Chairman