

City of Cottonwood
Historic Preservation Commission Regular Meeting
Minutes
September 26, 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 6:33 p.m.

2. ROLL CALL

Historic Preservation Commission Members Present:

Michael Mathews
Felicia Coates
Jacob Mickle
Marie Palowoda
Christian Vernosky, Chairman
Tim Elinski, Vice Chairman

Historic Preservation Commission Members Absent:

Kathryn Turney

Staff Members Present:

Jim Padgett, Planner
Jacqueline Robinson, Administrative Assistant, Recorder

3. APPROVAL OF MINUTES FOR August 22, 2018 REGULAR MEETING – will be deferred to 10/24/18 meeting.

Motion: No motion was made.

4. INFORMATIONAL REPORTS AND UPDATES

A flyer was handed out regarding an upcoming presentation of the Cemeteries of Yavapai County.

5. CALL TO THE PUBLIC

No comments.

6. OLD BUSINESS-

- a. Home Tour Update – Commissioner Mathews – Last year we had approximately 20 volunteers, at the present time we have approximately 9

- 10 volunteers for this year. Commissioner Palowoda will volunteer. A request was made to send out messages to try and get more volunteers. A schedule is being worked on to allow volunteers to take the home tour also. Ryan Bigalow and Commissioner Turney are working on the list of homes. Transportation vans will be available. Local First AZ will be a sponsor this year and will assist with marketing. Ryan Bigalow will be putting the content of the event on the website. Sponsors will be able to set up booths and swag bags will be handed out at the registration/check-in.

- b. Landmark Application Suggestions – A revised Rack Card was handed out that had less information than the previous one as it had too much data. Commissioner Turney will be working on the Landmark Application. This will be on the Agenda for next month's meeting. Vice-Chair Elinski will go over the form with one of our citizens who want to apply so that they can see where improvements can be made.

7. NEW BUSINESS-

- a. Draft Phase 1 Historic Resources Survey Comments – Last month, the Commissioners received a copy of the Phase 1 Historic Resources Survey to review. Commissioner Coates sent comments to staff that were forwarded to Jennifer Levstik. We will invite Ms. Levstik to come to the November meeting to discuss Phase II. Commissioners will get any comments to staff so they can be reviewed by Ms. Levstik before she comes here in November. Commissioners will add Phase II discussion to the agenda for next month's meeting.

Vice-Chair Elinski suggested the draft be sent to Helen Killebrew at Clemenceau Museum for review.

8. DISCUSSION ITEMS:

Staff has been meeting with a few of the Commissioners to discuss design guidelines for an overlay for the historic map.

Agenda item for next month will be a discussion about the City's Community Club House. The City is working out an agreement with a private company for event planning. Vice-Chair Elinski's concerns surround the availability for our citizens' use. Staff will ask Hezekiah Allen to attend the next meeting.

Mention was made about installing a kiosk, with historical information, around the riser outside of the Community Club so the bricks can be installed around it.

Wayfinding signs will be on next month's agenda with an update on street sign toppers.

ADJOURNMENT

Motion: *To adjourn*
Made by: *Commissioner Coates*
Second: *Commissioner Mathews*
Vote: *Unanimous*

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

DRAFT