



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 19

Agenda Date: August 8, 2024

In Control: City Council A Session

DEPARTMENT: Office of the City Clerk

DEPARTMENT HEAD: Debbie Racca-Sittre

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

City Clerk Grant Application Humanities Texas

SUMMARY:

This ordinance authorizes the Office of the City Clerk to submit a \$20,000 grant application to Humanities Texas for the creation of the inaugural exhibit for the new Municipal Archives Museum at 719 S. Santa Rosa and accept funding, if awarded. An in-kind grant match in the amount of \$20,000 is required and will be met by leveraging funds allocated to the renovation of the Municipal Archives & Records Center in the amount of \$9,400 and FY 2025 General Fund in the amount of \$10,600, contingent upon City Council approval.

BACKGROUND INFORMATION:

On May 7, 2022, voters approved the 2022-2027 General Obligation Bond Program Proposition D, Libraries and Cultural Facilities which included \$6 million for City-Owned Cultural Facilities Improvements. Within that project, \$2 million was set aside for the Municipal Archives & Records Center (MARC) located at 719 S. Santa Rosa.

On February 21, 2024, City Clerk Debbie Racca-Sittre presented the results of the community survey and briefed the City Council on the Office of the City Clerk Strategic Plan which included

a recommendation from staff, stakeholders and the community to leverage 2022 Bond/Capital Improvement Plan budget for the MARC to create a storefront museum of the Municipal Archives and create a climate-controlled storage area for the remaining archives. Debra Dockery Architects has completed the design and a Job Order Contract with Lee Maintenance Corporation (LMC) was approved by City Council on June 20, 2024. Construction is expected to begin in August 2024 and be completed in summer 2025.

The Office of the City Clerk, Archives Division has been researching grant opportunities and found that Humanities Texas grants were available to enable communities throughout the state to develop programs of local interest promoting history, culture, and education. A Letter of Intent is due August 15, 2024. Major grants are up to \$20,000 and require a match proving the grant is funding no more than 50% of the project.

The project requests grant funding to create an exhibit of archival documents to showcase San Antonio's history with contemporary public issues that could include redlining, features highlighting the first female mayor, first Hispanic mayor, and the cultural relationship between San Antonio and international cities through the Sister City program. This project will incorporate the results of a Community Survey to display printed and other forms of media.

ISSUE:

This ordinance will authorize the Office of the City Clerk to submit a \$20,000 grant application to Humanities Texas for the creation of the inaugural exhibit for the new Municipal Archives Museum at 719 S. Santa Rosa and accept funding, if awarded. The grant requires a match of \$20,000 and the department will leverage 2022 Bond Funds allocated to renovation of the Municipal Archives & Records Center for the museum storefront furniture, fixtures and equipment, as well as Archives staff personnell costs budgeted in the General Fund.

ALTERNATIVES:

The City Council could choose not to approve the grant submission and the Office of the City Clerk would not apply for the grant.

FISCAL IMPACT:

This ordinance authorizes the Office of the City Clerk to submit a \$20,000 grant application to Humanities Texas for the creation of the inaugural exhibit for the new Municipal Archives Museum at 719 S. Santa Rosa and accept funding, if awarded. An in-kind grant match in the amount of \$20,000 is required and will be met by leveraging funds allocated to the renovation of the Municipal Archives & Records Center in the amount of \$9,400 and FY 2025 General Fund in the amount of \$10,600, contingent upon City Council approval.

RECOMMENDATION:

The Office of the City Clerk recommends approval of the request to submit the Texas Humanities Major Grant application.