

MINUTES
HISTORIC AND CULTURAL PRESERVATION BOARD SPECIAL MEETING
February 3, 2022

CALL TO ORDER

The regular meeting of the Historic and Cultural Preservation Board of the City of Highland was called to order at 5:00 p.m. by Chair Bible at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present: Member Pamela Bible
 Member Colin Childs
 Member Patrick Sandford
 Member Gail Shelton

Absent: Member Tony Mauricio

Staff Present: Kim Stater, Assistant Community Development Director
 Ash Syed, Associate Planner

The Pledge of Allegiance was led by Chair Bible.

COMMUNITY INPUT

None.

1. Election of Chair and Vice Chair.

The Historic and Cultural Preservation Board elected Patrick Sandford for Chair and Pamela Bible for Vice Chair. Motion carried 4,0-1, with Member Mauricio absent.

CONSENT CALENDAR

2. Minutes from the January 6, 2022 Special Meeting.

A MOTION was made by Member Shelton, seconded by Member Childs, to approve the minutes, as amended. Motion carried, 4-0-1, with Member Mauricio absent.

BUSINESS ITEMS

3. Certificate of Appropriateness (COA 21-007) for the replacement of the two (2) existing garage doors on the commercial building in the Historic District. (Continued from December 2, 2021) (6944 Palm Avenue, APN # 1191-471-39)

Vice Chair Bible excused herself from the item due to conflict of interest and left the room.

Associate Planner Syed presented the staff report.

Member Childs stated the proposed doors are very pretty. I think they're aesthetically going to be very pleasing and going to make a big difference to the aesthetics and the view of the building. We had concerns as to the way that the doors would open and your potential usage of the property itself. If I remember correctly, it's a very deep property

and you may want to establish a store or business. My concern was not so much that you know that the doors open awkwardly, but I notice you changed it to inward now, which is a good thing. You are still going to lose some of your potential retail space, but irrespective, I wanted to say that this is a big difference. Have you considered possibility of the doors flipping upward so they move out of the way, so you have that available space at the front of the building?

Olov Lindberg, Applicant, stated yes, I also considered that.

Chair Sandford and Member Shelton thanked and complimented the applicant on the new design.

A MOTION was made by Member Childs, seconded by Member Shelton, to approve the Certificate of Appropriateness (COA 21-007) for the replacement of the two (2) existing garage door and option for the doors to open inward. Motion carried, 4-0-1, with Vice Chair Bible abstaining.

Vice Chair Bible returned to the dais at 5:16 p.m.

4. Preparation for the 24th Annual Citrus Harvest Festival in 2022.

Associate Planner Syed presented the staff report.

Member Childs stated now the letters are out I can start visiting the homes and knocking on doors and a kind of ask if they received the letter.

Associate Planner Syed stated there are several expenses that we had back in 2020 right before we cancelled our festival that were not going to be recoverable, but they were expenses that could go towards this year as well as the future festivals. There were deposits for portable toilets that we couldn't recover, that's all water under the bridge at this point. Regarding advertising, I'm currently working with Kim. Regarding the entertainment, I am in the process of arranging the different school bands that are going to participate and perform at each of the three times that we have listed on the entertainment schedule. We have approximately 50 vendors.

Chair Sandford stated since we have about 50 vendors, does that qualify as the direct sales vendors? Apparently, our goal is 62 so am I correct in thinking we're about 3/4 of the way there then?

Associate Planner Syed stated that would be technically our goal for just direct sales. The 50 we have right now includes food, historic demonstrators, everybody. It's not just direct sales.

Member Shelton stated I'm recently elected as president of the Chamber of Commerce, and we just had a conversation about this, and the Chamber will be participating as a vendor.

Associate Planner Syed stated in 2020 we had to refund most of our sponsorships, but when I when I spoke with them last, I'm sure almost all of them are interested in participating and sponsoring again, so that should be a definite plus for us in terms of revenue.

Jeff Staggs stated several businesses have requested flyers and we have at least one car club that has requested flyers, so we're doing good.

Assistant Community Development Director Stater stated a few other items regarding sponsorship, we have yeses from Highland Community News, Jim Cimino Realty, Twisted Images. San Bernardino Sun doesn't do sponsorship of events anymore, but they were willing to help us get a good rate on advertising and the remaining sponsors were continuing to contact and make progress with that. Our street banners and pole banners will arrive at City Hall next week from our yard so we can make sure that those are in order. We'll change out the sponsorship forwards as those come in and those will be updated and will see them go up in March for the green banners that go on the streetlights and the banner goes up on Base Line.

Member Shelton asked what's the cost level of sponsorship?

Assistant Community Development Director Stater stated they were a \$1,000 sponsor. I can email you kind of the breakdown of what that sponsorship includes.

Member Childs asked do we have an idea of who the representative of the tribal will be accepting the honoree award?

Associate Planner Syed stated not currently, but they are aware that they're going to be the festival honoree.

Vice Chair Bible stated when we conduct the Good Neighbor Award, how we were going to choose who is the winner? Were the residents going to nominate or were we going to nominate?

Member Childs stated we were going to request from people to nominate their neighbor. That's something I will talk to people when I visit this weekend and asked if they are aware there's a Good Neighbor Award and if they would you like to nominate somebody, and I'll make a note of who they're nominating or who they recommend.

The Historic and Cultural Preservation Board receives and file staff's report.

ANNOUNCEMENTS

Assistant Community Development Director Stater announced there was a structure fire in the Historic District. Associate Planner Syed announced the next Historic Board meeting is scheduled March 3, 2022.

ADJOURN

There being no further business, Chair Sandford declared the meeting adjourned at 5:57 p.m.

Submitted by:

Approved by:

Camille Goritz, Administrative Assistant III

Patrick Sandford, Chair