



"Inspiring a Vibrant Community"

**CITY OF COTTONWOOD
HISTORIC PRESERVATION COMMISSION
COTTONWOOD COMMUNITY CLUB HOUSE
805 N. Main St.
Cottonwood, AZ 86326**

REGULAR MEETING

Wednesday, September 23, 2020
6:00 P.M.

I. CALL TO ORDER

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

II. Roll Call

Historic Preservation Commission Members Present:

Commissioner King
Commissioner Stephens
Commissioner Garrison
Chairman Vernosky

Historic Preservation Commission Members Absent:

Vice Chairman Turney
Commissioner Mickle

Staff Members Present:

Scott Ellis, Community Development Director
Jim Padgett, Planner
Rudy Rodriguez, Deputy City Manager
Trisha Lewis, Economic Development Director
Kelly Jobe, Public Works Admin. Assistant, Recorder

III. Approval of Minutes: August 26, 2020 Regular Meeting

Planner Padgett stated there needs to be a correction on the minutes in the section that reads: "Historic Commission Preservation Members Present" should read "Historic Commission Preservation Members Absent".

Motion: To approve the minutes for August 26, 2020 Regular Meeting with corrections.

Made by: Commissioner Stephens

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Second: Commissioner King
Vote: Unanimous

IV. SPECIAL PRESENTATIONS:

Director Ellis stated the City has applied for the SHPO Grant, the deadline was September 18th and we should be hearing back from them in the next couple of weeks. He stated the Belfry Brewery is getting ready to open in the next week or two. He advised the Commission that Yavapai Street in Old Town will be changing to a one-way street going east bound off of Main Street.

V. CALL TO THE PUBLIC: NO COMMENT

VI. OLD BUSINESS: NONE

VII. NEW BUSINESS: NONE

VIII. DISCUSSION ITEMS:

A. Home Tour Update

Planner Padgett advised he met with the small home tour committee and they decided on the type of tour they would like to conduct. Due to the Covid realities, they came up with still photos would be compiled and used that would include a narrated text. He stated Jerome home tour has a good format that the commission could follow. He stated they came up with a time frame and since May is Historic Preservation month, and it would be the 2021 Home Tour. He stated that staff could get a proclamation presented to the City Council at the first meeting in May to make May Historic Preservation month. He stated that Commissioner King had researched a video format that he had passed on to Planner Padgett. He stated all the information on the homes could be kept and edited to go with the video. Planner Padgett stated that the still version would be the best way to go. He stated the Commission could all have some responsibility in picking a property and gathering information via newspapers and or Clemenceau Museum on property to put together for the virtual program. Once a week it can be sent to Planner Padgett and he can present it to the Commission. One of the topics discussed are the Landmarked properties and City properties. He stated he would like for Commissioners/Volunteers to look at the list and pick from the properties. He stated that the City properties would then be brought to the Commission in the next two months as Landmarked, and that City Staff would put the information into files that they are working on.

Commissioner Garrison asked if the properties chosen have to be Landmarked already.

Planner Padgett stated they do not however it would be a perfect opportunity when with a homeowner, to present the benefits of Landmarking their property.

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Commission Garrison stated the Committee has observed Jerome's video and stated each house was shown for approximately 5 or 6 seconds.

Commissioner King stated he would suggest possibly 5 to 10 seconds per property, and if there are enough interested parties that don't make it on the first program, the Commission could possibly make a sequel.

Commissioner Garrison stated the Committee watched the video today and each home had a short paragraph about the property. They were thinking about making the virtual tour interactive, so if you were interested in learning more, there would be an option to click on to provide that. She stated the goal would be to draw viewers in and then offer the information on the history of the property. She stated she had talked with her cousin and gathered a few pages of information on the City Hall building which was previously the old Post Office. She had information from all the Post Masters up to when the building became City Hall. She stated the City Staff from the BAC, Trisha and Leah might have someone who could put the virtual tour together. She stated the first thing that should be looked at is a rough cost of the program, then look for sponsorship.

Commissioner King stated that with Planner Padgett receiving all the information on the homes, that he suggested using a format he was familiar with, when he was involved with Phoenix Homesteads. They were then processed into spreadsheets. He stated he could have something to him in the next several days.

Chairman Vernosky stated he likes the idea of this virtual interactive tour. He suggested to the Commission to pick a City building and get started.

Commissioner Garrison stated she would like to see before and after photos.

Chairman Vernosky asked about the location and format of pictures. He stated cameras and phones will have different pixels and is concerned about the consistency.

Commissioner King stated it would be best to have a street view of the properties.

Commissioner Garrison stated the Commission could start with the historic pictures and once gathered and chosen, an individual could come in and take all the current photos.

Chairman Vernosky stated he would like to choose the old Bank of Arizona which is now the City Human Resource and Finance Building.

Commissioner Garrison stated she would like to have the Post Office, now the City Hall. She stated she is a longtime resident, 5th generation family that as a wealth of information on the history and offered to gather information on history to bring to the Commission.

Commissioner King stated he would like to have all the Old Town Bridges.

Commissioner Stephens stated she would like to have the Catholic Church.

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Commissioner Vernosky stated he would like to see the Old Marcus J. Lawrence Hospital on this program.

Planner Padgett stated that it would help get sponsorships if they knew what they will be seeing and who will be seeing the virtual tour.

Commissioner Garrison stated the initial priority is to find out the cost. She stated that banners could be utilized to promote this and have sponsors listed on the banners. She stated they could be listed at the end of the video and we can have levels of sponsorship. Economic Development will be helping by possibly making a website that is about the City and including the sponsors.

Commissioner Stephens stated the Commission should start setting time aside during the meeting to start working on this project.

Chairman Vernosky stated it would be best to start working individually.

Commissioner Garrison stated she agreed with Commissioner Stephens on taking time to work on this during meetings. She stated things need to be in place by January to go out and get sponsors. The corporate businesses will need to put donations into their budgets.

Planner Padgett stated it was planned to be on the agenda until May to have these discussions.

C. Landmarking

Planner Padgett stated he will be bringing in three City properties to possibly be on the home tour and include in the Landmarking program. He stated he had given the information to the Commission on the research that goes into Landmarking a property. He stated the local Landmarking is the first step before moving on to the National Landmarking Registry.

Chairman Vernosky stated he understood the City has several buildings they wish to have Landmarked.

Planner Padgett stated it would allow the City and the Commission to review how the process develops into getting with the public and knowing how to present and show the benefits on Landmarking properties.

Commissioner Garrison asked if there was a letter drafted to go to homeowners that qualified for Landmarking.

Planner Padgett stated Commissioner Stephens had drafted a letter and it will be presented at next month's meeting.

Chairman Vernosky asked if there was a list for judging for the Commission to follow to accept any building wanting to be Landmarked. He stated he would like to see examples.

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Planner Padgett stated there is a list of categories, it consists of district, age, integrity, site, building, structure, etc. that he will include in next month's packet.

IX. SUGGESTED TOPICS FOR FUTURE MEETINGS: NONE

Motion: To adjourn

Made by: Commissioner Garrison

Second: Commissioner King

ADJOURNMENT at 7:01 p.m.

DRAFT

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