



## CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

### AGENDA ITEM

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Report: 2022 Historic Preservation Fund Grant in the amount of \$4,000 to support Glendale's Local Preservation Program

1. Resolution authorizing the Director of Community Development or designee to execute Grant Agreement C08422007 with the California State Office of Historic Preservation in the amount of \$4,000.
2. Resolution of Appropriation in the amount of \$4,000.

### COUNCIL ACTION

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**Item Type:** Consent Item

**Approved for** December 13, 2022 **calendar**

### EXECUTIVE SUMMARY

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The Planning Division of the Community Development Department applied for and was awarded a 2022 Historic Preservation Fund grant of \$4,000. The grant is administered by the State Historic Preservation Office as part of its Certified Local Government (CLG) program. The City is required to provide a partial match of \$2,667 which can consist of the non-monetary contribution of the staff time utilized to perform the grant-funded work and/or any direct expenditures.

Staff recommends that the grant be used to prepare and distribute educational materials related to the City's historic districts, including the printing and mailing of the "Living in a Historic District" pamphlet to district residents and property owners, and website updates regarding existing and proposed districts.

## **COUNCIL PRIORITIES**

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### **Housing:**

One of the City's priorities is to maintain, preserve, and develop a balanced mix of housing opportunities. Historic districts help protect the character and desirability of Glendale's beautiful residential neighborhoods.

## **RECOMMENDATION**

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Authorize the Director of Community Development to execute the 2022 Historic Preservation Fund Grant and appropriate the funding for the production and distribution of educational outreach materials relating to existing and proposed historic districts.

## **BACKGROUND**

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The State Historic Preservation Office (SHPO) has awarded the City of Glendale a 2022 Historic Preservation Fund grant of \$4,000. The grant comes from an existing federal funding balance that is being evenly distributed among several of the state's CLGs, including Glendale. The money is intended to support our local preservation program and can be used for "staff support, consulting fees, outreach and educational materials/information, program development, and administrative support and materials." The City is required to provide a partial match of \$2,667 which can consist of the non-monetary contribution of the staff time utilized to perform the grant-funded work.

## **ANALYSIS**

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After considering how to apply the limited funds received through this grant, staff concludes it will best be used to implement some of the goals established by City Council in its recent approval of the Planning Division's proposal to streamline the historic district designation process. Staff proposes using the grant to prepare and distribute educational materials related to the City's historic districts, including the printing and mailing of the "Living in a Historic District" pamphlet to district residents and property owners. In addition, several website updates are needed to make lengthier materials, such as the Historic District Design Guidelines, more easily accessible to the public. In this way, the use of the grant money will align with City Council's direction to enhance educational outreach during the historic district designation process.

## **STAKEHOLDERS/OUTREACH**

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No additional outreach is proposed regarding acceptance of this grant. However, community members, historic district residents, and the Glendale Historical Society all recently expressed strong support for the streamlining process, which will directly benefit from acceptance of the grant.

## **FISCAL IMPACT**

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The 2022 Historic Preservation Fund Grant was not included as part of the FY 2022-23 budget. The grant amount totals \$4,000 and will help cover the cost of mailing the "Living in a Historic District" pamphlet, which will be distributed to all historic district property owners and residents and also made available for community groups. The grant has a match requirement of \$2,667 which will consist of existing staff time to

prepare and distribute the educational material in both printed and digital form so no new appropriation is being requested to fulfill this requirement.

Therefore, staff requests an appropriation of \$4,000 from grant revenue, which will be reimbursed upon submission of a final narrative report, explaining the use of the funds, and a reimbursement request to SHPO on or before the end of the grant period on September 31, 2023. The appropriation request is outlined below:

<b>Requesting Appropriation</b>			
<b>Amount</b>	<b>From (Account String)</b>	<b>To (Account String)</b>	<b>Funding Source</b>
\$4,000	31240-2160-CDD-0020-P0000-CDD00940AG	43110-2160-CDD-0020-P0000-CDD00940AG	Grant Fund

### **ENVIRONMENTAL REVIEW (CEQA/NEPA)**

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The Project is categorically exempt from environmental review pursuant to CEQA Guidelines §15308, which consists of actions taken by regulatory agencies, as authorized by state or local ordinance, to assure the maintenance, restoration, enhancement, or protection of the environment where the regulatory process involves procedures for protection of the environment.

### **CAMPAIGN DISCLOSURE**

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This item is exempt from campaign disclosure requirements.

### **ALTERNATIVES**

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Alternative 1: Approve the resolutions authorizing the Director of Community Development to execute the Grant Agreement with the California SHPO in the amount of \$4,000, and the appropriation of the grant fund. Direct staff to utilize the funding for the production and distribution of educational outreach materials relating to new and proposed historic district overlay zones.

Alternative 2: Do not approve the resolutions authorizing the Director of Community Development to execute the Grant Agreement with the California SOHP.

Alternative 3: Consider any other alternative not proposed by staff.

### **ADMINISTRATIVE ACTION**

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**Prepared by:**

Bradley Calvert, Assistant Director of Community Development

**Approved by:**  
Roubik R. Golanian, P.E., City Manager

**EXHIBITS/ATTACHMENTS**

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None.