

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number: _____

Meeting Type: Regular

Meeting Date: Mar 10, 2016

Action Requested By: Inspection

Agenda Type: Resolution

Subject Matter:

Huntsville Historic Preservation Commission Application and Acceptance of a Mini-Grant for Training

Exact Wording for the Agenda:

Resolution for the City of Huntsville to enter into an agreement with the Alabama Historical Commission for a grant award in the amount of \$1,260 for a scholarship to allow Jessica White to attend the National Alliance of Preservation Commissions Forum 2016 in Mobile, AL on July 26 - 31, 2016, and the Federal Historic Preservation Tax Incentives NPS and SHPO Workshop in Washington, DC on July 12 - 14, 2016.

Note: If amendment, Please state title and number of the original

Item to be considered for: Action

Unanimous Consent Required: No

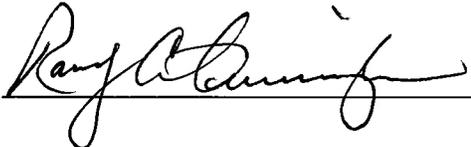
Briefly state why the action is required; why it is recommended; what council action will provide, allow and accomplish and; any other information that might be helpful.

The National Alliance of Preservation Commissions Forum and the Federal Historic Preservation Tax Incentives NPS and SHPO Conference will provide additional training in historic preservation to Ms. White to assist in her position as Historic Consultant for the City of Huntsville. The city will not be required to provide any matching funds for this grant.

Associated Cost: \$0.00

Budgeted Item: Not Applicable

MAYOR RECOMMENDS OR CONCURS: _____

Department Head: 

Date: 2-17-16

ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: Inspections

Council Meeting Date: 3/10/2016

Department Contact: Sharon Mize

Phone # 256-427-5337

Contract or Agreement: Agreement

Document Name: Mini-grant for NAPC Forum and Federal Historic Preservation Tax Incentives Works...

City Obligation Amount: \$0.00

Total Project Budget: \$2,100

Uncommitted Account Balance: 0.00

Account Number: _____

Procurement Agreements

<u>Select...</u>	<u>Select...</u>
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Grant-Funded Agreements

<u>State Other</u>	Grant Name:
	<u>Mini-grant for Huntsville Historic Consultant Training</u>

Department	Signature	Date
1) Originating	<i>Randy C. ...</i>	<u>2-17-16</u>
2) Legal	<i>Mary C. Cates</i>	<u>2-17-16</u>
3) Finance	<i>M. Sargo</i>	<u>2-18-16</u>
4) Originating		
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

RESOLUTION NO. _____

BE IT RESOLVED by the City Council of Huntsville, Alabama, that the Mayor be, and is hereby authorized to submit a FY2016 Application to the Alabama Historical Commission, on behalf of the Huntsville Historic Preservation Commission, which said application is substantially in words and figures similar to that certain document attached hereto and identified as "CERTIFIED LOCAL GOVERNMENT MINI-GRANT APPLICATION NATIONAL ALLIANCE OF PRESERVATION COMMISSIONS NATIONAL COMMISSION FORUM, Mobile, Alabama, July 26 - 31, 2016 and the Federal Historic Preservation Tax Incentives NPS and SHPO Workshop, July 12 - 14, 2016," for a grant award in the amount of \$2,100.00 for scholarships to attend the National Commission forum in Mobile, Alabama and to attend the Federal Historic Preservation Tax Incentives NPS and SHPO Workshop in Washington, D.C. consisting of seven pages (7), and the date of March 10, 2016, appearing on the margin of the first page, together with the signature of the President or President Pro Tem of the City Council, an executed copy of said document being permanently kept on file in the Office of the city Clerk-Treasurer of the city of Huntsville, Alabama.

ADOPTED this the _____ day of _____, 2016.

President of the City Council of
The City of Huntsville, Alabama

APPROVED this the _____ day of _____, 2016.

Mayor of the City of Huntsville,
Alabama

State of Alabama
ALABAMA HISTORICAL COMMISSION
468 South Perry Street
Montgomery, Alabama 36130-0900
HISTORIC PRESERVATION FUND (CFDA 15.904) U.S. DEPARTMENT OF THE INTERIOR
FY2015 Application to the Alabama Historical Commission

2016 APPLICANT INFORMATION

1. Applicant Name Huntsville Historic Preservation Commission

2. Applicant Address: Street 320 Fountain Circle P O Box 308
City Huntsville State AL ZIP 35801 - 0308

3. Applicant Federal Employer Identification Number: 6 3 - 6 0 0 1 2 9 6

4. Applicant's Status:

(X) Certified Local Government

() Sponsored by Certified Local Government. Grant awards will be to CLG's only. CLG may apply as sponsor and pass through grant funds to non-CLG applicant. Name of CLG Sponsor:

5. Contact Person (Mr., Ms., Dr.) Sharon Mize Telephone 256-427-5337
Name, Title

Address if different from Applicant: State Zip

E-mail Address sharon.mize@huntsvilleal.gov

6. Project Director (Mr., Ms., Dr.) Randy Cunningham, Director of Inspections Telephone 256-427-5342
Name, Title

Address if different from Applicant: State Zip

E-mail Address randy.cunningham@huntsvilleal.gov

REQUEST PROFILE

1. Request Category (select one): Project requests must be submitted for a specific activity. More than one application can be submitted for separate projects.

- () SURVEY AND REGISTRATION () PREDEVELOPMENT
() PRESERVATION PLAN DEVELOPMENT () PUBLIC AWARENESS AND EDUCATION
() STAFFING (X) PRESERVATION COMMISSION TRAINING

2. Project Title or Name of Property - National Alliance of Preservation Commissions Forum 2016; and Federal Historic Preservation Tax Incentives NPS and SHPO Workshop

3. Project Dates - Beginning NAPC July 26, 2016; FHPTI July 12, 2016 Ending NAPC July 31, 2016; FHPTI July 14, 2016
No project should take more than one year to complete. Grant agreements will be provided by June 15, 2016 to grant recipients. The grant project should be completed by June 15, 2017 for AHC staff to review products and financial records necessary in closing out the grant to meet federal reporting standards. SPECIAL NOTE: If this project involves grant assistance to a National Historic Landmark, you will not be able to proceed until concurrence is obtained from the National Parks Service as requested by the Alabama Historical Commission.

4. Grant Amount Requested (60% of line 6.) \$ 1,260
5. Minimum Match Required (40% of line 6. Do not include) \$ 840.00
overmatch from your budget on page 4 on this line.
6. Total \$ 2,100.00
(Check your math: line 4 divided by .60 should equal line 6.)

7. Project Work Area/Location (must be within CLG jurisdiction):

State House of Representatives District 6 State Senatorial District 7

U. S. House of Representatives District 5

Huntsville
(City)

Madison
(County)

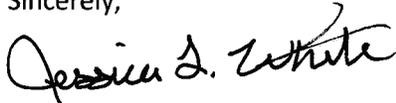
President of the City Council of the
City of Huntsville, Alabama
Date: 3/10/16

To Tryon McLaney
Contracts and Grants
The Alabama Historical Commission
334-240-3477
Tryon.mclaney@preserveala.org

Dear Mr. McLaney:

I am writing to confirm my commitment to covering required matching funds in the amount of \$840.00 to be applied to the CLG Grant application requesting funding to attend the National Alliance of Preservation Commissions Forum 2016 and Federal Historic Preservation Tax Incentives NPS and SHPO Workshop.

Sincerely,

A handwritten signature in black ink that reads "Jessica L. White". The signature is written in a cursive, flowing style.

Jessica L. White
Historic Preservation Consultant
City of Huntsville, Alabama
256-650-4779
Jessica.white@huntsvilleal.gov

Jessica Lauren White

741 Plummer Rd., Apt. 305
Huntsville, AL 35806

(931) 215-3269
jessicalaurenwhite6i@gmail.com

EDUCATION

Middle Tennessee State University Murfreesboro, TN
M.A. in Public History, with an emphasis in
Historic Preservation, May 2013

Middle Tennessee State University Murfreesboro, TN
Bachelors of Human Science, Interior Design,
May 2010

University of Virginia Old Saliem, NC
Museum of Early Southern Decorative Arts' Summer Institute,
June–August 2012

WORK EXPERIENCE

Historic Preservation Consultant, City of Huntsville Huntsville, AL
January 2014-Present

TCWNHA Fieldwork Preservationist, Center for Historic Preservation, MTSU Murfreesboro, TN
May 2013- January 2014

Graduate Assistant, Center for Historic Preservation, MTSU Murfreesboro, TN
January 2011- May 2013

Preservation Intern, Tennessee Historical Commission Nashville, TN
May- August 2012

Volunteer Assistant, Center for Historic Preservation, MTSU Murfreesboro, TN
June 2010- December 2011

Historical Researcher, Nelson House deed search and Documentation, Montee Sneed Columbia, TN
June 2007- June 2010

PUBLICATIONS

White, Jessica. "Rice Duncan's Long Rifle: A Study of the East Tennessee Long Rifle Tradition." *The Journal of Backcountry Studies* (The University of North Carolina Greensboro) 9, no. 1 (2014).

White, Jessica. *Hawthorn Hill: Vernacular Architecture in the Tennessee Backcountry, Masters Thesis*. Murfreesboro: Middle Tennessee State University, 2013.

TEACHING EXPERIENCE

Essentials of Historic Preservation and Cultural Resource Management
Project Manager

Murfree-Patterson House Historic Structure Report

Murfreesboro, TN

Essentials of Historic Preservation and Cultural Resource Management
Project Manager

Marble Springs State Historic Farmstead Development Plan

Knoxville, TN

PROJECTS

National Register Nominations and Survey Work:

Monteagle Sunday School Assembly, District Survey
Architectural Surveyor, 2012

Monteagle, TN

Jackson Park, Inglewood, District Survey
Architectural Surveyor, 2012

Nashville, TN

Hawthorn Hill National Register Nomination
Accepted 2013

Castalian Springs, TN

O'Shaughnessy Avenue, Local Historic District Nomination
Survey Manager, in progress

Huntsville, AL

Historic Structure Reports:

White, Jessica L. *The Hawthorne Hill Home Historic Structure Report*. Castalian Springs, TN: The Tennessee State Historical Commission, 2012.

White, Jessica; Spurgeon King; Amber Clawson. *Sabine Hill Historic Structure Report*. Elizabethton, TN: The Tennessee State Historical Commission, 2012.

White, Jessica; Thomas Fiagel; Ginna Foster Cannon. *Windermere Historic Home Analysis*. Franklin, TN: J. Roderick Heller III and Kay Culbreath Heller, 2012.

White, Jessica; Amber Clawson. *St. Mark's Presbyterian Church Historic Structure Report*. Rogersville, TN: City of Rogersville, 2013.

White, Jessica; Amber Clawson. *Clay-Kenner House Historic Structure Report*. Rogersville, TN: City of Rogersville, 2013.

White, Jessica; Amy Kostine; Joseph Bryan; Alex Collins; Candace Cupps; Mark Elam; Teresa Prober; Holly Rogers. *Murfree-Patterson House Historic Structure Report*. Murfreesboro, TN: Meredith Baughman, 2013.

White, Jessica L. *Humphreys-Rogers House Weatherization Report*. Huntsville, AL: City of Huntsville, 2014.

Preservation Easements:

Mason's Furniture Store 115 E. Clinton Ave. Huntsville, AL
Historic Overview and Baseline Documents, 2015

First National Bank Building 216 West Side Square, Huntsville, AL
Historic Overview and Baseline Documents, in progress

Website Design and Administration and Social Media Administration:

Huntsville Historic Preservation Commission Huntsville, AL
<https://huntsvillehpc.wordpress.com/>
Blog Content Developer and Administrator

Huntsville Historic Preservation Commission Huntsville, AL
<https://www.facebook.com/HuntsvilleHistoricPreservationCommission>
Facebook Content Developer and Administrator

Huntsville Historic Preservation Commission Huntsville, AL
<http://www.huntsvilleal.gov/hhpc/>
Website Content Developer and Administrator

Center for Historic Preservation Murfreesboro, TN
<http://www.mtsuhistpres.org>
Website Administrator

Center for Historic Preservation Murfreesboro, TN
<http://chpmockup.wordpress.com>
Website Designer

Exhibit Design:

Francis Rogan House County Tyrone, Northern Ireland
Exhibit Layout Design and 3-D Rendering, 2011

Longstreet Headquarters Museum Russellville, TN
First Floor Panel Design and Exhibit Installation, 2011

Wynnewood Historic Site Museum Castalian Springs, TN
Life at Wynnewood, 2013
Exhibit Designer and Assistant Project Manager

Longstreet Headquarters Museum Russellville, TN
Second Floor Panel Design and Exhibit Installation, 2013

Parker's Crossroads Civil War Battlefield Parker's Crossroads, TN
Panel Design and Exhibit Installation, 2013

SERVICE

Public History Faculty Committee M.A. Rep., MTSU 2011-2012
MTSU Graduate Assistantship 2011-Present
Association of Graduate Students in History, MTSU 2011-Present
Graduate Student Association, MTSU 2011-Present

Sigma Alpha Lambda, National Leadership & Honor Organization	2008-2010
Tau Sigma, National Honor Society	2008-2010
The National Society of Collegiate Scholars	2008-2010
Kappa Omicron Nu, Honor Society	2008-2010

TECHNICAL SKILLS

Auto CAD, Architectural Drawings
Photoshop, 2-D Rendering and Graphic Design
Sketchup, 3-D Rendering
Construction Drawings

ONLINE PORTFOLIO

<http://jessicalaurenwhite.wordpress.com>

REFERENCES

Dr. Carroll Van West, Director of the Center for Historic Preservation and Tennessee State Historian,
615-898-2947

Mary Shell, Certified Local Government Coordinator for the Alabama Historical Commission,
334-230-2691

Dr. Abigail Gautreau, Post-Doctoral Fellow at the Center for Historic Preservation,
571-239-2882