



**AGENDA AND NOTICE OF THE REGULAR MEETING OF THE
WINSLOW HISTORIC PRESERVATION COMMISSION
THURSDAY, JULY 31, 2025 AT 4:30 P.M.
DOORS OPEN AT 4:00 P.M.**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Historic Preservation Commission of the City of Winslow, and to the general public, that the Historic Preservation Commission will hold a regular meeting on **Thursday July 31, 2025 at 4:30 P.M.** in the **Development Services Conference Room, 119 East First Street Winslow, AZ.** Commission members will attend either in person or telephonically by dialing 928-289-8412 and entering pin #123321.

- 1. CALL TO ORDER (PLEASE SILENCE CELL PHONES)**
- 2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- 3. ROLL CALL – EXCUSE ABSENT MEMBERS**
- 4. DISCUSSION AND/OR ACTION TO APPROVE MINUTES – June 26, 2025**
- 5. STATUS REPORTS**
 - A. Update on Historic District
 - B. Update on Telephone Oral History
- 6. COMMISSION CONSIDERATION AND ACTION**
 - A. Commission Consideration and/or Action on Brigham City restoration company and the City's standing with Brigham City
 - B. Commission Consideration and/or Action for August meeting schedule
- 7. DISCUSSION AND/OR ACTION REGARDING FUTURE AGENDA ITEMS**
- 8. ADJOURNEMENT**

A copy of the agenda background materials already made available to the Historic Preservation Commission Members is available at the Development Services Conference Room, 119 East First Street, Winslow, Arizona between the hours of 07:30 a.m. and 4:30 p.m., Monday through Friday.

Pursuant to the Americans with Disabilities Act (ADA) the Historic Preservation Commission endeavors to ensure the accessibility of its meetings to all persons with disabilities or non-English speaking residents or for those who speak English other than very well. If you need an accommodation for a meeting, please the City Clerk's office at 928-289-1416 at least 48 hours prior to the meeting so that an accommodation can be arranged.

Notice is hereby given that pursuant to A.R.S. 1-602.A.9, 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 Historic Preservation 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 a time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. 1-602.A.9 have been waived.

These minutes are subject to approval and/or correction on July 31, 2025.

Minutes of the regular meeting of the Historic Preservation Commission held on Thursday, June 26, 2025 at 4:30 p.m. in the Development Services Conference Room, 119 East First Street, Winslow, Arizona.

MEMBERS PRESENT

Chairperson Law
Commissioner Black
Commissioner Evans
Commissioner Hartman

MEMBERS ABSENT

Commissioner Emigh

STAFF

Brandee Leary, City Liaison
Ashley Salyers, Recording Secretary

The meeting was called to order by Chairperson Law at 4:34 p.m. The Pledge of Allegiance was recited, and a moment of silence was observed. Roll was called, and Commissioner Emigh was absent.

Motion: Moved by Commissioner Evans, seconded by Commissioner Hartman to excuse Commissioner Emigh. Motion passed unanimously with Chairperson Law and Commissioners, Black, Evans and Hartman voting yes.

DISCUSSION AND/OR ACTION TO APPROVE MINUTES –May 29, 2025

Motion: Moved by Commissioner Hartman, seconded by Commissioner Black, to approve the minutes as presented. Motion passed unanimously with Chairperson Law and Commissioners, Black, Evans and Hartman voting yes.

STATUS REPORTS

A. Update regarding SHPO

Chairperson Law gave an update to the commission regarding SHPO funding. SHPO is projected to run out of funding by the end of July. However, the state may provide funding to support them for another year- something they haven't done in recent years. As of now, SHPO's continuation beyond July is uncertain. This information comes directly from SHPO.

B. Update regarding Historic District Creation Parcel Summary

Chairperson Law presented the updated maps that had been reviewed by the City Manager. The key reference is the second-to-last map in the set, which clearly shows a blue square outlining the designated area. This square covers six blocks and will serve as the boundary for the project area. Using this clearly defined section eliminates the need for additional surveying and simplifies the process moving forward. Everything within that boundary is considered part of the study.

It was noted that the current list of buildings within the boundary is incomplete and not fully confirmed. For example, two swimming pools known to exist in the area are not listed, and some structures may be miscategorized. To address this, groups will need to be formed to conduct a physical inventory. The goal of the inventory will be to identify and count each structure within the area, compare that number to existing records, and determine if further updates are needed to the list.

Once the inventory is completed and the structures are verified, the next step will be to determine which buildings are contributing or non-contributing to the potential historic district. Being non-contributing does not imply a requirement for demolition or changes – for instance, a modern building like a Circle K would simply not qualify as historically contributing but would still remain as-is.

There was additional discussion about the East side of the mapped area, which may include the ramadas and other structures. It's unclear if these were part of earlier historic projects like those related to the nearby ball fields. Even if some of these structures are not currently old enough to qualify as historic, they may become eligible once they reach 50 years of age. Including them in the boundary now would make it easier to designate them later when they become eligible.

Finally, it was noted that the designated area falls within a single Assessor's Parcel Number (APN), which simplified the documentation process despite the irregular shape of the APN map. Moving forward, the plan is to identify the primary historic structures first and then adapt as more data becomes available or as additional buildings age into eligibility.

COMMISSION CONSIDERATION AND ACTION

A. Discussion and/or Action Regarding Telephone Oral History

The City Liaison Brandee Leary shared that the City Manager David supports the idea of using a vacant phone line the city has to collect oral histories. The line would play a recorded message prompting callers to leave their story along with their name and phone number. Messages would be saved digitally on the city's network, allowing future access or transcription. Setting it up would require some effort but is feasible. The Historic Commission will decide when to change the prompt and inform city staff accordingly. One suggestion was to start with stories about the Blizzard of '67.

Motion: Moved by Commissioner Black, seconded by Commissioner Evans, to move forward and begin planning how to implement and promote the project. Motion passed unanimously with Chairperson Law and Commissioners, Black, Evans and Hartman voting yes.

DISCUSSION AND/OR ACTION REGARDING FUTURE AGENDA ITEMS

- Update on Telephone Oral History
- Update on Brigham City restoration company and the City of Winslow's standing with Brigham City
- Historic District update

ADJOURNMENT

Motion: Moved by Commissioner Hartman, seconded by Commissioner Evans, to adjourn at 4:47 p.m. Motion passed unanimously with Chairperson Law and Commissioners, Black, Evans and Hartman voting yes.

Chairperson Law

ATTEST:

Ashley Salyers, Recording Secretary