



Department Source: Community Development - Planning

To: City Council

From: City Manager & Staff

Council Meeting Date: July 16, 2018

Re: Historic Preservation Commission Sales of Salvaged Materials from Historic Structures

## Executive Summary

The Historic Preservation Commission requests official authorization, by ordinance if necessary, that allows the Commission to salvage materials from historic structures, given prior consent by the owner, and to hold quarterly sales of aforementioned materials to the public.

## Discussion

The City of Columbia Historic Preservation Commission (HPC) currently has on hand an abundance of architectural materials donated prior to the demolition of properties that are 50 years old or older. The items have been acquired with permission and voluntary contribution of property owners and remodelers. Inventory currently includes several doors, windows, light fixtures, sinks and other architectural items typical to construction dating from 1900 to 1960.

Since 2008, these items were first stored in the Heibel-March building with the permission of the Parks and Recreation Department. With the successful renovation and reuse of the Heibel-March, items were relocated in 2014 to the former sewer treatment building located at 800 W. Stadium. With improvements to enhance the use of the sewer treatment building in 2015, the HPC was required to work with the Parks and Recreation Department to, again move the materials to a former RV garage on the Rock Quarry Park property (2002 Grindstone Parkway).

The Historic Preservation Commission would like to make these materials available to homeowners who are looking for age-appropriate items for renovation projects. Working with City Staff, including the Parks and Recreation Department, the Community Development Department and the New Century Fund, the Historic Preservation Commission has developed a formal process for the acquisition and reuse of these materials.

1. HPC members approach owners who submit a demolition permit application for a structure over 50 years of age, to determine if the owner is willing to allow members of the commission and volunteers to salvage valuable items from the structure prior to demolition.
2. With the owner's permission Commissioners and local volunteers remove any such items and transport them to the Rock Quarry Park RV barn.
3. An inventory list is kept with sales prices for each item, which is determined by a member of the Commission based on general market value and providing the products at an affordable price. Therefore, prices are typically much lower than that



# City of Columbia

701 East Broadway, Columbia, Missouri 65201

of similar items found in salvage businesses in St. Louis or Kansas City. The intent is to provide local preservationists the items they need at prices that are affordable.

4. When the Commission holds a sale, a member of the Commission is assigned to maintain inventory and oversee the collection of payment based on the pre-determined price for each item. Each sale is documented on a copy of the inventory sheet, which acts as an invoice, where buyer name and contact information is collected along with payment.
5. Cash and checks are collected throughout the sale and submitted the HPC Staff Liaison, with all invoices and the final inventory sheet, at the conclusion of the sale. The Staff Liaison then submits these items to John Baker, Trust Administrator for the City of Columbia.
6. Funds are then deposited into the Contributions Account within the General Fund.
7. The HPC Staff Liaison then creates a Council Request to re-appropriate those funds into the New Century Fund, where a line item is kept for Historic Preservation.
8. The HPC intends to grow the balance of the salvage sale funds for some time in order to reach a funding level supportive of a revolving loan, or grant, which would be awarded to private property owners engaged in preservation activities. One specific program discussed by the Commission for use of these funds would be a downtown façade preservation program.

The Historic Preservation Commission currently has the authority to:

- To inform and educate the citizens of the City of Columbia concerning the historic, archaeological and architectural heritage of the City through publication or sponsorship of maps, newsletters, brochures, pamphlets, programs and seminars by the City, the HPC, or other appropriate parties.
- To advise and assist owners of historically significant property or structures on physical and financial aspects of preservation, renovation, rehabilitation, and reuse.

Since the materials are being stored at the Rock Quarry Park garage, HPC would like to open and conduct a quarterly sale of items including promoting the sale and posting temporary signs in the park on the day of the event. Proceeds would be deposited in the New Century Fund for historic preservation programs and services. Park & Recreation staff will work with HPC to make sure there is no conflict with park reservations on the day of the sale. The New Century Fund is the preferred vehicle for collecting proceeds and is similar to the way the Office of Cultural Affairs collects and distributes proceeds from the Poster Party. At this point, HPC expects the proceeds from the sale of these items would be minimal; however views this effort as a great opportunity to connect homeowners that are renovating properties with materials that could otherwise go to the landfill.

A previous report to Council (REP29-15) requested such permission, and the HPC has moved forward with two salvage sales to this point, and plans on a third sale to take place July 28, 2018. The first sale took place in September 2016, and collected \$5,749.75 in revenue. The second such sale was held in November 2017, which collected \$1,014 in revenue for a total profit of \$6, 763.75 thus far. Council has agreed, each time, to re-appropriate these funds



into the New Century Fund. Along with an anonymous donation of \$5,000, the Commission now holds \$11, 763.75 under the New Century Fund Historic Preservation line item.

The Historic Preservation Commission seeks formal Council approval to conduct these sales, according to the plan that was requested by Council upon presentation of a 2015 report. The plan outlined above has been used for each sale held to this point, and works quite well in maintaining an inventory of items held in the barn, as well as a ledger of each buyer and sale value.

### Fiscal Impact

Short-Term Impact: None anticipated.

Long-Term Impact: None anticipated

### Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

Comprehensive Plan Impacts:

Primary Impact: Livable & Sustainable Communities, Secondary Impact: Economic Development, Tertiary Impact: Livable & Sustainable Communities

### Legislative History

Date	Action
5/21/2018	B: 114-18 – Approved; Appropriating architectural salvage sale revenue to the New Century Fund
4/17/2017	B: 111-17 – Approved; Appropriating architectural salvage sale revenue to the New Century Fund for use as a revolving loan fund for private historic preservation activities; transferring funds to offset budget shortfall.
2/16/2015	REP29-15 – Presented to Council requesting approval of ordinance authorizing the Historic Preservation Commission to conduct quarterly sales of architectural salvage property in Rock Quarry Park.

### Suggested Council Action

Direct staff to prepare an ordinance authorizing the Historic Preservation Commission to hold quarterly sales of items and materials salvaged by the Commission and its volunteers; and to maintain a revolving fund, within the New Century Fund, with the revenue generated by



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these sales for use as short-term, low-interest loans and/or grants for private historic preservation activities.