



**HISTORICAL COMMISSION
STAFF REPORT
JUNE 11, 2024**

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DATA SUMMARY

Subject: Historical Commission Policy Document

BACKGROUND:

At the special joint meeting of the City Council and the Historical Commission, held on April 9, 2024, Council provided direction to staff to prepare a policy document that outlines the ways in which the Historical Commission can pursue special projects that may require staff time and financial resources to accomplish. Specifically, the following direction was provided:

- That the commission report to Council on a quarterly basis so that they can consider potential projects for the upcoming quarter.
- That staff provide a means for the commission to convene when staff does not have a development review project for them to consider (determined to be an innate right of the commission already)
- That a Historical Commission liaison be assigned to the Development Review Committee (DRC) to relay historical commission recommendations.

The attached policy document addresses the direction provided to staff and was approved by City Council at their May 28, 2024 regular meeting.

ATTACHMENTS:

1. Historical Commission Policy document