



MEMORANDUM

City of Venice

Historical Resources Department

TO: Ed Lavallee, City Manager

THROUGH: James Clinch, Director of Public Works

FROM: Harry Klinkhamer, Historical Resources Manager

DATE: July 30, 2020

COUNCIL APPROVAL: Yes

MEETING DATE: August 25, 2020

STRATEGIC PLAN GOAL: Provide Efficient, Responsive Government with High Quality Services

SUBJECT: Request City Council Approve Public Works Department, Division of Historical Resources Collection Policy

Background: As part of best museum practices, it is important to have a collection policy—approved by its governing board—that establishes how and what is added to the historical collection.

Requested Action: Approve Public Works Department, Division of Historical Resources Collection Policy.

If for an agenda item, this document and any associated backup created by City of Venice staff has been reviewed for ADA compliance: Yes

City Attorney Review/Approved: Yes

Risk Management Review: Yes

Finance Department Review/Approved: N/A

Funds Availability (account number): N/A

ORIGINAL(S) ATTACHED:

Cc: [Click or tap here to enter text.](#)