



**MINUTES**  
**CITY OF NORCO**  
**HISTORIC PRESERVATION COMMISSION**  
**CONFERENCE ROOM "A" – 2870 CLARK AVENUE**  
**REGULAR MEETING**  
**JANUARY 3, 2011**

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1. **CALL TO ORDER: Chairman Dixon called the meeting to order at 4:00 p.m.**
2. **ROLL CALL: Chairman Dixon, Vice Chairman Potter, Commission Members Bacon and Jacquemain were in attendance.**
3. **STAFF PRESENT: City Manager Groves, Historic Preservation Consultant Wilkman, Economic Development Specialist Grody and City Clerk Jacobs were in attendance.**
4. **PLEDGE OF ALLEGIANCE: Led by Historic Preservation Consultant Wilkman.**
5. **PUBLIC COMMENTS OR QUESTIONS: None**
6. **READ BY THE CHAIRMAN: "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."**
7. **APPROVAL OF MINUTES: M/S Bacon/Potter approving the November 1, 2010 minutes. Motion passed 4-0.**
8. **CONTINUED DISCUSSION OF DRAFT SCRIPTS FOR VOLUNTEER COMMUNITY GROUPS SERVING AS SPEAKERS ON THE NORCONIAN. Vice Chairman Potter presented a draft of the pictures he has assembled for the presentation. He noted that he would be working with Commission Member Bacon on the script portion of the presentation and would also be gathering additional photos to add to the presentation. Discussion took place regarding the presentation and the Commission Members came to the conclusion that a clearly defined theme was necessary and the facts need to be presented.**
9. **UPDATES:**
  - A. **NAVY'S HISTORIC RESOURCES SURVEY. City Manager Groves complimented Historic Preservation Consultant Wilkman on his efforts to communicate with Sacramento in sending them the comments within the window of time allowed. Consultant Wilkman commented on the process and the information presented to qualify at the National level.**
  - B. **2010 CLG GRANT (BILL WILKMAN). Historic Preservation Consultant Wilkman stated that he has gathered a lot of miscellaneous information on the history of Norco and his initial responsibility was to assess the information on properties dated from 1892 – 1933. He noted that he has driven by many of the properties as part of the survey to get a sense of the history. Consultant Wilkman stated that the RFP for the Historic Resources Survey consultant is due on January 5<sup>th</sup> and that he would be discussing with the City Manager regarding the most effective use of the consultant. Consultant Wilkman stated that the City of Benecia, California prepared a Historic Context Statement that was a good**

example to use and can be viewed at the following web site:  
<http://ohp.parks.ca.gov/pages/1054/files/benicia%20context%20.pdf>.

Discussion was held regarding how to present this information to the community. The Commission Members discussed distributing flyers in the City's utility bills, placing information on the City's web site, and providing flyers and information to local community groups. Consultant Wilkman is developing a PowerPoint presentation to educate the community and interested parties.

- C. NORCONIAN STRATEGIC PLAN (CITY MANAGER). City Manager Groves stated that a follow-up letter was sent to Senator Bill Emerson following his October 13, 2010 tour of the prison and the Norconian area. She also noted that the individuals attending the leadership Corona Program toured the chapel on the grounds of the CRC. City Manager Groves stated that staff will continue to communicate with legislators to draw their attention to specifics. The next Norconian Strategic Plan Committee meeting is tentatively scheduled for early March, 2011.

10. CITY HISTORIAN'S REPORT: **No Report**

11. OTHER MATTERS:

**Chairman Dixon:** Reported that she and Commission Member Bacon attended a workshop in Ventura on November 10<sup>th</sup> to fulfill their education requirements. She noted that they were both awed by what Ventura has accomplished. She further commented that this Commission, and the efforts of City Manager Groves and Consultant Wilkman, has accomplished what other cities have desired in gaining CLG status.

**Commission Member Bacon:** Inquired about the status of the roof of the Norconian following the rains and asked if the pumps were working and being maintained. She commented on the need to remove the valuable artwork and light fixtures from the Norconian for preservation and cataloging.

**Commission Member Jacquemain:** Stated that she recruited a potential applicant for the Commission.

12. NEXT MEETING: The next regular scheduled meeting will be held on February 7, 2011.

13. ADJOURNMENT: Chairman Dixon adjourned the meeting at 5:01 p.m.

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BRENDA K. JACOBS, CMC  
CITY CLERK