



Agenda Item Cover Sheet

Agenda Title

- Historic Preservation Grant Application - Missouri State Parks | Historic Depot Window Replacement Project

Department/Contact Person

- Nici Wilson - Assistant City Administrator

Background Information

- City Facilities staff, in coordination with members of the Pleasant Hill Community Betterment (PHCB) Board, have identified a significant need for window improvements at the historic Train Depot. The existing windows are deteriorating and require specialized restoration work to preserve the historic integrity of the structure.
- The City currently operates under a Memorandum of Understanding with Community Betterment for the operation and stewardship of certain City-owned facilities, including the Historic Depot. Through this collaborative partnership, Community Betterment has traditionally overseen aesthetic enhancements and beautification efforts, while the City has remained responsible for larger capital improvements. Together, both entities work to preserve, maintain, and enhance these historic community assets for public benefit.
- Members of the PHCB Board met with a contractor recommended by the State Historic Preservation Office (SHPO) who specializes in historic preservation projects. A formal quote was obtained in 2025 for work that meets applicable preservation standards. Due to the cost of the project, staff and the PHCB Board began exploring external funding opportunities to assist with financing.
- To date, PHCB has been awarded a \$15,000 grant from Union Pacific to contribute toward the project.
- The Historic Preservation Grant program through Missouri State Parks is currently open, with the pre-application deadline of February 27, 2026. The grant requires a 60/40 match, and municipalities are eligible applicants under the program guidelines. While the grant is highly competitive, the scope and purpose

of this project align well with the program's criteria.

- *Construction projects for the purpose of protecting, rehabilitating or restoring historic properties. Eligible properties must be listed on the National Register of Historic Places and have maintained their historic integrity. Construction projects must also demonstrate that they are not eligible for federal or state historic tax credits. Only one construction project will be awarded in this grant round. *referenced in the grant scope*

Financial Considerations:

- The original quote for the full window improvement project is for unit replication and/or sash replication with frame restoration of all forty-six (46) windows for a total of \$298,001. Staff estimates a five percent (5%) increase since the quote was received, bringing the estimated total project cost to \$312,901. The required forty percent (40%) local match for the full project would be approximately \$125,160.
- A reduced-scope option was also provided, focusing solely on the sixteen (16) windows of the second-story windows, which are considered a higher priority due to their current condition. The original estimate for this reduced scope was \$127,809. With a projected five percent (5%) increase, the estimated total is \$134,200. The forty percent (40%) local match for the reduced-scope project would be approximately \$53,680.
- If the grant is awarded, formal procurement will be completed in accordance with applicable purchasing requirements.

Staff Requests:

- Staff is seeking direction from the City Council on whether to proceed with submitting an application for this grant and, if so, whether to pursue the full project scope or the reduced-scope option. Should Council choose to move forward, this would authorize the allocation of funds necessary to meet the grant's local match requirement if awarded. Project contracts would still come back to the City Council for consideration following the procurement process.
- If awarded, staff recommends utilizing a draw from fund balance, as this represents a one-time capital improvement expenditure.

Attachments:

- Picture Exhibits
- Project Quote



