

MINUTES
HISTORIC AND CULTURAL PRESERVATION BOARD REGULAR MEETING
February 1, 2024

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	Pamela Bible
	Vice Chair	Patrick Sandford
	Member	Gail Shelton
	Member	Tony Mauricio
	Member	Hugh Walker

Staff Present: Kim Stater, Assistant Community Development Director
Angela Tafolla, Associate Planner
Camille Duarte, Administrative Assistant III

Member Shelton led the Pledge of Allegiance.

COMMUNITY INPUT

None

1. Election of Chair and Vice Chair

The Historic and Cultural Preservation Board elected Gail Shelton for Chair and Patrick Sandford for Vice Chair. Motion carried 5-0.

CONSENT CALENDAR

2. Minutes from January 4, 2024 Special Meeting.

A MOTION was made by Vice Chair Sandford, seconded by Member Shelton, to approve as submitted. Motion carried, 5-0.

BUSINESS ITEMS

3. Code of Ethics – Annual Review

The Historic and Cultural Preservation received and filed the current Code of Ethics.

4. Preparation for the 26th Annual Citrus Harvest Festival in 2024.

Assistant Community Development Director Stater presented the staff report.

Associate Planner Tafolla stated the school contests have been mailed out to all the schools. Are the members still interested in placing a stuffed orange around the festival for kids to find?

Chair Shelton stated yes, definitely.

Assistant Community Development Director Stater notified the members about the oriental fruit fly infestation and how it impacts the citrus contest and festival this year.

Member Bible asked how can you tell if the trees are infested?

Assistant Community Development Director Stater stated I know that the larger commercial growers are informed right away. There is a farm that is close to Aurantia Park, and the county came out and told them they are under quarantine.

Member Mauricio stated regarding the contest, we should have two stuffed toys for the kids to find to make it fairer.

Assistant Community Development Director Stater suggested putting the stuffed toys at the sponsor booths. We will think of prize ideas and bring it back to our March meeting.

Associate Planner Tafolla stated regarding performances, the dancers have been confirmed and they will be performing in the afternoon. Pam Bible was nominated this year's honoree.

Assistant Community Development Director Stater stated I spoke with Julie Farron and informed us of the passing of James Fulmer a former editor for Highland Community Newspaper. She just wanted you to be aware in case you wanted to add him to a list of future honorees.

All Members nominated Pam Bible as the honoree.

Chair Shelton stated great, Pam Bible is our honoree this year.

Associate Planner Tafolla stated City of Redlands no longer is allowing anybody out of the city to use their stage. We do have estimates which is apart of the staff report.

Vice Chair Sandford stated I am looking at the different estimates because it looks like they are the same stage. I am looking at the labor for set up and tear down which is \$500 for James Morales quote. Is set up and tear down included for Party Plus?

Assistant Community Development Director Stater stated there preference is to set up and take down. We can confirm if they do and ask if set up and tear down is included in price.

A MOTION was made by Member Bible, seconded by Vice Chair Sandford, to approve Party Plus stage and that staff verifies the set up and breakdown as stated, with no additional charge. Motion carried, 5-0.

Assistant Community Development Director Stater stated we are not recommending or suggesting it, but it is an option, but this stage set up does offer an opportunity to move it elsewhere, whether it is in the middle of the event or one of the other corners. It is unfortunate because the Redlands stage was a safety barrier for the performers and for people driving into the event, which has been a public safety concern for years now.

Member Mauricio stated I prefer the stage to be moved to Palm Avenue because it is the heart of the Historic District, and it is by the car show.

Chair Shelton stated I agree.

Member Bible stated the only bad part about moving the stage back to Palm Avenue is businesses complain when there was food on both sides of the street because it blocked the front of their stores. Do we know how many food vendors there are? Would we be able to put them all on the west side of Palm Avenue so that the businesses on the east side are not blocked?

Assistant Community Development Director Stater stated it is different now because we have food trucks now.

Associate Planner Tafolla stated we have 6 food vendors and 3 pending as of now. So far, we have 2 trucks.

Member Bible stated we can put the food trucks on the west side and the tents on the east side. We can move the engines on the south side of Palm Avenue.

Assistant Community Development Director Stater stated there are a few things to consider before making the change, one is the public safety issue. Also, for most of the years, the engines were over on Center Street. Last year we had the train and thought that is the perfect spot, so we moved the engines into a more prominent spot. When I spoke to them midday they had a great day, they loved it because they could put their personal vehicles on the east side of the street. It turns out at the end of the day; they were not quite as happy because the Belle bar had karaoke all day and had a hard time communicating to residents about the engines.

Member Bible stated keep the engines on Palm Avenue but put them further down. Palm is wider and should have enough room to be on one side of the street.

All members agreed the main stage will be on Palm Avenue.

Associate Planner Tafolla asked when should the winners be announced for the car show?

Jeff Staggs stated normally we do our judging somewhere around 1:00 p.m. and try and have the results between 1:30 - 2:00 p.m. We have the car show participants gather in the car show booth because they do not like to leave their cars and then I go to the stage and give the results on who won. We want to do a noontime rumble where everyone starts their cars at the same time.

Member Mauricio stated I like that idea; we should incorporate that into the car show this year.

Jeff Staggs stated we can give a flyer to the participants that states we will do a rumble at 12:00 p.m.

Vice Chair Sanford stated we need to coordinate because there might be performances at that time.

Chair Shelton stated I like that idea if they do the rumble before announcing the winners of the car show.

Member Mauricio stated instead of the rumble at noon, we can call it the afternoon rumble.

Jeff Staggs stated I would rather have it at noon so we can draw people to see the cars and vote.

Assistant Community Development Director Stater stated we will have the car show dash plaques this year.

Member Bible asked how many dash plaques?

Jeff Staggs stated 55-60 dash plaques I ordered last year.

Chair Shelton suggested \$3 to participate in the home tour.

Member Bible stated yes, but children under 12 are free.

All members agreed to charge for the home tour.

Associate Planner Tafolla stated Member Bible is overseeing vendors. As of today, we have 53 vendors signed up. We have 7 historic demonstrators. Our new member Walker will be in charge of marketing, and we will have a save the date flyer on our social media and website. We are already getting interest in the event.

Assistant Community Development Director Stater stated we have requested Costco to be a cosponsor and we are waiting to hear back. Regarding the best landscaping award and best restoration award, we had discussion on a house on Church Avenue which has hundreds of citrus trees. The new owner came in and started fresh, but kept about 30% of what was there, but really cleaned up the property.

Member Bible stated first year was the Pythian Hall for landscaping. Last year there were 4 awards because we did two residential and two businesses. We had the Baptist Church for landscaping and the blue house on Main Street. The restorations were the house Pacific Street and the Community Cross Church, but they got awards for both years, and we do not know why. We have only been doing this for two years.

Assistant Community Development Director Stater stated one was specific because of the fencing and the second award was overall restoration. For this year we will Shorty's Garage for best restoration, and best landscape will go to 6986 Church Avenue.

All members were in consensus for best restoration and landscape.

The Historic and Cultural Preservation received and filed the 26th preparation of the Citrus Harvest Festival.

ANNOUNCEMENTS

Member Mauricio announced that he will be leaving the Historic and Cultural Preservation Board in April 2024. He has been a member for 10 years.

ADJOURN

There being no further business Chair Shelton declared the meeting adjourned at 6:16 p.m.

Submitted by:

Approved by:

Camille Duarte, Administrative Assistant III

Gail Shelton, Chair