



**CASPER HISTORIC PRESERVATION COMMISSION**  
**AGENDA**  
**April 10, 2023**

**MEMBERS**

Jeff Bond, Robin Broumley, Carolyn Buff, Tammi Chappell, Connie Hall, Randy Hein, Anthony Jacobsen, Bob King, John Lang, Maureen Lee, Paul Yurkiewicz

**STAFF**

Liz Becher, Community Development Director  
Craig Collins, City Planning Division  
Barb Santmire, Administrative Assistant III

**Meet at 9:00 AM – Downstairs Meeting Room in City Hall (200 N David St)**

- I.** Call meeting to order.
  - a. Approve minutes of the March 13, 2022 meeting.
  
- II.** Introduction of members/guests present
  
- III.** New Business:
  
- IV.** Old Business:
  - a. OYD Committee Update (**Connie and John**)
  - b. P & Z Commission Update (**Mike**)
  - c. Demolition Permit Update
  - d. Action Items from March 27<sup>th</sup> Special Meeting
  - e. Sub-Committee reports
  - i. Social Media/Outreach/Education (**Maureen**)
  - ii. Field Visits/Tours – (**Robin and Connie**)
  
- V.** Other Business and public comments/discussion:

Next meeting is scheduled for **May 8, 2023**.

**HPC – ACTION ITEMS from March 27<sup>th</sup> Special Meeting**

**1. MAY HISTORIC PRESERVATION MONTH**

<b>Item</b>	<b>Assigned To</b>	<b>Due Date</b>
11 x 17 double-sided, laminated place mat featuring Sherrie’s history (and possibly some other downtown buildings on the 2 <sup>nd</sup> side)	Robin – check with Assessor’s office to see if they have any photos	ASAP
Include QR code for Walking Tour?	Bob – continue working with Casper College (Hans) to find photos	ASAP
	Jeff – design layout	Review @ 4/10 meeting
	Randy – cost of laminating	For 4/10 meeting
Photo outside of Sherrie’s to go with Press Release	All (invite people outside of HPC) to enlarge group count	Sat 4/15 – 9 am Alt date: 4/22
	Who will create Press Release and ensure it gets to the paper?	Publish Sun 4/30? If so, need to have to paper by Wed 4/26
Proclamation from City Manager’s office / to be presented by HPC and Mayor	Craig/Barb	Need to know what date to present?
OTHER:		
? Celebrating first 10 days of May – will there be focus as to when specific events / recognition will be scheduled?		
? Are there other opportunities / events to celebrate May Historic Preservation Month		
? Are there any missing steps or items to discuss?		

**2. CHRISTMAS ORNAMENTS**

<b>Item</b>	<b>Assigned To</b>	<b>Due Date</b>
Provide image of NCHS to Tom Pollard Designs – get first “draft” of ornament for review.	Randy	For April 10 <sup>th</sup> meeting
Final pricing information	Randy	For April 10 <sup>th</sup> meeting
OTHER:		
? Need to finalize how / where to sell		

Sample Pricing / Cost of Ornaments

Quantity	Cost Each	Total Cost	Sale Each	Total Sale	Profit
250	\$8	\$2,000	\$20	\$5,000	\$3,000
250	\$10	\$2,500	\$20	\$5,000	\$2,500
250	\$12	\$3,000	\$20	\$5,000	\$2,000
250	\$8	\$2,000	\$25	\$6,250	\$4,250
250	\$10	\$2,500	\$25	\$6,250	\$3,750
250	\$12	\$3,000	\$25	\$6,250	\$3,250
300	\$8	\$2,400	\$20	\$6,000	\$3,600
300	\$10	\$3,000	\$20	\$6,000	\$3,000
300	\$12	\$3,600	\$20	\$6,000	\$2,400
300	\$8	\$2,400	\$25	\$7,500	\$5,100
300	\$10	\$3,000	\$25	\$7,500	\$4,500
300	\$12	\$3,600	\$25	\$7,500	\$3,900

**PROPOSED FUTURE FIELD VISITS/TOURS (an ongoing and updated list):**

- McGinley Orthopedic Clinic (the “onion” building)
- 410 S Ash (The Drinkery, owned by Occasions by Cory and previously Urban Bottle)
- Old Yellowstone Garage if/when it is sold/reopened

Field Visits Completed:

- Western History Center at Casper College 01/09/2023
- National Historic Trails Center 03/14/2023

**PROPOSED LOCATIONS FOR ANNUAL ORNAMENTS**

- County Courthouse 2023 – NCHS
- Federal Courthouse
- St. Anthony’s
- Elks Club
- Old Service Station
- Old Railroad Depot
- Bishop House

**YEAR TO DATE TRAINING:**

01/09/23 – Casper College Western History Center  
Anthony, Bob, Connie, Tammi, Maureen, Robin, John, Craig, Barb

01/11/23 – SHPO Lunch and Learn – CLG Grants Q & A  
Craig, Barb

01/21/23 – Fort Casper Museum Lunch and Learn – Casper’s Ghost Signs  
Connie, John, Bob, Carolyn