



## Legislation Text

---

File #: GID-2021-46, Version: 1

---

CONSIDERATION OF SUBMISSION OF THE CERTIFIED LOCAL GOVERNMENTS (CLG) PROGRAM 2021-2022 APPLICATION FOR FUNDING IN THE AMOUNT OF \$10,750 TO BE SUBMITTED TO THE OKLAHOMA STATE HISTORIC PRESERVATION OFFICE.

**BACKGROUND:** On April 14, 1998, Council approved Contract K-9798-108 with the State Historic Preservation Office (SHPO) making Norman a member city in the Certified Local Governments (CLG) Program. The CLG Program is part of the U.S. Department of the Interior's national program for development and support of local historic preservation programs. Since its initial participation in 1999, the City of Norman has received an approximate annual average allocation of \$12,000 in CLG grant funds. Over the 20 years that the City has participated in the CLG program, the City has received approximately \$250,000 in funding. In February, SHPO notified the City of Norman that the City was eligible to apply for up to \$15,750 in CLG funding for the 2021-2022 program year.

Designation as a CLG city recognizes Norman's historic preservation efforts and entitles the City to apply for a portion of the education/outreach funding set aside by the SHPO out of each year's budget. Funding is intended for historic research, public education and outreach programs. Over the past 20 years, Norman's CLG funding created educational materials about historic preservation, to conduct historic and architectural surveys, and to host free workshops and hands-on training programs in historic home repair and design.

**DISCUSSION:** Staff in conversations with the State Historic Preservation Office developed suggested projects for 21-22 CLG funds. On March 1, 2021, the Historic District Commission recommended approval of the projects described below for the FY21-22 Program CLG fund application for a total of \$10,750.

The attached CLG application contains proposed historic preservation projects for FY21-22 Program for consideration by City Council and the State Historic Preservation Office.

The CLG Program requires a 60/40 in-kind match. In order to receive \$10,750 in CLG grant funds, the City must document a minimum of \$7,167 in matching funds or in-kind contributions of staff time. Typically, matching funds are primarily derived by in-kind contributions of staff time and by the annual \$2,200 (account 010-4080-419.40-03) contribution from the City of Norman General Fund.

### **CLG 2021-2022 CLG Projects and Budget:**

#### **PROJECT 1: Educational Training - \$3,000**

Training in the form of attendance at an annual preservation/planning conference is strongly encouraged by SHPO for staff and commissioners of all CLG participant cities. Staff is anticipating an in-person conference in the Spring of 2022. A total budget of \$3,000 includes registration fees, travel expenses, and lodging.

**PROJECT 2: Memberships Dues for National Alliance of Preservation Commissions - \$150**

Pay for the membership dues for staff and Commissioners to the National Alliance for Preservation Commissions. Total budget of \$150 would provide membership for staff and all Commissioners.

**PROJECT 3: C.A.M.P Training for Commission - \$7,000**

There have been six new Commissioners appointed over the last couple of years and this project proposes to provide training from the National Alliance of Preservation Commission in the form of 2-day C.A.M.P (Commission Assistance and Mentoring Program). The C.A.M.P will review topics such as Meeting Procedures, Legal Aspects of Commissions, Interpretation of Guidelines, and Design Review. This \$7,000 will provide training for the entire Commission and all interested staff.

**PROJECT 4: Educational Mailing - \$600**

This project proposes an education mailing in the form of a letter sent to each property owner in the three historic districts. The letter would remind owners that they live in a historic district with additional regulations. A total budget of \$600 would cover the cost of mailing and printing for this project.

**TOTAL BUDGET OF CLG FUNDS OF \$10,750**

**RECOMMENDATION:** The Historic District Commission reviewed and approved the proposed projects for the CLG 2021-2022 Grant Application for Funding. Staff reviewed the proposed CLG 2021-2022 Grant Application for Funding and recommends authorizing the submission of the Certified Local Government Program application to the State Historic Preservation Office in the amount of \$10,750. Upon notification of funding award, staff will forward any associated contract document to the City Council for approval, including a request to appropriate the approved contract amount. CLG funds are anticipated to be available July 1, 2021.