



DATE: March 24, 2014

AGENDA ITEM # 3

AGENDA REPORT

TO: Historical Commission
FROM: Sierra Davis, Staff Liaison
SUBJECT: Commission Work Plan and Accomplishments

RECOMMENDATION:

Accept the 2014-2015 Historical Commission Goals and Work Plan

BACKGROUND

At the meeting on February 24 2014, the Commission accepted the following list which outlined the Commission's 2013-2014 accomplishments.

1. The Commission has held seven regularly scheduled meetings since April 2013.
2. Designated 2066 Crist Drive as a Historic Resource due to its association with Apple Computer Company co-founder Steve Jobs and listed it on the Los Altos Historic Resources Inventory. On October 28, 2013.
3. Prepared a manual for administering the Annual Margaret Thompson Essay Contest to ensure continuity and consistency for future Commissioners.
4. The Commission administered the 29th annual Margaret Thompson Essay Contest. The essay topic was "Bear in mind: the story of the California Grizzly." Essays were submitted from students from nine schools in Los Altos, with a trophy being awarded to the school with the most award winners. Award checks and certificates were distributed by the Mayor to the students at the ice-cream social sponsored by the Historical Commission on May 14, 2013.
5. The Commission is currently administering the 30th annual Margaret Thompson Essay Contest. The essay topic is "Los Altos Art Works Enrich Our Lives and Community"
6. Implemented the Historic Plaque Program.
7. Awarded the Historical Preservation Award to Marion Grimm at the April 29, 2013 meeting.

8. The Commission reviewed and approved the 2012-2013 Certified Local Government Program Annual Report. Staff submitted the report to the State Office of Historic Preservation on February 3, 2014.
9. Developed a Commission Calendar that identifies reoccurring events, dates and deadlines at the August 26, 2013 meeting.
10. Recommended that 452 University be a Historic Landmark at the April 29, 2013 meeting.
11. Designated 1448 Fowler Lane as a Historic Resource and recommended that the property be designated as a Historic Landmark at the April 29, 2013 meeting.
12. Reviewed one historic project for a remodel and a variance at 10 Yerba Santa at the October 29, 2013 meeting.

DISCUSSION

At the March 4, 2014 joint meeting between the City Council and the Historical Commission, the Commission discussed the following goals and work plans for 2014-2015:

1. Implement the Historic Plaque Program, organize a kick-off event and determine the future of the program.
2. Work with staff to update the Historic Commission website information by providing more online resources regarding Historic landmarks and resources.
3. Continue to maintain and improve the Historical Commission's community outreach and awareness by collaborating with the Los Altos History Museum and administering the annual Margaret Thompson Essay Contest.
4. Work with the State Office of Historic Preservation to ensure that the City's Certified Local Government requirements are being met.
5. Continue to seek historic education and training opportunities, with a focus on the local community activities and educational opportunities.
6. Continue to foster a partnership with the History Museum in order to best utilize the Museum's resources for projects such as evaluating historic properties for their association with significant individuals and events.

HISTORICAL COMMISSION 2014/15 Work Plan

Goal	Projects	Assignments	Target Date	Status
Administer the annual Margaret Thompson Essay Contest	Administer the essay contest and coordinate with the History Museum's Education Committee	<ul style="list-style-type: none"> • Coordinate outreach to Los Altos schools once an essay topic is established. • Receive and judge essay entries, and determine winners (1st, 2nd, 3rd) for each grade. • Prepare award certificates. • Administer Ice Cream Social to recognize winners. 	December – May each year	Ongoing
Implement the Historic Plaque Program	Organize a kick-off event to publicize and recognize the historic plaque recipients.		May/June 2014	Pending
Administer the annual Historic Preservation	Review nominations, hear testimony and hold vote to determine the award recipient.		April each year	Ongoing
Maintain the City's Certified Local Government Status	Review and approve the annual CLG report that is submitted to the State Office of Historic Preservation.		January each year	Ongoing
	Seek historic education and training opportunities, with a focus on the local community activities			Ongoing

	and educational opportunities.			
Foster Partnership with Los Altos History Museum	Hold an annual joint meeting with the Museum Board of Directors			Ongoing
	Seek opportunities to partner with the Museum on historic education and outreach.			Ongoing
Update the Historic Commission Website.	Provide information on structures participating in the Historic Plaque program.			
	Provide additional information including the Historic Resource Inventory, Historic Plaque program.			