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The Planning Department



FINAL MINTUES OF THE HISTORIC SITES AND RECORDS PRESERVATION COMMISSION

MARCH 10th, 2025 (Approved 4/14/25)

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 10:01 A.M.

Present: Jacob Hawley, Jeanetta Phillips, Richard Westfall, Clay River, Letha Goger

Planning Staff: Polina Pivak, Marcia Burton, Sophea Craighead

Excused: Jazzmyn Gegere, Kathleen Leavitt

Guests: None

2. Public Comment on Non-Agenda Items: None

3. Approval of Minutes

a. February 10th, 2025 Meeting

Please note, approval of the minutes has been tabled to the next meeting on April 14th, 2025, and the minutes are not included in this agenda packet.

4. Committee Business

a. Discussion and Potential Action to Approve the 2024 Annual Report to the Board of Supervisors

Discussion on the draft 2024 Annual report is continued from the February HSRPC meeting. It was suggested that the following be added: the previous work on revising the Gold Rush Design Review Guidelines, clarify collaboration with the Mariposa Town Planning Area Task Force and Southern Sierra Miwuk to be separate and within the jurisdiction of the Commission.

Jeanetta Phillips moved to postpone the report until the next meeting. Letha Goger seconded. Pivak mentioned that the report is due on April 1, 2025, and has to be approved at this meeting. Jeanetta Phillips withdrew motion.

With a motion by Letha Goger, seconded by Clay River, the HSRPC approved the report with revisions. Motion passed unanimously. 5 ayes, 0 nays, 0 abstained, 2 excused.

Polina Pivak asked that any changes be sent to her before April 1, 2025.

b. HSRPC Project Updates:

I. Records Preservation Program

- National Park Service/Assessor's Office Map Preservation Project Update

Polina Pivak stated that the National Park Service (NPS) cannot add the requested addendum to loan agreement without withdrawing the agreement and approving a new loan agreement with the Board of Supervisors (BOS). Paul Rogers, YNP, said addendum items were complied with as discussed but they are not attached to the loan agreement. Staff and HSRPC were told agreement would not be finalized without addendum, however it was approved by the BOS in October 2024. Letha Goger suggested Polina connect with Danielle, Clerk of the Board, on the situation. Jacob Hawley asked Polina to invite Paul Rogers to speak to the HSRPC to explain the issue. Letha asked to include Vince Kehoe, Assessor-Recorder. Letha Goger suggested Polina Pivak send a memo explaining the situation, including what HSRPC asked to be added to the agreement and whether NPS is complying with the standards. Clay River stated that language should be included that allows the County to retrieve maps if necessary.

Letha reminded the group that we are a Commission. A Commission is formed to oversee public trust. It is entrusted to preserve historic records, buildings, resources, etc. The Commission is concerned about this issue.

Records Preservation Stakeholder Ad Hoc Committee-

Work within the committee is on hold until Records Retention Policy and records retention schedule is adopted by the BOS.

Polina Pivak has started working on the details of the shared historic records inventory. Polina is working with the Museum to get a formal, detailed inventory of items under their care.

II. Historic Design Review Overlay (HDRO) Outreach Campaign

- Potential Action to Create Ad-Hoc Committee for HDRO Outreach Campaign

No new posts were made after the original flyer was posted on County social media. With a motion by Letha Goger, seconded by Jeanetta Phillips, the Commission voted to create an ad-hoc committee to prepare a plan for strategic outreach and education in the community. Motion passed unanimously. 5 ayes, 0 nays, 2 excused.

Jeanetta Phillips, Letha Goger and Jacob Hawley volunteered to serve on the ad-hoc committee.

III. Gold Rush Design Review Guidelines/National Endowment for the Arts Our Town Grant

The ad-hoc committee discussed the purpose of the committee and selected a

potential site for the temporary art project. The proposed site is the parking lot between 5th and 6th streets.

The idea for the project is to use panels that are attached the fence or retaining wall in the parking lot. There is a potential for asking students from the local schools to paint the panels. The parking lot is private, but is leased by the County, so there will need to be formal agreements with the property owners.

Jeanetta Phillips reminded the Commission that the final art piece and location needs to be brought to HSRPC before it is finalized.

- IV. Certified Local Government (CLG)
No update.
- V. HSRPC Work Plan
No update.
- VI. Historic Resource Inventory Database
No update.

5. Informational Items

- a. Update on Board of Supervisors Discussion on Board-appointed Committee Dissolutions

Polina Pivak reported that the HSRPC is not on the list of committees to be reviewed for dissolution. The Board of Supervisors is not reappointing members of committees and commissions currently, but current members can continue to serve.

- b. Future Courthouse Remodel Projects:
 - AT&T Re-Wiring – This project was deemed exempt from Historic Design Review because the wiring project will be using pre-existing holes and therefore will have no impact on the historic integrity of the structure.
 - ADA Counter Project – Waiting for formal project submittal and CEQA study.
 - Security System Project - Waiting for formal project submittal and CEQA study.

County staff met preliminarily with Public Works and the Courthouse on the above projects. There has been no further action.

6. Future Agenda Items: None.

7. Adjournment

There being no further business, the regular meeting of the HSRPC was adjourned at 11:02 AM.

Respectfully submitted by Richard Westfall, Secretary for Historic Sites & Records Preservation Commission.