



COUNTY OF SANTA CRUZ

HISTORIC RESOURCES COMMISSION

PLANNING DEPARTMENT

701 OCEAN STREET, 4TH FLOOR, SANTA CRUZ, CA 95060

(831) 454-2580 FAX: (831) 454-2131 TDD: CALL 711

KATHLEEN MOLLOY, PLANNING DIRECTOR

January 7, 2019

AGENDA: January 14, 2019

Historic Resources Commission
County of Santa Cruz
701 Ocean St.
Santa Cruz, CA 95060

CONSIDER AMENDMENT TO THE HISTORIC RESOURCES COMMISSION BYLAWS REGARDING MEETINGS

Dear Commissioners:

The Bylaws of the Historic Resources Commission are adopted to assist the Commission in conducting its business in an orderly manner. In accordance with SCCC section 2.38.140, adoption and amendment to Commission Bylaws requires final approval by the Board of Supervisors. Section 4 of the Bylaws, "Meetings," provides the general meeting schedule for the Commission and currently also specifies a meeting date and time. Since these meeting dates and times are subject to change, staff believes that meeting dates and times are more appropriately provided outside the Bylaws.

Meeting dates and times are currently posted on the Planning Department website, where they are accessible to the public. (In addition to posting meeting dates and times on the Planning Department website, agendas for each meeting are also provided to persons who have requested to receive notification of the HRC meetings as provided in Section 2 of the Bylaws.) Therefore, staff is proposing to amend language in Section 4 of the Bylaws pertaining to meeting dates and times as provided in Exhibit A to state that "The Commission shall meet once each quarter, for a total of four regular meetings per year. The meetings shall normally be held in the first month of each quarter, in January, April, July, and October. The meeting schedule for the year, including the time and place for each meeting, shall be approved by the Commission, for the subsequent year, at its last meeting of each year and posted on the Planning Department Website."

Therefore, it is RECOMMENDED that your Commission take the following actions:

AGENDA Date: January 14, 2019

1. Adopt the proposed amendment to Section 4 of the Bylaws, Meetings, as provided in Exhibit A; and
2. Request staff to submit the proposed amendment to the Bylaws to the Board of Supervisors for final approval.

Sincerely,



Annie Murphy
Secretary to the Commission

Exhibits

- A. Proposed Amendment to Section 4 of the Historic Resources Commission Bylaws,
"Meetings"