



701 East Broadway, Columbia, Missouri 65201

Department Source: Community Development - Planning

To: City Council

From: City Manager & Staff

Council Meeting Date: April 6, 2026

Re: Benton-Stephens Neighborhood Historic Survey Phase II – Historic Preservation Fund Grant Agreement

Impacted Ward: Ward 3

### Executive Summary

Approval of this ordinance would authorize the City Manager to execute a financial assistance agreement between the Missouri Department of Natural Resources and the City of Columbia to administer Historic Preservation Fund (HPF) grant funds, and appropriate such funds to procure a consultant for the completion of Phase II of a reconnaissance-level survey of the Benton-Stephens Neighborhood. Phase I of the Benton-Stephens survey is currently reviewing bids for consultants, and is expected to kickoff soon after the first of the year. The Phase I area is bounded by the COLT Railroad, William and Amelia Streets, Old Highway 63, and Business Loop 70 to the north. For the purposes of this grant, the Phase II boundary will include all remaining resources located from Business Loop 70, between College Avenue and Old Highway 63, south to Hinkson Avenue.

### Discussion

On November 11, 2024, Council passed Resolution 207-24 which authorized the City Manager to submit a grant application to the Missouri Department of Natural Resources (MODNR) to secure financial assistance for procurement of a qualified consultant to complete a historic neighborhood survey of a portion of the Benton-Stephens Neighborhood. Historic Preservation Fund (HPF) grants are underwritten by the Federal dollars allocated to the Missouri State Historic Preservation Office (SHPO) each year. Ten percent (10%) of the total Federal allocation is required to be passed through the SHPO to Missouri communities. Columbia's status as a Certified Local Government Organization (CLG) gives Columbia priority in selection those projects receiving funds in exchange for the Historic Preservation Commission (HPC) meeting certain training and reporting requirements.

On September 9, 2025, the Department of Natural Resources (DNR) approved the HPF grant application, and notified the City via email; including the attached agreement. The HPF grant contract was approved for a total amount not to exceed \$25,000 (\$15,000 State, \$10,000 City of Columbia). As a part of the grant award, DNR requires the City to execute the attached financial assistance agreement. In order to carry out the objectives of the grant, the City will subcontract with a consultant who meets Department of Natural Resources Professional Qualification Standards for architectural historians (CFR 36, Part 61 – Code of Federal Regulations, Procedures for State, Tribal, and Local Government Historic Preservation Programs).

For the Phase I survey, an allocation of \$25,000, to cover upfront grant expenses, was included in the Historic Preservation Commission's FY 2026 annual budget allocation as approved by City Council. At this time, the preliminary Historic Preservation Commission FY

2027 annual budget seeks to retain this existing allocation to cover the same anticipated expenses in the Phase II survey.

HPF grants are processed on an 18-month cycle, with the application and procurement phases taking place in the current fiscal year. The consultant field work can sometimes begin in late fall, early in the next fiscal year, but is typically completed throughout the winter. Grant milestones are scheduled for completion by late spring, which would allow some leeway for extensions to complete grant activities before the end of the second fiscal year. This project is anticipated to begin procurement in the fall of 2025, with final selection of a consultant late in the fiscal year. A project kickoff meeting and consultant contract execution is anticipated to take place in either late FY 26 or early FY 27.

Approval of the attached ordinance would authorize the City Manager to act on behalf of the City in executing the financial assistance agreement and other governing documents associated with the HPF grant funds. It is anticipated that the preservation planning project will commence with procurement immediately upon the release of Federal funding for FY 26; with grant activities to begin once a consultant for this project has been selected.

A copy of the Financial Assistance Agreement (with attachments), Resolution R 207-24, and a locator map are attached for review.

#### Fiscal Impact

Short-Term Impact: The Benton-Stephens Survey Phase II grant activities would not begin until late FY 2026, with the bulk of expenses to be incurred in FY 2027. Total project costs (\$25,000) would be borne by the City, and the Federal share (\$15,000) would be returned to the City via a reimbursement from the State Historic Preservation Office. Total net cost to the City will be \$10,000.

Long-Term Impact: Completion of survey activities for the entire Benton-Stephens Neighborhood are 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: Land Use & Growth Management, Secondary Impact: Economic Development, Tertiary Impact: Livable & Sustainable Communities

Legislative History

| Date       | Action   |
|------------|--|
| 11/18/2024 | Res. R 207-24: Expressing support for the Benton-Stephens Neighborhood Historic Survey – Phase II; authorizing submission of an FY 2026 Historic Preservation Fund Grant Program – National Register and Survey Grant Application to the Missouri Department of Natural Resources – Division of State Parks. |
| 09/05/2024 | Res. R 130-23: Expressing support for the Benton-Stephens Neighborhood Historic Survey – Phase I; authorizing submission of an FY 2025 Historic Preservation Fund Grant Program – National Register and Survey Grant Application to the Missouri Department of Natural Resources – Division of State Parks.  |

Suggested Council Action

Approve the ordinance authorizing the City Manager to execute the Historic Preservation Fund (HPF) financial assistance agreement.