

“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: Seguin Art League

Business/Company Name: same

Project Address: 104 So. Austin Street, Seguin

Date building was constructed: 1890

Legal Description: Tract 1: All of Lot 3, the Southern portion of Lot No. 2 and the Eastern portion of Lot 10, all in Block 30 of the Inner or Building Lots of the City of Seguin, Guadalupe County, Texas and being more particularly described by metes and bounds in Exhibit "A" attached hereto.

Tract 2: A strip of land four feet and one inch wide running along the East side of Lot 10, Block 30 and being described by metes and bounds in Exhibit "B" attached hereto.

Property Owner's Name: Seguin Art League

Owner's Address: P.O. Box 445, Seguin, TX 78156

Owner's Telephone: 830-305-0472

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 (partial renovation in process)
_____ commercial
_____ residential
_____ mixed use
_____ other: _____

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

Completed project will provide for n/a new jobs.

Total estimated cost of project: \$ 9,455.00 (Please include a written bid from a contractor) **Pages 9-10**

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

Amount of FIX-IT Façade Grant Request: \$ 4,727.00 A matching ratio of 50:50

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:

Replace existing door and frame with new steel door (with panic bar) and frame

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

n/a

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

n/a

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

n/a

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

n/a

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

see attached

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

n/a

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

- 1) New emergency egress door
- 2) Sloped ramp from new door to existing Court Street sidewalk

Describe parking plans, number of vehicles accommodated:

No changes to existing parking are planned

Describe handicap accessibility accommodations:

ADA compliant egress door and ramp

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

n/a

Describe brick and mortar or stucco cleaning:

n/a

Describe proposed cornice treatment:

n/a

Describe proposed awnings and canopy treatment:

n/a

Describe proposed storefront repair and/or replacement:

n/a

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.):

n/a

Estimated time of construction (month) March until (month) April, 2020 year.

Prepared by Elizabeth Romero, Development Chair, Seguin Art League



A handwritten signature in black ink, appearing to read 'Elizabeth Romero', written over a horizontal line.

Exhibit "A"

All of Lot No. Three (3), the Southern portion of Lot No. Two (2), and the Eastern portion of Lot No. Ten (10), all in Block No. Thirty (30) of the Inner or building Lots of the City of Seguin, Guadalupe County, Texas, and more particularly described as:

FIRST TRACT: BEGINNING at the Northeast corner of the property owned by Theo. Koch, being the outer N.E. corner of the Koch brick building, and which is at or near the Southeast corner of said Lot 3 in Block 30, and in the West Line of Austin Street;
THENCE West along the brick wall of Theo. Koch, one hundred feet to the Southwest corner of said Lot 3, Block 30;
THENCE North approximately 60 feet to the center of the brick wall between the property herein conveyed and that of C.E. Tips which forms the division line between said properties;
THENCE East with the center line of said brick wall and its extension, such extension running along the center line of a stairway leading to the second story of the building on the property herein sold, a total distance of 100 feet to the West line of Austin Street;
THENCE South about 60 feet to the place of beginning. This covers all of the property lying South of the center line of the brick wall between this property and that of C.E. Tips and the North line of the wall of Theo. Koch's property.

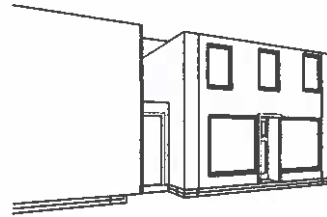
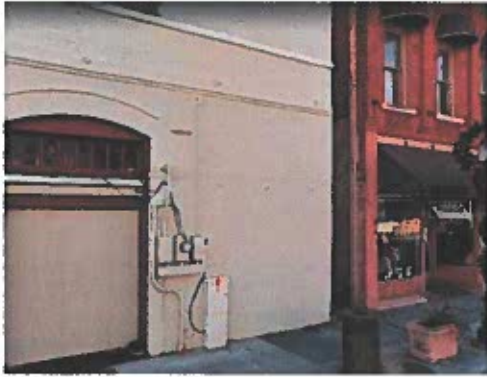
Exhibit "B"

SECOND: a strip of land four feet and one inch wide running along the East side of Lot 10 in Block 30, BEGINING at the Northeast corner of the property sold by Klein to Ed. Freinmuth, at the N.E. corner of the building on said property so sold,
THENCE East 4 feet 1 inch to the N.W. corner of the Tips property which is the N.E. corner of said Lot 10;
THENCE South 100 feet;
THENCE West 4 feet and 1 inch and
THENCE North 100 feet to the place of beginning.

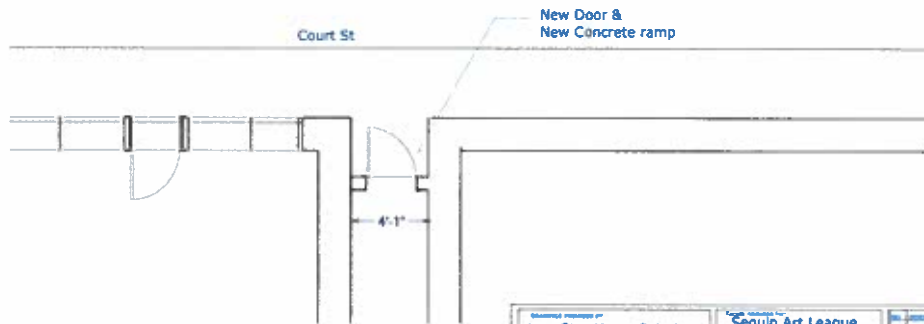
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TERESA KIEL, COUNTY CLERK
GUADALUPE COUNTY, TEXAS



→ Seguin title



New door to be added for safety but will have a panic bar on the interior for secondary egress. There will be concrete work to provide a proper sloped ramp from existing side walk on court street



LoneStar Home Solutions
 112 W. Court Seguin, Tx 78156
 www.LoneStarHomeSolutions.com

Seguin Art League
 PO Box 445
 Seguin, Tx 78156

NO.	DESCRIPTION	DATE

SCALE	DATE
	11/2/18

F-1



1225 East College Street • Seguin, TX 78155 • Phone: 830-865-1344

Joe Saenz (Seguin Art League)
210-216-4416

PO Box 445
Seguin, TX 78156

Print-date: 11-13-2019

We would like to take this opportunity to thank you for giving us the opportunity to quote this project. Please feel free to ask us any questions. Lonestar Home Solutions is Licensed and Insured (\$2,000,000). Lonestar Home-Solutions is a member of the BBB with an A+ rating. Please see some of our [reviews here](#).

Our mission - To be the highest standard for building and remodeling in central Texas, recognized for unwavering integrity, extraordinary service, & quality craftsmanship

Attached Files:

Work to be performed

Description

Demolition of existing concrete as needed for new ramp

Rental of necessary equipment to perform the work

New concrete ADA ramp as per code as a transition from existing sidewalk to new door threshold

Framing as needed to construct new door and door frame. Wall to be approximately 8' tall

\$800 dollar allowance for new flush metal panel door. Includes hollow metal frame.

Labor and materials necessary to finish out exterior wall and wall cap as needed on both sides

Labor and materials to paint wall, door, and wall cap

Installation of door hardware. Includes panic push bar hardware as well as door closure

Total Price: \$9,455.00

- Itemized Pricing: Due to the interconnected nature of remodeling phases we do not offer itemized pricing of labor and materials. A certain amount of synergy goes in to our labor numbers that is adjusted as project scope changes. We are glad to remove or add items for you as we build a quote together.
- You will be contacted by our Project Manager and an invoice will be created for your down payment. If there are selections to be made, you will be contacted by our Design Consultant.
- You will be notified as soon as possible of the estimated calendar week of your project's start. Our schedule is fluid and can be affected by:
 - Weather Delays. Rain, wind, heat, and cold in the weather can affect our ability to work as well as the materials we use and their application.
 - Ongoing Projects. Existing LoneStar clients may add new work (change orders). We will also do our best to adjust our schedule should you decide to add additional work.
 - Order Delays. Materials and fixtures that must be ordered in advance sometimes arrive broken or incomplete. We do our best to mitigate this by having our design staff work through selections early in the process.
 - Depending on the complexity of your project we may schedule a pre-construction meeting. Pre-construction meetings occur at the project site and entail a detailed review of all aspects of your project. It may be attended by a Salesperson, Design Consultant, Project Manager, Job site Superintendent.
 - This quote is valid for 30 days.
 - Warranty: All labor and material furnished and work performed in conjunction with the above referenced project are in compliance with the contract documents and authorized modifications thereto, and will be free of defects due to defective materials or workmanship for a period of (ONE) 1 year or a time specified from the date of final payment. The owner shall give LoneStar Home Solutions written notice of defective work. Nothing in the above shall be deemed to apply to work which has been abused or neglected by the owner.
 - Change Orders: A change order will be processed when additional work on an existing project is needed or requested, quoted, and approved. 100% of change orders are due upon approval. Change Order types include:
 1. Additional Work: requested by the Client.
 2. Unforeseen Issues. Issues such as termite or water damage, improper construction/installation, or plumbing/electrical problems that are hidden in structures.
 3. Code Required Issues. Occasionally some part of the existing structure or infrastructure is required to be brought up to code during the permitting phase.

We look forward to working with you on this project!

Request for Taxpayer Identification Number and Certification

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

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Sequin Art League

2 Business name/disregarded entity name, if different from above
Sequin Art League

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ 501(c)(3)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
P.O. Box 445

6 City, state, and ZIP code
Sequin TX 78156

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number

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or

Employer identification number

7	4	-	2	8	2	2	0	1	5
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Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.


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); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

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 the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person 

Date ▶ _____

General Instructions

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

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.