

**MINUTES**  
**HISTORIC AND CULTURAL PRESERVATION BOARD REGULAR MEETING**  
**February 2, 2023**

**CALL TO ORDER**

The regular meeting of the Historic and Cultural Preservation Board of the City of Highland was called to order at 5:00 p.m. by Chair Sandford at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present:      Chair            Patrick Sandford  
                 Vice Chair        Pamela Bible  
                 Member            Tony Mauricio  
                 Member            Gail Shelton

Absent:        Member            Tyler Brown

Staff Present: Kim Stater, Assistant Community Development Director  
                  Ash Syed, Associate Planner

Chair Sandford led the Pledge of Allegiance.

1. Election of Chair and Vice Chair

The Historic and Cultural Preservation Board elected Pamela Bible for Chair and Patrick Sandford for Vice Chair. Motion carried 4-1, with Member Brown absent.

**COMMUNITY INPUT**

None

**CONSENT CALENDAR**

2. Minutes from December 1, 2022 Special Meeting.

**A MOTION** was made by Vice Chair Sandford, seconded by Member Mauricio, to approve as submitted. Motion carried, 3-1-1, with Member Brown being absent and Chair Bible abstaining.

3. Minutes from January 11, 2023 Special Meeting.

**A MOTION** was made by Vice Chair Sandford, seconded by Member Mauricio, to approve as amended. Motion carried, 3-1-1, with Member Brown being absent and Member Shelton abstaining.

**BUSINESS ITEMS**

4. Certificate of Appropriateness (COA 23-001) to permit an existing 482 square foot roof-mounted solar photovoltaic system on a single-story contributing historic residence. (6976 Cole Ave) (Continued from January 11, 2023)

Associate Planner Syed presented the staff report.

Applicant William Wise stated the only thing I really wanted to say was to thank Associate Planner Syed for your diligence with me on this I wanted to thank the honorable Members for your commitment to the Historic District, I appreciate that. I think we're working it through, and I just want to thank you kindly for your consideration of this matter, because I really want to go solar. I'm really tired of paying Edison and it just keeps going up and so this is my alternative.

**A MOTION** was made by Vice Chair Sandford, seconded by Member Mauricio, to continue this item to the March 2, 2023 meeting.

5. Preparation for the 25<sup>th</sup> Annual Citrus Harvest Festival in 2023.

Associate Planner Syed presented the staff report.

Vice Chair Sandford asked when the baking contest is scheduled?

Assistant Community Development Director Stater replied March 9, 2023.

Associate Planner Syed and Members went over best restoration and landscaping contest.

Chair Bible suggested to have two businesses and two houses in the contest.

All Members agreed with Chair Bible.

Chair Bible stated regarding the Highland Music Company, two of the members are members of a board that I am on. Since we are paying them, is this a conflict?

Assistant Community Development Director Stater stated we will ask the City Attorney.

Associate Planner Syed stated we had Hot 109.3 radio station at Citrus Harvest Festival, and the music was great. I was thinking of placing them at the intersection of Palm Avenue and Main Street where the car show is.

Member Shelton stated I would like to nominate Chair Bible as our honoree this year.

Chair Bible stated thank you.

Vice Chair Sandford stated I want to honor Highland Community News.

Member Mauricio stated I would like to nominate Sam Racardio.

Chair Bible suggested to honor both Highland Community News and Sam Racardio.

All Members agreed.

Associate Planner Syed stated we will have the car show flyers at the front counter for anyone who wants to participate, and Jeff Staggs will still be the primary contact.

Associate Planner Syed stated regarding the vendors, we have 11 historic demonstrators.

Member Mauricio stated have we contacted AAA to be a vendor?

Associate Planner Syed stated I will contact them. We have more sponsorships so far. I am focusing on contacting sponsors next week. We will have a taco stand at the event and we will have a new kettle corn vendor.

## **ANNOUNCEMENTS**

The next meeting will be March 2, 2023 at 5:00 pm.

## **ADJOURN**

There being no further business, Chair Sandford declared the meeting adjourned at 6:02 p.m.

Submitted by:

Approved by:

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Camille Goritz, Administrative Assistant III

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Pamela Bible, Chair