

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** Museums and Cultural Affairs

**AGENDA DATE:** November 13, 2012

**CONTACT PERSON NAME AND PHONE NUMBER:** Julia Bussinger, 351-3588

**DISTRICT(S) AFFECTED:** All

**SUBJECT:**

**APPROVE** a resolution certifying local funding and support of the Tourist & Welcome Center project, and application to the statewide Transportation Enhancement Program for funding competition in the Texas Department of Transportation 2012 call for projects, and authorizing the City Manager to execute all necessary applications, assurances, certifications, and other documents, relative to the submission, later acceptance, and administration of such funds. The total dollar amount requested from TxDot is \$626,465. A 20% match is required by the City of El Paso. Authorization is sought for \$144,087 in matching funds.

**BACKGROUND / DISCUSSION:**

This proposal is one of three proposals presented to TxDot by the El Paso Museum of History for consideration. 1) (pertaining to this resolution) Renovation of an existing 2,500 sq. ft. gallery space from a 'temporary gallery' to a 'permanent' Tourist & Welcome Center featuring four state-of-the-art transportation-related exhibits surrounding a visitor welcoming center. The gallery will include a division of current space, a 2,500 sq. ft. floor map pertaining to regional transportation history, new exhibit lighting, directional sound systems, large wall graphics, artifact display cases, research stations, work stations, theatre-style seating and a holographic projection system. 2) The Tourist & Welcome Center will feature a 3-D Digital Highway (Wall). It is the Museum's goal to be the first museum in the U.S. to host this type of advanced technology that will benefit the entire region; including students, teachers, schools, colleges, universities, surrounding towns and the general public. History will come alive and be accessible to all. The Wall will store thousands of historic digital images provided by individuals and surrounding communities.

**PRIOR COUNCIL ACTION:**

City Council approved participation in a previous matching \$150,000 grant through IMLS for the Museum of History in 2008 for Neighborhoods & Shared Memories, a second floor temporary gallery space which was transformed into a permanent gallery. City Council later approved a \$100,000 matching grant for this same gallery. Neighborhoods and Shared Memories opened in March 2012. It is the museum's finest gallery. This same museum quality exhibit is expected for the proposed Tourist & Welcome Center.

**AMOUNT AND SOURCE OF FUNDING:**

\$576,348 is requested through the Texas Transportation Enhancement Program. A \$144,087, 20% match is requested from the City of El Paso.

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**BOARD / COMMISSION ACTION:**

N/A

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**\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\***

**DEPARTMENT HEAD:**

  
**(If Department Head Summary Form is initiated by Purchasing, client department should sign also)**

*Information copy to appropriate Deputy City Manager*

*Dedicated to Outstanding Customer Service for a Better Community*

**SERVICE SOLUTIONS SUCCESS**



11.07.2012

Honorable Mayor and City Council  
City of El Paso, Texas

RE: El Paso Museum of History application to the Texas Transportation Enhancement Program.

El Paso Museum of History is applying to the Texas Transportation Enhancement Program and is asking for a City Council nomination. The Museum project, a 2,500 sq. ft. Tourist & Welcome Center, is envisioned as a bilingual, historically sequential, transportation gallery. It will incorporate the Touch City 3-D Digital Wall, as a permanent structure plus the transportable Touch City 3-D Digital Wall. We are applying for funding to help expand the scope and offset cost of the overall project using the QOL 2012 bonds that were approved by voters on November 6, 2012.

Thank you for your consideration.

Respectfully,

Julia Bussinger, Phil.Lic.  
Museum Director  
El Paso Museum of History  
El Paso Museum of Archaeology  
Museums and Cultural Affairs Department

City of El Paso, Texas

Mayor  
John F. Cook

City Council

*District 1*  
Ann Morgan Lilly

*District 2*  
Susie Byrd

*District 3*  
Emma Acosta

*District 4*  
Carl L. Robinson

*District 5*  
Dr. Michiel R. Noe

*District 6*  
Eddie Holguin Jr.

*District 7*  
Steve Ortega

*District 8*  
Cortney Carlisle Niland

City Manager  
Joyce A. Wilson



Two Civic Center Plaza  
El Paso, TX 79901  
(915) 541-0000

## RESOLUTION

### **A RESOLUTION TO CERTIFY LOCAL FUNDING AND SUPPORT OF THE EL PASO MUSEUM OF HISTORY TOURIST & WELCOME CENTER PROJECT AND APPLICATION TO THE STATEWIDE TRANSPORTATION ENHANCEMENT PROGRAM FOR FUNDING COMPETITION IN THE TEXAS DEPARTMENT OF TRASPORTATION 2012 PROGRAM CALL FOR PROJECTS**

**WHEREAS**, the El Paso Museum of History Tourist & Welcome Center project will renovate an existing 2,500 sq. ft. gallery space from a 'temporary gallery' to a 'permanent' Tourist & Welcome Center featuring four state-of-the-art transportation-related exhibits surrounding a visitor welcoming center. ; and the City proposes to submit a nomination requesting federal funding for assistance in the amount of FIVE HUNDRED SEVENTY-SIX THOUSAND, THREE HUNDRED FORTY-EIGHT AND NO/100 DOLLARS (\$576,348); and

**WHEREAS**, the program requires a minimum 20% local funding match and the City has allocated and will provide the match requirement in the amount of \$144,087.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

**THAT** the City of El Paso supports funding this project as shown in the nomination budget and commits to the project's development, implementation, construction, maintenance, management, and financing. The City is willing and able to enter into an agreement with TxDOT by resolution or ordinance;

**THAT** the City adopts this Resolution approving the submission of the project nomination, and the support and matching funds for the project should it receive grant funds.

**THAT** the City Manager is hereby authorized to act on behalf of the City in all matters relating to this funding nomination and to execute all necessary applications, assurances, certifications, and other documents, relative to the submission, later acceptance, and administration of such funds.

**THAT** it is hereby officially found and determined that this meeting at which this resolution is passed is open to the public as required by law, and that public notice of the time, place and purpose of said meeting was given as required. The regular meeting of the El Paso Council was called to order at 8:30 a.m. on November 13, 2012 in Council Chambers by the Mayor.

*(signatures to follow on next page)*

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

CITY OF EL PASO

\_\_\_\_\_  
John F. Cook  
Mayor

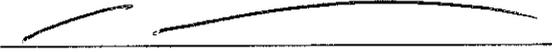
ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

  
\_\_\_\_\_  
Kristen L. Hamilton  
Assistant City Attorney

  
\_\_\_\_\_  
Sean McGlynn, Director  
Museums and Cultural Affairs Department



# TRANSPORTATION ENHANCEMENT PROGRAM NOMINATION FORM 2012

Additional information can be found in the Transportation Enhancement Program Guide:  
[www.txdot.gov/business/governments/te.htm](http://www.txdot.gov/business/governments/te.htm)

### 1. Project Name

El Paso Museum of History Tourist & Welcome Center

### 2. Project Location

510 N. Santa Fe Street, El Paso, TX 79901

County:

TxDOT District:

Project Limits (point to point): N/A

Project Length (feet/miles), if applicable: N/A

Building Dimensions, (size in square feet), if applicable: 44,000 sq. ft.

#### State of Texas/Legislature

##### House of Representatives

District #: 79

Name: Joe Pickett

District #: \_\_\_\_\_

Name: \_\_\_\_\_

District #: \_\_\_\_\_

Name: \_\_\_\_\_

##### State Senate

District #: 29

Name: Jose Rodriguez

District #: \_\_\_\_\_

Name: \_\_\_\_\_

District #: \_\_\_\_\_

Name: \_\_\_\_\_

##### Federal Congressional

##### House of Representatives

District #: 16

Name: Silvestre Reyes

District #: \_\_\_\_\_

Name: \_\_\_\_\_

District #: \_\_\_\_\_

Name: \_\_\_\_\_

### 3. Qualifying Category

### 4. Nominating Entity

### 5. Nominating Entity Contact Information

Contact Person: Ms. Joyce Wilson

Title: City Manager

Mailing Address: 2 Civic Center Plaza

City: El Paso

Zip Code: 79901

Daytime Telephone: 915-541-4844

State: TX

Fax: 915-541-4866

Email: citymanager@elpasotexas.gov

## 6. Project Description

*(Limited to 3500 Characters with spaces)*

The El Paso Museum of History's 2,500 sq. ft. Tourist & Welcome Center is envisioned as a bilingual, historically sequential, transportation gallery focusing on several large and small artifacts, photographic timelines interspersed among interactive work stations, directional sound systems, detailed floor and wall graphics, controlled lighting systems, and robotic Old West characters.

The Museum of History (EPMH), a City of El Paso entity, is requesting Texas Transportation Enhancement Program funding to design, fabricate and install a Tourist & Welcome Center in the already existing EPMH. The museum is centrally located in downtown El Paso's Cultural District, a prominent tourist destination. The Enhancement Program will allow the museum to divide the gallery into five transportation-related exhibits including an EP Fire Department horse-drawn 1898 steam powered pumper, an early 1900s mule-drawn trolley, an authentic military transport wagon from 1916, and a train depot with artifacts on loan from Union Pacific. The centerpiece of the proposed gallery is a Tourist & Welcome Center. The focal point of the Welcome Center (as seen in attachment 'A') is a 36' long, 3-D Digital Highway\*\* that will provide easy access to regional and transportation history, all geared toward increased visitorship.

The project is strategically positioned between the El Paso Holocaust Museum, Museum of Art, Plaza Theatre, Civic Center, the Public Library, Chamber of Commerce, Convention & Visitor's Bureau, and several downtown businesses. \*Nearby Fort Bliss is the country's 2nd largest military installation under the Base Realignment and Closure Act housing 97,958 troops and families.

The Tourist & Welcome Center will be the designated anchor for the Cultural District. The City and the Museum have successfully leveraged funding for state-of-the-art exhibits proven to enhance community life. For example, the new 2,500 sq. ft. Neighborhoods & Shared Memories exhibit examines the first two neighborhoods annexed into the city, Chihuahuita and El Segundo Barrio. This national award winning gallery meets internationally recognized museum standards, a trend EPMH will continue with the Tourist & Welcome Center.

As El Paso experiences rapid growth and change, it is important that the region's cultural history be readily accessible to those who live in our community and to those who visit our community.

The Welcome Center aligns with the City's goal to progress into a highly livable, sustainable, and economically robust community.\* Throughout the City there are expansive biking and hiking trails, a new \$50M ballpark is under construction directly across from EPMH, new trolley car lines have been designated and several other green, quality of life enhancements are underway. El Paso is undergoing a vigorous renaissance via transportation and high-tech services. It is imperative that the project outlined in this proposal move forward.

In 2010, the National Civic League recognized El Paso as an All-America City. We have made a further commitment to become the "Most Livable City in the Southwest." To meet this goal, the City made dramatic improvements to public transportation, including a citywide Bus Rapid Transit network. In 2011, Sun Metro was named Outstanding Transportation System by the American Public Transportation Association

## 7. Project Information

Directional Maps, Site Maps, General Floor Plans, and Photographs  
(Label Attachment as 'Project Information - Attachment A')  
(No more than 10 pieces)

## 8. Official Local Government Funding Resolution

(Label attachment as 'Certification of Funding and Support - Attachment B')  
(No more than 10 pieces)

## 9. MPO Letter of Support (if applicable)

(Label attachment as 'MPO/COG Letter of Support - Attachment E')  
(No more than 10 pieces)

**10. Evidence of Public Involvement and Support**

(Label attachments as 'Evidence of Public Involvement and Support - Attachment C')  
(No more than 10 pieces)

**A. Attach letters of support and other documentary evidence of public interest.**  
(No more than 10 pieces)

**B. Provide dates and information about public meetings and events held to discuss the project.**  
(Limited to 1,640 Characters with spaces)

**Meetings and Hearing:**

November 12, 2012: El Paso County Historical Society to hold public meeting to discuss the nomination of El Paso Museum of History Tourist & Welcome Center to TxDot Transportation Enhancement Program.

November 13, 2012: El Paso City Council to view presentation and nomination of El Paso Museum of History Tourist & Welcome Center to TxDot Transportation Enhancement Program.

November 15, 2012: Circle of Giants Committee to hold public meeting to discuss the nomination of El Paso Museum of History Tourist & Welcome Center to TxDot Transportation Enhancement Program

Press release and member notifications sent 11/6/12

Letters of Support: El Paso Community Foundation, Circle of Giants Committee, UTEP Women's Studys, UTEP Department of History, UTEP Center for History, Teaching and Learning, El Paso CVB, EPMH Foundation, Principal - Shuster Elementary, El Paso County Historical Commission, UTEP Special Collections.

**C. Ranking by Nominator**

\_\_\_\_\_ of \_\_\_\_\_

**11. Property Ownership and Acquisition Information**

(Label attachments as 'Property Ownership and Acquisition Information - Attachment D')  
(No more than 10 pieces)

All proposals must provide documentation of the Nominator's property rights by title of ownership, lease, or easement for all property within the project limits.

**Is the property needed for the project already acquired?**     Yes     No

*If No - How will it be acquired? Describe. (include commitment letter by current owner that the property's interest will be transferred upon approval)*

*If Yes - When was the property acquired and how? Describe.*

The City of El Paso acquired the property in 1917.

**Was the property acquired in accordance with the Uniform Relocation Assistance and Real Property Acquisition Act?**     Yes     No

**12. SHPO Certificate of Eligibility - National Register of Historic Places (if applicable)**

(Contact the State Historic Preservation Officer through THC)  
(Label attachment as 'SHPO Certificate of Eligibility - Attachment F')

**13. Scenic Easement/Historic Site Designation (if applicable)**

Projects proposing acquisition of scenic easements and scenic or historic sites, must provide documentary evidence from the appropriate city, county, state or national entity indicating official designation. (Label attachment as 'Scenic Easement/Historic Site Designation - Attachment G')

**14. Evaluation of Work Involving Environmental Mitigation (if applicable)**

Projects proposing environmental mitigation must provide documentary evidence from the Texas Commission on Environmental Quality or the Texas Parks and Wildlife Department indicating their technical evaluation of the project. (Label attachment as 'Evaluation of Work Involving Environmental Mitigation - Attachment H')

**15. Railroad Right of Entry Letter/Agreement (if applicable)**

Projects proposing to encroach or cross railroad right of way, must include documentary evidence from the railroad granting a right of entry or an executed encroachment agreement. (Label attachment as 'Railroad Right of Entry Letter/Agreement - Attachment I')

**16. Local Bicycle Plan (if applicable)**

Projects proposing to build facilities for bicycles must include documentary evidence from the city or county stating that the project has been included in the entity's bicycle plan, if applicable, or the bicycle element of the transportation component of the entity's comprehensive plan. (Label attachment as 'Local Bicycle Plan - Attachment J')

**17. Projected Time Estimate**

Estimate the amount of time it will take to complete the project from start to finish. Approximate the time required for each activity. The activities can run concurrently causing the total time to be different from the total of the activities. Consider time for (but not limited to):

Months

- Planning Activities**  
(Executing contract, hiring consultant, planning, schematic and design, utility relocation, etc.)
- Environmental Clearance**  
(Assessments, possible mitigation for Hazardous Materials, permits, review by THC, COE, etc.)
- ROW Acquisition**  
(Surveying, appraisals, title transfer, clearance...)
- Project Design and Plan Preparation of PS&E Package**  
(Including PS&E Review by TxDOT District, Austin Divisions, TDLR, and other agencies...)
- Project Construction/Implementation**  
(Advertising/hiring contractor, demolition, construction, inspection...)
- Other**

**Projected Time in Months**

**18. Maintenance and Operations**

Estimate maintenance and operations costs of the project. If applicable, determine the amount of any anticipated income derived from the project. (yearly basis)

Maintenance \$  Operations \$  Income \$

Identify all parties responsible for the maintenance and operations of the project:

**19. Project Budget Summary**

List all construction costs to be incurred by the nominating entity on pages 6-8 for a complete itemized cost estimate. **Generally, preliminary engineering (including planning, design, and plans, specifications, and estimates) are not allowable costs.**

Total Construction Costs:	1	626,465
Planning Costs (Category 2, 4, 9, 10 Only):	2	0
Right of Way Costs (Category 3 Only):	3	0
<hr/>		
Subtotal of Expenses (Line 1 - Line 3):	4	626,465
<hr/>		
TxDOT Administrative Expenses (15% of Line 4)	5	93,970
<hr/>		
Total Project Cost:	6	\$720,435
<hr/>		
Local Match:		
20% of Total Project Cost (Line 6)	7	\$144,087
<hr/>		
Federal Funds Requested:	8	\$576,348

*The minimum amount of local cash match required is 20%. Sponsors are not limited in their maximum local match. If a larger local match is provided, please adjust the percentages accordingly.*

**20. Project Commitment**

By submitting an application, the nominating entity commits that if this project is selected for funding, it will be brought to a successful bid award within four years from selection. The construction plans for this project are currently:

- Complete
- % Complete
- Not Started

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

The nomination form must be signed by a representative of the local entity that has signature authority.

**Complete nomination packages must be received at the district by the final due date and include one signed original, three additional copies and three CDs containing an electronic file of the nomination form in a Microsoft Windows Excel 2010 format (.xlsm), including PDF versions of all attachments.**

**FINAL SUBMISSION DUE DATE FOR ALL DOCUMENTATION  
Friday, November 16, 2012 by 5:00pm CST**





