



# Commerce City

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## Council Communication File Number: Pres 24-149

**Agenda Date:** 4/22/2024

**Version:** 1

**Status:** Agenda Ready

**In Control:** City Council

**File Type:** Presentation

Inclusive History of Commerce City

### **Summary and Background Information:**

#### **BACKGROUND**

Commerce City is a diverse city. This diversity has been a source of pride and strength throughout its history. That diversity, however, is not necessarily reflected in the written history of Commerce City. Council has indicated that there needs to be greater attention and focus on the vital contributions of people of all backgrounds to the history of Commerce City. To that end, Council has directed Staff to commission a more inclusive history of Commerce City.

#### **PROCESS**

Based on Council's direction, Staff will produce and publish an RFP to solicit an author for the history. The RFP will be posted locally and regionally to solicit local historians as well as state institutions to ensure that the author has local experience and perspective. Once an author is selected, the book is projected to take approximately 15 months to complete.

#### **DIRECTION**

While Staff understands the basic process and outcome, Council needs to provide direction on several key factors that will greatly influence the book. Writing an inclusive history that encompasses the contributions, achievements, and stories of all members of the community regardless of race, ethnicity, sex, age, sexual orientation or economic status is an important and substantial task. Council's direction will be key in ensuring that the final product aligns with their initial vision. Staff is seeking direction on the following questions:

- o What is the purpose of the book?
- o What period should the book cover?
- o Who has been previously excluded from the history of Commerce City?
- o Are there themes Council wishes to explore in the book?
- o Who is the audience for the book?
- o What are the resources for the author?
  - o To whom should questions from the author be directed?
  - o Who should the author be sure to interview?
- o What is the desired timeline for completion?
  - o Staff has prepared a projected timeline as follows:

- o Research/interviews - six months
- o Outline and approval - three weeks
- o First draft - six months
- o Review and editing - four weeks
- o Second draft - two weeks
- o Review and editing - two weeks
- o What is the budget?
  - o Staff anticipates between \$60,000 and \$120,000 for writing and publication

Answering these questions will provide Staff greater clarity and ensure that the RFP and final product reflects Council's vision and intent for the project.

**NEXT STEPS**

Based on Council's consensus and answers to these questions, Staff will prepare an RFP to solicit an author and bring an appropriate ordinance before Council.

**Staff Responsible (Department Head):** Jim Tolbert, Assistant City Manager

**Staff Member Presenting:** Jim Tolbert, Assistant City Manager

**Financial Impact:** Between \$60,000 and \$120,000

**Funding Source:** If council desires to move forward, Staff will bring an appropriation ordinance forward.

**Staff Recommendation:** Provide staff with feedback on the proposed process and outstanding questions.

**Suggested Motion:** N/A