

A G E N D A

SPECIAL MEETING OF THE CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, TO BE HELD NOVEMBER 2, 2010, AT 5:30 P.M., AT THE COTTONWOOD COUNCIL CHAMBERS BUILDING, LOCATED AT 826 NORTH MAIN STREET, COTTONWOOD, ARIZONA.

I. CALL TO ORDER.

II. ROLL CALL.

Comments regarding items listed on the agenda are limited to a 5 minute time period per speaker.

The following items are for Council discussion, consideration, and possible legal action.

III. RESOLUTION NUMBER 2541—APPOINTING MEMBERS TO THE HISTORIC PRESERVATION COMMISSION AND ESTABLISHING THEIR TERM OF OFFICE.

IV. ADMINISTRATION OF THE OATH OF OFFICE TO NEW COMMISSION MEMBERS.

V. ADJOURNMENT

Pursuant to A.R.S. § 38-431.02(B) the Council may vote to go into executive session on any agenda item pursuant to A.R.S. § 38-431.03(A)(3) and (4) for discussion and consultation for legal advice with the City Attorney.

The Cottonwood Council Chambers is accessible to the disabled in accordance with Federal "504" and "ADA" laws. Those with needs for special typeface print or hearing devices may request these from the City Clerk (TDD 634-5526.) All requests must be made 24 hours prior to the meeting.

City of Cottonwood, Arizona
City Council Agenda Communication



Meeting Date: November 2nd, 2010
Subject: Resolution #2541-- Appointing Members to the Historic Preservation Commission
Department: Administration
From: Kyla Allen, Executive Assistant to the City Manager

REQUESTED ACTION

It is requested Council appoint seven members to the newly formed Historic Preservation Commission.

If the Council desires to approve this item, the suggested motion is:

I move to approve Resolution Number 2541 appointing members to the Historic Preservation Commission as follows:

For a one-year term:

1. _____ 2. _____

For a two-year term:

1. _____ 2. _____

For a three-year term:

1. _____ 2. _____

- 3 _____

BACKGROUND

On August 3, 2010 the Council approved Ordinance 566, the formation of the City of Cottonwood Historic Preservation Commission. The purpose of the commission is to educate the public for greater awareness regarding historic preservation, create a historic preservation ordinance, recommend historic districts, and participate in the review of design plans on structures within any historic district.

The membership is to be comprised of seven members, of which five must be city residents and two need not be residents however must have substantial ties to the corporate limits such

as owning property or working within the city limits. Two members will be appointed for one-year, two for 2-years and three for 3-years.

There are seven positions available and we have received seven applications. The individuals that have applied are as follows:

- Ryan Bigelow
- Tim Elinski
- Glenda Farley
- Karen Leff
- Greg Ruland
- Annabel Sclipa
- Carol Warren

JUSTIFICATION/BENEFITS/ISSUES

The Historic Preservation Commission will have a primary role as performing as advocates for greater awareness and education regarding historic preservation in general. We anticipate their involvement with programs such as Historic Preservation Month (May), tours of properties and historic districts, annual recognition awards, and lectures or presentations on related topics. In addition, the Historic Preservation Commission will review all design plans for exterior portions of new construction or renovation of existing properties within any historic districts, according to a Historic Preservation Ordinance, which the Commission will develop. The Certified Local Government program also requests the City to survey and inventory properties within the City for historic status. The Commission will be involved in such efforts to review and update the database of historic properties. They will make recommendations on new listings and potential changes to the Historic District status.

COST/FUNDING SOURCE

There is no immediate cost to the formation of this commission, however this will require a certain amount of staff time to participate and coordinate the program, including the management of the commission. Staff review, public outreach, file management, website postings and meeting minutes production for monthly meetings would be typical time related costs anticipated. Existing staff will be assigned to assist with this program so no additional positions costs will be incurred.

REVIEWED BY:

City Manager: _____

City Attorney: _____

ATTACHMENTS

- Historic Preservation Commission Applications
- Resolution Number 2541



10-18-75012P0A 03/11

CITY OF COTTONWOOD
816 NORTH MAIN STREET
COTTONWOOD, AZ 86326
Phone (928) 634-0060 x217
Fax (928) 634-3727
Revised January 11, 2010

APPLICATION FOR Historic Preservation Commission
(BOARD/COMMISSION/COMMITTEE)

NAME Bigelow Ryan William
(Last) (First) (Middle)

MAILING ADDRESS 4964 E Catalina Ct Cornville AZ 86325
(Route or Box) (City) (State) (Zip)

STREET ADDRESS 4964 E Catalina Ct Cornville AZ 86325
(Number & Street) (City) (State) (Zip)

HOME PHONE (928) 202-7694 WORK/MESSAGE PHONE 639-3200

EMAIL ADDRESS: Ryan_bigelow@hotmail.com

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. _____

NRPA - National Recreation & Parks Association (expired)
AZPRA - Arizona Parks & Recreation Association (expired)

Education B.S. History Eastern Oregon University

Work Experience City of Cottonwood Parks & Recreation (2007-present)

Application for (Board/Commission/Committee)

Page 2

Please describe your qualifications for serving on Board/Commission/Committee: _____

B.S. History

I haven't had many opportunities to use my degree and feel as if this is my best shot while working in Parks & Recreation.

List any community service organizations or projects you have been involved with (include a brief description of activities):

Cottonwood Recreation Center - Supervisor

Brian Michelsen Memorial - Coordinator

Grape Stomp 5K - Volunteer

Have you ever been convicted of, or pled "no contest" to any crime, including any convictions that were later set aside or expunged? _____ YES NO

Does the City of Cottonwood employ any relative of yours? _____ YES NO

Are you currently a resident of Cottonwood? If so, how long have you been a resident of the City?

NO

Signature _____

Date

8/25/10

NOTE: All applicants are strongly encouraged to attend the Council meeting at which their application will be considered. It is important for Council members to be able to assess applicants' qualifications and backgrounds during the selection process, and be able to ask questions for clarification.

Generally, the Council will conduct a brief interview process during the Council meeting.

Council meetings are held the first and third Tuesday of every month. Council agendas can be found under the City Council tab on the City website: www.cottonwoodaz.gov.



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APPLICATION FOR HISTORIC PRESERVATION COMMISSION
(BOARD/COMMISSION/COMMITTEE)

NAME ELINSKI TIMOTHY ERIC
(Last) (First) (Middle)

MAILING ADDRESS 1038 N. CAJONS ST COTTONWOOD AZ 86326
(Route or Box) (City) (State) (Zip)

STREET ADDRESS 1038 N. CAJONS ST COTTONWOOD AZ 86326
(Number & Street) (City) (State) (Zip)

HOME PHONE 928 300 8148 WORK/MESSAGE PHONE _____

EMAIL ADDRESS: tim @ verde builder.com

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. LICENSED GENERAL CONTRACTOR

Education NOT REALLY

Work Experience LARGE VARIETY OF TRADES / SELF EMPLOYED
MACHINIST
MECHANIC

Application for (Board/Commission/Committee)

Page 2

Please describe your qualifications for serving on Board/Commission/Committee: _____

PASSIONATE ABOUT HISTORIC PRESERVATION

List any community service organizations or projects you have been involved with (include a brief description of activities):

FORMER PLANNING & ZONING COMMISSION MEMBER

CURRENT COTTONWOOD CITY COUNCIL MEMBER

Have you ever been convicted of, or pled "no contest" to any crime, including any convictions that were later set aside or expunged? _____ YES X NO

Does the City of Cottonwood employ any relative of yours? _____ YES X NO

Are you currently a resident of Cottonwood? If so, how long have you been a resident of the City?

YES 7 YRS

Signature 

Date SEPT 17TH 2010

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Kyla Allen
Iris Dobler

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APPLICATION FOR THE HISTORIC PRESERVATION COMMISSION
(BOARD/COMMISSION/COMMITTEE)

NAME Farley - Lum Glenda Eileen
(Last) (First) (Middle)

MAILING ADDRESS P. O. Box 1123 Cottonwood AZ 86326
(Route or Box) (City) (State) (Zip)

STREET ADDRESS 117 East Aspen Cottonwood AZ 86326
(Number & Street) (City) (State) (Zip)

HOME PHONE (928) 634-0236 WORK/MESSAGE PHONE _____

EMAIL ADDRESS: glendafarley@q.com (Q as in Qwest)

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. _____

Education Flagstaff High School, Pacific Union College, Northern
Arizona University (Art Major)

Work Experience Self-employed Graphic Artist and Photographer / Lum
Publishing (1972-2004): Action Press, Aloha Printing, Mutual Pub.
Honolulu Zoo birdkeeper (1980-1981), Paradise Park department
manager for exhibits, shows, tours, etc. (1982-1985), Bookkeeper,
etc. Hilton Hawaiian Village wildlife exhibits

(Please continue on reverse side)

Application for (Board/Commission/Committee)

Page 2

Please describe your qualifications for serving on Board/Commission/Committee: Familiar
with architectural styles, house and site plans (drew plans for
2 existing houses and many remodel jobs). Familiar with all local
homesteads and research into land ownership at Yavapai County
Recorder's in Prescott; Sharlot Hall Museum records, etc. Inter-
est in all things historical in Cottonwood due to family legacy.
List any community service organizations or projects you have been involved with (include a brief
description of activities):

Project:
Attended the Cottonwood Historical Committee meetings and the
50th Anniversary meetings 2009-2010.

Have you ever been convicted of, or pled "no contest" to any crime, including any convictions that were
later set aside or expunged? (back of page) x YES NO

Does the City of Cottonwood employ any relative of yours? YES ? NO

Are you currently a resident of Cottonwood? If so, how long have you been a resident of the City?
 Born in Jerome; resident 1940's-1950's and since June 15, 2004;
landowner since 1979 of house built in 1910.

Signature Glenda Fairly Lum Date 09/09/2010

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qualifications and backgrounds during the selection process, and be able to ask questions for
clarification.

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APPLICATION FOR Historic Preservation Committee
 (BOARD/COMMISSION/COMMITTEE)

NAME LEFF KAREN J.
 (Last) (First) (Middle)

MAILING ADDRESS 930 N MAW ST 86326
 (Route or Box) (City) (State) (Zip)

STREET ADDRESS SAME
 (Number & Street) (City) (State) (Zip)

HOME PHONE (928) 634-9455 WORK/MESSAGE PHONE SAME

EMAIL ADDRESS: Karen@cottonwoodhotel.com

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. historic property (hotel) owner, business owner, historic preservation, local historian

Education Some college and private programs, some self-taught online programs

Work Experience management, customer service, improving productivity, loss prevention, research, writer, small hotel owner/manager, retail business owner, renovating various projects throughout years, turned a few homes many years ago.

(Please continue on reverse side)

Application for (Board/Commission/Committee)
Page 2

Please describe your qualifications for serving on Board/Commission/Committee: _____
Knowledge of history, main street program,
awareness of preservation

List any community service organizations or projects you have been involved with (include a brief description of activities): Main St., Old town association, chamber board member, grant writing, CASA program (court appointed special advocate), fund raising, event coordinating

Have you ever been convicted of, or pled "no contest" to **any** crime, including any convictions that were later set aside or expunged? _____ YES NO

Does the City of Cottonwood employ any relative of yours? _____ YES NO

Are you currently a resident of Cottonwood? If so, how long have you been a resident of the City?
Yes since early 90's

Signature Karen J. Jeff Date Sept 3 '10

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APPLICATION FOR Historic Preservation Commission
 (BOARD/COMMISSION/COMMITTEE)

NAME Ruland Gregory Norman
 (Last) (First) (Middle)

MAILING ADDRESS _____
 (Route or Box) (City) (State) (Zip)

STREET ADDRESS 1502 S. Wild Barro Dr. 86326
 (Number & Street) (City) (State) (Zip)

HOME PHONE 928-300-4300 WORK/MESSAGE PHONE 634-8511

EMAIL ADDRESS: gregor@swiftwireless.com

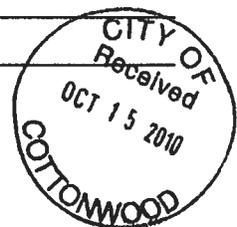
PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. Society of Professional
~~NIA~~ Journalists, Arizona Newspaper Assoc.

Education J.D., University School of Law 1990

Work Experience 13 years in practice of law; 2 years
manager/proprietor Sedona Book & Music,
5 years (2005-10) Larson Newspapers

(Please continue on reverse side)



Application for (Board/Commission/Committee)
Page 2

Please describe your qualifications for serving on Board/Commission/Committee: _____

I am completing a 3-year term on the
Sedona Preservation Commission on 11/15/10
and served as its vice chairman last two years;
Graduated w/ B.A. in History Mesa State College, CO

List any community service organizations or projects you have been involved with (include a brief description of activities):

Sedona Oak Creek Canyon Lions Club since
2007 - Executive V.P., President, and
Immediate past president

Have you ever been convicted of, or pled "no contest" to any crime, including any convictions that were later set aside or expunged? YES NO

Does the City of Cottonwood employ any relative of yours? YES NO

Are you currently a resident of Cottonwood? If so, how long have you been a resident of the City?

I am a resident of Verde Village

Signature Guy Renda Date 10-15-10

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APPLICATION FOR HISTORIC PRESERVATION COMMISSION
 (BOARD COMMISSION COMMITTEE)

NAME SCRIPPA ANNABEL VALÉRIE
 (Last) (First) (Middle)

MAILING ADDRESS AS BELOW
 (Route or Box) (City) (State) (Zip)

STREET ADDRESS 611 N 7th St CND AZ 86326
 (Number & Street) (City) (State) (Zip)

HOME PHONE: 928 649-3038 WORK/MESSAGE PHONE: SAME

EMAIL ADDRESS: INFO@THEANNABELINN.COM

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc.
CHAMBER, OTA, BEA & BRENDA'S.COM
1 STRAY GREEN, ITS A GREEN GREEN WORLD,

Education SUMMA CUM LAUDE BA IN ENGLISH
SMALL BUSINESS CERTIFICATE
ASSO OF ARTS IN INT'L MANAGEMENT

Work Experience
SMALL BUSINESS OWNER, B&B
ARCHITECTURAL DRAWING & DESIGN
 ↓
DRAFTING

Please describe your qualifications for serving on Board/Commission/Committee: _____

HAVE WORKED FOR ARCHITECTS
GREAT INTEREST IN PRESERVING
COTTONWOOD'S HISTORY
LIVE IN OLD TOWN

PACE UNIVERSITY, NY; CHAIRPERSON FOR COMMUNITY ^(*)
List any community service organizations or projects you have been involved with (include a brief description of activities):

VP OF THE OLD TOWN ASSOCIATION
ESTABLISH COLORADO WHEELCHAIR TENNIS ASSO

Have you ever been convicted of, or pled "no contest" to any crime, including any convictions that were later set aside or expunged? _____ YES NO

Does the City of Cottonwood employ any relative of yours? _____ YES NO

Are you currently a resident of Cottonwood? If so, how long have you been a resident of the City?
YES - 4 YEARS

Signature  Date 9/3/10

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^(*) AND UNIVERSITY RELATIONS;
SENATE SEAT OF LUBIN UNDERGRADUATE SCHOOL
OF BUSINESS



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 816 NORTH MAIN STREET
 COTTONWOOD, AZ 86326
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 Fax (928) 634-3727
 Revised January 11, 2010

APPLICATION FOR HISTORICAL.....REVIEW?.....BOARD?
 (BOARD/COMMISSION/COMMITTEE)

NAME WARREN, CAROL ANNE
 (Last) (First) (Middle)

MAILING ADDRESS same
 (Route or Box) (City) (State) (Zip)

STREET ADDRESS 1726 SAWMILL RD, COTTONWOOD, AZ, 86326
 (Number & Street) (City) (State) (Zip)

CEL
 HOME PHONE 928.300.9031 WORK/MESSAGE PHONE _____

EMAIL ADDRESS: carolanne@adobeqr.com

PLEASE TYPE OR PRINT CLEARLY IN INK ONLY.

Professional Memberships, Registrations, Licenses, Etc. NATIONAL ASSOCIATION OF REALTORS®, ARIZONA ASSOCIATION OF REALTORS®, SEDONA VERDE VALLEY ASSOCIATION OF REALTORS®, REAL ESTATE LICENSE w/ AZ. DEPT. OF REAL ESTATE. AAR® TRAINED MEDIATOR.

Education PRESCOTT HIGH, SOME YAVAPAI COLLEGE, COUNTLESS REALTOR® DESIGNATIONS.

Work Experience 24 YEARS REALTOR®. PRESIDENT, SEDONA VERDE VALLEY ASSOCIATION OF REALTORS®. TEACH REALTOR® ETHICS, FAIR HOUSING, DIVERSITY.

(Please continue on reverse side)

Application for (Board/Commission/Committee)

Page 2

Please describe your qualifications for serving on Board/Commission/Committee: BORN & RAISED IN PRESCOTT, LIVED IN COTTONWOOD & CLARKDALE SINCE 1978. CHAIRED NUMEROUS BOARDS & COMMITTEES, UNDERSTAND TEAMWORK & ROBERT'S RULES.

List any community service organizations or projects you have been involved with (include a brief description of activities):

VOLUNTEER & DISPATCHER FOR TRAUMA INTERVENTION PROGRAMS (TIP). WE GO TO THE SCENE OF TRAGEDIES TO BE WITH VICTIMS AND THEIR FAMILIES.

Have you ever been convicted of, or pled "no contest" to any crime, including any convictions that were later set aside or expunged? _____ YES _____ NO

Does the City of Cottonwood employ any relative of yours? _____ YES _____ NO

Are you currently a resident of Cottonwood? If so, how long have you been a resident of the City? THIS TIME? 10 YEARS +/-.

Signature AW Wamen Date 9.28.010

NOTE: All applicants are strongly encouraged to attend the Council meeting at which their application will be considered. It is important for Council members to be able to assess applicants' qualifications and backgrounds during the selection process, and be able to ask questions for clarification.

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RESOLUTION NUMBER 2541

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, ARIZONA, APPOINTING MEMBERS TO THE CITY'S HISTORIC PRESERVATION COMMISSION AND ESTABLISHING THEIR TERMS OF OFFICE.

WHEREAS, the City Council created a Historic Preservation Commission for the City of Cottonwood for the identification, evaluation, protection, preservation, and enhancement of historic properties that have significance for the City of Cottonwood; and

WHEREAS, the members of the first Commission shall serve for the following terms: two members shall be appointed for a term of one year, two members shall be appointed for a term of two years, and three members shall be appointed for a term of three years.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY ARIZONA:

Section 1: That the following individuals are hereby appointed members of the Historic Preservation Commission for a one-year term beginning November 3, 2010, and ending November 3, 2011.

1. _____ 2. _____

Section 2: That the following individuals are hereby appointed members of the Historic Preservation Commission for a two-year term beginning November 3, 2010, and ending November 3, 2012.

1. _____ 2. _____

Section 3: That the following individuals are hereby appointed members of the Historic Preservation Commission for a three-year term beginning November 3, 2010, and ending November 3, 2013.

1. _____ 2. _____

3. _____

RESOLUTION NUMBER 2541

Page 2

PASSED AND ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE
MAYOR OF THE CITY OF COTTONWOOD, YAVAPAI COUNTY, ARIZONA, THIS
2ND DAY OF OCTOBER 2010.

Diane Joens, Mayor

ATTEST:

Marianne Jiménez, City Clerk

APPROVED AS TO FORM:

Steven B. Horton, Esq.
City Attorney