

Memo



Date: July 20, 2010
File: 6800-00
To: City Manager
From: Maria Stanborough, Planner Specialist
Subject: City of Kelowna Heritage Grants Program Mid-Year Update

Recommendation: THAT Council receive the July 20, 2010 report from the Planner Specialist for information.

AND THAT Council support the continued contract with the Central Okanagan Heritage Society for management of the City of Kelowna's Heritage Grants Program into 2011.

Purpose: To respond to a motion passed by Council the regular morning meeting of December 14, 2009, "THAT the current arrangement with the Central Okanagan Heritage Foundation [sic] regarding the heritage grant process be continued for 2010; AND THAT staff report back to Council by July 2010 with an update regarding the City's heritage grant process."

Background:

This is the 3rd year the Central Okanagan Heritage Society (COHS) is managing the City of Kelowna Heritage Grants Program. As part of the 2010 budget process, Council approved an increase in the total grant allocation to this program from \$20,000 to \$30,000 in 2010. COHS is currently paid \$8,000/year to manage the Heritage Grants Program, at arm's length from the City.

In January, Policy and Planning staff revised the guidelines to simplify the application form and language, in order to present a more streamlined process to the public. As well, in 2010 the Heritage Grants Program integrated the City of Kelowna branding into all communications: the logo is on the application form, letters mailed out to Heritage Register property owners are on City letterhead, and the program has been renamed from "Kelowna Heritage Grants Program" to "City of Kelowna Heritage Grants Program" (CoK HGP). In March, COHS had an information mail out to all heritage register properties in this branded format.

Very little City staff time has been required for the management of this program in 2010, needed only to address some inquiries from the public, to review minutes of CoK HGP meetings, and to provide Council with information as required. Total staff time to-date: 20 hours.

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The grants committee meets 4 times/year to assess applications and review submissions for completed projects. There are currently 5 volunteers and 4 alternates on the volunteer committee, as well as one staff person managing the program for the COHS for 4 hours/week. A formal process is in place now where committee volunteers do site visits once work on heritage property has been completed, prior to payment of any grant. Recognition of Heritage Grants Program Committee volunteers is part of the grants budget (approximately \$300).

To-date, after two meetings of the grants committee, \$30,057.50 has been allocated to heritage grant applicants from a total \$38,921 in available grants money, given rollover of \$8,921 from 2009. The grants money is an interest savings account, earning approximately \$300/year in interest.

Findings:

- The program is running smoothly, with the increased budget better able to meet the needs of the community. However, COHS experienced returns of a number of information mail out letters as the COHS has only the addresses for the properties and not the property owners.
- Interest in the program has been shown by private property owners across the community, including the North End, Rutland and Upper Mission.
- Commercial heritage property owners appear to be looking for more substantial grants to do more extensive heritage rehabilitation work.
- Heritage property owners have indicated an interest in grants for upgrades that will allow their homes to be more energy efficient, such as solar power and insulation.

Next Steps:

- Policy & Planning staff will work with Community and Media Relations staff to create an information letter as a template for the annual mail out to heritage property owners, in order to ensure successful branding of the program continues.
- In early 2011, staff will provide COHS with address labels for heritage register properties as COHS staff does not have access to the data base of property owners.
- City staff will provide COHS with a map of wildfire interface areas so that the program can make appropriate recommendations for reroofing of heritage homes in interface areas.
- The program guidelines may be expanded in 2011 to include promoting energy efficient ('green') upgrades for heritage register properties including:
 - Improved insulation;
 - Solar hot water panels;
 - Interior/exterior storm windows;
 - On-going maintenance for existing wood single glazing heritage windows (recommended every 5 years).

Based on a successful management of this program in 2010, staff would recommend continuing the contract with COHS to manage the Heritage Grants Program into 2011.

Existing Policy:

Heritage Strategy 2007, Policy 1.3 "Continue to develop revenue sources to assist with funding the conservation of heritage resources."

Legal/Statutory Authority:

Community Charter, Chapter 26, part 25

External Agency/Public Comments:

Considerations not applicable to this report:

Alternate Recommendation:

Community & Media Relations Comments:

External Agency/Public Comments:

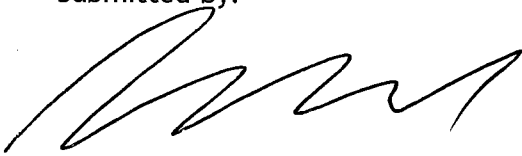
Financial/Budgetary Considerations:

Internal Circulation

Legal/Statutory Procedural Requirements:

Personnel Implications:

Submitted by:



M. Stanborough, Planner Specialist

Approved for inclusion:



Signe Bagh, Director, Policy and Planning

cc: City Clerk's Department
Central Okanagan Heritage Society