

CASPER HISTORIC PRESERVATION COMMISSION  
MINUTES OF THE REGULAR MEETING  
**December 13, 2021**

In attendance: Anthony Jacobsen, Pinky Ellis, Connie Hall, Carolyn Buff, John Lang, Erich Frankland, Paul Yurkiewicz, Robin Broumley

Absent: Maureen Lee, Jeff Bond  
Liz Becher, Community Development Director  
Susan Frank (P&Z Liaison)

Staff: Craig Collins, City Planning Department  
Kristie Turner, Administrative Assistant III  
Lisa Engebretsen (Council rep)

Guest: N/A

*Connie Hall called the meeting to order at 8:34 a.m.*

Approval of Minutes

Mr. Bond asked if everyone had read the minutes of the November 8, 2021, meeting and asked if there were any corrections. Three corrections were noted.

*Minutes from November 8, 2021, were approved unanimously.*

**New Business**

Progress Report on African American Study – Review/Direction

Mr. Collins shared that the study was sent to Ms. Mashak and she has forwarded the report to SHPO. We sent out letters from Ms. Mashak's list and have received one response back.

End of Year Report

The End of Year report was approved by council and we are currently waiting for the Mayor to sign and then Mr. Collins will submit the report.

Committee Appointment

Bob King was approved by Council and all three reapplications were approved.

## WyoTrack Training

Mr. Collins has contacted SHPO and requested training. SHPO replied that they are working on developing a training for next year.

## Future Topics

Items discussed were:

brochures,  
a micro walking tour for the summer around the Nolan and downtown area,  
partnering with BirdBox (the company that manages the scooters) to tie in the map on the scooter app with historic sites,  
QR code for walking tour info,  
gathering info about other Historic Commissions activities around the state.

## Old Business

### SHPO/CLG Grant Project (Jeff/Staff)

The project Mr. Collins mentioned last month does not qualify. However, since grant funding has been extended through February, Mr. Collins asked if there were any projects that the commission would like to pursue.

Ms. Broumley asked about possible plaques on historical sites.

Mr. Collins asked Ms. Broumley about the cost and which sites needed plaques.

Other ideas were walking tour books similar to the ones Cheyenne uses.

### OYD Committee Update (Connie and John)

No Report

### P&Z Commission (Susan Frank, Liaison)

This month there is a zone change and small subdivision change.

### Demolition Permits (Staff)

No Report

### Sub-Committee reports

- Ghost Signs (**John and Connie**)  
There are no new signs to report.
- Brochures and Mobile App (**Paul, Jeff, Ann and Robin**)  
No Update

- GIS map of historic properties and surveyed properties for website (**Jeff and Anthony**)  
Mr. Bond is still waiting to hear from SHPO on the WyoTrack project before spending resources duplicating efforts.
- Field Visits/Tours (**Robin and Connie**)  
Mr. Collins shared that the Commission is free to schedule visits. It was determined that Ms. Broumley will attempt to schedule visits or tours directly after the meetings.
- Social Media/Outreach/Education (**Maureen, Paul and Ann**)  
Mr. Yurkiewicz reported that the Facebook page has 353 followers. Once the African American Study is complete, it will be added to the Facebook page and we will use an advertising boost (\$10) to increase interest.
- Strategic Plan progress/review (**Jeff**)  
No update.

### **Other Business**

Mr. Frankland asked about the possibility of changing the meeting day. A poll will be sent to survey the group.

Ms. Hall discussed two ranchettes that are in the same area as the oil company homes. Her understanding is that these might be of interest to the group and will follow up with addresses.

Ms. Engebretsen mentioned a property that was built in 1901 and asked if that is the type of home the Commission is interested in and how residents go about applying for historical status.

Mr. Collins stated that those are the types of surveying projects the Commission can use to apply for grant money.

The next meeting will be January 10, 2022 at TBD.

*Meeting adjourned at 9:20 a.m.*

Respectfully submitted,

Liz Becher  
Community Development Director