



**CITY OF BENICIA
HISTORIC CONTEXT COMMITTEE
AD HOC COMMITTEE OF THE HISTORIC PRESERVATION REVIEW COMMISSION
CITY HALL CONFERENCE ROOM 1**

REGULAR MEETING AGENDA

**Tuesday, June 1, 2010
1:00 P.M.**

I. OPENING OF MEETING

- A. **Pledge of Allegiance**
- B. **Roll Call**
- C. **Reference to Fundamental Rights of Public** - A plaque stating the Fundamental Rights of each member of the public is posted at the entrance to this meeting room per Section 4.04.030 of the City of Benicia's Open Government Ordinance.

II. PRESENTATIONS

III. COMMUNICATIONS

- A. **WRITTEN**
- B. **PUBLIC COMMENT** (limited to items not on agenda. A 5 minute time limit per individual will be imposed)

IV. OLD BUSINESS

- A. **Approval of Action Minutes of March 9, 2010**
- B. **ORAL HISTORIES**
Staff will provide an overview of the oral histories that were conducted on May 18th and 19th.

V. NEW BUSINESS

- B. **DRAFT – HISTORIC CONTEXT STATEMENT**
Staff and the committee will discuss the oral histories in terms of how they will be conducted, who should be interviewed, and when the interviews can be scheduled. At the meeting, staff will provide documents to review. Tasks will be assigned accordingly.

Recommendation: Staff and committee members will review and discuss the draft context statement prepared by Page & Turnbull. Comments will be provided to Page & Turnbull for editing.

VI. COMMUNICATIONS FROM STAFF & COMMITTEE MEMBERS

VII. ADJOURNMENT

Public Participation

The Benicia Historic Preservation Review Commission and its sub-committees welcome public participation.

Pursuant to the Brown Act, each public agency must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. The Historic Preservation Review Commission allows speakers to speak on agendized and non-agendized matters under public comment. Comments are limited to no more than 5 minutes per speaker. By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the Historic Preservation Review Commission.

Should you have material you wish to enter into the record, please submit it to the Commission/Committee Secretary.

Disabled Access

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact Valerie Ruxton, the ADA Coordinator, at (707) 746-4211. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Meeting Procedures

All items listed on this agenda are for Commission/Committee discussion and/or action. In accordance with the Brown Act, each item is listed and includes, where appropriate, further description of the item and/or a recommended action. The posting of a recommended action does not limit, or necessarily indicate, what action the Commission may take.

Public Records

The agenda packet for this meeting is available at the City Clerk's Office, the Benicia Public Library and the Public Works & Community Development Department during regular working hours. To the extent feasible, the packet is also available on the City's web page at www.ci.benicia.ca.us under the heading "Announcements and Historic Context." Public records related to an open session agenda item that are distributed after the agenda packet is prepared are available before the meeting at the Public Works & Community Development Department's office located at 250 East L Street, Benicia, or at the meeting held in the City Hall Conference Room 1. If you wish to submit written information on an agenda item, please submit to Gina Eleccion, Management Analyst, as soon as possible so that it may be distributed to the Historic Context Ad Hoc Committee.



**CITY OF BENICIA
HISTORIC CONTEXT COMMITTEE
AD HOC COMMITTEE OF THE HISTORIC PRESERVATION REVIEW COMMISSION**

CITY HALL CONFERENCE ROOM 1

REGULAR MEETING MINUTES

**Tuesday, March 9, 2010
1:00 P.M.**

I. OPENING OF MEETING

- A. Pledge of Allegiance**
- B. Roll Call**

Present

Gina Eleccion, Management Analyst
Toni Haughey, Historic Preservation Review Chair
Leann Taagepera, Historic Preservation Review Commissioner
Jerry Hayes, Benicia Historical Society

Absent

Bonnie Silveria, Benicia Historical Society

- C. Reference to Fundamental Rights of Public** - A plaque stating the Fundamental Rights of each member of the public is posted at the entrance to this meeting room per Section 4.04.030 of the City of Benicia's Open Government Ordinance.

II. PRESENTATIONS

III. COMMUNICATIONS

- A. WRITTEN** - None
- B. PUBLIC COMMENT** -None

IV. OLD BUSINESS

A. Approval of Action Minutes of January 26, 2010

On motion of Committee Member Haughey, seconded by Committee Member Hayes, and carried by the Committee, the Minutes of January 26, 2010 were approved.

B. TIMESHEETS

Reminder that committee members need to submit timesheets to staff. All time spent performing research, attending meetings, and doing public outreach should be captured on the timesheets. These are submitted to the State Office of Historic Preservation for reimbursement.

C. PREVIOUS TASK ASSIGNMENTS

Staff and the committee will discuss and review the status of the following:

1. Historic Context Statement Outline – review updated draft
2. Ethnic Communities
3. Mid-Century/Post WWII
4. Early 20th Century
5. Outreach efforts

Recommendation: Staff and committee members will discuss and review status of previously assigned tasks.

The committee reviewed the Statement Outline. Comments will be submitted to Gina Eleccion. Jerry Hayes noted the omission of fraternal organizations (BDES, Masons, Oddfellows, Institute Hall).

Gina Eleccion advised the committee on ongoing research. She noted that she met with Candi Swanson, who has a wealth of information, including maps, pictures and postcards. The museum is working with Candi to reproduce these documents. In addition, she noted that additional research is being done, and that City employees have been submitting documents and information.

V. NEW BUSINESS

A. ORAL HISTORIES

Staff and the committee will discuss the oral histories in terms of how they will be conducted, who should be interviewed, and when the interviews can be scheduled. At the meeting, staff will provide documents to review. Tasks will be assigned accordingly.

Recommendation: Staff and committee members will discuss and assign tasks, including deadlines.

Gina Eleccion distributed preliminary information regarding the oral histories. The committee reviewed a list of names and questions. She would like to schedule interviews

for early April, and asked the committee's help in contacting people. Jerry Hayes noted that the Historical Society would like taped conversations of certain groups of people.

The committee talked about a Ruth Alexander tape, and also mentioned black history in relation to development.

VI. COMMUNICATIONS FROM STAFF & COMMITTEE MEMBERS

Gina Eleccion commented on the meeting with Napa staff and commissioners. It was very informative.

VII. ADJOURNMENT

Meeting was adjourned at 2:00 p.m.
