

1. Agenda

Documents:

111325.HPC.COURTESY.PDF

2. Packet Materials

Documents:

ITEM A1 - RICH LEVIN REFLECTS ON THE SHPO CONFERENCE FROM JUNE 13, 2025.PDF

ITEM B1 - DISCUSSION ON IMPLEMENTING THE GENERAL PLANS NATURAL AND CULTURAL RESOURCES GOALS SUB-GOAL D.PDF

ITEM B2 - DISCUSSION AND POSSIBLE APPROVAL RECOMMENDATION TO ENTER INTO A PARTNERSHIP WITH PRESERVATION UTAH TOURS.PDF

ITEM B3 - DISCUSSION AND POSSIBLE APPROVAL RECOMMENDATION FOR A HISTORIC ARTIFACT DISPLAY POLICY.PDF

ITEM B4 - DISCUSSION AND CONSIDERATION OF LILA MOSS PROPOSED DONATION OF ARTIFACTS AND ANTIQUES.PDF



118 Lion Blvd ◊ PO Box 187 ◊ Springdale, UT 84767 ◊ (435) 772-3434

**HISTORIC PRESERVATION COMMISSION NOTICE AND AGENDA**  
**THE SPRINGDALE HISTORIC PRESERVATION COMMISSION WILL HOLD A MEETING**  
**ON THURSDAY, NOVEMBER 13, 2025, AT 10:00 AM**  
**AT THE CANYON COMMUNITY CENTER, 126 LION BLVD., SPRINGDALE, UT 84767**

*A live broadcast of this meeting will be available to the public for viewing/listening only.*

*\*\*Please see the electronic login information below.*

**Approval of the agenda**

**General announcements**

**A. Information/Discussion**

1. Rich Levin Reflects on the SHPO Conference from June 13, 2025. Staff Contact: Kyndal Sagers

**B. Action Items**

1. Discussion on Implementing the General Plan's Natural and Cultural Resources Goals Sub-Goal D. Staff Contact: Kyndal Sagers
2. Discussion and Possible Approval Recommendation to Enter into a Partnership with Preservation Utah Tours. Staff Contact: Kyndal Sagers
3. Discussion and Possible Approval Recommendation for a Historic Artifact Display Policy. Staff Contact: Kyndal Sagers
4. Discussion and Consideration of Lila Moss's Proposed Donation of Artifacts and Antiques. Staff Contact: Kyndal Sagers

**C. Consent Agenda**

1. Minutes from January 30, 2025.

**D. Adjourn**

**\*To access the live stream for this public meeting, please visit or click the YouTube link below:**

**<https://www.youtube.com/@SpringdaleTownPublicMeetings>**

This notice is provided as a courtesy to the community and is not the official notice for this meeting/hearing. This notice is not required by town ordinance or policy. Failure of the Town to provide this notice or failure of a property owner, resident, or other interested parties to receive this notice does not constitute a violation of the Town's noticing requirements or policies.

**NOTICE: In compliance with the Americans with Disabilities Act, individuals needing special accommodations or assistance during this meeting should contact Town Clerk Aren Emerson at 435.772.3434 at least 48 hours before the meeting.**

*Packet materials for this meeting will be available at: <https://www.springdaletown.com/agendacenter>.*



***Memorandum***

**To:** The Historic Preservation Commission  
**From:** Kyndal Sagers  
**Date:** November 6, 2025  
**Re:** SHPO Conference Overview

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**Introduction**

Utah SHPO: The Utah State Historic Preservation Office held its annual conference in June this past year in Spring City, Utah. Springdale's Historic Preservation Commissioner, Rich Levin, attended the conference, pinpointing several key takeaways, including the following:

**Embracing the Utah State Preservation Office**

- Giving the State Preservation Office a historical tour of Springdale and Zion National Park

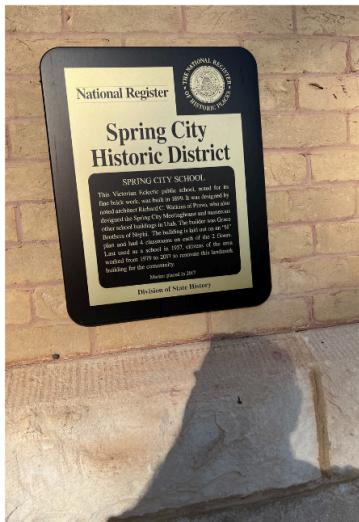
**Creating a critical partnership with law enforcement**

- State laws for Historic Preservation and law enforcement
  - Utah Antiquities Act
  - National Historic Preservation Act (NHPA)

**Keynote speaker - Dr. Thomas Carter**

- Review Dr. Carter's work "The Stories Buildings Tell" here:  
<https://continuum.utah.edu/features/the-stories-buildings-tell/>

**Spring City is a great example of how historic preservation is conducted in Utah (see images below)**





## The Utah Historic Preservation Tax Credit



## The Utah Historic Preservation Tax Credit

<http://ushpo.utah.gov/shpo/financial-incentives/>

### What is the Utah Historic Preservation Tax Credit?

A 20 % non-refundable state income tax credit for the rehabilitation of historic buildings that are used as owner-occupied residences or residential rentals. Twenty percent of all\* qualified rehabilitation costs may be subtracted from taxes owed on your Utah income or corporate franchise tax.

Example: \$22,000 in qualified rehabilitation costs = \$4,400 state income tax credit

### Does my building qualify?

Buildings listed in the National Register of Historic Places, which, after rehabilitation, are used as a residence(s) qualify. The credit is not available for any property used for commercial purposes including hotels or bed-and-breakfasts. (If the historic B&B is also owner-occupied, this portion of the rehabilitation may qualify.) The building does not need to be listed in the National Register at the beginning of the project, but a complete National Register nomination must be submitted when the project is finished. The property must be officially listed in the National Register within three years of the approval of the completed project. Staff of the Historic Preservation Office can evaluate the eligibility of your building and provide instructions on nomination requirements.

### \*What rehabilitation work qualifies?

The work may include interior and/or exterior repair, rehabilitation or restoration, including historic, decorative, and structural elements as well as mechanical systems. All of the proposed, on-going or completed work must meet the Secretary of the Interior's Standards for Rehabilitation (Standards) and be approved by the State Historic Preservation Office (SHPO). Depending on the historic conditions and the specifics of the proposed rehab work, some examples of eligible work items include:

• Repairing/upgrading windows	• Pointing walls, trim, etc.	• Plumbing repairs and fixtures
• Repointing masonry	• Refinishing floors, handrails, etc.	• Reconstructing historic porches
• Repairing or replacing roofs	• Electrical updates	• Compatible new kitchens & baths
• New floor and wall coverings	• New furnace, A/C, boiler, etc.	• Architectural, engineering, and permit fees



before

after

### What work does not qualify?

• Purchase price of building	• Purchase and installation of moveable furnishings (window coverings, rugs, furniture, etc.)	• Site work (landscaping, sidewalks, fences, driveways, etc.)
• New additions		
• Work on outbuildings		

All of the work must meet the *Standards*, or the tax credit cannot be taken on any portion of the work. A complete application should be submitted to the SHPO as early as possible. The state law requires application and approval by the SHPO prior to completion of the project.

Photographs showing all areas of work (interior and exterior) prior to the beginning of the rehabilitation and any construction drawings or other technical information necessary to completely understand the proposed project are also required as part of the application.

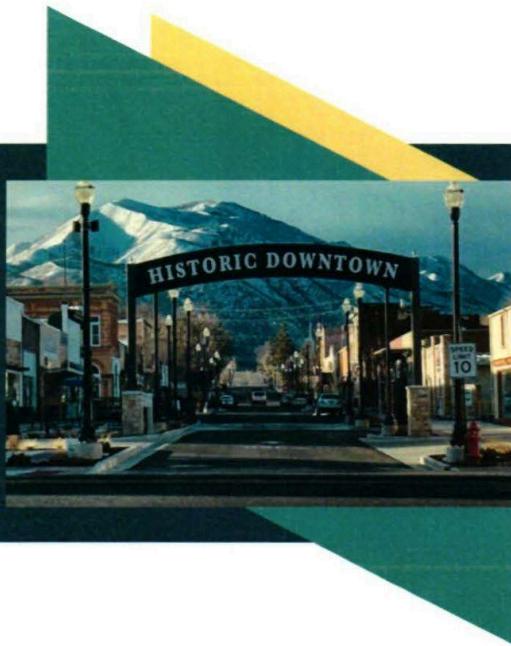
## Utah Main Street

UTAH MAIN STREET



UTAH MAIN STREET

# Utah Main Street



## Utah Main Street

Utah Main Street is the statewide coordinating program of Main Street America. Utah Main Street is a network of passionate community members engaged in historic commercial district revitalization. We bring people together to preserve the heart of our communities, strengthen local economies, and celebrate our unique places.

By utilizing the Main Street America Four-Point Approach, this community-led preservation-based economic development tool builds capacity, opportunity, and activation of local main street communities. It goes beyond the scope of a project or grants program.

As of 2025, 22 Main Streets and business districts are participating in the program.

**Tier 2 Affiliate Communities:** Brigham City, Cedar City, Heber, Helper, Logan, Mt. Pleasant, Murray, Ogden, Payson, Price, Tooele, Vernal

**Tier 1 Promising Communities:** Fillmore, Green River, Gunnison, Koosharem, Magna, Monroe, Parowan, Pleasant Grove, Spring City, Springville

### Chelsea Gauthier

Utah Main Street Coordinator  
Phone: (801) 535-2501  
Email: [cgauthier@utah.gov](mailto:cgauthier@utah.gov)

### Faith Bitz

Utah Main Street Communities and Events Specialist  
Phone: (801) 535-2520  
Email: [faithbitz@utah.gov](mailto:faithbitz@utah.gov)

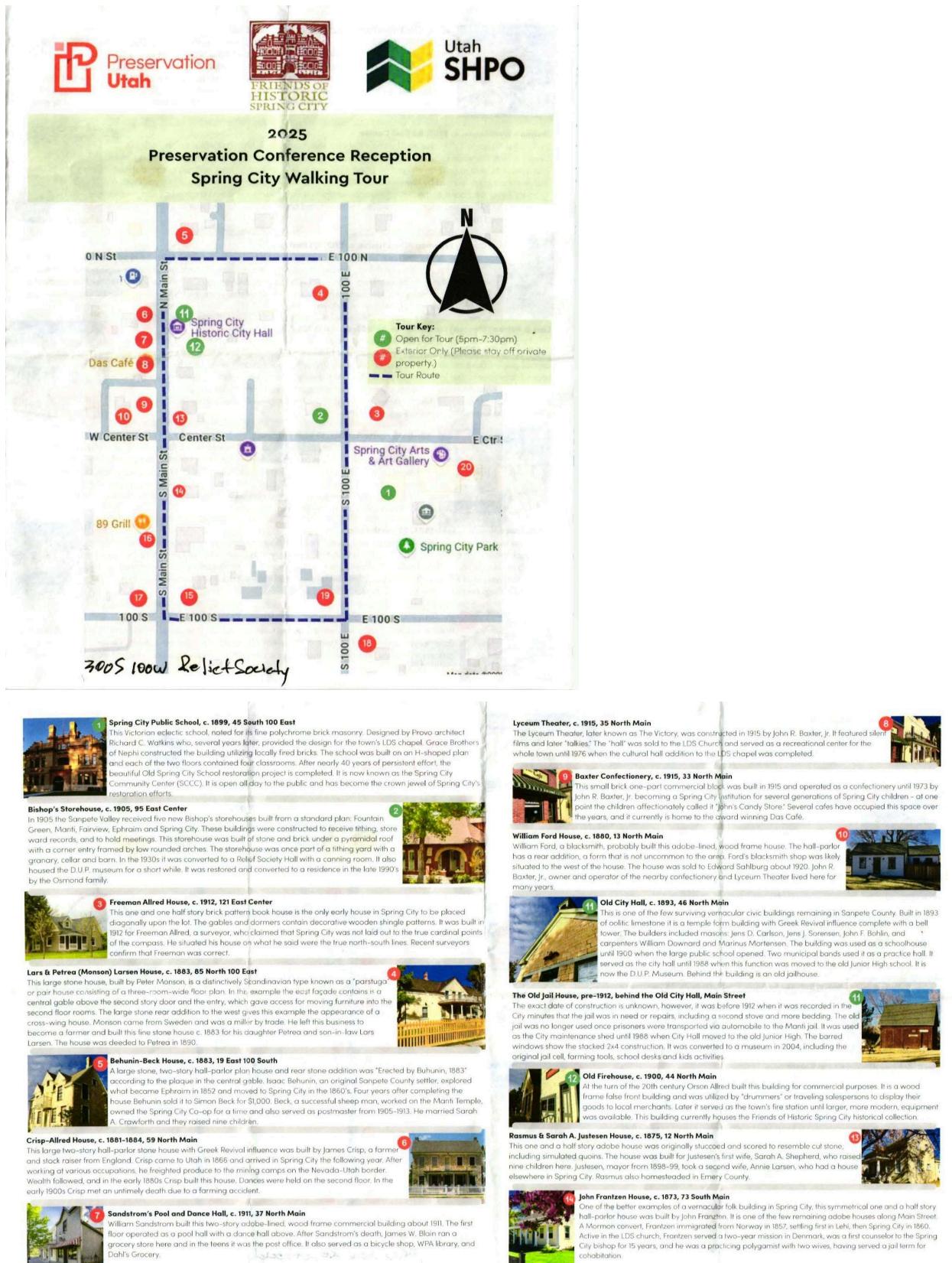


Scan to learn more

> [ushpo.utah.gov](http://ushpo.utah.gov)

Utah SHPO | UTAH MAIN STREET

## Spring City Walking Tour





***Memorandum***

**To:** The Historic Preservation Commission  
**From:** Kyndal Sagers  
**Date:** November 6, 2025  
**Re:** Promoting the General Plan

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**Introduction**

Springdale's General Plan Natural and Cultural Resources Goals Sub-Goal D is to "Preserve and promote community appreciation for the Town's heritage and cultural history." This can be accomplished by:

- 1) The Historic Preservation Commission will continue to identify, preserve, and recognize the sites, buildings, features, and vegetation that symbolize tradition and history or that have cultural significance to the community.
- 2) The Town will complete the construction of the History/Visitor Center and offer programs around the Town's unique cultural history.
- 3) The Town will develop educational and social events that celebrate the diversity of culture that makes the community of Springdale - past and present.
- 4) In partnership with Zion National Park, The Town will participate in Utah History Week by scheduling activities and events - including keynote speakers - to highlight Utah and Springdale's prehistoric and historic past.
- 5) The Town will partner with the Paiute Indian Tribe to develop awareness, education, and appreciation of the history of indigenous people who lived in the area for hundreds of years prior to European settlement of Springdale.

The General Plan can be found at

<https://springdaletown.com/DocumentCenter/View/1490/Town-of-Springdale-General-Plan---Revised-and-Updated-2022>

**Action**

1. Utah History Month is January 2025, assign two commissioners to work with Staff to create activities or events to highlight Utah and Springdale's prehistoric and historic past, which may include:
  - a. Rootbeer Fundraiser for the Town Jail landscaping, interpretative plaque, and National Register plaque
  - b. Two-Cent Event alongside Community Development, highlighting Springdale's historical properties
  - c. Speaker Event with the Paiute Indian Tribe representative

- d. Geological Tour/Speaker Event of Springdale's geological formations, highlighting the Navajo Sandstone Formation, Kayenta Formation, Moenave Formation, Springdale Sandstone, and Chinle Formation
- e. Work alongside Z-Arts and/or the Art Review Board to use the Community Center Gallery to highlight Springdale's historical pictures and artifacts



***Memorandum***

**To:** The Historic Preservation Commission  
**From:** Kyndal Sagers  
**Date:** November 6, 2025  
**Re:** Walking Tour with Preservation Utah Tours App

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**Introduction**

The Preservation Utah Tours App is a self-guided mobile platform available on Apple and Android devices. It is a gateway to sharing the stories of Utah's historic places with a statewide - and even global - audience. The Preservation Utah Tour App helps residents and visitors explore Utah's historic architecture, cultural sites, and local stories through walking and driving tours. Preservation Utah is looking for partners that will make history accessible to a broader audience, boost local heritage tourism with an easy-to-use digital tool, preserve and share the stories that make Springdale's community unique, and contribute to a statewide archive of meaningful places and memories.

**App Partnership**

The Town chooses a tour theme and format (walking or driving), provides stories, images, and details for each stop, designates a point person for coordination, submits a signed agreement, and finalizes materials. Preservation Utah will develop and launch Springdale's tour on the app, produce audio narration for the town's approved content, host and maintain the tour for a minimum of two years, with the possibility of extension, and promote Springdale's story alongside Utah's most treasured places.

**How the App Works**

The Homepage of the app (see Figure 1) allows users to choose between a walking or driving tour (see Figure 2). Whether the user selects "walking" or "driving," a comprehensive list is provided (see Figure 3). Once a tour is selected, a brief overview of the tour, or the beginning property, is shown (see Figure 4). There is information on the property, hours, admission details, contact information, address, research credit, photography credit, audio credit, and acknowledgment of support. Users are encouraged to download the tour, where they can go through several photos and audio files (see Figures 5 and 6).



Discover Utah history and culture at your own pace with the Preservation Utah Tour App! This self-guided mobile app offers engaging tours of historic sites, architectural gems, and heritage neighborhoods across the state. With interactive maps and easy-to-use features, you can explore Utah's past whenever and wherever you choose.

Please keep in mind that places are constantly changing, and sites in these tours may have changed since the content was created. You can help us keep our tours up to date. If you notice that a building on one of our tours has been demolished or significantly altered compared to the photos in the app, please [fill out this form](#) and let us know.

Thank You,

The Preservation Utah Team



Figure 1

Since the content was created, you can help us keep our tours up to date. If you notice that a building on one of our tours has been demolished or significantly altered compared to the photos in the app, please [fill out this form](#) and let us know.

Thank You,

The Preservation Utah Team



Figure 2

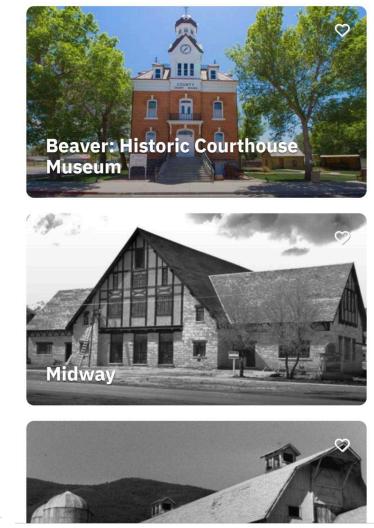


Figure 3



## Beaver: Historic Courthouse Museum

22 Stops, Museum

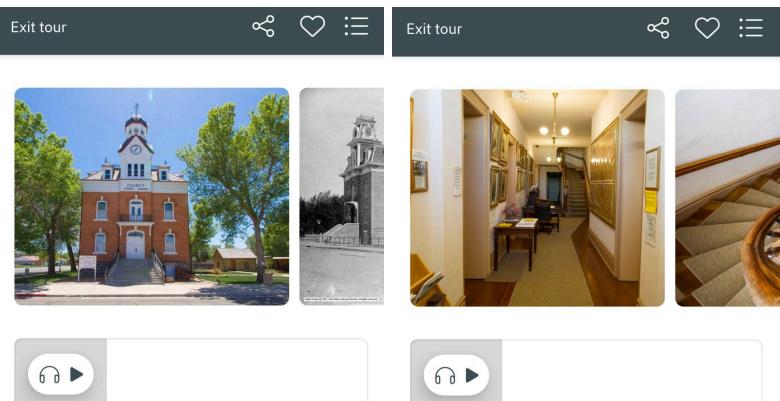
Beaver County Historic Courthouse was designed by architect Richard K.A. Kletting in the Queen Ann Victorian style. Union soldier William Stokes, stationed at nearby Fort Cameron, oversaw construction which began in 1876 and was completed in 1882. The original cost of construction was \$10,900.

The three-storied courthouse has a deep basement made of black volcanic rock and an upper portion of red brick. A prominent clock tower faces all four directions, and pink sandstone vaults and county jail were later added. The grounds also include a statue of Philo T. Farnsworth, the inventor of television and native of Beaver. The statue is identical to the one in

[Download Tour \(41 MB\)](#)



Figure 4



### Introduction on the Courthouse Steps

Welcome to the Beaver County Historic Courthouse. This tour has an audio component for each stop which you can listen to in addition to reading the stop descriptions. Listen as Director of the Museum Bonnie Ames takes you through the museum.

At the time it was built, the courthouse served as the center of justice for the expansive Utah Territory bordered by the Colorado River on the east and

### 1) Front Hallway & Staircase

Welcome to the front hallway of the courthouse. Photographs of some of the early pioneers who settled Beaver, Utah are hung through the hall. In one of the display cases, you will see a silver sacramental service (pictured above) used in the old Beaver Stake House. The set was made in 1886 and was owned by Martha Beaumont who donated it to the museum in 1956.

At the end of the hall you will see the hand-carved staircase and banister. The stairs and banister travel



Figure 5



Figure 6

## **Action**

Staff sees three potential actions that the Historic Preservation Commission could take.

1. Do nothing.
2. Enter into the App Partnership with Preservation Utah Tours.
3. Implement a walking tour in another capacity.

If the Commission takes option 1, there is one point to consider:

- Section 1, Item 2 h of The Utah State Historic Preservation Office Certified Local Government Program Procedures outlines “The commission shall conduct and promote educational activities to raise public awareness among the citizens regarding historic preservation. These might include such activities as preparing walking tour booklets, conducting home tours, writing articles for the local newspaper, holding presentations and lectures, conducting awards programs, publishing and updating a website, and so forth.”

## **Sample Motion Language**

The Commission may refer to the following sample language when making a motion:

*The Historic Preservation Commission decides to take no action on the Utah Preservation App partnership / decides to implement a walking tour in another capacity / recommends to the Town Council that the Town enter into a partnership with Preservation Utah Tours as discussed in the Commission meeting on November 13th, 2025. This motion is based on the following findings:*

[LIST FINDINGS]



***Memorandum***

**To:** The Historic Preservation Commission  
**From:** Kyndal Sagers  
**Date:** November 6, 2025  
**Re:** Historic Artifact Display Policy

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**Introduction**

The Town of Springdale Historic Displays Policy (policy) provides a framework to ensure the preservation and integrity of the Town's collection of historical items. The policy helps to preserve cultural heritage and ensure responsible practices. The policy outlines the introduction and mission, the Collections Committee, supporting staff, the Parks and Recreation Director as the Executive Director, acquisitions, deaccession/disposal, collections care, and documentation.

**Historic Displays Policy**

The Town occasionally receives requests from residents and non-residents regarding the donation of historical artifacts. Staff recommends that the Historic Preservation Commission create a policy for managing such donations. At the same time, this policy could address acquisitions, deaccession/disposal, collections care, and documentation. Staff has prepared a draft policy, which is attached to this document.

The key points of this policy are:

- **Mission:** To preserve, protect, and promote Springdale's historical and cultural heritage, making it accessible for present and future generations.
- **Access:** The Town aims to provide access to the collection through artifact presentation, publications, and its website to promote familiarity and accessibility with Springdale's historical artifacts.
- **Authority and Responsibilities:** The Collections Committee is responsible for acquisitions, accessions, and deaccessions, meeting as needed. The Executive Director has overall responsibility for collection management and delegates specific protection and preservation tasks. Staff is responsible for the physical care, administration, and documentation of the collection.
- **Acquisitions:** Objects are acquired based on criteria such as historical significance, ability to enhance the collection, educational value, physical condition, documentation, and the Town's ability to care for them. Gifts are generally accepted on an unrestricted basis, and bequests require specific documentation. All acquisitions need a detailed proposal, recommendation from the Executive Director, and approval by the Collections Committee.

- **Deaccessions/Disposal:** Objects may be deaccessioned due to poor quality, duplication, irreparable condition, inability to care for the object, lack of authenticity, or legal issues. The process requires staff review, Executive Director recommendation, and Collections Committee approval. Disposals follow Town code, and proceeds are used for historical displays or Historical Preservation Commission projects.
- **Collections Care:** Emphasizes providing a safe, stable, and appropriate environment for the collection, with effective security and environmental control, and carrying out preventative maintenance.
- **Documentation:** The Town maintains accurate records on all collection objects, adhering to Utah State's record retention procedures.

## **Action**

Commissioners should review and discuss the draft policy and draft Deed of Gift. The Commission should decide if this policy should be adopted or not, and make recommendations to Staff on any proposed amendments. If the Commission votes to proceed with this policy (with or without amendments), it should make a recommendation to the Town Council to adopt this policy.

## **Sample Motion Language**

The Commission may refer to the following sample language when making a motion:

*The Historic Preservation Commission recommends that the Town Council adopts/does not adopt the proposed Historical Display Policy, as discussed in the Historic Preservation Commission meeting on November 13th, 2025. The Historic Preservation Commission also recommends approval of the Gift of Deed document.*

*This is based on the following findings:*

[LIST FINDINGS]

## **DRAFT - Town of Springdale Historical Displays Policy**

### **Section 1 - INTRODUCTION**

#### **Purpose**

The Town of Springdale Historical Displays Policy (Policy) provides a framework to ensure the preservation, safety, and integrity of both the Town's collection and other items of historical value that may be temporarily housed at the Canyon Community Center. The Policy summarizes standard policies and identifies the respective roles and responsibilities of the Collections Committee, Executive Director, and staff.

The Town of Springdale (Town) has a keen interest in acquiring unique and quality artifacts and objects that will help promote the General Plan's goals, specifically the Natural and Cultural Resource Goals. Sub-Goal D is to preserve and promote community appreciation for the Town's heritage and cultural history.

This Policy intends to set out the Town's approach to manage and preserve artifacts for display and storage. A copy of the Policy will be made available publicly and posted on the Town's website.

#### **Mission Statement**

To preserve, protect, and promote the rich historical and cultural heritage of Springdale, ensuring its unique story and character are celebrated and accessible for present and future generations, in alignment with the Town's vision to remain a distinctive and cherished community.

#### **Access**

It is fundamental to the Town's mission to provide access to the collection and promote appreciation of its significance. Among the primary means of achieving this goal are the presentation of artifacts, disseminating information through publications, and utilizing the Town's website for a variety of audiences ranging from children to adults. These areas draw upon the collection and research as primary sources for engagement and promoting familiarity with Springdale's historical artifacts.

## **Section 2 - AUTHORITY AND RESPONSIBILITIES**

Ensuring the collection's integrity and development is a fundamental responsibility of the Collections Committee and staff.

### **Collections Committee**

The Collections Committee (Committee) is a standing committee that is responsible for the collection's acquisitions, accessions, and deaccessions. The Committee is composed of staff and commissioner(s) from the Historic Preservation Commission.

### **Executive Director**

The Executive Director, the Parks and Recreation Director, has overall responsibility for the management of the collection as well as outgoing and incoming displays. The Executive Director delegates specific responsibility for managing, protecting, and preserving the collection.

### **Staff**

The staff is guided in its work related to the collection by this Policy. The responsibility for the physical care, risk management, administration, and documentation of the collection lies with the appropriate staff members.

### **Collections Committee Charter**

**Purpose:** The central role of the Collections Committee is to oversee the development of the collection in alignment with the goals stated in Section 1.

**Key Responsibilities:** The Committee is tasked with the following responsibilities:

1. To review and recommend or reject proposals regarding acquisitions, deaccessions/disposals;
2. To review and advise on strategies for developing the collection; and
3. To review and revise the Town of Springdale Historical Display Policy as necessary.

**Authority to Recommend or Decide:** The Policy gives the Committee the following responsibilities:

1. To acquire historical objects recommended for acquisitions; and
2. To deaccess/dispose of historical objects.

**Conflict of Interest:** If a member of the Collections Committee has a conflict of interest relevant to a matter on which action or a recommendation is being considered (including and especially those set out in the Collections Management Policy), that member shall disclose the conflict of interest.

**Schedule of Committee Meetings:** The Committee will meet as needed.

**Committee Members:** The collections committee comprises two rotating members from the Historic Preservation Commission, one Town Council member, the Executive Director, and designated staff members.

**Quorum:** A quorum, consisting of a minimum of three committee members, must be present at each meeting to conduct business.

**Support Staff:** The Executive Director designates staff to attend Collections Committee meetings as appropriate.

### **Section 3 - ACQUISITIONS**

#### **Criteria**

When recommending an object for acquisition, staff and the Collections Committee must consider the following criteria:

- The quality and historical significance to Springdale
- The capacity to enhance the collection
- The significance or potential social, cultural, or educational value
- The physical condition and whether it is sufficiently documented
- The ability of the Town to store and care for the object properly
- If the object is being given to the town permanently

#### **Gifts**

A Gift is any in-kind donation of an object by an individual or organization. To make a valid Gift, there must be clear intention on the part of the donor to transfer title and possession of the property. It is essential to the validity of such a Gift that the transfer of both possession and title shall be absolute and immediate. The donor must intend to turn over the object itself over to the Town, but also to relinquish all right of dominion.

## **Restrictions**

As a general principle, the Town only accepts Gifts of objects on an unrestricted basis whereby a donor has no intent to govern the terms or conditions of the Gift, such as, but not limited to, its use, display, loan, publication, or deaccession and disposal. Any exception must be in writing and must be reviewed and approved by the Committee. Before presentation to the Collections Committee, donors are required to sign a Deed of Gift indicating their intention that works are offered as unrestricted Gifts, unless otherwise indicated. To the extent feasible, all acquisitions should include the transfer of all intellectual property rights, including but not limited to copyright, when applicable, in and to the work being acquired.

## **Bequests**

A bequest is the transfer of particular property to the Town under the terms of a testamentary disposition. It is important to have on record, as evidence of the transfer of title, a copy of the provision of the testamentary document that concerns the bequest to the Town, as well as verification (if applicable) of the executor's, trustee's, or personal representative's authority and a copy of the final receipt the Town signs in accepting the bequest. The Town is not obliged to accept a bequest. Unless otherwise designated by the donor and agreed to by the Town, accepted bequests are initially accepted as general property, and may thereafter, if appropriate, be moved into the collection following the procedures set forth herein. If the intended bequest is not accepted, suitable recipients may be recommended to the executor, trustee, or personal representative.

## **Approval Process**

The acquisition of an object by gift, bequest, or purchase, including fractional and joint gifts and purchases, requires the following:

1. For all acquisitions, the applicant submitting the object to be acquired writes a detailed proposal including a description of the work, its condition, history, importance to the collection, justification for acceptance, and relevant publication

information. The applicant will fill out an application with all the above and additional relevant information.

2. Recommendation to the Collections Committee by the Executive Director
3. Approval by the Collections Committee

## **Section 4 - DEACCESSIONS/DISPOSAL**

Deaccessioning is a recognized means of refining and improving the collection to ensure the Town's own and uses the collection as appropriate to its mission.

Acquisitions in the Town's collections may be deaccessioned only after the most rigorous scrutiny. Transparency and professionalism shall govern all aspects of the deaccessioning process and activity. Deaccessioning takes into account the need for avoidance of conflict of interest and disclosure, and the approval of the Collections Committee.

### **Criteria**

Objects may be recommended for deaccession for a number of reasons, including, but not limited to, the following:

- The object is deemed to be of poor quality or insignificant in aesthetic quality and to lack value for exhibition or study purposes
- A better or comparable example is in the collection, or may be obtained through whole or partial exchange
- The object is a duplicate, deemed unnecessary to retain
- The condition of the object is such that repairs are not feasible or will no longer represent the original work
- The Town is unable to care adequately for the object because of the object's particular requirements for storage or display, or its continuing need for special treatment
- The object is a reproduction without intrinsic value as an object in itself
- The authenticity or attribution of the work is determined to be false or fraudulent, and the object lacks sufficient aesthetic merit or historical importance to warrant retention
- The object is deemed not pertinent to any field that falls within the Town's mission for the collection

- The Town's possession of the work is not consistent with applicable law; e.g., the work may have been stolen or illegally imported in violation of applicable laws of the jurisdiction in which the Town is located, or the work may be subject to other legal claims
- A competing ownership claim, whether based on ethical or legal considerations, has been found to have merit after the Town has respectfully and diligently addressed the claim. As appropriate and reasonably practical, the Town should seek to resolve the claim through voluntary discussions directly with a claimant or facilitated by a third party

## **Approval Process**

The deaccessioning of an acquisition requires the following:

1. Review and recommendation to the Executive Director by the appropriate staff
2. Recommendation to the Collections Committee by the Executive Director
3. Approval by the Collections Committee

## **Method of Disposal**

All deaccessioning must be done in compliance with the Town's policy for disposal of surplus property in section 10-9-13 of the Town Code. Objects generally will be disposed by (i) sale at public auction; but may also be disposed of by (ii) sale through consignment, (iii) whole or partial exchange, or (iv) direct sale to a museum or suitable institution, dealer or other buyer; (v) gift to an institution; or (vi) return in the case of a legitimate ownership claim when retention is ruled out. If there is minimal or no market value, withdrawn objects may be destroyed before witnesses.

## **Use of Proceeds**

Funds derived from the disposal of objects will be placed into fund accounts to be used for historical displays and or uses for the Historical Preservation Commission projects.

## **Section 5 - COLLECTIONS CARE**

Collections care and preservation are core responsibilities for the Collections Committee, the Executive Director, and staff. The Town shall provide a safe, stable, and appropriate environment for the collection, both on display and in storage, with effective

security and environmental control. Appropriate standards of handling and installation to preserve objects in the collection shall be maintained.

The Town recognizes the importance of carrying out preventative maintenance for the collection, including re-housing, conservation, examination, documentation, research, and treatment in order to achieve the best possible state of preservation.

## **Section 6 - DOCUMENTATION**

### **Records**

The Town maintains accurate, up-to-date records on the identification, location, condition, and treatment of objects in the collection, including pre-accessioned, accessioned, and deaccessioned objects, as well as correspondence with donors.

All records created or received in the transaction of the Town's proper business are the property of the Town and will follow in accordance with Utah's appropriate record retention procedures.

## **DRAFT - Deed of Gift**

I (We) hereby irrevocably and unconditionally convey, donate, give, and deliver to the Town of Springdale all rights (including copyrights), title, and interest in and to the item(s) listed below. I (We) affirm that I (we) own said item(s) and have complete right, title, and interest in said item(s) and that the item(s) is/are not subject to any liens, claims, or encumbrances. By my signature, I assert my understanding of the above conditions and those listed on the back of this agreement.

This gift is given to the **Town of Springdale** for its purposes as it deems appropriate.

---

### **Description of Item(s)**

(Include artist, title, date, medium)

**Image of Item**

---

I (We) wish the gift to be identified as:

**Gift of:**

**Name of Donor (please print):**

**Telephone:**

**Address:**

---

### **Signatures**

*The Town of Springdale hereby accepts the gift(s) described above.*

---

Signature of Executive Director

Date

---

Signature of Donor/Donors

Date

*Complete both copies of this deed of gift and return them to the **Town of Springdale**. A signed copy will be returned to you.*

## Points of Interest from the Town of Springdale Historical Displays Policy

- ② **The Town of Springdale (Town) does not appraise item(s) given to the Town.** Donors can have items appraised prior to donation. If the donor(s) wish an authorized agent of the Town to sign the appropriate IRS documents regarding the gift (8283 form), a copy of the appraisal documents with values must be filed with the Town.

### ACQUISITIONS

- ② The Town may acquire items under the following conditions:
  1. Item(s) that are relevant to and consistent with the mission and activities of the Town.
  2. Item(s) that add quality and are historically significant to the Town.
  3. Item(s) for which the Town can provide proper storage, protection, and preservation.
  4. Items are acquired through gifts, bequests, or transfers.
- ② The Town will not accept items with restrictions or conditions. All title and any applicable copyright for all item(s) becomes the sole property of the Town of Springdale and is obtained free and clear for use or future disposition.
- ② All items obtained for the Town are the property of the Town and not that of any individual paid or unpaid staff member of the Town.
- ② The Town does not guarantee that donated items will be placed on display, to keep donated items together as a unit, or to acknowledge publicly the donor's name with each item used in an exhibit.
- ② Recommendations on the acquisition of items for the collections will be the

responsibility of the **Collections Committee**.

- ② The Town will keep and maintain complete accession records for all items acquired for the collections.

### COLLECTIONS

- ② The collections of the Town consist of historically significant items and are owned outright and constitute an important part of the Town. The Town maintains:
  1. Collections – includes items that are in good condition, are unique, or well-documented. Collection items are accessioned, cataloged, and deaccessioned (prior to disposal).

### DEACCESSIONING AND DISPOSING OF ITEMS FROM THE COLLECTIONS

- ② Deaccessioning of an item(s) may be considered at any time when items in the collections no longer align with the Town's mission, no longer continue to be relevant and useful to the purposes and activities of the Town, can no longer be properly stored, preserved, or it is in the best interest of improving the collection.
- Items will be deaccessioned only upon approval of the Collections Committee.
- All deaccessioning must be done in compliance with the Town's policy for disposal of surplus property in section 10-9-13 of the Town Code. Objects generally will be disposed by (i) sale at public auction; but may also be disposed of by (ii) sale through consignment, (iii) whole or partial exchange, or (iv) direct sale to a museum or suitable institution, dealer or other buyer; (v) gift to an institution; or (vi) return in the case of

a legitimate ownership claim when retention is ruled out.

- If there is minimal or no market value, withdrawn objects may be destroyed before witnesses.

I, the undersigned, acknowledge that I agree to the terms and conditions stated in this agreement. **Initial:** \_\_\_\_\_ **Date:** \_\_\_\_\_



***Memorandum***

**To:** The Historic Preservation Commission  
**From:** Kyndal Sagers  
**Date:** November 6, 2025  
**Re:** Lila Moss's Artifacts and Antiques

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**Introduction**

The Town has been approached by Lila Moss, a Springdale resident, offering to donate a collection of artifacts and antiques to the Town. The Historic Preservation Commission is requested to discuss the potential value and determine if acquiring these items would be beneficial. The Town does not currently have a policy regarding the acquisition, care, and display of historical artifacts and antiques. A Draft Historical Display Policy has been presented to the Commission for consideration. The list of artifacts and antiques is attached to the report.

**Action**

Staff sees two potential actions that the Historic Preservation Commission could take.

1. Assign one or two Commissioners or direct Staff to review the artifacts and antiques and make a recommendation on acquisition or denial for the next Historic Preservation Commission meeting on March 5th, 2026. We recommend holding off on formally acquiring items until a policy is in place. We anticipate a policy will be in place before the next HPC meeting.
2. Do nothing

## Inventory of Historic Artifacts

### Donated by Stephen Johnson:

- 17 x 19 framed old photograph of Great White Throne
- 14 ½ x 11 ½ framed watercolor by Nagle '61 of daisy Ballard's barn in Rockville (he painted the mural that was in the Driftwood)
- 15 x 10 Calendar 1926 January only with scene of camping from Frank M. Taylor of Springdale dry goods + notions
- (2) 9 x 15 box of carved Indian type objects (stone) + holders

### Donated by Lila Moss:

- Blue velvet covered photograph book – unknown family
- Basket of old bottles and cans (bottles are from Springdale dump)
- Teacup and dish
- Basket of sewing notions (Lace, pincushion, rug braider, shoe last, gloves, handkerchief, doilies, patterns, etc.)
- Hand sewn quilt top (red and white) unfinished
- Old net curtains
- Blouse and skirt from early 1900's
- Box of assorted fabric pieces, sheets, doilies, etc.
- Framed quilt squares
- Poster from Rockville schoolhouse ("Nancy and Sandy")

### Other:

- (2) 12 x 15 boxes of books, calendars, postcards, etc.
  - Partial inventory done by Betsy Waltry
- (5) Chairs from the Springdale chair factory
  - Nicholas Yeagley (the one with the rawhide seat)
  - (2) Lila Moss (one large and one child's chair)
  - (2) Jim Jones