

## **RESOLUTION NO. 2007-429**

Adopted by the Sacramento City Council

June 21, 2007

### **APPROVAL FOR APPROPRIATION OF HISTORICAL GRANT FUNDING**

#### **BACKGROUND**

- A. In March 2005 the City Council approved use of \$1 million for a new Historic Places Revolving Fund.
- B. Since that time, City Staff and the Board of Sacramento Heritage Inc. (Board) have been working to develop goals and objectives, program components, property and project eligibility criteria, and procedures for use of the fund monies.
- C. Sacramento Valley Station – Historic Renovation Project includes rehabilitation of the existing National, California, and Sacramento Register of Historic and Cultural Resources listed Sacramento Depot structure for integration into a regional intermodal transportation facility.
- D. Historic Places Grant Program – Grant program goals and criteria reflect the City's policies to assist property owners in the rehabilitation of properties that are important to the City's history and development.
- E. Historic Landmarks Assistance Program – Provides for grants or loans, \$100,000 or larger, at the discretion of the City Council, to property owners for the rehabilitation of properties that are important to the City's history and development.
- F. The Environmental Services Manager has determined that adopting this resolution does not have the potential for causing a significant effect on the environment and is therefore exempt from environmental review under California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3) (Review for Exemption), and Section 15378(b)(5) (Definitions) "organizational or administrative activities of governments that do not result in direct or indirect physical changes in the environment." However, subsequent projects based upon actions or decisions made pursuant to the program, once implemented, may be required to undergo CEQA review. It should also be noted that program criteria for the use of the Historic Places Grant monies requires that projects comply with the Secretary of the Interior's Standards for the

Treatment of Historic Properties, thereby potentially allowing for a project's categorical exemption per CEQA guidelines 15331 Historical Resource Restoration/Rehabilitation, unless a project would impact other elements of the environment.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

- Section 1. The above background statements A through F are true and correct.
- Section 2. The Finance Department is authorized and directed to establish a Historic Places Fund.
- Section 3. Release \$1,000,000 to the Historic Places Fund
- Section 4. Appropriate \$250,000 to the Historic Places Grant Program.
- Section 5. Appropriate \$400,000 to Sacramento Valley Station Historic Renovation Project (CF44).
- Section 6. Appropriate the remaining funds to the Historic Landmarks Assistance Program.
- Section 7. The City Manager is authorized to negotiate Historic Landmarks Assistance grant/loan contracts for City Council approval.
- Section 8. The proposed goals and objectives, program components, property and project eligibility and rating criteria, application, approval and reimbursement process proposed for the Historic Places Grant Program, outlined in Exhibit A and B, are adopted.
- Section 9. Development Services Department Staff, with Sacramento Heritage, Inc., is directed to implement the Historic Places Grant Program consistent with Section 8 above.
- Section 10. No use of these funds contrary to the above authorizations may be made without the review and approval of the City Council.

Adopted by the City of Sacramento City Council on June 21, 2007 by the following vote:

Ayes: Councilmembers, Cohn, Fong, Hammond, McCarty, Pannell, Sheedy, Tretheway, and Waters.

Noes: None.

Abstain: None.

Absent: Mayor Fargo.



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Kevin McCarty, Vice Mayor

Attest:



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Shirley Concolino, City Clerk

## HISTORIC PLACES GRANT PROGRAM

### I. Program Goals & Objectives

The goals of the Historic Places Grant Program are to preserve, rehabilitate, restore or reconstruct historic properties in the City of Sacramento through timely prudent financial assistance:

1. By working with the City's Housing and Dangerous Buildings unit, to prevent demolition and to stop further deterioration of derelict properties that are listed or are eligible to be listed on the Sacramento Register as Landmarks or Contributing Resources in Historic Districts.
2. To assist owners of listed or eligible properties to be able to use appropriate historic materials, designs, and treatments when doing rehabilitation work.
3. To encourage owners or prospective owners to rehabilitate historic properties.
4. For urgently needed roof repair, building security, or stabilization.

### II. Program Components

1. Matching-grant program utilizing \$250,000 of the City of Sacramento's Historic Places Fund monies;
2. For approved projects, award 1:1 matching-grants for 50% of project costs under \$25,000, but not less than \$1,000, on a reimbursement basis;
3. Consideration may be given to waive the matching requirement if an applicant can demonstrate their household annual income does not exceed 80% of median in Sacramento County for the preceding year;
4. Quarterly application period awarding up to \$62,500 in grants per quarter;
5. Emergency grant awards for buildings determined Immediately Dangerous that also meet program, property and project eligibility

criteria;

- a. Funds disbursement on a reimbursement basis to assure work conforms to approved application;
  - b. Establish a Sacramento Heritage Inc. Historic Places Grant (HPG) Committee to approve applications;
  - c. City Development Services Department Preservation and Administration staff to administer program.
6. The grant agreement will provide for repayment on a pro-rated basis if applicant sells the property within five years of the grant award, and to maintain insurance and indemnify the City for tort liability and liens.

### III. Property and Project Eligibility Requirements

1. Property is either A or B below:
  - A. City designated Landmark or Contributing Resource in Historic District; or
  - B. Not yet designated, but the Preservation Director has made a preliminary determination of eligibility: a) as a Landmark and a Landmark Nomination application has been submitted by the property owner; or b) as a contributing resource and a Contributing Resource Nomination has been submitted by the property owner.
2. Project meets all the following requirements:
  - A. Proposed work complies with the Secretary of the Interior's Standards for the Treatment of Historic Properties, usually this will involve the Rehabilitation Standards;
  - B. Involves exterior work, or work that affects the exterior of the structure/property, including foundation or structural work, or involves work on significant publicly-accessible interiors;
3. Completed work conforms to approved plans, budget and schedule.

### IV. Application, Approval & Reimbursement Process

1. Quarterly application periods established and publicized by City Preservation, Development Services Department, and Housing & Dangerous Buildings staff, thirty days in advance of application deadline;

2. Property owners make application to City for grant, identifying property involved, project work/plans, project budget and schedule, including information that demonstrates that the work can be completed within the proposed budget and schedule;
3. City Development Services Department Preservation staff review applications for completeness and eligibility;
4. Within two weeks of an application having been deemed complete and eligible, complete and eligible applications forwarded to Sacramento Heritage, Inc. HPF Committee for its review;
5. Within two weeks of its receipt of the applications, Sacramento Heritage HPF Committee makes grant award decisions (Committee may also consider waiving match requirement for low-income homeowners), with priority given to the following projects:
  - A. Properties determined Dangerous or Immediately Dangerous by Housing & Dangerous Buildings, where urgent eligible needs can be cured;
  - B. Projects to stabilize and make weather-tight the property/structure;
  - C. Projects where costs for rehabilitation to the Historic Standards exceed costs for the work as would otherwise be allowed under the regular Building Code;
  - D. Projects to restore or reconstruct missing or altered significant features;
  - E. Effectiveness of the project in meeting program goals of preserving threatened or endangered structures;
  - F. Likelihood of successful and timely completion of the project.
6. Work must be completed within one year of grant award decision date;
7. Within sixty (60) days from project completion, property owner submits reimbursement request, including copies of paid invoices and other

documentation needed to determine compliance with grant award requirements;

8. Within thirty (30) days from receipt of reimbursement request, City Development Services Department Preservation staff reviews the work and the reimbursement request documents for compliance with the approved application and program requirements; once compliance is determined, the reimbursement request is certified;
9. Within two weeks of certification, City issues reimbursement check to property owner for amount of grant award, or less if work completed under budgeted amount.

## Exhibit B

### **CRITERIA RATINGS** for approval of Historic Places Grants:

<b>CRITERIA</b>	<b>RATING</b>
<b>1. FUNDING NEEDS</b>	
<b>Individual Need:</b>	
1.1. Applicant is Low Income (80% or below median income)	2 points
1.2. Applicant is Moderate Income (81% to 120% of median income)	1 point
<b>Project Need:</b>	
1.3. Project where cost for rehabilitation to the Historic Standards exceed costs for the work as would otherwise be allowed under the regular Building Code	2 points
<b>2. CITY STEWARDSHIP</b>	
2.1. Applicant has been a resident of the City or has owned the property for 2 years or more	2 points
<b>3. STRUCTURAL INTEGRITY</b>	
3.1. Property determined Dangerous or Immediately Dangerous by Housing & Dangerous Buildings, where urgent eligible needs can be cured.	2 points
3.2. Project will stabilize and make weather-tight the property/structure	2 points
<b>4. PROPERTY'S PROMINENCE AND LOCATION</b>	
4.1. Property is a Landmark (or determined eligible and nominated)	1 point
4.2. Project is the sole application received from a City Council District	1 point

<b>5. PROJECT VIABILITY &amp; MEETING PROGRAM GOALS</b>	
5.1. Effectiveness of the project in meeting program goals of preserving threatened or endangered structures	1 to 5 points
5.2. Project restores or reconstructs missing or altered significant features	1 to 5 points
5.3. Likelihood of successful and timely completion of the project	1 to 5 points