

**CITY OF KINGMAN**  
**HISTORIC PRESERVATION COMMISSION MEETING**  
**REGULAR MEETING AGENDA**  
Tuesday, December 5, 2016, 5:30 P.M.  
City Council Chambers – 310 N. 4<sup>th</sup> Street, Kingman, Arizona

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**HPC MISSION STATEMENT**

The mission of the Kingman Arizona Historic Preservation Commission (HPC) is to foster and encourage responsible identification, evaluation, protection and enhancement of local historic and archeological properties and to encourage the protection of historic and archaeological resources that are associated with important past events, themes, and people of our community.

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**Members:**

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|--------------------------------------|-----------------------|
| <b>Nannette Russell – Vice Chair</b> |                       |
| <b>Scott Dunton</b>                  |                       |
| <b>Jim Hinckley</b>                  | <b>Jacqui Huntoon</b> |
| <b>Shawn Walsh</b>                   |                       |

**Council Liaison:** Jen Miles

**Staff Liaison:** Bill Shilling

**Call to Order and Roll Call**

**1. APPROVAL OF MINUTES**

**a. The Regular Meeting minutes of October 3, 2016**

**2. PUBLIC COMMENTS**

Those wishing to address the commission should fill out request forms in advance. Action taken as a result of public comments will be limited to directing staff to study the matter or rescheduling the matter for consideration and decision at a later time. There will be no comments allowed that advertise for a particular person or group. Comments should be limited to no longer than 3 minutes

**3. NEW BUSINESS**

**4. OLD BUSINESS**

**a. Discussion and possible action on filling HPC vacancy**

Commissioners may consider, discuss and take action with talent bank applications in order to fill the vacancy on this commission. Commissioners may recommend to City Council a qualified applicant to fill the vacancies.

**b. Discussion and possible action to set a meeting schedule for the HPC**

Commissioners may consider adopting a new schedule for bi-monthly meetings of the HPC or “as needed” as authorized by City Council

**c. Discussion, possible action to coordinate HPC efforts with other City of Kingman Commissions**

Commissioner Walsh may report on a comparable strategy by the City of Flagstaff to foster a working relationship between City Commissions. HPC may discuss and take action on this item

**d. Update regarding development of a Building Landmark program in Kingman**

Commissioners may discuss and take action on the development and implementation of a Historic Building Landmark Program in Kingman

**e. Discussion and possible action on development of a Landmark Sign program in Kingman**

Commissioners may discuss and take action on the development and implementation of a Historic Sign Landmark program in Kingman

**f. Discussion and possible action on the completion of “Time Capsule” to be placed inside the Miner’s Monument**

Commissioners may discuss and take action regarding the creation, content and placement of a Time Capsule inside the Miner’s Monument. Commissioners may appoint an HPC member to lead this effort

**5. REPORTS**

**a. Commissioner’s reports**

**Limited to announcements, availability/attendance at conferences and seminars, requests for agenda items for future meetings and requests for reports from staff**

Commissioners may report or update the Commission on recent projects or experiences

**a. Staff Report**

Staff will update the HPC on the status of local pertinent projects

**6. COMMISSIONER’S COMMENTS**

**7. ADJOURNMENT**

POSTED:  
City Complex: 310 N 4th St

Date:

Posted by:

Time:

POSTED:  
Dev. Services Dept., 310 N. 4<sup>th</sup> Street  
Engineering Dept., 220 N. 4<sup>th</sup> Street

Date:

Posted by:

Time:

**CANCELLED - LACK OF QUORUM**