

**CITY COUNCIL WORK SESSION**  
on the Fiscal Year 2014-15 Recommended Budget & Proposed CIP  
Grant Funding Discussion

Senator Florence Shapiro Council Chambers, Plano Municipal Center  
1520 Ave K, Plano, TX  
Wednesday, August 6, 2014 6:00 p.m.

**AGENDA**

	<b><u>Presenter</u></b>
A. Call to Order	Mayor
B. Opening Remarks	Glasscock
C. Funding Requests	
1. Buffington Community Service Grants	Caranfa
2. Presentation of Cultural Affairs Commission	Safir
3. Presentation of Heritage Commission	Coleman
D. Council Items and Issues for Discussion	Council
E. Adjourn	

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# Memorandum

**Date:** July 31, 2014

**To:** Bruce D. Glasscock, City Manager

**From:** Shanette Brown, Community Services Manager

**Subject:** Buffington Community Services Grant Funding Recommendations

During the month of April, the Community Relations Commission held four public hearings to consider requests for 2014 Buffington Community Services Grant (BCSG) funding. The Buffington Community Services Grant is appropriated by Council to support agencies providing essential services, including food, clothing, shelter, and preventative health care to Plano residents. The Commission made the following recommendations for City Council's consideration:

Agency or Program Name	2014 CRC Recommended Funding	2014 Total Request	2013 Funding
Assistance Center of Collin County	\$17,000	\$43,800	\$22,000
Assistance League of Greater Collin County	\$10,000	\$12,000	\$12,000
CASA of Collin County	\$20,000	\$42,000	\$23,000
Children's Advocacy Center of Collin County	\$20,000	\$43,601	\$17,000
City House, Inc. – Runaway Homeless Youth (RHY)	\$15,000	\$30,000	\$19,000
City House, Inc. – Transitional Living Program (TLP)	\$15,000	\$30,000	\$18,000
Collin County Adult Clinic	\$9,330	\$29,000	\$19,000
Collin County Committee on Aging	\$27,000	\$75,852	\$32,000
Family Outreach, Richardson-Plano, Inc.	\$11,000	\$19,544	\$14,000
Hope's Door	\$19,000	\$30,000	\$16,533
Jewish Family Service of Dallas	\$17,000	\$34,375	\$22,000
Journey of Hope Grief Support Center, Inc.	\$10,000	\$15,000	\$13,000
Plano Children's Medical Clinic	\$15,000	\$50,000	\$32,000
The Turning Point Rape Crisis Center	\$24,000	\$39,236	\$26,000
Wellness Center for Older Adults -Gatekeepers	\$20,000	\$43,789	\$20,000
Wellness Center for Older Adults - PHC	\$20,000	\$47,634	\$28,000
Assistance Center – Self Sufficiency	\$0	\$23,000	N/A
Dental Health Programs dba Community Dental Care	\$0	\$80,000	\$22,000
Emily's Place	\$0	\$31,760	N/A
Family Promise	\$0	\$93,125	N/A
Isabel's Community	\$0	\$20,000	N/A
Lifesource	\$0	\$10,000	\$6,000
The Salvation Army	\$0	\$25,000	\$0
Health Services of North Texas – Mental Health	N/A	N/A	\$13,000
Health Services of North Texas – Nutrition Center	N/A	N/A	\$11,000
<b>Total</b>	<b>\$269,330</b>	<b>\$868,716</b>	<b>\$385,533</b>

xc: Frank Turner, Deputy City Manager  
 Christina Day, Director of Planning  
 Anita Bell, Budget Analyst

## FY2014 Buffington Community Services Grant Funding Recommendations

Prepared for the City Council Budget Work Session August 6, 2014

In considering the 2014 grant requests, the Community Relations Commission focused on the mission of the Buffington Community Services Grant (BCSG) relative to each agency program. Significant consideration was also given to the agency's financial management and ability to produce outcomes related to measurable goals.

The 2014 grant recommendation process was a significant challenge for the Community Relations Commission. The Commission chose to look at whether each request furthered the Consolidated Plan Goals, met an urgent need and would not be met without City funding. The Commission also strongly considered the quality and clarity of the information provided both in the application and the public hearings. Based on these and other considerations, the Commission recommended funding for 22 of the 30 applications for public service through either BCSG or CDBG. Of the 22, six applications were approved for Community Development Block Grant (CDBG) at the June 13<sup>th</sup> City Council meeting, and 16 are recommended for BCSG funding. Details of the 16 applications recommended for BCSG funding and eight applications not recommended for either funding are noted as follows for City Council's consideration:

Agency or Program Name	2014 CRC Recommended Funding	2014 Agency Requests	2013 Agency Funding
Assistance Center of Collin County	\$17,000	\$43,800	\$22,000
The Assistance Center of Collin County requested funds to provide information and referral assistance to Plano families and individuals needing food, shelter, employment and low cost services. Funds will allow the information and referral service to upgrade its telephone software service and add service hours during the week. The Assistance Center of Collin County operates as Plano's City Information Center (CIC) under the Texas 2-1-1 network.			
Assistance League of Greater Collin County	\$10,000	\$12,000	\$12,000
The Assistance League of Greater Collin County manages the "Operation School Bell" program which provides high-quality, new clothing and hygiene kits to Plano ISD elementary school children in need referred by school officials. The organization is coordinated strictly by volunteers who make every effort to fulfill requests within four school days.			
CASA of Collin County	\$20,000	\$42,000	\$23,000
Court Appointed Special Advocates (CASA) of Collin County serves abused and neglected children removed by emergency court order. The agency is appointed by the court as the guardian ad litem for every child removed from an unsafe home in Collin County.			
Children's Advocacy Center of Collin County	\$20,000	\$43,601	\$17,000
The Children's Advocacy Center strives to provide safety, healing and justice through clinical			

Agency or Program Name	2014 CRC Recommended Funding	2014 Agency Requests	2013 Agency Funding
therapy services for children victimized by abuse or neglect. The agency requested funding for a portion of the salary and benefits of two clinical therapists to serve Plano clients.			
City House, Inc. – Runaway Homeless Youth (RHY)	\$15,000	\$30,000	\$19,000
City House provides residential and non-residential care to children through the Runaway Homeless Youth (RHY) Program. Residential care includes no-cost emergency shelter for youth ages 10-17. The Runaway and Homeless Youth Program seeks to improve clients' interpersonal communication and life skills with the ultimate goal of reuniting with their families, if appropriate.			
City House, Inc. – Transitional Living Program (TLP)	\$15,000	\$30,000	\$18,000
City House's Transitional Living Program provides emergency residential shelter (ages 18-21) and non-residential services (ages 16-21) to homeless youth. The Transitional Living Program offers basic needs of shelter and food, along with life skills enrichment.			
Collin County Adult Clinic	\$9,330	\$29,000	\$19,000
Collin County Adult Clinic is committed to improving the health of our community by providing primary medical care services to the indigent, uninsured and under-insured residents of Collin County. The clinic expands primary care by being a stop-gap measure for people who may not have been to a doctor in years.			
Collin County Committee on Aging	\$27,000	\$75,852	\$32,000
The Collin County Committee on Aging provides nutritional support in the form of weekly meals to low-income, homebound senior citizens in Plano through the "Meals on Wheels in Plano" program. Many of their clients rely on these meals as the primary source of nutrition.			
Family Outreach, Richardson-Plano, Inc.	\$11,000	\$19,544	\$14,000
Family Outreach is a volunteer-based organization committed to preventing child abuse through support services including in-home mentoring, parenting classes, and community education to clients who have had a confirmed incident of abuse/neglect reported to CPS. The agency requests funds to provide education, counseling, and emergency assistance to clients.			
Hope's Door	\$19,000	\$30,000	\$16,533
Hope's Door offers shelter for battered and abused women and their children in Plano. Their mission is to offer intervention and prevention services to individuals and families impacted by domestic abuse. The agency requested funds to provide crisis intervention for clients, including shelter, case management, and counseling.			
Jewish Family Service (JFS) of Dallas	\$17,000	\$34,375	\$22,000
The Gerontology Program provides access to both physical and mental healthcare for low-			

Agency or Program Name	2014 CRC Recommended Funding	2014 Agency Requests	2013 Agency Funding
income Plano senior adults in their homes. Broad services include financial assistance with medications, transportation, Lifeline emergency call service, and home-delivered meals. JFS requested funds for a portion of the salary for a licensed Gerontologist to assist clients.			
Journey of Hope Grief Support Center, Inc.	\$10,000	\$15,000	\$13,000
Journey of Hope provides grief counseling twice each month through support groups at no cost to children, teens, young adults, and their families. Clients are encouraged to participate in a minimum of six sessions. The agency offers the only program to provide support groups to children as young as three years on an ongoing basis and requested funds for a portion of the program director's salary.			
Plano Children's Medical Clinic	\$15,000	\$50,000	\$32,000
The Plano Children's Medical Clinic provides free medical care to children who are either insured by Medicaid or CHIP, or who have no insurance. The Access to Resources for Children's Healthcare (ARCH) program seeks to eliminate the use of an emergency room as a primary care facility by establishing a relationship with a primary care physician. The agency requested funds for supplies, salary and operating expenses.			
The Turning Point Rape Crisis Center	\$24,000	\$39,236	\$26,000
The mission of the Rape Crisis Center is to provide counseling, education and support to those impacted by sexual assault, harassment, or abuse. The agency requested funding for direct emergency financial assistance and a portion of one social worker's salary.			
Wellness Center for Older Adults - Gatekeepers	\$20,000	\$43,789	\$20,000
The Gatekeeper program offers in-home social work case management services to elderly and/or severely disabled Plano residents who have been identified as at risk for abuse, self-neglect, financial exploitation and housing insecurity which could lead to homelessness.			
Wellness Center for Older Adults - PHC	\$20,000	\$47,634	\$28,000
The Preventive Healthcare program provides seniors and severely disabled Plano residents with essential health care to which they may not have access due to financial restraints. Services provided include blood pressure and blood glucose screenings, low-cost lab work, low-cost foot and ear care and one-on-one consultation with a geriatric nurse.			

## Agencies And/or Programs Not Recommended for Funding by CRC

Agency or Program Name	2014 CRC Recommended Funding	2014 Agency Requests	2013 Agency Funding
Assistance Center – Self Sufficiency Assistance Center of Collin County requested funding for its Self Sufficiency program. The program provides emergency financial assistance for housing and utilities, as well as salary for a caseworker to provide counseling clients receiving assistance. The Commission did not recommend this application for funding due to the limited availability of funds; however the agency was awarded BCSG funding for their Information and Referral Program.	\$0	\$23,000	\$0
Boys and Girls Club of Collin County – Project Learn The Boys and Girls Club of Collin County requested funding for the salaries of staff working with Project Learn, an afterschool, academic enrichment program. The Commission the deemed the grant application ineligible for BCSG funds because the program did not meet a short-term, urgent need or immediate relief of a crisis. The Commission did not recommend this application for CDBG funding due to the limited availability of funds; however the agency was awarded CDBG funding for their SMART Moves Program.	\$0	\$37,500	N/A
Dental Health Program dba Community Dental Care Community Dental requested funds for a community outreach coordinator and dental supplies. In 2013, the agency was awarded funding to provide dental services to low income individuals. The Commission deemed the 2014 grant request ineligible for BCSG funds because the program focused on proactive education and outreach instead of meeting a short-term, urgent need or immediate relief of a crisis. The Commission did not recommend this application for CDBG funding due to the limited availability of funds and the recent re-organization of the agency.	\$0	\$80,000	\$22,000
Emily's Place Emily's Place requested funding for its Transformational Housing program. The Commission considered this application ineligible for funding due to conflicts between the City's contractual grant language and the organization's program as presented in the application.	\$0	\$31,760	N/A
Family Promise Family Promise requested funding for its Almost Home program. The program provides supportive housing and case management services to Plano residents who are homeless or at-risk of homelessness. The Commission was concerned about the cost effectiveness of the program, and the overall grant request which was one-third of the organization's operational budget.	\$0	\$93,125	N/A
Isabel's Community Outreach Isabel's Community Outreach requested funds for their ESL and continuing education program. The Commission deemed the grant application ineligible for BCSG funds because	\$0	\$20,000	N/A

the program did not meet a short-term, urgent need or immediate relief of a crisis. The Commission did not recommend the agency for CDBG funds due to the limited availability of funds and encouraged the agency to attend a one-on-one application review meeting with staff prior to future application submittal.

Lifesource	\$0	\$10,000	\$6,000
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Lifesource provides up to \$100 of financial assistance for utility bill payment for Plano residents. The Commission did not recommend this application for funding due to the limited availability of funds.

The Salvation Army	\$0	\$25,000	\$0
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The Salvation Army requested funding for its summer day camp. The Commission considered this application ineligible for funding due to conflicts between the City's contractual grant language and the organization's program as presented in the application.

# Robert W. Buffington Community Services Grant

2014 Recommendations  
& Report from the  
Community Relations Commission



# *History*

- Community Services Grants established in 1998 to address community needs.
- Renamed to Buffington Community Service Grants (BCSG) in 2006 to honor Robert W. Buffington's 30 years of service to Plano, primarily in Community Development.
- Grants are typically funded at \$1 per capita



# *Requirements*

Funds must go to programs that:

- Provide short-term, urgent economic assistance or care services,
- Offer immediate relief of a crisis impacting the physical and/or mental health of Plano residents, and
- Meet a Consolidated Plan goal.



# *Guidelines*

- Award is limited to 50% of any agency's budget by State law
  - Typically less than 25% of budget
- Available to non-profit agencies who have been in operation for three years
- General categories of assistance include: food, clothing, shelter, transportation and medical or crisis counseling.



# *Summary of Consolidated Grant Process*

- 30 requests for public service funding from 26 agencies
- 6 requests funded with Federal money at \$216,178 (Max. 15% of Plano CDBG funds)
- 16 requests recommended for funding with BCSG at \$269,330 (\$1/Capita)
- 6 agencies not recommended for funding



# *2014 Funding Challenge*

Total Grant Requests (considered for BCSG): **\$ 868,716**  
BCSG Grant Allocations: **- \$ 269,330**

*Gap between Needs and Allocations:* **\$ 599,386**

- 12% increase in grant requests from 2013



# *Activities Recommended for 2014 Funding*

- At-risk youth support
- Meals for seniors
- Healthcare/wellness for seniors
- Medical care for adults and children
- Clothing for school children
- Homeless services
- Abused children and women services
- Domestic violence services
- Crisis/intervention counseling
- Information and referral assistance



# Robert W. Buffington Community Services Grant





# Memorandum

**Date:** July 25, 2014  
**To:** Bruce Glasscock, City Manager  
**Through:** Karen Rhodes-Whitley, Budget & Research Director  
**From:** Anita Bell, Budget Analyst  
**Subject:** Cultural Arts Grants 2014-15

The Cultural Affairs Commission received 22 grant applications for 2014-15. Of the 22 applicants, 15 major arts grants totaling \$800,000 were recommended for funding from the Convention & Tourism Fund. Two applicants did not meet the minimum score requirement and one small arts applicant did not meet the minimum score requirement. There are 4 Urban-Town Center grants recommended for a total funding of \$47,596 from the General Fund.

Attached is a spreadsheet with the 2014-15 recommendations.

**Major Arts and Small Arts Grants 2014-15  
Funding Recommendations**

Event	12-13 Award	13-14 Award	Actuals for 12-13	25% of LCY (12-13)	14-15 Ask	Score	Raw Result	Award Recommendation
								0.81216
ArtCentre of Plano	64,901	61,644	356,407	89,102	89,777	90	80,192	65,129
Art & Drama Centre Theatre		36,526	233,620	58,405	62,980	85	49,644	40,319
Chamberlain Performing Arts	102,946	102,615	549,955	137,489	132,000	87	114,840	93,268
Children's Chorus of Collin Co.	10,089	13,316	92,277	23,069	20,000	83	16,600	13,482
Dallas Asian Amer. Youth Orch.	14,044	13,097	189,184	47,296	16,750	84	14,070	11,427
Men of Note	10,500	7,540	42,134	10,534	11,000	88	9,269	7,528
Pfamily		23,694						
Plano Art Association	16,948	6,270	40,000	10,000	13,925	85	8,500	6,903
Plano Children's Theatre	136,936	157,365	971,652	242,913	226,200	91	205,842	167,176
Plano Civic Chorus	13,745	14,012	88,579	22,145	20,000	88	17,600	14,294
Plano Community Band	27,859	6,533	77,583	19,396	41,950	91	17,650	14,335
Plano Metropolitan Ballet	15,650	10,665	102,933	25,733	19,159	88	16,860	13,693
Plano Symphony Orchestra	253,142	238,426	1,641,869	410,467	366,000	94	344,040	279,415
Rover Dramawerks	31,998	41,858	277,042	69,260	69,260	89	61,641	50,062
TX Performing Chinese Arts Assoc.			130,565	32,641	8,000	53		0
Texas Winds Musical Outreach	11,386	13,264	326,968	81,742	21,992	65		0
Theatre Britain	5,308	6,309	69,251	17,313	17,313	88	15,235	12,373
Younger Generation	19,129	15,334	66,063	16,516	19,968	79	13,047	10,596
<b>TOTAL MAJOR ARTS</b>	<b>734,581</b>	<b>768,468</b>	<b>5,256,081</b>	<b>1,314,020</b>	<b>1,156,274</b>		<b>985,030</b>	<b>799,997</b>
* Ineligible Applicant -- score is < 75%								
Ask exceeds eligible amount								
Small Grants Budget	\$0	\$0						\$0
Major Grant Budget	\$734,581	\$768,468						\$768,468
CAC Budget Available	\$734,581	\$768,468						\$768,468
CAC Budget Recommended	\$734,581	\$768,468						\$800,000
CAC Budget Increase	\$0	\$0						\$31,532



# Memorandum

**Date:** July 25, 2014  
**To:** Bruce Glasscock, City Manager  
**Through:** Karen Rhodes-Whitley, Budget & Research Director  
**From:** Anita Bell, Budget Analyst  
**Subject:** Urban-Town Center Grants 2014-15

The Cultural Affairs Commission has recommended the following funding for the Urban-Town Center grant applications:

	<b>2014-15</b>	<b>2013-14</b>
	<u>Recommendation</u>	<u>Award</u>
• AsiaFest	\$13,760	\$13,319
• Feast-ival	\$11,000 (in-kind)	\$11,000 (in-kind)
• MLK Celebration	\$ 4,329	\$ 6,992
• Plano International Festival	<u>\$18,507</u>	<u>\$15,640</u>
	\$47,596	\$46,951

Total funding request for these items is \$47,596.

## Urban-Town Center Grants 2014-15

Event	13-14 Award	14-15 Eligibility	Eligible Amount	14-15 Ask	Score	Result	14-15 Recommend In-Kind	14-15 Recommend Cash	14-15 Award Recommend
<b>General Fund</b>									
AsiaFest	13,319	25%	16,155	16,000	86	13,760	2,000	11,760	13,760
Downtown Feast-ival	11,000 (in-kind)	NA	NA	11,000	NA	NA	11,000	0	11,000
MLK Celebration	6,992	25%	8,635	5,550	78	4,329	3,000	1,329	4,329
Plano International Festival	15,640	25%	21,131	19,900	93	18,507	2,900	15,607	18,507
<b>TOTAL</b>				<b>52,450</b>		<b>36,596</b>			<b>47,596</b>

\* Ineligible Applicant -- score is < 75%



# Memorandum

**Date:** July 25, 2013  
**To:** Bruce Glasscock, City Manager  
**Through:** Karen Rhodes-Whitley, Budget & Research Director  
**From:** Anita Bell, Budget Analyst  
**Subject:** Special Events – Convention & Tourism Fund (Hotel/Motel)

The Plano Balloon Festival, who is required to complete a Special Events Grant application, is awarded grant money from the Convention & Tourism Fund (Hotel/Motel taxes). Funding recommendation is:

	<b>2014-15</b>	<b>2013-14</b>
	<u>Recommendation</u>	<u>Award</u>
• Plano Balloon Festival	\$185,551	\$184,300

Total funding request for this item is \$185,551 from Hotel/Motel taxes.



**Plano**

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CULTURAL AFFAIRS  
COMMISSION  
GRANT RECOMMENDATIONS  
FY 2014-15





# Commissioners

**Chair: Allen Safir**

Marion Brockette

Lisa Foster

Ron Taylor

Janelle Twyford-Silvis

Tom Venner

Sandy Yeh





# Grant Application Process

- Comprehensive Review this year
- Applications available online March 10
- Electronic Process
- Urban-Town Center review May 1
- Major and Small Arts review June 7
- Recommendations adopted July 17





# Grant Application Process

22 applications reviewed this year (35 last year)

- 4 event/town center

- 17 arts grant applications

- 1 small arts applicant

Not receiving recommendations this year

- 2 arts applicants: 2 did not meet minimum score

- 1 small art applicant did not meet minimum score

# Recommendations Urban-Town Center

Event	2014-15 Request	2014-15 Recommended
AsiaFest	\$ 16,000	\$ 13,760
MLK Celebration	\$ 5,550	\$ 4,329
International Festival	\$ 19,900	\$ 18,507
Feast-ival	<u>\$ 11,000</u> (in-kind)	<u>\$ 11,000</u> (in-kind)
<b>Total (Gen Fund)</b>	<b>\$ 52,450</b>	<b>\$ 47,596</b>



# Recommendations

## Major Arts

<b>Organization</b>	<b>2014-15 Request</b>	<b>2014-15 Recommended</b>
ArtCentre of Plano	\$ 89,777	\$ 65,456
Art & Drama Centre Theatre	\$ 69,260	\$ 48,053
Chamberlain Performing Arts	\$ 132,000	\$ 93,737
Children's Chorus	\$ 20,000	\$ 13,550
DAAYO	\$ 16,750	\$ 11,485
Men of Note	\$ 11,000	\$ 7,566
Plano Art Association	\$ 13,925	\$ 6,938
Plano Children's Theatre	\$ 226,200	\$ 168,017
Plano Civic Chorus	\$ 20,000	\$ 14,366
Plano Community Band	\$ 41,950	\$ 14,407
Plano Metropolitan Ballet	\$ 19,159	\$ 13,762
Plano Symphony Orchestra	\$ 366,000	\$ 280,820
Rover Dramawerks	\$ 61,423	\$ 44,621
Texas Perf. Chinese Arts Association	\$ 8,000	\$ 0
Texas Winds Musical Outreach	\$ 21,992	\$ 0
Theatre Britain	\$ 9,153	\$ 6,575
Younger Generation	\$ 23,585	\$ 10,650
<b>Total Major Arts (H/M)</b>	<b>\$1,150,174</b>	<b>\$ 800,000</b>

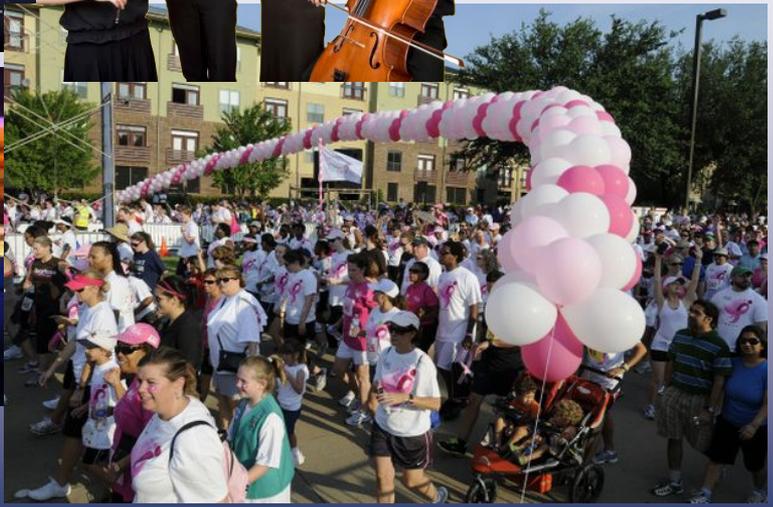


# Recommendations Special Events

**Plano Balloon Festival – \$185,551**



# Discussion



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## MEMORANDUM

Date: July 29, 2014

To: Mr. Bruce D. Glasscock, City Manager  
Mr. Frank Turner, Deputy City Manager

From: Mr. Gary J. Graley, Chairman, Heritage Commission

Subject: Summary of 2014-2015 Heritage Preservation Grant Program  
Recommendations

The Heritage Commission would like to thank the City Council for the opportunity to provide input and make recommendations regarding the Heritage Preservation Grant requests for Fiscal Year 2014-2015. The total amount of funding available is estimated at \$800,000. Three applications were received for the 2014-2015 Heritage Preservation Grants Program. The applicants and their requests were as follows:

- Heritage Farmstead Museum - \$550,000
- The Plano Conservancy for Historic Preservation, Inc. - \$250,000
- North Texas Masonic Historical Museum and Library - \$22,750

The total amount requested from the three applicants was \$822,750, a difference of \$22,750 from the available grant funds. The requested funding for 2014-2015 is \$40,450 more than Fiscal Year 2013-2014.

There were no new applicants for the Heritage Preservation Grants this year. Heritage Farmstead Museum (HFM), The Plano Conservancy for Historic Preservation, Inc. (PCHP) and North Texas Masonic Historical Museum and Library (NTMHML) are all returning applicants that received heritage grant funds for Fiscal Year 2013-2014. Since the grant funds available are less than the total of all requests, the Commission focused their recommendations on projects that have the most potential to promote the tourism and hospitality industry within Plano.

HFM and PCHP have both asked for monies to be used for operation and maintenance costs. This portion of the agencies' proposed budgets usually accounts for the majority of the grant requests. HFM and PCHP are small non-profit agencies that rely on the grant funds for their operation and have only minor financial support from other resources that could be used towards operations and maintenance costs. In Fiscal Year 2009-2010, a cap was set on the amount each agency may receive for operations and maintenance. Therefore, operations and maintenance funding for 2014-2015 may not exceed the amount each agency was awarded for their 2009-2010 heritage grants.

Heritage Farmstead Museum: The Heritage Commission recommends funding all seven of their requested heritage projects, as well as \$330,000 for operations and maintenance. The requested amount is the maximum funding the organization is eligible to receive for operations and maintenance. However, the Commission did not

recommend fully funding the Education Program Development project. This project includes developing education programs that reach out to three demographics groups: young adults, special needs visitors and seniors. After a careful review and discussion on the listed scope of work, the Commission determined the requested funds to hire a temporary part-time employee would be an operation and maintenance (O/M) item. Since an O/M item cannot be combined with a heritage project, the partial scope of work was determined ineligible and the Commission recommended a grant of \$16,500 towards the Education Program Development project. Therefore, the total amount of funds the Commission recommends to be awarded to HFM is \$536,500.

The Plano Conservancy for Historic Preservation: The Heritage Commission recommends funding for seven out of the eight requested heritage projects, as well as \$145,000 for operations and maintenance. The requested amount is the maximum funding the organization is eligible to receive for operations and maintenance. However, the Commission did not recommend any funding for the Museum Master Plan III project. This project includes implementation of a previous Master Plan along with further exploration of classroom space, additional interactive exhibits, and areas designated for temporary exhibits. The Commission determined that PCHP has been working on the Museum Master Plan for the last several grant years and expressed concern that the proposed scope of work was not well-defined. Additionally the Commission did not receive project related clarifications from the applicant at the June 26, 2014 meeting. After much discussion, the Commission recommended no funding for the requested \$30,000 towards Museum Master Plan III project. Therefore, the total amount of funds the Commission recommends to be awarded to PCHP is \$220,000.

North Texas Masonic Historical Museum and Library: The Commission is recommending complete funding of all five of the requested heritage projects. A total of \$22,750 is recommended for the five requested heritage projects. NTMHML is not eligible to receive grant funds for operations and maintenance. Additional funding from other resources will be used to complete these projects.

The Commission appreciates the opportunity to be a part of this evaluation process. A complete summary of the Heritage Commission recommendations for the FY 2014-15 Heritage Preservation grants are included as an attachment to this memorandum.

cc: Ms. Christina Day, Director of Planning  
Ms. Lori Feild Schwarz, Comprehensive Planning Manager

Attachment: Summary of Heritage Preservation Grant Recommendations for fiscal year 2014-2015

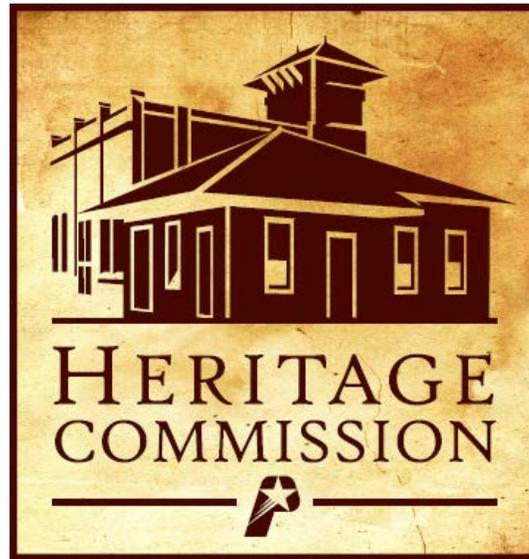
ATTACHMENT 1

**SUMMARY OF HERITAGE PRESERVATION GRANT RECOMMENDATIONS  
FOR FISCAL YEAR 2014-2015**

**Comparison Table**

<b>Organization</b>	<b>Grant Request for 2014-2015</b>	<b>Heritage Commission Recommendation</b>	<b>Eligible Heritage Projects (if funding available beyond O/M)</b>	<b>% of Total Grant Allocation</b>	<b>Last Year Grant Funds</b>	<b>Change from 2013-2014</b>
Heritage Farmstead Museum	\$550,000	\$536,500	Comprehensive Site Restoration Plan (\$55,000) Collections Assessment Phase II (\$35,000) Education Program Development (\$16,500) Marketing (\$15,000) Farrell-Wilson House Improvements (\$50,000) Special Events (\$15,000) Technology and Database (\$20,000)	68.85%	\$530,000	1.23%
The Plano Conservancy for Historic Preservation, Inc.	\$250,000	\$220,000	Education programs (\$20,000) Temporary Exhibits (\$10,000) Spring Preservation Event (\$5,000) Bethany Cemetery (\$20,000) Leach Thomas Cemetery (\$10,000) Oral History Project (\$4,000) Archeology Fair (\$6,000)	28.23%	\$221,568	-0.70%
North Texas Masonic Historical Museum and Library	\$22,750	\$22,750	Moore House Improvements (\$10,750) Historical Book Collection Acquisition (\$5,000) Historical Artifact and Images Acquisition (\$2,500) Display Creation (\$4,000) Marker Restoration (\$500)	2.92%	\$16,900	34.62%
<b>Total</b>	<b>\$822,750</b>	<b>\$779,250</b>	<b>NA</b>	<b>100%</b>	<b>\$768,468</b>	<b>1.40%</b>

# 2014-2015 Heritage Preservation Grant Recommendations

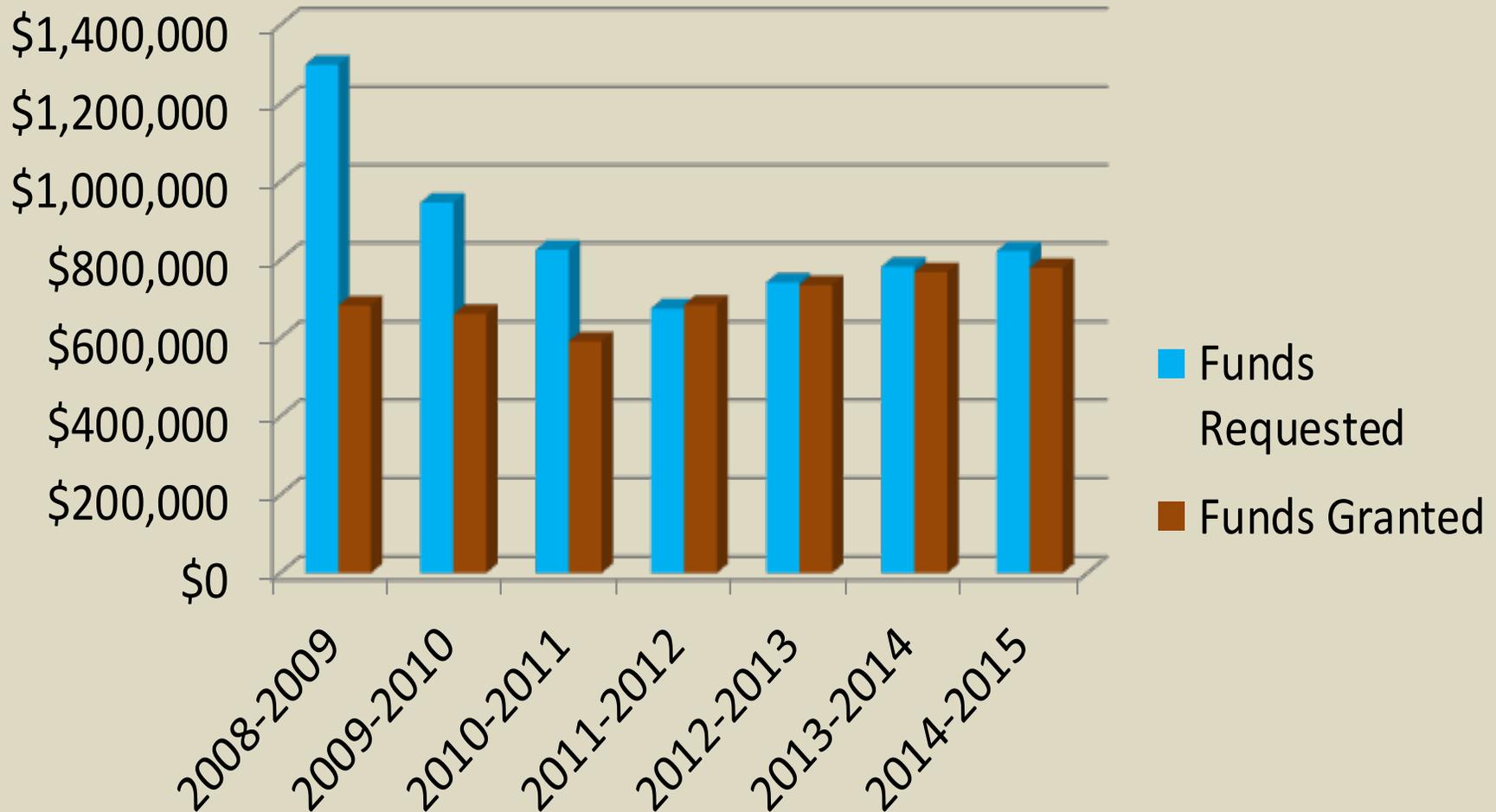


Plano City Council, Work Session  
August 6, 2014



# Heritage Grants – Recent History

- 5.2% Increase in funding requests since last year
- 4.1% Increase in available funds



# 2014-2015 Grant Funding Recommendations

Agency/Applicant	Requested Funding	Recommended Funding
Heritage Farmstead Museum	\$550,000	\$536,500
The Plano Conservancy for Historic Preservation, Inc.	\$250,000	\$220,000
North Texas Masonic Historical Museum and Library	\$ 22,750	\$ 22,750
<b>Total</b>	<b>\$822,750</b>	<b>\$779,250</b>



# Heritage Farmstead Museum

❖ Operations/ Maintenance (O&M) -	\$330,000
❖ Heritage Projects (HP) -	\$206,500
1. Comprehensive Site Restoration Plan	\$ 55,000
2. Collections Assessment Phase II	\$ 35,000
3. Education Program Development	\$ 16,500 *
4. Marketing	\$ 15,000
5. Farrell-Wilson House Improvements	\$ 50,000
6. Special Events	\$ 15,000
7. Technology and Database	\$ 20,000

\* Original request of \$30,000. The Heritage Commission recommends \$16,500 for funding since \$13,500 was determined to be an O&M expense for part-time personnel.

<b>Requested Funding</b>	<b>\$550,000</b>	
<b>Recommended Funding</b>	<b>\$536,500</b>	
	O&M \$330,000	HP \$206,500



# Plano Conservancy for Historic Preservation, Inc.

❖ Operations/ Maintenance (O&M) -	\$145,000
❖ Heritage Projects (HP) -	\$ 75,000
1. Education Programs	\$ 20,000
2. Temporary Exhibits	\$ 10,000
3. Spring Preservation Event	\$ 5,000
4. Bethany Cemetery	\$ 20,000
5. Leach Thomas Cemetery	\$ 10,000
6. Oral History Project	\$ 4,000
7. Archeology Fair	\$ 6,000
8. Museum Master Plan III	\$ 0 *

\* Original request for \$30,000. The Heritage Commission is not recommending funding due to an undefined scope of work and lack of project clarification.

<b>Requested Funding</b>	<b>\$250,000</b>	
<b>Recommended Funding</b>	<b>\$220,000</b>	
	O&M \$145,000	HP \$75,000



# North Texas Masonic Historical Museum and Library

❖ No Operations/ Maintenance (O&M) Funds Requested

❖ Heritage Projects (HP) - \$22,750

1. Moore House Improvements \$ 10,750
2. Historical Book Collection Acquisition \$ 5,000
3. Historical Artifact and Images Acquisition \$ 2,500
4. Display Creation \$ 4,000
5. Marker Restoration \$ 500

<b>Requested Funding</b>	<b>\$22,750</b>
<b>Recommended Funding</b>	<b>\$22,750</b>



# Questions?





# Memorandum

**Date:** July 25, 2014  
**To:** Bruce Glasscock, City Manager  
**Through:** Karen Rhodes-Whitley, Budget & Research Director  
**From:** Anita Bell, Budget Analyst  
**Subject:** Special Events - Plano

The City of Plano provides funding for large community events such as Dickens in Historic Downtown, Downtown lighting and the All-American 4<sup>th</sup>. Additionally, there are two non-profit organizations producing events for the community which otherwise might be produced by city staff – the Plano Christmas Parade, July 4<sup>th</sup> Parade and Sunset at Memorial Park. It is the position of the City Manager that these are funded by the General Fund (164) and they do not require review by the Cultural Affairs Commission.

City event funding request for 2014-15 are:	<b>2014-15</b> <u>Recommended</u>	2013-14 <u>Award</u>
• Dickens in Historic Downtown	\$ 32,650	\$ 32,650
• Holiday lights in Downtown	\$ 20,000	\$ 18,000
• All-American 4 <sup>th</sup>	<u>\$ 65,000</u>	<u>\$ 55,000</u>
	\$117,650	\$105,650

The request for the Dickens events is the same as 2013-14. The \$2,000 increase in holiday lights in Downtown includes lighting at Courtyard Theatre and Plano Centre. The \$10,000 increase requested by the All-American 4<sup>th</sup> is to include a request to make the fireworks bigger.

The two non-profit agencies, Plano Early Lions Club and Strengthening Families, were required to complete a Special Event Grant application that has been reviewed by staff. A favorable review leads to the following recommendations for 2014-15.

	<b>2014-15</b> <u>Recommended</u>	2013-14 <u>Award</u>
• Plano Christmas Parade (Plano Early Lions Club)	\$13,155	\$11,058
• Sunset at Memorial Park (Strengthening Families)	\$ 6,241	\$ 5,222
• July 4 <sup>th</sup> Parade (Plano Early Lions Club)	<u>\$13,155</u>	<u>\$11,058</u>
	\$32,551	\$27,338

Total funding request for these items is \$150,201 up \$17,203 from 2013-14.