



**CITY OF COTTONWOOD  
HISTORIC PRESERVATION COMMISSION**

**REGULAR MEETING**

Wednesday, January 27, 2021

6:00 P.M.

**I. CALL TO ORDER**

**Chairman Vernosky called the meeting to order at 6:00 p.m.**

**A. Roll Call**

**Historic Preservation Commission Members Present:**

Chairman Vernosky  
Vice Chairman King  
Commissioner Stephens  
Commissioner Garrison  
Commissioner Latham  
Commissioner Collins

**Historic Preservation Commission Members Absent:**

Commissioner Mickle

**Staff Members Present:**

Scott Ellis, Community Development Director  
Jim Padgett, Community Development Planner  
Rudy Rodriguez, Deputy City Manager  
Megan Russell, Administrative Assistant Community Development, Record

**B. Approval of Minutes:** November 18, 2020 Special Meeting

***Motion: To approve the minutes for November 18, 2020 Special Meeting with corrections.***

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*Pursuant to A.R.S. § 38-431.02(B) the Commission 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.*

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*Made by: Commissioner Garrison  
Second: Vice Chairman King  
Vote: Unanimous*

### **C. Election of Chair and Vice Chair-**

*Commissioner King nominated Chairman Vernosky to retain the position of Chairman.  
Second: Commissioner Stephens  
Vote: Unanimous*

*Chairman Vernosky nominated Commissioner King for Vice Chairman.  
Second: Commissioner Stephens  
Vote: Unanimous*

## **II. INFORMATIONAL REPORTS AND UPDATES:**

Director Ellis introduced the new Administrative Assistant for Community Development Megan Russell.

Director Ellis updated the Commission with the opening of new Circle K, on Friday January 22<sup>nd</sup>, located off of Main Street and Mingus Avenue.

Director Ellis updated the Commission with the approval of the ordinance to annex the Spring Creek Ranch area.

Planner Padgett updated the Commission on the joining of the board meeting at the Clemenceau Heritage Museum, where they talked about the Landmarking process and goals.

The Commission welcomed its newest member David Collins.

## **III. CALL TO THE PUBLIC: No Comments**

## **IV. SPECIAL PRESENTATIONS: None**

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**V. OLD BUSINESS: NONE**

**VI. NEW BUSINESS:**

**1. Holiday month meeting change**

*Motion was made to change the Regular Meeting dates for November and December to the 3<sup>rd</sup> Wednesday of the month, instead of the 4<sup>th</sup> Wednesday, as an ongoing basis because of the Holidays.*

*Made by: Vice Chairman King*

*Second: Garrison*

*Vote: Unanimous*

**2. Landmarking**

**a) Cottonwood Bridge-**

Planner Padgett explained the Cottonwood Bridge is located north of Old Town Cottonwood, it was built in 1935, during the Depression Era. No modifications have been made to the bridge.

Commissioner Garrison asked if this bridge were to be landmarked, the City of Cottonwood would need to get approval from the Commission before doing so?

Planner Padgett responded stating yes, any modifications, alterations or renovations of any Landmarked property would need to obtain a Certificate of Appropriateness. The application for the certificate would be brought before the Commission for approval or denial.

*Motion was made to Landmark Cottonwood Bridge.*

*Made By: Vice Chairman King*

*Second: Commissioner Collins*

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**Roll Call Vote:**

Chairman Vernosky- Aye

Vice Chairman King- Aye

Commissioner Stephens- Aye

Commissioner Garrison- Aye

Commissioner Latham- Aye

Commissioner Collins- Aye

*Unanimously carried.*

**b) Del Monte Wash Bridge-**

Planner Padgett explained the Del Monte Wash Bridge is located on the south side of the Historical District, it was built in 1935, during the Depression Era. The Del Monte Wash Bridge has maintained its integrity and has not been modified or changed over the years. The Del Monte Wash Bridge meets all of the criteria for age and authenticity to be Landmarked.

Chairman Vernosky asked if the City of Cottonwood has plans to work on the wash to allow more water flow and would that cause issues with Landmarking?

Planner Padgett explained any engineering to increase the water flow of the wash, as long as it does not affect the structure or visible portion of the bridge and did not change the integrity or authenticity of the bridge it would be okay. A Certificate of Appropriateness would need to be approved before any changes would be able to occur.

Chairman Vernosky asked what stage is the engineering at this time?

Deputy City Manager Rudy Rodriguez replied the City of Cottonwood did not receive the grant to widen the wash. The previous engineers' study did not have any modifications to the bridge and would not affect the foundation of the bridge.

Chairman Vernosky said it is a beautiful bridge and a great piece of history, but given the circumstances, he recommended tabling it for now.

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***A motion was made to table the Landmarking of the Del Monte Wash Bridge:***

***Made by: Chairman Vernosky***

***Second: Commissioner Latham***

***Roll Call Vote:***

*Chairman Vernosky- Aye*

*Vice Chairman King- Aye*

*Commissioner Stephens- Aye*

*Commissioner Garrison- Aye*

*Commissioner Latham- Aye*

*Commissioner Collins- Aye*

*Unanimously carried.*

**c) Lions Park-**

Planner Padgett explained there are a few conflicting historical documentations for the Lions Park. The first documentation was found in the Verde Independent, the town was given this park in 1969. Yavapai County Public Records shows the deed was transferred over to the City of Cottonwood from the Lions Club in 1984. In 1930, The Verde Copper News stated a miniature golf was being built by Gerry Lozado. The Lions Park has a history of being a recreational area, he believes it meets all the Landmarking criteria.

***Motion was made to Landmark Lions Park.***

***Made By: Commissioner Garrison***

***Second: Commissioner Latham***

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**Roll Call Vote:**

Chairman Vernosky- Aye

Vice Chairman King- Aye

Commissioner Stephens- Aye

Commissioner Garrison- Aye

Commissioner Latham- Aye

Commissioner Collins- Aye

*Unanimously carried.*

**VII. DISCUSSION ITEMS:**

**1. Home Tour Update-**

The Home Tour Committee met and made headway for the criteria for how many properties were being looked at (around 12 or 13) that would be added to the virtual video tour. The Committee is still looking at a completion date in May. A scope of the project is being made to send out, to make the video.

Commissioner Garrison requested by the next Commission Meeting to have the cost for the video to be made, so the approval could move forward with the Home Tour Video.

Planner Padgett stated the next Home Tour Committee meeting will be held on February 12<sup>th</sup>. The cost can be finalized at that meeting, to bring to the next Historical Preservation Commission meeting in February.

**2. SHPO Matching Grant and Design Guidelines Update-**

Director Ellis stated the grant to get the guidelines in our ordinances updated, three proposals were received from design groups. Motley Design located in Phoenix was chose for the project. Motley Design has a good understanding of what is needed and is willing to complete in the needed timeline, the deadline for this project is the end of September. Staff plans to have a meeting set up with Motley Design in the coming weeks.

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Director Ellis asked the Commission if they would like to hold a special meeting to meet the consultants or would wait until the next regular meeting being held on February 24, 2021?

Chairman Vernosky requested to have a special meeting scheduled.

### 3. Email access and protocol-

A slide show presentation regarding email and protocol was demonstrated to the Commission by Steve Hensyel from the I.T. department for the City of Cottonwood.

## VIII. SUGGESTED TOPICS FOR FUTURE MEETINGS:

Commissioner Garrison requested an update on the Brick Program

Vice Chairman King requested to talk about the work that is needed for the two bridges.

Director Ellis stated he will ask the Engineer to join a meeting and cover the details for the bridges.

***Motion: To adjourn***

***Made by: Commissioner Garrison***

***Second: Chairman Vernosky***

**ADJOURNMENT at 7:05 p.m.**

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