

Memo



Date: October 13th, 2010
File: 6800-20
To: City Manager
From: M. Stanborough, Planner Specialist, Policy & Planning
Subject: City of Kelowna Heritage Grants Administration

Recommendation:

THAT Council endorse the administration of the City of Kelowna's Heritage Grants Program of \$30,000 by the Central Okanagan Heritage Society for the next 3 years (2011 - 2013) for a fee of \$5,100 for 2011, with cost of living increases for each subsequent year.

Purpose:

To respond to Council's resolution of August 17th, 2010 "that staff report back to Council regarding the extended contract and management fees prior to budget" for the City of Kelowna's Heritage Grants Program, currently administered by the Central Okanagan Heritage Society.

Background:

The Central Okanagan Heritage Society (COHS) has administered the City of Kelowna Heritage Grants Program beginning in 2008. Currently the COHS has 4 application intakes per year and is paid a fee of \$8,000. The COHS has expressed that their organization would administer the program for \$5,000 per year with 2 application intakes per year. Between 1991 and 2009, the Heritage Grants Program committee reviewed an average of 8 applications per year. In 2010, \$30,000 in grants were allocated to 10 heritage property owners within the span of two application intakes, confirming that it is viable to distribute the funds available in two funding cycles. The COHS has stated that for \$5,000 they would continue to mail out the annual letter to property owners, provide an annual report to council, and submit an annual reporting on the allocation of funds. For the 2011 budget, staff have applied a 2% cost of living allowance to the base rate of \$5,000.

The COHS executive director expressed some concern that with only 2 intakes, COHS staff would not be available to fully address technical inquiries throughout the course of the year. However, City staff with heritage expertise would be able to answer questions from the public and be available five days a week during regular office hours.

Staff recognizes COHS's expertise in heritage issues. While acknowledging the COHS's concerns, staff are recommending a partnered approach that recognizes the fiscal demands of program administration while still meeting the public's interests.

Legal/Statutory Authority:

Community Charter, Chapter 26, part 25

Existing Policy:

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

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Official Community Plan policy 16.1.1, “**Funding Sources.** Access maximum public and private funding to offset the costs of undertaking heritage conservation projects and plans;”

Official Community Plan policy 16.1.2, “**Incentives.** Pursue opportunities for financial and other incentives to be administered;”

Considerations not applicable to this report:

Alternate Recommendation:

Legal/statutory Procedural Requirements:

Technical Requirements:

Financial/Budgetary Considerations:

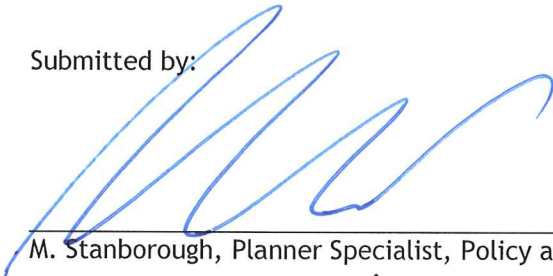
Internal Circulation:

Personnel Implications:

External Agency/Public Comments:

Community & Media Relations Comments:

Submitted by:



M. Stanborough, Planner Specialist, Policy and Planning

Approved for inclusion:



S. Bagh, Director, Policy and Planning

cc: Deputy City Clerk