

FY 2024 Borough Budget Consultations

Manhattan - Landmarks Preservation Commission

Meeting Date: XXXXXX

AGENDA ITEM 1: General Agency Funding Discussion:

The purpose of holding the Borough Budget Consultations is to provide Community Boards with important information to assist in drafting their statement of District Needs and Budget Priorities for the upcoming fiscal year. Community Board Members do not have expertise about funding sources and the process within agencies regarding funding of various programs and initiatives. However, Community Board members are very knowledgeable about local service needs.

This year's Manhattan agendas have three sections:

I. As Agencies continue to recover from the COVID 19 period to provide full services and relief funds from the Federal Government to states and municipalities begins to wind down:

1. What changes in federal funding have been instituted for FY 23? Will those changes continue into FY 24? What portion or percentage of the FY 22 and FY 23 budgets consisted of non-recurring federal funding?
2. What, if any, programs are affected by a change (decrease or increase) or end of COVID relief funds for FY 23?
3. What is the overall budget increase or decrease for FY 23 adopted budget compared to FY22 budget? Does the Agency anticipate a budget shortfall for FY 23, FY 24 or further out years after the non-recurring federal funding has been exhausted?
4. How will funding allocations be adjusted for impacts of inflation for fy 23 and what is planned for fy24?

II. Then, the agenda continues with Community Boards asking about program funding.

1. What programs will see a significant increase or decrease in funding overall? To what extent, if any, is the increase or decrease in funding related to non-recurring federal funding allocations?
2. Which programs will be new or eliminated entirely?
3. What are your benchmarks for new and existing programs and what are your benchmarks/key performance indicators for measuring success?
4. What are your priorities, operational goals, and capital goals for FY23 and projected priorities, operational goals, and capital goals for FY24?

III. Lastly, the agendas include Boards' requests on district-specific budget questions. We request that the agency respond in writing, but have any further discussions on these items with the Community Boards outside of the consultation.

Please provide written responses or even a PowerPoint presentation that we can use to fully and accurately educate our Board Members.

AGENCY RESPONSE:

I. Impacts of COVID 19 Pandemic on LPC Budget

These past years have been difficult and challenging, but the Landmarks Preservation Commission (LPC) adapted quickly, adjusting to make sure the agency could continue to serve the city while protecting the health of its employees and the general public. LPC found innovative ways to continue to provide all our essential services without significant delays or cuts to any of our programs.

1. There are no changes in federal funding for FY 23 and we don't anticipate any changes FY 24. None of LPC's FY 22 and FY 23 budgets consist of non-recurring federal funding.
2. LPC's budget is not impacted by the end of COVID relief funds.
3. LPC's Adopted FY23 budget increased overall by \$131,718 over the Adopted FY22 budget (FY22 was 7,055,824 and FY23 is 7,187,542). LPC does not anticipate any budget shortfall for FY 23, FY 24 nor further out years, and there is no non-recurring federal funding anticipated at all in the current year and out years.
4. LPC will work with OMB if any funding allocations need to be adjusted due to inflation.

II. Program Funding

1. LPC does not anticipate a significant increase or decrease in funding for any programs at this time.
2. LPC does not anticipate adding or eliminating any programs at this time.

MEETING NOTES:

NEW INFORMATION:

FOLLOW-UP COMMITMENTS:

AGENDA ITEM 2: Staffing

LPC provided detailed responses in its September 2022 Budget Consultation responses (FY 2023) concerning Staffing.

1. Please provide a breakdown of LPC's staff. For reference, the response given by LPC in September 2021 is reprinted below:

As of August 2022, LPC has 81 authorized staff, which includes 77 full-time and 4 part-time staff

Breakdown by Departments:

- Executive: the agency has a headcount of 7 full-time executive staff including the LPC Chair, Executive Director, Agency Counsel, Chief Technology Officer and Computer Associate, and others, who oversee day- to-day operations and designation and regulatory policy.
- Finance and Operations: Total headcount is 8 full-time staff. This department is responsible for the agency's budget, procurement, human resources management, payroll and facilities management.
- External Affairs: Total headcount is 4 full-time staff and is comprised of the Communications and Intergovernmental & Community Affairs departments. This team is responsible for the agency's communication and outreach strategy, including outreach to Community Boards and the general public related to our work and public hearings. This also involves providing educational materials on our website, including technical fact sheets, property searches for designation and permit information, and walking tours and interactive maps.
- Research: Total headcount is 15 (13 full-time and 2 part-time). This department is responsible for identifying and proposing items for designation. LPC designates new individual landmarks and historic districts in the context of the agency's priorities and citywide equity agenda.
- Preservation: Total headcount is 38 (37 full-time and 1 part-time). This department is responsible for reviewing permit applications from property owners, issuing permits for certain kinds of work to landmarked buildings and sites, and preparing applications for review by the full Commission. The department processed over 14,000 applications last fiscal year.
- Enforcement: Total headcount is 3 full-time. This department investigates reports of alleged violations, and helps owners correct them.
- Archaeology & Environmental Review: Total headcount is 5 (3 full-time and 1 part-time). These departments are responsible for assessing architectural and archaeological resources in areas where there are projects undergoing the environmental review process. They work closely with the Research Department to ensure our reviews are coordinated.
- Historic Preservation Grant Program (HPGP): 1 part-time staff to support LPC's Director of Finance and Director of Strategic Planning and Special Projects, and 1 Sr. Landmark Preservationist from the Preservation Department who together oversee the grant program. LPC's Grant Program provides façade restoration grants to non-profit organizations and income-eligible owners of landmark buildings.

MEETING NOTES:

NEW INFORMATION:**FOLLOW-UP COMMITMENTS:****AGENDA ITEM 3: Website**

LPC's website and data services have created significant new capacity, including an updated web portal with detailed information concerning applications, and a monthly email of pending applications by the Community District made available to Community Boards.

1. Please advise whether additional funding is needed or would be useful in maintaining or enhancing LPC's online and digital data services.

AGENCY RESPONSE:

LPC continues to maintain a searchable database of all permit applications, as well as presentation materials and decisions on all Certificate of Appropriateness applications. Our public hearings are now live on our YouTube channel and our website has instructions in several languages on how to participate in our virtual hearings. Our Discover New York City Landmarks web map of designated places continues to be maintained and updated.

Enhancements to LPC's website and mapping tools include the following:

- In August 2022 LPC launched a digital archive of designation photos, which allows the public to easily search and explore high-resolution images of designated buildings and sites throughout the five boroughs, and property owners, architects and contractors can now easily search and download designation photos as they consider work on these properties. The database was funded in part by a grant from New York State.

We have adequate funding to enhance and maintain online and digital services.

MEETING NOTES:**NEW INFORMATION:****FOLLOW-UP COMMITMENTS:**

AGENDA ITEM 4: Recommended Priorities for CB Support

What budget priorities would LPC recommend that the Community Boards support or request as part of our FY 2024 Budget Priorities Statements?

AGENCY RESPONSE:

We understand that we are in an era where city resources are scarce, and funding must be prioritized. With that in mind, we believe that our current budget can accommodate our strategic goals for the next fiscal year. And we will continue to work diligently with OMB for future budget requests if needed.

MEETING NOTES:

NEW INFORMATION:

FOLLOW-UP COMMITMENTS:

AGENDA ITEM 5: Upgrades to LPC Offices

1. What is the status of the capital updates to LPC's headquarters? Is the project fully funded? What is the timeline of the project?

AGENCY RESPONSE:

Renovation of LPC's new headquarter is being done with capital funds managed by DDC and DCAS. Work is progressing and anticipates the move to 253 Broadway could happen this FY.

MEETING NOTES:

NEW INFORMATION:

FOLLOW-UP COMMITMENTS: