



**NOTICE OF A REGULAR MEETING OF THE HISTORIC PRESERVATION COMMISSION
OF THE TOWN OF CLARKDALE
TUESDAY, APRIL 7, 2026 AT 6:30 PM**

In Person: Clark Memorial Clubhouse, 19 N. Ninth St., Clarkdale AZ

OR

Join Zoom Meeting

<https://zoom.us/j/82434856112>

Meeting ID:824 3485 6112

Unless otherwise stated, the public will have physical access to the meeting place 15 minutes prior to the start of the meeting.

Town of Clarkdale Vision

The Town of Clarkdale connects our unique history, proximity to the Verde River, and small-town charm to a future with a vibrant economy.

We cultivate an environment where residents and businesses can thrive; providing services and jobs for our residents and capitalizing upon tourism.

We sustainably enhance our infrastructure, support the arts and education, and develop recreational opportunities to create a bright future for our entire community.

PURSUANT TO A.R.S. §38-431.02, NOTICE IS HEREBY GIVEN that the Historic Preservation Commission will hold a Regular Meeting open to the public on Tuesday, April 7, 2026, at 6:30 PM at 19 N. Ninth Street, Clarkdale, Arizona, Clark Memorial Clubhouse, Men's Lounge. A quorum of Town Council members may be present at this meeting; however, they will not deliberate or take action on any items. All members of the public are welcome to attend.

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.

1. CALL TO ORDER

2. ROLL CALL

3. CALL TO THE PUBLIC

The Historic Preservation Commission invites the public to provide comments at this time. Members of the Historic Preservation Commission may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01, 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. Persons interested in making comments on a specific agenda item are asked to complete a brief form and submit it to the Clerk or liaison during the meeting. Each speaker is asked to limit their comments to three

minutes unless a different amount of time is noted on the agenda or is determined by the Presiding Officer or by a majority vote of the Council, Commission or Committee.

4. MINUTES

A. Approval of Minutes

Discuss, review and act upon the draft minutes from the regular meeting of the Historic Preservation Commission on March 3, 2026.

5. STAFF UPDATES

A. Historic Preservation Month

Discuss Historic Preservation month.

6. PRESENTATION

A. Certified Local Government (CLG)

Arianna Urban from the State Historic Preservation Office will present on Certified Local Government and what our next steps are.

7. NEW BUSINESS

A. Article 17-8, Historic Preservation Commission Update

Discuss, review and act upon the update to the Town Code, Article 17-8, Historic Preservation Commission.

8. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. Clarkdale's 4th of July Celebration

Discuss possible participation in this year's festivities.

B. 2026-2027 HPC Strategic Plan

Staff would like the Commissioners to come up with one to three realistic and achievable goals that could be completed within the upcoming year (July 2026 through July 2027.)

C. Gazebo Sign Mock-up

Discussion only regarding the mock-up of the Gazebo sign in Clarkdale's Town Park.

9. FUTURE AGENDA ITEMS

Historic Preservation Commission may propose items to be placed on a future agenda. This item is for discussion only.

10. ADJOURNMENT

Values

Values are the guiding principles that provide an organization with purpose and direction. The Town of Clarkdale's organizational values are:

COPPER

Customer focused
Open, transparent and equitable
Preserving our history, charm, and environment
Planning for a sustainable future
Economic and social resiliency
Resourceful and innovative

Mission

The Town of Clarkdale serves the community by providing amenities, infrastructure, services, and public safety to enhance quality of life. We are stewards of our history while we sustainably and resiliently plan for the future with an emphasis on community engagement and transparency.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at (928) 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.



Staff Report

Item Number: 4.A.

-
- Agenda Item:** **Approval of Minutes**
Discuss, review and act upon the draft minutes from the regular meeting of the Historic Preservation Commission on March 3, 2026.
- Staff Contact:** Scott Ellis, Community Development Director
- Meeting Date:** April 7, 2026
- Strategic Goal:** Not applicable.
- Background:** Discuss, review and act upon the draft minutes from the regular meeting of the Historic Preservation Commission on March 3, 2026.
- Budget Impact:** No budget impact.
- Recommendation:** Staff recommend the approval of the draft minutes from the regular meeting of the Historic Preservation Commission on March 3, 2026.
- Recommended Motion:** "I move to approve the draft minutes from the regular meeting of the Historic Preservation Commission on March 3, 2026."



**NOTICE OF A REGULAR MEETING OF THE HISTORIC PRESERVATION
COMMISSION OF THE TOWN OF CLARKDALE
TUESDAY, MARCH 3, 2026 AT 5:30 PM**

(To listen to the full audio/video of the meeting, please visit
www.clarkdale.az.gov – agendas & minutes)

Municipal Officials Present: *Community Development Director Scott Ellis, Community Development Senior Planner Clover Pinion, Town Clerk Charity Brooks, Parks and recreation Director Joni Westcott, Parks and Community Services Manager Chell Smart.*

Audience: *No members of the public were present.*

Zoom: *No members of the public were present.*

1. CALL TO ORDER *Chair Guebard called the meeting to order at 5:30 p.m.*

2. ROLL CALL

Present: *Matthew Guebard, Mike Westcott, Cynthia Malla, Kimberly Hillen, Kerrie Snyder (Arrived at 5:53 p.m.)*

Absent: *Amy Stein.*

3. PUBLIC COMMENT

No public comment.

4. MINUTES

A. Approval of Minutes

Discussed, considered and acted upon the draft minutes from the regular meeting on Feb. 3, 2026.

Motion: *To approve the draft minutes from the regular meeting held on Feb. 3, 2026.*

First: *Malla*

Second: *Wescott*

Vote: *4-0*

Commissioner	Aye/Nay
Chair Guebard	<i>Aye</i>
Commissioner Snyder	<i>Absent</i>
Commissioner Westcott	<i>Aye</i>
Commissioner Malla	<i>Aye</i>
Vice Chair Stein	<i>Absent</i>
Commissioner Hillen	<i>Aye</i>

5. STAFF UPDATES

A. Certified Local Government (CLG)

Staff updated current status.

B. Gazebo Maintenance Schedule

Staff updated current status.

C. 4th of July Event

Staff updated current status.

6. NEW BUSINESS

A. Meeting Start Time

Discussed and acted upon the meeting start time for the Historic Preservation Commission.

Motion: *To move Historic Preservation Commission meeting starting time to 6:30 p.m.*

First: *Snyder*

Second: *Malla*

Vote: *5-0*

Commissioner	Aye/Nay
Chair Guebard	<i>Aye</i>
Commissioner Snyder	<i>Aye</i>
Commissioner Westcott	<i>Aye</i>
Commissioner Malla	<i>Aye</i>
Vice Chair Stein	<i>Absent</i>
Commissioner Hillen	<i>Aye</i>

7. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. Historical Marker Language

Discussed the language for the historic markers in Town.

B. Gazebo Language

Discussed the language for the Gazebo marker in Clarkdale's Town Park.

8. FUTURE AGENDA ITEMS

Historic Preservation Commission *proposed* items to be placed on a future agenda. These items are for discussion only.

- *4th of July parade,*
- *Historical Marker Language*
- *CLG status.*

9. ADJOURNMENT

Motion: *To adjourn meeting.*

First: *Malla*

Second: *Westcott*

Vote: *5-0*

Commissioner	Aye/Nay
Chair Guebard	<i>Aye</i>
Commissioner Snyder	<i>Aye</i>
Commissioner Westcott	<i>Aye</i>
Commissioner Malla	<i>Aye</i>
Vice Chair Stein	<i>Absent</i>
Commissioner Hillen	<i>Aye</i>

Chair Guebard called the meeting adjourned at 6:07 p.m.

Values

Values are the guiding principles that provide an organization with purpose and direction. The Town of Clarkdale’s organizational values are:

COPPER

Customer focused

Open, transparent and equitable

Preserving our history, charm, and environment

Planning for a sustainable future

Economic and social resiliency

Resourceful and innovative

Mission

The Town of Clarkdale serves the community by providing amenities, infrastructure, services, and public safety to enhance quality of life. We are stewards of our history while we sustainably and resiliently plan for the future with an emphasis on community engagement and transparency.

Persons with a disability may request reasonable accommodations by contacting the Town Hall at (928) 639-2400 (TTY: 1-800-367-8939) at least 72 hours in advance of the meeting.



Staff Report

Item Number: 5.A.

Agenda Item: **Historic Preservation Month**
Discuss Historic Preservation month.

Staff Contact: Scott Ellis, Community Development Director

Meeting Date: April 7, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses, and visitors to Clarkdale.

Background: May is Historic Preservation month. This year's theme is "People Saving Places." Staff would like to feature each member of the commission along with their favorite historic building on the website for a few days each during the month of May to promote their commitment to preservation. In addition, if there is a particular member of the community who is particularly active whom we could feature, we could do that as well.

Budget Impact: No budget impact.

Recommendation: Staff recommends participation to show support of Historic Preservation month.



Staff Report

Item Number: 6.A.

Agenda Item: **Certified Local Government (CLG)**
Arianna Urban from the State Historic Preservation Office will present on Certified Local Government and what our next steps are.

Staff Contact: Scott Ellis, Community Development Director

Meeting Date: April 7, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses, and visitors to Clarkdale.

Background: Ms. Urban will present the aspects and benefits of being a Certified Local Government and what our next steps are.

Budget Impact: No budget impact.

Recommendation: No recommendation. Presentation only.



Staff Report

Item Number: 7.A.

<u>Agenda Item:</u>	Article 17-8, Historic Preservation Commission Update Discuss, review and act upon the update to the Town Code, Article 17-8, Historic Preservation Commission.
<u>Staff Contact:</u>	Scott Ellis, Community Development Director
<u>Meeting Date:</u>	April 7, 2026
<u>Strategic Goal:</u>	Not applicable.
<u>Background:</u>	<p>The proposed amendments to Article 17-8 (Historic Preservation Commission) are intended to clarify and streamline the Commission's roles, responsibilities and procedures. The revisions primarily reorganize existing language and remove goals and projects as duties.</p> <p>Key updates include consolidation of the Commission's powers and duties into a more concise and clearly structured format, refinement of review authority for Certificates of Appropriateness, and clarification of responsibilities related to historic designation, public outreach and coordination with Town Council. Minor edits included formatting and capitalization.</p> <p>Overall, the amendments do not substantially change the intent of the article but provide clearer, more efficient and defensible language to support the Commission's ongoing work.</p>
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	<p>Staff recommend that the Historic Preservation Commission recommend approval to the Town Council of the update to the Town Code, Article 17-8, Historic Preservation Commission.</p> <p>Suggested Motion: "I motion to recommend approval to the Town Council of the update to the Town Code, Article 17-8, Historic Preservation Commission."</p>

Article 17-8

HISTORIC PRESERVATION COMMISSION

Sections:

~~17-8-1~~ ~~Creation~~ 17-8-1 Creation

~~17-8-2~~ ~~Powers and duties~~ 17-8-2 Powers and Duties

~~17-8-3~~ ~~Membership~~ 17-8-3 Membership

~~17-8-4~~ ~~Advisory committees~~ 17-8-4 Advisory Committees

Section 17-8-1 **Creation**

There is hereby created a Historic Preservation Commission for the identification, evaluation, ~~protection, preservation, and enhancement of historic properties that have significance for protection, preservation, and enhancement of historic properties that have significance for the Town of Clarkdale.~~ the Town of Clarkdale. [Ordinance #405, 2020.]

Section 17-8-2 **Powers and ~~D~~uties**

The Town of Clarkdale Historic Preservation Commission shall make recommendations to the Town Council and have the authority to implement recommendations adopted by the Town Council. The Historic Preservation Commission shall exercise the following powers and duties:

The responsibility of the Commission is to promote the purposes and objectives of ~~thi~~ise article and shall include, but not be limited to, the following:

~~A. Initially create, for approval by the Town Council, and maintain, and update every five (5) years or as directed by Town Council, a plan for historic preservation of historic properties within the Town of Clarkdale.~~

~~B. Maintain review criteria and guidelines contained in the historic preservation plan to assure fair and impartial evaluation and designation of historic properties and historic districts. The Commission shall periodically review these criteria and make such adjustments or updates as may be required with approval of the Town Council.~~

~~A. Maintain review criteria and guidelines contained in the historic preservation plan ordinance to assure fair and impartial evaluation and designation of historic properties and historic districts. The Commission shall periodically review these criteria and make such adjustments or updates as may be required with approval of the Town Council.~~

A. Maintain review criteria and guidelines contained in the historic preservation ordinance to assure fair and impartial evaluation and designation of historic properties and historic districts. The Commission shall periodically review these criteria and make such adjustments or updates as may be required with approval of the Town Council.

B. Review applications for a Certificate of Appropriateness and approve, conditionally approve, or deny such applications in accordance with adopted criteria to ensure a fair and impartial decision-making process.

C. Review properties proposed for designation as historic properties, explain to the owners thereof the potential effects of such designation as known to the Commission at that time, and make recommendations to designate, conditionally designate, or deny designation based on criteria and facts as stated.

~~B.~~

D. Review property nominations for designation as a historic district, explain to the owners of all such properties therein the potential effects of designation as known to the Commission at that time, and make recommendations to the Planning Commission and Town Council regarding any proposed rezoning within a historic district.

~~C.~~

E. Make recommendations to Town Council to accept gifts, grants, funds, contributions, and bequests from individuals and public and private entities, agencies, foundations, trusts, corporations, and other organizations or institutions for the preservation of historic buildings.

~~D.~~

F. Increase public awareness of the values of historic, cultural, archaeological and architectural preservation, by developing and participating in public education programs.

~~E.~~

F.G. Carry out such other duties as may be determined by the Town Council, and present other such recommendations as may be deemed pertinent.

~~D. Review properties proposed for designation as historic properties, explain to the owners thereof the potential effects of such designation as known to the Commission at~~

~~that time, and make recommendations to designate, conditionally designate, or deny designation based on criteria and facts as stated.~~

~~E. Review property nominations for designation as a historic district, explain to the owners of all such properties therein the potential effects of designation as known to the Commission at that time, and make recommendations to the Planning Commission and Town Council regarding any proposed rezoning within a historic district.~~

~~F. Review and approve, conditionally approve or deny applications for a certificate of appropriateness.~~

~~G. Maintain and periodically review and update the local historic resources inventory and consider the inclusion of any properties which may have come to meet the requirements herein, and the deletion of any properties which may no longer exist or no longer meet the criteria for inclusion.~~

~~H. Conduct detailed studies and surveys of properties and areas and assess their potential for designation as historic properties or historic districts.~~

~~I. Determine and cause to be created a system of markers for designated properties.~~

~~J. Recognize the owners of designated properties. Issue commendations or other forms of recognition to owners of historical properties who have rehabilitated their property in an exemplary manner.~~

~~K. Make recommendations to the Town Council regarding the acquisition of property suitable for preservation. Such acquisition may include the purchase or acceptance of donated property.~~

~~L. Make recommendations to the Town Council regarding the use of Federal, State, Town, or private funds to promote historic preservation.~~

~~M. Make recommendations to Town Council to accept gifts, grants, funds, contributions, and bequests from individuals and public and private entities, agencies, foundations, trusts, corporations, and other organizations or institutions for the preservation of historic buildings.~~

~~N. Cooperate with and enlist the assistance of persons, organizations, foundations and public agencies in matters involving historic preservation, renovation, rehabilitation and reuse, subject to Town Council approval.~~

~~O. Increase public awareness of the values of historic, cultural, archaeological and architectural preservation, by developing and participating in public education programs.~~

~~P. Annually prepare written reports of Commission activities; submit such reports to the Town Council and the State Historic Preservation Office (SHPO). These reports shall be available for public review.~~

~~Q. Work with and assist departments of the Town in matters affecting historic preservation. Commission can recommend to staff and Council that action be taken to prevent the demolition by neglect of designated historic structures.~~

~~R. Assist property owners, upon request, by providing advice, recommendations or direction on matters regarding the restoration, rehabilitation, alteration, landscaping, or maintenance of any historic property.~~

~~S. Encourage and assist property owners of historic properties on procedures for inclusion on State historic listings and the National Register of Historic Places. At the request of property owners, the Commission may provide recommendations to appropriate State and Federal agencies in support of applications for historic designation on specific properties.~~

~~T. Carry out such other duties as may be determined by the Town Council, and present other such recommendations as may be deemed pertinent. [Ordinance #405, 2020.]~~

Section 17-8-3 Membership

~~A. A.~~ Members should have demonstrated significant interest in and commitment to the field of historic preservation, evidenced either by involvement in a historic preservation organization, employment or volunteer activity in the field of historic preservation, professional experience in real estate or construction activities related to historic preservation, educational background in a related field, or other serious interest in the field. To the extent possible, it is desirable that at least two ~~(2)~~ members have professional experience in the field of architecture, planning, history, archaeology, or construction.

~~B. B.~~ The Historic Preservation Commission shall have five ~~(5)~~ members appointed by the Town Council as set forth in Section ~~17-1-217-1-2~~, Membership and Term of Office.

~~C. C.~~ Vacancies and attendance shall be filled in accordance with Section ~~17-1-317-1-3~~, Vacancies and Removal of Members.

~~D. D.~~ Special meetings shall be called in accordance with Section ~~17-1-7~~ ~~17-1-7~~, Meetings. ~~[Ordinance #405, 2020.]~~

~~E.~~ Attendance by Commission Members shall be in accordance with Section ~~17-1-3~~, Vacancies and Removal of Members.

~~E.~~ Attendance by Commission Members shall be in accordance with Section ~~17-1-3~~, Vacancies and Removal of Members.

Section 17-8-4 Advisory ~~C~~committees

Advisory committees ~~_~~ may be created by the Commission to study and report to the Commission on pertinent matters. Such committees may include citizens who are not members of the ~~Commission, but~~ ~~Commission but~~ shall include at least one ~~(1)~~ Commission member who shall serve as chair of the committee. Committees appointed for a specific task shall dissolve when the task is completed and its report has been presented to the Commission. Such advisory committees shall be subject to applicable State statutes regarding conduct of meetings, records keeping and public notification. ~~[Ordinance #405, 2020.]~~

~~The Clarkdale Town Code is current through Ordinance #439, passed June 24, 2025.~~

~~Disclaimer: The Town Clerk has the official version of the Clarkdale Town Code. Users should contact the Town Clerk for ordinances passed subsequent to the ordinance cited above.~~

~~Town Website: www.clarkdale.az.gov~~

~~Town Telephone: (928) 639-2400~~

~~Hosted by General Code.~~



Staff Report

Item Number: 8.A.

Agenda Item: **Clarkdale's 4th of July Celebration**
Discuss possible participation in this year's festivities.

Staff Contact: Scott Ellis, Community Development Director

Meeting Date: April 7, 2026

Strategic Goal: This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 - Enhance the quality of life for residents, businesses, and visitors to Clarkdale.

Background: The Commission received an update on this year's expanded Fourth of July festivities at our last meeting and were asked to consider participating, either through a float, booth or another activity. The item has been brought back for further discussion and direction.

Budget Impact: No budget impact.

Recommendation: No recommendation. Discussion only.



Staff Report

Item Number: 8.B.

-
- Agenda Item:** **2026-2027 HPC Strategic Plan**
Staff would like the Commissioners to come up with one to three realistic and achievable goals that could be completed within the upcoming year (July 2026 through July 2027.)
- Staff Contact:** Scott Ellis, Community Development Director
- Meeting Date:** April 7, 2026
- Strategic Goal:** Not applicable.
- Background:** The Historic Preservation Commission’s current Strategic Plan is broad and lacks clear priorities, making it difficult to track progress or complete meaningful work within a set timeframe. To better focus the Commission’s efforts, staff is requesting that Commissioners identify one to three realistic and achievable goals for the upcoming year (July 2026 through July 2027). Narrowing the scope will help ensure progress can be made, responsibilities are manageable, and outcomes are clearly defined.
- Budget Impact:** No budget impact.
- Recommendation:** No recommendation. Discussion only.



Staff Report

Item Number: 8.C.

<u>Agenda Item:</u>	Gazebo Sign Mock-up Discussion only regarding the mock-up of the Gazebo sign in Clarkdale's Town Park.
<u>Staff Contact:</u>	Scott Ellis, Community Development Director
<u>Meeting Date:</u>	April 7, 2026
<u>Strategic Goal:</u>	This agenda item supports the following Clarkdale Strategic Goal Area: <ul style="list-style-type: none">• Goal Area 1 - Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
<u>Background:</u>	We are developing updated language for Clarkdale's marker for the Town Park Gazebo to reflect the recent renovation and that the project was the recipient of the 2025 Governor's Heritage Preservation Honor Award. Staff prepared a mock-up to review.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	No recommendation. Discussion only.

The Bandstand is one of the most recognized historic features of the Clarkdale Town Plaza. The Plaza is the centerpiece of the planned community constructed by Senator Wil-



CLARKDALE GAZEBO

liam A. Clark. The Town of Clarkdale was built to provide housing, commerce and recreation for the employees of the United Verde Copper Company (UVCC) Smelter, where copper ore from the Jerome mine was refined. The original bandstand, built in 1915, faced east toward Tenth Street and sat north of its present location. A healthy copper market enabled the UVCC to begin improvements to the plaza in 1919. According to Company records, the bandstand was rebuilt in 1919 at a cost of \$353.19.

The curved main entrance to the plaza was framed by light posts and included a fish pond. The four corner entrances were constructed of concrete and stucco pillars with metal turnstiles. Gravel paths led to the bandstand, which stood as the focus of the plaza. Senator Clark refused to post “Keep Off the Grass” signs. However, an eight-strand wire fence was installed to keep burros from grazing on the plaza grounds.

The plaza, with its bandstand, plays a major role in the Clarkdale community. Since 1915, this plaza has been home to weddings, concerts and holiday celebrations. Commonly referred to as the Clarkdale Gazebo, the bandstand has been the highlight of the Town’s Christmas decorations since the 1960s.

The bandstand was refurbished by the Clarkdale Public Works crew in 2004, which coincided with the plaza’s 90th anniversary. Generous residents (past and present), corporate sponsors, the Clarkdale Foundation, and the Town of Clarkdale and its Parks and Recreation Commission and Heritage Conservancy Board partnered in this effort.

In 2025, The Clarkdale Bandstand Rehabilitation was honored as a winner in the **Governor’s Heritage Preservation Honor Awards**, recognizing outstanding achievement in preserving Arizona’s historic built environment. The project was approved in August of 2024 and focused on the careful restoration and rehabilitation of the historic bandstand. Efforts included stabilizing the structure, replacing deteriorated elements with historically appropriate materials, upgrading support systems to meet modern safety standards, and retaining as much original fabric as feasible while ensuring the pavilion’s long-term durability. The work was carried out in collaboration with the community, preservation professionals and the Arizona State Historic Preservation Office to maintain its contributing status within the Clarkdale Historic District on the National Register of Historic Places. The rehabilitation not only preserved a signature community landmark but also reinforced Clarkdale’s commitment to safeguarding its cultural heritage for future generations.

Scan here for the 2004 Rehabilitation Donors List.

<https://www.clarkdale.az.gov/DocumentCenter/View/2378/Clarkdale-2004-Bandstand-Donors-List>

