



Huntsville, Alabama

308 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 2/24/2022

File ID: TMP-1248

Department: Planning

Subject:

Type of Action: Approval/Action

Resolution authorizing the Mayor to submit a grant application to the Alabama Historical Commission for grant funding to be utilized for the completion of a historic resource survey of the Terry Heights neighborhood

Resolution No.

Finance Information:

Account Number: 1000-74-00000-515520-00000000-

City Obligation Amount: \$ 7200

Total Obligation: \$18,000

Special Circumstances:

Grant Funded: \$

Grant Title - CFDA or granting Agency: Click or tap here to enter text.

Resolution #: Click or tap here to enter text.

Location:

Address:

District: District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐ District 5 ☐

Additional Comments:

The Terry Heights neighborhood, which began development in 1924, is located to the south and west of Magnolia Terrace, which is currently being surveyed for historical significance. Terry Heights exhibits several architectural styles, including Craftsman bungalows, Minimal Traditional and Ranch-style dwellings. The historic resource survey will allow for the evaluation of the neighborhood's eligibility for listing on the

National Register of Historic Places. Magnolia Terrace and Terry Heights may have the potential to be combined into a single historic district if they share the same significance. Otherwise, we may proceed with individual listing for two separate districts.

RESOLUTION NO. 22 - _____

BE IT RESOLVED by the City Council of Huntsville, Alabama, that the Mayor be, and is hereby authorized to submit a grant application to the Alabama Historical Commission on behalf of the Huntsville Historic Preservation Commission for CLG grant funding for the completion of a National Register nomination of the Terry Heights neighborhood, consisting of (eleven) 11 pages attached hereto, and the date of February 24, 2022, 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.

BE IT FURTHER RESOLVED, in the event a grant is awarded, the Mayor of the City of Huntsville is authorized, requested, and directed, on behalf of the City of Huntsville, Alabama, to enter into such grant agreement with the Alabama Historical Commission, submit any required supporting and collateral materials, and file all reporting as required.

ADOPTED this the 24th day of February, 2022.

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

APPROVED this the 24th day of February, 2022.

Mayor of the City of Huntsville, Alabama



CERTIFIED LOCAL GOVERNMENT GRANT APPLICATION

(Submit one (1) copy with all the required attachments)

CLG Applicant Information		
Municipality: City of Huntsville		
Street Address: 308 Fountain Circle		
County: Madison	Zip: 35801	
CLG Contact Name: Katie Stamps		
CLG Contact Phone: 256-650-4779		
CLG Contact Email: katherine.stamps@huntsvilleal.gov		
Federal Identification Number: 63-6001296		
Legislative Districts of Site Location https://www.sos.alabama.gov/alabama-votes/elected-official-map		
AL Senate: 7th	AL House of Representatives: 21st	U.S. Congressional: 5th
Application Prepared By (if different from above)		
Name: same as above	Title:	
Address:		
Phone Number:		
Email Address:		
Grant Project Manager (if different from above)		
Name:	Title:	
Address:		
County:	Zip:	
<input type="checkbox"/> Check to acknowledge that the project manager and financial manager will be able to attend a grant administration workshop?		
If different from grant project manager above, who will handle the financial management and documentation for the project?		

Name: Whitney Gentry	Title: Grants Manager
Address: same as above	
Phone Number: 256-427-5432	
Email Address: whitney.gentry@huntsvilleal.gov	
List any other persons not listed above who will be involved in the project, such as consultants, volunteers, city employees, etc. What will be their roles? N/A	
To complete the following information please review pages 2-5 (Be concise and limit to 1 to 3 short paragraphs)	
Project Information	
Project Title: Terry Heights Phase I Historic Resource Survey	
Project Type (choose one): <input checked="" type="checkbox"/> Historic Resource Survey Project* <input type="checkbox"/> National Register Nomination(s) <input type="checkbox"/> Archaeological Survey Project* <input type="checkbox"/> Preservation Planning: Local District Designation and Report <input type="checkbox"/> Preservation Planning: Design Guidelines <input type="checkbox"/> Preservation Planning: Other <input type="checkbox"/> Information / Education: Brochure <input type="checkbox"/> Information / Education: Website <input type="checkbox"/> Information / Education: Other <input type="checkbox"/> Pre-Development Plan <input type="checkbox"/> Staffing / Training	
*Note: Application for Historic Resource Surveys and National Register Nominations require additional documentation. Please see Application Instructions for requirements.	

Project Description

Located to the west of Pulaski Pike in Huntsville, Alabama, Terry Heights is a residential neighborhood that began development in 1924, with later additions constructed in 1937, 1941 and 1953. The neighborhood is located to the south and west of Magnolia Terrace, which is currently being surveyed for historical significance. Terry Heights exhibits several architectural styles, including Craftsman bungalows, Minimal Traditional and Ranch-style dwellings. We believe Magnolia Terrace and Terry Heights may have the potential to be combined into a single historic district if they share the same significance. Otherwise, we may proceed with individual listing for two separate districts.

Because Terry Heights has approximately 452 properties, including outbuildings, we propose conducting the historic resource survey in two phases. Phase I will document approximately 162 properties located within a 32-acre boundary. Approximately 22 of those properties were built post-1975. The rest of the properties were built between 1924-1953. Phase II would capture the remaining 290 structures (66-acre) within the district, which are all part of the 1941 addition. Once the Terry Heights surveys are compared with the Magnolia Terrace survey, it will be determined whether they are eligible for listing on the National Register of Historic Places and whether they should be considered as a combined or separated historic district.

Project Need

The City has made significant progress in documenting local historic resources, including recent surveys of mid-century neighborhoods - McThornmor Acres, Edmonton Heights, Blossomwood, Medical District, Mayfair and Whitesburg Estates. However, the identification and preservation of sites associated with Huntsville's Black community is severely lacking. Many of those structures were demolished as a result of Urban Renewal and downtown expansion projects, making it all the more important for the City to support the documentation of those few remaining resources. Additionally, very little scholarly research has been written about this significant history.

Terry Heights and Magnolia Terrace are deeply connected to Huntsville's Black community. With this survey, the City will document the historically significant structures and collect invaluable research that will aid in the continued identification and survey of other resources associated with Huntsville's Black community. The City anticipates pursuing a more comprehensive survey of sites associated with Huntsville's Black history and this survey will be a major asset to support that effort.

Project Schedule

3/1/22 to 4/28/22 - Submit grant agreement to Huntsville City Council for approval.

4/29/22 to 7/29/22 - Requests for proposals to survey area indicated on attached map according to AHC standards. City will enter into contract with consultant. Consultant will collect existing information on properties and schedule consultation with City and AHC survey coordinators. Consultant will coordinate with City survey coordinator to schedule introductory survey presentation at a public HHPC meeting. Consultant will coordinate with City survey coordinator to schedule a neighborhood "history harvest" which will include mailing postcard notices to district residents -- estimated \$3,700.00 reimbursement

7/30/22 to 12/31/22 - Begin photographing survey areas and preparing survey forms and map. Develop historical background and architectural descriptions for survey report. Consult with AHC on maps used. Continue survey field work. Review of survey documentation by City and AHC survey coordinators. -- estimated \$10,800.00 reimbursement

1/1/23 to 4/30/23 - Final consultation with City and AHC survey coordinators on final draft survey report, forms, maps and other supporting materials. Consultant will coordinate with City survey coordinator to present final survey at a public meeting. Final payment pending approval from City and AHC survey coordinators. -- estimated \$4,500.00 reimbursement

TOTAL GRANT SHARE PAYMENT: \$18,000.00

Other Project Funding & Support

The City has received support to survey historic sites associated with Huntsville's Black community from local preservation advocates and community partners. Donna Castellano, Executive Director of Historic Huntsville Foundation (HHF), has provided research on the history and development of Magnolia Terrace and the surrounding neighborhood. HHF has pledged to support and assist with the survey and future documentation of Huntsville's Black history.

Grant Amount Requested	
Total Project Cost <i>(Total project cost equals grant amount requested, plus matching share)</i>	\$ 18,000.00
Grant Amount Requested	\$ 10,800.00
Matching Share	\$ 7,200.00
Project Budget	

Budget Justification

Category	Total
Consultants / Speakers	\$ 16,200.00
Staff (donated labor)*	\$
Staff (paid labor)*	\$
Volunteers (donated labor)*	\$
Travel	\$
Publication/Printing Costs	\$ 500.00
Photography	\$
Supplies	\$
Other Postage	\$ 500.00
Other	\$
Other	\$
Total Project Costs	\$ 18,000.00

**requires budget justification*

Source of matching share

Donor:	Donor:
Source:	Source:
In-Kind: Cash	In-Kind: Cash
Amount:	Amount:

Budget Justification

Consultant fees for the Terry Heights Phase I Historic Resources Survey of \$16,200.00 was budgeted at the average rate of approximately \$100/resource with 162 resources in the defined survey area. Consultant fees for historic structures report are also based on the average cost of the Edmonton Heights, Whitesburg Estates and Magnolia Terrace Historic Resources Surveys that were similar in scope of product and size of district. Publication/printing and postage costs are based on the approximate cost of sending postcards to the residents of Magnolia Terrace for a recent public meeting.

Additional Comments

Assurances

The Applicant hereby assures and certifies by placing his/her initials beside each item below that the Applicant will comply with all applicable regulations, policies, guidelines and requirements including OMB Circular 2 CFR 200, as they relate to the application, acceptance, and use of Federal funds for this Federally-assisted project. Also, the Applicant assures and certifies with respect to the grant that: (initial blank beside each number to signify willingness and ability to comply)

PLEASE INITIAL EACH.

- ___ 1. Legal Authority - Applicant possesses legal authority to apply for the grant; that a resolution, motion or similar action has been or will be duly adopted as an official act of the applicant's governing body, authorizing the submission of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
- ___ 2. Civil Rights - Applicant will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352), as amended, and in accordance with Title VI of that Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal assistance and will immediately take any measures necessary to effectuate this agreement
- ___ 3. Nondiscrimination - Applicant will comply with Title VI of the Civil Rights Act of 1964 (42 USC 2000d) as amended, prohibiting employment discrimination where (a) the primary purpose of the grant is to provide employment or (b) discriminatory employment practices will result in unequal treatment of persons who are or should be benefiting from the grant-aided activity. It will comply with Section 504 of the Rehabilitation Act of 1973 as amended, Age Discrimination Act of 1975, and Drug Abuse Office and Treatment Act of 1972
- ___ 4. Conflict of Interest - Applicant will establish safeguards to prohibit employees from using their positions for purposes that are or give the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties.
- ___ 5. Access to Records - Applicant will give the grantor agency or the Comptroller General (through any authorized representative) the access to and the right to examine all records, books, papers, or documents related to the grant.
- ___ 6. Programmatic and Financial Compliance - Applicant will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements and other administrative requirements approved in accordance with appropriate Office of Management and Budget Circular. (For units of governments): It will maintain adequate financial management systems which will be (a) in accordance with the standards specified in OMB Circular A-102, Attachment G, "Standards for Grantee Financial Management Systems", and (b) auditory in accordance with the General Accounting Office's Standards for Audit of Governmental Organizations, Programs, Activities, and Functions.
- ___ 7. Audit - Applicant will have an organization-wide, independent audit performed for each year in which more than \$750,000 in federal funds are expended as required under 2 CFR 200, subpart F. This audit will be performed by using the required financial and compliance audits in accordance with Single Audit Act of 1984 and will be submitted to the Federal Audit Clearinghouse following the end of the contract period.
- ___ 8. Flood Insurance - Applicant will comply with the flood insurance purchases requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.

13. CERTIFICATION:

I certify that I have read the accompanying Instruction Sheet and Assurances and accept all terms and conditions set forth therein. I also certify that all information contained in this application is correct, that the matching share will be provided as indicated, and that the project will be undertaken in conformance with the Secretary of the Interior's Standards for Archaeology and Historic Preservation and all applicable state and federal guidelines and regulations.

SIGNATURES:

Chairman, Historic Preservation Commission

Date

CLG Contact

Date

Mayor, City of Huntsville

Date



ALABAMA HISTORICAL COMMISSION CERTIFIED LOCAL GOVERNMENT GRANT APPLICATION CHECKLIST

- ☐ Application form is complete
- ☐ Attached one copy of the resolution, with original signature, authorizing the submission of the application and attesting to matching funds availability.
- ☐ All required signatures have been obtained, and *all assurances have been initialed by both the CLG representative and the property owner, if different.*
- ☐ One set of the application and all supporting documentation are included.
- ☐ If match is provided by someone other than applicant, a signed letter of commitment from the third party must be attached that provides the same information as required in the Grant Application Form.
- ☐ Documentation that shows project personnel will meet Professional Qualifications (See Additional Instructions.) Attach resumes. For consultants, attach Letter of Commitment and/or Proposal.
- ☐ Certificate of Compliance with the Beason-Hammon Act
- ☐ E-verify Memorandum of Understanding.
- ☐ Disclosure Statement (Not required for municipalities; however, if the applicant is a non-governmental entity carrying out the responsibilities of the CLG, this form must be included.)
- ☐ Letters of support endorsement from affected constituencies.

Submit Application and Attachments to:
Alabama Historical Commission
Attn: Paige Thomas
468 S. Perry Street
Montgomery, AL 36130-0900
334-230-2643
or
Paige.Thomas@ahc.alabama.gov

Magnolia Terrace & Terry Heights

Year Built	Legend
Magnolia Terrace	[Light Gray Box]
Terry Heights Phase 1	[Medium Gray Box]
Terry Heights Phase 2	[Dark Gray Box]
Unknown	[White Box]
1900-1975	[Light Gray Box]
1976-2019	[Dark Gray Box]

