

**Summary Minutes**  
**City of Sedona**  
**Historic Preservation Commission Meeting**  
**Schnebly Conference Room, 102 Roadrunner Drive, Building 104, Sedona, Arizona**  
**Monday, January 13, 2020 – 4:00 p.m.**

**1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, & ROLL CALL**

Chair Unger called the meeting to order at 4:00 p.m., led the Pledge of Allegiance and requested roll call.

**Roll Call:** Chair Brynn Burkee Unger, Vice Chair Jack Fiene and Commissioners James Curry, Kurt Gehlbach and Allyson Holmes. Commissioners Derek Pfaff and Steve Segner were excused.

**Staff Members Present:** Warren Campbell and Donna Puckett

**2. DISCUSS AND VOTE FOR CHAIR AND VICE-CHAIR**

Chair Unger opened nominations for Chair.

**MOTION:** *Commissioner Holmes moved that Brynn Unger retain the office of Chairman, if she is willing. Vice Chair Fiene seconded the motion.*

Brynn Unger stated that she will stay on if the Commissioners want her to.

**VOTE:** *Motion carried five (5) in favor (Curry, Fiene, Gehlbach, Holmes and Unger) and zero (0) opposed. Commissioners Derek Pfaff and Steve Segner were excused.*

Chair Unger opened nominations for Vice Chair.

**MOTION:** *Commissioner Gehlbach moved to keep Jack Fiene as Vice Chair. Chair Unger seconded the motion.*

Jack Fiene stated that he was willing to stay in that position.

**VOTE:** *Motion carried five (5) in favor (Curry, Fiene, Gehlbach, Holmes and Unger) and zero (0) opposed. Commissioners Derek Pfaff and Steve Segner were excused.*

**3. ANNOUNCEMENTS & SUMMARY OF CURRENT EVENTS BY COMMISSIONERS & STAFF**

Warren introduced Shelley Cutts, Assistant City Attorney, and indicated that she was present to watch. Shelley added that she also was present to answer any questions.

**4. APPROVAL OF THE FOLLOWING MINUTES:**

- a. April 8, 2019 (R)
- b. April 8, 2019 (SV)

Chair Unger requested a motion to approve the minutes of the April 8, 2019 the regular meeting.

**MOTION:** *Vice Chair Fiene so moved. Commissioner Gehlbach seconded the motion.*

**VOTE:** *Motion carried five (5) in favor (Curry, Fiene, Gehlbach, Holmes and Unger) and zero (0) opposed. Commissioners Pfaff and Segner were excused.*

Chair Unger requested a motion to approve the minutes of the April 8, 2019 site visit.

**MOTION:** Vice Chair Fiene so moved. Commissioner Curry seconded the motion.

**VOTE:** Motion carried five (5) in favor (Curry, Fiene, Gehlbach, Holmes and Unger) and zero (0) opposed. Commissioners Pfaff and Segner were excused.

- 5. PUBLIC FORUM:** (This is the time for the public to comment on matters not listed on the agenda. The Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.)

Chair Unger opened the public forum and, having no public present, closed the public forum.

- 6. Update/discussion regarding Certificate of No Effect Approvals.**

Warren Campbell reported that since meeting in April of last year, there was one Certificate of No Effect for KSB to replace some rotten boards where drainage had caused some issues. He and Chair Unger met at the site, and KSB repaired it same for same and repainted it. While doing those repairs, we also had them replace an old louvered air vent to what had been removed inside, so they improved the exterior appearance of the building by repairing that wood under the window.

- 7. Discussion/possible action regarding an update on the Self-Guided Walking Tour of Historic Uptown pamphlet.**

Chair Unger and Warren Campbell indicated that they hadn't moved a lot on that. Warren explained that the ball is primarily in his court, and he had some medical issues that he had to take care of, but they met and got some imagery from Janeen, and it will soon be back on the top of his pile, so he might be reaching out for some help. He has talked to the Chamber and explained the hold-up, and they understood, and hopefully, they will still be in play, but they are still on board to help with the printing.

Vice Chair Fiene noted that if you go to the regular minutes of the last meeting, there is a lot of detail on this discussion, so that would bring everyone up to date. Warren added that he, Commissioners Gehlbach, and Curry, Vice Chair Fiene and Cynthia Lovely walked around Uptown and made that effort, so he just has to pull up those notes, and it is included as one of the tasks to be done in our upcoming budget as one of the goals to accomplish.

Commissioner Gehlbach asked if we want to recognize some other locations to maybe generate traffic, and Warren Campbell stated that we will pull together other locations we said we should retain, and eliminate the ones we thought we shouldn't, but yes, before we go to press with any new form, we will discuss last year's historic recognition property and the upcoming one.

- 8. Update/discussion on the Ranger Station Master Plan project.**

Warren stated that the Request for Bids will go out at the end of the month, but we have a contractor on board who was selected to redo a few of the barn doors as a test drive. Warren then showed some samples of pine that the contractor attempted to distress a bit, one with a little more distressing than the other. If you pair them together, it might give it a good look, and they will be painted. He then asked if the Commission was comfortable with that direction; maybe not take quite so much off the edges. We don't want 90-degree edges, but it may not need to go to quite this extreme.

Chair Unger asked if that is not rotary sawn, and Warren stated that it doesn't look like rough sawn. Chair Unger explained that there are two different ways of doing it, and a lot of them use a large circular saw, and that leaves marks on the wood, but she doesn't think that it happened with that wood. Warren agreed, but noted that if so, they had so much paint on it, it was lost. It definitely appears to have more of a smooth texture.

Commissioner Gehlbach noted that Warren had suggested using both, and Warren explained that they are using power tools, so each one will be individualized. He thought that perhaps some of the notching was a little too extreme, and Chair Unger agreed and stated that given how it would wear, she doesn't think it would go that extreme. Warren added that you would get it on the edge piece, not the others.

The Chair agreed, and Warren indicated that he will give them that direction, and hopefully, the Request for Bids will go out soon. We developed a very refined scope and Chair Unger, Vice Chair Fiene and Commissioner Holmes walked around that site and provided feedback, and he didn't understand that we would need that level of specificity but, clearly, we did. We are also hoping to get the contract going, and hopefully, they will fund the interiors again in this next budget cycle, and if we get a contractor we like, we will roll the funds over to keep the exteriors going, and if that same individual is interested in the interiors, they would get to do the whole thing. The good news is the one guy is going to be test driven to rebuild some doors, and we have a company out of Flagstaff that has their historic arm of the company constantly calling to see how we are coming. He was fearful that no one would be interested, but he has someone calling every couple of weeks to see how we are doing.

Vice Chair Fiene asked if Ryan will be doing any of it or if he is just overseeing it, and Warren explained that Ryan was promoted to the head of Streets and Facilities Maintenance, so we have a new person helping with this transition, but the money is there and it likely will still be there. Vice Chair Fiene then asked if there was any reaction to what was published in the paper, and Warren indicated that he didn't receive any.

**9. Discussion/possible action regarding the planning for the celebration of National Historic Preservation Month in May.**

Chair Unger indicated that she thought the walking tour would be part of what we would celebrate, but it seems as though that might be something we have to push forward. Warren indicated that he probably wouldn't want to put that kind of pressure on the document, but we probably would want to celebrate agenda item 10. He then suggested having an open discussion on agenda items 9 and 10 at the same time.

Chair Unger agreed and opened discussion on agenda items 9 and 10 to discuss both agenda items at the same time.

**9. Discussion/possible action regarding the planning for the celebration of National Historic Preservation Month in May, and**

**10. Discussion/possible action regarding the identification of possible future Historic Resource Recognition Award property(s) and plaques.**

Warren indicated that for our event in May, we could celebrate this year's historic resource. The good news is that we now have a manufacturer for the plaque and the overall graphic layout, so he doesn't think we will want to change any of that. The hard part is picking something. He brought this, because maybe it would be some of the projects we know. We talked about the Cowboy Club and focusing in the Uptown area in the near term and properties there.

Vice Chair Fiene stated that if we are going to coordinate this with the walking tour, that would be perfect. The Chair agreed and indicated that we had discussed working with that with the walking tour. We are designating things that people can actually see and the walking tour can actually direct them from one to the other and eventually to all of the ones we want in Uptown. Actually, talking to the Cowboy Club would be a good idea, because looking to more of the commercial buildings is better. There are people who have historic properties that we may be thinking about, and the commercial ones are much more likely to be comfortable to direct people to, so that is a good idea. Warren indicated that it sounds like maybe we have already landed on the Cowboy Club; if not, throw some others on the table. What he thinks might work well with the Cowboy Club is that if we reached

out to the Gilomens, they would be excited, and with the money budgeted, we might be able to host something in their facility on a particular evening and do almost what we did with the Art Center to have a little open house, food, non-alcoholic drinks and historic photographs. Chair Unger noted that we also could talk about the Cowboy Artists of America. Warren agreed that someone could search Janeen's archives to find a few photographs, and then pick one we like for the plaque.

Chair Unger indicated that it might even draw more than the art barn, because it is more of a commercial place, and if we can count on them to help us bring in funds to help us pay for it, it would be a nice event. Warren stated that we have roughly \$500.00 for this type of event. There also is some money budgeted for advertising and last year we were fortunate to get the newspaper to write a story on it on their own, and hopefully, we can do that again. We have been pretty successful in convincing them that what we are trying to do is worthy of being close to the front page.

Vice Chair Fiene stated that if we do the Cowboy Club, he will talk to Jody Beeler to see if he can bring some things in too. Chair Unger indicated that we might be able to parlay that \$500.00 into more, because they have the commercial facility to find the food, drinks, etc., that we would have to pay retail for when they can get it wholesale.

Warren suggested that they might be willing to set their separate room aside, so they could still operate but in another piece of the facility, while there is a meet and greet happening. Warren then asked if there are any other potential properties that we want to discuss, or have we landed on the Cowboy Club. Commissioner Curry stated that he was thinking of the Wayside Chapel as the only other one he can think of in that area.

Chair Unger explained that we were also trying to link them instead of going here, then over there and back over here again. The Chapel would be the other one, but it might be best to talk to the Cowboy Club first and if they say no, then we could look at the Chapel. Commissioner Holmes mentioned Rollies Camera and Vice Chair Fiene agreed that is another one.

Warren noted that we were surprised at how affordable these plaques were, and he thinks the money would go further, but he doesn't know if we want to do more than one a year. It is kind of nice when we can give all the spotlight to one and have a little soiree there. We probably have the capacity to do more, but we still might just want to do one a year.

Chair Unger indicated that she doesn't know if the money can only go to that or if it could go more toward the walking tour, and Warren explained that they are in program areas, but we can do line item transfers. We try to stay within the overall budget for HPC, but if something is a little lower, we could do a line item transfer. The walking tour really wasn't going to cost us anything; the Chamber was mainly the horsepower in getting it done. Chair Unger indicated that we probably will need to go back to them now, because they were talking about putting it on the list with a lot of other things, so there probably will need to be another meeting with you. Warren indicated he will verify it, but he thinks they have the capacity.

Warren asked if that the Commission wanted him to reach out to Mr. Gilomen, and Chair Unger stated that it might be best coming from the City. Warren indicated that he will let Mr. Gilomen know that we are contemplating having them be the one, and ask if they are willing to be the one. The Chair stated that it might be good to have him come to a subsequent meeting and let the Commission talk to him about it. We have really cut back on the number of meetings we have, but sometimes it might be worthwhile. Warren stated that he guesses that we will have every meeting in the next four months. Chair Unger indicated that if Warren approaches them, maybe the Commission could sit down with them at the next meeting. Warren stated that he will probably seek volunteers once they are comfortable with us giving them that award, and at that point, he may have Vice Chair Fiene work with Mr. Beeler.

Vice Chair Fiene stated that Jody is very outgoing, so he would be a good fit. Chair Unger added that it would be nice for the Cowboy Club to have him involved; that is a bonus for them, because

they can tout the fact that they were where the Cowboy Artists of America got together, and Vice Chair Fiene agreed, starting in 1965.

Warren indicated that it would be in May and we can work toward picking a date, so people should check their calendars. Memorial Day is the 25<sup>th</sup>, but it might not hurt to keep tuned in to any other big events going on that we wouldn't want to be in conflict with. Typically, we have done these on Fridays. Chair Unger noted that we don't want to be in conflict with Cinco de Mayo, so we might get in touch with Tlaquepaque.

#### **11. Discussion regarding the identification of possible future Landmark property(s).**

Warren explained that we keep this item on the agenda in case one comes to mind. We tried to explore the one barn, but ultimately, he wasn't interested. Chair Unger noted that no one has found anything, and Commissioner Gehlbach indicated that he couldn't without the paperwork that he needs to hand over, so they can read it. The Commissioner then asked if the owner had called the Chair and Chair Unger stated no. Commissioner Holmes asked what he is encountering as far as resistance, and Commissioner Gehlbach explained that most of the people are of the high-income levels, and they want to see what it involves. It is better if he hands them something, and it would have been perfect for Chair Unger to call her, because they both have the same background, but she never called the Chair. Warren added that many people are concerned about how it encumbers their property, what regulations would be imposed, and if it comes with any benefits. In many other states and communities, they waive taxes and have grant programs.

Warren indicated that he has stated that we really need to have a larger sum of money, and not have pressure to spend it all, but put \$50,000.00 or \$100,000.00 in the budget each year, because he thinks that is the only way we will ever incentivize anyone who is just not altruistic. Those people do exist, but those people will also do the right thing without having places fund them. They will maintain the house regardless of whether or not they are a landmark. Chair Unger asked Commissioner Gehlbach if they are asking for something with signatures or if we could just hand them the Articles that we have written. Commissioner Gehlbach explained that the owner is opening it up for the Make A Wish Foundation and will not be living there. She is remodeling the inside but keeping the outside original. The Commissioner stated that he had shared with her that what she is doing is right along the lines of what we would expect. Warren asked if she is ever in town, and Commissioner Gehlbach indicated that she is always in and out. Warren noted that you really need to start that conversation with a sit down, and Chair Unger stated that if she wants to sit down, she can bring the Articles and have her look at them and leave them with her. She can go online, but sometimes asking them to take that time is harder than just handing them something.

Warren indicated that some people have the belief that their home is automatically included and open when we do a parade of homes. They think we are going to put them on a map of the stars and people will drive around, but other than the plaque, they are largely non-descript.

Commissioner Holmes mentioned her desire to develop a public education program around what we do, but when you have a City Council that prioritizes sense of place last, you are not going to get anywhere, so we need to keep that in mind. Commissioner Curry stated that the roadblock with the historic barn happened when we got to the last step, and he felt it was time for them to see the documentation and gave them the documentation and an application, and that is when the rubber hits the road. Everything before then is just talk, then you get to the end of it, and they read the documentation seriously, and then looked at the application, and he told them that they had no obligation to do this; it is up to them. They were concerned about the encumbrment that might exist on the property from now into the future, and that is the answer to that particular episode.

Commissioner Gehlbach asked if privacy came up, and Commissioner Curry indicated not so much. even though he tried to help them feel comfortable with the parameters, which are spelled out in writing, and that we were only going to talk about the one structure that would be encumbered, they just felt that when they saw it in black and white, it caused them to step back.

Commissioner Holmes suggested focusing on commercial buildings that could use it as a sales pitch, like the place on Airport Road. It could be a star in their crown rather than an encumbrance, and the Chair agreed that could be easier. Vice Chair Fiene asked if they are talking about the Larson property and was told yes. Warren indicated that they are just not interested; he has been in the building and the tenants kind of like the idea. The Vice Chair noted that Kyle is on the board of the museum, and Chair Unger indicated that they are probably thinking that the value of that property is going to go up, and if they knock it down, they could probably put a hotel there.

**12. Discussion/possible action regarding the Commission possibly proposing a work session to be presented at the next State Historic Preservation Conference in the Summer of 2020 on the city's Historic Resource Recognition Program.**

Vice Chair Fiene indicated that at the conferences, people talk about what they are doing in their communities, which is great, because we learn a lot from their failures or successes. He thought a lot of the HPCs are in the same situation we are about important structures that can't be landmarked, so how do you recognize them? That is really what we have done with our Historic Resource Recognition Program, and it might be nice to share that with the rest of the state. His idea was to put a program together telling what we have done, etc., but it was just a suggestion, but it might be some good PR for the Commission and a way to let the community know what we are doing.

Chair Unger indicated that we would have to find out if they are still accepting programs. Warren Campbell explained that we did look online, and in theory it is closed, but there are always some that drop out or they don't get enough, etc., so if we are serious, we could reach out and see if they can accept it, but it also would be right for next year. Vice Chair Fiene stated that is what he is thinking; just put it in the planning queue and work toward that, and Warren noted that we would have three done by then. Chair Unger agreed that would be better, because trying to jam something together might give us some heartburn, so we should start soon. It is a really good idea. Warren added that we also should have a new brochure in place, and we can say the brochure was updated, we are creating a new program, map, etc., and creating a category for what is important but doesn't comply.

Vice Chair Fiene indicated it is a unique opportunity for us to do something. Chair Unger stated that if we get coverage in the paper, that will give us a different kind of coverage, and if we project something that is outside of our community that we are drawing attention to, it is a really good idea, and she is all in favor of doing that. Warren Campbell added that it fosters the thought that we should fund grants, and Vice Chair Fiene noted that it also gives us some recognition from SHPO. Chair Unger indicated that we need to let people know what we have too.

Warren suggested that it might be beneficial for Vice Chair Fiene to reach out to SHPO and find out about the paperwork for next year, so it would give us an opportunity to start preparing. Chair Unger noted that if you talk to them ahead of time, they know you care about what you are doing, so that is a good idea. Warren then noted that you have to turn it into an hour-long session.

Warren commented that we put the new Land Development Code up for an award, and it was good press. The Commission and Council felt great, and we might want to think about putting the program up for an award. Chair Unger noted that we got the Governor's Award once, and Warren added that the associations suffer from the lack of people bringing forward their ideas. Vice Chair Fiene stated that there was a lot more archeology last year, and Chair Unger agreed that was a huge part of it. Vice Chair Fiene then added that they also had one on marine archeology; one attendee worked with the Bureau of Reclamation, and she said there was a lot of those issues along the Colorado River.

Chair Unger summarized that Vice Chair Fiene will talk with SHPO and get some paperwork to work on that.

**13. FUTURE MEETING DATES AND AGENDA ITEMS**  
**a. Monday, February 10, 2020; 4:00 pm**

Chair Unger stated that the next meeting is on February 10<sup>th</sup>, so let Warren know if you can't attend, and Warren indicated that his goal will be to have Mr. Gilomen there. Chair Unger noted that Vice Chair Fiene will update the Commission on his effort.

**14. EXECUTIVE SESSION**

**If an Executive Session is necessary, it will be held in the Vultee Conference Room at 106 Roadrunner Drive. Upon a public majority vote of the members constituting a quorum, the Planning and Zoning Commission may hold an Executive Session that is not open to the public for the following purposes:**

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

*No Executive Session was held.*

**15. ADJOURNMENT**

Chair Unger adjourned the meeting at 4:45 p.m. without objection.

*I certify that the above is a true and correct summary of the meeting of the Historic Preservation Commission held on January 13, 2020.*

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Donna A. S. Puckett, *Administrative Assistant*

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Date