



**ACTION MINUTES  
CITY OF NORCO**  
HISTORIC PRESERVATION COMMISSION  
CONFERENCE ROOM "A" – 2870 CLARK AVENUE  
ADJOURNED MEETING  
SEPTEMBER 9, 2009

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1. CALL TO ORDER: 4:00 p.m.
2. ROLL CALL: Chair Dixon, Vice Chair Potter, Commission Members Austerman, Bacon, and Bash.
3. STAFF PRESENT: Economic Development Director Oulman, Interim City Manager Groves, Executive Secretary Boyce, and Historic Preservation Consultant Wilkman.
4. GUESTS PRESENT: City Historian Ron Snow.
5. PLEDGE OF ALLEGIANCE: Led by Commissioner Bash.
6. PUBLIC COMMENTS OR QUESTIONS: None.
7. APPROVAL OF MINUTES: M/S Potter/Bacon approving the August 3, 2009 minutes. Motion passed.
8. DISCUSSION OF NORCONIAN STRATEGIC PLAN: Director Oulman stated that he, Interim City Manager Groves and Consultant Wilkman met to discuss the draft Norconian Strategic Plan. There was consensus that the suggested plan development process needed to be revised.

Interim City Manager Groves stated it would be more appropriate to first form a communications group that did not include the State and Navy since their missions might differ from the City's. They could, however, be asked to serve as resources to the communications group.

Consultant Wilkman stated that the communications group could establish preservation goals and policies.

There was discussion about the composition of the communications group, building relationships and communicating with the Navy and the State, having a City staff member work with the communications group and outside participants, and City Council approving the formation of the communications group.

The Interim City Manager stated that the revised organizational document could go to City Council for approval October 14, 2009, after the Commission has reviewed the revisions at their October 5<sup>th</sup> meeting.

9. REPORTS

A. PROGRESS REPORT ON CERTIFIED LOCAL GOVERNMENT APPLICATION: Consultant Wilkman stated he had been in contact with Lucinda Woodward, State of California Office of Historic Preservation State Historian. She informed him that Megan Brown of the National Park Service has not yet reviewed the CLG Agreement. The goal is to have the Agreement approved in time for the State Historical Resources Commission's CLG recognition ceremony in October 2009.

B. PROGRESS REPORT ON HISTORIC PRESERVATION OVERLAY ZONE: The Director asked that this item be tabled until the next meeting since the Planning Division needed more time to review the Overlay Zone.

M/S Bash/Bacon to table the item. Motion passed.

C. REPORT ON PROPOSAL BY CITY HISTORIAN FOR CATALOGING OF HISTORIC ARTIFACTS – RON SNOW: City Historian Snow stated he discovered old scrapbooks from the Grange and the Women's Improvement Association. He asked the Church of Latter Day Saints for help to catalogue and organize the materials. The project is scheduled to begin Saturday, October 17 at the Norco Public Library. If any Commissioner wanted to assist with the project, he welcomed their help. He asked for assistance from the City with necessary supplies for the project. The Interim City Manager asked for a list of needed supplies. The City Historian thanked the City, the Mayor and the Interim City Manger for their support.

10. OTHER MATTERS

Commissioner Bash advised the Commission that the Navy was considering not just leasing their property, but using it for public functions/events.

Interim City Manager Groves stated that the property located on Bluff Street near River Road was in the final stages of being transferred to the City. This item goes to City Council for approval on October 7, 2009.

11. NEXT MEETING: October 5, 2009 at 4:00 p.m. in Conference Room A.

12. ADJOURNMENT: M/S Bacon/Potter to adjourn the meeting at 4:33 p.m. Motion passed.