

**NOTICE OF MEETING TO BE HELD BY THE
HISTORIC PRESERVATION COUNCIL
THURSDAY, AUGUST 24, 2023 - 9:00 AM
CITY HALL, COMMISSION CHAMBERS, 3RD FLOOR
1300 HOUSTON AVENUE, MCALLEN TEXAS 78501**

AGENDA

At any time during the course of this meeting, the Historic Preservation Council may retire to Executive Session under Texas Government Code 551.071(2) to confer with its legal counsel on any subject matter on this agenda in which the duty of the attorney to the Historic Preservation Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Texas Government Code. Further, at any time during the course of this meeting, the Historic Preservation Council may retire to Executive Session to deliberate on any subject slated for discussion at this meeting, as may be permitted under one or more of the exceptions to the Open Meetings Act set forth in Title 5, Subtitle A, Chapter 551, Subchapter D of the Texas Government Code.

CALL TO ORDER -

1. Minutes

- a) Approval or Disapproval of Minutes held on June 29, 2023.

2. Information Only

- a) Overview and discussion on FY24 CLG Grant Application

3. Adjournment

If any accommodations for disability is required, please notify the Planning Department at (956-681-1250) 72 hours before the meeting date with regarding to any item, the Historic Preservation Council may take various actions, including but not limited to rescheduling an item entirely for a particular action at a future date.

C E R T I F I C A T I O N

I, the undersigned authority, do hereby certify that the above agenda for the meeting of the McAllen Historic Preservation Council is a true and correct copy and that I posted a true and correct copy of said notice on the bulletin board in the municipal building, a place convenient and readily accessible to the general public at all times, and said notice was posted on the 18th day of August, 2023 at 3:00 p.m. and will remain so posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with Chapter 551 of the Texas Government Code.

Jessica Cavazos, Administrative Supervisor

**STATE OF TEXAS
COUNTY OF HIDALGO
CITY OF MCALLEN**

The Historic Preservation Council convened in a meeting on Thursday, June 29, 2023 at 9:03am at the McAllen City Hall – 1300 Houston Avenue – Commission Chambers.

Present:	Dr. Jaclyn Miller	Chairperson
	Danny Boultinghouse	Vice-Chairperson
	David Cazares	Member
	Carolina Civarolo	Member
	Melissa S. Knerr	Member
Absent:	Odette Macdonald	Member
	Trisha Scott	Member
Staff Present:	Evaristo Garcia	Assistant City Attorney III
	Edgar Garcia	Planning Director
	Natalie Moreno	Administrative Assistant
	Porfirio Hernandez	Planning Technician II

CALL TO ORDER – Dr. Jaclyn Miller - Chairperson

1. Minutes

a) Approval or Disapproval of Minutes held on May 31, 2023

Ms. Carolina Civarolo **moved** to approve the minutes. Mr. Danny Boultinghouse **seconded** the motion. Motion approved with 5 board members present and voting.

2. Information Only

Mr. Garcia gave updates on some properties. They received the landmark designation that was approved by P&Z and City Commission. They have reached over for the plaque but due to only a few people in the state who do them, it had been delayed to approximately 6 months. We also planned to have an event outside the homes after they have received the plaques where we can invite the public. Mr. Garcia gave the board the option to do the event, but the only thing was that they would not have their plaque yet.

Dr. Miller stated she would rather wait for the plaques and do everything all together where they have a reception and plenty of lead-time for the press releases to try to build momentum for their application.

3. Adjournment

Mr. Danny Boultinghouse made a **motion** to adjourn the meeting. Ms. Melissa Knerr **seconded** the motion, which passed unanimously with five members present and voting. The meeting was adjourned at 9:10 a.m.

ATTEST _____
Natalie Moreno

Dr. Jaclyn Miller- Chairperson

TEXAS HISTORICAL COMMISSION

CERTIFIED LOCAL GOVERNMENT

GRANT MANUAL AND APPLICATION ★ FISCAL YEAR 2024



APPLICATION DEADLINE:
MONDAY, NOVEMBER 6, 2023



This grant manual has been financed in part with Federal funds from the National Park Service, U.S. Department of the Interior and administered by the Texas Historical Commission. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior.

This program receives federal financial assistance for identification and protection of historic properties. Under Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the Department of the Interior prohibits discrimination on the basis of race, color, national origin, or disability or age in its federally assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above or you desire further information, please write to:

Office for Equal Opportunity
National Park Service
1849 C Street, N.W.
Washington, D.C. 20240

**TEXAS HISTORICAL COMMISSION
CERTIFIED LOCAL GOVERNMENT GRANT MANUAL**

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INTRODUCTION

Certified Local Government (CLG) grants provide funding to participating city and county governments to develop and sustain an effective local preservation program critical to preserving local historic resources. The Texas Historical Commission (THC), the state agency for historic preservation, administers the Texas CLG grant program utilizing federal funding it receives from the U.S. Department of Interior, National Park Service (NPS) Historic Preservation Fund Program. Under this program the NPS requires that at least ten percent (10%) of Texas' annual federal allocation be subgranted exclusively to participating Certified Local Governments (CLGs). The program serves as a resource for participating county and city governments to offset the costs of self-sustaining preservation and planning-related projects. Currently, there are 78 CLGs in Texas. Contingent on resolution of the federal budget, we anticipate approximately \$180,000 to \$200,000 will be available for this round of grants.

ADMINISTRATIVE INFORMATION

Administration Grants will be administered in accordance with the National Park Service Historic Preservation Fund Grants Manual, June 2007; Texas Administrative Code Title 13, Part 2, Chapter 15.6, *Rules and Procedures for Certified Local Governments*; and this manual.

Grant Period The grant period is October 1, 2023, to September 30, 2026. Project preparation, including drafting any applicable RFPs, may begin before your grant request is awarded and a grant contract signed, **however, costs incurred prior to the execution of a signed contract with the THC may not be eligible for reimbursement.** Despite the official grant period beginning October 1st, grants will be awarded in **2024** following funding notification from the National Park Service.

Application Package **The grant application form is included in this manual.** A complete application submittal package consists of 1 copy of the following documents:

- Application Form (signed and dated)
- Budget Worksheet (template is attached to the application form)
- Resume of Project Manager (city or county staff, and/or representative of the third-party organization)
- Resumes of all outside consultants, contractors, and/or individuals responsible for project oversight
 - Persons supervising grant projects must meet the Secretary of the Interior's Professional Qualification Standards
 - If the applicant is planning to hire a consultant or subcontractor, resumes may be submitted following the selection process
- Any applicable cost estimates, maps, drawings, or photographs
- **Determination of Eligibility Statement**
 - Required for all National Register nomination grant requests
 - Required for all Construction/Development grant requests for properties not already listed on the National Register
 - Recommended for all Survey/Inventory projects

Visit <http://www.thc.texas.gov/preserve/projects-and-programs/national-register-historic-places/request-determination-eligibility> for instructions on how to request a Determination of Eligibility Statement.

Submittal Deadline

A complete grant application package must be received **no later than 5 p.m. on Monday, November 6, 2023**. Applications may be submitted either via email or in hard copy using the guidelines below.

Email Submission: To submit via email, send one email that includes all required documentation with the subject line “CLG Grant Application” to clg@thc.texas.gov. Do not send the application to any other THC email address; it will not be considered.

Hand Delivery or Courier Service

Texas Historical Commission
Community Heritage Development Division
ATTN: Kelly Little, CLG Program Coordinator
1304 Colorado Street
Austin, Texas 78701

U.S. Mail

Texas Historical Commission
Community Heritage Development Division
ATTN: Kelly Little, CLG Program Coordinator
PO Box 12276
Austin, Texas 78711-2276

Note: A confirmation email will be sent upon receipt of the application by email, hand delivery, courier service, U.S. mail, etc. If you do not receive a confirmation email within 24 hours, please contact CLG program staff at clg@thc.texas.gov.

WHO MAY APPLY

Only city or county governments, and state recognized Native American Tribes that have been individually “certified” by the National Park Service **before** November 1, 2023, are eligible to apply for CLG grants. **The THC reserves the right to disqualify applications from CLG communities that are not in compliance with the CLG Certification Agreement.**

In an attempt to distribute CLG grant funds to as many CLGs as possible, preference will be given to applicants that have not received or directly benefited from CLG grant funds in the past five years.

A CLG may submit more than one grant application; however, a separate application package must be submitted for each project request.

The following entities may also be eligible:

- An organization such as a non-CLG city or another unit of local government, a commercial firm, a non-profit entity or educational institution that has administrative capabilities that comply with applicable federal standards and has been delegated as a third-party to administer the grant on behalf of the CLG. The contributed services of the third party to the CLG may be counted toward the matching share requirements of the grant. The third party may apply for the CLG grant directly, in which case, the Historic Preservation Officer or CLG Representative and the Chief Elected Official must sign the application.

ELIGIBLE PROJECTS

Activities eligible for CLG grant funding must be tied to the statewide comprehensive preservation planning process. A copy of the THC’s Statewide Preservation Plan can be found at:

<http://www.thc.texas.gov/preserve/projects-and-programs/texas-statewide-preservation-plan>. In an effort to encourage local governments to develop and sustain an effective local preservation program critical to preserving

local historic resources, **priority for funding shall be given to those projects that directly relate to the following work categories:**

- Architectural, historical, archeological surveys/inventories
- Preparation of nominations to the National Register of Historic Places
- Preparation of a local preservation plan
- Writing or amending a preservation ordinance
- Development of local design guidelines
- Research and development of a local preservation incentive program

The above list should not dissuade an applicant from applying for assistance towards other eligible projects such as:

- Development of educational publications and activities, slide shows, videos, websites, etc.
- Development of publication of walking/driving tours
- Development of architectural drawings and specifications
- Preparation of facade studies or condition assessments
- Rehabilitation or restoration of properties individually listed in the National Register of Historic Places or contributing to a National Register historic district
- Training expenses for individual commission members and staff

Special Consideration for Underrepresented Communities. The CLG program is committed to enhancing untold stories, and engaging and including a wider range of communities, perspectives, and voices in our state's and nation's historical narrative. To further this goal, we encourage projects from or related to communities currently underrepresented, including but not limited to Black Americans, Hispanic Americans, Asian Americans, Native Americans, Women, and LGBTQ Americans. Projects can include but are not limited to oral history projects, National Register nominations, historic resources surveys, diversity and inclusion trainings, and projects with an emphasis on cultural heritage or broader themes such as the Civil Rights movement, women's history, and immigrant history. Projects will be considered as part of the regular CLG grant cycle. Please reach out to program staff if you have any questions about deadlines, match requirements, or project type.

PROFESSIONAL QUALIFICATIONS STANDARDS

To ensure that appropriate historical, architectural, archeological and cultural properties are identified for public benefit through grant-in-aid assistance, persons supervising grant projects must be professionally qualified in accordance with 36 CFR 61. The Professional Qualification Standards can be found here:

<https://www.nps.gov/articles/sec-standards-prof-quals.htm>

SECTION 106 REVIEW

CLG Grants are funded with federal monies, and construction projects will require a formal Section 106 review by the THC. This review will take place following the grant awards. Failure to obtain a review will result in forfeiture of the CLG grant. The CLG state coordinator will provide additional guidance once the grants are awarded. Additional information regarding Section 106 review is available from the THC and the Advisory Council on Historic Preservation.

MATCHING FUNDS REQUIREMENT

Proposed projects are required to provide a local match for grant monies budgeted on a one-to-one (dollar for dollar) match equal to a 50-50 ratio for the total cost of the project. The local match may be any combination of cash and verifiable in-kind services. Projects may utilize all or partial match of verifiable in-kind services and/or goods as long as the local match equals a 50-50 ratio for the total cost of the project. For example, if a CLG has a project that costs \$40,000 and applies for a \$20,000 grant, the CLG may match \$15,000 in cash, and \$5,000 in staff services. It is important to note that the grant is reimbursement based, meaning the CLG will need to spend the grant amount plus the match upfront (\$40,000), and be reimbursed for the grant amount (\$20,000) as project milestones are achieved, or at the completion of the project.

In order to maximize the limited CLG grant funds, the **THC may give preference to applications demonstrating a higher cash match.** The THC reserves the right to waive the local match requirements, in full or part, at its sole discretion. The THC also reserves the right to fund grant requests in part or in full.

Only non-federal monies may be used as a match, with the exception of Community Development Block Grants. All projects shall comply with federal requirements for state and local financial responsibility as stipulated in 2 CFR 200 as well as the Texas Administrative Code Title 13, Part 2, Chapter 15.6, *Rules and Procedures for Certified Local Governments*.

In extending this grant opportunity to your project, THC assumes the responsibility for ensuring that public money will be spent appropriately and with the maximum effectiveness. The THC is held accountable by the NPS for compliance with all applicable federal laws and regulations.

APPLICATION REVIEW PROCESS

Upon the receipt of applications and supporting materials, an interdisciplinary committee of agency staff will score each application based on the criteria specified on the application form. The scoring committee will make a funding recommendation to the Texas Historical Commission at the January quarterly meeting to fund the maximum number of projects based on the federal funding THC receives from the NPS Historic Preservation Fund Program. All applicants will be notified of the THC's decision.

If two or more applicants' scores are tied, the THC will select the applicant that has not received or directly benefitted from CLG grant funds in the past five years. If the scores are still tied, the THC will give preference to a project it can fully fund rather than partially fund.

GRANT TIMELINE AND RESPONSIBILITIES OF THE GRANTEE

August 2023	Applications for the FY2024 CLG grant period are made available.
November 6, 2023	A signed and complete application package, including all supporting materials, must be received by the THC no later than 5 p.m. on Monday, November 6, 2023.
December 2023	Review of applications by an interdisciplinary committee of THC staff.
January 2024	Final award decisions made by the Texas Historical Commission at its Quarterly Meeting. All applicants are contacted by mail, phone, and/or email regarding the THC's decision.
February – April 2024	<p>THC sends preliminary notification to grant recipients that will include a request for a revised/amended project scope of work and budget. Once the scope of work and budget are agreed upon by the grantee and THC, the grant contract will be sent to the grantee for signatures. The contract should be signed by all parties before the commencement of project work. Failure to submit any or all of this documentation by the required deadlines may cause the requested grant monies to revert back to the THC.</p> <p>The project manager, fiscal manager, and anyone else who will be significantly involved with the grant-funded project shall participate in a CLG Grant Orientation coordinated by the THC. The purpose of the orientation is to review project-specific requirements, expectations for project deliverables, important deadlines and milestones, and reimbursement procedures. The orientation requirement may be waived at the sole discretion of the THC.</p> <p>The recordation of a Preservation Easement will be required for all construction and certain other projects prior to the commencement of any work. Duration of the Preservation Easement will be based on award amount, see table below.</p>

<u>Award Amount:</u>	<u>Duration of Easement:</u>
\$10,000 or less	5-year minimum preservation agreement. A covenant amending the deed is not required.
\$10,001 – \$25,000	10 years
\$50,001 – \$100,000	15 years
Greater than \$100,001	20 years

If the grantee is not doing the actual work, it must execute a contract with a subcontractor. All **subcontracted services and products** must be procured according to Federal procurement standards set forth in Chapter 17 of the Historic Preservation Fund (HPF) Grants Manual and 2 CFR Part 200.317- 200.326. THC will review and approve all RFPs and contracts between the grantee and subcontractor.

Work conducted, or costs incurred, prior to the execution of the contract may not be eligible for reimbursement.

April 2024 – Sept 2026 THC staff routinely review projects to monitor progress and provide assistance. Each grantee is required to provide the THC with **status reports** on each project funded, as requested.

The grantee shall submit **drafts of project deliverables**, as available.

September 30, 2026 Deadline for the completion of all work eligible for reimbursement. **Any work done after September 30, 2026, will not be eligible for reimbursement.**

October 31, 2026 **All final work products are due.** All deliverables must be reviewed and approved by the THC before the project is considered complete.

All final reimbursement requests are due. Eligible project expenditures incurred on a one-to-one (dollar for dollar) basis up to a 50-50 ratio of the total project cost shall be reimbursed to the CLG.

TEXAS HISTORICAL COMMISSION

**CERTIFIED LOCAL GOVERNMENT SUBGRANT
FISCAL YEAR 2024 GRANT APPLICATION FORM**

Deadline for submission is November 6, 2023

Please fill out this section completely and use only the space provided below.
Handwritten applications will not be accepted.

NAME OF PROPOSED PROJECT:

CERTIFIED LOCAL GOVERNMENT NAME:

THIRD PARTY NAME (IF APPLICABLE):

CONTACT INFORMATION:

Project Manager

Fiscal Manager

Organization Name						
Contact Person						
Address						
City State Zip						
Telephone Fax						
Email						

Historic Preservation Officer, or

POLITICAL CONTACTS:

CLG Representative

City Mayor or County Judge

Contact Person						
Address						
City State Zip						
Telephone Fax						
Email						

FUNDING REQUEST:

Grant Funds Requested:	\$	Matching Funds:	\$	Total Project Cost:	\$
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PROPOSED PROJECT TYPE (check one that applies):

- | | |
|--|---|
| <input type="checkbox"/> Archeological Project | <input type="checkbox"/> Research & Development |
| <input type="checkbox"/> Preservation Planning Project | <input type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> National Register Nomination(s) ¹ | <input type="checkbox"/> Design Guidelines |
| <input type="checkbox"/> Survey/Inventory Project | |
| <input type="checkbox"/> Historic Preservation Plan or Element/Chapter of Comprehensive Plan | |
| <input type="checkbox"/> Construction/Development Project ² | |
| <input type="checkbox"/> Preservation Training | |

¹ Applications submitted without THC Determination of Eligibility will not be reviewed.

² Property must be listed or deemed eligible for listing in the National Register of Historic Places.

CERTIFIED LOCAL GOVERNMENT SUBGRANT

FY 2024 Grant Application Narrative Template

NAME OF PROPOSED PROJECT:

CERTIFIED LOCAL GOVERNMENT NAME:

THIRD PARTY NAME (IF APPLICABLE):

Applicants will be scored on each question equaling the sum of available points in that category.

Applicants will be scored on the CLG's compliance with CLG Program Requirements. For more information about CLG Program Requirements for both Cities and Counties, visit <http://www.thc.texas.gov/preserve/projects-and-programs/certified-local-government/requirements-clgs>

CLG Performance (15 Points):

1. Did the CLG submit a complete FY21 and FY22 Annual Report on or before the deadline? *CLGs that have not completed CLG Annual Reports for the past two fiscal years will not be eligible for grant funds.*

☐ Yes ☐ No

2. Does the CLG routinely submit preservation commission or CLG committee meeting minutes to the THC?

☐ Yes ☐ No

3. Has the HPO or CLG Representative attended at least one preservation-related training in the past year? Please list the trainings below.

☐ Yes ☐ No

Description and Date of Training:

4. Has at least one member of the preservation commission or CLG committee attended at least one preservation-related training in the past year? Please list the trainings below.

☐ Yes ☐ No

Description and Date of Training:

5. Has the CLG returned CLG grant funds in the past five years?

☐ Yes, I understand that up to five points will be deducted ☐ No

1. Project Summary

Provide a summary of the proposed project.

2. Project Need (15 Points):

How did the CLG identify the need for this project? Has the need been documented? If so, how?

How was the project initiated? (City Council, the public, preservation commission, etc.)

How does the project address a goal of the local government's preservation program or a specific preservation need?

3. Project Objective (15 Points):

Define the objective for the proposed project.

Identify the steps the applicant and/or the consultant must take to accomplish the project objective.

What is the estimated timeframe to accomplish each of these steps?

Who will be leading the project? What qualifies this person to lead such a project? Resumes must be provided.

4. Significance and Impact (16 Points):

Does the project involve a threatened or potentially threatened resource?

Will the project result in a National Register nomination or Survey/Inventory?

Does the project directly address a deficiency in the local preservation program?

How will the project reach and inform broad sectors of the public?

5. Public Involvement and Benefit (13 Points):

Will the public be involved in the proposed project? How?

Does the project address or benefit an underrepresented group within the community?

How will this project enhance public and private support for local preservation?

Will this project result in educational publications or activities?

6. Budget and Cost Effectiveness (15 Points):

How necessary are CLG funds in order to accomplish the proposed project?

How did the applicant develop the project's budget? (research, past experience, etc.)

What is the applicant's source and commitment of matching funds?

Is the proposed project the most cost-effective way of addressing those needs?

ATTACHMENTS: Please include all applicable attachments to the grant application. **Resumes of the Project Manager and outside consultants are required for all projects.** If the applicant is planning to hire a consultant or subcontractor, resumes may be submitted following the selection process. Below is a list of possible attachments for each project type.

Survey and Inventory: Survey area boundary map, street view images, Determination of Eligibility Letter (recommended but not required)

National Register Nominations: Physical address, boundary or location map, Determination of Eligibility Letter (required), photograph(s)

Design Guidelines: Current design guidelines, outline of sections or chapters of proposed guidelines

Education and Outreach: Outline of script, draft agenda clearly defining the subject of the training

Other Projects: Please contact the CLG Program staff to discuss recommended attachments for projects not previously listed.

3. STATEWIDE COMPREHENSIVE PRESERVATION PLANNING PROCESS (11 Points Total):

CLG funded projects should meet at least one of the goals outlined in the THC's Statewide Preservation Plan. Please select the Statewide Preservation Plan Goals addressed by your project and explain how they are addressed. It is not necessary for your project to address *all* the goals listed in the Statewide Preservation Plan.

- ☐ Engage and inform stakeholders and decision-makers through effective dialogue, education, outreach efforts, and new partnerships that promote historic preservation in Texas communities.
- ☐ Promote the identification and designation of both tangible and intangible historic and cultural resources that represent Texas' rich and diverse heritage.
- ☐ Promote historic preservation as a flexible tool that is well integrated and supported with local planning and development practices with an aim to strengthening and sustaining communities as resilient places.
- ☐ Bolster and enhance Texas' disaster resilience planning efforts to provide solid foundations for preparedness, recovery, and adaptation that protect and preserve the state's historic and cultural resources.
- ☐ Enhance the capacities of preservation partners and organizations to advance preservation practice and promote the next generation of preservation leaders in Texas.
- ☐ Support initiatives and expand efforts that document and preserve the heritage of Texas' diverse communities.

Please summarize how your project addresses the goal(s) selected above:

ACKNOWLEDGEMENTS - By checking below the applicant acknowledges:

- ☐ One copy of this request must be received either in hard copy (hand delivered, US Mail, UPS, FedEx, etc.) or via email by the Texas Historical Commission no later than 5 p.m. on Monday, November 6, 2023, in order to be considered.
- ☐ Consideration for funding is based on the demonstrated need, a compelling explanation of how the expanded project scope of work will benefit the CLG, and the applicant's ability to match the funds being requested.
- ☐ Commencement of grant-funded work may not begin prior to receipt of a signed grant contract between the THC and the grantee, and participation in a grant orientation meeting.
- ☐ Verified by the signature below, the chief elected official of the CLG is aware of this application and supports the proposed project.
- ☐ For requests involving construction projects, the property owner will be required to file a preservation easement for the property that will run with the land for a specific period of time based upon the amount of the final grant award.
- ☐ The applicant hereby acknowledges that the information provided on this application is accurate to the best of their knowledge.

APPLICANT'S CERTIFICATION:

SIGNATURE: _____ TITLE: _____ DATE: _____

HISTORIC PRESERVATION OFFICER OR CLG REPRESENTATIVE'S CERTIFICATION: Only applicable if the "applicant" is a third-party designee.

SIGNATURE: _____ TITLE: _____ DATE: _____

CHIEF ELECTED OFFICIAL CERTIFICATION: Application must be signed by the chief elected official of the CLG (e.g. Mayor or Judge) or chief administrative official (e.g. City Manager).

SIGNATURE: _____ TITLE: _____ DATE: _____

FY 2024 Grant Budget Worksheet

THIRD PARTY NAME (IF APPLICABLE):

Please complete the attached budget form and provide any supplemental information necessary to confirm or support the issues described above.

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DEADLINE FOR RECEIPT OF APPLICATIONS IS

Monday, November 6, 2023, by 5 p.m.

PRINTED APPLICATIONS MUST BE RECEIVED AT

Certified Local Government Program

Texas Historical Commission

P.O. Box 12276

Austin, Texas 78711-2276

(Physical Address: 1304 Colorado Street, Austin, Texas 78701)

ELECTRONIC APPLICATIONS MUST BE RECEIVED AT

clg@thc.texas.gov

- One complete copy of this application must be received either by email or in hard copy by the Texas Historical Commission no later than 5 p.m. on Monday, November 6, 2023, to be considered.
- Late applications will not be accepted.
- Faxed applications will not be accepted.
- Handwritten applications will not be accepted.

HISTORICAL PRESERVATION COUNCIL

2023 ATTENDANCE RECORD

	02/15/2023	05/31/2023	06/29/2023	07/27/2023	08/24/2023	09/28/2023						
Dr. Jaclyn Miller- Chair	P	P	P	P								
Danny Boultinghouse Vice Chair	P	P	P	P								
Trisha Scott	A	A	A	A								
David E. Cazares	P	P	P	P								
Odette MacDonald	A	A	A	A								
Carolina Civarolo	P	P	P	P								
Melissa S. Knerr		P	P	P								
Orlando Gutierrez	P											

P – PRESENT

A – ABSENT

RS - RESIGNED

* NO QUORUM

** NO MEETING







PLANNING DEPARTMENT

311 N 15th Street McAllen, TX 78501
Phone: 956-681-1250 Fax: 956-681-1279



2023 CALENDAR

Meetings:

-  City Commission
-  Planning & Zoning Board
-  Public Utility Board
-  Zoning Board of Adjustment





HPC - Historic Preservation Council

Deadlines:





D- Zoning/CUP Application N - Public Notification

* **Holiday** - Office is closed





JANUARY 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 HOLIDAY	3	4	5 N-1/17& 1/18 D-2/7 & 2/8	6	7
8	9 	10 	11	12	13	14
15	16 A-2/7 & 2/8	17	18 N-2/7 & 2/8 D-2/21 & 2/22	19	20	21
22	23 	24 	25	26 HPC	27	28
29	30	31				





FEBRUARY 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 A-2/21 & 2/22	7	8 N- 2/21& 2/22 D- 3/7 & 3/8	9	10	11
12	13 	14 			17	18
19	20 A-3/2 & 3/3	21	22 N-3/7 & 3/8 D-3/21 & 3/22	23 HPC	24	25
26	27 	28 				





MARCH 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6 A-3/15 & 3/16	7	8 N-3/15 & 3/16 D-4/4 & 4/5	9	10	11
12	13 	14 			17	18
19	20 A-4/4 & 4/5	21	22 N-4/4 & 4/5 D-4/18 & 4/19	23	24	25
26	27 	28 	29 HPC	30	31	





APRIL 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 A-4/18 & 4/19	4	5 N-4/18 & 4/19 D-5/2 & 5/3	6	7 HOLIDAY	8
9	10 	11 	12	13	14	15
16	17 A- 5/2 & 5/3	18	19 N- 5/2 & 5/3 D-5/16 & 5/17	20	21	22
23	24 	25 	26	27 HPC	28	29
30						

MAY 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 A- 5/16 & 5/17	2	3 D: 6/6 & 6/7 N-5/16 & 5/17	4	5	6
1	8 	9 	10	11	12	13
8	15	16	17 D-6/20 & 6/21		19	20
15	22 	23 	24 N-6/6 & 6/7	25 HPC	26	27
28	29 HOLIDAY	30	31			




JUNE 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5 A-6/20 & 6/21	6	7 D-7/12 & 7/13 N-6/20 & 6/21	8	9	10
11	12 	13 	14	15	16	17
18	19	20	21 D-7/26 & 7/27	22	23	24
25	26 	27 	28 N-7/12 & 7/13	29 HPC	30	

Deadlines and Meeting Dates are subject to change at any time. Please contact the Planning Department at (956) 681-1250 if you have any questions.

2023 CALENDAR








Meetings:

-  City Commission
-  Public Utility Board
-  Planning & Zoning Board
-  Zoning Board of Adjustment
- HPC - Historic Pres Council









Deadlines:

- D- Zoning/CUP Application
- N - Public Notification
- * **Holiday** - Office is closed









JULY 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 HOLIDAY	5	6	7	8
9	10  A-7/26 & 7/27	11 	12  N-7/26 & 7/27 D-8/8 & 8/9	13 	14	15
16	17	18	19	20	21	22
23	24  A-8/8 & 8/9	25 	26  N-8/8 & 8/9 D-8/22 & 8/23	27 HPC	28	29
30	31					









AUGUST 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 A- 8/22 & 8/23	8 	9  N- 8/22 & 8/23 D-9/6 & 9/7	10	11	12
13	14 	15 	16	17	18	19
20	21 A- 9/6 & 9/7	22 	23  N- 9/6 & 9/7 D-9/19 & 9/20	24 HPC	25	26
27	28 	29 	30	31		










SEPTEMBER 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
					A-9/19 & 9/20	
3	4 HOLIDAY	5	6  N-9/19 & 9/20 D-10/3 & 10/4	7 	8	9
10	11 	12 	13	14	15	16
17	18 A-10/3 & 10/4	19 	20  D-10/18 & 10/19 N-10/3 & 10/4	21	22	23
24	25 	26 	27	28 HPC	29	30






OCTOBER 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3 	4  N-10/17 & 10/18 D-11/1 - 11/7	5	6	7
8	9 	10 	11	12	13	14
15	16 A-11/1 ZBA	17 	18  N- 11/1 ZBA D-11/15 & 11/21	19	20	21
22	23 	24 	25	26 HPC	27	28
29	30 A- 11/15 ZBA	31				

NOVEMBER 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1  N- 11/15 ZBA D-12/5 & 12/6	2	3	4
5	6 A-11/21 PZ	7 	8  N- 11/21 PZ	9	10	11
12	13 	14 	15  D-12/19 & 12/20	16	17	18
19	20 A-12/5&12/6	21 	22	23 HOLIDAY	24	25
26	27 	28 	29	30		

DECEMBER 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 	6 HPC D-TBA N-12/19 & 12/20	7	8	9
10	11 	12 	13	14	15	16
17	18 A- TBA	19 	20  D- TBA N- TBA	21	22	23
24	25 HOLIDAY	26 HOLIDAY	27	28	29	30