



**SUMMARIZED MINUTES OF A REGULAR MEETING OF THE
HISTORIC PRESERVATION COMMISSION
OF THE TOWN OF CLARKDALE**

TUESDAY, MARCH 4, 2025 AT 6:30 PM

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

Members Present: *Matthew Guebard, Amy Stein, Kerrie Snyder, Mike Westcott and Cynthia Malla*

Other Municipal Officials Present: *Community Development Director Ruth Mayday; Community Development Admin Guss Espolt; Associate Planner Britania Esparza; Town Clerk Charity Brooks (via Zoom)*

Audience: *One member of the public was present.*

Zoom: *Two members of the public were present.*

1. CALL TO ORDER – *Vice Chair Guebard called the meeting to order at 6:30 p.m.*

2. ROLL CALL – *All present.*

3. PUBLIC COMMENT

Drake Meinke gave an update on the progress of 901 Main Street, Parcel #400-03-164.

4. MINUTES

A. Approval of Minutes

Discuss, consider and act upon the draft minutes from the special meeting held on Nov. 6, 2024.

Motion by Stein, second by Snyder to: *Approve the draft minutes from the Special Meeting held on Nov. 6, 2024.*

Vote: 5-0

Commissioner	Aye/Nay
Vice Chair Guebard	Aye
Commissioner Snyder	Aye
Commissioner Westcott	Aye
Commissioner Malla	Aye
Commissioner Stein	Aye

5. STAFF UPDATES

A. Introduction of New Members – *New members introduced themselves, with a brief self-history.*

B. Next steps for Certified Local Government Certification – *Community Development Director Ruth Mayday spoke about the next steps for the Certified Local Government Certification.*

6. NEW BUSINESS

A. Chairperson Selection

Discuss, consider and act upon the selection of a new Chairperson for the Historic Preservation Commission.

Motion by Snyder, second by Malla to: *Select Matt Guebard as Chair.*

Vote: 5-0

Commissioner	Aye/Nay
Vice Chair Guebard	Aye
Commissioner Snyder	Aye
Commissioner Westcott	Aye
Commissioner Malla	Aye
Commissioner Stein	Aye

B. Vice Chairperson Selection

Discuss, consider and act upon the selection of a new Vice Chairperson for the Historic Preservation Commission.

Motion by Snyder, second by Westcott to: *Select Amy Stein as Vice Chair.*

Vote: 5-0

Commissioner	Aye/Nay
Vice Chair Guebard	Aye
Commissioner Snyder	Aye
Commissioner Westcott	Aye
Commissioner Malla	Aye
Commissioner Stein	Aye

7. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. Updating Historic Markers

Discussion only regarding the collaboration with the Yavapai Apache Nation to update Clarkdale Historic Markers, which have been identified as a priority in the Historic Preservation Commission Strategic Plan. – *Associate Planner Britania Esparza spoke to the HPC about the proposed process*

for updating the Historic Markers.

Commissioner Stein spoke on diversity of the panels, and she strongly supports the inclusion of the Yavapai-Apache Nation community and suggested that the panels be integrated and an index be added to panels.

Commissioner Snyder asked for placement or a map of the Historic Markers.

Vice Chair Guebard is interested in seeing a timeline of workflow.

Community Development Director Ruth Mayday mentioned that panel accuracy is most important, designing it is more important than meeting a deadline. The Town will be applying for the Tourism Grant.

8. FUTURE AGENDA ITEMS

*Historic Preservation Commission did propose items to be placed on a future agenda.
– More discussion for Updating Historic Markers.*

9. ADJOURNMENT – 7:18 p.m.

Motion by Malla, second by Snyder to: *Adjourn the meeting.*

Vote: 5-0

Commissioner	Aye/Nay
Vice Chair Guebard	Aye
Commissioner Snyder	Aye
Commissioner Westcott	Aye
Commissioner Malla	Aye
Commissioner Stein	Aye

Signed by:

Matt Guebard

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Chair Guebard
Historic Preservation Commission

Signed by:

Scott Ellis

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Scott Ellis, Community Development Director