

**Cheyenne Historic Preservation Board Regular Meeting  
Tuesday, January 11, 2022**

**Present:**

Jason Bogstie, Milward Simpson, Gary Sims, Max Carre', Cathie Tabor-Douglas, Amber Conwell, Josh Chrysler

**Not Present:**

Don Herrold, CJ Young, David Benner, John Brewster

**Non-Committee members present:**

Stephanie Boster, City Attorney  
Charles Bloom, City of Cheyenne Planning Director  
Gunner Malm  
Councilman Johnson

**Minutes from last meeting approved:**

November 9, 2021 minutes reviewed. Moved to approve by Cathie Douglas, seconded by Jason Bogsti. Approved by all.

December 14, 2021 minutes reviewed. Moved to approve by Cathie Douglas, seconded by Josh Chrysler. Discussion was held to add that contributing structures list was put on hold pending WyoTrack access for verification. Approved by all as amended.

**Audience Business:**

None

**Comments/Report from City Council Rep.**

Richard reported that not much has happened that pertains to the Board.

**Comments/Report from Urban Planning Office**

Samantha made introductions for Stephanie Boster, City Attorney. Board took a moment to welcome her. Stephanie did let us know she has 18 years' experience and 10 years in Cheyenne, but was originally from Casper. She did request if we need anything to please email her.

**Committee Chairs' & Liaisons' Reports**

Chair requested that the fundraising committee meet to discuss HCI MOU

Cathie Tabor reported that the Marketing Committee had not met, but wanted to have a meeting in 2 weeks to discuss the Open Doors that had been talked about doing this year.

No official reports

### **Old Business:**

#### *Elections:*

Jason spoke about current elections – he is not eligible for a new term. Elections to be held by Menti software. Instructions provided by Sam Crowley. Nominations put up on software – board will log in and do silent voting.

Chair: Milward Simpson nominated by Jason Bogstie, seconded by Cathie Tabor. Moved to close nominations by Max, seconded by Cathie. Milward accepted nomination. Vote by Menti – abstention by Milward. All approved – 7 yes, 1 abstention.

Vice Chair: Max Carre' nominated by Cathie Tabor, seconded by Amber Conwell. Max accepted nomination. Vote by Menti – abstention by Max. Majority approved – 6 yes, 1 abstention.

Secretary: Cathie Tabor-Douglas nominated by Gary Sims, seconded by Max Carr. Cathie accepted the nomination. Vote by Menti – abstention by Cathie. Majority approved – 6 yes, 1 abstention.

Elections closed and meeting turned over to new Chair Milward Simpson as Jason Bogstie excused himself from the meeting.

#### *Board Training:*

Charles Bloom presented overview of the Roles and Responsibilities of the Cheyenne Historic Preservation Board. Power point for the presentation was emailed to board for reference later.

#### *Demolition by Neglect:*

Gunnar Malm (acting as a member of the Board of Realtors) requested to see if there is any update on this. No update at this point. The committee is still working with the City Attorney for changes and modifications that need to be made. Cathie was requested to continue to keep the Board of Realtors updated on this going forward.

#### *Funding for Award Plaques:*

Samantha had checked on the funds in the account and they are earmarked for the fountain. So these will need to be used for the fountain. There are funds in the small grant match that were dedicated for the pump, but could be used for the awards and the needed funds for the pump can be paid out of the fountain fund designation. Josh moved to pay \$860.00 from the small grant matching account for this year's LeClerq and Dubois awards and \$1,875 to be paid from the Historic Preservation Board fund account. Seconded by Max. Approved by all

### *CLG Grants:*

Deadline for the grant applications is February 15th and there is \$75,000 available. Discussion was had regarding what we could apply for. District signs would be approximately \$35.00 per sign and would need 15 in Capital North and another 5 for the Dubois block. Sam can write the grant even though it is a small amount. Public works has agreed to put the signs up for us.

Jason put forth the idea of doing a grant for the West Edge or Mid Mod district. Josh thinks this is an important thing for us to do as a board and we should consider applying for a second grant for this. Charles discussed the tax benefits to the homeowners from being in a historic preservation. Gary reminded the board that in the past we had a survey done of the West Edge and there was not enough integrity left in the area to give a designation. With not knowing if this would work for a new district we should re-look at the survey that was done. A new survey could run a little over 18,000. And there is a 40% grant match funds required for these.

Charles Bloom did state that the City has a line item in the City budget for grant matches. He did say that he could possibly put \$6,000 back into the Cheyenne Historic Preservation for use as funds for a grant match in his budget. But the budget will not be finalized until June.

Discussion was had on possibility trying for a West Edge and if not doable change to a Mid Mod. But concerns are if either are at a point to begin to write a grant application. A subcommittee could be set up to establish a boundary for a Mid Mod. With everything in mind it is in the best interest to just apply for a West Edge district.

### *Historic District Signs (Dubois Block and Expanded Capitol North:*

Dubois Award – the home that was awarded this has sold the home. We had agreed to continue to give the award to the home. The park across the street was just named the Dubois Park and they are looking for funding to put in a name sign and park bench. The owners are willing to do home tours around the block that would arrange and charge for. These funds would be able to be used to help with the cost of signage and bench in the park. It was proposed to have this on our strategic planning to organize by the entire board.

### *Ornaments:*

Gary had put up \$200 in his own funds for ads for ornaments and has asked for the reimbursement. Charles will follow up on that check.

We did not sell out this year on ornaments but we should get an inventory of what we have left. Cathie stated there are approximately 53 at the office. If all other board members can gather counts and locations so we can make a plan to sell the remainder. Please report numbers to Sam. Charles made a suggestion to do a 2 pack special with the new ornaments at the end of the year.

### **New Business**

*WyoTrack/Contributing Structures List:*

Board started inputting information for contributing structures that has not been completed. There are 3 slots to fill for this purpose. Board members wanting access would be Cathie Tabor-Douglas, Josh Chrysler and Amber Conwell. All three are willing to help with verifying the list. Sam has reached out to Shane McCreary and he can pull a list for how many contributing structures in each district and can provide every three months.

*Strategic Planning Meeting Dates:*

With members out we can look at doing one after March 2 and get available dates for all. Milward will put out a poll for the first two Saturdays in March and see who is available. Cathie is willing to host the meeting at the office if need be.

Moved by all to adjourn the meeting, seconded by most.

**Meeting adjourned**

Respectfully submitted,

Cathie Tabor-Douglas, Secretary, Cheyenne Historic Preservation Board