

## Minutes, Cheyenne Historic Preservation Board Regular Meeting Minutes

Meeting Date & Time: August 13, 2024 – 6:00 pm

Meeting Place: Zoom and Council Chambers

### 1. Roll Call

X Milward Simpson, Chair  
X Amber Conwell, Vice Chair  
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: July 9, 2024

Josh made a motion to approve the meeting minutes from the July 9th 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)

Jill Johansen from 2611 Warren Ave spoke to the board. She said she is trying to solve the origin mystery of her home. She was told her home was originally built as officers' quarters on FE Warren AFB, but it was later moved to the location where it is now on Warren ave. She has been in contact with City staff (AJ) who have been attempting to help her find documentation that could answer some of the questions about the house's history and origin. The board suggested she contact the base Cultural Resources Specialist who could possibly help her with continuing her research. The board also suggested she look at the Lakeview Historic District National Registry nomination.

Councilman Jeff White dressed the board and informed them of a project he and councilman Pete Laybourn were working on. He said they are working on organizing a tour of historical churches in the area with the focus being on the history of the church's stained-glass windows. The tour would take place on October 5<sup>th</sup> from 11am until 2pm. They are not asking for any funding, but they would like feedback from the board and possibly help with marketing and spreading the word.

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

Councilman Richard Johnson asked for a status update on a situation from the June meeting involving a property at 512 E 25<sup>th</sup> St. The homeowner may have made renovations to the home that were not sensitive to the historic integrity of the house.

City council will be holding a work session on Friday at noon to give updates on the pumphouse. Next Wednesday they will hold the city council goals session. This will be an update session to cover statuses of projects that have been worked on over the past 3 years.

He asked everyone to fill out a survey online to provide feedback on the project taking place at the Johnson pool.

Charles responded saying staff is currently working with the compliance department to see what the best steps would be to take next.

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

### Charles reported

This morning, we had a work session with downtown business owners. Next Monday there will be a joint meeting between the planning commission and the DDA Board which will allow the DDA board to provide an update on the downtown development plan. The 15<sup>th</sup> street experience and the Reed rail corridor are items expected to be addressed in the upcoming plan.

## 7. Strategic Goals Report

**Cheyenne Homes with History** – Gary reported he created a mailing list and sent letters to homes he thought would be a good candidate for the homes with history program. He has received feedback and interest from homes owners, and he now has more than the 8 homes he was originally planning to use for the program.

**National Register of Historic Places** – Josh reported the RFP did not get any bids. He met with Amber Conwell and AJ to discuss if it would be possible for the winner of the airport terminal project bid would be able to take on the project. If the selected firm was unable to take on the project the group would reconvene and rewrite the RFP and put the updated version out to bid.

AJ reported the Airport terminal RFP process is currently in the MOU phase between the city, Arts Cheyenne and the Airport. After the MOU process the selected firm will be given the opportunity to take the African American survey as an additional project.

**Oral Histories Project-** Gary reported he has signed up and is on the waiting list to take part in a seminar on oral histories presentations.

Don reported the videos were very well received on the social media accounts. He would like to continue to pursue this project with a more hands-on approach to ensure the information is more accurate.

Gary reported he would like the oral histories project to not lose focus on its intended purpose. The program was created with the intention of recording oral histories recollection of senior citizens that have firsthand verbal knowledge of Cheyenne and its growth over the years.

**Historic Preservation Month-** Don is hoping to begin the planning for next year's awards this fall. He wants to have everything in place when the board meets in February for the annual strategic goals meeting. He is planning to have the group have their first meeting in September.

Don wants the group members to start thinking about potential properties that would be good candidates for the Historic preservation awards.

**Education of the Public in Historic Preservation** – David is looking into continuing the presentations to the Architecture students at East High school. He is working on contacting the new architecture teacher.

**Marketing Committee-** Don has been working on the write ups for the homes with history. They will also be working on marketing the ornaments.

**Ornaments** – Gary reported he will be manning a booth selling ornaments at the aviation festival.

**Airport Fountain Planning-** Amber reported she would like to put together a sketch for the group to meet and discuss.

Per city staff, there are some plumbing and mechanical pump issues. Staff will contact a contractor to provide estimates on total repairs for the fountain.

## **8. Old Business**

Gary reported he wanted to see if it would be seen as a conflict of interest if the board donated money to councilman Johnson and the Vernon Baker statue he was supporting and raising money for. City attorney Stephanie Boster addressed the board and stated it would not be seen as a conflict of interest due to councilman Johnson not being an active member of the board and the board could donate to the statue if they voted and agreed to do so.

Gary asked the board to be mindful of people making donations to the board. If someone makes a donation the board wouldn't have a place to store these artifacts.

Elisabeth said she believes the board should vote on where to give artifacts that have been donated to the board.

Gary said he noticed there is an office trailer setup in the back parking lot of the Governor's mansion. He asked for staff to look into that trailer because he was not sure that was a use that was agreed upon by the board.

## **9. New Business**

Patrick addressed the board saying he wants the board to think of considering an award for a person doing historic preservation work in the community. The board gives awards for homes and businesses he would like the board to highlight a person or group as part of the historic preservation month award series.

## **10. Other Business**

A discussion occurred regarding nametags for board members. Patrick and Elisabeth do not have nametags. Staff will order name tags ordered for Patrick and Elisabeth.

## **Adjourn**

The meeting adjourned at 7:53pm