



City of Norman, OK

Municipal Building
Council Chambers
201 West Gray
Norman, OK 73069

Master

File Number: K-1718-38

File ID: K-1718-38

Type: Contract

Status: Consent Item

Version: 1

Reference: Item 15

In Control: City Council

Department: Planning and
Community
Development
Department

Cost:

File Created: 07/10/2017

File Name: 2017-18 CLG Grant

Final Action:

Title: CONSIDERATION OF THE ACCEPTANCE OF CERTIFIED LOCAL GOVERNMENTS GRANT FUNDING IN THE AMOUNT OF \$11,250 TO BE USED FOR THE DEVELOPMENT AND SUPPORT OF LOCAL HISTORIC PROGRAMS, APPROVAL OF CONTRACT K-1718-38 WITH THE OKLAHOMA HISTORICAL SOCIETY, STATE HISTORIC PRESERVATION OFFICE AND BUDGET APPROPRIATION FROM THE SPECIAL GRANT FUND BALANCE

Notes: ACTION NEEDED: Motion to accept or reject CLG grant funding in the amount of \$15,000 to be used for the development and support of local historic programs; and, if accepted, approve Contract K-1516-149 with the Oklahoma Historical Society, SHPO; authorize the execution thereof and the Mayor to sign any supplemental documentation related to the grant; appropriate \$11,250 from the Special Grant Fund Balance (022-0000-334.13-26) designating \$10,000 to Professional Services/Consultant/Other (022-4046-464.40-09); \$700 to Prof. Services/Workshops & Seminars (022-4046-464.46-04); \$200 to Misc Services/Postage (022-4046-464.47-01); \$100 to Business Services/Printing - General (022-4046-464.41-30); \$100 to General Supplies/Books, Reports, Manuals (022-4046-464.30-01); and \$150 to Membership Dues (022-4046-464.46-01).

ACTION TAKEN: _____

Agenda Date: 07/25/2017

Agenda Number: 15

Attachments: 2017-2018 CLG Contract

Project Manager: Anais Starr, Historic Preservation Planner

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:
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Text of Legislative File K-1718-38

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 \$11,250 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. At the first of July, the Oklahoma State Historic Preservation Office notified the City of Norman of the award of CLG funds for \$11,250. This contract will allow the City to accept those funds.

The CLG Program requires a 60%/40% in-kind match formula. For \$11,250 in CLG funds, the City must document a minimum of \$7,500 in in-kind matching funds. The \$7,500 in matching funds is derived by in-kind contributions of staff time and by a General Fund allocation of \$2,160 in the Consultant account (010-4080-419.40-03).

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 2016-2017 CLG projects and budget are as follows:

- **Project 1: Intensive-Level Architectural Historic Survey of the Lydick's First Addition in the 1200 -1400 blocks of Lee, Avondale, Oakwood, and Lindale Streets - \$9,000** - Includes expenses associated with hiring of an architectural historian consultant to perform the historic survey which will document this 1950's neighborhood.
- **Project 2: Membership Dues for NAPC (National Alliance of Preservation Commissions) - \$150** - Covers membership dues for both city staff and commissioners for one year.
- **Project 3: Education Workshop on Historic Homes - \$1,400** - Includes expenses associated with holding a Saturday morning demonstration workshop covering historic home maintenance which would consist of hiring an instructor, supplies, and printing costs.
- **Project 4: Attendance at the Oklahoma State Preservation Conference - \$700** - Includes registration and travel expenses for city staff to attend the 3-day conference in Tulsa.

TOTAL \$11,250

RECOMMENDATION: Staff has reviewed the attached contract with the Oklahoma Historical Society, State Historic Preservation Office, and recommends that Council approve Contract K-1718-38, appropriate \$11,250 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) - \$10,000
Travel/Training (022-4046-464.46-04) - \$700
Postage (022-4046-464.47-01) - \$200
Printing (022-4046-464.41-30) - \$100
Supplies (022-4046-464.30-01) - \$100
Membership Dues (022-4046-464.46-01) - \$150