



HISTORICAL COMMISSION MINUTES

7:00 p.m., August 27, 2001
City Council Meeting Chambers
One North San Antonio Road, Los Altos, California 94022

CALL TO ORDER

ROLL CALL

Present: Chair McChesney, Vice-Chair Foerster; Commissioners Carpenter, Hull, and McDonald. Absent: Commissioners Hawks - Torbeck and Sandoval.

MINUTES

Approval of the minutes of the July 23, 2001 meeting was moved by Vice-Chair Foerster, seconded by Commissioner McDonald. Approved with the correction that the Winchester - Merryman home was on the Historic Resources Inventory and that the realtor representing property was aware of that status.

PUBLIC COMMENTS

Members of the audience may bring to the attention of the commission any item that is not on the agenda. Speakers are given up to three (3) minutes. State law prohibits the Commission from acting on items that do not appear on the agenda.

DISCUSSION/ACTION ITEMS

1. 236 Eleanor Avenue –Plans had been anticipated by the architect, but were not finalized with the owner. Deferred to a later Commission meeting.
2. Chairperson's report: Lohman House at Foothill College, 12345 El Monte Rd., (Staff House) - The letter for Bernadine Fong regarding the Lohman House was signed by all present and mailed on August 25.
3. Neighborhood Meeting on September 13—The Commission reviewed and evaluated the July 30 Neighborhood meeting, and reviewed the plans for the September 13 meeting. Speaking assignments were reiterated. The plan is still tentatively to report back to Council at one of the October meetings. Staff had been in contact with the Recreation Director, Community Development/Planning Director, and the City Clerk to keep them updated about the progress of the Neighborhood meetings. When a report is to be made

by a Commission to the Council, a staff report needs to be written to accompany the action; the usual format is a "Recommendation; Background (on the topic); Discussion; Budget Impact (if any); Workload Impact (if any); and sometimes, alternative options to the recommendation.

4. Cable History TV Show/History of Street Names Project - Nothing to Report at present.
Commissioner Reports:
5. Heritage Trees Update - There are ten types of heritage trees and Commissioner McDonald had brought in the booklet about heritage trees. It is not clear yet that any new trees need to be designated. As commissioners spot trees that they want to be sure are protected; this will need to be researched. Commissioner Carpenter will call Brian McCarthy, Public Works Superintendent (and chief arborist) about the Heritage Trees process and how the Commission can work supportively with the Parks element.
6. Historic Resources Inventory Software - The staff and Commission need to determine if there is an NT system available at the museum, or elsewhere within the City that we can use for management of the information on the Historic Resources Inventory and for updating the database. More to follow after discussing with the City IT staff.
7. Update on City Operating Agreement with the Association: Staff agreed to discuss this with the Recreation Director and with Bob Grimm, President of the Association. There was also a discussion that Bob might not be aware that the Commission and the Museum Board of Directors have a joint meeting every year; usually the October or the November meeting as a preparation for the Study Session with Council. Chair McChesney will mention this to Bob and invite him to schedule this with her and the museum's board of director.
8. Commissioner Foerster mentioned that with the 50th Anniversary of the City coming up, he wondered if the "Orchard" topic for the Essay Contest was the best choice for 2002. It was also discussed that perhaps, the Essay Contest timing could be changed; although that is a slim possibility—due to the school district testing and requirements.

HISTORY MUSEUM REPORT/STAFF REPORT

Staff discussed in general terms, the General Plan work which would be going on this fall. There is a question as to whether it might be judicious to put off bringing the current version of the Historic Resources Inventory back to Council this fall. A question exists about whether it might function well to finish the Neighborhood Meetings and then discuss the status of the Neighborhood feedback and comments with Council at the December Study Session in December 2001. No decisions or consensus was reached on this topic.

OTHER MATTERS/NEW BUSINESS/WRITTEN CORRESPONDENCE:

Certified Local Government Training--Three commissioners agreed to attend the September 14 training at the Presidio and filled out forms. Commissioner McDonald will check his

calendar and contact staff. The City has budgeted \$550i/annually for Commissioner training.

ADJOURNMENT

Commissioner Carpenter moved to adjourn, seconded by Commissioner Hull. The Commission adjourned at 9:15 p.m.

Madelyn Crawford, History Museum Director
Liaison to the Historical Commission, 650-941-0950 X126,
e-mail: madelyn.crawford@ci.los-altos.ca.us)