

MINUTES FOR TUESDAY, MAY 12, 2020
HISTORIC PRESERVATION BOARD MEETING
6:00 PM, WEBEX MEETING

ATTENDANCE:

Members Present: Jason Bogstie (Chair), Jaime McGrew (Vice Chair), CJ Young (Secretary), David Benner, Cathie Tabor-Douglas, Max Carre', Don Herrold, Gary Sims, Milward Simpson, Jaci Wells

Members Absent: John Brewster

City Staff: Stephanie Lowe, Mark Christensen

Others: Mike Luna

ROLL CALL AND BOARD MEMBER INTRODUCTIONS: Chair Bogstie called the meeting to order at 6:01 PM and called roll. All members were present except for John Brewster.

APPROVAL OF PREVIOUS MINUTES: Mr. Simpson moved to approve the minutes. Mr. Benner noted one error. Mr. Simpson moved to accept the minutes as amended with the correction of the error. Seconded by Ms. Wells. All in favor.

AUDIENCE BUSINESS: None.

COMMENTS/REPORT FROM CITY COUNCIL REP: None. Councilman Luna was present. Mr. Simpson asked for updates to the Planning and Development Department budget. It was noted by Mr. Luna that minutes will be available and Ms. Lowe added the video is on Facebook for City budget updates.

COMMENTS/REPORT FROM URBAN PLANNING OFFICE REP: Ms. Lowe noted that the small grant match line item is being reduced from \$6000.00 to \$2000.00. The grant match will now be available to other Boards managed by the Planning and Development Department. Ms. Lowe also noted that the entering of historic properties should be live on Wyotrack for the Capital North District. Ms. McGrew will look into the system to enter properties. In addition to Ms. Lowe's update, Mr. Christensen noted he will be summarizing the West Edge outreach.

COMMITTEE CHAIRS & LIAISONS REPORTS:

DDA: The DDA talked a lot about the COVID-19 emergency funding at the April meeting. Mr. Bogstie asked about the History underfoot project. Mr. Herrold stated they had reordered their priorities due to the COVID-19 outbreak and was unsure where the project stood.

HCI: Ms. Lowe stated that HCI will be working on updating by-laws. They were cleaned-up and sent to the Board members to review. They will meet the 1st week of June to move forward to establish the fundraising arm for the Historic Preservation Board. Bogstie asked about the 501(c)3 status of HCI. Ms. Lowe stated that Bill Lindstrum confirmed that HCI is correctly registered with the IRS.

Design Committee with the DDA: None.

Mayor Liaison: None. Mr. Young will work on getting a phone call set up with the Mayor by the next meeting.

Save Historic Places: Mr. Simpson provided an update on the demo by neglect ordinance. Ms. Lowe put together an overall draft of the ordinance, taking examples from many other communities. Mr. Simpson

went through the document and worked on coming up with a single consolidated draft of the ordinance. Mr. Simpson will work with the draft with Ms. Lowe and send the update to the rest of the committee.

Community Outreach: None.

Fundraising: None.

Marketing: None.

OLD BUSINESS:

- a. Airport Fountain – Ms. Lowe noted she requested the Terra Cotta be sent back. There was an indication that it was sent back, but it has not arrived yet. Ms. Lowe will look into this. The tiles for the lower bowl have arrived, but the work will not commence until June 1. The work should be complete by July. Ms. Lowe expressed concern that the lights may not be functioning.
- b. Work Session for May: Mr. Bogstie recommended meeting through online platforms as they have been. Mr. Simpson concurred. Mr. Bogstie asked all committees to meet and touch base on their responsibilities. Ms. Lowe noted the City may be working on getting public meetings organized at the Civic Center. She will provide an update once she has further information for the June meeting.
- c. Historic Preservation Month – Follow-up: Mr. Simpson stated the Community Outreach committee reached out to breweries about the pub crawl. They initially were interested and then the communication slowed down. Ms. McGrew noted she thought the event went on as the DDA had posted about the breweries on their Facebook page. Ms. Lowe also noted that the DDA was doing historic preservation bingo. Mr. Bogstie stated he will follow-up with Rin Kasckow on the communication of the events and coordination with the DDA. Mr. Bogstie suggested revisiting the pub crawl in the fall. Mr. Young recommended delaying events and seeing what the new standard is for public events. Mr. Simpson concurred that they should try the event again in the fall as there was a lot of enthusiasm by the breweries. Ms. Lowe proposed the group consider doing Cheyenne Historic Preservation Week in November. The Board agreed this would be a good idea.
- d. Ornaments: Mr. Sims ordered the ornaments and they will arrive at the end of May. There are 750 ornaments, Mr. Sims felt it may be time to start thinking about marketing for them now. The cost was lower than the ornaments from last year. Mr. Sims again mentioned the payment for the ornaments from the Mayor. Ms. Lowe has not received any response from the Mayor. Mr. Bogstie will email the Mayor and cc Holly Martinez and Eric Fountain. Ms. Tabor-Douglas asked for a copy of the image of the ornaments and Mr. Sims said he would send it. Mr. Sims inquired whether someone would take over his data entry as he will be numbering all ornaments. Mr. Herrold noted he will take over Mr. Sims data entries.
- e. Fundraising Arm with HCI: None. Discussed above.
- f. National Alliance for Preservation Commission Forum, Tacoma, WA 7/22-7/26: Ms. Lowe noted the in-person conference was canceled. The online registration is \$100. Ms. Lowe will review the grant and costs allocated. Ms. Lowe said she may be able to get all Board members registered if they are interested. She will provide an update via email.
- g. Update Rules of Practice: Mr. Carre' will work to send an update to the Board. Ms. Lowe said the district hearings will need to wait until these updates are incorporated. There is a 45-day noticing period required for updates to the Rules of Practice. Mr. Carre' will email Mr. Simpson and Mr. Herrold to set up a meeting as soon as possible to review the Rules of Practice.

NEW BUSINESS:

- a. Shell Back Ranch National Register Nomination: Ms. Lowe stated Mr. Brewster asked about getting the Shell Back Ranch listed. The building is owned by Sam Galleotis. It was noted the building is not within Cheyenne City limits. Ms. McGrew said this may be a moot point as it is in the County and out of the purview of the Strategic Plan, which designated the Board to focus on projects within City limits. The Board had several questions about the potential listing. Mr. Bogstie was willing to reach out to the City Attorney to see if it is a possibility to work in the County, but the Board ultimately decided it may be out of their purview.
- b. Agreement Irrigation: Ms. McGrew asked about the Agreement on Irrigation sent to the group. Mr. Bogstie stated the Pinedale CLG would likely take this on. Ms. Lowe does not think this affects the Board as they only monitor items in City limits.
- c. CARES Act: Mr. Simpson noted the Wyoming Humanities Council will distribute money from the federal CARES act. He was unsure as to if CLGs were eligible, but Mr. Simpson felt it should be investigated. The State received \$1.2 Billion from CARES, which may come up as well. Mr. Simpson volunteered to look into the opportunity further.

ADJOURN: Ms. Tabor-Douglas moved to adjourn and Mr. Carre' seconded, all were in favor. The meeting was adjourned at 6:56 pm.

NEXT WORK SESSION: May 26, 2020 - Canceled, but all Committees are encouraged to meet.

NEXT MEETING: June 9, 2020, 6 pm – Webex

Minutes Respectfully Submitted:
Mark Christensen, Planner II, Planning & Development Department