



Nathan Heffron, City Manager

April 11, 2018

RE: City Manager Directive 2-2018: Establishment of Special Committee on Cultural and Historical Preservation

In accordance with the City of Negaunee City Charter, Section 6.4, the following directive is given:

As City Manager I do hereby direct to be established a Special Committee to be created and known as the Committee on Cultural and Historical Preservation, said committee will be charged with the following duties:

1. Assist in determining the boundaries of the historic district;
2. Hold public meetings to gain insight from the community and stakeholders;
3. Hold meetings with downtown business and property owners;
4. Assist in preparing a strategic plan for the historic district.

The Committee on Cultural and Historical Preservation will be structured in the following manner:

Structure of the committee:

1. The Committee will be made up of six (6) individuals, of such, the City Manager will be Chair with no vote except in the case of a tie; Director of Public Works, and four members at-large appointed by the City Manager;
2. Meetings are open to the public.

The Committee on Cultural and Historical Preservation's agenda will be structured in the following manner:

Structure of Committee Agenda:

Roll Call;

Pledge of Allegiance;
Approval of Agenda;
Old Business;
New Business;
Public Comment;
Adjournment

The Committee on Cultural and Historical Preservation's members at-large shall be chosen and qualified as described below:

At-large Members:

The Chair will post in a public place and publish in a legal newspaper of circulation the vacancy of members at-large in order to fill such positions. Applications will be accepted for ten (10) business days. Upon review of these applications, the Chair will appoint to this committee qualified members. In the event where vacancies still exist due to lack of interest to serve, the Chair may appoint such qualified members without application.

Qualifications:

Resident of the City of Negaunee

18 years of age

With an interest in and/or knowledge of the field of historic architecture, history, archaeology, or historic preservation

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