



MEMORANDUM

DATE: February 8, 2023
TO: Deschutes County Board of Commissioners
FROM: Tanya Saltzman, AICP, Senior Planner
RE: Certified Local Government Grant Application – Permission to Proceed

REQUEST

This memorandum provides an overview of the Certified Local Government (CLG) program and requests support to apply for a 2023-2024 CLG grant in the amount of \$5,500.¹ The grant application deadline is February 24, 2023. If approved by the State Historic Preservation Office (SHPO), grant funds will be distributed in April. All CLG funded projects must be completed by August 31, 2024.

OVERVIEW

Every twenty-four months, SHPO offers matching grants to jurisdictions that have been “certified” as historic preservation partners with both state and federal governments. Since 1986 Deschutes County has been a CLG and is therefore eligible for grant funding. Over several grant cycles, our historic preservation program identified historic resources, offset costs associated with staffing the Historic Landmarks Commission (HLC), educated the public, and preserved historic structures.

The CLG grant is non-competitive, which assures that all CLGs throughout the state benefit. Maximum awards will be in the range of \$13,500 - \$15,000 for each 17-month grant, with the County providing a 1:1 match. State and federal requirements regulate the CLG grant, including project budget, timeline, inspections and audits, reports, billings, and consultant standards. As mentioned above, Deschutes County has been a recipient of CLG funds for decades. CDD staff relies on the professional input and direction of the HLC, an appointed body that provides technical expertise on historic and cultural resource issues for the rural county and the City of Sisters.

City of Sisters Project

The City of Sisters has historically been an active participant in the CLG grant program, given its historic resources as a small city and the resulting options for tangible projects that are grant-

¹ As prescribed in County Policy GA-20.

eligible. For instance, last grant cycle, Sisters utilized a consultant to create a StoryMap of the city's historic properties, among other tasks.

When asked to prioritize and identify a potential budget for this year, planning staff from Sisters indicated that their anticipated capacity allows them to select the following project:

- Downtown Building Hardening Program (to mitigate wildfire concerns) – Hire a Historic Preservation consultant to come up with an acceptable building materials list that is fire resistant, yet historically sensitive. *\$5000 consultant cost. County staff anticipates staff time to administer this project as well.*

Deschutes County Projects

HLC Commissioners indicated support for public education (including mailers to owners of historic properties), preservation month activities, and commissioner trainings, specifically membership in the National Alliance of Preservation Commissions for the group, which would provide access to educational materials such as webinars as well as other resources. Staff notes that the Deschutes County Historical Society will hold a meeting with regional and local preservation stakeholders on February 8 to discuss Preservation Month opportunities, but at the time of writing, no specific activities for Preservation Month or general education have been identified.

Adding to the list of potential projects, a Redmond HLC commissioner recently reached out to County staff regarding modifying the County's DIAL online property information system to include historic districts. This could potentially be expanded to the rest of the County and could include not just districts, but properties or other related designations. Staff notes that there has been similar discussion in recent County HLC meetings about including more information in DIAL. Planning staff can work with County IT staff and representatives from Redmond and other jurisdictions to craft an approach to including historic district information on the website, which would be helpful to citizens looking to purchase, alter, or research property in Deschutes County.

Staff notes that for many of the types of general activities commissioners have expressed interest in—many of them coordination or support roles—these might not necessarily lead to concrete projects that would be appropriate for grant funding, but instead focus on general communication and outreach already within the purview of the Commission. For this reason, this cycle's grant request will not be for the full amount offered by SHPO.

Summary of Projects

On February 6, 2023, the HLC identified the following projects that could be completed by August 31, 2024. These projects are a mix of direct costs (such as consultants) and in-kind staff time that would satisfy the grant's match requirements. Staff anticipates a \$5,500 grant request.

- Sisters Building Hardening Program
- County Historic Properties Mailer
- Update to DIAL web platform
- Review and compliance (HLC administration; coordination with other agencies such as Archeological Society; potential open house as follow up to mailer)

- Grant administration
- Preservation Month (TBD)
- HLC membership to National Alliance of Preservation Commissions (<https://www.napcommissions.org/>)

In addition, the CLG grant can offset staffing the HLC.

If the Board supports pursuing a CLG grant, staff will coordinate with the HLC to finalize the application by the February 24, 2023 deadline.

Attachment:

Grant Application Request