

MINUTES
HISTORIC AND CULTURAL PRESERVATION BOARD SPECIAL MEETING
December 1, 2022

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 Bible at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present:	Chair	Patrick Sandford
	Member	Tony Mauricio
	Member	Gail Shelton

Absent:	Vice Chair	Pamela Bible
	Member	Tyler Brown

Staff Present: Ash Syed, Associate Planner
Camille Goritz, Administrative Assistant III

The Pledge of Allegiance was led by Member Shelton.

COMMUNITY INPUT

None

CONSENT CALENDAR

1. Minutes from the October 6, 2022 Special Meeting.

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

BUSINESS ITEMS

2. Preparation for the 25th Annual Citrus Harvest Festival in 2023.

Associate Planner Syed presented the staff report.

Member Shelton stated I would like to be a judge for the baking contest.

Associate Planner Syed stated the prize for the Good Neighbor Award will be a gift bag plus a plaque. I will reach out to the local high schools and middle schools to see who would like to perform. The main band will still be Highland Music Company. Regarding the honoree for next year, we have Hector from Highland Community News and Sam Racadio, do we have a decision on who we are choosing?

Chair Sandford stated I'm going to go ahead and respectfully ask that we table this until January's meeting with the support of my board members because Member Bible is not here.

Member Shelton stated I would agree that we wait until all members are present.

Associate Planner Syed stated we will leave the car show layout as is. Next item from discussion would be for the Home and Walking Tour.

Member Mauricio stated Gail and I are going to do the Walking Tour as a team.

Associate Planner Syed stated the next item of discussion would be for the different levels of sponsorship.

Member Shelton stated I was one that had brought up the \$250 sponsorship.

Associate Planner Syed stated there is a pretty big gap between the \$100 sponsors and the \$500 sponsors because there are poster boards that is attached to the banners. So, when we bring in the \$250 sponsorship, I feel like it would bring in a lot of potential sponsors, but what do we offer them?

Member Shelton stated I think we were looking into that to see if it made sense.

Associate Planner Syed stated I will look into this. For our print media, does San Bernardino Sun work?

Member Mauricio stated I think Redlands Daily Facts would help as well.

Associate Planner Syed stated ok, Redlands Daily Facts, Redlands Community News and San Bernardino Sun.

Historic and Cultural Preservation Board receives and files Staff's report.

3. A status of Certificate of Appropriateness Applications for properties within the Highland Historic District.

Associate Planner Syed presented the staff report.

Historic and Cultural Preservation Board received and filed staff's report.

ANNOUNCEMENTS

The next meeting will be January 5, 2022 at 5:00 pm.

ADJOURN

There being no further business, Chair Sandford declared the meeting adjourned at 5:25 p.m.

Submitted by:

Approved by:

Camille Goritz, Administrative Assistant III

Patrick Sandford, Chair