

**City of Cottonwood**  
**Historic Preservation Commission Regular Meeting**  
**Minutes**  
June 27, 2018 6:00 P.M.  
Council Chambers 826 N. Main Street, Cottonwood, Arizona  
86326

**1. CALL TO ORDER**

Chairman Vernosky called the meeting to order at 6:02 p.m.

**2. ROLL CALL**

**Historic Preservation Commission Members Present:**

Christian Vernosky, Chairman  
Felicia Coates  
Kathryn Turney  
Michael Mathews  
Marie Palowoda

**Historic Preservation Commission Members Absent:**

Jacob Mickle - absent  
Tim Elinski, Vice Chairman absent

**Staff Members Present:**

Jim Padgett, Planner  
Jacqueline Robinson, Administrative Assistant, Recorder

**3. APPROVAL OF MINUTES FOR MAY 23, 2018 REGULAR MEETING**

**Motion:** *To place the approval the minutes from 05/23/2018 onto the agenda for 7/25/18 as the Commissioners did not receive them to review.*

**Made by:** *Commissioner*

**Second:** *Commissioner*

**Vote:** *Unanimous*

**4. INFORMATIONAL REPORTS AND UPDATES**

1. We received a memo from Jen Lipstik at LoganSimpson, giving an update on where they are with the survey they did. At the moment, it is being reviewed in-house. This Friday, June 28, will be two weeks. We hope to have something for the next meeting.
2. Bike rack/parks and rec. design for bike rack sign and location. The sign was made by Mingus HS metal shop in the fall. Commissioner Palowoda asked about the design as we do not have a clear image, 18 bikes should fit in the rack. This has been approved by the bicycle committee and parks and rec. It has gone to Planning Commission and

now to HPC. Chairman Vernosky had a conversation with Hezekiah Allen regarding solar panels and making sure the bike rack is off the sidewalk.

3. Two memos were handed out. One regarding the Sidewalk policy 2004 which dealt with sidewalk café/restaurant policy and chairs on sidewalks. The second memo is regarding stores placing items on sidewalks.
4. HPC business cards were handed out for review. We are now waiting to see which budget fund to apply to order them.
5. Rack card landmark designation – printed on cardstock. Commissioner Coates made revisions and sent them to Christina. How are properties evaluated? Bottom portion has been significantly reduced. **Place on next month's agenda.** City staff can go into more detail with public on requirements. Citizens are concerned about the negative side of historical home. The Commission would like copies of brochures and revised rack card for next meeting. How many do we want published? Can be published on cardstock in office to save money.
6. Commission Coates – can we hang banner on clubhouse. Jim P. will follow up and get information out through email. Possibly put historical poster boards up also.
7. Commissioner Mathews – next month is candidate forum. May not have a quorum on July 25. **Can we reschedule to July 18?**
8. Chairman Vernosky asked for update on Colt Grill. July 16 they are going before design review.

## 5. CALL TO THE PUBLIC

No comments.

## 6. OLD BUSINESS-

- a. HOME TOUR 2018 UPDATE – Commissioner Coates spoke to Ryan Bigalow. The biggest concern is not being able to have the Home Tour this year. Cornville had a different approach set up this year to showcase a particular home. The Commission will discuss further to see if Cottonwood can do something a little different also. Commission Turney may know of two properties that can participate. Old town mission, and the old Willard boarding house is a tentative, Commission Turney's home also. Old town mission is for sale. Possibly join Clarkdale for a joint home tour. Limited historic area. Jerome has a few repeat homes on their tours but also have tourists that come. Maybe have wineries set up at each home to encourage wine/home tour. Discussion over limiting amount of homes. **Will place on agenda for next meeting.**
- b. BRICK PROGRAM - Commissioner Turney - we are at the same place as last month. The Commission wants to get first round off to have bricks created to meet the August deadline. Commission hopes to sell bricks at

the clubhouse grand opening. They will display already printed bricks and fill the rest with blanks that can be sold. Jim Padgett will work with Hez Allen on dates for opening so bricks can be placed. Has presentation ben made to Council? Jim Padgett will get on council agenda for presentation and let Commissioners know. Commissioner Turney has mentioned putting a piece in the paper. Commission Coates will draft something up and give to Dan Englar.

## 7. NEW BUSINESS-

- a. 2018 CLG Historic Preservation Grant Program. Application needs to be filled out and submitted, by July 22<sup>nd</sup>. Need go ahead for staff to fill out and apply for grant. Grant last year was for \$20,000 with \$8,000 match from City. Max amount is \$20,000, match from city would be \$13,???

**Motion:** *To move forward with maximum request for grant.*

**Made by:** *Commission Mathews*

**Second:** *Commissioner Turney*

**Vote:** *Unanimous*

- b. Information from the 2018 SHPO Conference - Commissioner Turney

Commission Turney went to conference and encouraged all to attend next time. Section 106 discussed in detail at conference. The brochure was shown to Commissioners. **Recorder will scan brochure and email to commissioners.** Commission Turney gave an overview of what section 106 is in regard to. An overlay zone can be done by SHPO for Verde Valley based on research. Commission Turney will request this service from SHPO to be done for the City. The concept will be that realtors or property owners can go to the City to find out if they are in archeological site. There was a discussion over the property owner responsibilities if it is determined that a significant site is discovered on their property. Commission Turney will see if archeologist from Flagstaff can come and give presentation at the next meeting. **Check on this for next agenda.**

Commission Turney recommends drawing up an MOA with tribes after overlay is completed.

## ADJOURNMENT

**Motion:** *To adjourn*

**Made by:** *Commission Mathews*

**Second:** *Commissioner Coates*

**Vote:** *Unanimous*

The meeting was adjourned at **7:15** p.m.