



Historical Commission

HISTORICAL COMMISSION 2013/14 Work Plan

Goal	Projects	Assignments	Target Date	Status
Evaluate the “Steve Jobs House” at 2066 Crist Drive for addition to the Los Altos Historic Resources Inventory (HRI)	Complete historic research of property.	<ul style="list-style-type: none"> Commissioner Bishop to communicate with Steve Jobs movie crew to get set photos of garage mockup and details pertaining to historic photos of garage. Commissioner Welsh to review documents in the Stanford archive for evidence of early Apple computers built/sold out of garage. 	January 2013	Completed
	Complete historic property evaluation (DPR) of property.	<ul style="list-style-type: none"> Commissioner Marfatia to draft DPR form for review by the Commission. 	July/August 2013	Completed
	Hold public meeting to consider designating property as a Historic Resource and listing on the HRI.		Fall 2013	Completed
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
	Prepare a manual for administering the essay contest to ensure continuity and consistency for future	<ul style="list-style-type: none"> Commissioner Welsh will prepare the manual and present to the Commission for review and approval. 	July/August 2013	Completed

	commissioners.			
Implement the Historic Plaque Program	Work with staff to develop an outreach and funding plan	<ul style="list-style-type: none"> A Commission subcommittee (Chapman, Mabe, and Ahmadjian-Baer) will evaluate plans for publicity and outreach and report back to the Commission on recommendation. 	July/august 2013	Pending
Administer the annual Historic Preservation Award	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 and educational opportunities.			Ongoing
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