



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: K-1516-36**

**File ID:** K-1516-36

**Type:** Contract

**Status:** Consent Item

**Version:** 1

**Reference:** Item 19

**In Control:** City Council

**Department:** Planning and  
Community  
Development  
Department

**Cost:**

**File Created:** 07/10/2015

**File Name:** Approval of CLG Grant and Agreement

**Final Action:**

**Title:** CONSIDERATION OF THE ACCEPTANCE OF CERTIFIED LOCAL GOVERNMENTS (CLG) GRANT (CLG) FUNDING IN THE AMOUNT OF \$17,000 TO BE USED FOR THE DEVELOPMENT AND SUPPORT OF LOCAL HISTORIC PROGRAMS, APPROVAL OF CONTRACT K-1516-36 WITH THE OKLAHOMA HISTORICAL SOCIETY, STATE HISTORIC PRESERVATION OFFICE (SHPO), AND BUDGET APPROPRIATION.

**Notes:** ACTION NEEDED: Motion to accept or reject CLG grant funding in the amount of \$17,000 to be used for the development and support of local historic programs; and, if accepted, approve Contract K-1516-36 with the Oklahoma Historical Society, SHPO; authorize the execution thereof and the Mayor to sign any supplemental documentation related to the grant, and upon receipt of funds, increase the Special Grants Fund Balance (022-0000-334.13-26) by \$2,000 and appropriate \$15,000 to Professional Services/Consultant/Other (022-4046-464-40-09); \$1,000 to Professional Services/Workshops and Seminars (022-4046-464.46-04) and \$1,000 to Postage (022-4046-464.47-01).

ACTION TAKEN: \_\_\_\_\_

**Agenda Date:** 08/11/2015

**Agenda Number:** 19

**Attachments:** CLG agreement unsigned

**Project Manager:** Anais Starr, Historic Preservation Officer

**Entered by:** anais.starr@normanok.gov

**Effective Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

### Text of Legislative File K-1516-36

body

**BACKGROUND:** On April 14, 1998, Council approved Contract K-9798-108 with the State Historic Preservation Office (SHPO), thereby making Norman a member city in the Certified Local Governments (CLG) Program. The Certified Local Governments Program is part of the US Department of the Interior national

program for the development and support of local historic preservation programs.

With Historic District Commission approval, staff prepared a funding application that included project descriptions and a budget showing \$15,000 in proposed expenditures of CLG funds and documentation of matching funds. City Council approved the submission of the application with the projects listed below in April and staff subsequently submitted the application. In late June, the Oklahoma State Historic Preservation Office awarded Norman an additional \$2,000 in funds for a total of \$17,000.

The CLG Program requires a 60/40 in-kind match formula. For \$17,000 in CLG funds, the City must document a minimum of \$11,333 in in-kind matching funds. The \$11,333 in matching funds is derived by in-kind contributions of staff time and by the annual \$2,160 (account #010-4080-419.40-03 Consultant, GF) contribution from the City of Norman General Fund.

**DISCUSSION:** Designation as a CLG City includes recognition of Norman's historic preservation efforts on both state and national levels and entitles the City to apply for a portion of the education/outreach funds set aside by the SHPO out of each year's budget. Funding may be used for public information materials, historic research, commission and staff training, and public outreach and education programs. The proposed 2015-2016 CLG project and budget are as follows:

**Project 1:** Attendance at Oklahoma State Preservation Conference June 2016 - **\$1,000**

**Project 2:** 2015 Fall Seminars on Historic Home Design - **\$6,000**

**Project 3:** 2016 Spring Old House Seminar Series - **\$6,000**

**Project 4:** Southridge Historic District designation associated materials and postage for mailings - **\$500**

**Project 5:** Educational mailing to all homeowners in both the Chautauqua and Miller Historic Districts - **\$500**

**Project 6:** Intensive Level Historic Survey of the Wetzler Addition in the 800-900 block of Timberdell - **\$3,000**

**TOTAL \$17,000**

**RECOMMENDATION:** Staff has reviewed the attached contract with the Oklahoma Historical Society, State Historic Preservation Office, and recommends that Council approve Contract K-1516-36, appropriate \$17,000 from the Special Revenue Fund Balance (account 022-0000-253.20-00) into the accounts shown below, and accept the grant funds when reimbursed to be recorded in the SHPO/CLG Special Revenue account (022-0000-334.13-26). Staff recommends the Council approve the contract in this amount. Applicable accounts have been established in the Special Revenue Fund, for purposes of this grant:

Consultant, Other (022-4046-464.40-09) - \$15,000

Travel/Training (022-4046-464.46-04) - \$1,000

Postage (022-4046-464.47-01) - \$1,000