



MINUTES
CITY OF NORCO
HISTORIC PRESERVATION COMMISSION
2870 CLARK AVENUE
CONFERENCE ROOM "A"
September 8, 2015



Commission Members:

Matthew Potter – Chair (arrived 4:22 p.m.)
Diana Stiller – Vice Chair
Patricia Overstreet – Commission Member
Mark Sawyer – Commission Member
Teresa Edwards – Commission Member

Staff Present:

Roger Grody, Economic Development Consultant
Bill Wilkman, Preservation Consultant
Theresa Hanley, Collections Management Consultant

CALL TO ORDER: **4:14 PM by Vice Chair Stiller**

PLEDGE OF ALLEGIANCE: **Member Sawyer**

1. PUBLIC COMMENTS: **None**

2. TO BE READ BY VICE CHAIR: "All discretionary actions before the Historic Preservation Commission are advisory in nature and final actions will be confirmed, modified or deleted by the City Council."

3. APPROVAL OF MINUTES:
• Regular Meeting of July 7, 2015

M/S Overstreet/Sawyer to approve the minutes of regular meeting of July 7, 2015, as written.

AYES: Edwards, Overstreet, Sawyer, Stiller **Motion Passed**
ABSENT: Potter

4. DISCUSSIONS:

a. Hosting a History Symposium – Focusing on the Norconian Hotel
Chair Potter indicated this was still a priority and that he would be reaching out to the Lake Norconian Club Foundation to discuss their participation in co-sponsoring an event. A bus tour and a session dedicated to the history of local preservation efforts relating to the hotel were discussed.

b. Potential for Local Landmark Designation for Community Center and Original City Hall
Not discussed; differed to the next regular meeting.

5. LONG-TERM MANAGEMENT OF THE HISTORIC COLLECTIONS:

a. Update on Move to Community Center (Chair Potter)
Consultant Hanley reported that the final move on July 13 went very smoothly, despite being a very hot day. She commented on how impressed she was with the Parks & Recreation Department staff, who were very accommodating and efficiently coordinated the efforts of the court workers. The new room is now very packed, and the process of organizing now begins.

Vice Chair Stiller advised the Commission that she plans to use some of her students to shelve newspapers.

Consultant Hanley provided a brief description of the various software programs available for cataloging materials. She also inquired about pest control activities at the building, a natural concern for the safety of the collection, as well as cleaning of the gutters.

b. Update on California Archivist Appreciation Award Application
Consultant Wilkman had no updates for this meeting.

6. CULTURAL RESOURCES CONSULTANT UPDATES (Consultant Wilkman):

a. Navy Activities

Consultant Wilkman reported that the next quarterly meeting between the City and the Navy is scheduled for the following day; Commission Members Edwards and Sawyer volunteered to attend. The Navy was expected to consult with the City, per Section 106 of the National Historic Preservation Act, on any plans for improvements or renovations to the property.

b. Update on Resurvey of Norconian for WWII and Post-WWII Eras

Consultant Wilkman reported that a draft survey of the Norconian property in the context of its Hospital Era has been completed. He said he believed the next step should be to complete the Guided Missile part of the report and then to secure City Council authorization to nominate the property to the National Register via the State Historic Preservation Commission.

After discussions, the Commission reached a consensus that they should review the Hospital Era Survey; setting a special meeting for Wednesday, October 21, 2015 at 4:00 p.m.

Consultant Grody agreed to print copies of the document for each of the Commission Member so they can review prior to the meeting.

Chair Potter requested that discussion of the historic designation of the Community Center and the original City Hall be added to the agenda for the October 21 Special Meeting. Member Sawyer also requested a discussion to consider a name for the Collection.

7. SUBCOMMITTEE BRIEFINGS:

a. Outreach Subcommittee (Chair Potter/Consultant Wilkman)

- Volunteers from Norco Intermediate School / Meeting with teacher, Reg Bennett
Nothing to report; Mr. Bennett was unable to attend the meeting.

b. Collection Advisory Subcommittee (Vice Chair Stiller/Consultant Wilkman)

Nothing to report.

8. COMMISSION MEMBER/CONSULTANT/STAFF COMMENTS: **None**

9. NEXT MEETING: **November 10, 2015**

10. ADJOURNMENT: Chair Potter adjourned the meeting at **6:05 PM**