

FINAL Minutes:

Cheyenne Historic Preservation Board Regular Meeting, Dec. 14, 2021

1. Roll Call: Amber, Jason, Cathie, Josh, Don, Gary, John, David, Milward present  
Max absent

2. Approval of Minutes from November 9, 2021 regular meeting  
Minutes not submitted. Will approved at next month's meeting.

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

No audience business

4. Comments/Report from City Council Rep.

5. Comments/Report from Urban Planning Office Rep.

Sam reported that the Hitching Post Tax Increment Financing (TIF) application approved in early Dec.

6. Committee Chairs' & Liaisons' Reports

No reports

7. Old Business

a. Airport Fountain Naming Resolution

Richard J. reported that he has collected close to 50 signatures for the petition. 300 signatures needed.

Discussion ensued regarding the proposed name of the park (Stewardess Park) and whether a name change should be considered due to concerns having been raised among some petition signers. It was mentioned that interpretive signage could be used to help explain the history of the school and address how the industry has changed. There are funds available for this.

The board decided to move forward with the name as-is but proactively communicate through our facebook page to explain our intentions and plans for the park.

Cathie moved to move forward with creating signage to explain the history of the Stewardess School and the evolution of the stewardess name until today.

Gary Sims called the question and the Motion was approved with one abstention.

b. Airport Fountain

i. Airport fountain bid approved by the Governing Body on Monday, 12/13 for Mountain Masonry in Colorado for \$68,541. \$45k to be covered by grants and remaining covered by the CHPB's account. It will leave about \$10k in the account. They will begin work in the spring and completion is due August of 2022.

Richard J. shared that Dr. Aldrich on the Council asked him to share her compliments to the board for its efforts.

Discussion ensued on how to thank the Governing Body, including a public thank-you during a City Council meeting. Jason will also write a thank-you letter on behalf of the board.

c. Airport Terminal

Nothing new to report.

d. Demolition by Neglect

Richard J. expressed several concerns about the current state of the draft ordinance and amount of work and revisions that may be required to alleviate the concerns of interest groups such as the Board of Realtors that are currently inclined to be opposed based on a perception that it infringes on personal property rights, the length of the ordinance, how to distinguish between intentional versus circumstantial neglect, and concerns about the name of the ordinance among others.

He also pointed out clarifications that need to be made in the draft regarding which city departments have jurisdiction over certain processes and the necessity that those departments sign off on it. Finally he attempted to articulate the overall spectrum of issues the city is dealing with (staffing, etc.) that will play into consideration of the ordinance.

Milward cautioned regarding watering down the ordinance to the point that it loses its meaning and ability to address the problem.

Richard J. indicated he'd get with the incoming City Attorney and work with her regarding the ordinance and the concerns that have been expressed.

e. LeClerq Jones Award (719 E 17th St)

Sam informed the board that the award plaques usually take 6 weeks to produce and cost around \$430. She proposed the February board meeting to present the award.

The board discussed the status of funds for purchase the plaque. Milward moved to allocate unrestricted funds to the purchase. Sam reported that remaining funds in the small grant matching account are allocated to the pump.

Milward withdrew his original motion and moved that any remaining unrestricted funds be allocated to the purpose of award plaques. Motion passed with Cathie abstaining.

f. Dubois Award (1214 W 32nd St)

Gary reported that he visited with the Brewers who own the building which is in the Dubois block. He reported the house is in good condition and moved that the house be given the 2021 Dubois Award. Cathie seconded. Motion unanimously approved. Gary indicated he'd get in contact with them and Sam and coordinate the particulars.

g. Contributing Structures List

Sam reported that Dr. Aldrich had asked for the current contributing structures list. She feels it is a priority of the Council to see the list. Cathie reported on the challenges involved in getting the list in a solid format and getting it updated. She expressed her hope that the structures in the districts in the spreadsheet attached to the agenda could be distributed among the board for assistance with updates. Lengthy discussion ensued regarding the details around the status of documentation, surveys and records regarding the list.

Several board members volunteered to help Cathie and Sam.

Discussion ensued on the Board's previous access to the WyoTrack Database. The Board moved to put this item on hold until they have access to WyoTrack. Sam will contact the SHPO to ask about making accounts for the Board again.

8. New Business

Gary inquired as to the status of board reappointments. Sam indicated she hadn't heard anything specific yet.

a. Airport Fountain – Lighting

Gary has an anonymous donor who wants to contribute to the airport fountain project and asked if there were ideas for what kind of project to ask the individual to donate to.

Interpretive signage was recommended. Milward offered to check into the approximate costs.

Don offered to get ahold of some associates on helping with the verbiage.

b. CLG Grants – second round of funding

A second round of funding is available due Feb.15, 2022. Gary proposed a project to create and disseminate signage recognizing Cheyenne historic homes. He was asked his opinion on how we'd get the history of the homes. He recommended starting with the historic homes tour info. we already have. Jason indicated we could also prioritize previous award winners as we have plenty of research on those.

Sam offered to create a form that can be filled out on the CHPB's web page. She will also check on how much can be applied for. She asked if we would also like to apply for funds for the Historic District Signs (Dubois and Capitol North). The consensus was "yes" and Sam will be more information back at the January meeting.

Josh spoke up for the importance of moving forward on the West Edge and Mid-mod district as well.

Gary asked how we get a list of houses that are on the National Register. Sam responded that they are on the SHPO website.

c. HCI fiscal sponsorship

Sam clarified that a fiscal sponsorship would be different than the MOU that was previously proposed. Gary explained that this would simply be a contract so HCI would be a conduit for funds that can only be given to a nonprofit 501 c 3. An administrative fee for HCI would be negotiated. HCI is interested in doing this.

The next step would be to ask HCI to send a sample document. Jason proposed that the Fundraising committee research the ins and outs of this type of agreement and present on it with a recommendation next month.

d. 2800 E. Pershing Blvd. – Section 106 Consultation

The board's questions regarding the project were discussed. Jonn moved to approve the project moving forward. Don seconded. Motion passed.

e. WYDOT I-80 Roadway Restoration – Section 106 Consultation

The board's questions regarding this project were discussed. Milward moved that we approve the project. John seconded. Motion passed.

f. Annual Report Review

Sam thanked Josh for writing the “accomplishments” section. Don moved to approve. Jason asked that the reference to ex officio members be changed as the board does not currently have ex officio members. Milward seconded the motion. Motion passed. Milward thanked Sam and Josh for their work.

## 9. Adjourn

Jason reminded the board that next month was elections and that he was ineligible for reelection.

Sam reported that Charles wanted the board to know that there was a board training coming up that the board could participate in.

Milward asked about the work proceeding on the Historic Governors Mansion Protective Area. Jason responded that the Governors Mansion staff reached out to him about it. It was looked into and it's being used as a staging area for hospital renovations so the activity doesn't trigger the ordinance provisions.

Milward asked that the relevant parties be made aware of the ordinance. Sam indicated that engineering and the building dept. are aware of the ordinance.

Gary moved to adjourn. Motion passed.

Meeting was adjourned at 8:22 p.m.

**Minutes respectfully submitted by Milward Simpson, Board Secretary.**

**Minutes approved at the January 11, 2022 meeting.**