

# Certified Local Government Program -- 2023-2024 Annual Report

(Reporting period is from October 1, 2023, through September 30, 2024)

**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](mailto: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 Salinas

Report Prepared by: Grant Leonard, Planning Manager

Date of commission/board review: March 3<sup>rd</sup>, 2025

## 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? No.

**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.

2. Provide an electronic link to your ordinance or appropriate section(s) of the municipal/zoning code.

[https://library.municode.com/ca/salinas/codes/code\\_of\\_ordinances?nodeId=PTIITHCO\\_CH3COCOBO\\_ART2HIREBO](https://library.municode.com/ca/salinas/codes/code_of_ordinances?nodeId=PTIITHCO_CH3COCOBO_ART2HIREBO)

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

1. During the reporting period, October 1, 2023 – September 30, 2024, what properties/districts have been locally designated?

Property Name/Address	Date Designated	If a district, number of contributors	Date Recorded by County Recorder
361-365 Main Street	04/09/2024	Type here.	Type here.

**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.

Property Name/Address	Date Removed	Reason
None	<a href="#">Click or tap here to enter text.</a>	<a href="#">Click or tap here to enter text.</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. . [city general plan policies for cultural resources.pdf \(cityofsalinas.org\)](#)

## 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?

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## 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.

Staff normally provides CEQA documents; the Historic Resources Board can provide input as projects are presented.

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

Staff has the primary responsibility of reviewing CEQA documents. The Historic Resources Board has the opportunity to review CEQA documents.

## 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.

Staff has the primary responsibility of providing input to Section 106 documents. The Historic Resources Board provides input on Section 106 documents on occasion.

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

Staff normally reviews Section 106 documents; the Historic Resources Board reviews Section 106 documents on occasion.

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

### A. Commission Membership

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Name	Professional Discipline	Date Appointed	Date Term Ends	Email Address
Sal Munoz	Architect/Professor	December 2010	N/A	<a href="mailto:munfris@hotmail.com">munfris@hotmail.com</a>
Larry Hirahara	Agricultural Executive	June 2021	N/A	<a href="mailto:seedyguy@aol.com">seedyguy@aol.com</a>
Michael Mazgai	Retired	February 2023	N/A	<a href="mailto:mmazgai@pacbell.net">mmazgai@pacbell.net</a>
Dean Callender	Insurance	August 2023	N/A	<a href="mailto:deancallender@sbcglobal.net">deancallender@sbcglobal.net</a>
J. Michael Wadsworth	Architect	September 2023	N/A	<a href="mailto:jmichaelwadsworth@gmail.com">jmichaelwadsworth@gmail.com</a>
Eloise Shim	Retired Educator	September 2023	N/A	<a href="mailto:eloiseashim@yahoo.com">eloiseashim@yahoo.com</a>

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. N/A
2. If all positions are not currently filled, why is there a vacancy, and when will the position be filled? *There is one vacancy on the Historic Resources Board. Applications have been received by two qualified applicants, the vacancy will be filled once the City Councilor has made the appointment.*

**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.
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
Jessica Shull, Associate Planner (Current staff CLG representative)	City Planning	Associate Planner in Advanced Planning & Project Implementation Division of Community Development Department	<a href="mailto:jessicas@ci.salinas.ca.us">jessicas@ci.salinas.ca.us</a>

Name/Title	Discipline	Dept. Affiliation	Email Address
Grant Leonard	Urban and Regional Planning	Planning Manager for the Advanced Planning & Project Implementation Division of Community Development Department	<a href="mailto:grantl@ci.salinas.ca.us">grantl@ci.salinas.ca.us</a>

### 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
Larry Hirahara	<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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Salvador "Sal" Munoz	<input checked="" type="checkbox"/>	<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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Michael Mazgai	<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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Dean Callender	<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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Eloise Shim	<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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
James Michael Wadsworth	<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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Jessica Shull	<input checked="" 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"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Grant Leonard	<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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Robert Latino	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Type here.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 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
See attendance above.	Heritage Tourism	45 minutes	Staff from the Salinas Valley Tourism and Visitors Bureau	1/8/24
See attendance above.	First Mayor's House of Salinas	45 minutes	Staff from First Mayor's House	2/5/24
See attendance above.	Brown Act and Board Training	30 minutes	City Attorney	3/4/24
See attendance above.	Mills Act Training	45 minutes	Jessica Shull	4/8/24
See attendance above.	Monterey & Salinas Valley Railroad Museum Presentation	45 minutes	Staff from the Monterey & Salinas Valley Railroad Museum	5/6/24
See attendance above.	Historic Preservation and the General Plan	30 minutes	Jon Moore, Senior Planner	9/9/24
Type here.	Type here.	Type here.	Type here.	Type here.

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### 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
None	NA	NA	NA

#### 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
Type here. None	NA	NA	NA	NA	NA	NA

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.

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Item or Event	Description	Date
Mills Act	The City established a Mills Act program in 2024 and conducted outreach for the program during the application period.	Summer 2024
Regular Board Trainings	Th Historic Resources Board identified training as a priority for 2024, and staff organized multiple trainings, as listed above.	See above for training dates
Architectural Tour Brochure	Hard stock brochure distributed to libraries and on website.	Ongoing
Adaptive Reuse Project Ordinance	Foster the restoration and/or adaptation of existing, nonresidential buildings into residential dwelling units to produce much needed housing in the city, facilitate economic development, preserve historic resources, and create a vibrant downtown.	Ongoing

## ADDITIONAL INFORMATION FOR NATIONAL PARK SERVICE ANNUAL PRODUCTS REPORTS FOR CLGS

During the reporting period (October 1, 2023 – September 30, 2024) 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
Type here.	1



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

1. During the reporting period (October 1, 2023 – September 30, 2024) 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
2. If yes, how many properties have been added to your register or designated during the reporting period?

**C. Local Property Tax Incentive Program**

1. During the reporting period (October 1, 2023 – September 30, 2024) did you have a Mills Act program?    Yes    No
2. If yes, how many properties entered into a contract during the reporting period?
  - i. Zero.

Name of Program	Number of Properties Added During 2023-2024	Total Number of Properties Benefiting From Program
Type here.	Type here.	<i>Click or tap here to enter text.</i>

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

1. During the reporting period (October 1, 2023 – September 30, 2024) 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
NA	NA

**E. Design Review/Local Regulatory Program**

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1. During the reporting period (October 1, 2023 – September 30, 2024) 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
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?

## F. Local Property Acquisition Program

1. During the reporting period (October 1, 2023 – September 30, 2024) 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
NA	Type here.

## **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?

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?

## **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

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Public outreach publications

Email to: [info.calshpo@parks.ca.gov](mailto:info.calshpo@parks.ca.gov)