

Minutes, Cheyenne Historic Preservation Board Regular Meeting

Meeting Date & Time: June 11, 2024 – 6:00 pm

Meeting Place: Zoom and Council Chambers

Attendees: Cheyenne Historic Preservation Board

Ex-Officio City Council Representative (invited)

Urban Planning Office Representative (invited)

Agenda

1. Roll Call

- X Milward Simpson, Chair
- X Amber Conwell, Vice Chair
- X Cathie Tabor-Douglas, Secretary
- X Gary Sims
- X David Benner
- X Don Herrold
- X Josh Chrysler
- X Elisabeth DeGrenier
- X Patrick Bustos

2. Approval of Minutes from: May 14, 2024

The board added a new member. Elisabeth DeGrenier introduced herself and gave the board a brief statement about her history and experience with historic preservation.

Cathie Tabor-Douglas and Don Herrold joined the meeting online.

Amber made a motion to approve the meeting minutes from the May 14th meeting. Patrick seconded the motion. There was no opposition and the motion passed.

3. Disclosures

Nothing to report.

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

Jennifer McClellan addressed the board to speak about Ordinance #3732, this ordinance establishes a PUD for the Paul Smith Manor. PUD says it will further enhance highlight the historic nature of this area and strongly encourage the efforts to reconcile any conflicts between historic preservation and development. Jennifer said she finds herself in conflict with her neighbor who resides at 512 E 25th street, Cheyenne Wyoming. She said they are having a dispute regarding the 9ft walkway between 510 and 512 E 25th street. This walkway acts as a street entry and exit point for 512.5 E 25th street. The 9 ft walkway was divided into 3rds and shared between the 3 residences. Since the sale of the property at 512 E25th street the remodeling of the property has destroyed the brick path and property lines have been crossed. The fix that has been put into place is not conducive to any of the other properties involved and has not maintained the integrity of those properties. The fix is 5-6 inches above ground and is roughly 1 foot beyond the western property line of 512 e 25th street. Mistakes were made at the time of building permits being issued leading to the PUD not being recognized and adhered to. During remodeling a historical grandioso stained-glass window was removed. The landscaping was never restored to a state that matches other landscaped properties in the PUD which the PUD requires properties to maintain the integrity of the area. Jennifer said she wants to ask the Board and the city of Cheyenne for some help so that the affected parties might be able to move forward.

Charles bloom said city staff are currently aware and will be taking a look at the building permits attached to this property. Staff will do their due diligence and provide an update to the board as more information is available. The building permits were issued under a different planning and development staff and a different building official, which he believes may have been the reason for the oversight. We will work on gathering the comments from the building permits and reviewing them for any compliance and zoning violations.

5. Comments/Report from City Council Rep.

Councilman Richard Johnson reported Its currently election season and the council has approved

the budget for the next fiscal year.

Amber asked if there was any more discussion on moving big boy.

Richard said they've been looking for a contractor from Nebraska to oversee the big boy relocation.

6. Comments/Report from Urban Planning Office Rep.

Charles reported

DDA has a contract to plant the downtown planters with flowers. The planters will have heat repellent and moisture barriers that will protect the flowers from the elements. The planting diagram is available on the DDA's webpage.

DDA is planning more community engagement events to get public feedback and let them know what the development plans are for the downtown area. There will be a station at Fridays on the plaza as well as a booth at Cheyenne Super Day. This booth will cover DDA, Planning department and MPO projects.

AJ reported

There is an active building permit with our building department for the equipment being stored behind the governor's mansion. The equipment is being used for the work going on at the hospital.

7. Strategic Goals Report

Cheyenne Homes with History – Gary reported he has installed the first Sign at 720 E 17th street. He bought the materials and will submit an invoice to the city.

National Register of Historic Places – Josh reported the city's procurement office has begun the RFP process and more details to follow. Josh explained that the board is conducting a cultural resources survey that will highlight African American resources here in Cheyenne.

AJ reported the RFP has been sent out as of today. There will be meeting invites to Josh regarding the future meetings regarding the RFP and section process.

Amber reported the RFP for the airport terminal was also sent out today.

Oral Histories Project- Nothing to report.

Historic Preservation Month- AJ reported, he spoke with Trophy Creative this week and they were still waiting for the Dubois Award Plaque to be delivered.

Don said he is hoping to start the selection process for next year's awardees at the end of the summer. This would allow enough time for the awards to be created and available for next year's presentation ceremony.

Education of the Public in Historic Preservation – Milward reported the board has received all of the tik-tok style videos from the students at Central Highschool. Per city guidelines, tik-tok accounts are not allowed but the videos can be shared on other platforms like Facebook and YouTube. Charles played the videos for the board members to watch.

Marketing Committee- Gary said he would like the marketing committee to help market the upcoming ornaments. Gary offered to help Airport Terminal to create and market their own ornament as a form of fundraising.

Amber said the Airport Terminal will be hosting the Aviation Festival in August and they would like CHPB to have a booth at the festival. CHPB could table different information and projects as well as sell Ornaments and other products. The festival will be held on August 17th and 18th.

Ornaments – Gary reported he had invoices to submit to city staff for purchases of new ornaments and materials used for homes with history signs. Gary has a model of the new 2024 ornament, He ordered 750 of the new ornaments.

Don said he would like to do radio and other forms of promotion for this year's ornaments.

Airport Fountain Planning- Gary reported he attended the airport terminal committee meeting, and he wants to help them create an ornament to sell. He said the airport grounds staff also wanted to take care of the airport fountain island.

Amber said she mentioned the idea of Laramie County Master Gardeners taking care of the fountain at last month's meeting. Unfortunately, the board was not able to approve the MOU for that item. Laramie County Master Gardeners will not be able to take care of the fountain island for this year but could work for next year's schedule.

Charles reported that the parks and recreation department has informed him of the water pressure dropping. This is caused by clogged drainage from debris from inside of the pipes. The Parks & Rec department turned off the fountain to prevent the pump motor from being damaged.

Gary said he would like to use the money from the estate donation to completely restore the fountain.

Milward asked for staff to verify if the Wanda Gwen Rice estate had any limitations on how the funds were to be used at the airport fountain area.

8. Old Business

Burlington Northern Sign Update – Gary said he received a call from AJ asking about next steps for the sign. AJ said DDA administrator Kylie Dorr has been in contact with Brian Bau who owns The Albany, and they were working on a site selection plan. Staff will provide an update at the next meeting.

Historic Preservation Awards- AJ will reach out to trophy creative to confirm the estimated delivery of the Dubois award.

Pumphouse Update- The greater Cheyenne Chamber of Commerce is working on a plan to restore the pumphouse and relocate their offices into the building. The project is being managed by the new City Project Manager Paul Balloti.

9. New Business

Vernon Baker Statue- Richard Johnson gave a presentation on the history of Vernon baker and his significance to Cheyenne. He explained he was still in the process of raising funds for the statue and stated he would like the board to donate \$2,000 to help fund the statue. For making a donation the board would get an engraved brick built into the base of the statue.

Milward asked for a motion from the board that would commit \$2000 to the Vernon baker statue. No board member made the motion, and no one seconded. The motion did not pass.

Section 106 Review- Charles said a meeting was held in January to come up with a plan to recognize the Lincoln Highway as a national Byway. That process was not completed, and the group decided to use the sign that was already in place instead.

Stephanie Lowe from WYDOT spoke to the board and asked if the board would like to participate in the HAER process. She said she would like to get board input before she produces the HAER and sends it to the National Park Service. WYDOT can repair the existing sign at no costs to the board. The HAER process records the structure in perpetuity with the library of congress.

10. Other Business

Big Boy Sign- Gary said the big boy sign needs a new plastic covering. The new sign is fantastic, but the plastic is worn and should be replaced.

Charles said the budget was approved to fund the Capital North District street signs. Staff will see what needs to be done to get those signs created and installed.

Adjourn
8:05pm

Looking Ahead:

Next Board Meeting: July 9, 2024, 6 pm

Next Work Session: XXX, 2023, 5:30 pm