



MINUTES
CITY OF NORCO
HISTORIC PRESERVATION COMMISSION
CONFERENCE ROOM "A" – 2870 CLARK AVENUE
REGULAR MEETING
JANUARY 13, 2009

1. CALL TO ORDER: Called to order at 4:00 p.m. by Economic Development Director Brian Oulman

2. ROLL CALL: Gini Austerman-Burke, Present
Su Bacon, Present
Kevin Bash, Present
Linda Dixon, Present
Matthew Potter, Present

3. STAFF PRESENT: Economic Development Director Brian Oulman, City Manager Jeff Allred, City Clerk Brenda Jacobs and Historic Preservation Consultant Bill Wilkman

4. PLEDGE OF ALLEGIANCE: Led by Commissioner Bash

5. PUBLIC COMMENTS OR QUESTIONS:
Patricia Overstreet Wanted to be present at this "historic moment" and is excited about this endeavor. Pat also was pleased to see the family of Linda Dixon present.

Mayor Kathy Azevedo Mayor Azevedo congratulated each Commissioner and expects great things from the Historic Preservation Commission.

6. SWEARING IN OF COMMISSION MEMBERS: Commission Members were sworn in by the City Clerk.

7. INTRODUCTION OF COMMISSION MEMBERS: Self-introductions were made by the Commissioners and each gave brief explanations of their background in historic preservation. Historic Preservation Consultant Bill Wilkman introduced himself and gave a brief background regarding his experience.

8. ELECTION OF CHAIRMAN AND VICE CHAIRMAN:

M/S Austerman-Burke/Potter to nominate Kevin Bash as Chairman. Motion unanimously carried and approved with Bash to abstain.

M/S Bacon/Dixon to nominate Gini Austerman-Burke as Vice Chairman. Motion unanimously carried and approved.

9. DISCUSSION OF RALPH M. BROWN ACT (BRIAN OULMAN): Director Oulman discussed the Ralph M. Brown Act with the Commission. City Manager Allred stated that Commission Members that are also board members of the Lake Norconian Foundation should not speak or represent themselves as a Historic Preservation Commission Member or make decisions in that capacity in another setting. Director Oulman stated that this is a public meeting and when guests attend, they may speak under the "Public Comments" section on the agenda.
10. OVERVIEW OF UPCOMING COMMISSION ACTIVITIES (BILL WILKMAN): Historic Preservation Consultant Bill Wilkman stated that he will be serving as the consultant and advisor for the Commission, and that Director Oulman is the administrator representing the City and all issues should be brought to him.

The tasks set forth for this Commission are currently set forth as follows:

- Adopt a new Historic Preservation ordinance for the City that brings the City into compliance with the State of California.
- Apply to the State of California for Certified Local Government (CLG) status.
- Develop a Historic Preservation Overlay Zone in the City of Norco.
- Work on grant applications.
- Develop a strategic plan for the Norconian facility.
- Coordinate with the Lake Norconian Foundation to work towards the same goals.

The receipt of CLG status is a very important task as it makes the City eligible for grants from the State of California and provides for enhanced participation in matters of compliance with Federal and State decisions. There are requirements that this Commission must meet in order to receive and continue its CLG status as follows:

- The Commission must enforce State and Local laws for preservation.
- The Commission must hold a minimum of four (4) meetings per year and each member must attend one (1) training program per year.
- The Commission must develop a system for surveying historic properties in the City of Norco that could be of historic value (50 years or older) and must be updated periodically.
- The Commission must develop provisions for public participation.
- The Commission must perform any responsibilities delegated by the State of California.

The process for CLG status is to:

- Receive City Council approval to establish the Historic Preservation Commission.
- Submit the application to the National Park Service, who makes the final decision on whom receives this status.

11. OTHER MATTERS:

Chairman Bash stated that he has been in touch with the National Historic Register to include the Navy Base buildings on the register. He indicated that Lt. Lauper sent a letter regarding the structures on the Navy Base and how they are being poorly maintained and are falling apart. Chairman Bash indicated that the Lake Norconian Club Foundation is in the process of suing the State of California regarding the poor condition of the roof of the historic Norconian Club Hotel. Chairman Bash would like to see the consolidation of all artifacts collected regarding the history of the City of Norco with the City of Norco archives.

Mayor Azevedo would like to request that all Commission Members receive business cards to represent themselves as a Commission Member of the Historic Preservation Commission. The members will contact Mary Boyce with their information for the cards. Mayor Azevedo also asked Mr. Wilkman about the process of the CLG application, and who would be developing that application.

Consultant Wilkman stated that he would be developing the application for the Commission's review, and that the City Council would have the final approval with the Mayor's signature on the application. He also stated that he believes that the Commission is going about this process in the right way and the result will be respected as a very well-established program.

Chairman Bash inquired about the \$1.8 million grant for the Norconian Hotel he was under the impression would be received in February following his communications with Turch & Associates. City Manager Allred was not aware of the funding promise for February and will look into the matter further.

Director Oulman stated that Mr. Wilkman would meet with himself and Planning Manager Steve King before the next meeting to review the new ordinance. He requested that Mr. Wilkman develop a clear road map for the Commission Members on the CLG status process.

Commission Member Bacon stated that the Mills Act is pivotal in maintaining old houses and rebuilding neighborhoods. This economic environment encourages the purchasing of these homes.

The Commission Members together thanked City Manager Allred for his help in this process of creating the Commission. The Commission Members also discussed inviting City Historian, Ron Snow, to attend future meetings.

12. SETTING OF NEXT MEETING: The Commission meetings will be held the first Monday of each month from 4:00 – 6:00 p.m. in Conference Room A at Norco City Hall. The next meeting will be held on Monday, February 2, 2009 at 10:00 a.m. because of a scheduling conflict.
13. ADJOURNMENT: **M/S Bacon/Potter** to adjourn at 5:00 p.m.

/bj-71324