

“FIX IT” Application Guidelines and Process

The City of Seguin Main Street has a “FIX IT” Façade Improvement Program that provides reimbursement for approved applicants for work on the exterior façade of property located in the Downtown Historic District providing up to a *maximum* 50% or a dollar-for-dollar reimbursement (Example: \$1,000 cost = \$1,000 paid by applicant/\$500 “FIX IT” matching reimbursement grant awarded to applicant.)

“FIX IT” funding is limited and grant awards are based on funds available. If your application is submitted at a time when there are no available funds, your application will be kept on hand until the next funding cycle. The Main Street Program is currently accepting applications for projects in the 2020 funding cycle. Applications will need to be submitted by 5:00 p.m. on Wednesday, **November 13, 2019** to the Seguin Main Street Office. If there are still funds available after the first round, there will be a second call for applications later in the year. For the community to achieve the maximum benefit, applications will be reviewed on the following criteria:

- Application submitted by the stated deadline and completed correctly.
- Matching funds ratio (Minimum 1:1, 2:1 or greater preferred)
- Location, visibility and impact on historic integrity of the Downtown Historic District.
- Total number of applications received and funds available.
- Type of proposed improvements; cosmetic or structural.
- Completion of previously funded projects.
- Plan review and approval by the Historic Design Review Committee.
- Improvements only to the exterior of the building.
- Current in payment of city utilities and local property taxes (city, county, SISD).
- Reimbursement will be made after the completion of the work and upon evidence of paid receipts.

All applicants are encouraged to utilize the free design services available through the Texas Main Street Program by contacting Seguin Main Street.

Fix-It Façade Projects may include repair or replacement of canopies, awnings, roofs, doors, entrances, glass and windows, sidewalks, façade painting, landscaping, ADA access, brick and mortar repair, and removal of modern slipcover facades. Signage requests will be considered on a case-by-case basis. Priority is given to proposed projects. Projects in progress and already completed will be given low to no priority in funding.

If awarded a grant, the proposed work must go before Historic Design Review Committee before the work begins. Failure to receive approval from the HRDC before work commences may result in the loss of the grant.

Applications will be reviewed and acted upon by the Seguin Main Street Advisory Board, City Manager and City Council. For additional information contact the Seguin Main Street Program at (830) 401-2448 or mainstreet@seguintexas.gov. Please submit application to Seguin Main Street Program, 116 N. Camp Street, or mainstreet@seguintexas.gov. In addition to the grant application, please include a W9 form.

Legal disclaimer: City of Seguin accepts no liability for the quality or future maintenance of the “FIX IT” project work.

**CITY OF SEGUIN MAIN STREET PROGRAM
"FIX IT" GRANT APPLICATION**

Applicant Name: Terry A. Cleveland

Business/Company Name: Wallis Alan, Ltd.

Project Address: 100 N. Austin St.
Seguin, Texas 78155

Date building was constructed: 1853 (approximately)

Legal Description: Wallis Alan, Ltd. Lot 2 0404 AC

Property Owner's Name: Wallis Alan, Ltd.

Owner's Address: 8531 N. New Braunfels Ave. #105
San Antonio, Texas 78127

Owner's Telephone: 210-829-7051

Is applicant a tenant? Yes _____ No X
(If yes, attach a Lease Agreement or written permission from owner for the work in this application)

Structure's Current Use: X vacant
_____ commercial
_____ residential
_____ mixed use
_____ other: _____

Project will result in: X façade historic restoration
X façade renovation
_____ new commercial space
_____ new residential units
X new mixed use commercial/residential
_____ other: _____

Completed project will provide for _____ new jobs.

Total estimated cost of project: \$ 31,546.71 (Please include a written bid from a contractor)

If your project is not fully funded, will you take a lesser amount? Yes

Amount of FIX-IT Façade Grant Request: \$ 15,773.36 A matching ratio of 1 : 1

DESIGN INFORMATION

Please provide site plans for any work to be completed on the interior or exterior of the property. Free design service for exterior improvements is available by contacting the Seguin Main Street Program. In the categories below submit a detailed description, including materials to be used, of proposed work. If not applicable, simply write "NA".

Describe existing exterior façade materials proposed to be removed:

Remove existing wood wainscot, window sills, door jamb/framing, ceiling above porch.

Remove transom windows, windows/framing above awning and stucco at entry door.

Describe proposed window frame treatment (repair, replacement, etc.) for storefront, upper floors, and transom windows:

We will leave the existing wood framing on the top and sides of the windows and replace the wood wainscot with brick and a brick window sill to resemble 102 N. Austin St. (photo 1)

Describe proposed window glass treatment for storefront, upper floors, and transom windows:

Transom windows above the awning will be re-framed to be as symmetrical as possible and the glass will be replaced with low-e, insulated glass to match below and next door.

Describe preparation of surface to be painted (pressure washed, primed, etc.):

All new wood surfaces will be caulked, nail holes puttied, primed and painted with two coats of Sherwin Williams paint. Stucco surfaces will be cleaned, primed and repaired prior to re-surfacing.

Show proposed paint colors and location of each paint color on the building:

Colors will be matched to existing with the exception of the dark brown stucco. We are working toward the buildings having an individual distinction but also blend with those adjacent.
(photo 2)

Show proposed door treatment (repair, replacement, additions, etc.):

We will refinish the existing main entry door and build jambs and casing to match.

Stairwell door will be Knotty Alder finished in Golden Oak so it will be complimentary to existing.

Please describe any repair that will be completed on the roof, gutters, down spouts, etc.:

Roof is new, gutters will be checked to make sure they are functioning properly.

Describe work to be completed on each elevation (exterior wall) of the building:

Brick wainscot on Austin st. side. New stucco on Court St. side. Stucco and paint touch-up above awnings.

Describe parking plans, number of vehicles accommodated:

Parking is pre-determined.

Describe handicap accessibility accommodations:

Accessible ramp provided.

Describe brick and mortar (including tuck pointing) or stucco repair:

Antique commercial sized brick to be used much like brick at 102 N. Austin St.

Stucco will be sand texture to eliminate the roughness of existing.

Describe brick and mortar or stucco cleaning:

Proper cleaning processes will be used at all stages.

Describe proposed cornice treatment:

Cornice is complete.

Describe proposed awnings and canopy treatment:

Awning/canopy is new.

Describe proposed storefront repair and/or replacement:

We are proposing to transform the corner of Austin and Court into a very attractive location befitting the main, central intersection of Seguin.

Description of interior work to be completed (include plans to retain or remove architectural features like original ceiling material, wood trim, wood floors, light fixtures, etc.):

Our goal is to retain, re-build, refurbish as much of the original building as possible.

Estimated time of construction (month) December until (month) February , 2020 year.

Please feel free to call if you have any additional questions or require additional photos.

Thank you,

Bryan Underwood

830-305-2867



Building colors will remain the same.

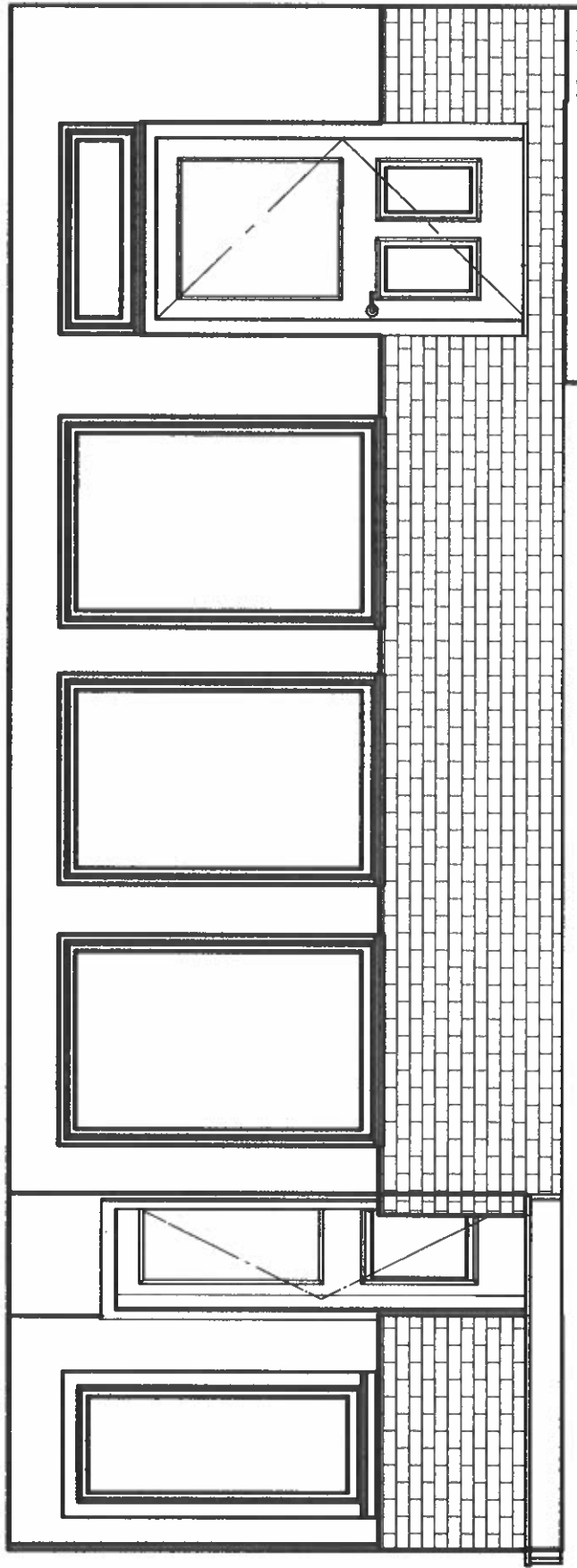


Photo 1



Remove existing wood wainscot and window stools (above), install new brick wainscot and window stool to match the one below.





Cutting Edge

Bryan Underwood
 2016 Elm Creek Rd
 Seguin, Texas 78155
 830-305-2867
 03-06949

Estimate

Date	Estimate #
11/12/2019	9168
Customer	Job
Terry Cleveland	100 Austin Facade

Customer Information
Terry Cleveland New Oppotunities 100 N. Austin St. Seguin, Texas 78155

Description	Qty	Rate	Amount
100N. Austin St.			
New facade-			
Remove existing wood wainscot and window sills. Remove existing door/jamb and framing to include window area. Re-configure door area for ease of use and attractiveness. Remove existing ceiling in porch area. Remove framing surrounding doorway and transom to stairs. Remove stucco from corner at entry door.			
Subcontract, per unit	1	2,380.00	2,380.00
Build new main entry door area, stairwell door area to allow proper installation of doors, window and transom. Build entry porch ceiling to match existing awning. Paint existing steel columns. Paint new porch ceiling and awning.			
Subcontract, per unit	1	4,570.00	4,570.00
Remove existing windows above awning, Re-frame for more balanced look. Install new window frames and trim pieces. Seal, caulk, putty, prime and paint all new surfaces. Install new insulated glass to match windows below.			
Subcontract, per unit	1	5,800.00	5,800.00
Install brick wainscot along Austin St., below windows. Install brick or rock veneer to areas surrounding doors. Apply Sandstone Stucco to Court St. exterior wall to match color of building on Austin St.			
Subcontract, per unit	1	8,815.00	8,815.00
Low E insulated glass for above awning.			
Subcontract, per unit	1	1,548.00	1,548.00
New stain-grade Knotty Alder door with glass panel for stairwell. Includes Staining, Urethane finish and installation.			
Subcontract, per unit	1	2,250.00	2,250.00
Refinishing existing main entry door. Build new jamb and casing, finish to match door.			
Subcontract, per unit	1	1,475.00	1,475.00
Address signage.			
Subcontract, per unit	1	125.00	125.00

Cutting Edge

Bryan Underwood
2016 Elm Creek Rd
Seguin, Texas 78155
830-305-2867
03-06949

Estimate

Date	Estimate #
11/12/2019	9168
Customer	Job
Terry Cleveland	100 Austin Facade

Description	Qty	Rate	Amount
*Project Subtotal			26,963.00
17.00% GC Fee	1	4,583.71	4,583.71
*Markup Charges			4,583.71
*Project Total			31,546.71
		Total	31,546.71

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above NEW OPPORTUNITIES, INC	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	
	<input type="checkbox"/> Exempt payee	
	Address (number, street, and apt. or suite no.) 8531 N NEW BRAUNFELS AVENUE, SUITE 105	Requester's name and address (optional)
	City, state, and ZIP code SAN ANTONIO, TX 78217	
	List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number										
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7	4	-	2	5	5	4	0	5	0	

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign and certify, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶	Date ▶ 1/1/2016
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.