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MEMORANDUM

Date: January 31, 2024
To: Deadwood City Commission
From: Kevin Kuchenbecker, Historic Preservation Officer
Re: **2024 Retainer for Professional Services, Renee Boen**

The City Archives is requesting permission to enter a retainer with Renee Boen of Rapid City, South Dakota for professional services as related to the City's archaeological collections. Ms. Boen was the South Dakota State Archaeologist and Collections Manager for the South Dakota Archaeological Research Center.

As part of this agreement, Ms. Boen will review and make recommendations concerning the City's archaeological storage facility, aide and assist in the development of policies and procedures for the archaeological storage facility and its holdings and provide technical assistance in the long-term storage of archeological collections at City Hall. Funding for this retainer would come from the 2024 HPC Archaeology budget.

The Historic Preservation Commission reviewed this request at their January 24, 2024 meeting and recommend approval.

RECOMMENDED MOTION:

Move to allow the City Archives to enter a retainer with Renee Boen of Rapid City, South Dakota for professional services as related to the City's archaeological collections. This retainer will not exceed \$5,000.00 and will come from the 2024 HPC Archaeology budget. This is a budgeted expenditure.