



**NOTICE OF A REGULAR MEETING OF THE HISTORIC PRESERVATION COMMISSION
OF THE TOWN OF CLARKDALE
TUESDAY, MARCH 4, 2025 AT 6:30 PM**

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

OR

Join Zoom Meeting

<https://zoom.us/j/9554994085>

Meeting ID:955 499 4085

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, March 4, 2025, 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. PUBLIC COMMENT

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 five minutes.

4. MINUTES

A. Approval of Minutes

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

5. STAFF UPDATES

A. Introduction of New Members

B. Next steps for 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.

B. Vice Chairperson Selection

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

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.

8. FUTURE AGENDA ITEMS

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

9. 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.

<u>Agenda Item:</u>	Approval of Minutes Discuss, consider and act upon the draft minutes from the special meeting held on Nov. 6, 2024.
<u>Staff Contact:</u>	Ruth Mayday, Assistant Town Manager/Community Development Director
<u>Meeting Date:</u>	March 4, 2025
<u>Strategic Goal:</u>	Not applicable.
<u>Background:</u>	Review of the draft minutes from the special meeting held on Nov. 6, 2024.
<u>Budget Impact:</u>	No budget impact.
<u>Recommendation:</u>	Staff recommends that the Historic Preservation Commission approve the draft minutes from the special meeting held on Nov. 6, 2024.



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

WEDNESDAY, NOVEMBER 6, 2024 AT 6:30 PM

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

Members Present: *Chair Terry Gibson, Vice Chair Matt Guebard, Commissioner Michael Lindner, and Commissioner Amy Stein.*

Other Municipal Officials Present: *Community Development Director Ruth Mayday; Community Development Admin Guss Espolt; Assistant Community Development Director John Knight.*

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

Zoom: *No public was present.*

1. CALL TO ORDER - *Chair Gibson called the meeting to order at 6:30 p.m.*

2. ROLL CALL – *All present.*

3. PUBLIC COMMENT - *No public comment.*

4. MINUTES

A. Approval of Minutes

Discuss, consider and act upon the draft minutes from the Special Meeting held on May 21, 2024.

Motion by Lindner, second by Guebard to: *Approve the draft minutes from the Special Meeting held on May 21, 2024.*

Vote: 3-0

Commissioner	Aye/Nay
Chair Gibson	Aye
Vice Chair Guebard	Aye
Commissioner Lindner	Aye
Commissioner Stein	Abstain

5. DISCUSSION ITEMS ONLY - NO ACTION TAKEN

A. Staff Introduction

Introduction of John Knight, Assistant Community Development Director.

6. NEW BUSINESS

A. Historic Preservation Ordinance

Discuss, consider and act upon a recommendation to the Planning Commission regarding the proposed text amendments to add definitions of words and terms related to historic preservation to Chapter 2, Definitions, and add Article 3-170, Historic Preservation Ordinance, to Chapter 3, Zoning Districts, of the Town of Clarkdale Zoning Code.

Motion by Gibson, second by Lindner to: *Approve the recommendation to the Planning Commission regarding the proposed text amendments to add definitions of words and terms related to historic preservation to Chapter 2, Definitions, and add Article 3-170, Historic Preservation Ordinance, to Chapter 3, Zoning Districts, of the Town of Clarkdale Zoning Code.*

Vote: 4-0

Commissioner	Aye/Nay
Chair Gibson	Aye
Vice Chair Guebard	Aye
Commissioner Lindner	Aye
Commissioner Stein	Aye

7. FUTURE AGENDA ITEMS

Historic Preservation Commission did not propose items to be placed on a future agenda.

8. ADJOURNMENT – 6:47 p.m.

Motion by Stein, second by Guebard to: *Adjourn the meeting.*

Vote: 4-0

Commissioner	Aye/Nay
Chair Gibson	Aye
Vice Chair Guebard	Aye
Commissioner Lindner	Aye
Commissioner Stein	Aye

Chairperson
Historic Preservation Commission

Assistant Town Manager Ruth Mayday



Staff Report

Item Number: 6.A.

Agenda Item:**Chairperson Selection**

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

Staff Contact:

Ruth Mayday, Assistant Town Manager/Community Development Director

Meeting Date:

March 4, 2025

Strategic Goal:

This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 2 – Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
- Goal Area 3 – Enhance the quality and availability of parks, recreation and cultural opportunities.

Background:

Each year the Commission as a whole selects a chairperson for the group.

The role of the Chairperson is:

- Ensure that meetings operate efficiently, and that decorum is maintained.
- Work closely with the staff liaison to develop agendas and review the requested agenda items.
- Ensure that the meetings are run as closely as practical by Robert's Rules of Order and that they move along without delay.
- Be open enough to allow individuals to speak without being unfairly restrictive.
- Make sure that items that are not on the agenda are not discussed.
- See that the Commission considers the major issues and does not become sidetracked by insignificant concerns.
- Attempt to educate the public as to the process and policies of the Town.
- Attempt to bridge the differences that may exist among the opinions of the Commissioners to reach a consensus.
- Build an atmosphere where it is okay to disagree, as long as you are not disagreeable.
- Be the last representative to give his/her opinion after all others have

spoken.

Budget Impact: No budget impact.

Recommendation: Staff recommends that the Commission select a Chair for the Historic Preservation Commission.



Staff Report

Item Number: 6.B.

Agenda Item:**Vice Chairperson Selection**

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

Staff Contact:

Ruth Mayday, Assistant Town Manager/Community Development Director

Meeting Date:

March 4, 2025

Strategic Goal:

This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 2 – Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
- Goal Area 3 – Enhance the quality and availability of parks, recreation and cultural opportunities.

Background:

Each year the Commission selects a Vice Chairperson. The Vice Chairperson's role is to complete the tasks of the Chairperson if they are not available.

The role of the Chairperson is:

- Ensure that meetings operate efficiently, and that decorum is maintained.
- Work closely with the staff liaison to develop agendas and review the requested agenda items.
- Ensure that the meetings are run as closely as practical by Robert's Rules of Order and that they move along without delay.
- Be open enough to allow individuals to speak without being unfairly restrictive.
- Make sure that items that are not on the agenda are not discussed.
- See that the Commission considers the major issues and does not become sidetracked by insignificant concerns.
- Attempt to educate the public as to the process and policies of the Town.
- Attempt to bridge the differences that may exist among the opinions of the Commissioners to reach a consensus.
- Build an atmosphere where it is okay to disagree, as long as you are not disagreeable.
- Be the last representative to give his/her opinion after all others have

spoken.

Budget Impact: No budget impact.

Recommendation: Staff recommends that the Commission select a new Vice Chair for the Historic Preservation Commission



Staff Report

Item Number: 7.A.

Agenda Item:**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.

Staff Contact:

Britania Esparza, Associate Planner

Meeting Date:

March 4, 2025

Strategic Goal:

This agenda item supports the following Clarkdale Strategic Goal Area:

- Goal Area 1 – Preserve and celebrate Clarkdale’s unique, complex history.
- Goal Area 2 – Enhance the quality of life for residents, businesses, and visitors to Clarkdale.
- Goal Area 3 – Enhance the quality and availability of parks, recreation and cultural opportunities.

Background:

The historic markers in Clarkdale have long been subject to weathering and wear, and are now in need of a comprehensive update. While the physical condition of the markers requires attention, it is also an opportune time to refresh their content to better reflect the full history of our Town. This includes incorporating information about the first peoples of Clarkdale, the founding and development of the company Town, and the often-overlooked laborers who helped shape the community.

Currently, many of the information panels, while containing interesting details about the Clark family, do not fully represent the broader community’s history. These panels also omit or only briefly mention historically marginalized groups who lived and worked in Clarkdale, both prior to and during its establishment.

In collaboration with the Yavapai-Apache Nation, we aim to ensure that the updated markers reflect a more inclusive and accurate history. I have met with their cultural resources team, and they are eager to partner with us on this project. We have been granted access to their anthropologists and community elders, who are enthusiastic about contributing to the updated Clarkdale Historic Markers.

Budget Impact: No budget impact.

Recommendation: Discussion only.