

Certified Local Government Grant Application

April 1, 2019 to March 31, 2020

Application Deadline

February 20, 2019

**Montana State Historic Preservation Office
PO Box 201202
Helena, MT 59620-1202
(406) 444-7715**

2019-2020 GRANT APPLICATION

CERTIFIED LOCAL GOVERNMENT PROGRAM

Certified Local Government: City of Billings

Address: 2825 3rd Avenue North, 4th Floor, Billings, MT 59101

Contact Person: Lora Mattox, AICP, Historic Preservation Officer, Transportation Planner

Tax ID: 816001237

Period of Grant Request: April 1, 2019 to March 31, 2020

Scope of Work: The National Park Service asks we grant funds to CLGs for kinds and levels of work that reflect increasing sophistication, skills, and roles by the Preservation Officers, in other words, tasks that reflect improvement in community thinking. For this section, please itemize regular work duties (not including special projects) – products or projects starting or completing, meetings to be attended, etc., and more specifically, ways in how the federal grant funds will help the local program to grow and develop. Please tie your tasks to your community’s Preservation Plan.

If not, please explain.

(Check if Scope of Work is continued on additional pages.)

The Cities of Billings and Laurel, Yellowstone County, and the Crow Tribal Council entered into an inter-local agreement in July 1993 establishing the Yellowstone Historic Preservation Board (YHPB). Along with the inter-local agreement, the four governmental entities adopted ordinances setting up a multi-government YHPB, appointed nine (9) qualified board members, and a Historic Preservation Officer. Since that time, the YHPB has been meeting monthly and has continued to develop and refine an encompassing Historic Preservation Program. In 2016, the City of Billings adopted Billings Beyond, a Growth Policy for the Billings Urbanized Area. An area of the policy identified “Place Makers” as a community goal and states, “The Billings area should continue to make places that we all enjoy by preserving and improving public space as well as the natural and historic landscapes to bring the community together where people are comfortable and share activities. These places are ones that you go back to, share with visitors and recall when someone asks you to describe your community”. One of the objectives includes protection and preservation such as historic preservation controls, preservation of view sheds, preservation of natural areas and the preservation of historic places.

This year the CLG funding for half-time staff is \$5,500. The local cash match for these funds is provided by the City of Billings, City of Laurel, and Yellowstone County in the amount of \$2,500. This amount combined with the \$5,500 from the CLG provides \$8,000 for consulting services provided by the Western Heritage Center. In addition to the local funds, the Planning Division also provides in-kind match through the HPO salary, room usage, and supplies. Also, Historic Preservation Board member’s time is also counted toward the in-kind match. As mentioned above, the CLG and local funds are used to contract services with the Western Heritage Center and assist in carrying out the following activities:

- Assist the Board and Historic Preservation officer in undertaking action to meet short and long-range goals established by the Board. See Attachment A.
- Provide professional services to assist the Board, Historic Preservation Officer, and the City in performing duties and responsibility identified in the City’s Historic Preservation Ordinance MCA 27-500.

- Act as a historic preservation center by providing technical assistance, direction, and literature on the following:
 - Historic preservation tax credits
 - National Register
 - Federal historic preservation regulations, and
 - Secretary of Interior Standards related to historic preservation activities.
- Attend community meetings related to preservation activities, on behalf of the Board upon request.
- Plan and coordinate activities and publicity during National Preservation Week in May.
- Carry out the responsibilities for the CLG program as outlined in “The Certified Local Government Program in Montana”.
- Submit semi-annual reports on the historic preservation efforts of the community carried out by the City under the CLG grant.

BUDGET

4-1-2019 to 3-31-2020 Budget	Cash Amount	Cash Source	In-kind Amount	In-kind Source	Total
A. Salaries, Wages, Benefits	\$42,240.00	HPO-\$44/hr x 80 hrs/mo x 12 mos CI/CO			\$42,240.00
B. Office Rental			\$1,000.00 Conference room @ 2 hrs/mo x \$50/hr x 10 mtgs/yr	CI/CO	\$1,000.00
C. Equipment			*	CI/CO	
D. Supplies & Materials Itemize major categories			*	CI/CO	
E. Postage			*	CI/CO	
F. Telephone & Internet			*	CI/CO	
G. Photocopies			*	CI/CO	
H. Preservation Commission Number of hours X * rate X number of members X number of meetings			\$3,138.80 7 members x 2 hrs/mo x \$22.42 x 10 mtgs/year	YHPB	\$3,138.80
I. Volunteers Hours X * rate X number of volunteers.					
J. Travel Mileage Number of miles X \$0.535. Include funds for HPO and/or Commissioners to attend CLG annual training			*	CI/CO	

K. Travel Meals # of Meals X rate: Breakfast - \$5.00 Lunch - \$6.00 Dinner - \$12.00			*	CI/CO	
L. Lodging \$93.00 plus tax X number of nights			*	CI/CO	
M. Project (s) Expenses – fully itemized	\$5,500.00 \$2,500.00	F CI/CO			\$8,000.00
N. Other Expenses – fully itemized.					
M. Total Expenses	\$50,240.00		\$4,138.80		\$54,378.80

SOURCE KEY:

F-Federal

CI-City

CO-County

NP- Private/Non-Profit

* Federally approved minimum rate for volunteers is \$22.42 per hour.

SOURCES OF REVENUE/FUNDING**AMOUNT****Itemized Cash Match Source**

<u>City of Billings (Tax ID #: 816001237)</u>	<u>\$1,031.00</u>
<u>City of Billings</u>	<u>\$42,240.00</u>
<u>City of Laurel</u>	<u>\$ 469.00</u>
<u>Yellowstone County</u>	<u>\$1,000.00</u>

Itemized In-Kind Match Source

<u>Room rental for board meetings</u>	<u>\$1,000.00</u>
<u>YHPB member time</u>	<u>\$3,138.80</u>

Federal HPF Grant Request from SHPO

<u>CLG Funds</u>	<u>\$5,500.00</u>
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TOTAL REVENUE**\$54,378.80**

**Certified Local Government
Historic Preservation Commission Chairperson or President**

Signature Blain Fandrich Date 1/9/2019

Name (typed) Blain Fandrich

Address 3120 Smokey Lane

Telephone 406-656-6928

**Certified Local Government
Chief Elected Official**

Signature _____ Date _____

Name (typed) William A. Cole

Title Mayor, City of Billings

Address Mayor, City of Billings

Telephone 406-657-8433

(The local government administrator may sign in addition to the Chief Elected Official.)

**Certified Local Government
Historic Preservation Officer**

Signature Lora Mattox Date 1/9/19

Name (typed) Lora Mattox

Address 2825 3rd Avenue North, 4th Floor, Billings, MT 59101

Telephone 406-247-8622

Please attach the meeting minutes (or an alternate way in writing) at which your application was discussed and approved by the Preservation Board/Commission.

Please attach a list of the historic preservation board members' names citizen membership, terms (year ending), their professional discipline or status as a citizen member on the board, and contact information.

Yellowstone Historic Preservation Board Work Plan 2018-2019

Goals & Objectives:

- I. Promote the preservation of historic buildings, sites or neighborhoods.
- II. Increase community awareness on the benefits of historic preservation activities.
- III. Promote increased awareness of preservation activities and the work of the YHPB through the four governing bodies represented on the Board.
- IV. Comply with the duties and responsibilities of historic preservation organizations under the State Certified Local Government Program and the requirements of the Inter-local Agreement.

2018-2019 Projects

1. Complete a National Registration for McKinley Elementary School.

Time Frame: 2018-2019
Who: YHPB Board, HPO/WHC, State Historic Preservation Office (SHPO)
Status: SHPO is currently working on this nomination with the intent to submit by mid-2018

2. Assist the North Elevation Historic District neighborhood with the ribbon cutting/celebration of the National Register District sign installation for the district and the neighborhood celebration.

Time Frame: May, 2018
Who: HPO/WHC/YHPB/North Elevation Historic District
Status: Preliminary work being completed.

3. YHPB will continue to explore funding opportunities for assistance in listing individual properties/districts to the National Register. Several properties have been brought to the YHPB including Laurel's Riverside Park (German prison camp) and the mausoleum at Mountview Cemetery.

Time Frame: 2018-2019
Who: YHPB, WHC, HPO, Yellowstone Genealogy Forum, possibly Montana SHPO
Status: Continuing.

- 4. YHPB will continue partnering with AT&T, SHPO, and the City Parks Department in the preparation of a Memorandum of Understanding and the development of a National Register Nomination for Pioneer Park. This project was developed as part of a mitigating impacts of the placement of a cell tower on the Montana Power Building in the downtown.**

Time Frame: 2018-2019
Who: YHPB, WHC, HPO, PRPL, Montana SHPO
Status: Continuing.

Annual Board Activities

- 1. Continue the review of building permits submitted for properties located within the designated historic district.**

Time Frame: Ongoing
Who: Committee and HPO

- 2. Continue the review of Community Development Block Grant rehabilitation projects as needed.**

Time Frame: Ongoing
Who: YHPB/WHC

- 3. Continue to review and update the information relating to the Downtown Billings Electronic Walking Tour. Discuss with the City of Laurel to include its new downtown historic district in the application.**

Time Frame: Yearly
Who: Committee/WHC

- 4. To continually update the local governing bodies of the activities undertaken by the YHPB, annual PowerPoint Presentations will be made to the City of Billings, the City of Laurel and Yellowstone County.**

Time Frame: Yearly
Who: Chair/WHC/HPO
Status: The scheduling of these meetings will take place yearly during spring.

- 5. To provide up to date information to the general public, continually update the web site and social media sites on activities and programs.**

Time Frame: Ongoing
Who: WHC

- 6. Provide resources to property owners who are interested in listing a property to the National Register. Including State Historic Preservation Office contacts, literature and technical assistance.**

Time Frame: Ongoing
Who: YHPB Board/HPO/WHC

- 7. Expand YHPB meetings to alternate locations. To take advantage of some of our many historic venues, the board wishes to expand meetings to alternate locations.**

Time Frame: Ongoing
Who: HPO/WHC

- 8. Due to a loss of potential historic buildings within the City of Billings, an effort is being made to notify WHC and a member of the board about upcoming demolitions. The Building Division notifies HPO on the release of demolition permits, HPO notifies members of the demolition and a determination is made to either document/photograph building.**

Time Frame: Ongoing
Who: HPO/WHC/Board

- 9. Continue exploration of grant opportunities to provide additional funds to the YHPB for historic preservation projects.**

Time Frame: Ongoing
Who: HPO/WHC

- 10. Consultant, Historic Preservation Officer and YHPB will attend training meetings as needed. Historic Preservation Officer will attend the required annual Montana State Historic Preservation Conference.**

Time Frame: Ongoing
Who: WHC/HPO

- 11. To provide a forum for Historic Preservationist to share their successes and discuss projects and to present historic preservation awards, continue to host the Historic Preservation Roundtable yearly.**

Time Frame: Yearly
Who: WHC/HPO/Board
Status: Preservation Month - March

- 12. Celebrate National Historic Preservation Month. Board will decide on a program, speakers and other events to commemorate this event.**

Time Frame: Yearly
Who: Committee/WHC
Status: This event will occur yearly during May.

2019 YHPB Board

<i>Designation</i>	<i>Name & Address</i>	<i>Phone</i>	<i>Date of Term Expiration & Term Number</i>
City of Billings	Keith Edgerton 1140 N. 32 nd Street Billings, MT 59101 Edgerton, Keith kedgerton@msubillings.edu	Home: 861-2845 Work 657-2895	1st term expires 12/31/2019
City of Laurel	Evan Bruce 105 E. Main, Apt. #1 Laurel, MT 59044 evanblaurel@gmail.com	Home: 598-7883 Work:	2nd Term expires 12/31/2020
Yellowstone County	Allen Rapacz 4840 Piegan Trail Billings, MT 59106 allen@schutzfoss.com	Home: Work: 252-9218	2nd Term expires 12/31/2019
Crow Tribe	Vacant	Home: Work:	
At Large Member – History	Sue Mueller 637 Lewis Avenue Billings, MT 59101	Home: 256-0838	3rd Term expires 12/31/2020
At Large Member - Professional Expertise - Architecture	Kevin Nelson 3945 Parkwood Drive Billings, MT 59106 archmedtech@gmail.com kevinn@ctagroup.com	Home: 969-1828 Work: 896-6189 Cell: 670-8815	3rd Term expires 12/31/2019
At Large Member - Professional Expertise – Museum	Rebecca Jeter 7944 Molt Road Billings, MT 59106 jumpinjeters@yahoo.com	Home: 694-3505 Work:	1st Term expires 12/31/2019
At Large Member - Professional Expertise – History and Museum	Vacant	Home: Work:	1st Term expires
Professional Expertise – Archaeology and Cultural Resources	Blain Fandrich 3120 Smokey Lane Billings, MT 59102 bfandrich@ethnoscience.com	Home: 656-6928 Work: 252-7945	3rd Term expires 12/31/2019

Consultants	Lauren Hunley lauren@ywhc.org		256-6809 Ext. 133	
Staff Support	Lora Mattox mattoxl@ci.billings.mt.us		247-8622	

Jointly Selected Members

3 need professional expertise in history, planning, archaeology, architecture, or historic preservation-related disciplines.

2 need to be selected from the following categories:

- 1 member of Yellowstone County Board of Planning;
- 1 member of Laurel Board of Planning;
- 1 property owner residing or operating business in historic district or property is listed on National Register;
- 1 member of city, county, or a tribal historic preservation group.

Can serve 4-2-yr terms