



108 E. Proctor Street
Carson City, Nevada 89701
(775) 887-2180
Hearing Impaired: 711

Staff Report To: Redevelopment Authority Citizens Committee

Meeting Date: May 3, 2021

Item 4.A

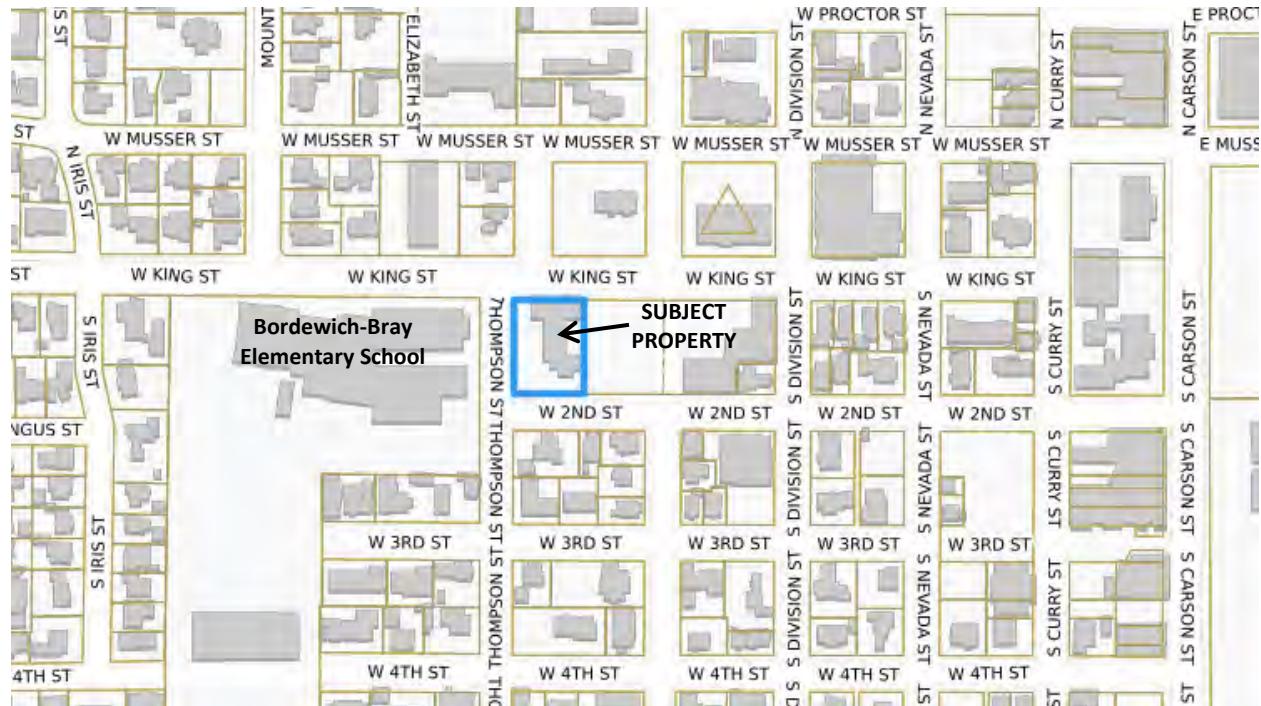
Staff Contact: Lee Plemel, Director (lplemel@carson.org; 283-7075)

Agenda Title: For Possible Action: Discussion and possible action regarding the expenditure of up to \$7,049 from the Redevelopment Revolving Fund for façade improvements to the building located at 511 W. King Street, known as the Brewery Arts Center Performance Hall, within Redevelopment Area No. 1.

Staff Summary: The Redevelopment Authority approved a façade improvement program to assist commercial property owners within the Redevelopment District with improving the exterior appearance of their buildings. The City may match up to 50% of the total cost of the façade improvements up to a maximum of \$25,000 per property. The applicant is proposing to replace windows on the north side of the building and re-paint that side of the building. The applicant's estimated total cost of the proposed improvements is \$47,296.20.

Proposed Motion: I move to approve the expenditure of \$7,049 for façade improvements subject to the conditions of approval in the staff report.

PROPERTY LOCATION:



The Redevelopment Authority/Board of Supervisors approved the Façade Improvement Program on May 3, 2016. A total of \$50,000 has been budgeted for the program in Fiscal Year (“FY”) 2021 (the FY ending June 30, 2020), and this is the first application received for funding in this budget year.

The Resolution authorizing the Façade Improvement Program (attached) includes all the guidelines and requirements related to the program. Applications are accepted and reviewed on a first-come, first-served basis until funding is exhausted. The Redevelopment Authority Citizens Committee (“RACC”) has final approval authority for Façade Improvement Program funding requests.

The general purpose of the Façade Improvement Program is stated in the preamble of the enacting Resolution, and includes: to improve the appearance of commercial areas through building rehabilitation; to engage the business owners in the revitalization process and assisting in the reuse of vacant buildings; to create an incentive program to be an integral part of Carson City’s private-public partnership initiatives to retain and expand businesses in Carson City; and to stimulate investment in properties and improve the desirability of properties within Redevelopment Areas 1 and 2 by improving the exterior appearance of buildings.

FAÇADE IMPROVEMENT PROGRAM GRANT APPLICATION:

The following is a summary of the application received with information included that pertains to the guidelines in the Façade Improvement Program resolution. Refer to the attached application packet for more details.

Address: 511 W. King Street (Brewery Arts Center Performance Hall)

Requested funding (% of total project cost): \$7,049 (15% of \$47,296)

Improvement description: The applicant is proposing to replace the existing windows on the north side of the building and repaint that side of the building.

Redevelopment Area #: 1

The property is located within the Historic District and the building is a “contributing structure” within the Historic District, meaning it is of historical significance to the Historic District. The applicant indicates that the proposed window replacement and repainting has been approved by the State Historic Preservation Office (“SHPO”), and funding for the window replacement will be funded through a grant from SHPO. The Redevelopment funding would be used to pay for the repainting portion of the project, which is not already funded through SHPO.

Approval by the Carson City Historic Resources Commission will be required prior to the start of the project. This is a recommended condition of approval of the Redevelopment funding.

The following is an analysis of the project as it relates to the requirements of the Façade Improvement Program guidelines:

Eligible Properties (Resolution Section 1): The property is a non-residential property within Redevelopment Area 1, which is eligible to apply for Façade Improvement Program funds. The property has no conditions that would make it ineligible.

Eligible Improvements (Resolution Section 3): All exterior building façade updating and maintenance, including but not limited to painting, lighting, awnings, doors, fascia, and other decorative elements, are eligible to receive Façade Improvement Program funds if such

updating or maintenance involves the provision of services by at least two different labor trades. The proposed improvements include at least two such trades, specifically replacing windows and repainting.

Project Bidding Requirements (Resolution Section 11): The Program guidelines require the applicant to obtain three bids. The applicant is paying for the window replacement through another funding source, so bids for that portion of the project are not necessary. The applicant has included three bids for the painting portion of the project, the lowest of which is \$7,048.20. That is the amount of funding (rounded up to \$7,049) that would be authorized by approval of this application.

Staff recommendation: Staff recommends approval of Façade Improvement Program funding in the requested amount of \$7,049.

CONDITIONS OF APPROVAL: Pursuant to the Façade Improvement Program Policies and Procedures, approval of this application is recommended subject to the following conditions:

1. All work shall be performed with building permits and shall be completed by contractors licensed to perform the applicable work.
2. If the property is sold within 12 months of the completion of the improvements for which the funding was granted, the funds reimbursed for the project by Redevelopment shall be paid back to Redevelopment in full. The property owner shall sign a lien for the funds on a form provided by the City that must be recorded by the City prior to Redevelopment authorizing the reimbursement of any project expenses.
3. All improvements must be made in compliance with the plans approved by the RACC. Minor modifications in compliance with the applicable Development Standards for design may be approved by the Community Development Director.
4. Payments from the City shall be made on a reimbursement-basis only at a rate of no more than 50% of the actual expenses incurred by the property owner up to the total amount of funds approved.
5. For façade improvement projects that equal or exceed a total cost of \$10,000, reimbursement may be made in a maximum of two payments. The first payment may be requested for up to 50% of the approved Façade Improvement Program funds only after expenses have been incurred by the applicant equaling or exceeding 50% of the total project costs. The final reimbursement payment shall only be made upon completion and final inspection approval of the proposed improvements.
6. Applicants who receive funding must document all expenditures and provide the Community Development Department with proof of payment (receipts, paid invoices, etc.) for all eligible improvements, including costs associated with the property owner's required match, within 30 days of project completion.
7. Improvements for which Façade Improvement Program funds are awarded must be started (by obtaining a building permit for applicable improvements) within 180 days of application approval or the beginning of the Fiscal Year from which the funds are available, whichever occurs later. The approved façade improvements must be

completed within 180 days of building permit approval. One 180-day extension may be granted by the RACC.

8. The applicant must obtain approval of the proposed improvements from the Historic Resources Commission prior to commencement of the improvements.
9. Reimbursement of expenses for painting shall not be made until the entire project is completed, including window replacement.

If you have any questions regarding this Façade Improvement Program grant application, please contact Lee Plemel at 283-7075 or plemel@carson.org.

Attachments:

1. Façade Improvement Application for 511 W. King Street
2. Façade Improvement Program Resolution

**Carson City Redevelopment
Community Development Department**
108 East Proctor Street
Carson City, NV 89701
(775) 887-2180; planning@carson.org



Facade Improvement Grant Request Form

PROPERTY INFORMATION:

511 West King Street

ADDRESS

OWNER INFORMATION:

Brewery Arts Center

NAME

449 West King Street

MAILING ADDRESS, CITY, STATE, ZIP CODE

7758831976 mikey@breweryarts.org

PHONE #

EMAIL

\$ 7048.20

TOTAL FUNDING REQUEST

\$ 47,296.20

ESTIMATED TOTAL PROJECT COST

Project Area (check one):

Redevelopment Area #1
Redevelopment Area #2

Owner Acknowledgement of Application Provisions

I, the owner of the subject property, acknowledge and agree to the conditions of the Façade Improvement Program and authorize the submission of this application.

Owner's Signature

A handwritten signature in black ink, appearing to read "Randy S." or a similar name.

Date:

4/16/2021

Application submittal checklist:

- Completed and signed Façade Improvement Grant Request Form.
- One (1) set of plans for the planned improvements that meet commercial building permit standards for plan submittal, reduced to no larger than 11"x17" in size.
- Three (3) bids or competitive quotes for the proposed work from contractors registered and bonded by the State of Nevada and licensed to perform the applicable work.
OR
If three bids cannot be obtained, a minimum of one valid contractor's quote and a written explanation of the attempts made to obtain three bids and justification for approving the grant without the three bids which may include market trends, lack of qualified vendors, timing of application submittals, or other applicable conditions.

RECEIVED

APR 16 2021

CARSON CITY
PLANNING DIVISION



April 16, 2021

Dear Redevelopment Committee,

Please see attached application, site plan and bids for proposed Façade Improvement funding to complete the rehabilitation of the Façade of the Performance Hall building at 511 West King Street that faces the North. Already planned and funded is the replacement of the 7 windows and this funding from the Redevelopment Committee will allow us to have professional painters re-paint the area above the bricks as well as the trim of the building (as shown in the attached picture).

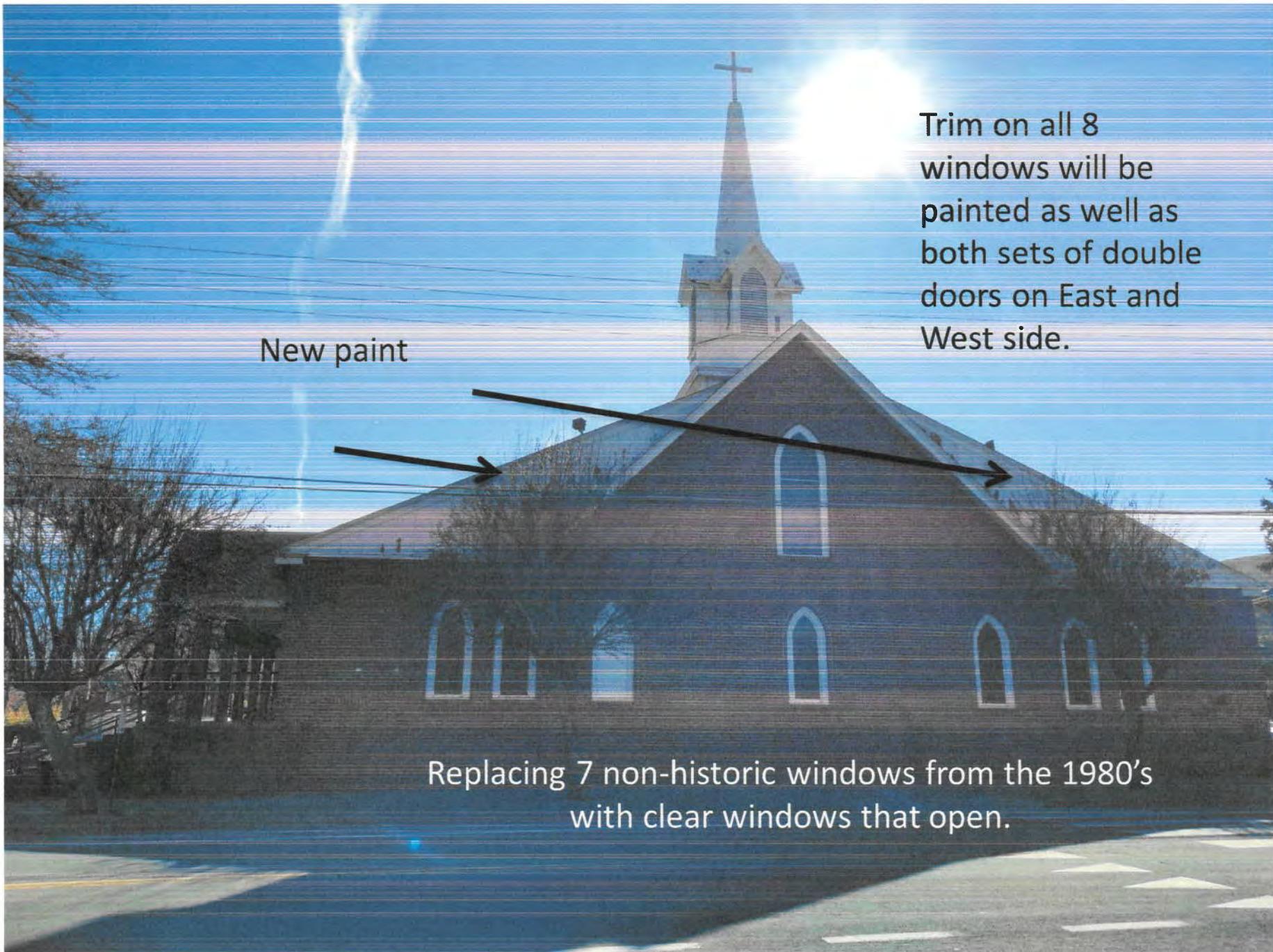
We have three bids on the project and propose funding for the bid from Kelly Brothers Painting in the amount of \$7048.20 due to the timeframe, availability of the painters and cost estimate.

We thank you for your consideration and are available for any questions or concerns that you may have.

Respectfully,

Michael Wiencek
Brewery Arts Center
Director of Operations

Scope of work for façade improvement



[Print](#)[Download PDF](#)**Taylor Made Drywall and Painting Nv # 69527**

P.O. Box 22534
Carson City, NV 89721
United States

Phone: 775-720-4173
Fax: 775-882-0266

Estimate

Exterior Repaint on North Face (Phase 1)

BILL TO
BAC Performance Hall
c/o Mike
511 W. King St
Carson City, NV 89703

Estimate Number: 156
Estimate Date: April 16, 2021
Expires On: May 26, 2021
Grand Total (USD): \$9,800.00

775-315-3244
mikey@breweryarts.org

| Items | Quantity | Price | Amount |
|---|----------|------------|------------|
| Estimate Work to include - repainting both sets of entry/exit doors (including frames, leaving art designs and over head panels) all fascia and eves. Paint existing wood siding including all windows on north wall - all wood to be wired brush and scraped to remove debris and loose paint. Any raw wood to be primed/sealed with "Zinser 123". All wood to masonry adjointments to be caulked with masonry sealant/caulking where necessary. Colors and sheen to match existing fascia and eves. All paint products to be "Kelly Moore Acrylic". All necessary masking, covering and clean up provided by "Taylor Made Drywall and Painting". All material, tools and labor provided by "Taylor Made Drywall and Painting". All material and labor is guaranteed for one year upon completion. | 1 | \$9,800.00 | \$9,800.00 |

Total: \$9,800.00

Grand Total (USD): \$9,800.00

Notes / Terms

Payment due at completion

Smile and make it a great day!

Get paid, track expenses, and manage your money with Wave. [Get Started](#)

Daniel Trujillo
P.O. Box 4193
Carson City, NV 89702
E-mail: trucovariance@gmail.com



(775) 443-6354
Fax: (775) 297-3947
NV Lic. # 0071763
Bid Limit \$35,000

Brewery Arts Center
Attn. Mike Wiencek
449 W. King St
Carson City, NV 89703
775-883-1976

April 13, 2021

Project Area

449 W. King St.

Main Scope of work

Exterior Painting / Eves & (8) Windows

1. Powerwash areas to be painted after sanding.
2. Set any loose nails and caulk any cracks and seams prior to priming.
3. Sand all eves and fascia and (8) windows prior to painting.
4. Apply one full coat of stain blocking primer prior to painting finish coat.
5. Apply one coat (to cover) exterior satin paint (white) to all eves and fascia and (8) windows.

Total Cost Main Scope \$ 9125.00 _____ Int.

Option #1

Exterior painting All Painting Areas

1. Powerwash all areas to be painted.
2. Set any loose nails and caulk any cracks and seams prior to painting.
3. Sand all wood prior to painting to smooth out rough areas.
4. Apply one full coat of stain blocking primer to all eves, (8) doors, (36) windows, soffit in entry area and small shed.
5. Apply one coat (to cover) exterior satin paint to all previously primed areas.
6. Lightly sand and apply one coat (to cover) DTM satin paint to all handrails connected to building.

Total Cost Option #1 \$ 14968.75 _____ Int.

Notes

1. Bid is for labor, materials and lift rental.
2. Color of paint to match existing color scheme.
3. All areas not getting painted are to be masked and or covered.
4. Job will take approximately 5 to 8 days.

Exclusions

Interior painting, exterior brick walls, fences, railing dividing parking lot and building, carpentry repairs and anything not specifically listed in above scope of work.

Customer

Date

Tru-Covariance Painting

Date

**interior & exterior
paint and stain
services**

custom finishing

- furniture & cabinetry
- artistic finishes
- wallpaper application

construction

- remodel
- maintenance
- repair

drywall

- new construction
- remodel & repair

solar

- renewable energy
- "Our New Division"**



Kelly Brothers

Painting

Construction • Drywall • Custom Finishing

We've added a few more services to
make life **easier for you.**

**Mike
511 W King St
Carson City, NV 89703
775-315-3244**

**Date: 12/10/2020
Estimated by: Barry Sonne 530 386 5540**



11020 Trails End Court, Truckee CA 96161

**ph: 530.550.0806 | fx: 530.452.1805
info@kellybrotherspainting.com**

**www.kellybrotherspainting.com
NV Lic #58238 | CA Lic #822843**

| Name | QTY | Price | Subtotal |
|------|-----|-------|----------|
|------|-----|-------|----------|

EXTERIOR PAINT (see video below) 1 \$6,883.20 \$6,883.20

Note: The written portion of the contract will supersede the video provided.
Video will be used as reference but scope may change upon customers
need(s)

- Power wash building to remove dirt and debris.
- Prep for paint.
- Scrape, sand, and spot prime where loose paint has been removed.
- Mask all windows, doors, decorations, driveway, landscape, and other objects not to be painted.
- Apply a Reno Paint Mart product or a similar product of your choice to all areas to be painted.
- Include the two long sloping sides below the steeple, next to the brick.
- Include window trim and door trim. there are eight window jambs and trim. (match existing color).
- Include double doors front of building.
- Include double doors back of building.
- Include soffits and fascia above double doors back of building.
- Exclude painting all surfaces not mentioned.
- Caulk where existing caulk has been applied.
- Clean, recycle, and dispose of all extra material and waste properly.
- Match existing color scheme as seen at time of estimate.
- Price subject to change depending on color choice and color arrangement.
- Excludes window washing.

Notes: Customer is responsible for a clear work area

CREDIT CARD AUTHORIZATION 1 \$0.00 \$0.00

I AUTHORIZE KELLY BROTHERS PAINTING TO USE MY CREDIT CARD
TO PAY MY FINAL BILL

PORTA POTTY 1 \$165.00 \$165.00

- Kelly Brothers Painting will provide a Porta Potty for the duration of the time that we will be on site for our employees to use.
- Should Owner opt not to have KBP provide a Porta Potty, a bathroom must be made available within the residence for employee use.

Subtotal \$7,048.20

Total \$7,048.20

TERMS, CONDITIONS, AND PAYMENT SCHEDULE:

UPON ACCEPTANCE, PLEASE SIGN & RETURN COPY WITH 30% DEPOSIT. BALANCE IS DUE UPON COMPLETION

All work guaranteed for one year from completion unless specified otherwise. Proposal may be withdrawn if not accepted within 30 days.

Acceptance of proposal: The above prices, specifications, and conditions are satisfactory and hereby accepted. Kelly Brothers Painting, Inc is authorized to do work as specified above. Payment to be as specified.

To pay your 30% deposit fill in your credit card information:

Authorized Signature: _____

Date: _____

KELLY BROTHERS PAINTING, INC. IS A CALIFORNIA, NEVADA, INSURED, BONDED, AND LICENSED FULL SERVICE PAINT COMPANY THAT PERFORMS HIGH QUALITY AND EFFICIENT PAINTING. ALL WORK GUARANTEED TO BE PERFORMED ACCORDING TO THE PAINTING AND DECORATING CONTRACTORS OF AMERICA STANDARDS. (WWW.PDCA.ORG)

"Notice to Owner" (Section 7018.5 Contractors License Law)

Under the Mechanics' Lien Law, any contractor, subcontractor, laborer, vendor, or other person who helps to improve your property and is not paid for his labor, services, or material, has the right to enforce his claim against your property.

Under the law, you may protect yourself against such claims by filing, before commencing work or improvements, an original contract for the work of improvements or modification thereof, in the office of the county recorder of the county where your property is situated and requiring that a contractor's payment bond be recorded in such office. Said bond shall be in an amount not less than 50% of the contract price, and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, service, equipment, or materials for the work described in said contract.

Contractors are required by law to be licensed and regulated by the State Contractor's State License Board. Any questions concerning a contractor may be referred to the Registrar, Contractors State License Board, (9835 Goethe Rd,) Sacramento, California. (Mailing Address: P.O. Box 26000, Sacramento, California 95827.)



The Better Way to a Better Window!



Mark Wienczek

July 2018 - 11:11 AM

July 18, 2018

7 Windows

Project Investment

\$60,071 \$/MONTH

WINDOWS 14 DOORS 0



National Offer

\$19,823

3.3% OFF PROJECT

[SEE OFFER DETAILS](#)



\$19,823
Savings

Project Investment

\$40,248 \$/MONTH



[DEPOSIT](#)

\$40,248 BALANCE

Payment Options



ATTACHMENT A-1

SCOPE OF WORK

Project Scope: BAC Performance Hall (St. Theresa's) Energy Efficient Rehabilitation

This project shall support the completion of the following:

- Replace two toilets.
- Repair two exterior hose bibs and a mop sink faucet.
- Replace all non-historic interior light fixtures with new LED equivalents.
- Replace light switches.
- Replace nine non-historic exterior fixtures with P5723-7130K9 from Progress Lighting with a black Gilded Iron Finish.
- Replace one center main speaker, and install two mounted, hard-wired speakers in the balcony area of the theater space.
- Repair existing HVAC equipment, including servicing units and replacing motors, circuit boards, and blowers as needed.
- Install an ADA-compliant automatic door opener to the main public entrance door at the Performance Hall building.
- Replace non-historic flooring in the lobby, green room, theater, and two bathrooms. New flooring will include industrial laminate, carpet, and linoleum.
- Repair one broken window on the east side of the building by installing historically appropriate glass into the existing wood window. Wood window and trim components will remain.
- Replace seven non-historic lobby windows. Existing wood trim and framing will remain. If trim is removed for window removal or installation, it will be reinstalled, sealed, and painted. The new window unit will be caulked and insulated, and a new flat trim piece will be installed to meet the existing trim to cover the existing visible gap.

The Brewery Arts Center will submit the proposed new lobby windows for SHPO review prior to the agency purchasing them.

In addition, if the ADA-compliant door opener will require altering historic building materials, the Brewery Arts Center will submit those details to SHPO before beginning work.

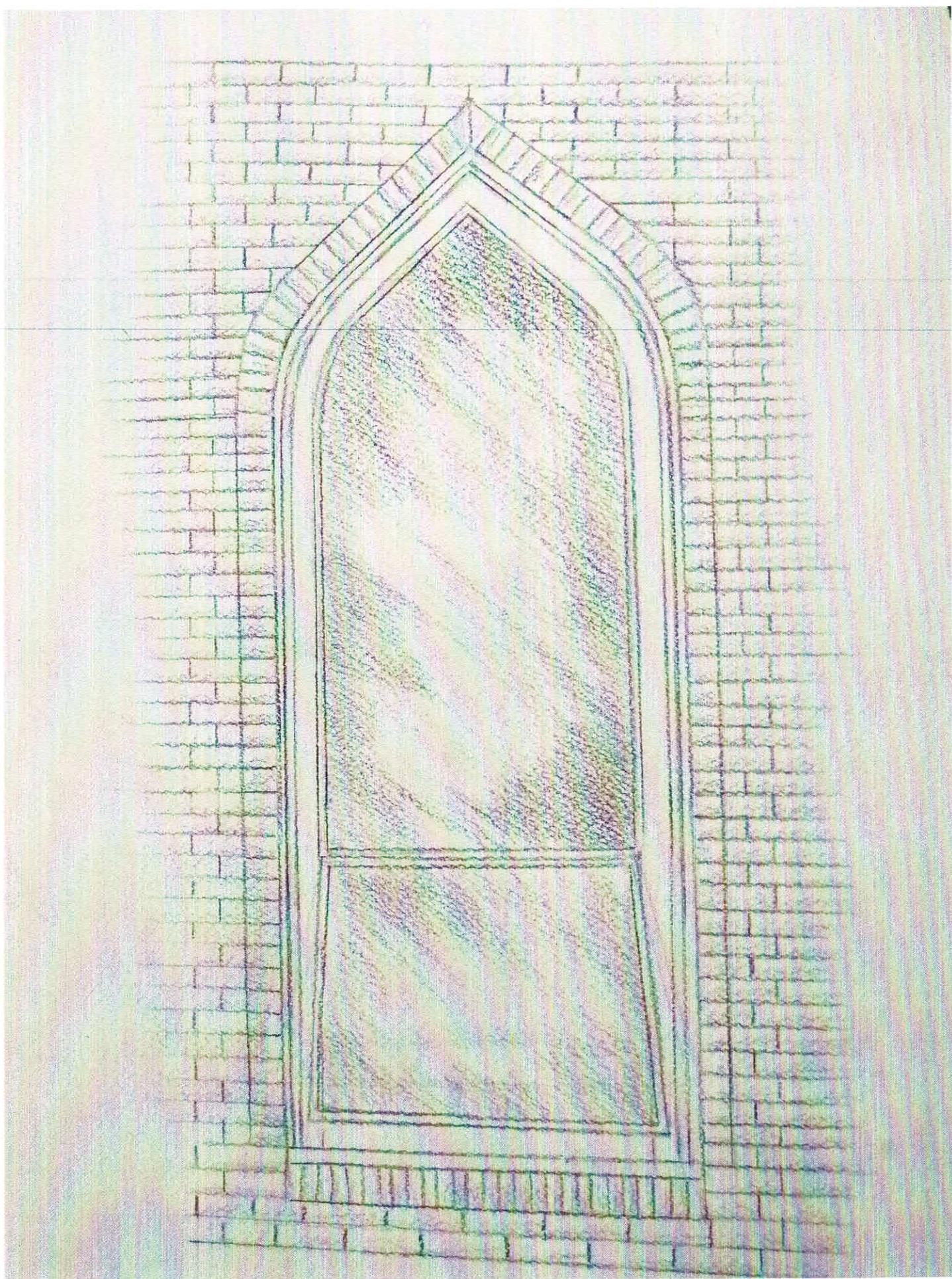
Revised Scope of work – St. Theresa's Catholic Church, 511 West King St., Carson City, NV 89703

1. **Plumbing Upgrades (\$1,624.58):** This funding will replace 2 existing toilets with ADA approved low-volume fixtures and repair 2 existing exterior Hose Bibs. We will also repair a Chicago mop sink faucet. We expected to do more plumbing work, but a certified plumber inspected and evaluated our existing plumbing fixtures, and determined that they were quite sufficient and little would be gained by replacing them.
2. **Electrical Upgrades (\$13992.41):** BAC will improve energy efficiency with upgrading lighting. BAC will replace all existing fluorescent light fixtures with new LED equivalents. We will also replace 9 existing exterior fixtures, the majority being High Pressure Sodium lights (we believe to all be from the 1970's or newer) will be replaced with LED fixtures that better fit the age of the building – we plan to use the P5723-7130K9 from Progress Lighting with a Gilded Iron Finish (black). We will be replacing 10 existing interior light fixtures that were installed in 1980, which most have cracked, unsafe wiring. We will also replace 3 existing light switches with dimmer controls.
3. **Sound System (\$5,300):** To further reduce energy consumption and increase the quality of performances, BAC will replace its main sound system speaker and purchase 2 Yamaha DZR12 speakers. The Yamaha speakers will be hard-wired through the wall, and permanently mounted in the balcony area of the Performance Hall
4. **HVAC System (\$8,247):** BAC does not know when the HVAC system was installed, but it was clearly some time ago. We had the entire HVAC System inspected and evaluated, and we are able to repair, rather than replace, the existing fixtures. All of them are in need of basic service and cleaning, while some will need to have new inducer motors, circuit boards, and blowers replaced.

5. **Window Rehabilitation (\$43,535):** We plan to replace the 7 windows in the Lobby area of the building, which all face Division St. These windows are not historic, but have been made to have a similar shape as the older windows on the building. They are currently just glass, embedded into a wood frame with window glazing. None of the windows have the ability to open. The windows in the Lobby were installed around 1980, when the front addition was built onto the building. The glass in these windows are of differing material than each other. 5 of the windows are the orange-ish, bubbled glass, one is clear-ish rain glass, commonly seen in residential showers, and one is broken and is currently covered with plywood. No brick or wood trim will be removed or significantly disturbed. Any wood trim that needs to be removed for removal or installation will be returned to its same place and properly sealed and painted. The goal of replacing these windows is energy efficiency, better lighting in the lobby, uniformity, and the ability to open to alleviate usage and wear and tear of the HVAC system.

Current lobby windows.





RESOLUTION NO. 2018-RA-R-2

A RESOLUTION AMENDING AND SUPERSEDING RESOLUTION 2017-RAR-1 AND 2017-R-1 TO CONTINUE THE CARSON CITY REDEVELOPMENT FAÇADE IMPROVEMENT PROGRAM FOR REDEVELOPMENT PROJECT AREAS 1 AND 2 AND AMEND PROVISIONS RELATED TO PROJECT ELIGIBILITY REQUIREMENTS.

WHEREAS, a stated objective of the Redevelopment Area 1 Plan is to improve the appearance of commercial areas through building rehabilitation, and

WHEREAS, strategies in the Redevelopment Area 2 Plan include engaging the business owners in the revitalization process and assisting in the reuse of vacant buildings; and

WHEREAS, Carson City has made an investment in infrastructure improvements and streetscape enhancements within the downtown area and plans similar improvements along Carson Street and William Street to improve the appearance of these commercial corridors; and

WHEREAS, the Carson City Redevelopment Authority and Board of Supervisors desire to create an incentive program to be an integral part of Carson City's private-public partnership initiatives to retain and expand businesses in Carson City; and

WHEREAS, this program is designed to stimulate investment in properties and improve the desirability of properties within Redevelopment Areas 1 and 2 by improving the exterior appearance of buildings.

NOW THEREFORE, the Carson City Redevelopment Authority and Board of Supervisors do hereby resolve to establish the Carson City Redevelopment Façade Improvement Program for Redevelopment Project Areas 1 and 2, which includes the following guidelines.

1. **Eligible Properties:** Eligible properties include all non-residential properties within Redevelopment Areas 1 and 2.
2. **Ineligible Properties:** Ineligible properties include properties already receiving tax incentives or other financial incentives from the City, residentially-zoned properties, buildings that were constructed or have had façade improvements completed within the last five years, properties for which property taxes are owed and not paid up to date, properties with outstanding or unresolved code enforcement issues, and properties on which construction of the proposed improvements has already been started at the time of application submittal to the Community Development Department. For the purpose of this section, a historic property tax deferment or "open space" property tax deferment is not a disqualifying tax or financial incentive.
3. **Eligible Improvements:** All exterior building façade updating and maintenance, including but not limited to painting, lighting, awnings, doors, fascia, and other decorative elements, are eligible to receive Façade Improvement Program funds, if

such updating or maintenance involves the provision of services by at least two different labor trades. Landscaping, signs, roofing materials, paving, and any improvements not affixed to the building are not eligible expenses. For the purposes of this policy, exterior building façade includes all portions of a building visible from the public right-of-way or on-site public parking lot.

4. **Maximum Façade Improvement Program Funding:** The maximum Façade Improvement Program funding that may be awarded is \$25,000 per individual Assessor's Parcel Number, subject to authorization of Program funding by the Board of Supervisors.
5. **Required Property Owner Matching Funds:** The property owner shall pay a minimum of 50% of the total project costs. Total project cost includes construction and all expenses incurred in the preparation and permitting of plans for the improvements, including building permit fees, design work, and construction drawings.
6. **Façade Improvement Program Application Review Process:**
 - A. The Redevelopment Authority Citizens Committee (RACC) shall review and have final decision authority on all Façade Improvement Program applications.
 - B. Initial applications are due April 15, 2016, to be reviewed by the RACC on May 2, 2016, for the available FY 2015-16 funding and FY 2016-17 funding. If available funding is not fully used in any given fiscal year, applications will be accepted on a first-come, first-served basis until available, budgeted funding is exhausted. If available funding has been fully allocated for any given fiscal year, applications may continue to be accepted and will be date stamped for priority consideration for the next fiscal year.
 - C. Façade Improvement Program applications must include plans meeting commercial building permit standards showing all proposed improvements.
 - D. Decisions of the RACC regarding Façade Improvement Program applications may be appealed to the Redevelopment Authority provided that such appeal is made within 7 days of the RACC's decision. Only Façade Improvement Program applicants affected by the RACC's decision have standing to appeal.
 - E. The property owner shall sign the application consenting to the proposed improvements and all applicable requirements of the Façade Improvement Program.
7. **Reimbursement of Redevelopment Funds:** Façade Improvement Program funds shall be awarded as a grant, with no reimbursement required, provided that the property is not sold within 12 months of the completion of the façade improvements for which the grant was awarded. If the property is sold within 12 months of the completion of the façade improvements for which the grant was awarded, the property owner shall

be responsible to pay back 100% of the Façade Improvement Program funds awarded by Carson City.

8. Compliance with Development Standards:

- A. All improvements shall be reviewed pursuant to and comply with the Carson City Development Standards Division 1.1, Architectural Design, as applicable to the proposed improvements.
- B. Improvements to buildings within the Downtown Mixed-Use (DTMU) zoning district shall comply with the DTMU Development Standards, Division 6.6, 6.6.2, Lighting, 6.6.3, Signage, 6.6.10, Building Design and Character, and 6.6.11, Guidelines for the Renovation and Restoration of Existing Structures, as applicable to the proposed improvements.

9. Commitment Agreement: Each participant in the Façade Improvement Program must execute and record a document agreeing to reimburse the City 100% of the awarded Façade Improvement Program funds if the property is sold within 12 months of the completion of the façade improvements for which the grant was awarded. The agreement shall be in the form as required by the City.

10. Reimbursement Process:

- A. Payments from the City shall be made on reimbursement-basis only at a rate of no more than 50% of the actual expenses incurred by the property owner up to the total amount of funds approved.
- B. For façade improvement projects that equal or exceed a total cost of \$10,000, reimbursement may be made in a maximum of two payments. The first payment may be requested for up to 50% of the approved Façade Improvement Program funds only after expenses have been incurred by the applicant equaling or exceeding 50% of the total project costs. The final reimbursement payment shall only be made upon completion and final inspection approval of the proposed improvements.
- C. Reimbursement for projects that are less than \$10,000 in total costs shall be provided in a one-time payment only after improvements have been completed and have received final inspection approvals.
- D. Applicants who receive funding must document all expenditures and provide the Community Development Department with proof of payment (receipts, paid invoices, etc.) for all eligible improvements, including costs associated with the property owner's required match, within 30 days of project completion.

11. Project Bidding Requirements:

- A. Applicants are responsible for obtaining three bids or competitive quotes for the proposed work. All contractors must be registered and bonded by the State of Nevada and licensed to perform the applicable work in Carson City.
- B. Approved projects will be based on the lowest of the three bids. The applicant may select any of the three bidders to complete the improvements, but the applicant will be responsible for costs in excess of the lowest bid.
- C. Construction contracts will be between the applicant and contractor. The contractor must obtain all required permits prior to commencing construction.
- D. Applicants shall make every attempt to get the required number of bids for the work to be completed. However, the RACC shall have authority to waive this requirement depending on but not limited to the following conditions: market trends, lack of qualified vendors, timing of application submittals, or other applicable conditions.
- E. Notwithstanding the provisions above, a property owner/applicant who is also a contractor and will be the contractor for the proposed façade improvements shall not be required to obtain three bids but shall be responsible for obtaining and submitting a written contractor's or subcontractor's bid detailing by line item the description and cost for each item of work to be completed. All contractors must be registered, licensed and bonded in the State of Nevada and licensed to perform the applicable work in Carson City.

12. Completion of Façade Improvements: Improvements for which Façade Improvement Program funds are awarded must be started (by obtaining a building permit for applicable improvements) within 180 days of application approval or the beginning of the Fiscal Year from which the funds are available, whichever occurs later. The approved façade improvements must be completed within 180 days of building permit approval. One 180-day extension may be granted by the RACC.

13. Discretionary Review: Notwithstanding any other provision contained herein, the RACC retains full discretion, based on a review of the overall merits of a proposed improvement, the beneficial impact of the improvement and the scope and purpose of the Façade Improvement Program:

- A. To deny an application without regard to eligibility; and
- B. To waive the eligibility criteria set forth in section 3 which requires the provision of services by at least two different labor trades for exterior building façade building and maintenance.

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Resolution No. 2018-RA-R-2

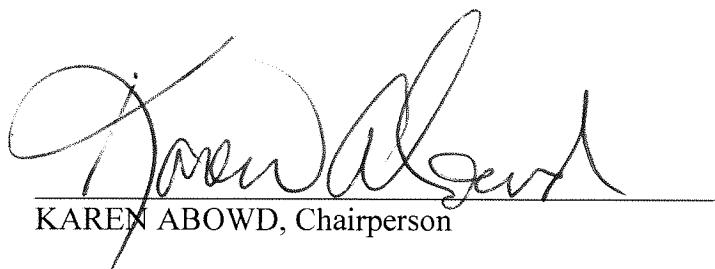
Upon motion by Member Brad Bonkowski, seconded by Vice Chair Lori Bagwell, the foregoing Resolution was passed and adopted this 6th day of December, 2018, by the following vote:

AYES: Member Brad Bonkowski
Vice Chair Lori Bagwell
Member John Barrette
Member Robert Crowell
Chairperson Karen Abowd

NAYS: None

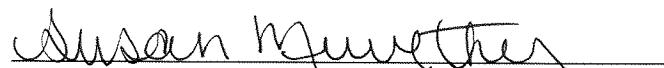
ABSENT: None

ABSTAIN: None.



KAREN ABOWD, Chairperson

ATTEST:



SUSAN MERRIWETHER, Clerk – Recorder