AGENDA
HERITAGE AND LANDMARK COMMISSION
Thursday, January 22, 2026

1. Call to Order
1. Call to order

2. Possible Approval of Minutes
1. Approval of Minutes from October 16, 2025 Meeting
   Minutes October 16 - draft.pdf

3. Business
1. Election of Chair and Vice-Chair
2. Proposed 2026 Meeting Schedule
   Heritage and Landmark Commission Proposed Schedule.pdf

4. Presentation and Discussion
1. Discussion and possible approval of Strategic Plan
   Heritage and Landmark Commission Strategic Plan -draft.pdf
2. Discussion and possible recommendation of changes to Summit County Code regarding Heritage and Landmark Commission

5. Commissioner and Staff Comments
Updates or comments from Commission Members or Staff. Action will not be taken on any comments at this time.

6. Public Comment regarding items not on the agenda
Limit comments to 3 minutes. Please provide name.

7. Adjourn

Minutes

Summit County Heritage and Landmark Commission
October 16, 2025
Summit County Courthouse
Conference Room 1

Members of the Commission, presenters, and members of the public could attend by electronic means, using Zoom (phone or video). Such members could fully participate in the proceedings as if physically present.

Present: Derek Siddoway, Jocelyn Scudder, Margaret Olson, Dalton Gackle, Dan Compton, Joe Frazier, and Ryan Stack

Quick recap

The Heritage and Landmark Commission held a strategic planning retreat where they discussed various topics including construction status, board recruitment, and potential expansion of their mission to include museum preservation efforts. The group explored options for improving the Summit County Historical Museum, including potential relocation and funding opportunities, while also discussing the need to expand their board membership and increase community engagement. The commission outlined their strategic goals and reviewed budget requests for 2026, including plans for surveys and partnerships with preservation organizations, while also addressing code cleanup processes and museum staffing needs.

Next steps

- Joe to talk with Tonya Hansen about the Commission's ambitions and ideas, including expanding the scope to include the museum.
- Ryan to work on code cleanup to combine the Heritage and Landmark Commission with the Historical Society.
- Joe to prepare a strategic plan document with the three main goals and send it to the Commission members.
- Commission members to provide individual feedback to Joe on the strategic plan document.
- Joe to add the strategic plan to the January agenda for formal vote and adoption.

- Joe to gently prod Amy about advertising for the three open Commission positions.
- Commission to work on developing policy that provides protections to historic buildings.
- Joe to talk to Mike Crystal about integrating the museum into building renovation ideas.
- Joe to connect with the communications team about creating historical content for the Summit County social media.
- Margaret to provide historical content/photos for social media posts.
- Commission to share job postings for new members on Canvas and Kamas Facebook pages when they are published.

Summary

Heritage Commission Strategic Planning Retreat

The Heritage and Landmark Commission held a strategic planning retreat on October 16th. The meeting began with introductions of commission members present and online. They also touched on the state of construction, board member recruitment efforts, and the upcoming presentation by the Board of State History.

Historic Preservation Board Expansion Plan

The board discussed strategic planning for historic preservation, focusing on expanding board membership from 5 to 9 members to include more diverse representation from Summit County. They identified funding limitations as a key challenge, with Summit suggesting the need to explore additional funding sources beyond the CLG grant. The group also discussed creating a Summit County historic landmark designation program to complement national landmark status, while Joan highlighted the need for better public education about historic preservation designations.

Summit Museum Expansion Plans

The group discussed the potential expansion of their mission to include the preservation and enhancement of the Summit County Historical Museum, currently housed in the basement of the county building. They explored ideas for improving the museum, such as acquiring a new location, hiring a curator, and creating a more professional display of artifacts. The board considered revising their mission statement to allow for this type of work, which would also open up new funding opportunities. They also discussed the importance of community engagement and social media presence to highlight local heritage.

Heritage Commission Expansion Plans

The group discussed expanding the scope of the heritage and historic preservation commission, including potentially merging it with the Historical Society and creating a new code to provide protections for historic properties. They explored the process of getting properties listed on the National Register and considered ways to educate landowners about the significance of historic

buildings. The group agreed to present their ideas to the County Council in January and to seek funding for surveys and other preservation efforts. They also discussed the possibility of using TRT (Tourism Revenue Tax) funds to support a Summit County Museum.

Museum Relocation Options Discussion

The group discussed the potential relocation of the museum, considering both the benefits of increased accessibility and the drawbacks of losing its current location in Snowman Summit County. They explored various options, including integrating the museum into the renovation plans for the current building, moving it to the Skull Candy Building, or placing it in the historic Yor Ranch building. Summit suggested the idea of establishing a museum in the Spring Chicken building, which could also serve as an arts center, and proposed organizing history walks along the rail trail. However, concerns were raised about the lack of public access upstairs in the Skull Candy Building and the need for a new building due to space constraints for other departments.

Strategic Goals and Budget Planning

The commission discussed their three strategic goals: policy work, museum vitality, and education/community engagement. They reviewed their budget request to County Council for 2026, which includes funding for a reconnaissance-level survey and additional projects. The group agreed to partner with organizations like Preservation Utah to leverage existing knowledge and expertise, and considered holding in-person meetings at different locations throughout the county. They also clarified that commissioners can serve a maximum of three terms, which can be non-consecutive.

Museum Operations and Recruitment Planning

The group discussed code cleanup and approval processes, with Summit suggesting they could present it at the January meeting rather than needing a special meeting. They also explored the possibility of creating an Instagram account for the museum, with Summit offering to serve as content manager. The board agreed to advertise three openings for museum positions, with a focus on recruiting candidates from different areas of the county and discussed the process for reviewing applications and conducting interviews.

Heritage and Landmark Commission

Proposed 2026 Meeting Schedule

Meetings begin at 4:00 pm

Thursday, January 22, 2026

Thursday, April 16, 2026

Thursday, July 16, 2026

Thursday, October 15, 2026

Heritage and Landmark Commission

Strategic Plan

2026– 2028

1. **Update and improve County Code and other County Policies regarding the Heritage and Landmark Commission and Historic Preservation.**
    a. Discuss with County Council the possibility of combining the Heritage and Landmark Commission with the Historical Society in County Code.
    b. Create new code that allows for single commission to oversee both areas, including the Summit County History Museum.
    c. Craft policy and/or code that strengthens historic preservation within the county.
    d. Increase the number of board members to seven (7) people with an emphasis on representation from the east side of the county.
2. **Improve and Protect the Vitality of the Summit County History Museum.**
    a. Present options for the future home of the museum to Administration.
    b. Develop plans for additional funding for the museum including one-time source funding and ongoing funding.
    c. Create and adopt formal policies for museum operation such as accession and deaccession policies,
3. **Improve Community Outreach, Education, and Engagement regarding Historic Preservation.**
    a. Redesign History Office portion of the County website with a section on Historic Preservation.
    b. Sponsor lectures/discussions presented by Historic Preservation experts. Possible sources are Preservation Utah, Utah State Historic Preservation Office, Utah State Historical Society.
    c. Continue to apply for grants to continue RLS Survey of the County as well as targeted ILS Surveys of individual properties.

DRAFT

d. Create a Summit County Preservation Award to increase interest and awareness of Historic Preservation efforts.

DRAFT