

Introduced by _____ Council Bill No. R 189-13

A RESOLUTION

authorizing the City Manager to submit a 2014 Historic Preservation Fund Grants Planning/Outreach Projects Pre-Application to the Missouri Department of Natural Resources to host a historic preservation hands-on educational workshop.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. The City Manager is hereby authorized to submit a 2014 Historic Preservation Fund Grants Planning/Outreach Projects Pre-Application to the Missouri Department of Natural Resources to host a historic preservation hands-on educational workshop. The form and content of the application shall be substantially as set forth in "Exhibit A" attached hereto and made a part hereof as fully as if set forth herein verbatim.

SECTION 2. The City Manager is authorized to execute all documents for acceptance of the grant from the Missouri Department of Natural Resources.

ADOPTED this _____ day of _____, 2013.

ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor

EXHIBIT A

CFDA # 15-904

CLG _____

FY 2014 HISTORIC PRESERVATION FUND GRANTS Planning/Outreach Projects Pre-Application

I. PROJECT SUMMARY

Property/Project Name: _____ Historic Preservation Hands-On Educational Work Shop

Project Cost:

Federal: \$ _____ 7,320 _____ Non-Federal: \$ _____ 4,880 _____ Total Cost: \$ _____ 12,200 _____

Proposed Work Summary:

The City of Columbia Historic Preservation Commission (HPC) seeks grant funding to provide technical assistance to a growing community of historic property owners and enthusiasts. Funding would support a three-day, intensive and hands-on educational work shop on historic preservation. The work shop would be open to the public at a minimal fee, and available digitally on the City Channel and City of Columbia Website 24-7. Digital recordings will also be available to check out in hard copy. The educational work shop will be conducted by a qualified historic preservation consultant. Work shop topics are based upon local interest and need. Understanding the constraints of a three-day work shop, the selected consultant will work with the Historic Preservation Commission to tailor the workshop to the unique needs and characteristics of the local community of preservationists. Topics will be introductory in nature, with each of the three workshop days devoted to aspects of the following topics: 1) interior and exterior paint; 2) flooring; and 3) windows. Each topic will give an overview of how to approach the trade, common issues and opportunities, necessary tools and techniques, safety and abatement, and where to find additional resources.

Part I. APPLICANT DATA

1. **Project Sponsor/Applicant:** _____ City of Columbia, Department of Community Development on behalf of the City of Columbia Historic Preservation Commission _____

Receiving Official: _____ Mike Matthes, City Manager _____

Address: _____ PO Box 6015 _____

City: _____ Columbia _____ State: _____ MO _____ Zip: _____ 65205 _____

2. **Contact Person/**

Project Manager: _____ Rachel Bacon, AICP _____ E-mail: _____ ribacon@gocolumbiamo.com _____

Title: _____ Planner _____ Phone: _____ 573-817-5006 _____

Address: _____ PO Box 6015 _____

City: _____ Columbia _____ State: _____ MO _____ Zip: _____ 65205 _____

3. Please provide the following information:

U.S.Representative:____ Vicky Hartzler _____ District: __4____

State Senator: _____ Kurt Schaefer _____ District: __19____

State Representative: ____ Chris Kelly _____ District: __45____

Part II. PRODUCT PROPOSAL

(Complete address information if applicable to this project.)

1. Name of Project: Historic Preservation Hands-On Educational Work Shop NHL

Property Address: _____ Nat. Reg. Listed

City: _____ Columbia _____ County: _____ Boone _____ Not Listed

2. Project Type: (check one) ___ Planning Outreach ___ Other

3. Project Description/Scope of Work:

The City of Columbia and the City of Columbia Historic Preservation Commission will contract with a qualified historic preservation consultant to develop a hands-on educational workshop for historic preservationists in Columbia, MO. The workshop will also be available to the public at-large via a professionally recorded and produced digital video (of the keynote address and/or highlights from each workshop session) of the workshop to be shown on the City Channel and available for download on the City of Columbia website. Copies will also be available for check out at City Hall and the Daniel Boone Public Library. The specifics of the three topics (each covered over one day), and the design/format of the three-day work shop will be developed by the consultant and the Historic Preservation Commission. After informal consultation with the local preservation community for interest and need, the HPC found it most desirable to host sessions on three topics- paint, floors and windows- and in a format such that participants may choose to attend one or all of the topic days.

Note: The three workshop days may or may not be consecutive, depending upon the travel needs of the consultant and other applicable considerations.

In addition to local preservationists and property owners and the Historic Preservation Commission, this work shop will also be open for participation by Missouri CLGs and other individuals desiring to learn the trade of historic property restoration and repair.

Throughout the three days, the work shop will include three specific outreach and education components:

1. A 90-minute introductory presentation giving an overview on the three work shop topics. This presentation will be open to the general public and will be free of charge. The timing of this presentation will either occur prior to the start of the work shop as an introduction to the topics or will be held at a time convenient for a broader audience, such as a Saturday afternoon.
2. Three single day (one topic each day) focused work shops for 5-10 registered participants. Participants may register for one or more of the days.
 - The consultant will prepare an advance study packet for participants with a list of tools and materials to bring and appropriate dress (most materials will be provided on-site)
3. A digital recording of the high points of the introductory presentation and work shop to be shown on the City Channel, available for electronic viewing on the City of Columbia website, and available for check out at the Daniel Boone Public Library and City Hall.
 - The consultant will also be asked to prepare a written flier/brochure of commonly asked questions and answers and tips to accompany the digital recording, with a listing of additional resources recommended to provide additional technical assistance on the topics covered.

As applicable to each of the three topics, the hands-on workshop will include:

- Condition Assessment: How to survey to determine suitability of repair vs. replacement, necessary abatements & skill limitations

- Treatments: Specific methods, materials and techniques to apply
- Planning: Project planning, organization, logistics
- Cost Estimate: Understanding material and labor cost and professional assistance if appropriate
- Maintenance: Detailed treatments and schedules for ongoing care

Participant Eligibility:

The work shop will be open, via advanced registration, to all homeowners, tradespeople, architects, and other historic building professionals. All applicants should be in good health, able to do light to moderate physical work, and have health insurance. Reasonable accommodations for physical limitations will be made by request. Participants will be able to register for one or each of the three days.

Applications for the work shop will be developed by City Staff with review by the HPC and the consultant. An early registration period will be open to residents or property owners within the City of Columbia. Thereafter, remaining registration spots will be open to non-City residents/property owners. A small registration fee will be charged to offset the cost of lunch, refreshments, and additional materials not otherwise covered by grant funds.

CONSULTANT SELECTION:

The City of Columbia, with oversight by the HPC and the State Historic Preservation Office (SHPO), will develop a Request for Qualifications (RFQ) describing the scope of work and desired qualifications. The RFQ will be advertised for thirty days following the grant award. A qualified consultant will be chosen by the HPC based upon the following criteria:

1. Is the consultant a recognized and well-respected preservationist in the field?
2. Is the contractor willing and able to conduct the local work shop on the proposed topics and meet the requirements in the scope of work?
3. What are the consultant's fees for the scope of work, including travel/lodging fees?
4. As included in the consultant fees, what materials and supplies will be provided?
5. What is the contractor's motivation for conducting preservation work shops?
6. References from prior clients for similar projects.

4. Project Benefits:

1. The local community's need for preservation education and resources is not currently being met due to a lack of qualified consultants. This grant-funded project will bring much-needed hands-on instruction to those in the community wishing to learn how to preserve the original features of their buildings but who cannot afford the cost of tuition, fees and travel to attend restoration workshops offered by professionals in the field of preservation trades in other locations.
2. In the preservation field, the common adage "the greenest building is one that is already built" applies to the local desire to preserve the physical heritage while promoting sustainable living. Buildings built prior to 1920 have been shown by the National Trust to have inherent energy saving qualities surpassing energy-efficiency not seen until very recent building code requirements. Additionally, preserving existing buildings captures the embodied energy and harvested resources they contain, and rehabilitation can make historic structures much more energy efficient, with long-term benefits not only to property owners and tenants, but the community at large.
3. In addition to energy cost savings, the project will also provide education on the value of sustainability and the environment and the relationship between historic preservation and sustainability.
4. The project will educate on the economic benefits of historic preservation via energy savings, increased property values, and the related impact on the local economy produced by the buying of materials, hiring of tradespeople, and other tangible and intangible economic benefits.
5. The project will, in relation to #4, bring to the forefront the benefit of "repair rather than replace" and demonstrate to the local building suppliers the financial benefits of supplying materials required for local historic building projects.
6. The project will educate local property owners on the value of their building's original fabric and how historic buildings were constructed to work as "one unit."
7. The project will give participants an opportunity to learn a new trade and skill in an area where the trade is badly needed, information and skills they will be able to share within and throughout the community, and also offer networking opportunities among historic property owners and those wishing to enter into this field.
8. This opportunity will allow the HPC to learn valuable skills and information they can then pass along when asked for technical assistance by the community and this opportunity will apply towards the yearly training and education requirements as required in the Certified Local Government Agreement with the State of Missouri.

5. Discuss community support for the project and describe how the project furthers local and state preservation goals. (If necessary, request a copy of the current Statewide Historic Preservation Plan from the SHPO or find the plan at <http://www.dnr.mo.gov/shpo/docs/2011-17MoPresHorizons.pdf>.)

This work shop will address goals of the Historic Preservation Commission, the City of Columbia and the Statewide Historic Preservation Plan. At the local level, one of the HPC's most challenging ongoing goals, Technical Assistance for Historic Rehabbers, will be promoted by this project. The HPC recognizes there is a great need for local preservation trades education. The HPC also believes its members will be able to provide better technical assistance following the training, a great community benefit, and that more knowledge and skills will beget a chain reaction within the community as knowledge is shared and built upon. Additionally, the HPC feels that by showing the financial value and feasibility of historic repair and restoration to individual homeowners, this workshop will encourage, inform, and inspire local preservationists to invest in their own skills and their properties. This will have a greater community benefit in that property values will go up, energy will be saved, materials will be sold, tradespeople will be hired, and overall the local community will become more sustainable, aesthetically diverse and attractive, and desirable to residents and visitors alike.

The City of Columbia's preservation and sustainability goals will be met by this project as well as the project will provide education and identify incentives for rehabilitation. The City has long recognized the intrinsic ability of historic preservation to provide a sense of place, preserve cultural patrimony, and more recently, the role of historic preservation in economic development and sustainability. This work shop project will meet many of the City's Visioning Goals, as presented below:

Community Character

2 Vision Statement: Columbia protects and encourages the expression of its historic and natural character, uniting the community with sustainable, healthy planning and design, beautifying the streets and lives of its citizens.

2.1 Goal: Columbia will preserve its existing character and enhance the city's natural and man-made aesthetics.

2.1.3 Strategy: Establish neighborhood areas to feature distinct characteristic "looks," guide development and improve property appearance, and provide assistance to homeowners in order to foster neighborhood pride.

2.2 Goal: Historic areas will be identified, valued, and preserved through education, enforcement, and incentives.

2.2.1 Strategy: Develop a policy of identification, financial incentives such as tax abatement and tax credits, and resources for monitoring to encourage historic preservation.

2.2.2 Strategy: Seek federal preservation funds for use in community historic preservation.

2.2.3 Strategy: Education neighborhoods of their historic importance and of incentives available for historic preservation

At the state level, several statewide preservation goals will be addressed by offering specialized training to professionals, government officials and the general public: Increase public understanding, appreciation and support for the value of historic preservation (Goal 1); Strengthen and enhance historic preservation as an economic development tool (Goal 3); and make preservation at all levels of Missouri government a priority linking historic preservation to sustainable growth, environmentally sound policies, and economic development (Goals 1 and 2) by teaching how to repair rather than replace, and by offering an avenue for those considering the field of preservation trades (Goal 6).

Part III. PROJECT BUDGET

1. **Expenses:** For each cost item in your budget, indicate the total budgeted amount, breakdown of each item between federal and nonfederal funds, and whether the cost is a cash or inkind expense.

CATEGORY OF EXPENSE	NONFEDERAL/ CASH	NONFEDERAL INKIND	FEDERAL	TOTAL
Consultant Fee	\$3,880.00	\$	\$2,120.00	\$6,000.00
Lodging and Travel for Consultant	\$	\$	\$1,000.00	\$1,000.00
Work Shop Materials	\$	\$	\$300.00	\$300.00
Facility Rental	\$	\$	\$200.00	\$200.00
Filming/Film Production Materials- professional quality production and editing by the Columbia City Channel of the overview/highlight video of the work shop topics	\$	\$	\$3,500.00	\$3,500.00
Advertisement/Promotion/Registration Materials	\$	\$	\$200.00	\$200.00
Personnel (City Staff)- project management and administrative duties	\$1,000.00	\$	\$	\$1,000.00
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
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	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
TOTAL PROJECT COSTS	\$4,880.00	\$	\$7,320.00	\$12,200.00

2. Source of Local Share:

a. Donor: City of Columbia, MO donation of staff time (project management and administrative duties). Source: City of Columbia, MO Circle one: In-Kind or <input checked="" type="checkbox"/> Cash	AMOUNT:	\$1,000.00
b. Donor: City of Columbia, MO Historic Preservation Commission Source: City of Columbia, MO Historic Preservation Commission annual budget Circle one: In-Kind or <input checked="" type="checkbox"/> Cash	AMOUNT:	\$3,880.00
c. Donor: Source: Circle one: In-Kind or Cash	AMOUNT:	\$
d. Donor: Source: Circle one: In-Kind or Cash	AMOUNT:	\$
e. Donor: Source: Circle one: In-Kind or Cash	AMOUNT:	\$
f. Donor: Source: Circle one: In-Kind or Cash	AMOUNT:	\$
3. Local Share Grand Total:		\$4,880.00

PART IV. APPLICANT CERTIFICATIONS

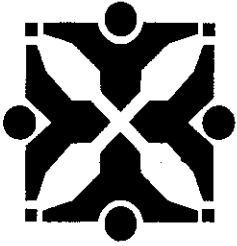
The Applicant, _____, through the signature of the designated official authority or individual representing them, assures and certifies that they will comply with the regulations, policies, guidelines and requirements of the National Register Programs Guideline (NPS-49), including Office of Management and Budget Circulars A-21, A-87, A-102 & A-122, Executive Order 12372, and other appropriate state regulations as they apply to the application for grant assistance.

Also, the Applicant, _____, gives assurance and certifies with respect to the application that:

1. They possess legal authority to apply for the grant; that a resolution, motion, or similar action has been duly adopted or passed as an official act of application; or a method has been established to direct an authorized agent of the applicant who is empowered to act as official designee with regard to the application.
2. They will comply with special requirements imposed by the granting agency if, at a subsequent time, they receive any grant monies.
3. They will comply with minimum wage and maximum hour provisions of the Federal Fair Labor Standards Act.
4. They will have sufficient funds available to meet the non-federal share of the cost of project work as outlined in the grant application, and at the time of granting, all non-federal shares will be verifiable.
5. They will comply with Title VI of the Civil Rights Act of 1964 (42 USC, 2001d) prohibiting employment discrimination where: (1) the primary purpose is to provide employment, or (2) discriminatory employment practices will result in unequal treatment of persons who are, or should be, benefiting from the grant-supported activity.
6. They will, if subsequently awarded a grant, cause work on the project to commence within a reasonable amount of time after receipt of notification; and assure that the project will be carried to completion through a series of timely milestones.
7. They will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-3352) and, in accordance with Title VI of that Act, shall assure that no person in the United States shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination on the grounds of race, color, or national origin under any program or activity for which the applicant receives federal financial assistance.
8. They will carry out the project, as described in the grant application, in conformance with Secretary of the Interior's "Standards for Rehabilitation.
9. They will employ personnel who meet the requirements set forth in 36 CFR 61 for National Register and survey activities.
10. They will, if awarded a grant, submit to the granting agency copies of indirect cost agreements and curriculum vitae for all professional employees or contractors.
11. They will not commence project work prior to official notification of grant award unless written pre-approval has been given by the granting agency.
12. And, they assure and certify that, to the best of their knowledge, all data represented in the grant application is true and correct.

Signature of Applicant Verifying Authority:

Date



Source: Community Development - Planning ^{TT}

Agenda Item No:

To: City Council
From: City Manager and Staff

Council Meeting Date: Sep 16, 2013

Re: FY 2014 Historic Preservation Fund grant application to host a historic preservation trades work shop (case #13-169)

EXECUTIVE SUMMARY:

Attached for Council consideration is a resolution authorizing an application on behalf of the Historic Preservation Commission for a Certified Local Government Historic Preservation Fund grant to the Missouri Department of Natural Resources. The grant application seeks funding to hire a qualified consultant to put on a historic preservation trades work shop over three days and to produce a highlight video of the work shop.

DISCUSSION:

The City of Columbia Historic Preservation Commission (HPC) seeks grant funding to provide technical assistance to a growing community of historic property owners and enthusiasts. Funding would support a three-day, intensive and hands-on educational work shop on historic preservation. The work shop would be open to the public at a minimal fee (for supplies/lunch; scholarships may be offered), and available digitally on the City Channel and City of Columbia Website 24-7. Digital recordings will also be available to check out in hard copy. The educational work shop will be conducted by a qualified historic preservation consultant. Work shop topics will be tailored to address local interest and need, with each of the three workshop days devoted to aspects of the following topics: 1) interior and exterior paint; 2) flooring; and 3) windows. The consultant will provide an overview of how to approach each trade, common issues and opportunities, necessary tools and techniques, safety and abatement, and where to find additional resources.

A motion to submit a grant application for a Historic Preservation Fund Grant to host a preservation trades work shop, hire a professional consultant to develop and carry out the work shop, and commission the City Channel to produce a highlight video of the work shop, was made and unanimously approved at the September 3, 2013 HPC meeting. These minutes are attached for review as Exhibit B. The grant application is attached as Exhibit A.

The State of Missouri Historic Preservation Office administers the state Historic Preservation Fund. Funds are awarded annually, on a competitive basis, to organizations participating in the Certified Local Government (CLG) program. The HPC is one of 55 CLGs in Missouri. Among other eligible requests, grant dollars will cover up to 60% of the cost of historic preservation-related planning/outreach projects. To date, the HPC has been awarded funding for four Historic Preservation Fund projects totaling \$48,100.

FISCAL IMPACT:

The grant match for this application was anticipated in the FY2014 HPC budget request.

VISION IMPACT:

<http://www.gocolumbiamo.com/Council/Meetings/visionimpact.php>

2 Vision Statement: Columbia protects and encourages the expression of its historic and natural character, uniting the community with sustainable, healthy planning and design, beautifying the streets and lives of its citizens.

2.1 Goal: Columbia will preserve its existing character and enhance the city's natural and man-made aesthetics.

2.1.3 Strategy: Establish neighborhood areas to feature distinct characteristic "looks," guide development and improve property appearance, and provide assistance to homeowners in order to foster neighborhood pride.

2.2 Goal: Historic areas will be identified, valued, and preserved through education, enforcement, and incentives.

2.2.1 Strategy: Develop a policy of identification, financial incentives such as tax abatement and tax credits, and resources for monitoring to encourage historic preservation.

2.2.2 Strategy: Seek federal preservation funds for use in community historic preservation.

2.2.3 Strategy: Educate neighborhoods of their historic importance and of incentives available for historic preservation

SUGGESTED COUNCIL ACTIONS:

Approval of the resolution authorizing the City Manager to submit a grant application to the Missouri Department of Natural Resources State Historic Preservation Office for a historic preservation trades work shop.

FISCAL and VISION NOTES:					
City Fiscal Impact Enter all that apply		Program Impact		Mandates	
City's current net FY cost	\$0.00	New Program/ Agency?	No	Federal or State mandated?	No
Amount of funds already appropriated	\$0.00	Duplicates/Expands an existing program?	No	Vision Implementation impact	
Amount of budget amendment needed	\$0.00	Fiscal Impact on any local political subdivision?	No	Enter all that apply: Refer to Web site	
Estimated 2 year net costs:		Resources Required		Vision Impact?	Yes
One Time	\$0.00	Requires add'l FTE Personnel?	No	Primary Vision, Strategy and/or Goal Item #	2.1
Operating/ Ongoing	\$0.00	Requires add'l facilities?	No	Secondary Vision, Strategy and/or Goal Item #	2.2
		Requires add'l capital equipment?	No	Fiscal year implementation Task #	

EXHIBIT B

Meeting Minutes
Historic Preservation Commission
September 3, 2013
Room 1A City Hall

Members Present: Robert Tucker, Brian Treece, Patrick Earney, Paul Prevo, Douglas Jones, Brent Gardner, Debby Cook
Members Absent w/ Notice: None
Staff Present: Rachel Bacon

- I. The meeting was called to order by Chairman Treece at 7:01 pm
 - A. 8/6/13 meeting minutes approved unanimously with motion by Commissioner Prevo and second by Commissioner Tucker.
- II. Staff Report
 - A. Demolition Permit Applications were reviewed for the following properties:
 1. 1800 Hillcrest St. (ca. 1960)
 2. 1804 Hill crest St. (ca. 1960)
 3. 114 S Ninth (Rome Rest, ca. 1915)

Commissioner Earney made a motion that HPC draft a letter to City Council encouraging them to work with the owners of 114 S. Ninth to allow them to preserve and expand their building by accommodating it's encroachment upon the public right of way. Commissioner Gardner seconded and it was unanimously approved.
 4. 2009 Mob Hill (ca. Unknown) HPC will contact City Parks staff to arrange a tour of the property for potential salvage
 5. 917 W. Walnut Ct. (ca 1955)
 - B. Updates to ongoing projects
 1. Intern John published a blog entry on the Frederick Building.
 2. HPC received a \$100 scholarship to send participants to the Statewide Conference
 3. The Most Notables Event planning is underway.
 4. A 106 review was received for the bank building at Bethel and Nifong. No historic properties are affected.
- III. Old Business
 - A. The commission discussed and made revisions to the brick street policy to reflect city comments. The revised policy will now go back to the Public Works Director to be recommended to City Council.
 - B. The HPF Grant application was reviewed. A motion to submit a grant application for a Historic Preservation Fund Grant to host a preservation trades work shop, hire a professional consultant to develop and carry out the work shop, and commission the City Channel to produce a highlight video of the work shop, was made by commissioner Prevo with second by commissioner Tucker and unanimously approved.
- IV. New Business
 - A. Dr. Nakhle Asmar is reconstructing the porch on the Niedermeyer Apartments and has asked HPC to recommend to City Staff that he be allowed to replace the porch railings at their current 24" height and not be required to construct 36" high railings as the porch is generally less than 18" from grade, and the higher railings would greatly alter the

character and appearance of the porch. Commissioner Gardner moved and commissioner Earney seconded that HPC draft a letter. The motion passed with a 6-1 vote in favor.

- B. The Most Notable Properties application is ready and one has already been received. Deadline for applications is September 30th. Apps will be reviewed at the October 2nd HPC meeting.
- C. Officer Elections were held with the following slate unanimously approved:
 - 1. Chair: Robert Tucker
 - 2. Vice Chair: Patrick Earney
 - 3. Secretary: Brian Treece
- D. Public Comment: Mr. Troy Balthazar from the disabilities commission, Mr. Joe Machens and Ms. Dawn Zetterberg all spoke about difficulties of navigating the existing brick streets in wheelchairs. Mr. Balthazar indicated that his commission is in favor of repairing existing exposed brick streets, but is opposed to uncovering any other streets with brick.
 - 1. Ms. Zetterberg indicated that she has no issue with the current brick crosswalks when asked.
- V. Meeting Adjourned at 8:10 on motion by commissioner Prevo and second by commissioner Tucker.