



FINAL MINUTES OF THE HISTORIC SITES AND RECORDS PRESERVATION COMMISSION

December 9, 2024 (Approved 01/13/25)

TIME: 10:00 A.M.
LOCATION: GOVERNMENT CENTER UPPER FLOOR
BOARD OF SUPERVISORS CHAMBERS
5100 BULLION STREET, MARIPOSA

1. Call to Order and Roll Call

Seeing a quorum, the regular meeting of the Historic Sites and Records Preservation Commission (HSRPC) was called to order by Chair Jacob Hawley at 10 A.M.

Commission members in attendance: Jacob Hawley, Jeanetta Phillips, Letha Goger, Jazzmyn Gegere, Kathleen Leavitt, Richard Westfall

Excused: Clay River

Planning Staff: Polina Pivak

2. Public Comment on Non-Agenda Items

There was no public comment.

3. Approval of Minutes

a. October 21st, 2024 Meeting

With a motion by Jeanetta Phillips, second by Jazzmyn Gegere, the Commission approved the draft minutes of October 21, 2024, with a spelling correction. Motion passed with 5 ayes, 0 nays, 1 abstained, 1 excused.

b. November 18th, 2024 Meeting

With a motion by Jazzmyn Gegere, second by Letha Goger, the Commission approved the draft minutes of October 21, 2024, as presented. Motion passed unanimously. 4 ayes, 0 nays, 2 abstained, 1 excused.

4. Review and Recommend for Action

- a. Recommendation to the Planning Director on Historic Design Review Application No. 2024-124 for new fencing located at 4986 7th Street, (APN 013-154-008); Lisa Steele, applicant.

With a motion by Kathleen Leavitt, second by Jeanetta Phillips, the Commission approved the Historic Design Review Application No. 2024-124 for new fencing located at 4986 7th Street, APN: 013-154-008 as presented. Motion passed unanimously. 6 ayes, 0 nays, 0 abstained, 1 excused.

5. Committee Business

- a. **Discussion and Potential Direction to Update HSRPC Bylaws for Compliance with Certified Local Government Requirements**

Continued discussion: Polina Pivak removed duplicate sentences. Letha Goger suggested we move forward to allow progress. Jeanetta Phillips stated that the commission has not voted to be a Certified Local Government.

Commission directed Polina Pivak to move forward with preparing the necessary documents and Board of Supervisors item for HSRPC Bylaws amendments.

- b. **Action to Approve Proposed HSRPC Meeting Dates for 2025**

With a motion by Jeanetta Phillips, second by Letha Goger, the Commission approved the 2025 HSRPC meeting dates presented. Motion passed unanimously. 6 ayes, 0 nays, 0 abstained, 1 excused.

- c. **HSRPC Project Updates:**
 - I. **Records Preservation Program**

Polina Pivak stated that the Board of Supervisors approved the records preservation recommendations prepared by the HSRPC. The Library, Assessor, County Clerk, County Recorder, and Museum will meet to discuss record keeping, records locations and future procedures. Staff will coordinate the meeting date and provide the commission with the date and time.

- II. **Gold Rush Design Review Guidelines/National Endowment for the Arts Our Town Grant**

Discussion and Action to Form Ad-Hoc Committee with Creative Placemaking Advisory Committee (CPSAC) to work with Planning Staff on Grant Deliverables.

With a motion by Letha Goger, second by Jeanetta Phillips, the Commission approved to form an Ad-Hoc Committee with Creative Placemaking Advisory Committee to participate in the National Endowment for the Arts Our Town Grant. Motion passed unanimously. 7 ayes, 0 nays, 0 abstained, 0 excused.

Selection of ad-hoc members is pending confirmation of the maximum number of commissioners allowed on the ad-hoc and consensus on the selection process due to a lot of interest by the HSRPC.

III. Certified Local Government (CLG)

Staff will continue to work on the project and will bring back to the Commission when ready.

IV. HSRPC Work Plan

The HSRPC Work Plan was approved by the Board of Supervisors.

V. Historic Resource Inventory Database

Letha Goger asked if recommendations can be made and how to make the suggested changes. Polina Pivak stated that recommendations be given to her directly for review.

6. Informational Items: None.

7. Future Agenda Items:

Jeanetta Phillips suggested we continue the discussion on the sign issues in town. Letha asked if there are any other organizations that we can work with on sign issues, like the Chamber of Commerce. Polina Pivak said it would be added to the January agenda and that staff would prepare outreach material in advance.

Jazzmyn Gegere would like to have a standing update on the Assessor's map digitization project. Letha Goger suggested that the HSRPC review the final loan document.

8. Adjournment

There being no further business, the meeting of the HSRPC was adjourned by Chair Jacob Hawley at 10:37 A.M.

Respectfully Submitted by Richard Westfall, Secretary for the Historic Site & Records Preservation Commission.