



Board Agenda Item 52

DATE: June 18, 2024

TO: Board of Supervisors

SUBMITTED BY: Sally Gomez, County Librarian
David Rodriguez, Chair, Historical Landmarks and Records Advisory Commission

SUBJECT: Historical Landmarks and Records Advisory Commission - Revision to Bylaws

RECOMMENDED ACTION(S):

Approve the revised Bylaws for the Historical Landmarks and Records Advisory Commission.

There is no Net County Cost associated with the recommended action, which will revise the Bylaws for the Historical Landmarks and Records Advisory Commission (HLRC) to specify governing policies by which the Commission must abide and further clarify the duties and responsibilities of the Commission.

ALTERNATIVE ACTION(S):

Your Board could choose to not approve this action, which would result in the Bylaws not being revised at this time.

FISCAL IMPACT:

There is no Net County Cost associated with the recommended action.

DISCUSSION:

The HLRC is a Board of Supervisors appointed Commission, which was established on March 22, 1966. The Commission advises the Board on matters relating to the preservation and designation of County historic property and landmarks. The HLRC accomplishes this by seeing to the maintenance of the list of historic places in the County; advising the Board of Supervisors on properties that might be added to the local, State, and National registers of historic places; and coordinating with other agencies and organizations in the community as necessary to carry out the goal of local historic preservation. The HLRC also accepts and reviews applications for and maintains lists of Centennial Farms, businesses, and schools.

The current revision clarifies the duties and term limits of the Chairperson and Vice-Chairperson while also explaining the role of the HLRC as it relates to Administrative Policy Number 48, specific to roads and bridges. Lastly, formatting changes have been adopted to ensure the document can be updated smoothly using current word processing software should the document require further revision later. The Commission voted to approve the final draft revision during their regular meeting on September 14, 2023.

OTHER REVIEWING AGENCIES:

Historical Landmarks and Records Advisory Commission

ATTACHMENTS INCLUDED AND/OR ON FILE:

Bylaws
Bylaws - Redline

CAO ANALYST:

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