



## ITEM #2

### HISTORICAL COMMISSION AGENDA REPORT

**Meeting Date:** January 22, 2024

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

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

**Attachment:** A. Draft 2023/2024 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 February 2024 Joint Meeting with City Council, the Commission will go over items for discussion.

#### **Fiscal Impact:**

None

#### **Discussion/Analysis**

Commission approved the work plan on December 11, 2023, with the following comments and revisions:

- 1) For Goal 1 (Administer the annual Margaret Thompson Essay Contest), the work plan shall be revised to show Commissioner Lang is assigned to oversee the work plan item.
- 2) For Goal 2 (Implement the Historic Plaque Program), Commissioner Lang will work with the History Museum for a tentative date in May 2024 for an event for the Historic Plaque program at the History Museum.
- 3) For Goal 3 (Administer the preservation and interpretation of the Historic Landmark Apricot Orchard), the goal is modified to “Review Ongoing Efforts to preserve the Historic Landmark Apricot Orchard” with the Commission’s assignment to “coordinate informational reports and presentations from the Los Altos History Museum Orchard Commons Committee on the status of rehabilitation efforts of Historic Apricot Orchard.”
- 4) For Goal 4 (Provide oversight for the ongoing effort to preserve the Halsey House, a City Historic Landmark), the goal is deleted from the work plan.
- 5) For Goal 6 (Review the ongoing staff efforts to ensure the Mills Act is advancing the preservation of historic properties in Los Altos), an assignment shall be added for staff to provide annual report to the Historical Commission on October 28, 2024.

- 6) A new goal was added to “Provide a venue for public engagement regarding the city's heritage by safeguarding historic resources.”
- 7) The overall work plan shall be revised to correct typographical errors in the document.

Staff requests the Commission's review of the updated draft work plan and discussion topics intended for the upcoming joint meeting with the Council scheduled for February 2024. Detailed revisions to the overall work plan can be found in Attachment A.