

Cheyenne Historic Preservation Board

Meeting Date & Time: Tuesday, October 12, 2021 – 6:00 pm

Agenda:

Zoom

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

1. Roll Call

Max, Milward, Jason, Amber, Josh, Gary, John, Cathie present
CJ, David, Don absent.

Guests: Richard Johnson, Pete Laybourn

2. Approval of Minutes from September 14, 2021 regular meeting

Secretary Simpson doesn't yet have draft minutes prepared for the August, '21 Work Session or Sept. regular meeting. He will finish them and forward to the Board ASAP.

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

No Audience Business

4. Comments/Report from City Council Rep. Richard Johnson

Richard reported that our Bill Dubois resolution resulted in community members wanting to name a triangle park after him. We will have to follow the City's Naming Policy which means we'll need 300 signatures on a petition. The City Clerk will give us a template petition and signature sheets. The signatories have to be Cheyenne residents.

Sam can forward the word document draft of the policy

Discussion ensued regarding pros and cons of possible names for the park including former WY Secretary of State Thyra Thomson, Flight Attendant leader Helen Church, the local aviation pioneer Ralph Johnson and the idea to name it generically as in "Flight Attendants Park." Sam mentioned that it would still have to go through the Naming Policy process.

Amber mentioned that one of the reasons Helen Church was mentioned was that there are no Cheyenne parks named after a woman.

Richard further explained the process: signatures go to the City Clerk to review for accuracy. The signatures then go to the City Atty for legal review, then to the Governing Body for a vote.

Jason recommended holding a Work Session to come up with a name on 10/26/21. Sam indicated she'll be out of town but will set up a virtual work-session.

Richard then reported on an Ordinance change process regarding the DDA authority. The City is examining all Cheyenne boards to determine whether they should have a board liaison who is a voting member. We should expect a review of our Board within the next two weeks.

Milward asked if there would be any potential conflict of interest situations that could arise with liaisons being voting members. Richard responded that there would likely not be because the standard is financial gain and there would be none in this instance.

Jason pointed out that we would have to update our rules of practice if there's a change.

Richard asked about the status of the Demo By Neglect Ordinance. Milward and Jason responded that they still need to meet to take all of the previous comments and deliberations into account in amending the draft.

Richard then brought up the 1903 tunnel at the East Cheyenne Community Park and the drainage issues to put on the board's radar. It was a drainage culvert that the proposed master plans' drainage components would impact.

Jason pointed out that the tunnel may be eligible for the National Register as a stone-lined brick tunnel.

Councilman Laybourn offered to give Sam some pictures of the tunnel. He described it as a unique arched tunnel that was originally designed for drainage. The north side is the Community Park and the south side is the open space. The stone arch will be the path under the tracks.

Sam indicated that the Cheyenne Greenway Administrator wanted to have historic preservation interests on the steering committee and so she is representing the Board on the committee for East Park. It appears there's support for preserving the historic nature of the tunnel and that she'd continue to monitor the situation.

5. Comments/Report from Urban Planning Office Rep.

Sam reported that the Planning Department received Planning Team of the Year Awards by the American Planning Association and Western Planners. Mark Christensen was also separately recognized. The Board congratulated Sam and the Planning Dept. for the recognition.

She reported that Robert Chamberlain the new Hitch Owner. Josh sent a letter to him regarding preserving the historic sign and Mr. Chamberlain intends to keep the sign. He's still doing asbestos abatement and still planning construction in the spring. He commented to the city that he's planning to restore the sign and Josh's letter invited him to come to the Board for information on restoring it. Josh also encouraged him to keep the tube lights vs an alternative.

6. Committee Chairs & Liaison Reports

Sam – HCI just met to talk about end-use ideas for the Pump House. They had a larger meeting to discuss themes for the Pump House including the Greenway, recreation and art. They will propose those ideas at a Council Work-Session, Noon on Oct. 18. The Mayor wants it to have an end-use. David represented the CHPB.

Amber –The Design Committee has brought the façade improvements program back and there is a meeting tomorrow. The Design committee approved a CIG application for some garage doors on an older building that's painted white. It was the first meeting in several months.

No other liaison reports.

7. Old Business

a. Airport Fountain

i. Prebid meeting

Sam apologized for how long it's taken. Building Restoration Specialties can't fit the project into their schedule this year. A company called Mountain Masonry in Salt Lake City is interested and is coming up for a site visit on Mon., 10/18, 8:30 a.m. The board is invited to come. The next steps would be a question submission and an addendum response by the City and then a bid opening. Sam will keep us updated.

Jason asked if this meant the work wouldn't take place until the spring. Sam responded that, although most of the work would be done in the spring, some of the terra cotta work may be able to be done in the winter. Jerry with Berggren Architects vetted this person and he seems qualified.

ii. Draft resolution

b.

iii. Spring Clean-Up Airport Terminal

Sam reported that the City is willing to maintain the Fountain and asked the Board if it would be willing to do a spring clean-up of the fountain every year. Sam will check with Jerry regarding the kind of maintenance work that would need to be done (pressure washing, etc.). We'd need to do it in Mid-May (Preservation Month) and could tie those two together somehow.

Gary mentioned that it only took an hour to clean the fountain during the algae fiasco and expressed his support for the Board pitching in.

Jason asked Sam to find out some details on what they'd like us to do and let them know we're interested. He also mentioned that we could do further planning for this during the February Strategic Planning session.

Airport Terminal Tour:

Max reported that Amber, Max, Don and CJ attended the tour of the building. Amber reported that they discussed the process and timeframe of approximately 6 months for having the building's ownership "released" by the FAA. It seemed that they're interested in someone coming in to do something with it and not necessarily demolishing it. They reported it would take just under \$9m to get the shell back in working order. They seem to be open to any and all options once the title search is done. Max will attend an Airport Board meeting this Thursday the 14th where updated costs will be provided.

c. Demolition by Neglect

Jason, Milward and Cathie will coordinate schedules and try to get together soon.

Other Old Business: Josh brought up the ARPA Wyoming Humanities grant and indicated surprise that their grants administrator told Sam we were ineligible because we weren't a nonprofit when their written criteria allows local governments to apply.

Sam indicated she'd reach out to them again for clarification.

She explained that the funds that were cut was an amount in The Board Support account managed by the City Planning Dept. that is split equally 3 ways: between the CHPB, the Planning Commission and Board of Adjustment. She was told that, if we wanted to restore the money to that account, we could ask the Council to include it in the next budget appropriation.

She believed it has been used as board support, small grant matches, etc. but recommended that this would be a good question for the City Treasurer.

She further explained that all grants need to go through City Council via a resolution to the Council including the CLG grants. Josh asked how much lead time we would need to have to apply through the City Council.

Richard explained that a request for a resolution would have to start with the City Attorney's office to be put on the City Council's agenda and through second reading which is a four week process.

Sam wanted to remind us not to communicate through reply-all e-mails because doing so constitutes the conducting of city business.

Gary brought up the need to market the Christmas ornaments.

We will do another press release and another ad in Traders. Max will check on events in the Depot. Milward asked if there are other entities that put out newsletters that we could advertise in.

Richard asked for someone to talk to Carmen at WY Home about whether she could sell the ornaments. Gary indicated he'd talk to her and that she's sold them in the past.

It was decided to add this topic to the agenda for the upcoming work session.

8. New Business

Cathie asked to be included in the discussions on the Demo by Neglect ordinance.

Jason mentioned that we're due to award the LeClercq Jones award. It's usually awarded to a business. The board comes up with some nominees and we vote on it. The Dubois Award has been given to a residential building.

We will try to come up with nominations for both awards for the November meeting and schedule the recipient awards in December.

Gary indicated that he intends to nominate the TownSquare Title of Wyoming, LLC building for the LeClercq Jones award.

Sam will send the criteria to the Board.

9. Adjourn – 7:27 p.m. John moved, Max seconded. Motion approved.

Looking Ahead:

Next Work Session: Oct. 26, 2021, 5:30 pm – Zoom
Next Board Meeting: November 9, 2021, 6 pm – Zoom