A G E N D A

REGULAR MEETING
HISTORIC PRESERVATION BOARD
La Junta, Colorado
February 9, 2026
4:00 P.M.
Council Chambers
Municipal Building
601 Colorado Avenue

CALL TO ORDER

ROLL CALL (City Clerk)

Board Members P/A	Supervisors	Others
Bennett		
Hill		
Lively		
Madrid		
Mason		

CITIZEN PARTICIPATION

MINUTES OF PREVIOUS MEETING (Chairperson)
Regular Meeting December 8, 2025

FINANCIAL STATEMENTS (Treasurer)

REPORTS
A. America 250 – Colorado 150 Community Outreach
B. 2022 Downtown La Junta Historic Survey
C. 2024 Northeast La Junta Cultural Resource Survey

NEW BUSINESS
A. Election of Officers for 2026 (Chairman) (Action)
   1. Chairman
   2. Vice-Chairman

B. Application for Historic Site Designation – Rikhof (Chairman) (Action)

C. Increase Membership by two (2) Duly Appointed Members (Chairman) (Action)

D. Director Comments
   1. CLG Subgrant Program Fiscal Year 2026

E. Governing Body Comments

ADJOURN

LA JUNTA HISTORIC PRESERVATION ADVISORY BOARD (CLG)

CALL TO ORDER: The Historic Preservation Advisory Board (CLG) held a regular meeting on Monday, December 8, 2025 at 4:00 p.m. in the Council Chambers. The meeting was called to order by Chairperson Ben Mason.

Board Members Present	Absent
Nancy Bennett - via Zoom	
Erika Lively - via telephone	
Toni Madrid	
Ben Mason	

Also present: Cristian Estrada, Deputy City Clerk/HPAB Secretary
Melanie Scofield, City Clerk/HPAB Director
Aimee Hill, La Junta

CITIZEN PARTICIPATION: There was no citizen participation.

MINUTES: October 6, 2025
Chairperson Mason asked if there were any corrections or additions to be made to the October 6, 2025 minutes. Hearing no corrections or additions, a motion was made.

MOTION THAT THE OCTOBER 6, 2025 CLG REGULAR MINUTES BE ACCEPTED AS PUBLISHED: MADRID
SECOND: BENNETT
DISCUSSION: There was no discussion
VOTE: The motion carried unanimously

FINANCIAL STATEMENTS: Cristian Estrada, CLG Secretary/Treasurer gave the financial statement.

The financial statement for CLG is as follows:

3RD QUARTER 2025	
Balance Forward	+$7,000.00
2025 New Balance	+$7,000.00
Saving Places	-$ 600.00
Survey Cash Match	-$ 5019.00
La Junta Rotary	-$1,210.00
Balance	$ 7,771.00

4TH QUARTER 2025	
Balance Forward	+$8,981.00
La Junta Rotary	-$1,210.00
Balance	$ 7,771.00

Normally, any leftover balance does not roll over to the next year. The HPAB will restart their budget; Melanie will meet with Michael Hart to discuss whether or not they are able to roll over the balance for 2026. Part of the balance will be spent on the registration for the virtual Saving Places conference, which will be about $1,000. There is a grant for this fee, and we will be getting that $1,000 back, but it will be reflected on the 2026 financial statements. With the remainder of this year's balance, it would be good to go for another public outreach, as well as visit another survey.

- Bennett – Who decides whether or not any leftover funds could be rolled over? Does that money come from the or the state?
    - Scofield – The funds come out of the City of La Junta budget. The City Manager is the one who can make that decision to roll over any funds.
    - Bennett – Could it be petitioned to City Council to be able to change that rule so that any leftover funds can be automatically rolled over to the next funding year?
    - Scofield – No; it is more of an auditing, government practice for the financials; it is not something that can be changed.
- Lively – If the board wanted to do something more with the funds, like the Rural Development "REDI" program on February 4th, similar seminar to the Saving Places conference. It is virtual. Should the board think about doing that, as well?
    - Scofield – Will look into that and will send communications out to the board.

The board continued discussion with options on what to do with any leftover funds in any year; one idea was "earmarking" a certain amount of funds and designating those funds for a specific project(s). Every year, the HPAB is budgeted for $7,000. If the board is wanting more funding to work with, then it will need to be brought up during the budget process (beginning in August of 2026 for the next budget session).

MOTION THAT THE THIRD AND FOURTH QUARTER CLG FINANCIAL STATEMENTS BE ACCEPTED AS PRESENTED: BENNETT
SECOND: LIVELY
DISCUSSION: There was no discussion
VOTE: The motion carried unanimously

REPORTS:

A. Historic Walking Tour

- Aimee Hill – got the subscription purchased for the virtual tour; went with the more economical option, instead of the more expensive one. The plan is to have the trial program ready by the public outreach meeting in January 2026. This will help gauge what is good and what is still needed. The downtown area that was surveyed in 2022 is where the "walking" tour will consist of.

B. 2022 Downtown La Junta Historic Survey

- Melanie Scofield – this discussion was regarding the January 24th public outreach session. The drafted letter will go out on January 10th, 2026 and will request those addresses that were in the 2022 Downtown Historic Survey to attend on Saturday, Jan. 24, 2026 at 10:00 a.m.

- Has reached out to the library, but they are closed at the requested times. Reached out to the Methodist Church and they sent me all of the different, available rooms. Will do a walkthrough to pick a room that would work best for our event.
- Will also try to put together some stuff off of the checklist. Just need to reach out to the Sign Shop for a quote.

Further discussion regarding the image (logo) of what to use on all of the paperwork/posters. This is needed to form some sort of 'cohesiveness'/recognizable images. The meeting in January (public outreach) is to inform potential participants of the HPAB and what funds are available to those who would like to pursue local, state, and federal funding in their historically-identified properties. This will be considered an open meeting, where anyone from the public may attend.

C. 2024 Northeast La Junta Cultural Resource Survey

- Melanie Scofield – got the draft surveys sent out to the board; has only had time to go through a few of the properties. The final survey will be tentatively completed by April 1, 2026. The grant for the survey expires June 1, 2026. Everything is running along on time so far, so no issues.

NEW BUSINESS:

A. Board Vacancy Letter of Interest

- Aimee Hill – has sent a letter of interest to the director; would like to be on the board. Has a background in construction (Bachelor's degree in Construction Management). Current job is in construction. Has worked with the board before in other capacities. Very interested in the history of downtown, especially when people start researching the local history.

MOTION TO ACCEPT AIMEE HILL AS A MEMBER OF THE HISTORIC PRESERVATION ADVISORY BOARD: BENNETT
SECOND: MADRID
DISCUSSION: Erika Lively – Has Aimee ever worked with grants?
Aimee Hill – Yes, has written a few smaller grants, all of which have been awarded.
VOTE: The motion carried unanimously

B. Director Comments – Melanie Scofield, City Clerk/HPAB Director, gave the director comments.

1. UMCLJ Letter of Support

- The United Methodist Church of LJ has reached out to the board for a letter of support. The email is in the packets. As the email reads, they would like the letter dated for 2026. Would someone like to volunteer, assist, do it for us?
  - **i.** Lively – They are requesting the letter to be able to qualify them for national registry, correct? Or do they need a certain number of letters from the community stating the importance of the church and how it would benefit from a national register site?
  - **ii.** Scofield – Unsure if they are looking for a specific number of letters; this is for grants.

iii. Lively – Cousin Alice McDonald has had to do this before for a church in Manzanola; will get a copy of the letter to see if it would be helpful for the board to compile a letter. Will try to email/forward a copy when the letter is shared.

iv. Bennett – can assist with the letter and process, as well.

C. Governing Body Comments - None

D. Next Scheduled Meeting: January 12, 2026 (work session).

There being no further business, the meeting was adjourned at 4:32 p.m.

Cristian Estrada, Deputy City Clerk	Ben Mason, Chairperson