



June 5, 2019

Dear HOT Fund Committee,

The Mansfield Historical Museum is submitting a supplemental request of \$10,000 in Hotel Occupancy Tax Funds and to reallocate previously approved funds.

It was recently decided by city officials that the operation of the Man House will fall under the oversight of the Historical Museum. In order to ensure that it can open to the public when the renovations are complete, the Museum must make some purchases in FY 2019 which were not budgeted for when the Museum made its initial request last summer.

The Museum plans to submit a more thorough application for the Man House for FY 2020, but in the meantime, we need to begin purchasing period furniture and décor before the end of FY 2019. The Museum requires sufficient time to locate and purchase everything needed before the Man House is scheduled to open, which is estimated to be in December or January, in conjunction with the new dog park. While additional funds will be required to fully establish the exhibits in the Man House, we are requesting \$10,000 at this time because it is what we believe can be reasonably spent in the time remaining in this fiscal year.

The Man House consists of three main rooms in the downstairs area which will be accessible to the public. Each room will be decorated to portray the way the room was originally used by the Man family in the 1860s. The original home was a one-room log house, built in 1865. Then in 1867, two additional rooms were built to use as a parlor and bedroom. We will be creating exhibits for the museum by displaying furniture and other items, either antiques or reproductions, that are authentic to that time period. For example, in the original log house portion of the home, we need to acquire a bed, mattress, quilt, pillows, a kitchen table, chairs, cookware, dishes, utensils, rugs, furs, and other home goods that existed in an average 1865 log house. While we hope to be able to procure some of these items through loans and donations, many items will have to be purchased. Available 1860s beds costs around \$1000.

The Museum would also like to reallocate \$5,800 that was originally approved by the HOT Fund Committee for building insurance. Since the Museum is now insured through the City of Mansfield's policy, the money is no longer needed for this purpose. Instead, we would like to use the funds for the museum exhibits.

The Man House is an exciting project and an excellent example of the city's focus on the important work of historical preservation. The Museum would greatly appreciate your consideration of our request for supplemental funds and the reallocation of other existing funds.

Sincerely,

A handwritten signature in black ink, appearing to read "Jessica Baber".

Jessica Baber
Museum Manager

A handwritten signature in black ink, appearing to read "Yolanda Botello".

Yolanda Botello
Director of Library Services