

## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>2024 Historic District Commission Annual Report</b>
<b>SUBMITTING DEPARTMENT</b>	<b>City Manager</b>
<b>PRESENTER</b>	<b>Carol Schwanger</b>
<b>MEETING DATE</b>	<b>April 28, 2025</b>
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**EXECUTIVE SUMMARY** *(include history of previous Commission action/discussion, background, scope of work, etc.):*

Pursuant to the Royal Oak Municipal Code Chapter 82 Historic Preservation, Article II Historic District Commission, Section 20, the historic district commission shall submit an annual report of its activities to the City Commission each April. Attached is the 2024 Historic District Commission's 2024 Annual Report.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	
<b>AMOUNT CURRENTLY BUDGETED</b>	
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$0.00 (BA between dept; net -0- effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No

**OTHER FISCAL IMPACTS:** (Select all that apply.)

☒ No fiscal impact

☐ Revenue impact (details below)

☐ Workload impact (details below)

☐ Operations Impact (details below)

**REVENUE IMPACT:** *Provide a description of how this item will impact revenue. (Is this item expected to create additional/new revenue? Will this item have a negative impact on revenue? Which funds would be impacted? Provide additional details, as necessary.)*

Not applicable

**WORKLOAD IMPACT:** *If this item will require staff time to implement, operate or maintain, provide a description of the workload impact. (Will more staff be needed? Is this workload able to be absorbed by existing staff? If new FTE(s) are needed, provide details of position classification and duties. Provide additional details, as necessary.)*

Not applicable

**OPERATIONS IMPACT:** *If the item requires a budget adjustment, please identify source of additional funds and any proposed cuts to other operations, programs and services.*  
Not applicable

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## **ALIGNMENT WITH COMMISSION APPROVED PLANS, POLICIES, AND PROGRAMS**

*Provide a description of how this item aligns with the strategic plan, aging in place plan, and sustainability and climate action plans. Include any specific goals or action steps it supports.*

The 2024 Historic District Commission Annual Report aligns with the City Commission's Strategic Plan as it demonstrates how the HDC's work is performed in a welcoming and engaged manner to support a livable community; and the reviews the HDC does of historically designated business properties aligns with enabling a vibrant local economy by the HDC collaborating with the business owners to maintain the historic integrity of their properties while integrating modern approaches to signage and other improvements.

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## **COMMUNITY ENGAGEMENT**

*Provide a description of any community engagement efforts made for this item. Include information on tools used, participation information, and general sentiments.*

Each of the historic district commission's 2024 meetings were public meetings conducted following the Open Meetings Act and properly noticed to the city's website. Upon acceptance by the City Commission, this report will be made available on the city website and printed copies made available at city hall, the public library, and the Mahany-Meining Senior Community Center.

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## **BOARD AND COMMISSION FEEDBACK**

*Was an advisory board or commission engaged in discussion on this item? If yes, please provide a summary of feedback received:*

Each member of the historic district commission was given a section of the report to produce with the entire HDC reviewing and editing. The final report was then formatted by Vice-chair Sean Dunlop who profession is in the print industry.

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## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**Be it resolved,** the Royal Oak City Commission accepts the 2024 Historic District Commission Annual Report.

**ATTACHMENTS:** 2024 Historic District Commission Annual Report