



HISTORICAL COMMISSION AGENDA REPORT

Meeting Date: April 15, 2024
Subject: Commission Meeting Time
Prepared by: Sean Gallegos, Senior Planner
Attachment: None

Staff Recommendation

Approve moving the Historical Commission meeting time to begin at 6:00 pm

Environmental Review:

Not applicable

Summary/Project Description:

This report addresses the proposed change of meeting time for the Historical Commission from 7:00 pm to 6:00 pm.

Fiscal Impact:

None

Background

Staff proposes to change the meeting time for the Historical Commission from 7:00 pm to 6:00 pm. The recommendation stems from the alignment with all public hearings managed by the Development Services Department, which have already transitioned to the earlier time. The purpose of this change is to streamline operations, facilitate efficiency, and reduce the impact on staff.

Discussion/Analysis

The Historical Commission plays a crucial role in preserving the heritage and cultural legacy of our community. However, the current meeting time at 7:00 pm creates logistical challenges, especially in light of the revised schedule for public hearings managed by the Development Services Department. By aligning the Historical Commission's meeting time with these proceedings, we can promote consistency and facilitate a smoother workflow.

Benefits of the Proposed Change:

1. **Improved Efficiency:** Commencing the Historical Commission meetings at 6:00 pm will allow for a more efficient use of time, enabling members to begin and conclude discussions earlier in the evening.
2. **Enhanced Accessibility:** Aligning the meeting time with other public hearings managed by the Development Services Department will make it easier for stakeholders to participate in multiple proceedings on the same day.

3. Reduced Impact on Staff: Adjusting the meeting time will also alleviate the strain on staff members who are required to support these sessions..