

DRAFT Minutes, Cheyenne Historic Preservation Board

Meeting Date & Time: Tuesday, Sept. 14, 2021 – 6:00 pm

Meeting Place: Hybrid: City Council Chambers + Online

Agenda:

2101 O’Neil Ave, Committee Room 104/Zoom

Cheyenne Historic Preservation Board Ex-Officio City Council Representative (invited) Urban Planning Office Representative (invited)

1. Roll Call – Present: CJ, Gary, Max, Don, Amber, Jason, Josh, David

Absent: John, Milward, Cathie

2. Approval of Minutes from Aug. 10, 2021 regular meeting

CJ moved, Max seconded to approve the Minutes as submitted. Motion passes.

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

No audience members present

4. Comments/Report from City Council Rep.

Richard Johnson reported that it was a bad week for grants for the City with 3 turned down. Cap City News did a story on the Bill Dubois resolution. The resolution goes to Public Service next Monday then to the City Council the next Tuesday. Richard will give the staff report as sponsor. He will indicate it was a board-initiated initiative.

He read a resolution sponsored by Councilman Seagrave addressing the Historic Pumphouse and proposed that funds from a moribund \$100k + City Annexation account be re-allocated to assist with the process. Mr. Seagrave indicated people could call his cell phone with any questions: 307-421-1951.

He then read a letter from Stephanie Lowe with HCI expressing the ways they are supporting the Pumphouse efforts including hosting a public stakeholders meeting.

It’s referred to the Finance Committee next Monday. Amber C. indicated she’d be there and can report to us in-re.

5. Comments/Report from Urban Planning Office Rep.

Westedge re-zoning supposed to go ahead in Oct. Hitching Post is moving forward. Have started abatement process.

6. Committee Chairs' & Liaisons; Reports

HCI – David B. reported that he recently updated the Mayor. SHPO reported to them that if the metal part of the Pumphouse was removed, it would be eligible for listing on the National Register.

Amber showed an example of the Pumphouse sticker with the logo that will be passed out as part of PR efforts.

DDA – no report.

7. Old Business

a. Airport Fountain

Sam reported that they're going forward with Scope of work. Pre-bid meeting on the 23rd.

There are two organizations that will likely put in a bid. The Scope of work will cost \$2,500 that the architects produced. \$2k would come from the grant and \$500 from our account.

Max moved and **Josh or David (?)** seconded to approve the invoice for the scope of work. Discussion – Gary thought he remembered that the architect had already agreed to do the scope of work and that we had already paid for it. After discussion, he agreed to support paying the invoice.

Motion approved.

Sam reported that the fountain has been winterized. She's had difficulty getting costs projections for maintenance of the fountain. Charles is going to ask for a budget amendment so maintenance will come out of the planning dept. and not the board's budget and planning will talk to parks about the landscaping.

Jason asked if this was a normal process for city owned properties.

Sam responded that lack of specific expertise in fountains and expense and liability concerns are why there's a hesitancy to commit to take care of the fountain and wanting to contract it out.

Jason asked about the prospects for turning it into a park. Sam indicated that the process would be to vacate the right-of-way, then ask the adjacent property owners if they'd agree to give it back to the city. She understood this as something related to what would have to happen if it was to be "dedicated."

Milward asked when the budget amendment would happen. Richard indicated within the next few weeks.

Milward proposed an in-person meeting with city parks and city planning leadership to get to the bottom of all of these issues.

Richard offered that he had shared with City Council that there has been no city park named after a woman.

Sam offered that she's set up a meeting next week and we would be invited to attend and have the discussion during that meeting.

Don put forward the name Ellen Church as someone the fountain could be dedicated to. She was a flight attendant who was involved in the early history and was instrumental in the flight attendant training program.

Sam indicated that the city is getting a new pump for the fountain.

b. Airport Terminal

The tour is taking place on Sept. 28th at 10:00 a.m.

c. Demolition By Neglect

Sam reported that Allesandra is back from maternity leave and she asked if the board needed any help from her.

Milward and Jason are still trying to coordinate their schedules to get together to discuss amendment to the draft ordinance.

Jason asked if there's an update on whether TIF funds can be used. Sam is still looking into it. Milward recommended Sam contact Artspace in Minneapolis, MN who is knowledgeable about applying TIF to adaptive re-use of historic buildings. She will also work with Rin from the Alliance for Historic Wyoming.

d. Wyoming Humanities Council ARP Funds

Sam has only had limited time and hasn't been able to work on the grant application which is due tomorrow. Milward recommended that the board apply in October instead of September. Josh offered to help review the board's grant application.

e. Pump House – Sam reported that there'll be a Council work session the board could attend on Oct. 8 to discuss “end use” of the building.

f. Ornaments. Gary just turned in \$4,300 worth of checks for ornaments that have been sold. He asked the board for its ideas on getting rid of the rest of them. There are approximately 450 left. The board discussed different ways to get the word out through print and social media and other avenues.

8. New Business

a. The Cheyenne Heritage Interview

Sam got a call from Michael Skinner. CGI from New York will be doing promotional videos for the city. They called her and asked if anyone on the board would be available for an interview about general Cheyenne history. This can happen any time from the 21st to the 23rd. She asked for volunteers and Don H. volunteered.

b. DDA Façade Improvement Program.

Sam reported the DDA is partnering with the planning dept. to get this going again. The grant hasn't been applied and Sam will keep us updated about façade grants that come in.

Sam explained that the DDA is under Visit Cheyenne now. Their boards are merged and there are 6 DDA representatives. They still have a separate budget. Councilman Pete Laybourn is one of their liaisons now. Jason expressed that it was good to have the Façade program back.

Milward recommended that the board monitor the DDA's adherence to the requirements for maintaining Cheyenne's designation as a Main Street program, given all the changes taking place. Don said he'd stay on top of it and it was mentioned that the DDA's Bruce Heimbeck was a big adherent of the program.

Josh brought up the Hitching Post Sign and the board's interest in seeing it preserved. Now that there's a building buyer, he asked if we could have a role. Jason recommended the board send a letter to the new owner expressing our opinion that the sign should be preserved. Josh offered to initiate a draft and, once finalized, Sam would make sure it gets to the new owner.

Amber indicated she's meeting with Stephanie White and would be happy to talk about the sign with her. Sam said she'd cc her on the letter. Sam asked the board to let her know if anyone is interested in the activities of the URA (Urban Renewal Authority).

9. Adjourn

Josh moved, Max seconded? to close the meeting. Motion approved. Meeting adjourned at 7:17 p.m.

Looking Ahead: – Zoom Next Board Meeting: Oct. 12, 2021, 6 pm – Zoom