

**COUNCIL ACTION FORM**

**SUBJECT: 2022 CERTIFIED LOCAL GOVERNMENT (CLG) GRANT APPLICATION TO FUND AN INTENSIVE SURVEY OF CHAUTAUQUA PARK & RIDGEWOOD SUBDIVISIONS**

**BACKGROUND:**

On April 13, 2021, the City Council approved an update to the Goals, Objectives, and Action Steps of the Ames Comprehensive Historic Preservation Plan (HPP) initially adopted in 2009, as requested by the Historic Preservation Commission. The HPP provides a framework for the City and its Historic Preservation Commission regarding the development of its priorities and annual Work Plan.

As a result of the updated Plan, the Historic Preservation Commission formed a subcommittee to review if there might be an area of Ames appropriate for an intensive level historic resource survey. Each year the State Historic Preservation Office (SHPO) makes available Certified Local Government (CLG) Grant funding which promotes historic preservation at the grassroots level. This program is jointly administered by National Park Service (NPS) and the State Historic Preservation Offices (SHPO). The City has Certified Local Government status from the National Park Service, Department of the Interior, and therefore qualifies as a grant applicant. The last time the City applied and received funding through the CLG grant program was in 2009.

**The proposed project is to complete an intensive survey that includes up to 107 properties in the Chautauqua Park and Ridgewood Subdivisions (see last page of Attachment A).** Cultural resource management consultant William Page identified this area as potentially eligible for National Register of Historic Places (NR) listing under Criteria A and C in a City-funded reconnaissance survey in 1992. Exploratory site visits by members of the HPC in August 2021 suggest that little physical change has occurred in this area since Page's 1992 survey. The area retains a high level of integrity as per National Register standards. The proposed district is bounded by Sixth Street on the south, the 1910 and 1916 plat map boundaries on the west, an irregular line at Orchard Avenue on the north, and the Union Pacific railroad right-of-way on the east.

**Although the City of Ames would be the recipient of the grant, the vast majority of work and administration would occur by or through the HPC.** The project would be administered primarily by three members of the HPC and utilize students to complete the surveys. Two to three Iowa State students in disciplines of history, architecture, landscape architecture and/or urban design will complete a historic context, research primary source documents, photograph all resources and complete State of Iowa inventory forms for all properties in the project area. All grant-funded activities will be under the strict supervision of three Historic Preservation Commission members who meet the Secretary of the Interior's Standards and Guidelines – Professional Qualification Standards for historic preservation practice under 36 CFR Part 61 (History and/or Architectural History areas).

**WORK PRODUCTS:**

The work products to be completed through this project are:

- Historic Context for Chautauqua Park/Ridgewood Historic District.
- Intensive inventory forms for up to 107 properties.
- Informational meetings for property owners/residents in the project area.

**COORDINATION:**

HPC Commissioner Mary Jo Winder will be responsible for management of the project. She will provide her professional knowledge to select and hire students, train students and volunteers on methodology and technical aspects of completing an intensive survey, ensure quality control, and review and approve all work products. Her contribution will be 60% or more of the in-kind match.

HPC Chair and Professor of Historic Preservation Ted Grevstad-Nordbrock will co-manage the project and will provide his expertise to select and hire students, train students and volunteers, conduct neighborhood meeting, and ensure quality control. He will also serve as liaison to the College of Design and College of Liberal Arts and Sciences at Iowa State University. His contribution will be 20% or more of the in-kind match.

Commissioner Susan Minks will be available to support the training of students and volunteers, conduct neighborhood meetings, and ensure quality control. Her contribution will be 10% or more of the in-kind match.

Alex Fejfar, Exhibits Manager, Ames History Museum, will provide research assistance of the museum archives and reproduce and provide copies of relevant primary source documents. His contribution will be approximately 5% of the in-kind match.

Volunteers, Ames History Museum, will be recruited to assist with archival research, survey field work and other activities to support the survey project. Volunteer in-kind match will be approximately 5%.

ISU Students (2-3) will complete an historic context of the Chautauqua Park/Ridgewood district, complete all field work, including required photography, research all available primary source documents and complete approximately 107 inventory forms. The \$14,000 CLG grant will compensate the students for their work.

**BUDGET REQUIREMENTS OF THE CLG GRANT:**

Approximately \$95,000 has been allocated by the State of Iowa for use as 2022 CLG grant funds. This is a competitive grant program. A CLG grant may cover up to sixty percent (60%) of the total project costs. The City of Ames must provide the remaining forty percent (40%) of the total project cost as a match, either in kind or as a cash match. The request is for a total of \$14,000 in grant funds. The City would be reimbursed for expenses at the end of the project. The proposed budget is summarized as follows:

<b>Expense</b>	<b>Grant Request</b>	<b>Cash Match</b>	<b>In-Kind Match</b>	<b>Total</b>
Interview/Hire Student Surveyors			\$ 654	\$ 654
Train Student Surveyors			736	736

Historic Context	\$ 1,200		270	1470
Neighborhood Meetings (2)			736	736
107 Inventory Forms	12,800		3,204	16,004
<b>TOTAL</b>	<b>\$14,000</b>	<b>0</b>	<b>\$5,600</b>	<b>\$19,600</b>

**TIMELINE:**

The submittal to the State for the CLG grant is due by September 3. A decision about the award is expected in December 2021. After the notice of award, a formal grant agreement between the City and the State would be required; this would likely occur in January or February 2022. The project would start after approval of the grant agreement and would need to be completed by June 2023.

**ALTERNATIVES:**

1. Authorize the Mayor to sign a grant application prepared by the Ames Historic Preservation Commission on behalf of the City to be submitted to the State Historical Society of Iowa to fund the Chautauqua Park/Ridgewood Intensive Survey.
2. Do not pursue the grant opportunity or the project.
3. Refer the CLG grant application back to the Ames Historic Preservation Commission and City staff for additional information and/or changes. *Note that with this option we would miss the Grant Deadline of September 3<sup>rd</sup>.*

**CITY MANAGER’S RECOMMENDED ACTION:**

The application for a 2022 CLG grant from the Iowa State Historical Society has been prepared by Mary Jo Winder of the Ames Historic Preservation Commission and City staff. This grant application is consistent with the intent of the Ames Comprehensive Historic Preservation Plan and with the HPC 2021 Work Plan. **No funds are requested from the City. The 40% in-kind match would be primarily provided by volunteer hours of the HPC.**

The request is to authorize the submittal of the CLG Grant Application only. If funded, the grant agreement would be placed on the agenda for Council action in January or February of 2022. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, as described above.

## **ADDENDUM:**

***Elements of an Intensive Survey.*** An intensive survey, as the name implies, is designed to identify and describe the historic resources precisely and completely. It involves a thorough inspection of all historic resources identified within the survey boundaries, and detailed background research into the history of the properties, events, and people associated with them, and an evaluation of their significance. A completed intensive survey can provide a solid basis for a possible future National Register nomination for a particular resource, if so desired.

Owners/residents will be provided with the results of the survey so that they will become aware of the district's significance and be able to decide if they want to have the honor of listing as a National Register Historic District. They will also be able to determine if they want their neighborhood to receive protection from unsympathetic alterations by becoming a Local Historic District with a Historic District zoning overlay. Both actions will offer some protection to preserve this important historic resource.

The community as a whole will benefit from this survey project as it will provide all its citizens the knowledge of the historical ties this neighborhood has to its past. The project will give information that will be valuable to the community's sense of place in history, to its awareness of historic residential architecture and city development, and a source of appreciation and pride for the pieces of history that remain to this day. Listing in the National Register will also allow property owners to pursue financial incentives for historic rehabilitation work. Data generated from this grant-funded project will also aid City of Ames Planning staff in the execution of land use and zoning duties and their liaison work with the Historic Preservation Commission.

**Goals and Objectives of the Ames Comprehensive Historic Preservation Plan.** The Chautauqua Park/Ridgewood Intensive Survey project supports the following goals and objectives of the Ames Comprehensive Historic Preservation Plan as updated on April 13, 2021:

Goal #1. Acknowledge the role of historic preservation in encouraging civic pride, neighborhood identity, economic vitality, and community sustainability.

Objective A: Adopt strategies to conserve historic neighborhoods, which reflect their organic development, historical roles and traditions, modern needs, and economic health and stability.

*The survey will produce documentation that will inform the neighborhood, and the community, of the importance of the architectural history of the district.*

Goal #2. Promote the preservation of historically, architecturally and archaeologically significant resources in the community.

Objective B: Promote economic incentive opportunities to encourage the preservation of historic buildings and neighborhoods.

*Owners/residents in the district will be introduced to protection options and state tax incentives that will promote historic preservation in the community.*

Objective D: Encourage private support and commitment for preservation undertakings.

*Results will be shared with residents on the historic significance of their neighborhood and encourage support for local landmark district designation and/or National Register listing.*

Goal #3. Enhance municipal policies to protect historic resources and implement policies through identification, effective legislation and efficient regulatory measures.

Objective A: Continue to improve Ames inventories of historic properties through reconnaissance and intensive historical, architectural and archaeological surveys.

*This project will significantly increase the documentation of residential buildings that are eligible for local, state and national designations. It will enhance the City's ability to provide protection for its historic resources.*

Goal #4. Educate the public concerning the value and benefit of historic preservation.

Objective A: Promote and offer lectures, workshops and other educational opportunities focused on historic preservation.

*The project proposal includes at least one informational meeting that will introduce participants to the City's historic preservation program, the National Register of Historic Places and the Iowa Rehabilitation Tax Credit program.*

**ATTACHMENT A**  
**DRAFT CLG GRANT APPLICATION**

**State Historical Society of Iowa**

**2022 Certified Local Government Grant Application**

1. Name of Project - Chautauqua Park/Ridgewood Intensive Survey
2. Applicant Name - City of Ames Historic Preservation Commission
3. Applicant Type - Certified Local Government (CLG)
4. Is your CLG in Good Standing? - Yes
5. Federal Employer ID # -
6. DUNS Number -
7. Applicant Address - 515 Clark Avenue
8. Applicant City - Ames
9. Applicant County - Story
10. Applicant State - IA
11. Applicant Zip Code - 50010
12. First name of the person who prepared the grant application - Mary Jo
13. Last name of the person who prepared the grant application - Winder
14. Preparer's email -
15. Preparer's phone number -
16. Title of your chief elected official - Mayor
17. First name of your chief elected official - John
18. Last name of your chief elected official - Haila
19. Chief elected official's email - [John.haila@cityofames.org](mailto:John.haila@cityofames.org)
20. Chief elected official's phone number - 515-290-5436
21. First name of the CLG staff person - Ray
22. Last name of the CLG staff person – Anderson.
23. CLG staff person's email - [ray.anderson@cityofames.org](mailto:ray.anderson@cityofames.org)
24. CLG staff person's phone number - 515-239-5270
25. First name of local project manager - Mary Jo
26. Last name of local project manager - Winder
27. Local project manager's email address -
28. Local project manager's daytime phone number -
29. Iowa Congressional District 4
30. Iowa Senate District 23
31. Iowa House District 45

## CLG Project Information and Scope of Work

1. Brief description of project - The proposed project is to complete an intensive survey that includes up to 107 properties in the Chautauqua Park and Ridgewood Subdivisions.
2. Type of Project - Intensive Level Survey
  - 2.1. Provide the amount of acreage to be surveyed - Approx. 46 acres
  - 2.2. Provide the number of contributing and noncontributing resources to be surveyed – 80 contributing/27 non-contributing
3. Scope of Work - Describe your project in detail:
  - specifically identify the historical resource and state its significance
  - provide an overview of the activities you will complete
  - explain how the proposed actions will assist the historical resource(s)
  - describe how the project will have an impact on the local community (neighborhood, town, region) or however you define "community."

The Chautauqua Park/Ridgewood project area is a grouping of single-family residential properties that appear eligible for listing in the National Register of Historic Places (NR) and designation as a City of Ames Historic District. Cultural resource management consultant, William Page, identified this area as potentially eligible for NR listing under Criteria A and C in a city-funded reconnaissance survey in 1992. The two subdivision areas adjoin one another and are located to the northwest of the City's historic downtown. The proposed district is bounded by Sixth Street on the south, the 1910 and 1916 plat map boundaries on the west, an irregular line at Orchard Avenue on the north, and the Union Pacific railroad right-of-way on the east. Exploratory site visits in August 2021, suggest that little physical change has occurred in this area since Page's 1992 survey. The area retains a high level of integrity as per National Register standards.

Two to three Iowa State undergraduate or graduate students in disciplines of history, architecture, landscape architecture and/or urban design will complete a historic context, research primary source documents, photograph all resources and complete State of Iowa inventory forms for all properties in the project area. All grant-funded activities will be under the strict supervision of three Historic Preservation Commission members who meet the Secretary of the Interior's Standards and Guidelines – Professional Qualification Standards for historic preservation practice under 36 CFR Part 61 (History and/or Architectural History areas).

The results of this project will determine the historic significance of this Ames neighborhood and its eligibility for listing in the National Register of Historic Places. Owners/residents will be provided with the results of the survey so that they will become aware of the district's significance and be able to decide if they want to have the honor of listing as a National Register Historic District. They will also be able to determine if they want their neighborhood to receive protection from unsympathetic alterations by becoming a Local Historic District with a Historic District zoning overlay. Both actions will offer some protection to preserve this important historic resource.

The community as a whole will benefit from this survey project as it will provide all its citizens the knowledge of the historical ties this neighborhood has to its past. The project will give information that will be valuable to the community's sense of place in history, to its awareness of historic residential architecture and city development, and a source of appreciation and pride for the pieces of history that remain to this day. Listing in the National Register will also allow property owners to pursue financial incentives for historic rehabilitation work. Data generated from this grant-funded project will also aid

City of Ames Planning staff in the execution of land use and zoning duties and their liaison work with the Historic Preservation Commission.

4. Coordination - Describe the division of labor, project responsibilities of consultant, local project director, staff, and volunteers.

HPC Commissioner Mary Jo Winder will be responsible for management of the project. She will provide her professional knowledge to select and hire students, train students and volunteers on methodology and technical aspects of completing an intensive survey, ensure quality control, and review and approve all work products. Her contribution will be 60% or more of the in-kind match.

HPC Chair and Professor of Historic Preservation Ted Grevstad-Nordbrock will co-manage the project and will provide his expertise to select and hire students, train students and volunteers, conduct neighborhood meeting, and ensure quality control. He will also serve as liaison to the College of Design and College of Liberal Arts and Sciences at Iowa State University. His contribution will be 20% or more of the in-kind match.

Commissioner Susan Minks will be available to support the training of students and volunteers, conduct neighborhood meetings, and ensure quality control. Her contribution will be 10% or more of the in-kind match.

Alex Fejfar, Exhibits Manager, Ames History Museum, will provide research assistance of the museum archives and reproduce and provide copies of relevant primary source documents. His contribution will be approximately 5% of the in-kind match.

Volunteers, Ames History Museum, will be recruited to assist with archival research, survey field work and other activities to support the survey project. Volunteer in-kind match will be approximately 5%.

ISU Students (2-3) will complete an historic context of the Chautauqua Park/Ridgewood district, complete all field work, including required photography, research all available primary source documents and complete approximately 107 inventory forms. The \$14,000 CLG grant will compensate the students' work.

5. Work Products - List the tangible products required for your type of project. Identify additional intangible products or benefits.

Historic Context for Chautauqua Park/Ridgewood Historic District.

Intensive inventory forms for up to 107 properties.

Informational meetings for property owners/residents in the project area.

6. Schedule - List proposed deadlines for completing different parts of the project, such as hiring the consultant, organizing and training volunteers, conducting meetings, research design (if required), preparing materials, submitting draft and final products.

Day 1-30, interview and hire student participants.

Day 31-60, train student participants and volunteers.

Day 61-150, complete required photography, field work, and primary source documentation.

Day 151-180, complete historic context.

Day 181-210, complete 46 inventory forms.

Day 211-240, complete remaining inventory forms.

Day 241, submit draft intensive survey to SHPO.

Day 241-260, conduct informational meeting for affected owners/residents.



Day 261, submit final intensive survey documents: Historic Context for Chautauqua Park/Ridgewood Historic District; Intensive-level inventory forms for up to 107 properties.

7. Coordination with local and state preservation plans - Explain how the proposed project will help fulfill the goals and objectives of your local preservation plan and the state preservation plan, [Broadening Preservation's Reach](#).

If this is part of a multi-phase project, describe the completed project segments and/or future ones that are linked to this project application. Each year's project must be able to stand alone. Funding of one year does not guarantee funding of future phases.

This project supports the following goals and objectives of the Ames Comprehensive Historic Preservation Plan of April 13, 2021.

Goal #1. Acknowledge the role of historic preservation in encouraging civic pride, neighborhood identity, economic vitality, and community sustainability.

Objective A: Adopt strategies to conserve historic neighborhoods, which reflect their organic development, historical roles and traditions, modern needs, and economic health and stability. [The survey will produce documentation that will inform the neighborhood, and the community, of the importance of the architectural history of the district.]

Goal #2. Promote the preservation of historically, architecturally and archaeologically significant resources in the community.

Objective B: Promote economic incentive opportunities to encourage the preservation of historic buildings and neighborhoods. [Owners/residents in the district will be introduced to protection options and state tax incentives that will promote historic preservation in the community.]

Objective D: Encourage private support and commitment for preservation undertakings. [Meetings with residents will focus on the historic significance of their district and encourage support for landmark district designation and/or National Register listing.]

Goal #3. Enhance municipal policies to protect historic resources and implement policies through identification, effective legislation and efficient regulatory measures.

Objective A: Continue to improve Ames inventories of historic properties through reconnaissance and intensive historical, architectural and archaeological surveys. [This project will significantly increase the documentation of residential buildings that are eligible for local, state and national designations. It will enhance the City's ability to provide protection for its historic resources.]

Goal #4. Educate the public concerning the value and benefit of historic preservation.

Objective A: Promote and offer lectures, workshops and other educational opportunities focused on historic preservation. [The project proposal includes at least one informational meeting that will introduce participants to the City's historic preservation program, the National Register of Historic Places and the Iowa Rehabilitation Tax Credit program.]

This project also meets goals of the State's Preservation Plan. Specifically, it contributes to the following goals.

Goal 1: Broaden knowledge about places important to Iowa history, architecture and archeology. [Approximately 107 historic resources will be added to the state's data base.]

Goal 2: Build and strengthen local preservation capabilities. [The completed survey provides knowledge that will strengthen the City of Ames historic preservation program.]

Goal 4: Strengthen protection of historic and prehistoric resources. [Recognition of the significance of this historic district provides the foundation for the City's capability of protecting more of its historic resources.]

### **CLG Budget**

*CLG Grants require at least that the applicant match equal a minimum of 40% if total project costs.*

In the Budget form below, please provide sufficient detail to demonstrate that your project can be completed for the amount requested. Be sure to provide estimated number of hours and unit costs where appropriate.

More information can be found in the grant guidelines.

1. Grant Request - 14000
2. Total Cash Match - 0
3. Total In-Kind Match - 5600
4. Total Project Budget – 19600
5. Budget Form

<u>Expense Detail</u>	<u>Grant Request</u>	<u>Cash Match</u>	<u>In-Kind Match</u>	<u>Total (\$)</u>
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### **CLG Past Grant Contract Performance**

Specifically address the success or challenges faced in carrying out the requirements of past Certified Local Government grant projects. According to staff of the City of Ames, the most recent CLG grant funded project, the Intensive Survey of College Heights Neighborhood was completed in 2008/2009. Additionally, a grant was received in FY2009 for a Historic Masonry Restoration Workshop. There were no issues with the completion of either of these projects and all materials were submitted by the required deadline.

The City of Ames has met its obligation to submit annual reports since becoming a Certified Local Government.

### **CLG Minority Impact Statement**

*Pursuant to 2008 Iowa Acts, HF 2392, Iowa Code Section 8.11, grant applications submitted to the State of Iowa shall include a Minority Impact Statement. This is the state's mechanism to require grant applicants to consider the potential impact of the grant project's proposed programs or policies on minority groups.*

1. Please choose the statement that pertains to this grant application. Complete all the information requested for the chosen statement.

The proposed grant project program or policies are not expected to have a disproportionate or unique impact on minority persons.

- 1.1 Present the rationale for determining no impact.

An historic/architectural survey is not an activity that would impact a minority group or person any more than a group or person outside a minority group.

## **Certification**

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge.

Mary Jo Winder

## **Attachments**

Signed letter from chief official

*This is needed.*

National Register nomination permission/support

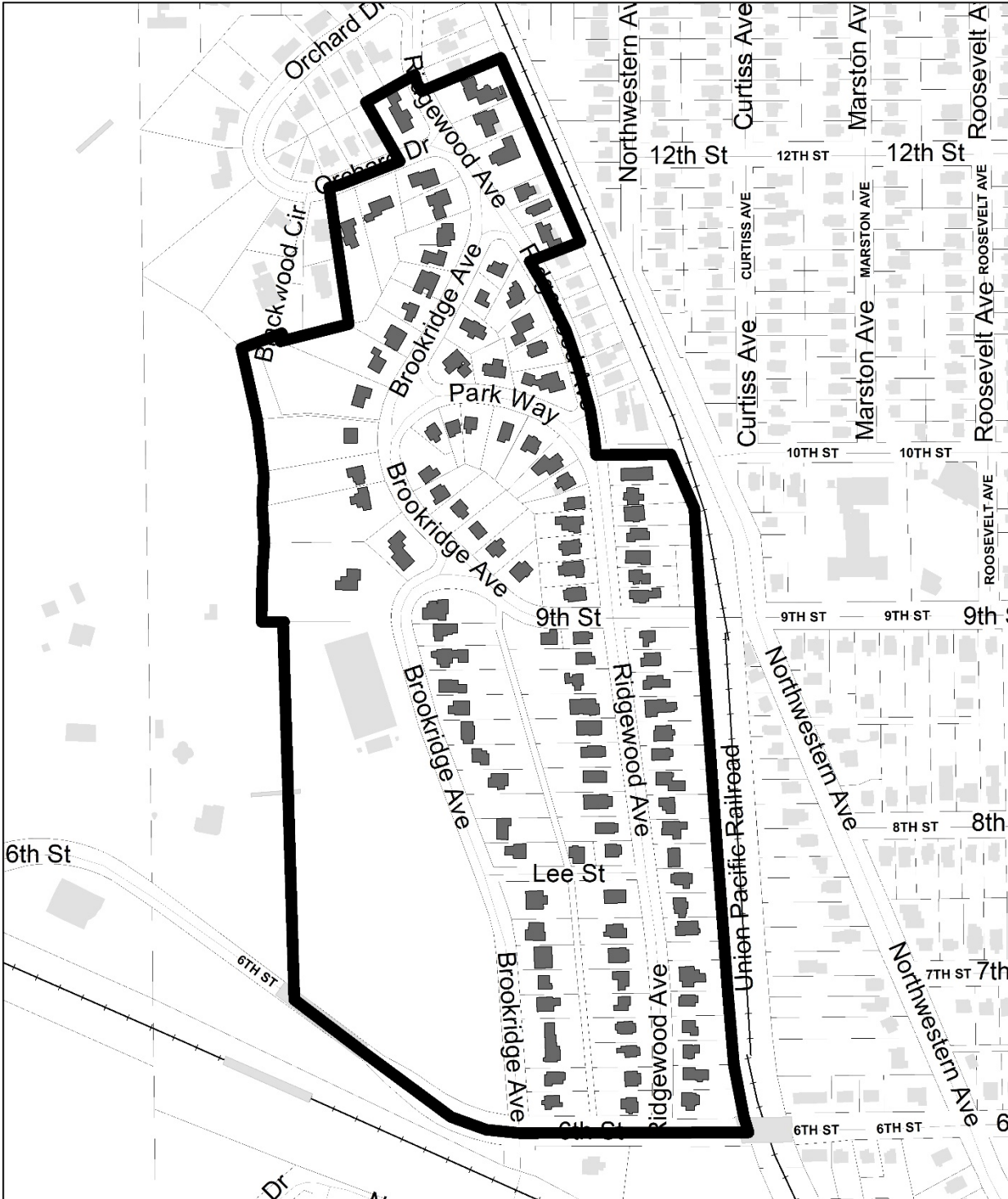
If you propose to nominate an individual property to the National Register, please provide a letter from the owner stating that they give permission for the nomination.

‘If you propose to nominate a historic district, please provide documentation that you have held a public meeting and that there is local support and among the property owners for the nomination.

N/A at this time.

## **Portfolio**

Photos & Maps



**Chautauqua Park & Ridgewood Subdivision (So.)**

Intensive Level Survey

0 100 200 400 Feet

