

Minutes of the regular meeting of the Historic Preservation Commission held on Thursday, March 31, 2022 at 4:30 p.m. in the City Hall Conference Room, 21 Williamson Avenue, Winslow, Arizona.

MEMBERS PRESENT

Chairperson Kenna
Commissioner Emigh
Commissioner Evans
Commissioner Hardy
Commissioner Law
Commissioner Leary

MEMBERS ABSENT

STAFF

John Barkley, City Manager
Larrilynn Oso, Recording Secretary

The meeting was called to order by Chairperson Kenna at 4:33 p.m. The Pledge of Allegiance was recited and a moment of silence was observed. Roll was called and Commissioner Emigh, was absent. Commissioner Evans and Law appeared telephonically.

Motion: Moved by Commissioner Hardy, seconded by Commissioner Leary, to excuse Commissioner Emigh. Motion passed unanimously with Chairperson Kenna and Commissioners Evans, Hardy, Law and Leary voting yes. Commissioner Emigh joined the meeting at 4:38 p.m. Commissioner Evans joined the meeting in person at 5:39 p.m.

CALL TO THE PUBLIC

None.

CURRENT EVENTS AND ANNOUNCEMENTS

*This item took place after Commission Consideration and Action.

The City Manager announced that Commissioner Evans has been invited to attend and participate in the Army Corps of Engineers Winslow Levee site visit on April 6th.

DISCUSSION AND/OR ACTION TO APPROVE MINUTES – FEBRUARY 24TH, 2022

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

STATUS REPORTS

A. Update from the City Manager regarding structural issues and Heritage Grant Funding at Brigham City including the Fort Communal Dining Hall.

The City Manager provided pictures of Brigham City to the Commission and reported that he had been in contact with Commissioner Evans regarding this item. The City Manager noted that grant funding is available for emergency restoration

wherein an application will be submitted in June 2022. The City Manager also stated that with the submittal he will factor the required financial match into the fiscal budget. The City Manager informed the Commission that notification of award will occur in September and updates will be provided to the Commission throughout the process. In response to a question from Commissioner Emigh, the City Manager clarified that grant funding will be utilized for restoration of the site structures as well as development of the grounds and amenities.

The City Manager responded to an inquiry from Chairperson Kenna noting that the Commission will be involved in the restoration process and Commissioner Evans will be the main point of contact. Discussion also occurred regarding the past history of private funding for the site and land ownership which will not affect the grant process.

B. Update from City Manager Regarding Arcadia Dance Hall located at 104 East First Street.

The City Manager reported that an abatement order was issued and plans were underway to assess the building for asbestos and obtaining costs for demolition. However, the new owner of the building has since contacted the city with plans to repurpose the building into a restaurant and remove the damaged roof as soon as possible and to also assess the soundness of the remaining walls. The City Manager noted that the new owner has 30 days to amend the plans that had been submitted to the City Inspector. Commissioner Evans also noted that he has been in discussion with the City Manager in regard to the site.

C. Update regarding the Winslow Indian Sanatorium Cemetery Clean-up.

Commissioner Hardy reported that the cemetery clean-up was a success with over a dozen volunteers in attendance. Gail Sadler also presented historical information to the group during the clean-up event. Chairperson Kenna expressed her overall appreciation for the coordination of this event.

D. Update regarding current budget.

The Recording Secretary provided current budget information to the Commission. In response to Chairperson Kenna's inquiry, Commissioner Hardy requested follow up with the City Clerk to verify if invoices for bubble wrap had been submitted by Gene Hancock.

Chairperson Kenna recommended that the Commission attend an upcoming City Council meeting to request additional budgetary funding. Commissioner Leary noted that project cost estimates could also be provided to justify the request. Chairperson Kenna stated that the request would be for a set amount of funds (\$500 to \$1000) and would not be used for a singular project and thus estimates would not be required. The City Manager indicated that addressing the Council will not

be necessary and that adjustments to the Commission's budget could be made to accommodate upcoming project costs.

In response to an inquiry from Commissioner Evans, the Recording Secretary clarified that the Arizona State Flag was purchased using Commission funds.

Discussion occurred regarding upcoming project costs and the City Manager provided clarity on the process of utilizing fiscal year funds and processing invoice payments. There was also discussion that the McCormick Cabin project will be completed using two separate vendors.

COMMISSION CONSIDERATION AND ACTION

A. Discussion and/or action regarding sponsoring a plaque to be placed at the historic subway sign. (Commissioner Emigh and Commissioner Evans)

Commissioner Emigh referred the discussion over to Commissioner Evans who reported that he was informed that the NAVIT program no longer had available casting material. Commissioner Evans noted that plasma cut lettering was an option and he will reach out to vendors for quotes.

Motion: Moved by Commissioner Hardy, seconded by Commissioner Leary, to approve to table discussion and/or action of this item to the next meeting. Motion passed unanimously with Chairperson Kenna and Commissioners Emigh, Evans, Hardy, Law and Leary voting yes.

B. Discussion and/or action regarding clarification of electronic scan codes placed on historic buildings (Commissioner Leary)

Commissioner Leary provided design and cost information of available window decals to the Commission for review. There was discussion regarding the overall project concept and process with Chairperson Kenna noting that there will be a significant amount of research time required for each building. Therefore, she suggested the Commission only focus on a pre-designated list of approximately 30 buildings. Commissioner Law agreed and also noted that the Commission retain full control of the project in regard to the selection of historic buildings.

In response to a question by Commissioner Hardy, Commissioner Leary provided information on the use of digital QR codes and how information will be displayed on the city website. Commissioner Evans stated that he wanted assurance that the city will maintain the digital file information provided by the QR code in order for the code to remain valid once displayed. Further discussion occurred on the plan of action that the Commission would take for the preparation and ordering of a test decal. Commissioner Leary is to forward the design to the Recording Secretary who will assist with ordering.

In response to a question from Commissioner Leary, the Recording Secretary stated that she will gather further signage / code information from the City Inspector in regard to the placement of the window decal on the inside of a commercial business. Commissioner Evans stated that he believed city ordinance does not require pre-authorization for such displays.

Motion: Moved by Chairperson Kenna, seconded by Commissioner Hardy, to approve the following: 1) ordering one, 5" X 5" test decal to present at the next meeting, 2) the Commission only focus on providing decals for historic commercial district buildings at this time, 3) seek clarification from City Inspector, 4) providing decals to a total of 10 initial buildings. Motion passed unanimously with Chairperson Kenna and Commissioners Emigh, Evans, Hardy, Law and Leary voting yes.

C. Discussion and/or action regarding South entrance of the underpass to include the completion of sidewalks and lighting. (Commissioner Evans)

Commissioner Evans reported that he has attempted to contact Mark Woodson for cost estimates but did not receive a reply prior to this meeting. In response to a question from Commissioner Law, Commissioner Evans provided location information for the area of proposed construction / restoration. Chairperson Kenna and Commissioner Evans discussed labor and material cost and if the project could be possibly given to the city for completion. Commissioner Leary agreed but also noted the possibility the Commission providing input for the historical design elements involved. The City Manager stated that this request was feasible.

A motion was made by Commissioner Evans to table the item until the next meeting. Prior to receiving a second to the motion, there was discussion regarding the history of the subway underpass and the entities that were involved with the creation of the walkway.

Motion: Moved by Commissioner Evans, seconded by Commissioner Emigh, to remove this item from discussion until further notice. Motion passed unanimously with Chairperson Kenna and Commissioners Emigh, Evans, Hardy, Law and Leary voting yes.

D. Discussion and/or action regarding a flag dedication at the East End Route 66 park. (Commissioner Evans)

After discussion regarding a proposed date for the flag dedication including potential conflicts with high school events and the desire to have youth involved with the event, the following motion was made:

Motion: Moved by Commissioner Evans, seconded by Commissioner Emigh, to approve to hold the flag dedication at the East End Route 66 Park on Friday, May

13th at 4:30 p.m. Motion passed unanimously with Chairperson Kenna and Commissioners Emigh, Evans, Hardy, Law and Leary voting yes.

E. Discussion and/or action regarding permission to collaborate with the Winslow Arts Council creating a mural at the McCormick Birthplace Cabin

Chairperson Kenna provided a mock-up design created by Jim Buckley for the Commission to review and reported that plans for rehoming the McCormick Birthplace Cabin were being developed. Commissioner Hardy stated that he has marked the area as to where the cabin will be set. Chairperson Kenna continued by noting that the wall surrounding the site could also be decorated with paintings of native / edible plants that were available at the time Winslow was founded. This design element would be both educational and provide a pleasing, visual aesthetic.

Chairperson Kenna stated she will provide the paint and that this decoration project would be completed by high school students in collaboration with the Winslow Arts Council. Discussion occurred regarding signage and obtaining a canopy covering for the site. Commissioner Leary also provided metal signage examples that are also being considered for the downtown area. In response to inquiry from Chairperson Kenna, Commissioners Leary and Emigh noted that they would not be able to assume point of contact for this project due to other commitments. Commissioner Evans suggested that Commissioner Emigh request that Bank of the West help sponsor the purchase of a canopy for the birthplace cabin site as part of community outreach.

Motion: Moved by Commissioner Evans, seconded by Commissioner Emigh, to approve Chairperson Kenna approaching the Winslow Arts Council to establish a mural project with Winslow High School. Motion passed unanimously with Chairperson Kenna and Commissioners Emigh, Evans, Hardy, Law and Leary voting yes.

FUTURE AGENDA ITEMS

Commissioner Evans stated that he would like to revisit the Arizona Historic Inventory for Desert View Cemetery in preparation for its submittal to the National Historic Registry. Commissioner Kenna will provide Commissioner Evans with information and discussed the possibility of inviting the Arizona Historic Commission to a future meeting.

ADJOURNMENT

Motion: Moved by Commissioner Evans, seconded by Commissioner Emigh, to adjourn at 5:47 p.m. Motion passed unanimously with Chairperson Kenna and Commissioners Emigh, Evans, Hardy, Law and Leary voting yes.

Chairperson Tess Kenna

ATTEST:

Larrilynn Oso, Recording Secretary