



Historic Review Commission

AGENDA REPORT

Department: Planning

Account Code: _____

Prepared By: Renae' Ollie

Subject

Consider and act upon a request to change the meeting start time of the Historic Review Commission from 6:00pm to 6:30 pm.

Recommendation

Motion to **(approve, or deny)** a request to change the meeting start time of the Historic Review Commission from 6:00pm to 6:30 pm.

Discussion

At the request of two board members, it has been asked to consider changing the meeting start time from 6:00 pm to 6:30 pm. One of the Commissioners has expressed the difficulty of getting to meetings by 6pm.

Since its establishment, the HRC board meeting has started at 6:00 pm. With the exception of the Library Board which starts at 7pm, most of the city's board meetings start at 6pm. However, it wasn't until 2014 that the Planning and Zoning Commission meeting changed from 6:30 pm to 6:00 pm. A primary factor in a 6:00 pm start time was to reduce staff overtime.

Staff realizes that it may be difficult for some board members and even citizens to attend meetings. However, 6pm is the traditional start time for city meetings, including City Council, and is the time represented to those interested in serving.

HRC does not meet every month, but when it does, staff gives as much notice as possible to the board members to allow them to schedule their time accordingly. Also, as with any job we understand there are times when things come up that prevent a board member from arriving on time or at all in some cases.

Staff humbly ask that the HRC meetings continue with a 6:00 pm start time.