

**MINUTES FOR TUESDAY, FEBRUARY 9, 2021**  
**CHEYENNE HISTORIC PRESERVATION BOARD**  
**6:00 PM, ZOOM MEETING**

**Attendance:**

Members Present: Jason Bogstie (Chair), CJ Young (Vice Chair) David Benner, Josh Chrysler, Amber Conwell, Cathie Tabor Douglas, Max Carre', Don Herrold, Gary Sims, Milward Simpson, John Brewster

Members Absent:

City Staff: Samantha Crowley, Mark Christensen

Others: Alessandra McCoy, Stephanie Lowe

**Roll Call:** Chair Bogstie called the meeting to order at 6:01 PM and called roll. He mentioned that the Mayor had a conflict tonight but would try to join us at our next meeting.

Guests: Bill Lindsrom, Rin Kasckow, Stephanie Lowe, Amber Ash, Haylee Chenchar - DDA, Andi Jaspersen -Visit Cheyenne

**Welcome new members:** Josh Chrysler, Amber Conwell. Jason B. congratulated the two new members, and welcomed them to the Board. Each board member introduced themselves.

**Approval of Previous Minutes, Jan. 12, 2021 Meeting:** CJ Y. moved to approve the minutes. Don H. seconded. Sam will correct minutes to indicate CJ Young as Vice Chair. Motion approved unanimously.

**Audience business:** Councilman Laybourn gave a presentation on the pump house. Need to come up with a plan to stabilize the building. The building is connected to the greenway connection, the Reed Ave. Corridor and in plays into West Edge revitalization efforts. He feels the city needs to take care of the building.

Jason B. asked if councilman Laybourn new the costs associated with stabilizing the building. Councilman Laybourn responded he wasn't aware of the costs at this time but expressed interest in a fundraising effort.

Amber C. offered that she thought her firm had worked on the building and had put together renderings preliminary financial numbers on the structural work but she'd have to verify. HCI drew up a resolution. Looking at how to bring that forward. He expressed that this effort is about Cheyenne living up to its heritage and following through on its commitments.

Jason B. asked if a tour could be arranged. Councilman Laybourn indicated yes, perhaps on a weekend.

Jason B. indicated that, if the airport Fountain can be wrapped up this year, the board will be looking for another project. He recommended the discussion continue at the upcoming strategic plan meeting.

Mr. Laybourn had to leave to another commitment.

Stephanie Lowe commented on the pump house on behalf of HCI. She indicated they wanted to create a partnership with the City Council with the first goal being to do some public outreach and see what the community interest is. They haven't met with the Mayor yet. She asked that, if CHPB is interested in partnering, to let them know.

Dave B. indicated that Councilman Laybourn was going to go thru the City Attorney to get the resolution on the agenda.

Milward S. asked Stephanie L. what the vision was and what the resolution is intended to accomplish. She responded the resolution is to create a partnership with the city. Dave B. indicated that the resolution is also intended to determine the wishes of the city in preserving the building or not.

Rin Kasckow, Alliance for Historic Wyoming, next talked about Historic Preservation Month in May. They are working with 25 organizations this year and will focus on safe in-person events and push online programming. They have a marketing consultant coming in.

Next, Andi Jaspersen with Visit Cheyenne, spoke about their "Doors Open Cheyenne" opportunity. They envision this as an opportunity to engage folks with the historic character of Cheyenne. They envision partnering with the CHPB and the DDA. Visit Cheyenne could market it and provide evergreen blog content. They would love to tell the story of some of these businesses in historic buildings. Docents could be recruited to interpret the buildings. They would like us to take a nugget of an idea and help it grow into something that happens every year. If CHPB wanted to move forward with this, we would have Visit Cheyenne's full support. Jason B. mentioned that this idea was similar to what the CHPB used to do with the "Tour the Legend" program that was discontinued due to difficulty in mobilization. It barely broke even with expenses. Simpson offered that having two other organizations partnering might make the difference.

Cathie D. weighed in that people want to get out right now and the marketing support with this proposal could make a big difference. She asked to put the Doors Open program on the strategic plan agenda. Jason mentioned we could reexplore old contacts with Eagles and Masons. Andi proposed that the three organizations should get together to come up with a marketing plan.

Amber Ash mentioned that the DDA is supportive but wanted to be cognizant of how busy the May schedule is becoming with two other events and a staff of three. They will need to know who's doing what so the event is easier to manage. They are happy to reach out to businesses and property owners and are already aware of some owners who are interested. Jason B. will add to the strategic plan agenda and get back to them 1<sup>st</sup> of March.

**Comments/Report from City Council Rep:** Councilman Richard Johnson expressed concern with putting the cart before the horse with the Demolition by Neglect ordinance. He feels that the way the ordinance stands, someone could claim the city was negligent in fixing its own property.

Jason B. replied that there were few city buildings on the contributing structures list and thought that the Pump House wouldn't qualify to be on the list because it's been altered with additions. Stephanie L. weighed in that she hasn't read the latest version of the ordinance but suspects that the pump house is a non-contributing.

Sam C. mentioned that they don't have an updated contributing structures list yet but should soon. Richard advised that, if there are any city-owned properties that can be used against the

ordinance, we need to be prepared by understanding what is and is not on the contributing structures list.

Further discussion ensued regarding the importance of being prepared to respond to potential optics around the city being perceived as a negligent building owner if any city-owned buildings on the contributing structures list may be subject to a demolition by neglect ordinance.

**Comments/Report from Urban Planning Office Rep:** No report at this time.

**Committee Chairs & Liaisons Reports:**

Don H. gave a report on the DDA. They recently reviewed their audit. They are looking for another banking institution and they have reviewed their recent Main Street application which was approved.

David B. provided more updates on HCI. In addition to the Pumphouse, they want to get started on the MOA and the fundraising with the CHPB. They are waiting on comments from the CHPB on their draft. Jason – we will add this as a strategic plan item.

Jason B. also reminded the board that if anyone wanted to switch committees or liaisons, we'll also be discussing that at the strategic planning session.

**Old Business:**

1. Ornament Sales

Sam C. reported that there were \$14,410 in ornament sales. There are 9 ornaments left in the city office.

2. Women's Civic League Grant Extension

Sam C. reported that the Women's Civic League has granted a one-year extension from the original April 2021 deadline to spend the funds. Grant was \$2k for construction bidding documents to restore the terra cotta on the airport foundation.

3. 221 E 21 stSt Certificate of Appropriateness

Sam C. reported that she put Linda Kiisk, Historic Architect with the SHPO, in touch with the owner. She hasn't heard if they've gotten together yet.

4. Demolition By Neglect Ordinance:

Jason B. and Milward S. will present the ordinance to the City Council at their work session on 2/19/21 at noon and gather their thoughts on the ordinance. Then, we will hold a public forum to get public feedback. This could be streamed on facebook live. Mark C. encouraged other CHPB members to attend and support the ordinance. 2/19 – noon. It was agreed to have a dry-run meeting and to create an agenda. Other Old Business: Max C. reported that Sat. Aug. 7, 2021 will be the date for the next Cruise Night. We will not have to share the event this year.

## **9. New Business:**

- a. Business Tours for Historic Preservation Month – The “Doors Open” program had been discussed earlier in the meeting.
- b. Strategic Planning Meeting - The meeting is Saturday 2/27 at Cathie T.D.’s place from 9 a.m. to Noon or 1 p.m. It will be a hybrid meeting. Jason explained the process to the new board members.
- c. Saving Places Conference – Sam C. indicated that everyone who registered should have received an e-mail and if not to let her know. She is asking that each person attend at least three sessions. The programs can be viewed by registrants up to a year after the conference. She’ll be contacting those who attend for timesheets.
- d. Cheyenne Great Western Corral Plaque – It was located on O’Neil and 21<sup>st</sup>. It was said to be the largest stable in the west and was closely tied to the beginning of Cheyenne Frontier Days. Sam C. ordered a mounting plate and pole. The funding will come from the small grant match account.

**Adjourn:** Meeting was adjourned at 7:44 pm

**Next Work Session:** Jan. 26, 5:30 p.m. to vote on new board applicants to recommend to the Mayor and City Council.

**Next Meeting:** March 9, 2021, 6 pm – Zoom

Minutes Respectfully Submitted:  
Milward Simpson, Secretary