



## HISTORIC PRESERVATION FUND COMMITTEE Minutes January 8, 2018

*City of Arts & Innovation*

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January 8, 2018, 2:00 p.m.  
3<sup>rd</sup> Floor, Large Conf. Room  
City Hall, 3900 Main Street

*Minutes Approved As Presented  
at the April 16, 2018 Meeting.*

COMMITTEE MEMBERS PRESENT: Councilman Mike Gardner, James Cuevas, Steve Lech,  
Charles Tobin

STAFF PRESENT: Erin Gettis, Historic Preservation Officer  
Scott Watson, Assistant Planner

The meeting was suspended until 3:30 pm, due to lack of a quorum.

Chairman Gardner called the meeting to order at 3:30 p.m.

### **COMMENTS FROM THE AUDIENCE:**

There were no comments from the audience.

## **DISCUSSION CALENDAR:**

**PLANNING CASE P15-0740:** Request by City Parks, Recreation And Community Services Department to amend the project end date of the Memorandum of Understanding to match the approved Conditions of Approval for the previously approved \$25,000 Historic Preservation Fund Grant, awarded on April 13, 2015. Grant is for the repair and restoration of the St. Francis Falls waterfall/grotto at the end of Buena Vista Drive/Scout Lane in Carlson Park, in the Public Facilities and Cultural Resources Overlay Zones, in Ward 1. It has been determined this project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15331 (Historical Resource Restoration/Rehabilitation).

Scott Watson, Assistant Planner, presented the staff report. He noted that the Historic Preservation Fund Committee (HPFC) approved the project October 13, 2015. Item #9 (Project End Date) of MOU Agreement executed by the City states, "The Project shall be completed within one year or by December 31, 2016 whichever comes first, or the date any appeals are final. Should any problems arise, a written request for an extension of the project must be submitted to the Historic Preservation Fund Committee at least 30 days prior to the expiration date." However, the approved Conditions state, "All work shall be completed within one year of this award of grant funding, or in accordance with the State Department of Parks and Recreation grant deadline, whichever is later."

The HPFC approved a one year extension on January 13, 2017, making a new expiration date of December 31, 2017. On November 27, 2017, staff received written request from the applicant requesting to amend the executed MOU to match the Conditions of Approval. This will extend the project end date until the State Department of Parks and Recreation grant deadline, which is June 30, 2020. The applicant has also indicated that additional time is needed to coordinate with various work forces and accommodating various schedules.

**MOTION** by Board Member Lech, **SECOND** by Board Member Tobin: To Approve the applicant's request to amend the Memorandum of Understanding (MOU) for Planning Case P15-0740, to change the Project End Date to match the Conditions of Approval, which states, "All work shall be completed within one year of this award of grant funding, or in accordance with the State Department of Parks and Recreation grant deadline, whichever date is later."

MOTION CARRIED unanimously.

**PLANNING CASE P16-0571**: Request by Kathy Allavie for a one-year time extension to complete project associated with the previously approved \$25,000 Historic Preservation Fund Grant, awarded on October 17, 2016. Grant is to reroof at a single family residence (James M. Wood House, City Landmark #89) and garage, located at 2490 Prince Albert Drive in the RC-CR, Residential Conservation and Cultural Resources Overlay Zones, in Ward 2. It has been determined this project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15331 (Historical Resource Restoration/Rehabilitation).

Scott Watson, Assistant Planner, presented the staff report. The applicant has submitted a request for a one year time extension. The request expresses that the project completion has been delayed due to the inability to find a contractor able to complete the work.

Kathy Allavie, applicant, stated she has hired a contractor to do the work, cost estimated \$123,000 for the reroof.

**MOTION** by Board Member Lech, **SECOND** by Board Member Tobin: To approve the requested one-year time extension for Planning Case P16-0571 to February 21, 2018.

MOTION CARRIED unanimously.

**PLANNING CASE P16-0577**: Request by Shwu-Ying Jong for one-year time extension to complete project associated with the previously approved \$10,000 Historic Preservation Fund Grant, awarded on October 17, 2016. Grant is to reroof at a single-family residence located at 3728 Rosewood Place, a Contributor to the Wood Streets Neighborhood Conservation Area, within the R-1-7000-CR, Single Family Residential and Cultural Resources Overlay Zones, in Ward 1. It has been determined this project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15331 (Historical Resource Restoration/Rehabilitation).

Scott Watson, Assistant Planner, presented the staff report. The applicant has requested a one year time extension. The applicant has indicated that the project completion was delayed due to the contractor being unavailable until 2018.

**MOTION** by Board Member Lech, **SECOND** by Board Member Tobin: To approve the requested one-year time extension for Planning Case P16-0577 to February 21, 2018.

MOTION CARRIED unanimously.

**PLANNING CASE P16-0583**: Request by Michele Carry for one-year time extension to complete project associated with the previously approved \$22,807 Historic Preservation Fund Grant, awarded on October 17, 2016. Grant is to reroof and repaint the trim on the house and garage at a single-family residence located at 3692 Larchwood Place, a Contributor to the Wood Streets Historic District, Wood Streets Neighborhood Conservation Area, and City Structure of Merit, within the R-1-7000-CR, Single Family Residential and Cultural Resources Overlay Zones, in Ward 1. It has been determined this project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15331 (Historical Resource Restoration/Rehabilitation).

Scott Watson, Assistant Planner, presented the staff report. The applicant has requested a one year time extension. The painting contractor has been unresponsive, thus requiring Ms. Carry to hire a new contractor.

Michele Carry was present for any questions.

**MOTION** by Board Member Lech, **SECOND** by Board Member Tobin: To approve the requested one-year time extension for Planning Case P16-0583 to February 21, 2018.

MOTION CARRIED unanimously.

**FUND RECONCILIATION:** Consideration of the Recommendation to accept \$19,912.50 in returned grant funds back into the Historic Preservation Fund for reimbursement pursuant to request of the Finance Division recommendation.

Scott Watson, Assistant Planner, presented the staff report. He stated that the Historic Preservation Trust Fund (Fund) was initiated in 2013 with \$600,100 and subsequently gained interest and book sales for a total of \$633,138.22. The Historic Preservation Fund Committee (HPFC) began awarding grant funds in April of 2015. In four grant cycles a total of forty-four grants have been awarded for a total of \$684,260.91. On July 31, 2017, the HPFC accepted \$69,792.86 in returned funds back into the fund, some of which had already been distributed during the Grant Cycle IV meeting on October 17, 2016. The returned grants brought the balance of the fund to \$16,138.03.

Since the July 31, 2017, two grants were cancelled or expired, totaling \$19,912.50. The returned grant funding, along with additional book sales and interest, brings the balance of the fund to \$37,582.67.

**MOTION** by Board Member Lech, **SECOND** by Board Member Tobin: To accept the returned grant funding back into the Historic Preservation Fund in the amount of \$19,912.50.

MOTION CARRIED unanimously.

## **ITEMS FOR FUTURE AGENDAS:**

Board Member Cuevas arrived at this time.

Board Member Tobin asked that items be added for discussion at the April 9<sup>th</sup> meeting. He would like to discuss the financial incentives in Title 20: Façade Donation Program, Mills Act, Historic Tax Credit, and Historic Preservation Fund. He noted that the HPFC only has purview over the Historic Preservation Fund.

It was a consensus of the Committee that a discussion of these programs as well as a discussion of ideas for future funding of the Historic Preservation Fund would be a worthwhile.

Mr. Watson stated that based on the current discussion, two items for a future agenda would be: 1. Global discussion of preservation incentives; and 2. Methods of receiving funds.

Anthony Beaumon, Deputy City Attorney, suggested workshops on these topics: to investigate future funding streams and possible future trajectories of historic preservation.

Board Member Tobin expressed his concern regarding the noticing of this workshop. He would like to receive input from other organizations and citizens. He asked if an outreach could be done for this meeting.

Ms. Gettis also indicated that she would like to agendize staff's presentation to the Old Riverside Foundation regarding the Historic Preservation Fund. She stated that she and Mr. Watson pulled this presentation together and would like the Committee's input about presenting this to the City Council as well. Overall the accomplishments of the Fund have been extraordinary. She commented that it would also frame the topics to be discussed at the next meeting.

## **MINUTES:**

The minutes of October 16, 2017 were approved as presented.

**MOTION** by Board Member Lech, **SECOND** by Board Member Cuevas: To **APPROVE** the minutes of July 31, 2017

MOTION CARRIED:

AYES: Cuevas, Gardner, Lech

NOES: None

ABSTENTION: Tobin

## **ADJOURNMENT:**

The meeting was adjourned at 4:15 p.m. to the next meeting to be determined.