

**Action Minutes
Special City Council Joint Meeting
with Historic Preservation Commission
Vultee Conference Room, Sedona City Hall,
106 Roadrunner Drive, Sedona, Arizona
Wednesday, October 9, 2019, 3:00 p.m.**

Due to an equipment malfunction, there is no recording for this meeting. Minutes are based on staff notes taken during the meeting.

1. Call to Order/Pledge of Allegiance/Moment of Silence

Mayor Moriarty called the meeting to order at 3:01 p.m.

2. Roll Call

Council Present: Mayor Sandy Moriarty, Vice Mayor John Martinez, Councilor Bill Chisholm, Councilor John Currivan, Councilor Janice Hudson, Councilor Scott Jablow, Councilor Jessica Williamson.

Historic Preservation Commissioners Present: Chair Brynn Burkee-Unger, Vice-Chair Jack Fiene, Commissioner Kurt Gehlbach, Commissioner Allyson Holmes, Commissioner Derek Pfaff, Commissioner Steve Segner. Commissioner James Curry was absent and excused.

Staff in attendance: City Manager Justin Clifton, Assistant City Manager/Director of Community Development Karen Osburn, City Attorney Robert Pickels, Jr., Deputy City Clerk Cherise Fullbright, City Clerk Susan Irvine.

3. Special Business – Joint Meeting with Historic Preservation Commission

a. Update on Historic Preservation Commission (HPC) Work

i. Recognition Program

Chair Unger advised that some buildings do not meet the criteria for historic designation, but property owners would still like recognition. The HPC worked to come up with the criteria for the recognition program. The first property to be recognized was the Sedona Arts Center. There is a plan to add the recognized properties to a walking tour to tie them together. There will likely be one or two properties recognized each year due to the time required to document the properties prior to recognition.

ii. Annual event

Chair Unger stated that this year's event honored the Sedona Arts Center as the first recognized property. This event is held annually, and the plan is to continue to hold an event every May.

iii. Uptown walking tour app/brochure

Chair Unger stated that the creation of a new tour starting with a brochure and then expanding into an online walking tour with access through the Chamber of Commerce and/or City websites and possible development of an app in the future.

There are plaques installed along the walking tour and more may be added.

iv. New process for Certificate of No Effect

Chair Unger explained that the HPC added a process for a Certificate of No Effect which allows the historic landmarked property owners to more easily do repairs and minor work without the need for a full HPC meeting. This only requires assessment by a member of the HPC and City staff who can perform the inspection and issue the Certificate within a few days. There are still instances where the level of work requires the entire HPC to meet and review the application for the Certificate.

b. Update on Conference

- i. Each commissioner will explain the importance to them of this conference and how it helps them perform their service as members of the HPC.**

Commissioners attend the annual conference for training and continuing education on historic preservation. Chair Unger stated that the Certified Local Government (CLG) training is an important component of the Conference, and new topics are introduced each year. Commissioner Segner has attended classes on transfer of historic designation and repair of adobe structures. He also learned that people visit towns with an expectation of seeing historic sites. Vice Chair Fiene learned about the economic benefits of historic structures and preservation and that small historic spaces should not be overlooked. Commissioner Holmes attended a session about native plants and landscape preservation. Commissioner Gehlbach stated that the networking and sharing of information and ideas is one of the best parts of the Conference. The HPC felt that it was important for planning staff members to attend the Conference as well.

c. Landmark Program Incentives

- i. City provision of small grants**

Chair Unger advised that, in the past, the City provided a small grants program for incentives to landmark historic buildings or to repair or restore buildings. The HPC is interested in resurrecting this program, but it would need an overhaul to work. Commissioner Segner felt that money should be set aside, but funds should only be available under special circumstances with review and approval by the HPC.

By majority consensus, Council agreed that the HPC should examine resurrecting the City's small grants program with research into what other cities do prior to bringing this back to Council for consideration.

- ii. Preservation economics**

Vice Chair Fiene stated that older buildings, whether landmarks or recognized, lead to tourism and increased values of properties. Commissioner Segner suggested that the City should move the Brewer Road Park up in the capital plan, develop a historic plan with signage, and get people to use it by locating an attraction, such as the farmer's market, to bring people to the Park. This would help to make this a core area, and it could also become part of the walking tour.

iii. Fee waivers

Chair Unger stated that this would be considered as part of the grants program.

iv. Assessments of new landmarks

Chair Unger stated that review of properties that fulfill the requirements for landmark designation changes every year with properties reaching the 50-year age mark.

d. Grant Seeking

i. Reinstitution of CLG grants

This grant, from the federal government, has been reinstated. Commissioners would like to examine possibilities for applying for this funding and bring it back to Council for consideration.

ii. New grant seeking

Chair Unger asked if the HPC could assist the City in acquiring grants for historic preservation projects. They could review grants that have been made to other cities to complete landmark projects and investigate other possibilities.

By majority consensus, Council felt that examining grant seeking opportunities was an amenable idea which should be researched by the HPC and brought back to Council.

4. Discussion/possible action regarding future meetings/agenda items - None.

5. Executive Session

Upon a public majority vote of the members constituting a quorum, the Council may hold an Executive Session that is not open to the public for the following purposes:

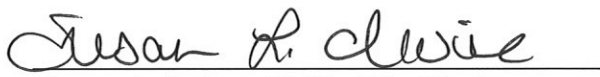
- a. To consult with legal counsel for advice regarding matters listed on this agenda per A.R.S. § 38-431.03(A)(3).**
- b. Discussion/possible action regarding executive session items.**

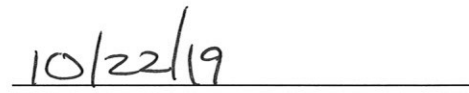
No Executive Session was held.

6. Adjournment

Mayor Moriarty adjourned the meeting at 4:46 p.m.

I certify that the above are the true and correct actions of the Special City Council Meeting held on October 9, 2019.


Susan L. Irvine, CMC, City Clerk


Date