

Final Minutes: Cheyenne Historic Preservation Board  
Tuesday, March 9, 2021 Board Meeting  
Meeting Place: Electronic meeting – Zoom

Agenda:

1. Roll Call

Meeting called to order at 6 p.m.

Board Members Present: Jason Bogstie, CJ Young, Gary Sims, Max Carre, David Brenner, Don Herrold, Cathie Tabor-Douglas, Amber Conwell, Milward Simpson.

Absent: John Brewster, Josh Chrysler

Guests: Stephanie Lowe, and Bill Lindstrom, Jerry Berggren  
City Council Representative, Richard Johnson

2. Approval of Minutes from February 9, 2021 regular meeting

**\*Cathie T D moved, Don H. seconded to approve the minutes from the Feb. 9 regular meeting. Approved unanimously.**

**\*CJ Young moved, Max C. seconded to approve the Strategic Planning Minutes. Approved unanimously.**

3. Audience Business: There was no audience business.

4. Comments/Report from City Council Rep.

Milward S. thanked Richard for attending our meetings and activities. Councilman Johnson asked if the Albany ever a tap room. He had thought there was a mention that Adolphus Coors had been there before he moved to Golden, CO. Stephanie L. offered that Mike Castle at the Old West Museum would probably know. Bill Lindstrom recommended Maren Kallas on the HCI Board would also probably know. Don H. offered to do some research.

5. Comments/Report from Urban Planning Office Rep.

CJ Young asked Mayor Collins if he could set up a regular liaison meeting with the CHPB liaison. His staff indicated he's not interested in regular liaison meetings but that we could e-mail if there was something pressing or something

we wanted him to know about. CJ asked if the Mayor would be open to setting up a special meeting, phone call or zoom-type meeting if we had a special project. He hasn't gotten a response yet. Jason asked for confirmation that Mayor Collins would try to attend our next meeting. Sam C. indicated she spoke with Holly who said she'd put a block on his calendar for next month's meeting. Jason indicated that we could ask him at that time what level of involvement he wants with us if he shows up and what his priorities are.

## 6. Committee Chairs' & Liaisons; Reports

Don H. asked Amber C. if she had gotten anything on the design committee meeting. He's under the impression that the DDA has to appoint someone to the design committee. Amber responded that Amber Ash with the DDA had invited her to their meeting taking place the following day. Don offered to introduce her during the meeting.

**Jason B. asked the subcommittees to try to have meetings this month so we could have more to talk about in April.**

## 7. Old Business

### a. Demolition by Neglect Ordinance

The public forum on Fri., March 12 will be at 5:30 p.m. CJ Young offered to send his notes from the previous City Council Work Session and attend to assist Jason B. Sam C. confirmed that the meeting recording will be made available on the city's Facebook page.

Richard Johnson asked Sam C. if there was any feedback after the planning session when the WTE ran their story? Sam C. indicated there was no feedback.

Cathie T.D. reiterated that we should highlight that it applies to contributing structures only.

**Sam C. offered that it'd be good to have a work session sometime over the next couple of months to go over mock-Demolition By Neglect ordinances.** Doesn't have to happen before it's introduced to council. The board indicated support for the idea.

Cathie T.D. commented that there was no good list of the contributing structures. She's concerned the public wouldn't understand what a contributing

structure was. Sam. C. indicated she's been working to put the list on the website, but it's been taking a while because it involves checking the National Register for each property. Cathie has been helping her verify the information on the existing spreadsheet. Cathie mentioned some of the information on the spreadsheet needs a lot of work. Jason B. indicated he thought contributing structures were recorded with the County Real Estate office. Sam C. indicated that someone doing due diligence would have to ask because all that a title search reveals is that your property is on the National Register.

Stephanie L. indicated that anything that is contributing should have a certificate on file with the County Recording Office. Cathie responded that when she did a search on her property, nothing came up. It wasn't listed in the Assessor's office either.

Cathie thinks it would be wise once we have an accurate list to do a notice from the board to put on the contributing properties and actually record it so buyers would see it appear on a title search

Milward S. commented that, good clarity and community outreach will come from doing this overdue housekeeping work and thanked Sam and Cathie for their work.

Discussion ensued about the need to continue moving forward with the ordinance while moving forward with the contributing structures verification work. Although the legal onus is on the buyer to do due diligence, finalizing a verified list for the public will be good public outreach.

#### b. Airport Fountain

Jerry Berggren joined the meeting. Sam C. reported on the Terracotta restoration. She talked to Jerry this afternoon regarding the feasibility of doing bidding documents and getting a contractor to come in versus the benefits of having someone come in to train local people or board members. Cathie T.D. asked the cost difference between the two.

Jerry B. responded that the project is pretty small and the contractors who do the work are willing to come from anywhere in the country but it'd probably be a year before anyone could come in. He hasn't heard anything on the cost but it is doable. The size of the project made them think it's be good to do a workshop. If someone got trained it might be a benefit for someone to learn a

new trade and have the potential to pick up other work and would be a way to secure someone who could do cost-effective maintenance.

Sam C. will ask Mark C. about John Harry, who Jerry understood was asked to address the topic with the board previously.

Jerry B. mentioned that they could put together documents to put the bidding process together. It's costly because it's a small job that would involve travel and they can't absorb the set-up costs but he's willing to proceed.

Milward asked if it made sense to contact Preservation Colorado to see if they knew of anyone who could do the work and find efficiencies there. Jason indicated that we need to know what each option would cost and that we want to get the project done this year. Jerry indicated could we do a quick survey of local painters or local masons to see if there'd be interested in taking this on as a secondary line of service. He wondered if we could do a quick survey of local folks. Jerry indicated would be happy to make calls and describe the process and try to entice interest if we could provide a list. Cathie T.D. mentioned the concern about hosting a class and ending up with no participants.

Gary S. asked what the cost and time duration would be. **Jerry B. will compile the details on the duration and cost of the training for the April meeting.** Max C. asked if tile installers would be another trade as there are not many masons here. Jerry B. concurred. **Jason B. said he'd try to cobble a list of folks together for Jerry to contact.** Cathie wondered if we should reach out to Homebuilder's Association to see if they might have sub-contractors who might be interested. **Amber C. offered to provide Sam C. some names of sub-contractors she was familiar with. Sam will then forward a list to Jerry.**

#### i. Backflow part

Backflow part. Sam reported that they will be replacing the backflow preventor that blew out in the fall. They're working with Merit plumbing and the city is paying for it. It doesn't come from the CHPB budget. It will come from the Planning Department budget. **Milward asked Sam to thank Charles Bloom.**

### 8. New Business

#### a. HCI MOU

HCI - Sam C. proposed to have the Fundraising Subcommittee meet with Bill Lindstrom to hash out details. Jason recommended to reach out to John B. to plan a subcommittee meeting. Sam will call John.

David B. reported that HCI is having a meeting tomorrow and they'll bring it up. They based it off of a similar agreement with Arts Cheyenne. **Sam will forward an example copy to the board.**

b. Revised Pumphouse Resolution

Sam C. indicated that Bill L. revised the resolution to reflect the strategic planning meeting discussion to support the resolution and asked if the board thought it looked good. Jason B. commented that the previous typos hadn't been corrected but that he felt it looked fine otherwise.

c. Cultural Trust Fund grant

**Sam C. indicated the grant was due April 1, '21 and that she would send it to Milward S. for his review and editing assistance.**

Cathie notified the Marketing Subcommittee that there'd be a meeting in her office in two weeks.

9. Adjourn

**Cathie T.D. moved, Don H. seconded to adjourn. Meeting adjourned at 6:45 p.m.**