



## ITEM #4

### HISTORICAL COMMISSION AGENDA REPORT

**Meeting Date:** October 28, 2024

**Subject:** Preparation for Work Plan and Joint Meeting

**Prepared by:** Sean Gallegos, Senior Planner

**Attachment:** A. Draft 2024/2025 Work Plan

#### **Staff Recommendation**

Review the revised work plan and finalize possible topics for the joint meeting with Council.

#### **Environmental Review:**

Not applicable

#### **Summary/Project Description:**

In preparation for the Joint Meeting with the City Council in early 2025, the Commission will review and outline key items in the attached Work Plan for the Historical Commission.

#### **Fiscal Impact:**

None

#### **Discussion/Analysis**

The Commission is tasked with reviewing the attached Work Plan for the upcoming year. As part of this review, commissioners are expected to carefully examine each item, propose any necessary deletions, revisions, or additions, and ensure the Work Plan aligns with the [purpose of the Historic Preservation Ordinance](#).

In addition to this review, the Commission must designate members to manage key ongoing initiatives:

#### **1. Margaret Thompson Essay Contest:**

Commissioners will need to appoint a lead or subcommittee to oversee the organization and management of the Margaret Thompson Essay Contest. This includes working with staff and the History Museum to coordinate with schools, promote participation, and review submissions, and assist with organizing the annual ice cream social to acknowledge winners of the contest.

#### **2. Plaque Program:**

The Commission should select representatives to lead the ongoing effort to provide bronze plaques to property owners.

**3. Preservation of the Historic Landmark Orchard:**

The Commission should select representatives to lead the ongoing effort to preserve the Historic Landmark Orchard.

**4. Oversight of the Mills Act Program:**

The Commission must appoint members to work closely with City staff on the oversight of the Mills Act Program.

Commissioners are encouraged to engage in a thorough discussion to ensure the Work Plan and appointments reflect the Commission's collective vision for the year and aligns with the City Council's agenda for the Commission.