

**NELIGH OLD MILL DISTRICT
FIX THE BONES BUILDING IMPROVEMENT FUND**



I. Program Overview

Statement of Purpose:

To improve downtown buildings by bringing them up to city code enabling easier resale and to ensure tenants and patrons are safe. To fix structural deficiencies, replace shared water lines, ADA accessibility challenges and encourage energy efficiency within the downtown building stock.

Funding Mechanism:

A grant program administered by the City of Neligh and the Northeast Nebraska Economic Development District and funded by Community Development Block Grant Downtown Revitalization funds.

Grant Details:

- Available to property owners and business owners within the Neligh Old Mill District (see map)
- Maximum funding request is \$25,000. Requires a up to a 50% match (eg. \$1,000 project is \$500 in owner-match and \$500 grant).
- Grant funds are only available to fix code deficiencies and façade improvements.
- Applicants must work closely with professionals at the Nebraska Main Street Network, participating in the Network’s Design Charrette Program.
- The first application deadline will be May 26, 2017. Additional application cycles may be held every 90 days with a final application deadline of April 30, 2018.
- Work must be completed and invoices submit before September 30, 2018.

II. Program Guidelines

The purpose of this program is to rectify code deficiencies; fix structural deficiencies; replace shared water lines, address ADA accessibility challenges; and encourage energy efficiency of commercial buildings anywhere within Neligh’s Old Mill District as identified within the Downtown Neligh Revitalization Plan.

- A. Applicants must participate in the Nebraska Main Street Network’s Design Charrette program to identify and prioritize repairs/renovations needed.
- B. Upon completing the Design Charrette Program, businesses can submit the enclosed application for grant funding with design renderings and cost estimates submitted to the City of Neligh, Attention Greg Ptacek for review and recommendation with final approval by the Neligh City Council.
- C. Funds shall be allocated on a minimum threshold basis for a maximum up to 50% of cost of improvements, not to exceed \$25,000.
- D. All exterior color schemes shall accent the building, as well as harmonize with the district and the historic character of adjacent buildings.

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- E. No work for which funding is sought shall begin until authorized by the City Council.
- F. The work proposed by the applicant requires at least two bids from outside sources to verify that costs are within reasonable parameters.
- G. Contractors are required to comply with Davis-Bacon Wage Determinations and E-Verify requirements (see contractor packet from Northeast Nebraska Economic Development District for additional information).
- H. Attestation of U.S. Citizenship form is required if applying as an individual.
- I. Projects are subject to Tier II environmental review and approval from the State Historical Preservation Office.
- J. Improvements must remain intact for a minimum period of five years from date of completion. Changes to improvements prior to five years may trigger repayment of grant.
- K. Upon time of application, businesses using the money to fix code deficiencies must supply a signed letter from the City Building Inspector stating that the business does have deficiencies and that the planned improvements would bring the building up to code.

IV. Design and Document Approval Flow Chart

1. Contact is made with Greg Ptacek with the City of Neligh regarding participation in the Fix the Bones Building Improvement Program.
2. Design Charrette Application is filled out and submitted to Greg Ptacek at the City of Neligh, 105 East 2nd Street, Neligh, NE 68756. (There is no need to provide the application form included below).
3. The City of Neligh contracts Northeast Nebraska Economic Development District for Tier II environmental review.
4. The applicant works closely with design professionals at the Nebraska Main Street Network. Through the Design Charrette Program, the applicant and the Main Street Network identify and prioritize repairs/renovations needed.
5. Applicants submit the below application for grant funding along with design renderings, construction drawing and two bids to Greg Ptacek at the City of Neligh.
6. The City of Neligh and Northeast Nebraska Economic Development District reviews the formal application, makes a recommendation to the City Council, and communicates formal approval/denial to the applicant.
7. With approval, Northeast Nebraska Economic Development District meets with applicant and contractors to review and complete paperwork and legal documents.
8. After formal approval and completion of paperwork and documents, the project is undertaken according to approved design. Any changes must be approved by the City of Neligh.

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- The applicant must ensure the selected contractor is aware of Davis Bacon Wage Requirements prior to final selection of the contractor.
 - The Contractor must work with Northeast Nebraska Economic Development District.
 - The applicant submits invoices to the City.
9. At project completion the City of Neligh conducts a final review and provides a written report to the Northeast Nebraska Economic Development District indicating that the project has been completed as proposed.
 10. Northeast Nebraska Economic Development District prepares grant drawdown documents.
 11. The City of Neligh disburses grant funds upon receipt from Nebraska Department of Economic Development.
 12. The City of Neligh reviews façade and building improvements annually for a period of five (5) years to ensure that approved designs remain intact.

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Building & Façade Improvement Program Application Form

Applicant Name: _____

Applicant's Phone Number: _____

Applicant's email address: _____

Business Name: _____

Business Owner: _____

Property Owner: _____

Property Address: _____

Property Legal Description: _____

Structural alterations: _____

Cosmetic alterations (i.e. moldings): _____

Painting (approximate sq. ft. area): _____

Interior Improvements: _____

Specify other work (i.e. code deficiencies): _____

Total cost of project: _____

Amount requested (up to 50% of project cost - not to exceed \$25,000) \$ _____

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I hereby submit the attached plans, specifications and color samples for the proposed project, and understand that these must be approved by the City of Neligh. No work may begin until I have received written approval from the City of Neligh. I further understand that there must be a signed contract with a contractor within 60 days of notification of award, and the project must be completed by September 30, 2018. Grant funds will not be paid until the project is completed. If the City has not received correspondence in that time frame, the funds will be reallocated. I agree to leave the completed project in its approved design and colors for a period of five (5) years from the date of completion. If changed before the end of five years, I agree to pay back the funded amount.

Signature of Property Owner

Signature of Business Owner (if applicable)

Printed Name & Title of Property Owner

Printed Name & Title of Business Owner

Date

Date

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Release and Hold Harmless Agreement

Release executed on the _____ day of _____, _____, by (Property Owner) _____ and (Business owner if applicable _____, of (Street Address) _____, City of Neligh, Antelope County, State of Nebraska, referred to as Releaser(s).

In consideration of being granted monies for restoration, modifications, signage, or other physical changes to the property located at the above address, the Releaser(s), understands that they are solely responsible for providing their own contractors, and to assure that those contractors are fully insured and licensed and have obtained all necessary permits in accordance with all pertinent regulations. The Releaser(s) waives, releases, discharges, and covenants not to sue or interplead and agrees to indemnify the City of Neligh (or entities under the City’s umbrella), the Northeast Nebraska Economic Development District for loss or damage, and claims or damages therefore, on account of any work that has been performed in accordance with City or State guidelines.

Releaser(s) agrees that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted by the laws of the State of Nebraska and that if any portion of the agreement is held invalid, it is agreed that the balance shall; notwithstanding, continue in full legal force and effect.

Releaser’s obligation and duties hereunder shall in no manner be limited or restricted by the maintaining of any insurance coverage related to the above referenced event.

This release contains the entire agreement between the parties to this agreement and the terms of this release are contractual and not a mere recital.

Signature of Property Owner

Signature of Business Owner (if applicable)

Printed Name & Title of Property Owner

Printed Name & Title of Business Owner

Date:

Date:

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Attestation of U.S. Citizenship

For the purpose of complying with Neb. Rev. Stat. §§4-108 through 4-114, I attest as follows:

___ I am a citizen of the United States.

--OR--

___ I am a qualified alien under the Federal Immigration and Nationality Act, my immigration status and alien number are as follows: _____, and I agree to provide a copy of my USCIS documentation upon request.

I hereby attest that my response and the information provided on this form and any related application for public benefits are true, complete and accurate and I understand that this information may be used to verify my lawful presence in the United States.

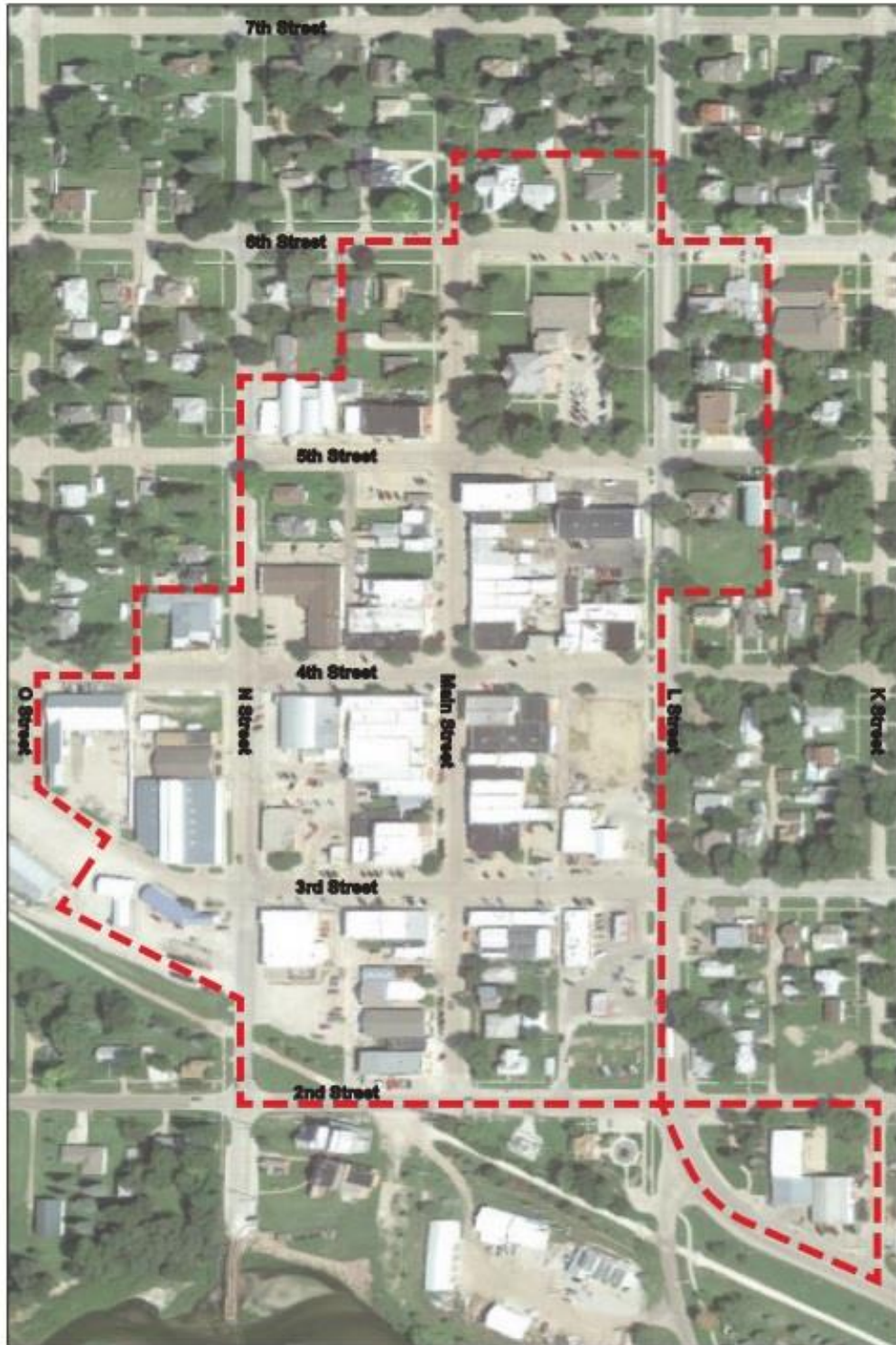
Printed Name: _____
 First Middle Last

Signature: _____

Date: _____

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OLD MILL DISTRICT MAP



Prepared by:
MA
Miller & Associates
CONSULTING ENGINEERS, P.C.
Keamey, NE - (308) 234-6456



Map of Project Area
Neligh, Nebraska
457-G1-003