



**CITY OF COTTONWOOD
HISTORIC PRESERVATION COMMISSION
COUNCIL CHAMBERS -- RIVERFRONT**
1086 Riverfront Dr.
Cottonwood, Arizona 86326

SUMMARY MINUTES & ACTION REPORT

Thursday, June 26, 2024

I. CALL TO ORDER

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

A. Roll Call

Commission Members Present

Commissioner Garrison

Commissioner Monell

Commissioner Edwards, via Zoom

Vice Chair Detjen

Chairman Collins

Staff Members Present

Scott Ellis, Community Development Director

Tina Hayden, Community Development Planner

Darlene Foster, Recorder

Evette Skerrett, Deputy City Clerk

B. Approval of Minutes: May 22, 2024 Regular Meeting.

Motion: To approve the minutes from the May 22, 2024 meeting.

Made by: Chairman Garrison

Second: Commissioner Monell

Unanimously carried.

II. INFORMATIONAL REPORTS AND UPDATES:

Planner Hayden advised the Commission that written copies of the General Plan are available and that Council has adopted the draft, it will be on the November 5, 2024 election ballot. Planner Hayden also informed all that a roll call vote is no longer needed, we will be using voice votes. She then introduced Darlene Foster as the new Community Development Administrative Assistant.

III. CALL TO THE PUBLIC: NONE

IV. OLD BUSINESS:

1. 2024-2026 Strategic Plan Draft

Commissioners voiced their concerns regarding the historic summary for the strategic plan. Additional concerns were made regarding landmarking titles and if we are using the most recent maps available.

*No motion was made, item was tabled for further review at the July 24, 2024 meeting.
Revisions will be needed by 7/8/24.*

2. NEW BUSINESS:

1. FY2025 HPC Matching Small Grant Funding Program Update

Planner Hayden listed the major updates to the grant program including expanding eligibility and reworking the scoring rubric. Commissioners expressed approval of the changes.

Motion: Move to approve the changes to the FY2025 HPC Matching Small Grant Funding Program Update.

Made by: Commissioner Garrison

Second: Vice Chair Detjen

Unanimously carried.

3. DISCUSSION ITEMS:

1. 2024 Cottonwood Historic Property Tour

Vice Chair Detjen, Commissioner Monell and Planner Hayden shared progress updates for the committee. Tour planning is on track and the next committee meeting is July 2, 2024.

4. ADJOURNMENT: 6:35 p.m.

Notice is hereby given that pursuant to A.R.S. subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Planning and Zoning Commission are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the City Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. have been waived.

Information on the above agenda items may be obtained in person from the Community Development Department, 111 N. Main Street in Cottonwood, or by calling (928) 634-5505.

A verbal comment period will be provided during each hearing item. The Chair may impose a time limit on each speaker. The Commission will not consider written materials submitted less than three working days before the meeting.

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.

The Cottonwood Council Chambers and Cottonwood Recreation Center are accessible to the handicapped in accordance with Federal "504" and "ADA" laws. Those with needs for special typeface print or hearing devices may request these from the Planning Technician at 634-5505 (TDD 634-5526). All requests must be made at least 24 hours before the meeting.

Members of the Historic Preservation Commission will attend either in person or by telephone conference call.