

Certified Local Government Program -- 2024-2025 Annual Report

(Reporting period is from October 1, 2024, through September 30, 2025)

INSTRUCTIONS: This a Word form with expanding text fields and check boxes. It will probably open as Read-Only. Save it to your computer before you begin entering data. This form can be saved and reopened.

Because this is a WORD form, it will behave generally like a regular Word document except that the font, size, and color are set by the text field.

- Start typing where indicated to provide the requested information.
- Click on the check box to mark either yes or no.
- To enter more than one item in a particular text box, just insert an extra line (Enter) between the items.

Save completed form and email as an attachment to info.calshpo@parks.ca.gov. You can also convert it to a PDF and send as an email attachment. Use the Acrobat tab in WORD and select Create and Attach to Email. You can then attach the required documents to that email. If the attachments are too large (greater than 10mb total), you will need to send them in a second or third email.

Name of CLG

City Of Riverside

Report Prepared by: Andrew Medrano, Assistant Planner

Date of commission/board review: March 18, 2026

MINIMUM REQUIREMENTS FOR CERTIFICATION

I. Enforce Appropriate State or Local Legislation for the Designation and Protection of Historic Properties.

A. Preservation Laws

1. Are you considering amending or revising your certified ordinance this year?

REMINDER: Pursuant to the *CLG Agreement*, the Office of Historic Preservation (OHP) must have the opportunity to review and comment on ordinance changes prior to adoption. Please communicate directly with the OHP Local Government Unit staff to coordinate the review. Changes that do not meet the CLG requirements could affect certification status.

On September 16, 2025, City Council approved a minor amendment to Title 20, removing the Historic Preservation Trust Fund and Committee. City Council exhausted the balance of the fund and disbanded the committee on May 6, 2025, prompting the need to amend Title 20. Additionally, on September 17, 2025, the Cultural Heritage Board reviewed and

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recommended approval of minor clarifying amendments to address comments received on a Technical Advisory letter from the California Department of Housing and Community Development (HCD), regarding SB-9 compliance. The Title 20 amendment added clarifying text to the “Cultural resource” definition, indicating that “Cultural resource has the same meaning as historic resource pursuant to the California Government Code.” The amendments do not modify any historic designation or Certificate of Appropriateness review procedures, nor do they modify the responsibilities of the Cultural Heritage Board, as specified under the City’s CLG agreement.

2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code.
https://library.municode.com/ca/riverside/codes/code_of_ordinances?nodeId=PTIICOOR_TIT20CURE

B. New Local Landmark Designations (Comprehensive list of properties/districts designated during the reporting.

1. During the reporting period, October 1, 2024 – September 30, 2025, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
Mercantile Hall - Orange Valley Masonic Lodge #13 2933 Twelfth St (City Landmark)	3/11/2025	N/A	3/18/2025
Riverside City Hall 3900 Main St (City Landmark)	7/15/2025	N/A	7/24/2025
Boyd Residence 4649 Ninth St (City Landmark)	7/15/2025	N/A	7/24/2025

Reminder: Pursuant to California Government Code § 27288.2, “the county recorder shall record a certified resolution establishing an historical resources designation issued by the State Historical Resources Commission or a local agency, or unit thereof.”

2. What properties/districts have been de-designated this past year? For districts, include the total number of resource contributors.

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Property Name/Address	Date Removed	Reason
N/A	N/A	N/A

C. Historic Preservation Element/Plan

1. Do you address historic preservation in your general plan? No
 Yes, in a separate historic preservation element. Yes, it is included in another element.

Provide an electronic link to the historic preservation section(s) of the General Plan or to the separate historic preservation element.

https://riversideca.gov/cedd/sites/riversideca.gov.cedd/files/pdf/planning/general-plan/16_Historic_Preservation_Element.pdf

D. Review Responsibilities

1. Who takes responsibility for design review or Certificates of Appropriateness?

- All projects subject to design review go the commission.
- Some projects are reviewed at the staff level without commission review.
What is the threshold between staff-only review and full-commission review?

Certificates of Appropriateness are the responsibility of staff for minor projects and the Cultural Heritage Board (CHB) for major projects. Administrative authority on Certificates of Appropriateness are provided in Section 20.25.030 of Title 20 (Cultural Resources). Staff may refer minor COAs to CHB if deemed necessary. Minor project COAs include in-kind replacement of materials, re-roofing, painting, walls and fences, small additions with limited or no public visibility, restoration of integrity for prior inappropriate alterations, paving, landscaping, and signs. Staff decisions are appealable to the CHB. Appeals of CHB decisions are considered by the City Council.

2. California Environmental Quality Act (CEQA)

- Explain the historic preservation staff and commission role in *providing input* to CEQA documents prepared for or by the local government.

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When CEQA documents are prepared for a General Plan, Specific Plan, or other Planning documents, initiated by the City, Historic Preservation (HP) Staff reviews and provides comments on the Cultural Resources Report, the Cultural Resources and Tribal Cultural Resources section of the Initial Study, and proposed mitigation. Staff provides a recommendation to Planning Commission for adoption by City Council.

- Explain the staff and commission role in *reviewing* CEQA documents for projects that are proposed within the jurisdiction of the local government.

A staff level Development Review Committee (DRC) reviews development applications including any pre-applications. HP Staff is part of the DRC and provides input for any historic preservation and archaeological related items. Projects subject to CEQA review are handled as follows:

- 1) HP Staff reviews all Cultural Resources reports, Initial Studies (IS); and proposed mitigation measures.*
- 2) HP Staff assists the project planner with all Tribal Consultation under AB 52 and SB 18.*
- 3) Planning Staff provides a recommendation to the Planning Commission for projects that do not require CHB consideration.*
- 4) HP Staff provides a recommendation to CHB on projects where the CHB is the approving body, and CHB takes final action to adopt the ND or MND.*
- 3) CHB reviews the CEQA documents and provides a recommendation to the Planning Commission or City Council for projects where the CHB is not the approving body.*
- 4) City Council certifies all Environmental Impact Reports (EIRs).*

3. Section 106 of the National Historic Preservation Act

- Explain the staff and commission role in *providing input* to Section 106 documents prepared for, or by, the local government.

Section 106 reviews for City Projects, such as HUD-funded projects, are completed in-house in accordance with the City's Programmatic Agreement, which has been in effect since July 2002. For all other Section 106 projects, which are funded through the City, documents are prepared in-house or by qualified consultants to forward to SHPO for concurrence.

- Explain the staff and commission role in *reviewing* Section 106 documents for projects that are proposed within the jurisdiction of the local government?

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City staff responds to all requests for comment under Section 106 and provides information on properties listed or found eligible for listing in the National Register.

II. Establish an Adequate and Qualified Historic Preservation Review Commission by State or Local Legislation.

A. Commission Membership

Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
Carol McDoniel (At-large)	Education	March 23, 2021	March 1, 2027	camcdoniel@sbcglobal.net
John Brown (At-large)	Attorney	March 1, 2019	March 1, 2027	john.brown@bbklaw.com
Jordan Sisson (Ward 1)	Attorney	May 17, 2022	February 7, 2026	jordan@jrsissonlaw.com
Steven Herrera (Ward 2)	Marketing	March 25, 2025	November 17, 2025	stevenh.materials@gmail.com
Jennifer Gamble (Ward 3)	Realtor	October 23, 2018	August 5, 2025	emailme@jennifergamble.com
Derrick Eide Nelson (Ward 3)	Tradesman	August 5, 2025	March 2, 2029	derrick.eidenelson@gmail.com
Andrew-Bryce Hudson (Ward 4)	Non-profit	October 11, 2022	March 1, 2026	abhphotog@gmail.com
Kevin Castellanos (Ward 5)	Public Affairs	June 6, 2023	March 1, 2029	k.a.castellanos87@gmail.com
Natasha S. Ferguson (Ward 6)	Marketing and Communication Director	December 13, 2016	March 1, 2025	ntouchpr@yahoo.com
Mary Carter (Ward 7)	Education	August 11, 2016	March 1, 2025	wait4heaven@aol.com

Attach resumes and Statement of Professional Qualifications forms for all members.

1. If you do not have two qualified professionals on your commission, explain why the professional qualifications have not been met and how professional expertise is otherwise being provided.

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The City of Riverside currently only has one board member that meets the professional qualifications. Board Member McDoniel has a master's degree in history, with a focus in Public History. While Board Member McDoniel is the only board member that meets the qualifications, Board Member Sisson is a CEQA Attorney with a focus in Cultural Resources and Board Member Gamble is a realtor specializing in historic properties. Additionally, technical expertise is provided by Scott Watson, Historic Preservation Officer, who meets and exceeds the professional qualifications.

2. If all positions are not currently filled, why is there a vacancy, and when will the position be filled?

The Ward 2 and Ward 6 seats are currently vacant but were partially filled for this reporting period. Steven Herrera was appointed to the Ward 2 seat but unfortunately had to step down due to personal obligation. Mary Carter and Natasha Ferguson both termed out and the seats for Ward 6 and 7 remained vacant the remainder of the reporting period. The seat for Ward 7 was later filled and will be discussed under the next annual report. The City Clerk's Office posts the vacancies on the City's website and advertises periodically in the utility bill mailer. When an application is submitted for the position, it is forwarded to the council member of the ward who makes the appointment. No applications have been received for these vacancies.

B. Staff to the Commission/CLG staff

1. Is the staff to your commission the same as your CLG coordinator? Yes No

2. If not, please provide the Commission staff member's contact information.

N/A

3. If the position(s) is not currently filled, why is there a vacancy?

N/A

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Attach resumes and Statement of Professional Qualifications forms for staff.

Name/Title	Discipline	Dept. Affiliation	Email Address
Scott Watson City Historic Preservation Officer	Historic Architecture, Architectural History, Architecture, and Historic Preservation	Planning Division in Community and Economic Development Department	swatson@riversideca.gov

C. Attendance Record

Please complete the commission meeting attendance chart for each commissioner and staff member. Commissions are required to meet a minimum of four times a year. If you haven't met at least four times, explain why not.

Commissioner/Staff	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Carol McDoniel	<input checked="" type="checkbox"/>	^	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-	<input checked="" type="checkbox"/>					
John Brown	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	^	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-	<input checked="" type="checkbox"/>
Jordan Sission	<input checked="" type="checkbox"/>	^	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-	<input checked="" type="checkbox"/>					
Steven Herrera	*	*	*	*	*	*	^	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	-	<input type="checkbox"/>
Jennifer Gamble	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	*	^	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-	*
Derrick Eide Nelson	*	*	*	*	*	*	^	*	*	*	-	<input checked="" type="checkbox"/>
Andrew-Bryce Hudson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	^	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	-	<input type="checkbox"/>
Kevin Castellanos	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	^	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-	<input checked="" type="checkbox"/>
Natasha S. Ferguson	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	*	^	*	*	*	-	*
Mary Carter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	*	^	*	*	*	-	*

- * Not a CHB member during this month
- ^ Meeting cancelled due to lack of quorum
- Meeting cancelled due to no urgent business

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D. Training Received

Please indicate the specific training each commissioner received last year.

Reminder: It is a CLG requirement that all commissioners and staff to the commission attend at least one training program relevant to your commission each year. It is up to the CLG to determine the relevancy of the training.

Commissioner/Staff Name	Training Title & Description (including method presentation, e.g., webinar, workshop)	Duration of Training	Training Provider	Date
Carol McDoniel	Historic Preservation and Economic Development Presentation	30 minutes	City of Riverside, Planning and Economic Development Staff	December 18, 2024
	Brown Act Training, workshop	30 minutes	City of Riverside, City Attorney's Office	March 19, 2025
John Brown	Historic Preservation and Economic Development Presentation	30 minutes	City of Riverside, Planning and Economic Development Staff	December 18, 2024
	Brown Act Training, workshop	30 minutes	City of Riverside, City Attorney's Office	March 19, 2025
	Reframing The Narrative: The Evolving Nature of Language in Preservation Planning	90 minutes	California Preservation Foundation	June 5, 2025
Jordan Sisson	Historic Preservation and Economic Development Presentation	30 minutes	City of Riverside, Planning and Economic Development Staff	December 18, 2024

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	Brown Act Training, workshop	30 minutes	City of Riverside, City Attorney's Office	March 19, 2025
Steven Herrera	None this period (on the Board 4 months)			
Jennifer Gamble	Historic Preservation and Economic Development Presentation	30 minutes	City of Riverside, Planning and Economic Development Staff	December 18, 2024
Derrick Eide Nelson	None this period (joined the Board in September)			
Andrew-Bryce Hudson	Historic Preservation and Economic Development Presentation	30 minutes	City of Riverside, Planning and Economic Development Staff	December 18, 2024
	Brown Act Training, workshop	30 minutes	City of Riverside, City Attorney's Office	March 19, 2025
Kevin Castellanos	Historic Preservation and Economic Development Presentation	30 minutes	City of Riverside, Planning and Economic Development Staff	December 18, 2024
	Brown Act Training, workshop	30 minutes	City of Riverside, City Attorney's Office	March 19, 2025
Natasha S. Ferguson	Historic Preservation and Economic Development Presentation	30 minutes	City of Riverside, Planning and Economic Development Staff	December 18, 2024
Mary Carter	Historic Preservation and Economic Development Presentation	30 minutes	City of Riverside, Planning and Economic Development Staff	December 18, 2024
Scott Watson	Bootcamp: The California Historic Building Code	9 hours	California Preservation Foundation	October 24 - November 21, 2024

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	CEQA Fundamentals for Projects Affecting Historic Resources	4 hours	California Preservation Foundation	March 13 - 27, 2025
	Brown Act Training, workshop	30 minutes	City of Riverside, City Attorney's Office	March 19, 2025
	Reframing The Narrative: The Evolving Nature of Language in Preservation Planning	90 minutes	California Preservation Foundation	June 5, 2025
	Preservation Bootcamp: Objective Design Standards in Historic Contexts	6 hours	California Preservation Foundation	September 18 - 25, 2025
	APA Conference: Waves of Change	4 Days	APA California	September 28- October 1, 2025

III. Maintain a System for the Survey and Inventory of Properties that Furthers the Purposes of the National Historic Preservation Act

A. Historical Contexts: initiated, researched, or developed in the reporting year (excluding those funded by the OHP)

Reminder: California CLG procedures require CLGs to submit survey results, including historic contexts, to the OHP. If you have not done so, submit an electronic copy or link if available online with this report.

Context Name	Description	How it is Being Used	Date Submitted to the OHP
Women of Riverside Historic Context Statement	The project includes the completion of a Historic Context Statement focused on the significant women, events, and women's organizations in Riverside.	The historic context statement will be used as a framework for identifying properties that are significant under the Women's historic context.	April 2026

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B. New Surveys or Survey Updates (excluding those funded by the OHP)

Note: The evaluation of a single property is not a survey. Also, material changes to a property that is included in a survey, is not a change to the survey and should not be reported here.

Survey Area	Context Based-yes/no	Level: Reconnaissance or Intensive	Acreage	# of Properties Surveyed	Date Completed	Date Submitted to the OHP
N/A	N/A	N/A	N/A	N/A	N/A	N/A

Explain how you are using the survey data: Type here.

IV. Provide for Adequate Public Participation in the Local Historic Preservation Program

A. Public Education

Has your CLG undertaken any public outreach, training, or publications programs this year? How were the commissioners and staff involved? Please provide an electronic link to all publications or other products not previously provided to the OHP.

Item or Event	Description	Date
ADU Design Standards Community Meetings	Community meeting hosted by the Planning Division to provide information and gain feedback on the development of the ADU Design Standards for historic properties. This was the second meeting, which was intended to review the draft design standards. Approximately 20 people attended the meeting.	November 13, 2024
Women of Riverside Historic Context Statement	Community meeting hosted by the Planning Division to provide information related to the completion of the Women of Riverside Historic Context Statement. Approximately 20 people attended the meeting.	September 9, 2025

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Item or Event	Description	Date
Mills Act Workshop	Planning Staff presented a workshop on the benefits of the Mills Act and the application process. Two workshops were held, one in-person and one virtual. Approximately 20 people attended the in-person and 10 people attended the virtual meeting.	March 29, 2025 (in-person) April 30, 2025 (virtual)
Doors Open	The City of Riverside in partnership with the Old Riverside Foundation, the Riverside Arts Council, the Mission Inn Foundation and Museum, and the Riverside Downtown Partnership hosted the City's 5th Annual Doors Open event. Approximately 14 historic-period buildings opened their doors for free tours. The attendance was approximately 200 people.	October 25, 2025

ADDITIONAL INFORMATION FOR NATIONAL PARK SERVICE ANNUAL PRODUCTS REPORTS FOR CLGS

During the reporting period (October 1, 2024 – September 30, 2025) how many historic properties did your local government **add** to the CLG inventory? This is the total number of historic properties and contributors to districts (or your best estimate of the number) added to your inventory **from all programs**, local, state, and Federal, during the reporting year. This includes the National Register, California Register, California Historical Landmarks, locally funded surveys, CLG surveys, and local designations.

Program area	Number of Properties added
Local	3

A. Local Register (i.e., Local Landmarks and Historic Districts) Program

- During the reporting period (October 1, 2024 – September 30, 2025) did you have a local register program to create local landmarks and/or local districts (or a similar list of designations) created by local law? Yes No
- If yes, how many properties have been added to your register or designated during the reporting period?

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Three properties were designated as City Landmarks.

C. Local Property Tax Incentive Program

1. During the reporting period (October 1, 2024 – September 30, 2025) did you have a Mills Act program? Yes No
2. If yes, how many properties entered into a contract during the reporting period?

Name of Program	Number of Properties Added During 2024-2025	Total Number of Properties Benefiting From Program
Mills Act	20	163

D. Local “bricks and mortar” grants/loan program

1. During the reporting period (October 1, 2024 – September 30, 2025) did you have a local government historic preservation grant and/or loan program for rehabilitating/restoring historic properties? Yes No
2. If yes, how many properties have been assisted under the program(s) during the reporting period?

Name of Program	Number of Properties that have Benefited
Historic Preservation Fund Grant	<p>None during this reporting period.</p> <p>City Council allocated the remainder of funding to a new historic district signage program and the City Landmark plaque program. The fund was closed with all funds exhausted.</p>

E. Design Review/Local Regulatory Program

1. During the reporting period (October 1, 2024 – September 30, 2025) did your local government have a historic preservation regulatory law(s) (e.g., an ordinance) authorizing Commission and/or staff review of local government projects or impacts on historic properties? Yes No

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2. If yes, how many historic properties did your local government review for compliance with your local government's historic preservation regulatory law(s) during the reporting period?

3 historic properties were reviewed by the Cultural Heritage Board for Certificates of Appropriateness. 37 historic properties were reviewed by HP Staff for Administrative Certificates of Appropriateness and over-the-counter approvals. Quarterly reports have been attached, summarizing all Certificate of Appropriateness approvals. Additional, staff at the request of the Board, staff has maintained a running spreadsheet of cases in review available online at https://riversideca-my.sharepoint.com/:x:/g/personal/swatson_riversideca_gov/EamhxHsfVJ1PpAinQmz56_oBDiLNU6QCGNusdY8c3Lu_aAA

F. Local Property Acquisition Program

1. During the reporting period (October 1, 2024 – September 30, 2025) did you have a local program to acquire (or help to acquire) historic properties in whole or in part through purchase, donation, or other means? Yes No
2. If the answer is yes, then how many properties have been assisted under the program(s) during the reporting period?

Name of Program	Number of Properties that have Benefited
N/A	N/A

IN ADDITION TO THE MINIMUM CLG REQUIREMENT THE OHP IS INTERESTED IN YOUR TRAINING NEEDS

In years past, the OHP sponsored a series of free CAMP trainings from the National Alliance of Preservation Commissions (NAPC). Would you be interested in attending future CAMP trainings funded by the OHP?

Yes

The OHP has also hosted training workshops and webinars of our own, and we plan to do so again in the coming year and beyond. What are some topics you would like to see covered in these trainings?

Historic Preservation and New State Housing Laws; Certified Local Government benefits and obligations; and Secretary of

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the Interior Standards Training.

XII Attachments (electronic)

- Resumes and Statement of Qualifications forms for **all** commission members/alternatives and staff
- Minutes from commission meetings
- Drafts of proposed changes to the ordinance
- Drafts of proposed changes to the General Plan
- Public outreach publications

Email to: info.calshpo@parks.ca.gov