

WYOMING SHPO -- CLG ANNUAL REPORT FORM 2022 - 23

Due Date: DECEMBER 31, 2023

Report Inclusion Dates: OCTOBER 1, 2022 through SEPTEMBER 30, 2023 (federal fiscal year)

Format: Please use the forms on the following pages to submit annual reports.

Please provide the following information with your Annual Report:

1. Signature page with signatures of all **NEWLY APPOINTED** commission members
2. Historic Preservation Commission Member Profile and Resume for all **NEWLY APPOINTED** commission members if not previously sent to SHPO.
3. An updated list of all staff support and commission members, indicating official titles or positions and current contact information. **Please highlight the Local Government and Board Contacts.**
4. A certified copy of the Certified Local Government's annual budget audit report or an explanation for why it is not being provided.
5. Copies of meeting minutes.
6. Documentation of training.
7. Description of all major accomplishments of the CLG commission during the federal fiscal year (10/1/22 to 9/30/23).

I verify that the information given in the annual report and evaluation documentation is true and accurate to the best of my knowledge.

Preparer's Name & Title

12/12/2023

Date

Signature

12/12/2023

Date

CLG Chair Signature

12/12/2023

Date

Chief Elected Local Official Signature

12-13-23

Date

CLG ANNUAL REPORT & EVALUATION DOCUMENTATION

1. MEETINGS

- Meetings are held in accordance with by-laws. ☒ Yes ☐ No
 - *Each meeting shall be open to the public.*
 - *Minutes from each meeting shall be made available for public access.*
- At least 6 meetings were held during the federal fiscal year. ☒ Yes ☐ No
- Copies of minutes for all meetings are attached or were previously sent to SHPO. ☒ Yes ☐ No

2. MEMBERS

- Commission vacancies were filled within 30 days ☒ Yes ☐ No ☐ N/A
- Newly appointed members met federal standards. ☒ Yes ☐ No ☐ N/A
"All Commission members must have a demonstrated interest, competence, or knowledge in historic preservation"- 36 CFR 61.6(e)(2)
- Copies of resumes for newly appointed members are attached. ☒ Yes ☐ No ☐ N/A

3. TRAINING

- Did CLG commission members receive training during the federal fiscal year? ☒ Yes ☐ No
- Is documentation of training attached? ☐ Yes ☒ No ☐ N/A

4. FUNDING

- Has the CLG received NPS CLG grant funding during the federal fiscal year? ☒ Yes ☐ No
- If yes, were all programmatic and procedural requirements for the grant project followed? ☒ Yes ☐ No
- Has the CLG commission received funding from other sources? ☒ Yes ☐ No

5. NATIONAL REGISTER NOMINATIONS & PUBLIC COMMENT

- Did the CLG commission support or pursue listing properties in the National Register of Historic Places? ☒ Yes ☐ No
- Did CLG commission review and comment on nominations to the National Register of Historic Places? ☒ Yes ☐ No
- Did the commission provide a reasonable opportunity for public comment on National Register nominations to their local constituency, including those instances when the CLG is the nominating party for properties within the jurisdiction of the local government? ☒ Yes ☐ No ☐ N/A
- Did the CLG commission implement appropriate procedures for public comment and forward public comments to ☒ Yes ☐ No ☐ N/A

SHPO for properties within its jurisdiction being nominated to the National Register?

- Did the chief elected official of the CLG transmit the report of the local commission regarding National Register nominations for property within the jurisdiction of the certified local government along with his/her recommendation directly to the SHPO? ☒ Yes ☐ No ☐ N/A
- Are copies of the appropriate notification letters, public notices, minutes or other documentation attached? ☒ Yes ☐ No ☐ N/A

6. PROGRAM SUPPORT FROM LOCAL GOVERNMENT

- Does the local government provide the commission with at least a minimum of part time, paid staff assistance? ☒ Yes ☐ No
- Has the local government provided the commission any of the following? (check all that apply) ☒ Yes ☐ No
 - ☒ operational funding ☒ support or assistance
 - ☒ use of their equipment, such as:
 - ☒ copiers
 - ☒ computers
 - ☒ office and meeting space
 - ☒ supplies, including paper, envelopes, and postage

7. CULTURAL RESOURCES INVENTORY

- During the Fiscal Year being reported, has the CLG commission conducted or supported additional surveys of cultural resources located within the jurisdiction of the CLG? ☐ Yes ☒ No
- During the Fiscal Year being reported, has the CLG commission gathered information on cultural resources within the jurisdiction of the CLG and advised government officials on historic preservation issues? ☐ Yes ☒ No
- Does the CLG commission maintain an organized compilation of information on properties that have been surveyed and evaluated within the jurisdiction of the certified local government? ☒ Yes ☐ No
- Has the local government provided a place to house the local inventory? ☒ Yes ☐ No ☐ N/A

8. PRESERVATION PLANNING

- Did the CLG or its commission take steps to protect properties significant to local residents through local designation? ☒ Yes ☐ No
- Did the CLG or its commission take any steps intended to protect resources identified in a survey? ☒ Yes ☐ No
- Did the CLG or its commission take any steps to incorporate historic preservation concepts into local planning? ☒ Yes ☐ No

initiatives?

- Did the CLG or its commission publicly recognize the significance of properties to attract tourists and other visitors interested in history and preservation? ☐ Yes ☒ No
- Has the CLG or its commission taken steps toward enacting any local ordinances or resolutions that enhance preservation within the jurisdiction of the local government? ☒ Yes ☐ No
- Has the CLG enforced appropriate local legislation for the designation and protection of historic properties? ☒ Yes ☐ No

9. HISTORIC PRESERVATION PROMOTION

- Has the CLG commission served as a liaison with community residents to gain recognition for historic properties? ☒ Yes ☐ No
- Has the CLG commission provided opportunities for the CLG to pursue a formal role in historic preservation? ☒ Yes ☐ No
- Has the CLG commission informed people about the benefits of historic preservation, the commission, and its work? ☒ Yes ☐ No
- Has the CLG commission demonstrated a commitment to and an appreciation of local cultural resources by:
(Check all that apply)

☒ becoming more visible in the community

☒ dispelling myths about preservation

☒ promoting historic preservation activities

☒ establishing the credibility and trustworthiness of the commission

☒ protection of cultural resources

☒ garnering support and/or enthusiasm for historic preservation

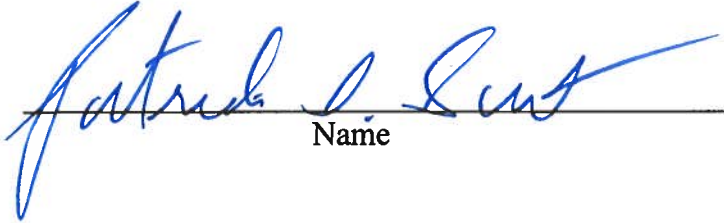
☒ improvements in local appearance, the economic climate, or stimulating tourism

- Can the CLG commission demonstrate pursuit of sound preservation goals to make preservation an integral part of development and planning process that fits the needs, interests, and goals of local residents? ☒ Yes ☐ No
- Did the CLG commission sponsor or provide educational opportunities such as: ☒ Yes ☐ No
 - ☒ workshops for its own commission members
 - ☐ writing a regular preservation column for its local newspaper
 - ☒ any of a variety of activities to promote and support historic preservation, if checked describe below:

**NEWLY APPOINTED COMMISSION MEMBER
SIGNATURE PAGE**

We, the undersigned members of the Cheyenne Historic Preservation Commission in
 Cheyenne , Wyoming, have read and are familiar with both the ordinance and bylaws of our
commission.

SIGNED:



Name

 12/12/25
Date

Name

Date

Name

Date

Name

Date

Name

Date

CLG – Sample Format for 2022 to 2023 Contact List

(Please provide updated Local Government Contact and Board Contact at the top of the updated list and then attach the list board members below their names in the same format, if available. If you have one contact person who can forward Wyoming SHPO CLG announcements to all of your board members—please highlight his/her name.)

Casper, City of: Casper Historic Preservation Commission

Website: http://www.fortcasparwyoming.com/historic_preservation

Local Government Contact

Lonnie Olson
2101 O'Neil Avenue
Cheyenne, WY 82001
307-637-6307
lolson@cheyennecity.org

Board Contact

Milward Simpson

307-421-4356
Milward62@gmail.com

Please explain major accomplishments of the CLG commission during the federal fiscal year (10/1 to 9/30).

The Cheyenne Historic Preservation Board continues to remain active and continue in the furtherance of its mission to preserve the history of Cheyenne.

The Board was able to host a regular meeting every month this past fiscal year. Due to ongoing concerns over COVID-19 and in an attempt to maximize participation, every meeting was hosted in a hybrid manner, with options for virtual and in-person participation. Each meeting was attended by a representative from Cheyenne's Planning and Development Office, as well as a designated City Council Representative. This continues to foster a productive on-going relationship between the Board and City leadership.

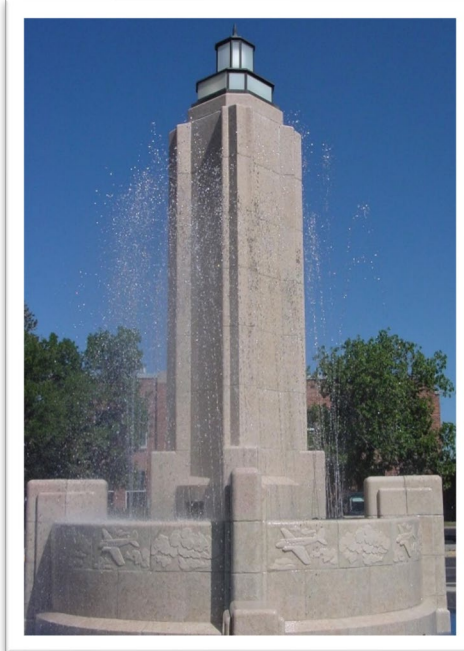
The board held a celebration for the decade's long Airport Fountain Restoration project was finally completed in 2022. The celebration had the mason and architect show up to speak about their work with multiple board members speaking about the work that was done. In addition, the board has successfully named the area around the fountain to "Airport Fountain Park" and the island it sits is an official city park. The board has continued to educate the public about the importance of Historic Preservation is looking at doing a "Homes with History" project where property owners can have plaques made describing the history of their structure. The board is also looking in the curriculum taught to the youth of Cheyenne to see how they can assist teaching the younger generations about the importance of historic preservation.

One board member, staff, and the City Council Representative attended the Colorado Saving Places conference to continue board education on preservation topics.

For the fifth year, the Christmas ornaments have been a fundraising staple for the Board. Proceeds from the sale of these ornaments fund ongoing board preservation efforts. It is anticipated that ornament sales will continue as a viable replacement to the historic tour conducted by the board prior to the ornament sales.

Finally, the Board continued to maintain engagement with the community virtually through their Facebook page, which has more than 3,900 followers.

2023 Annual Historic Preservation Report October 1, 2022 through September 30, 2023



Airport Fountain Celebration September 2023

Photo: Cheyenne Historic Preservation Board



2023 LeClerc Jones Award
(Frist Presbyterian Church, 220 W 22nd Street,
Awarded in May of 2023)

Photo: Cheyenne Historic Preservation Board

STATE OF HISTORIC PRESERVATION REPORT: FY 2022 – 2023

Date: December 31, 2023

Board Actions

- *Annual LeClercq Jones Award (Frist Presbyterian Church, 220 W 22nd Street) (Given May 2023)*
- *Annual Dubois Award (1714 E 19th Street) (Given September 2023)*
- *One board member, City Council President, and two staff members attended the CPI Conference in Boulder (February 8-10, 2023)*
- *Hosted a celebration for the completed restoration work on the Airport Fountain*
- *Received grant awards in the amount of \$18,000.00 for Architectural and Engineering Building Assessment of Cheyenne's Masonic Temple and \$2,503.88 for Board and Staff Training from the State Historic Preservation Office*
- *Received a dedicated budget, in conjunction with the Planning & Development Department*
- *Updated the yearly strategic plan*
- *Held 12 monthly meetings, new-member orientation, and multiple events throughout the year*
- *The Board's Facebook page has over 290 new likes and had over 5,600 visits in 2023. The board actively post facts about Cheyenne's history*
- *Board members also attended meetings of the DDA/Main Street, Historic Cheyenne, Inc., and Cheyenne City Council*
- *Developed and proposed a new "Neglected Historic Structures" ordinance for the Cheyenne City Council's consideration*

Designations and Changes to Landmarks, Districts, etc.

- *Forwarded the Capitol North Expansion on to the State National Register of Historic Places Review Board*

Demolition/Moving/ Certificate of Appropriateness Review Cases

- *Certificate of Appropriateness Review for 315 E 21st Street, Cheyenne, WY 82001*

Board Training

- *CPI Saving Places Conference – Board member Patrick Bustos, City Council President Richard Johnson as well as Charles Bloom and Lonnie Olson, staff, attended the 2023 Colorado Preservation, Inc., conference utilizing a CLG grant.*

STATE OF HISTORIC PRESERVATION REPORT: FY 2022 – 2023

Planned Board Actions

- *Annual Saving Places CPI Conferences (CLG)*
- *Annual Dubois & LeClerc Jones Awards*
- *Christmas Ornaments fundraiser*
- *Continue updating Strategic Plan*
- *Increased collaboration with the DDA*
- *Apply for CLG and CTF grants to help fund future projects*
- *Demolition by neglect ordinance for the City*
- *Implement “Homes with History” interpretive signage program*

Board Membership

<i>Member Name</i>	<i>Appointed Through</i>	<i>Member Name</i>	<i>Appointed Through</i>
Milward Simpson	2024 (2 nd term)	Cathie Tabor-Douglas	2025 (2 nd term)
Gary Sims	2024 (3 rd term)	Elizabeth Bales	2023
Patrick Bustos*	2025	David Benner	2023
Max B. Carre’	2023	Don Herrold	2024 (2 nd term)
Josh Chrysler	2024 (2 nd term)	Amber Conwell	2023
		<i>*New member</i>	

City Staff

<i>Name</i>	<i>Affiliation</i>	<i>Name</i>	<i>Affiliation</i>
Richard Johnson	City Council	Lonnie Olson	City Staff

Board Appointments

Patrick Bustos was appointed for a three-year term on the Board. Max B. Carre’, Elizabeth Bales, and David Benner all have terms expiring at the end of 2023. David and Elizabeth will seek reappointment for new three-year terms beginning in 2024. Max did not seek reappointment.

Election of Officers

At the beginning of 2023 Milward Simpson was elected as Chair, Max Carre’ as Vice-Chair, and Cathie Tabor-Douglas as Secretary.

Annual Budget Audit Report

A copy of the City’s Audit Report for FY 2022 is attached to this report:

<https://www.cheyennecity.org/files/sharedassets/public/v/1/departments/city-treasurer/annual-financial-reports/fy-22-annual-financial-report.pdf>

STATE OF HISTORIC PRESERVATION REPORT: FY 2022 – 2023

Staff and Volunteer Hours:

<i>Project</i>	<i>Staff Time</i>	<i>Volunteer Time</i>
Masonic Temple Building Assessment	20+ hours	10+ hours
Capitol North Historic District Expansion	30+ hours	5+hours
Regular monthly meetings	29.1 hours	145.5 hours
Fountain Celebration	20 hours	34 hours
<i>Dubois & LeClercq Jones Awards</i>	24 hours	40 hours

How the SHPO Can Better Serve Us

The Board appreciates the increased opportunities to communicate with other CLG's in the state and the webinars and regular newsletters that have been offered this year. The Board would like to see more opportunities to meet with other CLG's and those interested in Historic Preservation in-person as these typically create better relationships.

Attachments:

Strategic Plan
Board Contact Information
New Member Applications
Attendance Record
Meeting Minutes



2101 O'Neil Ave. Room 202
Cheyenne, WY 82001
(Phone) 307-637-6307
(Email) lolson@cheyennecity.org



Cheyenne Historic Preservation Board Strategic Plan 2023

~Strategic Goals~	
Goal	Objective
1. Save Historic Places	Advocate and save structures, landscapes and places via inventory, update and creation of historic districts and local listings.
2. Increase Community Engagement and Awareness	Educate the public regarding the importance of historic preservation.
3. Resource Development & Fundraising	Secure funding from the city, grant opportunities and other fundraising activities.

2022 ACCOMPLISHMENTS: Completed the restoration of the Historic Airport Fountain, continued the ornament fundraiser selling limited edition ornaments, has a mayoral proclamation for Historic Preservation Month in the City of Cheyenne, and sustained City Council's support of historic preservation in Cheyenne

Action Item	Summary	Persons Involved
Cheyenne Historic Structures Interpretation Program	Develop a program to have interpretive signage placed in front of Cheyenne historic homes and other buildings telling their story and explaining their historical significance to the public.	Gary , Cathie, Don
National Register of Places	Finish Capitol North and get started on a multiple property nomination for places associated with Black history in Cheyenne.	Josh , Max, Patrick, Richard
Airport Fountain Celebration	Plan the celebration to mark the completion of the restoration of the Historic Airport Fountain.	Milward , Patrick, Don
Historic Preservation Month	Do a mayoral proclamation for Historic Preservation Month at a historic place in Cheyenne and other activities as planned.	Patrick , Amber, Lonnie
Education of the youth in Historic Preservation	Research how historic preservation is being taught and see how the board can support historic preservation education.	David , Don, Libby

2022 HISTORIC PRESERVATION BOARD

(3-yr. terms)

Updated 12/22

Don Herrold
5407 Carmel Drive
Cheyenne, WY 82009
H (307) 638-4440

Appt: 01/01/19 - 12/31/21

Reappt: 01/01/22 - 12/31/24

Milward Simpson
3102 Spruce Court
Cheyenne, WY 82001
C (307) 421-4956

Appt: 01/01/19 - 12/31/21

Reappt: 01/01/22 - 12/31/24

Josh Chrysler
907 W. 27th Street #3
Cheyenne, WY 82001
C (720) 684-9026

Chrysler.joshua@gmail.com

Appt: 01/01/19 - 12/31/21

Reappt: 01/01/22 - 12/31/24

Gary Sims
1829 Concha Loop
Cheyenne, Wyoming 82009
(307) 851-1911
gasims@Bresnan.net

Appt: 12/14/15 - 12/31/18

Reappt: 01/01/19 - 12/31/21

Reappt: 01/01/22 - 12/31/24

Cathie Tabor-Douglas
7615 Healy Rd.
Cheyenne, Wyoming 82009
(H) 307-632-4414
(C) 307-421-3343

Appt: 01/01/20 - 12/31/22

Reappt: 01/01/23 to 12/31/25

Patrick Bustos
1754 East 22nd Street
Cheyenne, WY 82001
816-878-0423

Appt: 01/01/23 - 12/31/25

David Benner
7013 Evers Blvd.
Cheyenne, WY 82009
W (307) 778-7461

C (307)

Chaparral19_2d@yahoo.com

Appt: 01/01/18 to 12/31/20

Reappt: 01/01/21 to 12/31/23

Max B. Carre'
2900 Pioneer Avenue
Cheyenne, WY 82001
H (307) 634-5757
C (307) 221-6342
Maxc@burnsia.com

Appt: 01/01/18 - 12/31/20

Reappt: 01/01/21 to 12/31/23

Elizabeth Bales
424 W. 1st Ave.
Cheyenne, WY 82001
libbybales@gmail.com

Appt: 1/1/18 - 12/31/20

Reappt: 01/01/21 to 12/31/23

Filling unexpired term for Charles C. Young, II

Amber Conwell
1610 Pioneer Ave.
Cheyenne, WY 82001
C (813) 504-5472
W (307) 775-9970
amber@tdsi.us

Appt: 01/01/21 to 12/31/23

Ex Officio
Lonnie Olson
Planning Department
637-6307

Mary Hopkins SHPO
2301 Central Ave, 3rd Floor
Cheyenne WY 82002
777-6311
Hopkins@uwyo.edu

Erica Duvic- SHPO Grants
777-3418(W)

City Council Representative:
2101 O'Neil
Cheyenne, WY 82001

REAPPOINTMENT APPLICATION

BOARD/COMMITTEE/COMMISSION: Historic Preservation Board

NAME: Cathie Tabor-Douglas

PREFERRED NAME: Same

MAILING ADDRESS: 7615 Healy Road, Cheyenne, WY 82009

HOME ADDRESS: 7615 Healy Road, Cheyenne, WY 82009

PHONE: 307-421-3343

(✓if not for public use:)

OCCUPATION: President

SELF EMPLOYED?

EMPLOYER/NAME OF BUSINESS: TownSquare Title of Wyoming

ADDRESS/ZIP: 719 East 17th Street, Cheyenne, WY 82001

PHONE: 307-632-4414

(✓if not for public use:)

YEAR EMPLOYED: 7

CHEYENNE RESIDENCY AS OF (YEAR): 1967

FAX:

EMAIL: Cathie@tsqttitle.com

CELL:

EDUCATION/DEGREES: Bachelors of Applied Science in Paralegal Studies

SPOUSE: Mark Douglas

Please explain your interest in serving on this Board/Committee
(new appointments only):

Other City or community memberships:

Signature: Cathie Tabor-Douglas

Date: 11-29-22

===== MAYOR'S OFFICE USE ONLY =====

☐ New Appointment ☒ Reappointment ☐ Full Term ☐ Unexpired Term

Length of Term: Year(s) Expiration Date:

Comments:

Mayor Approval:

Date:

Please return to:

Mayor's Office
2101 O'Neil Avenue
Cheyenne WY 82001
(307) 637-6300 / FAX (307) 637-6378
mayor@cheyennecity.org



www.cheyennecity.org ●

OFFICE OF THE MAYOR

2101 O'Neil Avenue
Cheyenne, WY 82001
(307) 637-6300
(307) 637-6378 FAX

December 28, 2022

Cathie Tabor-Douglas
7615 Healy Rd.
Cheyenne, WY 82009

Dear Ms. Tabor-Douglas:

I am pleased to notify you of your reappointment to the Historic Preservation Board. The City Council approved your reappointment at their regular meeting on Tuesday, December 27, 2022. You will fill a 3-year term to expire December 31, 2025.

Thank you for your interest in public service. I appreciate your willing support of our efforts to protect and maintain the areas in our community that are of historic value. My best wishes to you throughout your term of service.

Sincerely,

Patrick J. Collins
Mayor, City of Cheyenne

cc: Development & Planning
Office of the City Clerk

Board application

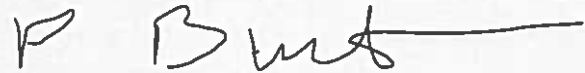
Submission date: **15 December 2022, 3:34PM**
Receipt number: **188**
Related form version: **8**

Applying for

	Historic Preservation Board
Name	Patrick D. Bustos
Preferred Name	Same
Mailing Address	1754 East 22nd Street, Cheyenne, WY 82001
Home Address	Same
Phone	816-878-0423
Years of Cheyenne Residency	22 months
Email	bustospatrick@gamil.com
Cell Phone	816-878-0423
Education/Degrees	BA, Political Science, University of Wyoming, MPA University of Colorado- Denver
Please explain your interest in serving on this Board/Committee/Commission	I have a strong interest in the preservation of historical structures, culturally significant sites and historic businesses. I have also served on the city and state historic commission in Missouri and posses a good working knowledge of the historic preservation standards as outlined by the US Secretary of Interior.
Other City or community volunteer experience	See attached resume.
Skills & Experience	See attached resume.
Upload resume and/or supporting documents (optional)	Resume 2022.docx

Applicant signature

Name of signatory: Patrick D. Bustos

A handwritten signature in black ink, appearing to read "P. Bustos", with a long horizontal stroke extending to the right.

[Link to signature](#)

Date of submission

12/15/2022

Patrick D. Bustos
1754 East 22nd Street
Cheyenne, WY 82001
816-878-0423

bustospatrick@gamil.com

Professional Experience

U.S. Environmental Protection Agency – Kansas City 1999 – 2020
Served in several managerial roles including: Regional Indian Program Manager, Chemical Risk Branch Chief, Public Affairs Director.

U.S. Environmental Protection Agency - Denver 1991 – 1999
Served in several roles including: Community Involvement Coordinator, State Program Manager, Pollution Prevention Team Leader.

U.S. Census Bureau 1988 – 1991
Served as Community Liaison and Outreach Coordinator.

National Conference of State Legislatures 1987 -1988
Served as Research Analyst.

Colorado State University/Upward Bound Program 1979- 1984
Served as Student Counselor and Assistant Director.

SER Jobs for Progress 1979
Served as Job Developer.

U.S. Senator Walcom Wallop – Washington D.C. 1978
Served as Legislative Assistant.

Education

University of Colorado – Denver <i>Masters of Public Administration</i>	1986
---	------

University of Wyoming – Laramie <i>Bachelor of Arts, Political Science</i>	1978
--	------

East High School – Cheyenne <i>High School Diploma</i>	1974
--	------

Community/Professional Activities

Board Member Kansas City Historic Preservation Commission	2011 -- 2020
Board Member Hispanic Economic Development Corporation	2002 – 2011
Board Member Missouri Historic Preservation Commission	2004 – 2008
Brookside Soccer League Coach	2002 – 2013
Board Member Washington Park Neighborhood Assn.	1996 -- 1999
Colorado Hispanic League Member	1990 – 1993
Graduate Fellowship Intern – Colorado Office of Planning/Budgeting	1986 – 1988
Colorado Hispanic Chamber of Commerce Newsletter Editor	1986 – 1988
Wyoming Legislative Intern	1973



www.cheyennecity.org

OFFICE OF THE MAYOR

2101 O'Neil Avenue
Cheyenne, WY 82001
(307) 637-6300
(307) 637-6378 FAX

December 28, 2022

Patrick Bustos
1754 East 22nd Street
Cheyenne, Wyoming 82001

Dear Mr. Bustos:

Congratulations and welcome to your new membership on the Historic Preservation Board. The City Council approved your appointment at their regular meeting on Tuesday, December 27, 2022. You will fill a 3-year term to expire December 31, 2025.

Thank you for your interest in public service. I appreciate your willing support of our efforts to protect and maintain the areas in our community that are of historic value. My best wishes to you throughout your term of service.

Sincerely,

Patrick J. Collins
Mayor, City of Cheyenne

cc: Development & Planning
Office of the City Clerk

Patrick D. Bustos
1754 East 22nd Street
Cheyenne, WY 82001
816-878-0423
bustospatrick@gamil.com

Professional Experience

U.S. Environmental Protection Agency – Kansas City	1999 – 2020
Served in several managerial roles including: Regional Indian Program Manager, Chemical Risk Branch Chief, Public Affairs Director.	
U.S. Environmental Protection Agency - Denver	1991 – 1999
Served in several roles including: Community Involvement Coordinator, State Program Manager, Pollution Prevention Team Leader.	
U.S. Census Bureau	1988 – 1991
Served as Community Liaison and Outreach Coordinator.	
National Conference of State Legislatures	1987 -1988
Served as Research Analyst.	
Colorado State University/Upward Bound Program	1979- 1984
Served as Student Counselor and Assistant Director.	
SER Jobs for Progress	1979
Served as Job Developer.	
U.S. Senator Walcom Wallop – Washington D.C.	1978
Served as Legislative Assistant.	

Education

University of Colorado – Denver 1986
Masters of Public Administration

University of Wyoming – Laramie 1978
Bachelor of Arts, Political Science

East High School – Cheyenne 1974
High School Diploma

Community/Professional Activities

Board Member Kansas City Historic Preservation Commission	2011 -- 2020
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Colorado Hispanic League Member	1990 – 1993
Graduate Fellowship Intern – Colorado Office of Planning/Budgeting	1986 – 1988
Colorado Hispanic Chamber of Commerce Newsletter Editor	1986 – 1988
Wyoming Legislative Intern	1973

Board application

Submission date: **15 December 2022, 3:34PM**

Receipt number: **188**

Related form version: **8**

Applying for

Historic Preservation Board

Name **Patrick D. Bustos**

Preferred Name **Same**

Mailing Address **1754 East 22nd Street, Cheyenne, WY 82001**

Home Address **Same**

Phone **816-878-0423**

Years of Cheyenne Residency **22 months**

Email **bustospatrick@gamil.com**

Cell Phone **816-878-0423**

Education/Degrees **BA, Political Science, University of Wyoming, MPA
University of Colorado- Denver**

Please explain your interest in serving on this Board/Committee/Commission **I have a strong interest in the preservation of historical structures, culturally significant sites and historic businesses. I have also served on the city and state historic commission in Missouri and posses a good working knowledge of the historic preservation standards as outlined by the US Secretary of Interior.**

Other City or community volunteer experience **See attached resume.**

Skills & Experience **See attached resume.**

Upload resume and/or supporting documents (optional) [Resume 2022.docx](#)

Applicant signature

Name of signatory: Patrick D. Bustos

A handwritten signature in black ink, appearing to read 'P. Bustos', with a long horizontal stroke extending to the right.

[Link to signature](#)

Date of submission

12/15/2022

Cheyenne Historic Preservation Board Meeting Attendance Record 2022-2023

Member	10/11/2022	11/8/2022	12/13/2022	1/10/2023	2/14/2023	3/14/2023	4/11/2023	5/9/2023	6/13/2023	7/11/2023	8/8/2023	9/20/2022	Total Absences
Don Herrold	X	X	X	-	-	X	X	X	X	X	X	-	3
Gary Sims	X	X	X	X	-	X	X	X	X	X	X	X	1
Jason Bogstie	X	X	X										0
Max Carre'	-	X	X	X	-	X	X	X	X	X	-	-	4
Elizabeth Bales	X	X	X	X	X	X	-	X	-	X	-	X	3
David Benner	X	X	X	X	X	X	X	X	X	X	X	X	1
Josh Chrysler	-	X	X	X	X	X	X	X	X	X	X	X	1
John Brewster	X	-	-										2
Amber Conwell	X	X	X	X	X	X	X	-	X	-	X	X	3
Cathie Tabor-Douglas	X	X	X	X	X	X	X	X	X	X	X	X	2
Milward Simpson	-	X	X	X	X	X	X	X	X	-	X	X	2
Patrick Bustos				X	X	X	X	X	X	-	X	X	1
Richard Johnson (Council Rep) ¹	-	X	X	X	X	-	X	X	X	X	X	X	2
Lonnie Olson ¹	-	X	X	X	X	X	X	X	X	X	X	X	1
Charles Bloom ¹	X	X	X	X	X	-	X	X	X	X	-	X	2
Stefanie Boster ¹	-	-	X	X	-	-	-	-	-	-	X	X	8

X Denotes those present for meetings
 - Denotes those absent from meetings

1 Non-voting Staff or Council Member

Gray shading indicates not appointed yet or resigned

Minutes, Cheyenne Historic Preservation Board Regular Meeting

Meeting Date & Time: Tuesday, October 11, 2022 – 6:00 pm

Meeting Place: Zoom and Council Chambers

Attendees: Cheyenne Historic Preservation Board

Ex-Officio City Council Representative (invited)

Urban Planning Office Representative (invited)

Meeting called to order by Milward

1. Roll Call

Milward Simpson, Chair

Max B. Carre', Vice Chair

X Cathie Tabor-Douglas, Secretary

X Jason Bogstie

X Gary Sims

X David Benner

X John Brewster

X Don Herrold

Josh Chrysler

X Amber Conwell

X Elizabeth Bales

Others Present: Charles Bloom, City Planning,

2. Approval of Minutes:

Minutes reviewed for the August 9, 2022 and September 20, 2022 meeting. Moved to approve by Amber, 2nd by Don. All approved

3. Audience Business:

None

4. Comments/Report from City Council Rep.

None from the Rep. but Charles did present that the city is busy with the annexing of county pockets in the City and there have been a lot of public comments.

5. Comments/Report from Urban Planning Office Rep.

In Lonnie's absence, Charles presented for the Planning Office. Planning department is still busy with development projects around Cheyenne. Staffing – they are still down 1 position with Mark going to the private sector to work. They continue to seek a qualified party but are having no luck. Charles is working on some public education information to assist the City with the annexation of the county pockets.

6. Committee Chairs' & Liaisons' Reports

None

7. Old Business:

Airport Naming Resolution: Gary had contacted Pete Laybourn and he would be proud to support the petition and introduce it. We are 37 signatures short. Don has 4 more to turn in and we will need to check with Milward on if he was able to gain any at the Farmers Market. Possible ideas to gain more: Go door to door in the area around the fountain; City Facebook Feed – Charles will work on and Don will share to the Historic Board site; Don will go and get a video of the work that has been done and create a GIF for Charles.

Charles reached out to KGWN several times and has gotten no call back. He is going to reach out to FOX News to see if they have any interest in running a story.

8. New Business:

315 East 21st Street – Charles discussed that on October 3rd staff met with the owner on site. The toured the project and there is extensive work that is being done that is not within the permit guidelines. The project has been red flagged and cannot continue until submitting plans for construction that can be submitted for the Certificate of Appropriateness that is needed. They did make the owner aware that they have 2 options – Obtain the Certificate of Appropriateness or do nothing and would be subject to daily fines on the property. Charles felt that the owner would be going forward with the Certificate and provided a couple of different Architectural firms that could assist to include TDSI.

Charles did mention when the owner does come forward to gain a Certificate the city will provide information as to what would be in the guidelines of what is appropriate. If any of the board finds information on this please provide to the city to be supplied to the board.

9. Other Business:

Demo By Neglect: Is in review by the different departments and is currently being worked on by Charles. There are some areas that are in question as to who would be reviewing. Charles is double checking all of them to get it in the next process. But it appears that we are still inline with this year to see if this can be completed.

Gary presented that he had heard that the State is selling the old liquor building and it currently contains the remnants of what was left from the State Capital remodel and is concerned where the items are going to be going. He feels the State might be just getting rid of items that could be of significant historic value. Gary has requested a tour of the site to see what is being stored and will let the board know if more board members can attend if this is arranged. Amber mentioned that Susan Norton was a large part of the restoration and possibly has plans to use these items in the Capital. Amber will reach out to her to see if she has any insight on what the plans are for these historic items. Gary feels that this should be a high priority for the board.

10. Adjourned: Cathie adjourned the meeting.

Minutes, Cheyenne Historic Preservation Board Regular Meeting

Meeting Date & Time: Tuesday, November 8, 2022 – 6:00 pm

Meeting Place: Zoom and Council Chambers

Attendees: Cheyenne Historic Preservation Board

Ex-Officio City Council Representative (invited)

Urban Planning Office Representative (invited)

Meeting called to order by Milward

1. Roll Call

X Milward Simpson, Chair
X Max B. Carre', Vice Chair
X Cathie Tabor-Douglas, Secretary – video issues – limited attendance.
X Jason Bogstie
X Gary Sims
X David Benner
John Brewster
X Don Herrold
X Josh Chrysler
X Amber Conwell
X Elizabeth Bales

Others Present: City Councilman Layborn, Lonnie Olson and Charles Bloom, City Planning, Richard Johnson, City Councilman

2. Approval of Minutes:

Minutes reviewed for the Oct. 11, 2022 meeting. Moved to approve by Don, 2nd by Jason. All approved

3. Audience Business:

Councilman Layborn reported on the historic pumphouse. They are having issues with people in the building that should not be there. They have been stealing from other areas around the area and bringing the items back to the pumphouse. Councilman Layborn has concerns over how long this can go on. Being on City Council he did report that the city has no interest in putting in millions of dollars into this building. He thinks that we should consider trying to stabilize this building to keep it safe.

There is \$20,000 being held for the building for moth balling. Councilman Layborn reported it would be around 250,000 to moth ball the building and the City does not have those funds.

4. Comments/Report from City Council Rep.

Richard requested the board put a letter together about the importance of the pumphouse. Richard and Pete would like to have something to present to City Council in the January

meeting. This is a goal setting session, and this would be a good time for the city to evaluate it. Amber and Josh would be willing to help with the draft for this letter if the board is in favor of this letter. Richard feels it would be beneficial to have as much support from us as well as other entities. This is supported by the board and Amber and Josh will take the lead on the letter. Richard would like to have a final draft in the December meeting to review and approve.

Building department did reflect on the Demo by Neglect ordinance and Charles is reviewing it now. Once Charles reviews this will be presented back to the board to see what the city is recommending for it to move forward.

In public service the MPO presented one of their plans. One item that came up is the tunnel by the Kiwanis Park by the railroad tracks. They are working on flood mitigation for this corridor. Lonnie can provide back up information to the board.

5. Comments/Report from Urban Planning Office Rep.

Lonnie was contacted by the new owner of the Plains Hotel. She seeks to change it to workforce housing apartments but wants to keep the historic nature of the building. She has done this in a couple of other areas. She wanted the board to know of the plans and would be happy to bring it in front of the board so we could ask questions if we would like. Charles Bloom report that she is wanting to convert it into what is referred to as micro apartment setup. They are smaller apartments. There will be some building changes for possibly electrical upgrades and fire protection. She has been in contact with the planning department. Currently there is no modification to the outside of the building. It will all be internal renovations. The board would like her to come and talk about the project. This could be done at a work session, and we could tie it into a tour of the building.

Charles reported that the affordable housing task force had a work session. Their findings were identifying some obstacles in the development processes that limit how to make housing more affordable. They are working on getting this updated on their website. They are looking into different avenues of modifying the requirements to assist in this process.

6. Committee Chairs' & Liaisons' Reports

Gary discussed ornaments – Gary has covered the entire cost with sales, so it is all profit for the ones that are sold going forward. He has them at the State Museum, Depot and is going to approach the Governor's Mansion and would like them at the open house they have. Cathie does not have an update on current sales at her office. She will get an update for the board. We could set up at the winters farmers market for selling more.

7. Old Business:

Airport Fountain Naming Resolution – Lonnie reported that he has obtained 2 additional signatures at the city office. We are up to 297 signatures in his possession. We do have Councilman Laybourn to sponsor. There are a couple of board members that still need to sign the petition and it would put us at 300 signatures. Now it will need to be certified by the city clerk. This usually takes a couple of weeks. Once certified Charles can give us an updated

timeline to get this to the city. Once approved by the board with an official action, this will be forwarded this onto the governing body. It would be introduced for 2 meetings and might be able to be wrapped up in December if we have all the signatures.

8. New Business:

Certificate of Appropriateness for 315 East 21st – Lonnie did a staff report to the board on the Certificate of Appropriateness that was received. See attached for Certificate of Appropriateness that was received by the board with staff recommendations. After review of the request, it was recommended that this be denied as this request is not inline with guidelines of historical modifications to a structure in the area and this is an after the fact request as renovations have been started. Items noted to not be in guidelines were the stucco on the outside walls, windows to the historic timeline, chimney removal ...

Property owner, David Palacios, addressed the board to discuss the request. He discussed all the repairs that were needed to the old structure to keep it a stable structure and make it livable. His options were to do major repairs or to go through the process of demolition. He chose to keep the structure as it was over a 100-year-old building.

Board presented questions as to what process the owner had gone through before he started the renovations to keep the structure stable. After coming to the board previously it was suggested that he approach an architect to make recommendations on the plans for this process. Mr. Palacios stated that he could not find one willing to work on this project and proceeded with the current renovation with advice from the parties he was working with.

Charles Bloom stated that the owner did have a permit for some stabilization of the foundation that did not require any work on the outside of the discussion. The owner would have been told about the need for the Certificate of Appropriateness to do the outside renovations.

Milward discussed the importance of the Historic Governor's Mansion district and our guidelines for keeping that integrity. It is up to the board to protect that. The board all agreed that it is our responsibility to follow the current ordinance and protect the Historic Governor's Mansion district.

Milward discussed a conditional approval with caution that this approval is being put forward knowing that the owner has already began renovating without the approval that what was required. The board is looking to these options – Motion to approve, Motion to approve with conditions, motion to deny, or motion to postpone for additional information.

Moved to postpone for more information by Amber by our next meeting. Seconded by Don. Additional information would be for the board to visit the structure and review what should be done. Milwards thought was for the owner to come back with a plan that would be inline with the guidelines that we are under.

Owner of the property discussed his concerns with it being in winter and timeline for him to get the property to stand through the winter. He is willing to do whatever is needed to obtain an approval with conditions so he can continue to get the structure stable.

Charles Bloom reported that some of the maintenance can be done outside of the Certificate of Appropriateness and help to stabilize the structure. During this process, the owner can apply to the planning department for the work that needs to be done to complete the structure. This would allow the owner to do work to make the structure sound for any upcoming snow during the winter.

Amber discussed the option to withdraw but did not withdraw the motion. Vote for 20-day postponement was held – motion failed.

Motion to conditionally approve by Josh with modifications as staff recommendations are met. No time frame put on it by Josh. Amber seconded. Amber amended the motion to include a 6-month guideline for the applicant to submit a building permit within guidelines of the staff recommendations.

Motion approved by the board. The board has suggested that the applicant work closely with the planning department and provide details on the guidelines approved by the board within 6 months.

Annual Report to SHPO – Lonnie has put together a report for SHPO but has only been with the board 6 months and would ask for help to complete that narrative. Milward and Jason will provide that help to complete the report to cover the last year. Deadline is December 31st.

CLG Grants – Lonnie is putting in one for the Saving Places Conference – good way for us to see how other areas to see what is being done. Feb. 8 – 10 in Colorado. Signature from the chair would be needed. Chair Milward will be available for this.

LeClerc Jones and Dubois Award Nominations – Criteria was sent out to the board. We are a little behind and are looking for recommendations for these awards. Postponed until December and the city has put in funds to keep this going forward for the upcoming years.

9. Other Business:

Gary gave thanks for the concert tickets that were given by Council Member Aldridge.

10. Adjourned: Adjourned the meeting. No motion needed.



CERTIFICATE OF APPROPRIATENESS

City of Cheyenne, Wyoming



CHEYENNE
Historic Preservation Board

Whereas an Application for a Certificate of Appropriateness along with supporting documentation was submitted and reviewed by the Cheyenne Historic Preservation Board in correspondence with Title 15, Chapter 50, Section 050 of the Cheyenne City Code on *November, 8, 2022*; and whereas said Application was found to have met the criteria and thereby approved, therefore this Certificate of Appropriateness is hereby issued to:

OWNER:

David Palacios
3418 Myers Court
Cheyenne, WY 82001
davidpalaciosvelasquez@gmail.com

ADDRESS:

315 East 21st Street, Cheyenne, WY.

CASE NUMBER:

PLN-22-00011

SPECIFIC CONDITIONS:

The approval must meet the following conditions:

1. The applicant must submit a new building permit within six (6) months of the signing of this certificate that is consistent with the following staff recommendations:
 - a. all exterior windows on the main façade be replaced with eight over eight windows or ones with a similar historic style and retain the original layout;
 - b. the front and rear door are replaced with a wooden door or one with similar historical character;
 - c. the chimney is replaced to harmonize with the neighborhood
 - d. the basement egress windows are placed to not been seen from the East 21st Street sidewalk;
 - e. the East and West exterior walls are replaced with in kind materials, matching the original design, dimension, detail, texture, color, and material;
 - f. and the stucco on the exterior must be lime/cement based, applied with traditional methods, incorporating a highly textured surface similar in appearance to pebbledash stucco.
2. The applicant must notify the board of progress consistent with staff recommendations every 30 days.

ISSUED BY:


Milward Simpson, Preservation Board Chair

DATE: November 9, 2022

Minutes, Cheyenne Historic Preservation Board Regular Meeting

Meeting Date & Time: Tuesday, December 13, 2022 – 6:00 pm

Meeting Place: Zoom

Attendees: Cheyenne Historic Preservation Board

Ex-Officio City Council Representative (invited)

Urban Planning Office Representative (invited)

Meeting called to order by Milward

1. Roll Call

X	Milward Simpson, Chair
X	Max B. Carre', Vice Chair
X	Cathie Tabor-Douglas, Secretary
X	Jason Bogstie
X	Gary Sims
X	David Benner
	John Brewster
X	Don Herrold
X	Josh Chrysler
X	Amber Conwell
X	Elizabeth Bales

Others Present: Lonnie Olson and Charles Bloom, City Planning, Richard Johnson, City Councilman. Stefanie Boster, City Attorney

2. Approval of Minutes:

Minutes reviewed for the November 8, 2022 meeting. Moved to approve by Don, seconded by Amber. All approved

3. Audience Business:

Gary addressed the board on behalf of a phone call he had received. He was contacted by a group that is responsible for the heritage map in the Depot square. The map has been vandalized and they are wanting to know if we could help to make repairs to this. This sits on the corner of Capital and 16th if the board could drive by to see it. The board could decide if we would like to add this to our annual goals for 2023.

Charles will reach out to the community recreation events group to see if there is insurance available to help with repairs and figure out what the extent of damage is prior to the next meeting.

4. Comments/Report from City Council Rep.

Councilmen Johnson reported that he had received the email regarding City goals for 2023 that they will be limited to 7 annually. Councilman discussed the letter from the Historic Preservation Board supporting the pumphouse being one of the city goals.

Councilman also discussed with the board if we would like a new liaison from the city council or if we are ok with him remaining with his new position as Council President. Board would like Mr. Johnson to remain as our liaison.

5. Comments/Report from Urban Planning Office Rep.

Planning department has started the annexation of the county pockets and will continue to work on that. They will be doing more environmental research on the west edge as well.

The Hitching post owners are looking for additional tax incremental financing for what is to be called Paul Smith Way and the application is under review. Demo by Neglect ordinance is still under review, by Charles and he will get through the changes and get back to us.

Grant applied for was approved so 2 board members can go to the Saving Places Conference in Denver. Richard Johnson is interested in going as well as Josh.

6. Committee Chairs' & Liaisons' Reports

Don reported that ornament sales at the Depot went well, and he raised \$272.00. There are still some at the State Museum and he will be at the Farmers Market again next Saturday. Don, Josh, Amber and possibly David can attend as well

7. Old Business:

Airport Fountain Naming Resolution-

Cathie has 11 more signatures for this at her office. Don has 4 more. Don and Dave will collect them at the Farmers Market this year just in case some of the current ones are not allowed under the rules once reviewed by the clerk. The current signatures that we have will be going to the clerk for verification and this will take about 10 days. If there are more signatures needed, we will be notified.

Capitol North Historic District Update-

Planning is going forward with the update, but they do need assistance on type of architectural styles of 6 properties. Amber can assist with this. Once this is completed and Lonnie writes the period of significance date. This will be submitted to SHPO, then to the public for signatures.

8. New Business:

Letter of support for the Pumphouse-

Josh and Amber did create a letter to the City in support of the pumphouse which Milward has reviewed and made some edits. It was not specific on requesting that the pumphouse be on the top 7 goals for 2023. This should be added on. Lonnie shared his screen while Milward read out loud for others to review. Cathie moved to approve the letter as modified in the meeting; Don seconded it. All approved. Lonnie will finalize and get to Milward for signature.

Annual Report to SHPO-

Annual report will be sent to Mayor for signature and forwarded onto SHPO.

LeClerc Jones and Dubois Award Nominations-

Amber discussed the First Presbyterian Church being complete with their renovation Gary would recommend for the Church for the LeClerc Jones award. Don moved and Gary seconded the Church at 220 West 22nd Street. Approved by all with Amber abstaining.

Gary and Don have a couple of properties in mind for the Dubois award. Board will be looking and will bring some forward at the next meeting.

Update of 315 E 21st Street-

Lonnie spoke with the owner and he is starting to work and finalize the renditions. The owner should have some plans for the board to review at the next meeting.

9. Other Business:

Gary discussed Houses with History. Gary will give Lonnie a copy of what Montana does with their program. And he would like the board to review for a possibility of adding into our plans for the upcoming year.

The board thanked Jason for his service on the board.

Gary reported that there is a structure from the Capital from the 1990's by Gilchrist School that is falling apart. Gary has been in contact with Dan who is the state monument director. He has found a couple of places that it could be moved to in Cheyenne. They are hoping the family that owns it will donate it back, but there are some disagreements within the family. Gary wanted this to be on our radar.

10. Adjourned: Adjourned the meeting. Gary moved to adjourn; Amber seconded it.

Minutes, Cheyenne Historic Preservation Board Regular Meeting

Meeting Date & Time: Tuesday, January 10, 2023 – 6:00 pm

Meeting Place: Zoom and Council Chambers

Attendees: Cheyenne Historic Preservation Board

Ex-Officio City Council Representative (invited)

Urban Planning Office Representative (invited)

Meeting called to order by Milward

1. Roll Call

X	Milward Simpson, Chair
X	Max B. Carre', Vice Chair
X	Cathie Tabor-Douglas, Secretary (late)
X	Gary Sims
X	David Benner
	John Brewster
	Don Herrold
X	Josh Chrysler
X	Amber Conwell
X	Elizabeth Bales
X	Patrick Bustos

Others Present: Lonnie Olson and Charles Bloom, City Planning, Richard Johnson, City Councilman, Stephanie Boster, City Attorney

2. Approval of Minutes:

Minutes reviewed for the December 13th regular meeting. Moved to approve by Josh, seconded by Max. All approved

3. Audience Business:

Liz Raider Hagler visited the Board and discussed with the board about her interest in assisting the board. She is very compassionate about historic preservation and is willing to assist in anything that she can. Lonnie provided the information in regard to applying to sit on the board. Liz did comment that she had already put in an application on the Mayors website.

Lonnie introduced Patrick Bustos – new board member. The board welcomed Patrick.

4. Comments/Report from City Council Rep.

Richard Johnson discussed his Resolution for Lincolnway Service Exchange to be named after the USS Cheyenne. Charles reported that Councilman Johnson was voted President of the City Council.

Richard did receive the letter from the board in support of the pumphouse being on the top 7 projects for the City's upcoming year. HCI is having a meeting next week to discuss the pumphouse. Richard let the board know that the 15th street rail experience is still being worked on. He also discussed Ol' Sadie, an old rail car that sits behind the Botanic Gardens. She needs some TLC and if the board is looking for a new project this may be of interest. The locomotive has been in the park since early 1960's.

There is a liquor license that could potentially expire in March. Richard has put in a request for conversation for the Grain Elevator. This is probably not going to be redone in the near future. There is also a historic home on the corner of 21st and Snyder could be brought up to code and could use the license.

Senate and house bills – Richard did not flag any that appeared to be regarding historic nature. Charles discussed one bill that has not come up yet. The bill provides for tax benefits for remediation of a building that is not producing revenue to its capability.

Richard will keep us informed on a possibility of a liaison with Visit Cheyenne as we had with the DDA. Milward voices his concern of the Main Street Cheyenne and if it is going forward. Richard's opinion is that it is not. Milward discussed the federal funding that could be lost with that.

High plains arboretum greenhouses are in dire need of repairs. This might be a thought for the 6th penny ballot. Josh and Amber voiced support for this and feel these need to be maintained.

Conference in CO – we have room for 2 staff and 2 representatives. New board member Patrick Bustos is interested in attending and Councilman Johnson would like to attend.

5. Comments/Report from Urban Planning Office Rep.

Lonnie reported that the Urban renewal authority approved tax increment financing 1.4 mil. This is for the construction of Paul Smith Way as well as other developments going on in the Hitching Post plan area.

Parks and Rec Master plan has an RFP going out to use of 275,00 of city arpa funding.

Lonnie was contacted by SHPO who had met with the Masonic Temple. They discussed pathways to do architectural and engineering examination. The board can apply for CLG funds as a passthrough. Lonnie will be meeting with them to discuss further.

6. Committee Chairs' & Liaisons' Reports None

7. Old Business: Election of officers- voting by secret ballot.

Cathie nominated and seconded for Secretary - Elected
Max nominated and seconded for Vice Chair - Elected
Milward nominated and seconded for Chair - Elected

Airport Fountain Naming Resolution- Lonnie had a discussion with John Wagoner who is the Wyoming State Historian. He contacted Lonnie regarding a potential name for the park. Phyllis Jack was a Cheyenne native and is believed to be one of the first to go through the school. She currently is 92 and lives in Denver.

Moved by David and seconded by Gary to do another gain of signatures to name it Phyllis Jack Park with 30 days to collect signatures. After discussion Gary withdrew his second to the motion. Patrick seconded. Motion amended to be signatures to be gained by the next board meeting on the 14th of February by David, seconded by Patrick. Motion failed

After much discussion the board feels although this is a good idea, but we should go forward with the signatures we have at this time and work to gain additional signatures while the petition is being submitted to the clerk. Phyllis along with others can be recognized at the park in the signage.

Capitol North Historic District Update- Lonnie sent Amber and Don the list of houses he needed help with. He is also working with SHPO to be sure this is a good draft and the SHPO Office will support.

Gary – all money needs to be turned in and Cathie will report to Gary how many we have left.

8. New Business:

LeClerq Jones & Dubois Award Nominations- First Presbyterian Church is the LeClerq Jones. We are needing nominations for Dubois. Amber discussed that Don had a mid mod home in mind and she would be curious on that one. We have not given the award to one and it would be nice to include these. Gary has a nomination for the business award at 3000 Central. We will revisit the Dubois Award at the next meeting.

Update of 315 E 21st – Lonnie has been in contact with owner. In the drawing the windows were pain on pain and there is a concern for stability of the structure. Owner would like the windows to be 8 over 8 but the 2 in the middle would not be there. The board would like a drawing of what the appearance of the building would be. Lonnie will get this to the board.

Strategic Planning Meeting- March 4th at TownSquare Title. 719 E 17th Street, Cheyenne 9-1

9. Other Business:

Milward looked over bills online. He mentioned an archeological site in Platte County.

Lonnie discussed a bill that would provide incentives for movies filmed in WY. This could be historic natured as we are still considered the wild west. He also wanted to let the board know that we were asked to present at the next board meeting of Wyoming Cultural Fund regard in the board's efforts on the fountain. Friday the 28th and did not need to be in person.

The old capital copula – Gary talked to Dan who is in charge of Sate Historical Monuments, and he has found a place for it in town. However, family is still not agreeing on what they would like to do with it.

10. Adjourned: Meeting adjourned.

Minutes, Cheyenne Historic Preservation Board Regular Meeting

Meeting Date & Time: Tuesday, February 14, 2023 – 6:00 pm

Meeting Place: Zoom and Council Chambers

Attendees: Cheyenne Historic Preservation Board

Ex-Officio City Council Representative (invited)

Urban Planning Office Representative (invited)

Meeting called to order by Milward

1. Roll Call

- X Milward Simpson, Chair
- Max B. Carre', Vice Chair
- X Cathie Tabor-Douglas, Secretary (late)
- Gary Sims
- X David Benner
- Don Herrold
- X Josh Chrysler
- X Amber Conwell
- X Elizabeth Bales
- X Patrick Bustos

Others Present: Lonnie Olson and Charles Blook, City Planning, Richard Johnson, City Councilman,

2. Approval of Minutes:

Minutes reviewed for the January 10th regular meeting. Moved to approve by Patrick, seconded by David. Approved with changes- Charles Blook to be changed to Charles Bloom. All approved

3. Audience Business:

None

4. Comments/Report from City Council Rep.

Richard gave a report on his time at the Saving Places Conference and briefly on the High Plains Arboretum located just west of the city.

5. Comments/Report from Urban Planning Office Rep.

Lonnie gave an update that the City Clerk's Office wanted all of the signatures for the fountain naming when turning in. The board agreed to collect signatures as a part of their strategic planning meeting. Lonnie asked the board if they knew about the history of Snyder Avenue as an honorary naming request has come into the Planning and Development office about to add

Martin Luther King Avenue. Lonnie told the board that he is planning on contacting an electrician when the weather warms up to figure out the pump issue and that the planning for the celebration will be coming up in a few months. Lonnie also told the board about a CAMP (Commission Assistance Mentorship Program) training event that is taking place in Sydney, Nebraska on April 14 and that he would send it out to the board.

6. Committee Chairs' & Liaisons' Reports

David updated the board that Historic Cheyenne Inc. met, and their main point of discussion was about the status of the pumphouse. David asked for clarification about the contract in the City pertaining to the pumphouse. Charles told David that this would be for the planning of taking off the addition and making sure no structural damage would occur from the removal of the addition. Mothballing the building cost more than the city has available at the moment for the project.

7. Old Business:

Update on 315 E 21st Street- Lonnie gave a staff report on the applicant seeking relief pertaining to the front façade of 315 E 21st street. Amber commented that the applicant proposed rendering drastically changes the look of the building and suggested that the applicant try to fit another window in and use 4X4 posts or something similar to help with the bracing and baring/ Patrick echoed Amber's comments and said that the front façade is the most visually impacting of a historic structure as that is what the public sees. The applicant was not present. The board discussed the possibility of postponing to allow for the exploration of other configurations and so that the applicant would be present. Patrick moved to postpone the decision to the next board meeting and strongly suggested that the applicant be present. Seconded by David. Moved unanimously.

8. New Business:

Masonic Temple Grant Application- Lonnie informed the board that Amber is assisting with this grant application. He seeks to keep the requested amount under \$35,000 to not need City Council approval as it would not be able to make the grant deadline. Lonnie and Amber talked about how they are focusing on the Mason's goal of converting the first floor for more public use, due to the size and funding limit the whole build assessment wouldn't be possible.

Update of 315 E 21st – Lonnie has been in contact with owner. In the drawing the windows were pain on pain and there is a concern for stability of the structure. Owner would like the windows to be 8 over 8 but the 2 in the middle would not be there. The board would like a drawing of what the appearance of the building would be. Lonnie will get this to the board.

Dubois Award Nominations- The board has a discussion on if they have any recommendation for the Dubois Award Nomination. David mentioned that he saw a news segment on a house that he didn't remember the address of. Richard found the news article and it was decided that

this home didn't fit the requirements of the house being actively preserved. Milward told the board to keep thinking of homes that would be applicable. Tabled until March meeting.

Presenters for WCTF Board Meeting- Lonnie informed the board that we were asked to speak at the WCTF Board Meeting on February 24 on the Airport Fountain Temple Restoration. Milward volunteered to help Lonnie make a presentation and present at the board meeting. David suggested that the presentation contain pictures of the fountain during the restoration.

Annual Training by Charles Bloom, AICP, Planning and Development Director- Charles Bloom gave the annual training to the board. David had questions about who can determine condemnation. Charles answered that it is determined by the Chief Building Inspector. Patrick had questions about fundraising and soliciting. Charles answered that this is permitted if it goes to the board's goals or mission. Patrick had a question about conflict of interest

9. Other Business:

Charles informed the board that it became apparent to him at the conference that Plan Cheyenne lacked a historic preservation section and suggested that the board could make this one of their goals for the upcoming year. Charles also let the board know that the DDA will be moving back to the City and will be within the Planning and Development department. Milward expressed that he and other board members have been concerned with the status of the Main Street and excited to see what happens in the future with the DDA within the Planning and Development Department. Patrick expressed his gratitude to the board to be able to attend the conference. He spoke about a presentation on revealed preference analysis. Other board members expressed interest in that presentation and Lonnie offered to reach out to get it.

10. Adjourned: Meeting adjourned.

Cheyenne Historic Preservation Board

Meeting Date & Time: **Tuesday, March 14, 2023 – 6:00 pm**

Meeting Place: Council Chambers 2101 O'Neil Avenue and Zoom

Zoom Information: Meeting ID: 863 7640 7097 Passcode: Historic
Dial in: +1 346 248 7799 US (Houston)
<https://us02web.zoom.us/j/86376407097?pwd=UWc4RWdaeWE5cXdnQmNveEd2NVpPQT09>

Attendees: Cheyenne Historic Preservation Board
Ex-Officio City Council Representative (invited)
Urban Planning Office Representative (invited)

Agenda:

1. Roll Call

Present- Milward, Josh, Patrick, David, Cathie, Amber, Libby, Gary, Don, Max

Absent -

2. Approval of Minutes from:

a. February 14, 2023 regular meeting

Max moved to approve minutes from February 14, 2023 meeting, Patrick seconded.
Approved

Max moved to approve minutes from Strategic Planning session, Patrick seconded.
Approved

3. Audience Business: Comments from the Audience (Each limited to 5 minutes, please)

Bill came and asked for assistance with dating historic pictures from the Paramount Ballroom. The board will look at pictures after the meeting and gave some suggestions for other places to look.

Megan Stanfield, Director of Alliance for Historic Preservation came in to talk about historic preservation month. Patrick & Megan had been discussing the possibility of having Mayor and Governor do a proclamation together.

4. Comments/Report from City Council Rep.

None

5. Comments/Report from Urban Planning Office Rep.

Lonnie talked about 2 time capsules in Constitute Square. One to be opened in 2036 and one in 2086. There may be some work the board can help with interpreting the items after they have been opened. Planning department is starting assessment grant on West Edge area. There will be a spring clean up on the greenway if the board is interested in assisting.

6. Strategic Goals Reports

Strategic Plan report reviewed by the board. Libby would like to help on the Education committee. Amber was put on the historic preservation month committee. For historic preservation month Lonnie reported that the Mayor is out of town between May 3 through the 30th. The proclamation can be written and signed prior to the event we plan.

Homes with History – Gary discussed the committee met with Montana Historic Society and gained some information on how they have done theirs through the years. Montana has their program through the whole state and it is funded through state lodging tax. The plaques run about \$800 each and they do over 100 a year. They are talking about starting with TownSquare Title building and try to iron out the bugs in the process. Milward can help with looking into the lodging tax and Don will assist with getting information on the historic buildings.

Historic preservation month – Patrick is working on the proclamation language. He will continue to work with Megan on some plans. And has reached out to Channel 5 news for possibly something on there. Milward feels that all of our projects would be good for the early morning show or the 5 pm show. Amber feels it is important to lock in a date for presenting the LeClerq Jones award in the month of May so it can be planned appropriately. The proposed date is May 6th at 1:00 pm and the church is planning on holding an open house. Gary moved Max seconded, approved. Plaque needs to be ordered soon so it is available at the event.

7. Old Business

Update on 315 E 21st – Lonnie provided a brief overview on the certificate of appropriateness being applied for. Mr. Palacios presented information on adding on 3.5 feet to the front of the house to create the same design and windows of original building. He also discussed adding an addition to the back of the building that would be very similar to the front look. After questions by the board and answers from the owner it was moved by Amber that the current proposal be rejected and for the owner to come back with a plan that is appropriate for the façade and in the proper paperwork for the board to review. Seconded by Gary. In discussion, the owner requested to start the process for demolition of the structure. This would need to come back to the board for approval being that the structure is in an historic district. Gary proposed that we give the owner an additional 45 days from May 9 to come back to the board with appropriate paperwork. Amber approved the amendment. All approved. Milward clarified for the owner that a formal plan that would be suitable for applying for a building permit would be required for us to decide on the certificate of appropriateness. June 23rd will be the date that the paperwork needs to be provided to the board.

Airport Park petition – we have a total of 322. The board would like the signatures to go to the clerk to certify the names so we can proceed.

Dubois Award – Gary discussed the Nagel Warren Mansion as a possible nomination. He will arrange for a tour for the board.

8. New Business

Letters of Volunteers of America – The owners of a building have applied for a permit for demolition of the build off of Seymour by the cemetery. The planning department has asked for assistance in looking into the history of the structure and is the board willing to write a letter to the owner regarding its significance. The board is happy to do both.

Masonic Temple Grant Application – application was turned in.

9. Other Business

Ornaments – Gary requested to lead with the ornaments as he has in the past. Josh moved, Amber seconded to allow Gary to lead the ornaments fundraiser as he has in the past without having to come back to the board for approval. All approved.

Gary shared pictures of a couple of buildings that in much need of repaired as they are deteriorating badly. Gary requested that the board go by these properties and look at them. One is right by Cheyenne Dodge and Gary shared the address of the 2nd.

Demo by Neglect is still being worked on and will have it ready by the next meeting.

Gary has located a historic sign that has been in storage for quite some time and has reached out to one that knows the RR to see the best place to put the sign up for display.

10. Adjourn

Looking Ahead:

Next Work Session: XXX, 2023, 5:30 pm

Next Board Meeting: April 11, 2023, 6 pm

Minutes, Cheyenne Historic Preservation Board Regular Meeting

Meeting Date & Time: Tuesday, April 11, 2023– 6:00 pm

Meeting Place: Zoom and Council Chambers

Attendees: Cheyenne Historic Preservation Board

Ex-Officio City Council Representative (invited)

Urban Planning Office Representative (invited)

Meeting called to order by Milward

1. Roll Call

X Milward Simpson, Chair
X Max B. Carre', Vice Chair
X Cathie Tabor-Douglas, Secretary
X Gary Sims
X David Benner
X Don Herrold
X Josh Chrysler
X Amber Conwell
Elizabeth Bales
X Patrick Bustos

Others Present: Lonnie Olson and Charles Bloom, City Planning, Councilman Richard Johnson

2. Approval of Minutes:

March minutes were reviewed. Patrick moved to approve; Max seconded. All approved

3. Audience Business:

Elizabeth Marshall from the public attended as she recently became a part of the FE Warren Spouses group for historic homes tour.

4. Comments/Report from City Council Rep.

Councilman Richard Johnson talked about the strategic plan discussion on black history in Cheyenne. He had a conversation with Jim Byrd about racism in the 60's to 70's. Jim knows a lot about the history and is willing to do a walk around the cemetery and have a talk about the people that are buried there in a video. Jim could be a good asset with our black history research. City is still working on the pump house project.

5. Comments/Report from Urban Planning Office Rep.

Lonnie reported Airport Fountain Naming Resolution we have 307 certified signatures. Was introduced at council for first reading last night. It will have 2 readings through council. Charles from the planning office discussed funding from the City budget for the two awards the board gives out – LeClerc Jones and Dubois. Lonnie received a letter addressed to the Historic Board from the estate of Wanda Glen Rice. She has named the Historic Preservation Board as a

beneficiary in her estate for the airport preservation project. We will be notified in about 3 months as to the amount. Historical sign that Gary had located is planned to be put at the Depot Plaza. Grant for Masonic Temple was awarded in the amount of \$18,000 of federal funds.

6. Strategic Goals Reports

Historic Structures Signage – Gary would like it to be named Homes with History. Gary made a motion; seconded by Patrick. Approved by all. Committee had a conference call with Montana and gained some very useful information on how they have been running their program. The committee will be looking for companies to do the sign on a smaller budget that will last. Milward told the committee that he had talked to Dominic Bravo with the local lodging tax department and they may have a grant program that we could pursue. Gary will do a write up to apply for the grant. Wyoming Cultural Trust Funds Grant could be good to pursue as well.

National Register Places – Continued work being done on Capitol North extension and progress is being made. Next step is a meeting with SHPO. Project for doing a survey and national registration nomination for buildings associated with the African American community is being worked on as well. They are looking at possible grants for this.

Airport Fountain Celebration – Committee will be meeting this week to discuss the celebration.

Historic Preservation Month – Committee has not met. Patrick is working with news media to see about some publications on it. Don is working on the Facebook and would like to post weekly during the month. Any suggestions from the board would be appreciated. LeClerc Jones will be awarded May 6 at 1:00 at First Presbyterian Church. They will be providing refreshments and cookies as well as doing a tour. Richard will read the proclamation. Award sign will be here in time for the event.

Education of the youth in Historic Preservation – No meeting yet but David has been checking into what the schools have been doing.

7. Old Business

Update on 315 E 21st – Lonnie had sent out a memorandum regarding what was provided by the applicant. The applicant is online for comment. He is proposing moving the stairway onto the west side of the building and not in the 3-foot addition on the front of the house. The applicant had indicated he could have 3 windows on the front to the west of the door as 4 would require a header to be installed. Rendering from the applicant were provided for the boards review to show the stairway and the windows by email to Lonnie just before the meeting. The applicant was asked to attend the next meeting to provide the information on what he is proposing and have the information sent to Lonnie so that we can review.

Concerns were discussed from the board that there is not material given to the owners in this district to inform them of the preservation needed. The board feels that this is something we should look at getting done.

Dubois Award Nominations – Don will follow up on the mid-mod home that he had an initial conversation on. Very broad criteria – used for a home and a mailing address in Cheyenne. Josh had further criteria and will get to the board by way of Lonnie. Patrick's committee will review the criteria for the awards to see if we need to provide more information on what homes qualify.

8. New Business

Demo by Neglect – Board has not reviewed the revisions present by the City yesterday morning. Charles talked about the changes that were made to include calling it Neglected Structure and made it more in line with the current standing City Codes. The Board will review the document and discuss at the next meeting.

9. Other Business

Pump house contracts – City is trying to get this wrapped up, but there is a lot going on at the city. It is an ongoing project that is very time consuming.

10. Adjourn

Meeting adjourned

Minutes, Cheyenne Historic Preservation Board Regular Meeting

Meeting Date & Time: Tuesday, May 9, 2023– 6:00 pm

Meeting Place: Zoom and Council Chambers

Attendees: Cheyenne Historic Preservation Board

Ex-Officio City Council Representative (invited)

Urban Planning Office Representative (invited)

Meeting called to order by Milward

1. Roll Call

X	Milward Simpson, Chair
X	Max B. Carre', Vice Chair
X	Cathie Tabor-Douglas, Secretary
X	Gary Sims
X	David Benner
X	Don Herrold
X	Josh Chrysler
	Amber Conwell
X	Elizabeth Bales
X	Patrick Bustos

Others Present: Lonnie Olson and Charles Bloom, City Planning, Councilman Richard Johnson

2. Approval of Minutes:

No minutes available. They will be available in the June meeting

3. Audience Business:

4. Comments/Report from City Council Rep.

Councilman Richard Johnson stated that nothing has happened in the last few weeks regarding historic preservation.

5. Comments/Report from Urban Planning Office Rep.

Lonnie reported he has been working with the Community Recreation office to get the water turned on for Airport Fountain Park turned on the 17th of May. Electrician will be out to evaluate the issues we were having. Hopefully after the 19th it will be ready to go. Renee Smith, grants writer & Lonnie will be going to NEPA training with the 2022 CLG Grant.

Charles reported on the Reed railroad corridor as it was suggested that this be reviewed for a nomination for national registration district. He met with others to have consultant interviews for a 100% design plan to make a multi mobile transportation corridor.

Patrick asked the planning department for a budget from last year to have a better understanding of what we have, where it came from and what plans the board has for it.

6. Strategic Goals Reports

Historic Structures Signage – Gary is still looking at a reasonable cost sign company as they vary greatly. If any board members have homes they feel will be good for this project please do a write up so the committee can go forward once the sign company has been found.

National Register Places – Josh reported that the Capitol North extension project is still moving forward and is current with SHPO for review and are waiting for revisions that are expected.

Update on the black / African American project – Josh had reached out to the Casper historic group and did receive their copy of the grant write up they had done. This will be good to assist Lonnie in ours. Josh has been doing some community outreach for information.

Airport Fountain Celebration – Patrick reported from the committee meeting. They are looking at possibly August 5th or August 12th at 11:00 for the date of the celebration. \$5,000 – 10,000 budget for the event they feel will be needed. They will be somewhat mimicking the first event for the program. They would like to get the costs of the event sponsored through different organizations.

Historic Preservation Month –Facebook page is getting more and more reactions through the month with the posts that Don has put up. Page has reached over 16,000 people, new pages likes is 45, new page followers 62 and 328 comments. Most of that has come this last week. Richard read the proclamation at the event for the LeClerc Jones award which was well attended at the church.

Education of the youth in Historic Preservation – David heard back from LCSD #1 and they are not doing anything currently on historic preservation. Seventh Day Adventist has not been doing anything either. St. Mary's does have a program and Don is reaching out to them.

Ornaments – The design was present by Gary for the year. It is the Capitol top and he will be putting a gold piece on the back from the Capitol dome. He will be ordering 750 this year and feels that these will sell. No motion needed for costs for the ornaments.

7. Old Business

Update on 315 E 21st – Lonnie had sent the application to the board previously and it was reviewed by Lonnie in detail. The planning department would recommend approval of the application as it is line with the ordinance and their code. Mr. Palacios discussed his application and is trying to make the home in line with what is being asked. Amber had emailed an opinion to Lonnie and it was read to the board. Don moved to approve the certificate of appropriateness for 315 E 21st Street; Seconded by Gary; Motion amended to add the conditions that the historic preservation staff member review the plans to adhere to the certificate of appropriateness with approval of the second. Approved by all.

Pump House – Charles has been talking with other organizations regarding funding on the project. He also consulted with the City Treasurer to be sure there were funds for the demolition of the additions on the back of the structure.

Burlington Northern sign – no update currently.

Dubois Award – Don discussed a mid-mod house and he has visited with the owner. Property is 1714 East 19th Street. Not a typical mid-mod as is larger with a bedroom apartment for a maid. Built in 1956 and original owner was Abraham Fox. He showed slides of the inside building. Owned by Carol McDonald and she is working on maintaining and restoring the character of the house. Gary moved to award this home the Dubois Award; Seconded by Patrick. Approved by all. Don will inform the owner and will coordinate the planning of the event possibly in August in September.

Demo by Neglect – No comments have been made to the City on the revisions. Put this as prominent in the next meeting.

8. New Business

None

9. Other Business

Josh asked about the VOA building. Planning department reported there was an article in the paper on the building. There will be a community meeting at the location next Wednesday, the 17th at 5:00 going over the project.

Charles discussed a follow up on the E 21st project. He feels that we need to go out and advertise this district to preserve our history.

10. Adjourn

Meeting adjourned

Minutes, Cheyenne Historic Preservation Board Regular Meeting

Meeting Date & Time: Tuesday, June 13, 2023– 6:00 pm

Meeting Place: Zoom and Council Chambers

Attendees: Cheyenne Historic Preservation Board

Ex-Officio City Council Representative (invited)

Urban Planning Office Representative (invited)

Meeting called to order by Milward

1. Roll Call

X Milward Simpson, Chair
X Max B. Carre', Vice Chair
X Cathie Tabor-Douglas, Secretary
X Gary Sims
X David Benner
X Don Herrold
X Josh Chrysler
X Amber Conwell
Elizabeth Bales
X Patrick Bustos

Others Present: Lonnie Olson and Charles Bloom, City Planning, Councilman Richard Johnson, Carol McDonald, Bill Lindstrom

2. Approval of Minutes:

April and May minutes were reviewed. Patrick moved to approve; David seconded. All approved

3. Audience Business:

Owner, Carol McDonald, of 1714 East 19th attended and gave a background of the house and the preservation efforts. The board would like to do a celebration / open house at her home for the presentation of the Dubois Award. Carol is welcome to that idea on the 29th of September. Don would take charge of the project. Patrick will assist.

4. Comments/Report from City Council Rep.

Richard reported that city council has approved the budget. Consultant for the RR project is going to give a presentation next week at noon on Tuesday in the finance committee meeting. The board is encouraged to attend as it could be of interest to the board

5. Comments/Report from Urban Planning Office Rep.

The city is continuing to work on the progress of the DDA / Cheyenne Mainstreet. Previously the board had a representative from the board there. The invitation is back if we would like to be involved. Third Thursday of the month at the City building. Amber would like to attend this

meeting as a liaison. There is also the Design Committee that the board is more than welcome to join if we would like.

The grants manager and Lonnie attended the NEPA meeting.

6. Strategic Goals Reports

Cheyenne Homes with History – Gary reported that the committee is still working on finding reasonable costs for sign. Gary has been working diligently to cut costs. The committee is looking at photo etched aluminum and hopeful to have a bid soon. No funds have been allotted yet for the project. Gary moved to approve \$9,500 for this project for this year. Seconded by Amber. Motion approved with 1 no vote. Gary has 3 homes where owners would help with costs. And application process needs to be worked on. Don will take this on.

National Register of Historic Places – Capitol North Extension project is still waiting for review by SHPO but still moving forward. Black history preservation project – Josh is continuing the project and has been speaking with Jim Byrd. Lonnie will be working on the CLG grant towards the end of July. There is a home in Josh's list that the Homes with History could be used to highlight the home and historical factor for the African American community

Airport Fountain Celebration – Have not met yet. Will be setting a meeting today.

Historic Preservation Month – Don let the Board know that the Alliance for Preservation did an excellent job during the month on social media and events. Don also reported on how large the Facebook page has grown with his posts. The Alliance is possibly looking at a national historic designation for the arboretum.

Education of the Youth in Historic Preservation – David has not gotten any response from the schools he has reached out to.

Ornaments – Gary let the board know that the orders are placed and will be here in June. He will bring them in when they are complete to begin selling.

7. Old Business

Pumphouse Update – Charles reported that the City is still working on bids and funds for the demolition of the added structures so that this could be considered a contributing structure. This will make the pumphouse need much more repairs and they are working on what could be needed.

Burlington Northern Sign Update – no update

8. New Business

Art Cheyenne/ Old Airport Terminal – Bill representing Art Cheyenne came to visit about the terminal. There is a lot of work to be done on the terminal and Bill discussed what they envision for the Airport Terminal. They do want to preserve the history not only for the airport history, the terminal but also the community. They would like for this to be considered for a national historic building nomination in the future. The regional airport board appears to be in

support of the project. There could be a steering committee in the future and they would like historic parties on the committee.

Airport Fountain Schedule – Lonnie has been meeting with electrician and plumber to see why the fountain is not functioning properly. There is a strainer that needs to be replaced and will cost around \$7,600 and should have the fountain running. This will be paid out of the planning department budget. Dates and times for the fountain to run should be discussed. Water restrictions could be considered but this is a fountain that recirculates the water and is not using resources. Milward moved to run the fountain from 5-10 every day providing the BPOU is in agreement with water restrictions. Patrick seconded. All approved. Maintenance of the structure will be through the City and City Parks department.

Dubois Award (1714 E 19th) - Event will be the 29th of September at the home.

Demolition by Neglect – Cathie had presented the City revisions to the Board of Realtors along with the current City code and have not heard back from the. The board will put this as a priority to review.

9. Other Business

Patrick requested an update on SHPO office coming to visit the board. Lonnie will reach out again as we have not heard back. Lonnie will see if they can attend the July meeting. Patrick talked about the Big Boy sign in Holiday Park that is in disrepair and he would like to see if the City can take care of the sign as it is an eyesore. City Planning is reaching out to the community recs department to see if this can be taken care of. The board feels that in the interim the sign should be taken down until it can be repaired.

Gary talked about the building by the cemetery (VOA Building) has been torn down as of today. This is unfortunate for historic preservation.

Discussion was had on the Westby Edge project.

10. Adjourn

Meeting adjourned

Minutes, Cheyenne Historic Preservation Board Regular Meeting

Meeting Date & Time: Tuesday, July 11, 2023– 6:00 pm

Meeting Place: Zoom and Council Chambers

Attendees: Cheyenne Historic Preservation Board

Ex-Officio City Council Representative (invited)

Urban Planning Office Representative (invited)

1. Roll Call

Milward Simpson, Chair
X Max B. Carre', Vice Chair
X Cathie Tabor-Douglas, Secretary
X Gary Sims
X David Benner
X Don Herrold
X Josh Chrysler
X Amber Conwell
X Elizabeth Bales
Patrick Bustos

2. Approval of Minutes from:

June 13, 2023 minutes reviewed. Don moved to approved, Josh seconded. All approved

3. Audience Business: Comments from the Audience

Katie Leeper with the State Historic Preservation Office came to visit and was available to answer any questions we had.

4. Comments/Report from City Council Rep.

Richard Johnson discussed the article sent out about black history. Members from Masonic Temple did come to the City Council board regarding grant they received. Most of the items on the agenda were for the City and not historic preservation. Any ideas from the board for goals for the city in 2024 please reach out to Richard.

5. Comments/Report from Urban Planning Office Rep.

Lonnie presented that the blight study for the downtown area was approved by the City. Charles let the board know that the DDA will be meeting this week to discuss grants that are available for enhancements of the downtown.

6. Strategic Goals Report

Cheyenne Homes with History – Gary stated his committee has not met. Gary does have some estimates from different companies for signage but none have a good lifespan or quality. He is continuing to search for a company that can do the signs and is hoping to work with a local company. If any of the board have homes of interest, please let him know. He has at least 3 homes if not 4 that he would like to get going very soon.

National Register of Historic Places – No update from Josh and he referred to Lonnie. Lonnie reported that we just missed the committee that reviews the nominations but we are on the next agenda. Lonnie does expect some comments with revisions. He has started drafting the application for a grant for the black history district.

Airport Fountain Celebration – Date possibly planned for August 4th. Plumbers are having issues getting parts for the wide strainer. Lonnie will send an update when he hears from the plumber. Don reported that they are trying to coordinate with Art Cheyenne to do the event. They are planning on a 5K at the airport the same month and it could make the event a great celebration. With the 5K being planned on the 26th the board feels that we should do the same day. This would allow the plumber more time to get the fountain up and running to the full extent. SHPO would like to be involved in the event as well.

Education of the Youth in Historic Preservation – Nothing new.

Ornaments – Ornaments are in. 5th year we have done them. Gary has already sold over 250. 7 hidden items in the image and on the back, he has gold leaf from the original Capitol dome and is putting it on the back. Don will get it on Facebook. Gary will get some to Cathie at TownSquare Title for selling. Gary presented invoices for glue and reprinting inserts along with additional charges for \$286.87. Josh moved to approve repayment. Amber seconded. All approved.

7. Old Business

Pumphouse Update – Charles reported they are working on the professional drawings to do work on the pumphouse to fix the structure.

Burlington Northern Sign Update – No update for this month

Big Boy Sign in Holliday Park Update – City has taken the sign down and is working to update the sign and get it replaced.

8. New Business

Demolition by Neglect – No comments have been received from the board. The city would like this to go to City Council to go through the process. With possibly final approval in August. The City would like one of the members to be there for the process and meetings.

Update on 315 E 21st Street – Foundation was removed on the structure to the extent that the property would be condemned. City has reached out to a structural engineer and they believe the property can be restored. The applicant has stated he still wants to restore the structure. Mr. Palacios attended and is working with the engineer and working forward with the foundation repairs to stabilize the structure.

9. Other Business

Gary discussed the timing it takes for the meetings as it seems to take longer for the board meetings. He wanted to check to see if the book that all new members get to see if it still being given. It has been given to all new board members.

Dubois Award – We need more volunteers for a meeting on August 19th and planning the event in September.

10. Adjourn

Meeting adjourned

Minutes, Cheyenne Historic Preservation Board Regular Meeting

Meeting Date & Time: Tuesday, August 8, 2023– 6:00 pm

Meeting Place: Zoom and Council Chambers

Attendees: Cheyenne Historic Preservation Board

Ex-Officio City Council Representative (invited)

Urban Planning Office Representative (invited)

1. Roll Call

X Milward Simpson, Chair
Max B. Carre', Vice Chair
X Cathie Tabor-Douglas, Secretary
X Gary Sims
X David Benner
X Don Herrold
X Josh Chrysler
X Amber Conwell
Elizabeth Bales
X Patrick Bustos

2. Approval of Minutes from:

July 11, 2023 regular meeting minutes reviewed. Josh moved to approve the minutes; Don seconded. All approved.

3. Audience Business:

Angela Wolf came from the Laramie County Library and wanted to be more involved in historic preservation.

4. Comments/Report from City Council Rep.

Richard Johnson reported that at no one attended the city meeting for the ordinance that we submitted. Councilman Laybourn, Councilman Dr. Renee, Councilman Seagrave are on the committee. They all had several questions and concerns regarding loans or funds being available for historic preservation in the ordinance. Committee felt that a lot of the ordinance could be dealt with in the current codes. The ordinance did go forward and Council made it known that someone from the historic board should attend the next meeting.

Lonnie reported that Charles had comments on the ordinance. Several comments were discussed by Lonnie on what came up at the meeting.

Meeting dates follow and someone from the board should attend:

- Introduction and Referral 07/24/2023 at 6pm
- Public Service Committee 08/08/2023 at noon
- Second reading 08/14/2023 at 6pm Cathie will attend to answer questions from Council
- Public Service Committee 08/22/2023 at noon
- Third and final reading 08/28/2023 at 6pm

5. Comments/Report from Urban Planning Office Rep.

Lonnie reported that city staff and planning department are working on updating plans so that a cost of a building permit could be reimbursed. This will be limited to the downtown district with a contributing structure.

Lonnie let the board know that the Masonic Temple was working on the RFP.

West downtown planning project was heard last Thursday and was approved by the urban planning authority and is set to be heard by the planning commission. This will set up tax increment financing for historic structures that need worked on.

6. Strategic Goals Report

Cheyenne Homes with History -

Gary stated that there was no meeting last month with CFD going on. He has found a sign company locally that will be approx. \$250 to start for the sign but this does not include mounting or posts.

National Register of Historic Places – Josh had nothing to report. Lonnie reported that Capitol North has been sent on and the parties reviewing had a couple of minor changes that Lonnie will be taking care of. It is now set to be reviewed by the state review board on October 19th and then it will be sent to the National level. The board will revisit the date in September to set person(s) from the board to attend. Milward and Amber may be able to attend.

No update on the CLG Grant for the black history project in the works.

Airport Fountain Celebration -

Plumber is coming next week to check the fountain and complete repairs. The fountain should be up and fully running for the event on September 9th from 10 to 2. This will be in conjunction with Arts Cheyenne and have asked for someone from the board to attend their meetings. The steering committee meeting is on the 16th and Milward will attend. Invitations are going out later this month. It would be nice to have most of the board in attendance. Gary will pick up the remaining fountain ornaments to sell at the function.

Education of the Youth in Historic Preservation –

David reported that the only update is that the Classical Academy is asking for a waiver for this as they have no curriculum.

Ornaments –

Gary discussed that he has sold 4,600 in ornaments and another \$300 that should have been given to the city. He has sold the first lady of Wyoming \$1200. Entire cost of the ornaments has been covered. Cathie has over \$700 collected as well.

Lonnie reported that other boards have contacted him on the ornaments and are working on mimicking us.

7. Old Business

Pumphouse Update –

Lonnie reported that the pumphouse is progressing but is going slowly at this point. HCI was going to have a meeting with the Mayor but it was postponed due to COVID.

Burlington Northern Sign Update –

No update at this time.

Big Boy Sign in Holliday Park Update –

Lonnie reported that he is looking into other sources of information for what was previously on the sign and will continue to do so.

8. New Business

Josh asked about the progress on the Arboretum. Amber had attended the tour and this is a good project that we should be involved in. They are looking at making this into a state park but there is a lot of work to be done. Lonnie has been in contact with Jessica Freese and has offered to give tours to the board if we would like.

9. Other Business

Councilman Johnson reiterated how important it was for the board to attend the City Council meeting to answer any questions they had on the ordinance. He suggested that we put a work session together to address items that come up if it passes 2nd reading.

10. Adjourn

Meeting adjourned

Minutes, Cheyenne Historic Preservation Board Regular Meeting

Meeting Date & Time: Tuesday, September 12, 2023– 6:00 pm

Meeting Place: Zoom and Council Chambers

Attendees: Cheyenne Historic Preservation Board

Ex-Officio City Council Representative (invited)

Urban Planning Office Representative (invited)

1. Roll Call

X Milward Simpson, Chair
Max B. Carre', Vice Chair
X Cathie Tabor-Douglas, Secretary
X Gary Sims
X David Benner
Don Herrold
X Josh Chrysler
X Amber Conwell
X Elizabeth Bales
X Patrick Bustos

2. Approval of Minutes from:

August 8, 2023 regular meeting were reviewed. Patrick moved to approve; David seconded. All approved.

3. Audience Business:

None

4. Comments/Report from City Council Rep.

Councilman Johnson presented that the Demo by Neglect ordinance did die with a tie vote at City Council. He did go through the comments from council that the board could address such as a review panel being used with parties in the industry such as engineer, title / real estate professional or attorney background.

Richard commented that the celebration for the fountain was very nice and it was a job well done by the board.

5. Comments/Report from Urban Planning Office Rep.

Lonnie reported that he and the staff met with building owner on 21st street and he is working on the foundation to be sure no more damage will happen during winter. This project is moving forward but the site is re-tagged at this point. He needs to get through the building permit process to do any work. Planning department is working on it next week. He is hoping to get it winterized so no further damage is done during the upcoming winter.

Fountain will be winterized next week by the parks department.

DEA recently got an application for the Bell Building for replacing the windows.

Staff is currently working on the puzzle project to celebrate WY history project. He believes up to 40 historic structures and people that can be incorporated in it. They want it to be ready by possibly super day next year.

Staff is working on the holiday park sign. At this point they are looking into what was originally on the sign to replicate it. Gary discussed taking down the sign. Lonnie will see about taking it down as to not be an eye sore to the public.

6. Strategic Goals Report

Cheyenne Homes with History – Committee met and worked on finalizing signs and Gary has already started to collect checks for the project.

National Register of Historic Places – Josh and Lonnie reported they are waiting on the review board being held on October 19th for the Capitol North Expansion District. Lonnie recommended that board attend either in person or virtually. All property owners will be notified of the intent so this could mitigate any issues we might have with the possibility of the Demo By Neglect Ordinance. The board will need at least 60 signatures to have

this approved as an historic district. Milward discussed the signage to distinguish the district and who will be paying the cost. Lonnie will look into this.

Black history district is waiting on the possibility of CLG Grant.

Airport Fountain Celebration – Patrick took care of the chairs and tables. Gary took care of the ornaments being sold. Don did the speech on the fountain. Amber did double duty with Arts Cheyenne and Historic Board. Don did Facebook posts over the last couple of weeks on the history of the fountain. Milward gave thanks to board that contributed. Amber felt the Arts Cheyenne event went well in conjunction with the fountain celebration.

Education of the Youth in Historic Preservation – Don has gotten some contacts to reach out to. Libby has been in touch with a contact at UW where engineers reach out to 3rd graders on historic structures. She will follow up with the education committee.

Ornaments – Gary reported that we sold \$500 at the presentation of the fountain ornaments. He is getting ideas on next year's ornaments.

7. Old Business

Pumphouse Update – Lonnie reported that they met with TDSI for a demolition contract and will be moving forward.

Burlington Northern Sign Update – no update on this from planning department. Gary would like this to go forward. There is restoration going on at the Depot and planning department is waiting for this to finalize.

Demo By Neglect Update – no further discussion

8. New Business

Section 106 Western Area Power Administration - Lonnie reported that we have WAPO power lines in the City. We are able to put forth comments regarding it. Any board member that would like to comment please share with Lonnie. Milward will work with Lonnie on this.

Dubois Award Planning – Don was on Channel 5 news for the event that is set for September 16th. We need volunteers from the board for guided tours in the house. Board needs to be there at 9:00 am to get a tour and to help with tours. Open house is 10 to 1. Award presentation will be set when we have council present it. Plaque has been done by planning department.

SHPO Grants – Lonnie reported that the CLG grant applications are due Dec. 19th and he is working on them. Two separate grants we are going for. One for the Black Historic home's registry and one for staff board training.

8. Other Business

Patrick discussed a white building in Holiday Park across from Tom the Tireman and wanted to see if it is a historic structure. Lonnie reported that this applicant had requested a permit to move the structure. This is not a contributing structure per SHPO and is not city owned.

9. Adjourn

Meeting adjourned