

Date: March 27, 2024

To: City Council

From: Christina Day, AICP, Director of Planning
Eric Hill, AICP, Secretary of Heritage Commission/Assistant Director of Planning

Subject: Heritage Preservation Grant Program Funding

The purpose of this memo is to discuss changes to funding for the Heritage Preservation Grant (HPG) Program.

At the February 26, 2023, City Council meeting, staff brought a discussion to consider changes to the Heritage Preservation Grant Program (HPG) related to project Operations & Maintenance (O/M) funds. At that meeting, City Council (Council) directed staff to allow changes to funding amounts and entities and to bring back specific information at a future meeting.

As of now, it is anticipated that \$1 million will be allocated towards the HPG program for the upcoming fiscal year. At this time, staff is recommending the following:

1. The existing amounts that have been annually allocated for the Heritage Farmstead Museum (\$330,000) and the Plano Conservancy for Historic Preservation (\$145,000) since FY2009-10 should be retained and set aside as fixed costs to the grant program. The city owns the property under both facilities, which is unique among the grantees. With this change, the Heritage Commission will no longer need to make a recommendation to City Council on this funding. To differentiate these amounts from the recommended changes below, these funds will continue to be called O/M funds.
2. The remaining \$525,000 should be available to support projects and the administrative costs associated with operating and maintaining them (O/M funds). However, to differentiate them from the funds described above, these funds will be called "Project Administrative Costs." Staff is recommending the following:
 - a. Project Administrative Costs should be capped at a maximum of 20% of each individual project. These costs are illustrated using FY2023-24 amounts in the table that follows.
 - b. Applicants requesting Administrative Costs must clearly articulate the value as it pertains to supporting Heritage Tourism projects. Eligible expenses are items such as salaries, utilities, and other indirect program costs necessary to support the project.

For instance, using the FY2023-24 allocated funding with the recommended 20% cap as an example, the Project Administrative Cost funding amounts would have been:

| Organization | FY2023-24 Projects Requested (Excluding O/M) | Amount | Project Administrative Cost Funding |
|---|--|------------------|-------------------------------------|
| Heritage Farmstead Museum | Special Events | \$50,000 | \$10,000 |
| | Marketing | \$35,000 | \$7,000 |
| | Ram Barn & Olney Davis Garage Restoration | \$70,000 | \$14,000 |
| | Pathway & Drainage Improvements | \$20,000 | \$4,000 |
| | TOTAL | \$175,000 | \$35,000* |
| The Plano Conservancy for Historic Preservation | Outreach/Education | \$6,568 | \$1,314 |
| | Plano Mutual Cemetery | \$40,473 | \$8,095 |
| | IRM (Post ADA Museum Update) | \$15,629 | \$3,126 |
| | Museum Marketing | \$10,278 | \$2,056 |
| | Archeology Outreach | \$4,300 | \$860 |
| | TOTAL | \$77,248 | \$15,451* |
| Texas Pool Foundation | Master Preservation Plan | \$28,250 | \$5,650 |
| | Umbrellas Project | \$11,831 | \$2,366 |
| | Marketing | \$10,000 | \$2,000 |
| | TOTAL | \$50,081 | \$10,016 |
| North Texas Masonic Historical Museum & Library** | Plano Masonic Square Monolithic Marker | \$15,125 | \$3,025 |
| | Plano Mutual Cemetery, Masonic Section Refurbishment | \$4,671 | \$934 |
| | TOTAL | \$19,796 | \$3,959 |

*These funds would have been in addition to the allocated O/M costs mentioned in #1 on the first page.

**The NTMHL also received O/M funds in the amount of \$2,875 in FY2023-24.

At the March 26, 2023, Heritage Commission meeting, staff held a discussion on these proposed changes. The Commission was supportive of these recommendations.

CC: Raha Poladi, Planning Supervisor
 Bhavesh Mittal, Senior Planner/Heritage Preservation Officer