



FINAL MINUTES OF THE HISTORIC SITES AND RECORDS PRESERVATION COMMISSION

January 13th, 2025

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 10:02 A.M.

Commission members in attendance: Jacob Hawley, Jeanetta Phillips, Jazzmyn Gegere, Rich Westfall, Kathleen Leavitt

Excused: Clay River, Letha Goger

Planning Staff: Polina Pivak

2. Public Comment on Non-Agenda Items: No public comment

3. Approval of Minutes

a. December 8th, 2024 Meeting

With a motion by Jeanetta Phillips, seconded by Kathleen Leavitt, the Commission approved the draft minutes of December 8th, 2024, as presented. Motion passed unanimously. 5 ayes, 0 nays, 0 abstained, 2 excused.

4. Committee Business

a. Election of Commission Officers

• Chair

With a nomination by Jeanetta Phillips, seconded by Kathleen Leavitt, the Commission unanimously approved Jacob Hawley as Chair of HSRPC for 2025. 5 ayes, 0 nays, 0 abstained

• Vice-Chair

With a nomination by Kathleen Leavitt, seconded by Jazzmyn Gegere, the Commission unanimously approved Jeanetta Phillips as Vice-Chair of HSRPC for 2025. 5 ayes, 0 nays, 0 abstained

• Secretary

With a nomination by Jacob Hawley, seconded by Kathleen Leavitt, the Commission unanimously approved Richard Westfall as Secretary of HSRPC for 2025. 5 ayes, 0 nays, 0 abstained

b. Discussion and Potential Direction Regarding Historic Design Review Overlay Outreach

Polina presented a flyer that explained the Historic Design Review Overlay (HDRO) zoning layer. The goal to get the information out to the community.

Kathleen suggested including verbiage to make it clear that existing structures are included and that the maps should be made larger.

Polina suggested that the map be moved to a second page and enlarged for printing purposes.

Jazzmyn suggested third paragraph be put into bullet points. Move fourth paragraph to the second paragraph space.

HSRPC directed direct staff to proceed with outreach to the community using the HDRO flyer including the edits that were discussed.

Jeanetta Phillips spoke about the need to get information out. Commissioners should hand out the flyer in addition to the Planning Department. Jacob to put flyer on visitor's center counter and recommended that other government agencies should also have on their counters. Flyer should also be sent out to Chamber membership list.

c. **HSRPC Project Updates:**

- I. **Records Preservation Program:** Each department is continuing to create an inventory of their historic records. Polina to send out an email with progress on the National Park Service and Assessor's Office map preservation project once she receives an update.
- II. **Gold Rush Design Review Guidelines/National Endowment for the Arts Our Town Grant**
 - Action to Select Commissioners for Our Town Grant Ad-Hoc Committee. Pivak explained that three members are needed for the committee. Chair Jacob Hawley appointed Jazzmyn Gegere, Jacob Hawley and Rich Westfall. The first ad-hoc meeting is tentatively planned to follow the next HSRPC meeting on 2/10.
- III. **Certified Local Government (CLG):** No updates
- IV. **HSRPC Work Plan:** No updates
- V. **Historic Resource Inventory Database:** No updates

5. Informational Items

Jacob reminded the committee that when HSRPC terms are up commissioners need to re-apply. 2025 Jacob Hawley, Kathleen Leavitt and Janetta Phillips need to re-apply. Jazzmyn Gegere and Richard Westfall up in 2027.

6. Future Agenda Items: None discussed

7. Adjournment

There being no further business, the meeting of the HSRPC was adjourned by Chair Jacob Hawley at 10:28 A.M.