



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724

Growth Management Department

300 Sixth Street

LF031004-14

Karen Bulman, Planner I
Growth Management Department
city web: www.rcgov.org

Phone: 605-394-4120
Fax: 605-394-6636
e-mail: karen.bulman@rcgov.org

MEMORANDUM

TO: City Council
Legal and Finance Committee

FROM: Karen Bulman, Planner I

DATE: March 3, 2004

RE: Historic Preservation Commission Certified Local Government Grant application for 2004-2005

The Historic Preservation Commission requests authorization to submit the application for the 2004-2005 Certified Local Government Grant in the amount of \$7500. The requested grant application is to fund the administrative duties of the Historic Preservation Commission, to complete the re-survey of the West Boulevard Historic District, and to develop a GIS map layer reflecting the historic districts and properties in Rapid City.

Re-verification of the contributing or non-contributing status of the structures contained within the District will permit the proper classification of those structures that have been lost to fire and subsequently reconstructed. Development of a GIS layer will provide easily accessible information when individuals are requesting building permits and inclusion of the information on the City's website.

REQUEST: The Rapid City Historic Preservation Commission requests authorization to submit the 2004-2005 Certified Local Government grant application in the amount of \$7,500.00.



EQUAL HOUSING
OPPORTUNITY

EQUAL OPPORTUNITY EMPLOYER

Year 2004-2005 CLG PRESERVATION
PROJECT APPLICATION

Project Title: 2004-2005 City of Rapid City Historic Preservation Public Education Project

Location of Project Area: City of Rapid City, South Dakota

Applicant Name and Address:

Rapid City Historic Preservation Commission
300 Sixth St.
Rapid City, SD 57701

Telephone - (605)394-4120

Project Manager Name and Address:

Karen Bulman, Planner I
Rapid City Growth Management Department
300 Sixth Street
Rapid City, SD 57701

Telephone - (605)394-4120

2004 Federal Amount Requested: Basic \$2,000, Supplemental \$5,500

Project Period: Beginning May 1, 2004; Ending June 30, 2005

Project Products:

- Intensive reconnaissance resurvey of the West Boulevard Historic District
- Develop historic districts and properties layer of the Geographic Information System
- Public Education Workshop

PROJECT SUMMARY:

Basic Allocation Funds: Supplies, Workshop/Educational Materials, Memberships, and Postage and Program Administration.

Supplemental Fund Project: Resurvey of West Boulevard Historic Districts and development of historic districts and properties layer of the Geographic Information System.

1A. The proposed project meets the requirements of Supplemental Funds usage in a number of ways. The re-survey of the West Boulevard Historic District is necessary to provide accurate information of contributing and non-contributing structures within the historic district. Structures destroyed by fire need to be removed and structures that have attained the appropriate age to be a contributing structure need to be added. This will enable us to have accurate information to incorporate these structures and the boundaries of the West Boulevard Historic District into a Geographic Information System layer. Once this layer is developed, the information can be made available to the public through the City's website and may be incorporated in future updates of RapidMap. The re-survey of the West Boulevard Historic District, the inclusion of the historic properties on the City website, and the public workshop will provide the Historic Preservation Commission with an important opportunity to heighten public awareness and interest concerning the community's historical resources and historic preservation in general.

1B. The principal products of the 2004-2005 CLG project will be: (1) Re-survey of the West Boulevard Historic District; (2) Development of an historic districts and properties layer of the Geographic Information System; and, (3) Public Education Workshop.

The Historic Preservation Commission is requesting \$2,500 to resurvey the West Boulevard Historic District. In recent years, properties have been destroyed by fire and need to be removed as a contributing property. Other properties have aged and are now eligible as a contributing property, thus enabling the property owners to utilize programs for possible restoration.

The Historic Preservation Commission is requesting \$2,500 of supplemental project funds to develop an historic districts and properties layer of the Geographic Information System. The Commission believes it is important to make this information available for the public which will increase their awareness of our West Boulevard Historic District and the structures within the District. This information will be invaluable for city officials working with property within the District.

Another important product of the 2004-2005 Public Education Project of the CLG grant will be a public workshop. A total of \$500 of the CLG supplemental funding will be used towards this component of the project. The precise type of workshop has not yet been selected; however, it will likely be an information booth at the Black Hills Home Builder's show at the Rapid City Civic Center. The proposed theme of the workshop will be to further educate owners of historic properties and dispel some of the myths regarding the historic review process mandated under SDCL 1-19A-11.1. In concert with this effort, the Commission members will be working on their own to develop better communication with owners of historic properties and to provide valuable input to city officials and community leaders regarding historic preservation.

2. The public workshop and the development of the Geographic Information System layer will help increase public awareness and recognition of historic preservation, and will ultimately help to save more of the community's important historical buildings. The re-survey will provide accurate information for the Commission, Public Officials, and the general public.

3. The products will be produced both through the hiring of a consultant and the direct efforts of the Historic Preservation Commission members. A consultant will be hired to re-survey the West Boulevard Historic District and provide accurate data for use in our Geographic Information System. A consultant will be hired to develop an historic districts and individual properties layer of the Geographic Information System. The Historic Preservation Commission will prepare and conduct the workshop.

4. Users and those benefiting from the project will include the entire community, surrounding area, numerous tourists that visit the region every summer, and City officials. On a long-term basis, benefit will be provided to the National Park Service, State Historic Preservation Office, the City of Rapid City, and state historians as the public education component of the project will lead to future property nominations.

5. The primary preservation need and the SHPO goals addressed by this project will be the accurate description of the West Boulevard Historic District boundaries and individual properties, and the education of the general public about historic preservation.

6. The proposed project is a resurvey of an historic district.

a. The project will re-survey the established West Boulevard Historic District. The District is bounded by St. Patrick Street on the south, St. Joseph St. on the north, West Street on the west and 7th St, on the east. The area contains approximately 966 buildings.

b. The number of acres is approximately 65 acres.

c. The survey is required due to the number of properties that have been destroyed by fire or have aged and are now eligible for contributing status.

7. NA

TENTATIVE SCHEDULE:

Start Date: May 1, 2004

End Date: May 31, 2005

Resurvey West Boulevard Historic District: Receive Quotes by May 15, 2004, Select Consultant by July 1, 2004, Project to be completed by December 31, 2004

Geographic Information System: Receive Quotes by May 15, 2004, Select Consultant by July 1, 2004, Project to be completed by May 30, 2005.

Public Education Workshop: Preliminary Plans complete by December 31, 2004 with Workshop to be held by March 30, 2005.

COST ESTIMATES:

BASIC ALLOCATION BUDGET	Federal	Match	Total
Salaries/Benefits			\$2,000.00
Planner I		\$350.00	
Administrative Assistant		\$150.00	
Administrative Secretary		\$280.00	
HPC Members		\$670.00	
HPC Members as Professionals		\$550.00	
			\$2,000.00
Supplies	\$250.00		
Memberships	\$250.00		
Postage, Program Administration	\$1,000.00		
Workshop/Public Education	\$500.00		
TOTALS	\$2,000.00	\$2,000.00	\$4,000.00

MATCH:

Donor:	<u>City</u>	<u>HPC</u>
Source:	Operating Funds	Services
Kind:	**Cash	Volunteer
Amount:	\$780.00	\$1,220.00

SUPPLEMENTAL ALLOCATION BUDGET	Federal	Match	Total
Salaries/Benefits			\$5,500.00
Planner I		\$2,090.00	
Administrative Assistant		\$910.00	
Administrative Secretary		\$1,315.00	
HPC Members		\$1,185.00	
			\$5,500.00
Contractual			
Resurvey	\$2,500.00		
Geographic Information System	\$2,500.00		
Workshop	\$500.00		
TOTALS	\$5,500.00	\$5,500.00	\$11,000.00

MATCH:

Donor:	City	HPC
Source:	Operating Funds	Services
Kind:	**Cash	Volunteer
Amount:	\$4,315.00	\$1,185.00

** Note: This cash match is made up of City Staff time.

MEMBERSHIPS:

South Dakota Historical Society
Historic South Dakota Foundation
National Trust for Historic Preservation

HISTORIC PRESERVATION COMMISSION MEMBERSHIP LIST:

Adam Altman, Attorney
Duane Baumgartner, Public Arts
Michael Bender, Landscape Architect
Dennis Halterman, Downtown Business Owner
Jean Kessloff, West Boulevard Historic Property Owner
Kenneth Loeschke, Professional Engineer
Norman Nelson, Printing
Carol Reed-Brown, Banker/Marketing Director
Pat Roseland, West Boulevard Historic Property Owner
Lee Vierling, Professor

I certify that the information contained in this application is true and correct to the best of my knowledge, and that I am the duly authorized representative of the applicant. I have read the Allocation Guide and I am familiar with all terms and conditions set forth therein. Attached are necessary resumes of project personnel and the completed copies of the Assurances and Debarment and Suspension Certification forms. (Note: Resumes on file with SHPO).

Dated: _____, 2004

Project Manager Signature

PLANNING PRODUCT ATTACHMENT

- 1. Define the historic contents which this project will address.** In recent years, properties within the West Boulevard Historic District have been destroyed by fire and properties have aged and are now eligible as a contributing property. The boundaries of the District are not legal descriptions of the boundaries. This project will re-survey the District and accurately establish the properties and the legal boundary. HPC members, together with a consultant, will work on this project.
- 2. Define the geographical level at which the context will be developed.** The properties to be re-surveyed will be the current West Boulevard Historic District.
- 3. Indicate which property types within the context will be addressed. Also indicate whether or not property types will be added redefined.** All property types will be re-surveyed and re-defined.
- 4. Indicate what type of preservation activity this project will address relative to planning.** The survey will address contributing and non-contributing properties within the West Boulevard Historic District.
- 5. Indicate the preservation strengths of the property type which will be addressed in this project.** The strength of the survey is that the District has already been surveyed, evaluated, and documented.
- 6. Indicate the preservation weaknesses of the property types which will be addressed in this project.** No preservation weaknesses can be identified at this time.
- 7. Indicate how this project will address these preservation strengths and weakness so that the resources will be better managed for preservation purposes.** The re-survey of the West Boulevard Historic District will provide protection for the historic integrity of the buildings within the District and will provide better understanding and clarity for City officials and the general public of the historic properties within our community.

U. S. Department of the Interior

**Certification Regarding
Debarment, Suspension, Ineligibility and
Voluntary Exclusion**

Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 43 CFR Part 12, Section 12.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). Copies of the regulations are included in the proposal package. For further assistance in obtaining a copy of the regulations, contact the U. S. Department of the Interior, Acquisition and Assistance Division, Office of Acquisition and Property Management, 18th and C Streets, N. W., Washington, D.C. 20240.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTION ON REVERSE)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such as prospective participant shall attach an explanation to this proposal.

Name and Title of Authorized Representative

Signature

Date

Instruction for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant unknowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions." without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transaction authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.