

## Minutes, Cheyenne Historic Preservation Board Regular Meeting

Meeting Date & Time: Tuesday, March 8, 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

Others Present: Sam Crowley, City Planning, Councilman Richard Johnson, Stefanie Boster, City Attorney

### 2. Approval of Minutes

Minutes were reviewed. Jason Bogstie spoke that he was in attendance, Jason moved to approve with change, seconded by Josh. Approved by all.

### 3. Audience Business:

None

### 4. Comments/Report from City Council Rep.

Councilman Johnson reported there is nothing in Legislature that he feels affects the Historic Preservation Board.

Council had a work session regarding drainage. Pump house was brought up and they will continue to work on that.

Council did get done with firefighter negotiations and it went quickly which is not the normal. City council is working on the liquor license that is coming up. There are currently 11 applications for the one available license. There are a few applications that could affect the west edge. One that may be of interest to the Board is the old grain elevator.

The hitching post sign is still in the plan to be kept on the site.

## 5. Comments/Report from Urban Planning Office Rep.

Sam presented the West Edge Urban Overlay hopefully will be approved by July.

Sam's last day will be April 15<sup>th</sup>. Mark will stand in after she is gone. The city is advertising the position currently.

## 6. Committee Chairs' & Liaisons' Reports

No committee reports due to the newness of the committees.

Jason would like to be a part of the Historic Places Committee

Strategic Plan that was established last week will be coming out from Sam shortly.

## 7. Old Business

**HCI Fiscal Sponsorship-** Milward spoke regarding the fiscal sponsorship that we had been discussing. The sponsorship will be used to do some fundraising for the board through HCI. Questions were presented to Stephanie regarding this type of fiscal sponsorship.

Is this allowed? Stephanie reported that this is allowed but she thinks an MOU would be better. The MOU was already voted down as trying not to get that complicated. Per Stephanie the MOU would set out more communication and rules that needed to be followed. Maybe a simple MOU could be done, but David reported that HCI may not be willing at this point after all of the previous work done on the first and it was voted down. David reported that HCI is interested in signing fiscal sponsorship for individual grants or projects. Milward and David will work with HCI to see what can be done.

Is there any liability that the board should know about with using the HCI and fiscal sponsorship? Her standard MOU has some specific language in it to discuss liability. She would like to address this on each individual agreement.

Does it need to be tied to a specific project or purpose? Whatever fund raising is done, the board would need to let the donors know where the funds are going to.

Can the board raise funds for general expenditure or general operating either through the sponsorship or under the Historic Preservation Board? Stephanie reported that this can be done to a point, but would need to be disclosed to the donors that it is for general use.

In the past the board has had 2 separate accounts – one for the airport and one for miscellaneous expenses like grant matches or marketing material. The board would like clarification on what is allowed so all the funds are not restricted for one project.

**Airport Fountain Naming Resolution** – During strategic planning there was discussion about letting the old petition to name the park Stewardess Park and go forward with Airport Fountain Park. The board would like Councilman Johnson opinion. Richard thinks this would be fine and doesn't think that the people he had talked to would have issues with it. And we can do interpretive signage to tell about the history of the school. Don moved to start a new petition

to name the park Airport Fountain Park, Jason seconded it. All approved. Sam will send all a new petition with the reason for the petition on every page.

The board decided to attend Farmers Market March 19 from 9-1. Sam will check with Christy at the Depot to see if this will work for them. We need 300 signatures in total so all the board needs to help and get this finalized. That would mean 30 signatures per board member and we can have it done. And Councilman Johnson will continue to get signatures as well. Gary also discussed using our contact list from the ornament sales and reach out to see if they would be willing to come in and sign our petition.

**Dubois Block Fundraiser-** Sam reported that she spoke with Bob Farr and not sure what their expectations are with the signage. This will be much higher cost as compared to the signs we have been looking at. Gary has been talking to Martha who was a former board member. They discussed possibly doing a home tour on some of the houses in the block. Details have not been discussed about profit but we can charge like the previous home tours and possibly doing a 50/50 split of the profit. The board agreed that this is a good idea. Gary will check with them and get more answers to bring back to the board.

#### 8. New Business

**City Budget 2022-** Sam reported that Charles's budget had already been turned in his budget, but he has one pot for memorials and trophies in the amount of \$1,000 that would be used for the Dubois and Lequerc Jones Awards. He also has requested a grant match fund of \$6,000 to support the CLG Grant that was previous by the board. Richard commented to keep a date of December in mind if we want to address a city budget request. This would go to the department heads and then submitted to the City for approval in March.

#### 9. Other Business

**WyoTrac** – Access has been established and Sam has not gotten any response as to training from Shane McCreary with SHPO

Milward discussed the resignation of CJ. Sam will get him his recognition brick and check on planning department paying for it. Sam discussed that it is up the planning department to put out the applications for a new board member and not for the board to seek out applicants. Charles will speak with the Mayor on this. Per Jason in the past the board has put out a notice of vacancy with applications. Applications go through the Mayor's office to the board and the board makes recommendation to the Mayor for filling the position. Sam will discuss this with Charles to see what the process is.

In the planning meeting it was discussed about Milward sending a letter regarding the Hynds Building. Gary thinks the letter should go to the Mayor along with a copy to all the city council. The Board agreed. Milward will take care of getting this done.

Gary discussed that the bronze statutes start at \$15,000. This should be taken off the strategic planning list. There are better projects that we could do for that amount of money.

Cathie would like to see if the parties developing the grain elevator would be willing to come in to the Board. It would be nice to see what their plans are. Sam discussed that they had asked to come and meet with the board, but it was to request us to write a letter recommending them for a liquor license. Sam had let her know that that was not in our purview. But they were invited to our previous meeting. Sam will see if they would like to come and discuss what they have in store for the building. They will be doing a presentation Tuesday, March 28, at the City County work session. The board can tune in to see this if they would like. It is the last item on the agenda.

10. Adjourn

**Max moved to adjourn; Josh seconded. Motion approved.**