



Community & Economic Development Department

Planning Division

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**TO: CULTURAL HERITAGE BOARD MEETING DATE: MARCH 18, 2020**

**FROM: CITY PLANNER ITEM NO: 4**

**WARD: ALL**

**SUBJECT: CERTIFIED LOCAL GOVERNMENT ANNUAL REPORT - OCTOBER 2018-  
SEPTEMBER 2019**

**RECOMMENDATIONS:**

That the Cultural Heritage Board provide input, receive, file, and support the Certified Local Government Annual Report.

**BACKGROUND:**

To maintain certification, Certified Local Governments (CLGs) are required to submit an Annual Report (Exhibit 1) to the State Office of Historic Preservation (SHPO) detailing their historic preservation programs' accomplishments and actions. The annual report covers the federal fiscal year (October 1 – September 30). The City's CLG agreement requires the Cultural Heritage Board review the draft Annual Report prior to submission.

**DISCUSSION:**

The Annual Report summarizes Riverside's preservation program. The Annual Report includes: 1) historic contexts and surveys undertaken; 2) historic site and district designations; 3) projects reviewed for Certificates of Appropriateness and Section 106 consultation; 4) Commission or Board member expertise and attendance records; 5) training attended by staff and Board members; 6) public outreach, education and incentives; 7) progress on goals and goals for the upcoming year; and 8) summary on the City's overall preservation program.

Following review by the Cultural Heritage Board, the CLG Annual Report will be transmitted to the SHPO by April 17, 2020 to meet the submission deadline.

Prepared by: Scott Watson, Historic Preservation Officer

Reviewed by: Patricia Brenes, Principal Planner

Approved by: Mary Kopaskie-Brown, City Planner

**Exhibits:**

1. CLG 2018-19 Annual Report