



## **HISTORIC PRESERVATION COMMISSION BY-LAWS**

### ARTICLE I NAME AND PURPOSE

This historic preservation commission of Deadwood, South Dakota, shall be known as the Deadwood Historic Preservation Commission.

The purpose of the Commission is to promote a comprehensive program of historic preservation in Deadwood. The Commission shall promote the use and conservation of historic properties in Deadwood for the education, inspiration, pleasure and enrichment of the citizens of Deadwood and visitors to the area.

### ARTICLE II POWERS

The Commission shall have all of the powers accorded to it by SDCL 1-19B. It shall be the responsibility of the Commission to review any and all projects undertaken by the City of Deadwood, which will encroach upon, damage or destroy any historic property included in the national register of Historic Places or the State register of historic Places, and to evaluate all feasible and prudent alternatives to minimize adverse effects of the projects on historic properties outside of those areas where an Historic District Commission has been organized for that purpose.

### ARTICLE III COMMISSION MEMBERSHIP

The Commission shall consist of seven (7) members appointed by the Deadwood City Commission. The Deadwood City Commission shall make efforts to appoint to the Commission members who represent the fields of history, architecture, urban planning, real estate, geography, archeology, paleontology and law, and such other persons as have demonstrated special interest, experience, or knowledge in those fields as will provide for and adequate and qualified Commission. All members of the Commission shall reside within the city limits of Deadwood.

Appointments to the Commission shall be for a three (3) year term, beginning June 1 of the year of appointment, with no more than three (3) appointments expiring in each calendar year. If a vacancy occurs during a term of appointment, the vacancy shall be filled for the length of the unexpired term. Members of the Commission may be reappointed at the conclusion of the term. The Mayor or his representative shall be an ex-officio member of the Commission.

### ARTICLE IV OFFICERS

The officers of the Commission shall consist of a Chair, a Vice-Chair., and a Secretary. The officers shall be elected at the first meeting of the Commission in June of each year. Officers shall be elected for a one (1) year term. The City Finance

Officer shall act as Treasurer of the Commission.

The Chair shall preside at all meetings of the Commission. The Chair shall call meetings of the Commission and may appoint members of the Commission to committees established by the Commission. The Vice-Chair shall perform these duties in the absence of the Chair.

The Historic Preservation Officer shall act as the Secretary and shall keep minutes of all proceedings of the Commission and shall be permitted to contract with others to perform. All records of the Commission shall be kept at the office of the Commission. Records of all meetings of the Commission shall be available to the public for inspection, but no Commission record shall be removed from the Commission office without prior approval of the Commission. The Finance Officer of the City of Deadwood shall keep regular books which shall be open for inspection by the members of the Commission and the public. The Finance Officer shall make a full report of all receipts and disbursements of the Commission at the end of each fiscal year which shall be audited and approved by the Commission.

#### ARTICLE V COMPENSATION

The Deadwood Historic Preservation Commission shall be compensated at the rate as set by the City Commission per each meeting attended by a member. If a member does not attend the meeting, no compensation is received.

#### ARTICLE VI ACTIVITIES

The Commission may engage in any activities authorized by SDCL 1-19B.

#### ARTICLE VII MEETINGS

All meetings shall be held at times and places specified by the Chair in accordance with law. Public notice shall be given of all scheduled meetings. All meetings shall be open to the public except as provided by law.

A quorum shall consist of four (4) members. A simple majority of the Commission shall be required to take affirmative action.

#### ARTICLE VIII FINANCES

The Commission may collect fees, donations, grants and other income as authorized by SDCL 1-19B.

#### ARTICLE IX AMENDMENTS

These by-laws may be amended at any time by a majority vote of the Commission members. These by-laws and any amendments shall be submitted to the Deadwood City Commission for approval before becoming effective.

*Adopted May 4, 2001*