



**AGENDA AND NOTICE OF THE REGULAR MEETING OF THE  
WINSLOW HISTORIC PRESERVATION COMMISSION  
THURSDAY, MARCH 28<sup>TH</sup>, 2024 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, March 28<sup>th</sup>, 2024 at 4:30 P.M.** in the **City Hall Conference Room, 21 Williamson Avenue, 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. CURRENT EVENTS AND ANNOUNCEMENTS**
- 6. DISCUSSION AND/OR ACTION TO APPROVE MINUTES – FEBRUARY 29, 2024**
- 7. STATUS REPORTS**
  - A. Update regarding the McCormick Birthplace Cabin
  - B. Update regarding the First Street Panoramic Display
  - C. Update regarding Historic Landmark Signage
- 8. COMMISSION CONSIDERATION AND ACTION**
  - A. Discussion and/or action regarding Historic Preservation Commission future projects and planning.
  - B. Discussion and/or action regarding the First Street Mural Project and possible Collaboration with Winslow Arts Council.
- 9. DISCUSSION AND/OR ACTION REGARDING FUTURE AGENDA ITEMS**
- 10. ADJOURNEMENT**

*A copy of the agenda background materials already made available to the Historic Preservation Commission Members is available at City Hall, 21 Williamson Avenue, 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.*

**WINSLOW HISTORIC PRESERVATION COMMISSION BUDGET**

\$1000.00 Allocated for expenditures in FY 2024.

This amount is located in the Supplies Budget.

**PAST EXPENSES**

FY 2023 – \$0.00 in Expenses

FY 2022 - \$161 in Expenses

FY 2021 - \$500 Credit

*These minutes are subject to approval and/or correction on March 28, 2024.*

Minutes of the regular meeting of the Historic Preservation Commission held on Thursday, Thursday, February 29, 2024 at 4:30 p.m. in the City Hall Conference Room, 21 Williamson Avenue, Winslow, Arizona.

**MEMBERS PRESENT**

Chairperson Law  
Commissioner Emigh  
Commissioner Evans (Telephonically)  
Commissioner Hartman  
Commissioner Leary

**MEMBERS ABSENT**

Commissioner Hardy  
Commissioner Tsosie

**STAFF**

David Coolidge, City Manager  
Larrilynn Oso, Recording Secretary

The meeting was called to order by Chairperson Law at 4:31 p.m. The Pledge of Allegiance was recited and a moment of silence was observed. Roll was called, and Commissioners Hardy and Tsosie were absent.

Motion: Moved by Commissioner Leary, seconded by Commissioner Emigh to excuse Commissioners Hardy and Tsosie. Motion passed with Chairperson Law and Commissioners, Emigh, Evans, and Leary voting yes. Commissioner Hartman voted no.

**CALL TO THE PUBLIC**

None.

**CURRENT EVENTS AND ANNOUNCEMENTS**

None.

**DISCUSSION AND/OR ACTION TO APPROVE MINUTES – OCTOBER 26, 2023**

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

**STATUS REPORTS**

**A. Update regarding the McCormick Birthplace Cabin**

Commissioner Evans provided updates regarding the submission of required documentation to the Arizona State Historic Preservation Office for the approval of the McCormick Birthplace Cabin. Commissioner Evans also stated that he is working with Mr. Bill Collins from the State Historic Preservation Office to research the site, and provide necessary historical information in preparation of submitting a final draft at the end of the month for the addition of the Cabin to the State Register of Historic Places. In response to inquiry from Chairperson Law,

Commissioner Evans indicated that the finalized version of the documentation will be submitted within the next few weeks, with a determination from the State Office occurring at the end of March 2024.

Responding to inquiries from both Chairperson Law and Commissioner Hartman about the role of the Commission within the project, Commissioner Evans stated that past Chairperson Tess Kenna is assisting with research documentation, and that the application submittal process has been ongoing for several years. Further citing a 2020 - 2021 site visit to Brigham City with Bill Collins, Commissioner Evans stated that Mr. Collins his recommendations and discussion to move forward with the process. Several Commission members responded that it was their understanding that the site visit of the area was solely for the purpose of surveying structures, and collecting shingles from the property and they were not aware of those particular discussions.

Commissioner Hartman again expressed his request for clarification of the role of the Commission within the McCormick Cabin project and historic registry application process. Commissioner Evans stated that he would provide copies of the application to Commissioner Hartman to assist with research accuracy. Chairperson Law requested that the application and all pertinent documentation instead be sent to all Commissioners for review to ensure that the Commission as a group remain involved in the project.

Further discussion occurred regarding the process and need for future involvement by the Commission with this and future projects. Chairperson Law and Commissioner Hartman both noted their concern and preference for the Commission to be kept up to date and engaged with such matters and actions taken by project leads. Commissioner Evans noted that he will send documentation to the Recording Secretary for distribution among Commission members.

Lastly, the City Manager provided clarification on proposed work sessions and quorum notifications for organized field trips and site visits. The Recording Secretary also provided a list what information is required on notices such as the time, date and location.

## **B. Update regarding Heritage Grant Funding**

The City Manager provided information to the Commission regarding the status of federal and state level funding related to Heritage Grant matters. The City Manager also provided timelines for approvals, plans to update to pocket parks, and 9-11 Memorial upgrades. Upgrades at the memorial site include lighting, a gazebo and a marquee where historical information about the site may be displayed.

**COMMISSION CONSIDERATION AND ACTION****A. Discussion and/or action regarding Historic Preservation Commission Direction and Planning.**

The City Manager provided guidance to the Commission for future strategical planning, and project leadership methodologies. Chairperson Law agreed to the suggestions, and also noted the additional need for assigned project leads and further Commissioner involvement. The City Manager also recommended that Commissioners choose a historical project to present and discuss during the next meeting. Presented projects could then be prioritized by the Commission on the scale of commitment and requirements leading to future planning sessions.

In response to inquiry by Commissioner Leary, the City Manager also provided perspective in regard to the use of emails and the distribution of materials and documentation. Those items, upon submission to the Recording Secretary via email will be gathered, itemized and provided to Commission members prior to the next meeting in the agenda packet.

Commissioner Emigh noted placing the Historic Preservation Commission's budget on the next agenda so that it may be reviewed as part of the overall discussion of planning. The Recording Secretary noted this request.

The City Manager reiterated the benefit of each Commission Member bringing potential projects to the next meeting for consideration along with the discussion of remaining steps and strategies needed to complete current, existing projects. In response to inquiry by Chairperson Law, the City Manager and Recording Secretary both noted that the record of project discussion can be found within the collection of past Historic Preservation Commission meeting minutes.

**B. Discussion and/or action regarding the First Street Panoramic Display and Landmark Signage.**

Commissioner Leary provided background information, as well as a current update regarding the First Street Panoramic Display. The Winslow Arts Council recently voted to continue with the project and will make future decisions regarding the display's placement, photo selection and other design elements involved in the project. Commissioner Leary will provide updates to the Commission as they progress.

Commissioner Leary continued, providing background information and an update regarding the Landmark Signage project. Discussion occurred regarding the selections of landmarks, frame designs and installation, research, and website content. Commissioner Leary also stated her request to consider changing a previous landmark choice made by the Commission from the former Troutner's Just for Men site to the Winslow Chamber of Commerce (Hubbell Building).

Commissioner Leary stated that there was more, completed information available for the Chamber of Commerce to be made available for viewing by the public. Also, the new location would be more visually appealing due to the fact that the Troutner's structure no longer exists and the Chamber of Commerce has more to offer those on the walking tour.

Lastly, Commissioner Leary completed discussion on this item with conveying the progress that has been made on other landmark sites such as the Whispering Giant (Toth Totem), First Street Train Cars, and St. Joseph's Church. Commissioner Emigh and Chairperson Law offered to assist Commissioner Leary with further research on the Subway and Route 66 Meteor Sculpture. Discussion occurred with the City Manager stating his preference for the Public Works Department to determine the exact installation locations for each of the landmark signs.

Motion: Moved by Commissioner Leary, seconded by Commissioner Evans, to approve the change of landmark selection of the Troutner's Just for Men site to the Winslow Chamber of Commerce (Hubbell Building). Motion passed unanimously with Chairperson Law and Commissioners, Emigh, Evans, Hartman, and Leary voting yes.

**C. Discussion and/or action regarding the First Street Mural Project and Possible Collaboration with Winslow Arts Council.**

The City Manager noted his request for Commission consideration regarding this item. The City Manager also noted that a large clock was successfully salvaged during the demolition of the Arcadia Dance Hall. Commission discussion occurred regarding the potential placement of a painted mural to celebrate the historic and visual value of First Street along with the restoration and placement of the clock. The City Manager indicated that collaboration with the Winslow Arts Council may be possible and further discussion occurred regarding locations, funding and other plans for public amenities in the area.

In response to inquiry by Commissioner Leary, the Commission discussed building a wall for the mural and the potential costs involved. Chairperson Law noted that his building located next to the demolition site may be utilized for this project as well.

**DISCUSSION AND/OR ACTION REGARDING FUTURE AGENDA ITEMS**

Commissioner Leary noted the following topics for information purposes only:

The Historic Route 66 Association Twin Arrows Tribute project located near the Hubbell Building is currently seeking funding under this year's grant cycle. However, the deadline for submittal is March 27<sup>th</sup> which does not allow enough time for the Historic Preservation Commission to apply for grant funding under the same cycle. The City Manager provided Commissioner Leary with the name of a local resource that may provide grant cycle information in the future.

Commissioner Leary also noted that a future time and date will be scheduled for a site visit of the underground tunnels with the starting location at the Winslow Theater. Several Commission members expressed their wishes to attend the visit. Commissioner Leary stated that she will provide necessary information to the Recording Secretary in order to create a quorum notice.

**ADJOURNMENT**

Motion: Moved by Commissioner Evans, seconded by Commissioner Emigh, to adjourn at 5:24 p.m. Motion passed unanimously with Chairperson Law and Commissioners, Emigh, Evans, Hartman, and Leary voting yes.

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Chairperson Law

ATTEST:

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Larrilynn Oso, Recording Secretary