

# CITY OF HIGHLAND REGULAR MEETING OF THE HISTORIC AND CULTURAL PRESERVATION BOARD AGENDA

## REGULAR MEETING

February 1, 2024

5:00 p.m.

City Hall

Donahue Council Chambers

27215 Base Line

Highland, California

## MEMBERS

Pamela Bible, Chair

Patrick Sandford, Vice Chair

Tony Mauricio, Member

Gail Shelton, Member

Hugh Walker, Member

## STAFF

Lawrence A. Mainez, Community Development Director

Kim Stater, Assistant Community Development Director

Angela Tafolla, Associate Planner

Camille Duarte, Administrative Assistant III



## MISSION STATEMENT

Highland is dedicated to the betterment of the individual, the family, the neighborhood and the community. The City Council and the staff of Highland are dedicated to providing the quality of public facilities and services that its citizens are willing to fund and will do so as efficiently as possible.

Visit the City's Website at: [www.cityofhighland.org](http://www.cityofhighland.org)

CITY OF HIGHLAND • 27215 BASE LINE • HIGHLAND, CALIFORNIA 92346 • (909) 864-6861 ☎ • (909) 862-3180

**The City of Highland complies with the Americans with Disabilities Act of 1990. If you require special assistance to attend or participate in this meeting, please call the City Clerk's Office at (909) 864-6861 Ext. 226, at least 72 hours prior to the meeting.**

Pursuant to Government Code Section 54957.5, any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Highland to all or a majority of the Historic and Cultural Preservation Board, less than 72 hours prior to that meeting, are available for public inspection at Highland City Hall, 27215 Base Line, Highland, CA 92346, during normal business hours.

Submission of Public Comments: For those wishing to make public comments by email, please submit your comments by email to be read aloud at the meeting. Email comments must be submitted by 4:00 p.m. on February 1, 2024 to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org). If you are submitting a public comment pertaining to an item on the February 1, 2024 agenda, please identify the agenda item number in the subject line.

Members of the public will be permitted to make public comments in person.

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**HISTORIC AND CULTURAL PRESERVATION BOARD  
REGULAR MEETING AGENDA  
February 1, 2024 - 5:00 P.M.**

**CALL TO ORDER**

Pledge of Allegiance

**COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)**

To address the Historic and Cultural Preservation Board please complete a speaker form located at the entrance and give it to the Administrative Assistant prior to the beginning of the meeting. Your name will be called when it is your turn to speak. Individual speakers are limited to three minutes each. Comments received via email by February 1, 2024, 4:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes.

1. Election of Chair and Vice Chair

**RECOMMENDATION:** Staff recommends the Historic and Preservation Board conduct an Election for Chair and Vice Chair.

**CONSENT CALENDAR**

2. Minutes from December 7, 2023 Special Meeting.

**RECOMMENDATION:** That the Historic and Cultural Preservation Board approve the minutes, as submitted.

**BUSINESS ITEMS**

3. Code of Ethics – Annual Review

**RECOMMENDATION:** That the Historic and Cultural Preservation Board review the current Code of Ethics and make any recommendations or changes, if needed, to the City Council.

4. Preparation for the 26<sup>th</sup> Annual Citrus Harvest Festival in 2024.

**RECOMMENDATION:** Staff recommends the Historic and Cultural Preservation Board discuss the logistics of the Festival and direct Staff as necessary.

**ANNOUNCEMENTS**

**ADJOURN**

I, Camille Duarte, Administrative Assistant III of the City of Highland, California, certify that I caused to be posted this agenda on or before the 25th of January 2024 by 4:30 p.m. on our website at [www.cityofhighland.org](http://www.cityofhighland.org) and in the following designated areas:

Highland Branch Library  
7863 Central Avenue

Fire Station No. 1  
26974 Base Line

City Hall  
27215 Base Line

Date: January 25, 2024



Camille Duarte, Administrative Assistant III