



**CITY OF HENDERSON  
REDEVELOPMENT AGENCY ADVISORY COMMISSION  
AGENDA**

**Regular Meeting  
Tuesday, April 23, 2013  
4:00 p.m.**

**City Hall Annex Conference Room  
280 Water Street  
Henderson, Nevada 89015**

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**Notice to persons with special needs:** For those requiring special assistance or accommodation at the meeting, please contact 702-267-1515 or the Relay Nevada TTY telephone 7-1-1 at least 72 hours in advance of the meeting.

The Chairman reserves the right to hear agenda items out of order, combine two or more agenda items for consideration, remove an item from the agenda, or delay discussion relating to an item on the agenda at any time. All items are action items unless otherwise noted.

Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

Electronic agendas can be found at: [HTTP://WWW.CITYOFHENDERSON.COM/](http://www.cityofhenderson.com/)

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**I. CALL TO ORDER**

**II. CONFIRMATION OF POSTING AND ROLL CALL**

**III. ACCEPTANCE OF AGENDA (For Possible Action)**

**IV. PUBLIC COMMENT**

Note: Items discussed under Public Comment cannot be acted upon at this meeting, but may be referred to a future agenda for consideration (NRS 241.020). Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

**V. NEW BUSINESS**

1.	MINUTES REDEVELOPMENT AGENCY ADVISORY COMMISSION SPECIAL MEETING OF MARCH 12, 2013 (For Possible Action)
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Approve the minutes of the City of Henderson Redevelopment Agency Advisory Commission meeting of March 12, 2013.

2.	CITY OF HENDERSON – REDEVELOPMENT AGENCY’S 2013/2014 BUDGET (For Possible Action)
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Approve the Board to direct the Budget Manager to prepare, in the State prescribed forms, the FY14 Tentative Budget as amended at this public hearing and submit to the State of Nevada as the City of Henderson – Redevelopment Agency’s Final Budget.

**(CONTINUED ON NEXT PAGE)**

3.	<b>FAÇADE, TENANT, AND SIGN PROGRAM MODIFICATIONS FOR THE DOWNTOWN AND EASTSIDE REDEVELOPMENT AREAS (For Possible Action)</b>
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Approve the modifications to the Downtown and Eastside Redevelopment Area Façade, Tenant, and Sign Programs.

4.	<b>PROJECTS UPDATE</b>
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Discuss project updates for the following projects and accept report. Cornerstone Redevelopment Area: HOF/Lake Pleasant; T-13 LID Bonds; Shortfall Note; Stone Lake/KB; Ladera Parcels; Loretto Bay. Downtown Redevelopment Area: 19 S. Water Street; Business Recruitment/Development; Business Retention; City Tower; Community Garden; Cultural and Events Center; Downtown Investment Strategy; Downtown Master Plan; Downtown Residential Civic Alliance; Events; Executive Team Workshop; Fencing; Former Asset Central Site; Former Parkline Site; Homeless Issue; HUD Grant; Marketing the Water Street District; Meridian; Monumentation; Nevada Hand; North Water Street; Outreach; Pedestrian Circulation Plan; Pinnacle Building; Residential; Site A; Site B; Townhouse Motor Lodge; Water Street District Business Association; Assistance Programs. Eastside Redevelopment Area: Boulder Highway Business Coalition; Business Recruitment; Landwell/Cadence; Union Village; Assistance Programs. Tuscany: Note; Galleria Road; OPA; Tuscany Pending Escrow; Records Request; Semi-Annual Payment. Lakemoor Canyon: Bill; LLC. Administration/All Areas: Accounting; Audit; Assistance Programs; Bonds; Branding & Communication; Budget; Financials; Five-year Financial Plan; Homeowner Assistance Program; Legislation; NDC; New Markets Tax Credit; Outreach; RDA Legislation; Redevelopment Association of Nevada (RAN); Revenue; SB92 Reporting; Tax Increment Distribution; Training.

**VI. PUBLIC COMMENT**

Note: Items discussed under Public Comment cannot be acted upon at this meeting, but may be referred to a future agenda for consideration (NRS 241.020). Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

**VII. DIRECTOR'S/CHAIRMAN'S BUSINESS**

- Financial Update

**VIII. SET NEXT MEETING**

- May 28, 2013 at 4:00 p.m.

**IX. ADJOURNMENT**

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**Agenda posted prior to 9:00 a.m. on April 11, 2013 at the following locations:**

City hall Annex, 280 Water Street, Lobby  
City Hall, 240 Water Street, 1<sup>st</sup> Floor Lobbies (2)  
Multigenerational Center, 250 S. Green Valley Parkway  
Whitney Ranch Recreational Center, 1575 Galleria Drive  
Fire Station No. 86, 96 Via Antincendio



RAC

# REDEVELOPMENT AGENCY ADVISORY COMMISSION AGENDA ITEM

REGULAR MEETING

APRIL 23, 2013

RAC-001

<b>SUBJECT</b>	Minutes—City of Henderson Redevelopment Agency Advisory Commission Special Meeting of March 12, 2013
<b>PETITIONER</b>	Economic Development/Redevelopment Division of the City Manager's Office
<b>RECOMMENDATION</b>	Approve

**FISCAL IMPACT:**

No Impact

Budget funds available

Augmentation required

**BACKGROUND / DISCUSSION / ALTERNATIVES:**

**RECOMMENDED MOTION:**

Approve the minutes of the City of Henderson Redevelopment Agency Advisory Commission special meeting of March 12, 2013.

**Supporting Documentation:**

Minutes consisting of four (4) pages.

**CITY OF HENDERSON REDEVELOPMENT AGENCY  
ADVISORY COMMISSION  
MINUTES  
March 12, 2013**

**I. CALL TO ORDER**

Vice-Chairman Mark McGinty called the Redevelopment Advisory Commission to order at 4:01 p.m. in the Annex Conference Room, City Hall Annex, 280 Water Street, Henderson, Nevada.

**II. CONFIRMATION OF POSTING AND ROLL CALL**

MaryAnne Cruzado, Recording Secretary, confirmed the meeting had been noticed in accordance with the Open Meeting Law by posting the Agenda three working days prior to the meeting at City Hall, Henderson Convention Center, Green Valley Police Substation, and Fire Station No. 86.

Present: Vice-Chairman Mark McGinty  
Tom Foster (via teleconference)  
Tom Fay  
Richard Serfas  
Stan Southwick (via teleconference)

Excused: David Chavez  
Laura Jane Spina

Staff: MaryAnne Cruzado, Admin Assistant III  
Mark Backus, Assistant City Attorney  
April Parra, Minutes Clerk  
Michelle Romero, Redevelopment Manager

Guest: Mary Fay

**Note: Vice-Chairman McGinty presided over the meeting as Chairman Foster could only join via teleconference.**

**III. ACCEPTANCE OF AGENDA**

(Motion) Mr. Fay introduced a motion to accept the agenda as submitted. The vote favoring approval was unanimous. Vice-Chairman McGinty declared the motion carried.

**IV. PUBLIC COMMENT:**

There were no comments presented by the public.

**V. UNFINISHED BUSINESS**

1.	MINUTES FOR THE CITY OF HENDERSON REDEVELOPMENT AGENCY ADVISORY COMMISSION MEETING OF JANUARY 22, 2013.
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Re-approve the amended minutes of the City of Henderson Redevelopment Agency Advisory Commission meeting of January 22, 2013.

Mark Backus, Assistant City Attorney, explained to the Commission that the changes that were requested by Chairman Foster could not be made due to the fact they weren't an accurate representation of what was said at the January 22, 2013, meeting. He noted that the amended minutes are a verbatim representation of what was stated at the meeting.

(Motion) Mr. Fay introduced a motion to re-approve the minutes of January 22, 2013, as amended. The vote favoring approval was unanimous. Vice-Chairman McGinty declared the motion carried.

**VI. UNFINISHED BUSINESS**

2.	MINUTES REDEVELOPMENT AGENCY ADVISORY COMMISSION MEETING OF FEBRUARY 26, 2013
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Approve the minutes of the City of Henderson Redevelopment Agency Advisory Commission meeting of February 26, 2013.

(Motion) Mr. Serfas introduced a motion to approve the minutes of the City of Henderson Redevelopment Agency Advisory Commission meeting of February 26, 2013, as submitted. The vote favoring approval was unanimous. Vice-Chairman McGinty declared the motion carried.

3.	RESOLUTION OF THE CITY OF HENDERSON REDEVELOPMENT AGREEMENT APPROVING THE ASSUMPTION AGREEMENT TO THE OWNER PARTICIPATION AGREEMENT TO RECOGNIZE LAKE PLEASANT, LLC AS A PERMITTED SUCCESSFOR.
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Adopt the resolution of the City of Henderson Redevelopment Agency approving the Assumption Agreement to the Owner Participation Agreement to recognize Lake Pleasant, LLC as a Permitted Successor of Cornerstone Partners I, L.L.C., in connection with the assessment levied in the City of Henderson, Nevada, Local Improvement District No. T-13 (Cornerstone).

Michelle Romero, Redevelopment Manager, gave a brief summary of the proposed item and stated staff recommends approval.

(Motion) Mr. Fay introduced a motion to adopt the resolution of the City of Henderson Redevelopment Agency approving the Assumption Agreement to the Owner Participation Agreement to recognize Lake Pleasant, LLC as a Permitted Successor. The vote favoring approval was unanimous. Vice-Chairman McGinty declared the motion carried.

4.	ELECTION OF CHAIRMAN
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Election of Chairman of the Redevelopment Advisory Commission to hold office for one (1) year or until their successor(s) is elected and qualified.

(Motion) Mr. Foster introduced a motion to elect Mr. McGinty to the office of Chairman, seconded by Mr. Serfas. The vote favoring approval was unanimous. Vice-Chairman McGinty declared the motion carried.

**Note: Chairman McGinty presided over the remainder of the meeting.**

5.	ELECTION OF VICE CHAIRMAN
----	---------------------------

Election of Vice Chairman of the Redevelopment Advisory Commission to hold office for one (1) year or until their successor(s) is elected and qualified.

(Motion) Chairman McGinty introduced a motion to elect Mr. Fay to the office of Vice Chairman, seconded by Mr. Serfas. The vote favoring approval was unanimous. Vice-Chairman McGinty declared the motion carried.

6.	PROJECTS UPDATE
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Discuss project updates and accept the report.

Ms. Romero reviewed a memorandum regarding the status of projects as of February 21, 2013.

Responding to Mr. Fay's question regarding who will be responsible for the upkeep of the garden, Ms. Romero said that has not been determined at this time. She said she will have Anthony Molloy contact him to provide additional information.

(Motion) Mr. Fay introduced a motion to accept the report. The vote favoring approval was unanimous. Chairman McGinty declared the motion carried.

## **VII. PUBLIC COMMENT**

Chairman McGinty and Mr. Serfas thanked Mr. Foster for his service as chairman for the last year.

## **VIII. DIRECTOR'S/CHAIRMAN'S BUSINESS**

### **1. Financial Update**

Ms. Sich distributed the financials as of January 31, 2013, and gave a brief update. She noted that they are working very hard to stay on budget.

## **IX. SET NEXT MEETING**

The next meeting was scheduled for April 23, 2013, at 4:00 p.m.

## **X. ADJOURNMENT**

There being no further business to be discussed, the meeting was adjourned at 4:20 p.m.

Respectfully submitted,

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April Parra,  
Minutes Clerk



RAC

# REDEVELOPMENT AGENCY ADVISORY COMMISSION AGENDA ITEM

REGULAR MEETING

APRIL 23, 2012

RAC-002

<b>SUBJECT</b>	City of Henderson – Redevelopment Agency’s 2013/2014 Budget
<b>PETITIONER</b>	Economic Development/Redevelopment Division of the City Manager’s Office
<b>RECOMMENDATION</b>	Recommend Approval

**FISCAL IMPACT:**

No Impact                       Budgeted funds available                       Augmentation required

CMTS Number(s):

**FUNDING SOURCE, AMOUNT, AND ACCOUNT NUMBER(S) TO BE CHARGED:**

See attached Tentative Budget.

**BACKGROUND / DISCUSSION / ALTERNATIVES:**

NRS 354.596 requires the Agency to hold a public hearing on the tentative budget on the third Tuesday in May.

NRS 354.598 requires that, “at the public hearing, the governing body shall indicate changes, if any, to be made in the tentative budget, and shall adopt a final budget by the favorable votes of a majority of all members of the governing body.”

**RECOMMENDED MOTION:**

Approve the Board to direct the Budget Manager to prepare, in the State prescribed forms, the FY14 Tentative Budget as amended at this public hearing and submit to the State of Nevada as the City of Henderson – Redevelopment Agency’s Final Budget.

**Supporting Documentation:**

- Public Hearing Notice consisting of one (1) page
- Tentative Budget consisting of fifteen (15) pages
- Budget Accounts Summary consisting of three (3) pages



## **OFFICIAL NOTICE OF PUBLIC HEARING**

### **CITY OF HENDERSON REDEVELOPMENT AGENCY'S 2013/2014 BUDGET**

NOTICE IS HEREBY GIVEN that the City of Henderson Redevelopment Agency will hold a Public Hearing on its budget for the Fiscal Year Period July 1, 2013, through June 30, 2014, at a Regular Meeting to be held Tuesday, May 21, 2013, at 6:30 p.m., in the City of Henderson Council Chambers at 240 Water Street, Henderson, Nevada.

This budget has been prepared in such detail and on appropriate forms as prescribed by the Nevada Tax Commission.

Copies of this budget have been filed for Public Hearing and Inspection in the offices enumerated in NRS 354.596 (Local Government Budget Act).

Copies of the budget are on file in the Office of the City Clerk, 240 Water Street, Henderson, Nevada, and are available for public inspection during regular business hours Monday through Thursday 7:30 a.m. to 5:30 p.m.

Copies of the tentative budget are also on file and available for public inspection at the Henderson Public Library, the Office of the Clerk of Clark County, and the Clark County Controller's Office.

Dated this 7<sup>th</sup> day of May, 2013.

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Sabrina Mercadante, MMC  
Secretary

**CITY OF HENDERSON – REDEVELOPMENT AGENCY**

**FISCAL YEAR JULY 1, 2013 - JUNE 30, 2014**

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April 11, 2013

Mr. Warner Ambrose, Budget Analyst  
State of Nevada, Department of Taxation  
1550 E. College Parkway, Suite 115  
Carson City, NV 89706-7937

The City of Henderson - Redevelopment Agency herewith submits the tentative budget for the fiscal year ending June 30, 2014.

This budget contains one (1) fund, requiring property tax revenue totaling \$3,946,537.

The property tax rates computed herein are based on preliminary data. If the final state computed revenue limitation permits, the tax rate will be increased by an amount not to exceed .01 (1%). If the final computation requires, the tax rate will be lowered.

This budget contains one (1) governmental type fund with estimated expenditures of \$4,991,503.

Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local Government Budget Act).

**CERTIFICATION**

**APPROVED BY THE GOVERNING BOARD:**

I, ,  
(Signature)

Treasurer  
(Title)

I certify that all applicable funds and financial operations of this Local Government are listed herein.

Dated: April 11, 2013

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**SCHEDULED PUBLIC HEARING**

Date and Time: May 21, 2013 - 6:30 PM Publication Dates: May 10, 2013

Place: Henderson City Hall – 240 Water Street, Henderson, NV 89015

Budget Summary for - City of Henderson - Redevelopment Agency  
 Schedule S-1

	GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS				
	ACTUAL PRIOR YEAR 06/30/12 (1)	ESTIMATED CURRENT YEAR 6/30/13 (2)	BUDGET YEAR 6/30/14 (3)	PROPRIETARY FUNDS BUDGET YEAR 06/30/14 (4)	TOTAL (MEMO ONLY) COLUMNS 3 & 4 (5)
<b>REVENUES:</b>					
Property Taxes	5,124,360	4,226,512	3,946,537		3,946,537
Other Taxes					
Licenses and Permits					
Intergovernmental Resources	7,744	0	0		0
Charges for Services					
Fines and Forfeits					
Miscellaneous	376,973	190,000	125,584		125,584
<b>TOTAL REVENUES</b>	<b>5,509,077</b>	<b>4,416,512</b>	<b>4,072,121</b>	<b>0</b>	<b>4,072,121</b>
<b>EXPENDITURES - EXPENSES:</b>					
General Government	6,630,171	5,304,841	3,642,382		3,642,382
Judicial					
Public Safety					
Public Works					
Health					
Welfare					
Culture and Recreation					
Community Support					
Intergovernmental Expenditures					
Contingencies	XXXXXXXXXX	XXXXXXXXXX		XXXXXXXXXX	
Utility Enterprises					
Transit Systems					
Airports					
Administrative and Other Costs	0	0	0		0
Debt Service - Principal Retirement	615,000	650,000	680,000	XXXXXXXXXX	680,000
Interest Cost	735,128	702,789	669,121		669,121
<b>TOTAL EXPENDITURES - EXPENSES</b>	<b>7,980,299</b>	<b>6,657,630</b>	<b>4,991,503</b>	<b>0</b>	<b>4,991,503</b>
<b>Excess of Revenues over (under) Expenditures - Expenses</b>	<b>(2,471,222)</b>	<b>(2,241,118)</b>	<b>(919,382)</b>	<b>0</b>	<b>(919,382)</b>

Budget Summary for - City of Henderson - Redevelopment Agency  
 Schedule S-1

	GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS				
	ACTUAL PRIOR YEAR 06/30/12 (1)	ESTIMATED CURRENT YEAR 6/30/13 (2)	BUDGET YEAR 6/30/14 (3)	PROPRIETARY FUNDS BUDGET YEAR 06/30/14 (4)	TOTAL (MEMO ONLY) COLUMNS 3 & 4 (5)
<b>OTHER FINANCING SOURCES (USES):</b>					
Proceeds of Long-Term Debt	0	0	0	XXXXXXXXXX	XXXXXXXXXX
Payment to Refunding Escrow Agent	0	0	0	XXXXXXXXXX	XXXXXXXXXX
Sales of General Fixed Assets				XXXXXXXXXX	XXXXXXXXXX
Operating Transfers (in)					XXXXXXXXXX
Operating Transfers (out)					XXXXXXXXXX
<b>TOTAL OTHER FINANCING SOURCES (USES):</b>	<b>0</b>	<b>0</b>	<b>0</b>	XXXXXXXXXX	XXXXXXXXXX
Excess of Revenues and Other Sources over (under) Expenditures and Other Uses	(2,471,222)	(2,241,118)	(919,382)	XXXXXXXXXX	XXXXXXXXXX
<b>FUND BALANCE JULY 1, BEGINNING OF YEAR:</b>				XXXXXXXXXX	XXXXXXXXXX
<b>TOTAL BEGINNING FUND BALANCE</b>	<b>34,138,047</b>	<b>31,666,825</b>	<b>29,425,707</b>	XXXXXXXXXX	XXXXXXXXXX
Prior Period Adjustment	0	0	0	XXXXXXXXXX	XXXXXXXXXX
Residual Equity Transfers	0	0	0	XXXXXXXXXX	XXXXXXXXXX
<b>FUND BALANCE JUNE 30, END OF YEAR:</b>				XXXXXXXXXX	XXXXXXXXXX
<b>TOTAL ENDING FUND BALANCE</b>	<b>31,666,825</b>	<b>29,425,707</b>	<b>28,506,325</b>		

**FULL-TIME EQUIVALENT EMPLOYEES BY FUNCTION**

	<b>ACTUAL PRIOR YEAR ENDING 6/30/12</b>	<b>ESTIMATED CURRENT YEAR ENDING 6/30/13</b>	<b>BUDGET YEAR ENDING 6/30/14</b>
General Government	11	9	6
Judicial			
Public Safety			
Public Works			
Sanitation			
Health			
Welfare			
Culture and Recreation			
Community Support			
<b>TOTAL GENERAL GOVERNMENT</b>	<b>11</b>	<b>9</b>	<b>6</b>
Utilities			
Hospitals			
Transit Systems			
Airports			
Other			
<b>TOTAL</b>	<b>11</b>	<b>9</b>	<b>6</b>

**EMPLOYEE'S RETIREMENT CONTRIBUTION IS PAID BY: EMPLOYEE ( ) LOCAL GOVERNMENT ( X )**  
**(For other than Police and Fire Protection Employees)**

POPULATION (AS OF JULY 1)	264,839	266,846	270,861
Source of Population Estimate	State of Nevada	State of Nevada	City of Henderson Community Development
Assessed Valuation Excluding NPM	310,612,115	198,618,603	199,709,309
Net Proceeds of Mines			
<b>TOTAL ASSESSED VALUE</b>	<b>310,612,115</b>	<b>198,618,603</b>	<b>199,709,309</b>
<b>OPERATING TAX RATE</b>			
General Fund	2.4334	2.8301	2.6569
Special Revenue Fund			
Capital Projects Funds			
Debt Service Fund			
Enterprise Fund			
Other			
<b>DEBT TAX RATE</b>			
General Fund			
Debt Service Funds			
Enterprise Fund			
<b>TOTAL TAX RATE</b>	<b>2.4334</b>	<b>2.8301</b>	<b>2.6569</b>

**CITY OF HENDERSON - REDEVELOPMENT AGENCY**  
 (Local Government)

**SCHEDULE S-2 - STATISTICAL DATA  
 INFORMATION ONLY**

**AD VALOREM TAX RATE AND REVENUE RECONCILIATION**

	(1) ALLOWED TAX RATE	(2) ASSESSED VALUATION	(3) ALLOWED AD VALOREM REVENUE	(4) TAX RATE LEVIED	(5) TOTAL AD VALOREM WITH NO CAP	(6) AD VALOREM TAX ABATEMENT & EXEMPTIONS	(7) BUDGETED AD VALOREM REVENUE WITH CAP
OPERATING RATE:							
A. Ad Valorem Subject to Revenue Limitations	2.6569	199,709,309	5,306,040	2.6569	5,306,040	(1,359,503)	3,946,537
B. Ad Valorem Outside Revenue Limitations Net Proceeds of Mines							
VOTER APPROVED							
C. Voter Approved Overrides							
LEGISLATIVE OVERRIDES							
D. Accident Indigent							
E. Medical Indigent							
F. Capital Acquisition							
G. Youth Services Levy							
H. Legislative Overrides							
I. SCCRT Loss							
J. & Construction - CPF							
K. Other							
L. SUBTOTAL LEGISLATIVE OVERRIDES		XXXXXXXXXX					
M. SUBTOTAL A, B, C, L	2.6569	XXXXXXXXXX	5,306,040	2.6569	5,306,040	(1,359,503)	3,946,537
N. Debt		XXXXXXXXXX					
O. TOTAL M & N	2.6569	XXXXXXXXXX	5,306,040	2.6569	5,306,040	(1,359,503)	3,946,537

City of Henderson - Redevelopment Agency  
(Local Government)

**SCHEDULE S-3 - AD VALOREM TAX RATE  
AND REVENUE RECONCILIATION**

**ESTIMATED REVENUES AND OTHER RESOURCES**

**SCHEDULE A - GOVERNMENTAL FUND TYPES, EXPENDABLE TRUST FUNDS AND TAX SUPPORTED PROPRIETARY FUND TYPES**

FOR FISCAL YEAR ENDED JUNE 30, 2014

Budget Summary For - City of Henderson - Redevelopment Agency  
(Local Government)

<b>GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS FUND NAME</b>	<b>BEGINNING FUND BALANCES (1)</b>	<b>CONSOLIDATED TAX REVENUE (2)</b>	<b>PROPERTY TAX REQUIRED (3)</b>	<b>TAX RATE (4)</b>	<b>OTHER REVENUES (5)</b>	<b>OTHER FINANCING SOURCES OTHER THAN TRANSFERS IN (6)</b>	<b>OPERATING TRANSFERS IN (7)</b>	<b>TOTAL (8)</b>
General	29,425,707	0	3,946,537	2.6569	125,584	0	0	33,497,828
Subtotal Governmental Fund Types, Expendable Trust Funds	29,425,707	0	3,946,537	2.6569	125,584	0	0	33,497,828
<b>PROPRIETARY FUNDS</b>								
	XXXXXXXXXX				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
<b>SUBTOTAL PROPRIETARY FUNDS</b>	XXXXXXXXXX				XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
<b>TOTAL ALL FUNDS</b>	29,425,707	0	3,946,537	2.6569	125,584	0	0	33,497,828

**SCHEDULE A-1 ESTIMATED EXPENDITURES AND OTHER FINANCING USES**

Budget Summary for - City of Henderson - Redevelopment Agency  
(Local Government)

FOR FISCAL YEAR ENDED JUNE 30, 2014

<b>GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS</b>	*	<b>SALARIES AND WAGES (1)</b>	<b>EMPLOYEE BENEFITS (2)</b>	<b>SERVICES, SUPPLIES AND OTHER CHARGES ** (3)</b>	<b>CAPITAL OUTLAY *** (4)</b>	<b>CONTINGENCIES AND USES OTHER THAN OPERATING TRANSFERS OUT (5)</b>	<b>OPERATING TRANSFERS OUT (6)</b>	<b>ENDING FUND BALANCES (7)</b>	<b>TOTAL (8)</b>
<b>FUND NAME</b>									
General		574,727	233,464	4,183,312	0	0	0	28,506,325	33,497,828
<b>TOTAL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS</b>		<b>574,727</b>	<b>233,464</b>	<b>4,183,312</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28,506,325</b>	<b>33,497,828</b>

\*FUND TYPES : R - Special Revenue  
 C - Capital Projects  
 D - Debt Service  
 T - Expendable Trust

\*\*Includes Debt Service Requirements

\*\*\*Capital Outlay must agree with CIP except in General Fund

	(1) ACTUAL PRIOR YEAR ENDING 6/30/12	(2) ESTIMATED CURRENT YEAR ENDING 6/30/13	(3) BUDGET YEAR ENDING 6/30/2014
<b>RESOURCES</b>			
Taxes:			
Property Tax	5,124,360	4,226,512	3,946,537
Miscellaneous:			
Interest Income	315,668	0	0
Intergovernmental	7,744	0	0
Miscellaneous	61,305	190,000	125,584
<b>SUBTOTAL REVENUE ALL SOURCES</b>	<b>5,509,077</b>	<b>4,416,512</b>	<b>4,072,121</b>
<b>OTHER FINANCING SOURCES</b>			
Operating Transfers In (Schedule T)			
Debt Service Fund (Ad Valorem)			
Gas Tax Fund			
Building Facilities Fund			
Land Fund			
Forfeited Asset Trust Fund			
HUD Fund			
Sewer Enterprise Fund			
Proceeds of Long-Term Debt	0	0	0
Other			
Sale of General Fixed Assets	0	0	0
Proceeds of Capital Lease			
<b>SUBTOTAL OTHER FINANCING SOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>BEGINNING FUND BALANCE</b>			
<b>TOTAL BEGINNING FUND BALANCE</b>	<b>34,138,047</b>	<b>31,666,825</b>	<b>29,425,707</b>
Prior Period Adjustments	0	0	0
Residual Equity Transfers	0	0	0
<b>TOTAL AVAILABLE RESOURCES</b>	<b>39,647,124</b>	<b>36,083,337</b>	<b>33,497,828</b>

**CITY OF HENDERSON - REDEVELOPMENT AGENCY  
(Local Government)**

**SCHEDULE B - GENERAL FUND**



<b>EXPENDITURES BY FUNCTION AND ACTIVITY</b>		<b>(1) ACTUAL PRIOR YEAR ENDING 6/30/12</b>	<b>(2) ESTIMATED CURRENT YEAR ENDING 6/30/13</b>	<b>(3) BUDGET YEAR ENDING 6/30/2014</b>
PAGE FUNCTION SUMMARY				
8	General Government	6,630,171	5,304,841	3,642,382
	Judicial			
	Public Safety			
	Public Works			
	Sanitation			
	Health			
	Welfare			
	Culture and Recreation			
	Community Support			
	Debt Service	1,350,128	1,352,789	1,349,121
<b>TOTAL EXPENDITURES - ALL FUNCTIONS</b>		<b>7,980,299</b>	<b>6,657,630</b>	<b>4,991,503</b>
<b>OTHER USES:</b>				
	CONTINGENCY (not to exceed 3% of Total Expenditures All Functions)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
	Payment to Refunding Escrow Agent	0	0	0
<b>TOTAL EXPENDITURES AND OTHER USES</b>		<b>7,980,299</b>	<b>6,657,630</b>	<b>4,991,503</b>
<b>ENDING FUND BALANCE:</b>				
<b>TOTAL ENDING FUND BALANCE</b>		<b>31,666,825</b>	<b>29,425,707</b>	<b>28,506,325</b>
<b>TOTAL GENERAL FUND COMMITMENTS AND FUND BALANCE</b>		<b>39,647,124</b>	<b>36,083,337</b>	<b>33,497,828</b>

**CITY OF HENDERSON - REDEVELOPMENT AGENCY  
(Local Government)**

**SCHEDULE B - SUMMARY - EXPENDITURES, OTHER USES AND FUND BALANCE  
GENERAL FUND - ALL FUNCTIONS**

**CITY OF HENDERSON  
REDEVELOPMENT AGENCY  
2013-2014 TENTATIVE BUDGET  
COMBINED TAX RATE CALCULATION**

<b>OVERLAPPING ENTITY</b>	<b>TAX DISTRICT 503,518 DOWNTOWN OPERATING RATE</b>	<b>TAX DISTRICT 512 CORNERSTONE OPERATING RATE</b>	<b>TAX DISTRICT 513 TUSCANY HILLS OPERATING RATE</b>	<b>TAX DISTRICT 521,522,523 EASTSIDE OPERATING RATE</b>	<b>TAX DISTRICT 524 LAKEMOOR OPERATING RATE</b>
City of Henderson	0.7108	0.7108	0.7108	0.7108	0.7108
Clark County	0.6541	0.6541	0.6541	0.6541	0.6541
Clark County School District	1.3034	1.3034	1.3034	1.3034	1.3034
State of Nevada	0.1700	0.1700	0.1700	0.1700	0.1700
Henderson Library District	0.0586	0.0586	0.0586	0.0586	0.0586
Las Vegas Artesian Basin	0.0000	0.0000	0.0000	0.0000	0.0000
Las Vegas/Clark Co. Library District - Debt	0.0000	0.0000	0.0000	0.0000	0.0000
Adj per NRS 279.676	-0.0731	-0.0731	-0.0731	-0.0731	-0.0731
<b>Combined Tax Rate</b>	<b>2.8238</b>	<b>2.8238</b>	<b>2.8238</b>	<b>2.8238</b>	<b>2.8238</b>

<b>Incremental Valuation</b>	<b>503,518</b>	<b>512</b>	<b>513</b>	<b>521,522,523</b>	<b>524</b>	<b>Total</b>
Base Year Date	1995-1996, 2005-2006	2000-2001	2000-2001	2005-2006	2009-2010	
Base Year Assessed Valuation	74,914,100	7,151,860	17,423,900	329,741,643	9,537,351	438,768,854
<b>Fiscal Year 2013-2014 Incremental Assessed Valuation*</b>	<b>77,686,921</b>	<b>31,613,984</b>	<b>80,422,939</b>	<b>9,965,495</b>	<b>19,971</b>	<b>199,709,309</b>
Estimated Tax Increment Before Abatement & Exemptions	2,064,050	839,946	2,136,742	264,771	531	5,306,040
Exemptions	(464,315)	(188,949)	(480,667)	(59,561)	(119)	(1,193,611)
Tax Abatement	(64,532)	(26,261)	(66,805)	(8,278)	(17)	(165,892)
<b>Budgeted Tax Increment*</b>	<b>1,535,203</b>	<b>624,737</b>	<b>1,589,270</b>	<b>196,932</b>	<b>395</b>	<b>3,946,537</b>

\*Both the FY 2014 Incremental Assessed Valuation and Budgeted Tax Increment calculations were supplied by Nevada Department of Taxation in total. Henderson uses a percentage of tax increment collected for FY13 received from July through February for each tax district.

\*\*Tax rates and CCSD carve out is provided by Nevada State Finance.

**Blended Tax Rate** **2.6569**

**ALL EXISTING OR PROPOSED  
GENERAL OBLIGATION BONDS, REVENUE BONDS,  
MEDIUM-TERM FINANCING, CAPITAL LEASES AND  
SPECIAL ASSESSMENT BONDS**

\* - Type

- 1 - General Obligation Bonds
- 2 - G. O. Revenue Supported Bonds
- 3 - G. O. Special Assessment Bonds
- 4 - Revenue Bonds
- 5 - Medium-Term Financing
- 6 - Medium-Term Financing - Lease Purchase

7 - Capital Leases

- 8 - Special Assessment Bonds
- 9 - Mortgages
- 10 - Other (Specify Type)
- 11 - Proposed (Specify Type)

(1) NAME OF BONDS OR LOAN	(2) *	(3) TERM	(4) ORIGINAL AMOUNT OF ISSUE	(5) ISSUE DATE	(6) FINAL PAYMENT DATE	(7) INTEREST RATE	(8) BEGINNING OUTSTANDING BALANCE 7/1/13	REQUIREMENTS FOR FISCAL YEAR ENDING JUNE 30, 2014		
								(9) INTEREST PAYABLE	(10) PRINCIPAL PAYABLE	(11) TOTAL
<b>FUND: General Fund</b>										
Bond Payable	4	25 yrs.	12,045,000	06/26/02	10/01/25	3.5% - 5.25%	8,980,000	438,999	515,000	953,999
Bond Payable	4	25 yrs.	4,295,000	06/26/02	10/01/25	5.1% - 7.2%	3,350,000	230,122	165,000	395,122
Subtotal General Obligation			16,340,000				12,330,000	669,121	680,000	1,349,121
<b>TOTAL ALL DEBT SERVICE</b>			16,340,000				12,330,000	669,121	680,000	1,349,121

**CITY OF HENDERSON - REDEVELOPMENT AGENCY  
(Local Government)**

**SCHEDULE C-1 INDEBTEDNESS**

\*\*Principal payments are deferred until maturity or pre-payment









Description	Account	Admin 2081	Downtown 2092	Tuscany Hills 2095	Cornerstone 2096	Eastside 2097	Lakemoor 2098	Revolving 2099	Total
DT Events - Marketing (PD Sal) (H0080)	2081-1001-601436-H0080	30,000	-	-	-	-	-	-	30,000
Consumer Branding (H0092)	2081-1001-601436-H0092	3,000	-	-	-	-	-	-	3,000
Outreach (H0094)	2081-1001-601436-H0094	15,000	-	-	-	-	-	-	15,000
Business Branding (H0026)	2081-1001-601436-H0026	3,000	-	-	-	-	-	-	3,000
Advertising (H0093)	2081-1001-601400-H0093	1,500	-	-	-	-	-	-	1,500
Business Recruitment (Expos, Conf, Mixers, etc)	2081-1001-601414-XXXXX	1,650	-	-	-	-	-	-	1,650
Prog Cost - GASB 63 City Tower Note	2092-1001-601436-H0024	-	-	-	-	-	-	-	-
DT Residential Paint Up or other Grant Program	2092-1001-601436-XXXXX	-	115,000	-	-	-	-	-	115,000
ES Residential Paint Up or other Grant Program	2097-1001-601436-XXXXX	-	-	-	-	15,000	-	-	15,000
Appraisals & Title Fees	20XX-1001-601000-XXXXX	-	10,000	-	-	-	-	-	10,000
Operating Expenses	20XX-1001-601432-XXXXX	10,000	-	-	-	-	-	-	10,000
Postage	20XX-1001-601434-XXXXX	10,000	-	-	-	-	-	-	10,000
Printing	20XX-1001-601435-XXXXX	1,500	-	-	-	-	-	-	1,500
Rental Expense	20XX-1001-601439-00000	-	15,080	-	-	-	-	-	15,080
Training	20XX-1001-601441-00000	10,000	-	-	-	-	-	-	10,000
Travel	20XX-1001-601427-00000	10,000	-	-	-	-	-	-	10,000
Facilities Maintenance	20XX-1001-601200-XXXXX	-	5,000	-	-	-	-	-	5,000
Electricity	20XX-1001-601100-XXXXX	-	200	-	-	-	-	-	200
Gas	2099-1001-601102-H0014	-	-	-	-	-	-	-	-
Water	20XX-1001-601108-XXXXX	-	2,500	-	-	-	-	-	2,500
Trash	2099-1001-601107-H0014	-	-	-	-	-	-	-	-
Mapping at Basic & Pacific	2092-1001-601012-H0097	-	-	-	-	-	-	-	-
Mapping at Water Street Plaza	2092-1001-601012-H0101	-	-	-	-	-	-	-	-
Purdue Marion - Public Relations	2081-1001-601012-H0073	-	-	-	-	-	-	-	-
DT Professional Services (NDC 5000, Zions Bank 1500, Bon	2081-1001-601012-H0081	17,000	-	-	-	-	-	-	17,000
ES Professional Services (NDC, 5000)	2081-1001-601012-H0083	10,000	-	-	-	-	-	-	10,000
Custodial Services (Contract is \$4300 but ED agreed to pay \$	2081-1001-601012-00000	2,300	-	-	-	-	-	-	2,300
Legal Fees	2092-1001-601009-XXXXX	-	-	-	-	-	-	-	-
Audit Fees	2081-1001-601002-00000	13,000	-	-	-	-	-	-	13,000
Administrative Costs	20XX-1001-603000-00000	220,819	-	-	-	-	-	-	220,819
City Shop	20XX-1001-603005-00000	4,979	-	-	-	-	-	-	4,979
Computer Maint Charges	20XX-1001-603007-00000	8,534	-	-	-	-	-	-	8,534
PBX Internal Charges	20XX-1001-603012-00000	6,392	-	-	-	-	-	-	6,392
Computer License Charges	20XX-1001-603013-00000	14,381	-	-	-	-	-	-	14,381
Xerox Contract Internal Charges	20XX-1001-603016-00000	7,434	-	-	-	-	-	-	7,434
Property and Liability Assessment	20XX-1001-603020-00000	14,526	-	-	-	-	-	-	14,526
RDA General Obl Debt - Principle	2092-1001-801116-00000	-	680,000	-	-	-	-	-	680,000
Special Assessments Principal	20XX-1001-801300-00000	-	-	-	-	-	-	-	-
**Interest Expense	2092-1001-801415-00000	-	669,121	-	-	-	-	-	669,121
Bond Admin Fees (Underwriting)	20XX-1001-801XXX-00000	-	-	-	-	-	-	-	-
Low Income Housing Set Aside	20XX-1001-XXXXXX-00000	-	-	-	-	-	-	-	-
<i>Total Expenditures</i>		1,236,796	1,702,885	1,430,343	406,079	215,400	-	-	4,991,504



Description	Account	Admin 2081	Downtown 2092	Tuscany Hills 2095	Cornerstone 2096	Eastside 2097	Lakemoor 2098	Revolving 2099	Total
Revenues over Expenditures/(Loss)		(1,236,796)	(102,098)	193,927	218,658	6,532	395	-	(919,383)
<b>Other Sources and (Uses) of Funds:</b>									
Bond Proceeds		-	-	-	-	-	-	-	-
Refunding of Existing Debt		-	-	-	-	-	-	-	-
Interfund Transfers In		1,236,796	-	-	-	-	-	-	1,236,796
Interfund Transfers Out		-	(223,316)	(308,927)	(481,237)	(223,316)	-	-	(1,236,796)
Excess of Revenues and Other Sources over (under) Expenditures and Other Uses		-	(325,415)	(115,000)	(262,579)	(216,784)	395	-	(919,383)
<b>The following used to update projected fund balance only</b>									
Above projections do not include carry forward req's from FY13. Anticipated CF's listed below									
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
Adjusted Exp over/(under) Revenues		-	(325,415)	(115,000)	(262,579)	(216,784)	395	-	(919,383)
*Estimated Fund Balance at FY13 Year End			1,751,035	237,526	992,229	6,633,121			
Estimated Fund Balance CF for Projects Incomplete			-			-			
Adjusted Exp over/(under) Revenues YE FY14			1,751,035	122,526	729,650	6,633,121			
			1,425,620			6,416,337			



RAC

# REDEVELOPMENT AGENCY ADVISORY COMMISSION AGENDA ITEM

REGULAR MEETING

APRIL 23, 2013

RAC-003

<b>SUBJECT</b>	Façade, Tenant, and Sign Program Modifications (Downtown and Eastside Redevelopment Areas)
<b>PETITIONER</b>	Economic Development/Redevelopment Division of the City Manager's Office
<b>RECOMMENDATION</b>	Approve

### FISCAL IMPACT:

No Impact
  Budgeted funds available
  Augmentation required

CMTS Number(s): N/A

### FUNDING SOURCE, AMOUNT, AND ACCOUNT NUMBER(S) TO BE CHARGED:

N/A

### BACKGROUND / DISCUSSION / ALTERNATIVES:

Staff is proposing modifications to the Downtown and Eastside Façade Improvement, Tenant Improvement and Sign Grant Programs, to enhance interest and increase participation in these Programs. Proposals include changing both the Downtown and Eastside Façade Improvement Programs from their current loan-to-grant structure, to grant-only programs, and expanding applicant eligibility from owner-occupied to both owner-occupied and lessee-occupied (with owner approval).

Staff is also proposing (i) changes to both Downtown and Eastside Sign Grant Programs to exclude all signage not affixed or deemed permanent signage (ii) including a description of the grant application approval process to both the Downtown and Eastside Tenant Improvement Programs.

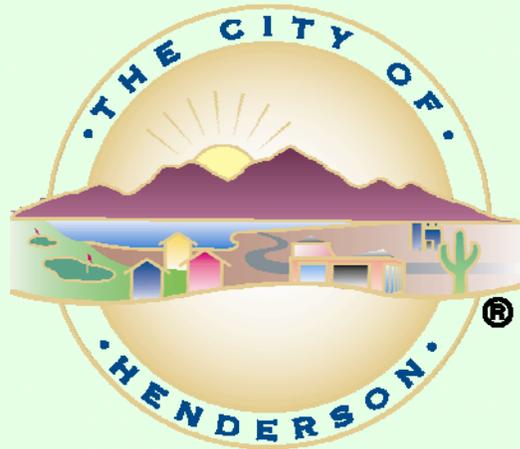
### RECOMMENDED MOTION:

Approve the modifications to the Downtown and Eastside Redevelopment Area Façade, Tenant, and Sign Programs
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### Supporting Documentation:

- Downtown Façade Grant Program and Guidelines consisting of twelve (12) pages
- Eastside Façade Grant Program and Guidelines consisting of twelve (12) pages
- Downtown Tenant Improvement Program and Guidelines consisting of eleven (11) pages
- Eastside Tenant Improvement Program and Guidelines consisting of ten (10) pages
- Downtown Sign Grant Program and Guidelines consisting of six (6) pages
- Eastside Sign Grant Program and Guidelines consisting of six (6) pages

**City of Henderson  
REDEVELOPMENT AGENCY**



*A Place To Call Home*

**Downtown Façade  
Improvement  
Program and  
Guidelines**

*With Sustainability Incentive  
Updated 10/16/2012*



**CITY OF HENDERSON  
REDEVELOPMENT AGENCY  
FAÇADE IMPROVEMENT ~~GRANT/LOAN~~ PROGRAM  
QUALIFICATIONS, CONDITIONS, AND TERMS**

As part of the overall redevelopment strategy, the City of Henderson Redevelopment Agency, referred to herein as the “Agency,” through its Façade Improvement ~~Loan to Grant~~ Grant Program, will provide ~~grants/loans~~ to eligible property owners to enhance commercial buildings and storefronts within the program designated area.

The Agency is offering additional incentives for projects that incorporate Green Building Initiatives. Benefits of green building include a lesser dependence on municipal utilities, lower energy and infrastructure costs, improved inside air quality, and increased productivity of employees. On a broad scale, green building standards can create healthier places for people to meet, live, and work while protecting natural resources and minimizing environmental impacts. **To encourage green building an additional 10 percent of funds will be added to applications that meet the guideline as set forth further in this document.**

**Ex. An application eligible for an award of \$15,000 will receive an additional \$1,500 incentive for the use of sustainable building practices. To receive the sustainability bonus, 5 points are required from the checklist.**

**This Program is an 80 percent grant for eligible expenses. Grant recipients must pay a minimum of 20 percent of the total improvement costs.**

The program is administered by Agency staff. **Prior to payment being made to a contractor ~~or reimbursement to a borrower~~, Agency staff will verify actual costs incurred by ~~borrower~~ the applicant/participating property owner; conduct an inspection of the work performed to verify that work was completed as approved by the Loan Committee; and require the applicant to provide a copy of the approved Final Inspection issued by the City of Henderson Division of Building and Fire Safety.**

The ~~Contract-Grant~~ Agreement identifies the conditions, covenants, and responsibilities for the ~~grant/loan~~, and is entered into by all applicants and the Agency. The general program, qualifications, guidelines, and ~~grant/loan~~ terms and conditions are described below.

## **I. ELIGIBILITY**

### **1. Applicants**

- a) Applicant must be the property owner(s) or lessee(s) of a program-eligible building. All legal property owners must sign the program application, and in the case of a corporation or partnership, a corporate resolution or a power of attorney must be submitted with the application.
- b) Façade Improvement ~~Grants/Loans~~ are subject to funding availability. Approval, denial, or modification lies with the Loan Committee, made up of the Redevelopment Manager or

his/her designee, Treasurer of the Agency or his/her designee, and three members of the Redevelopment Advisory Commission. Should a recipient wish to appeal a Loan Committee decision, staff will forward the request, via agenda, to [the](#) Redevelopment Agency Board.

## 2. Building

- a) Building must be commercial, or administratively approved on a case-by-case basis, and located in the Downtown Redevelopment Area, per the attached map. (See Attachment “A.”)
- b) New buildings (constructed within the last three years) are not eligible for assistance.
- c) Properties affected by unresolved code enforcement issues or actions will not be eligible for participation under this program.

## II. IMPROVEMENTS

In order to be eligible to apply for the Downtown Façade ~~Improvement~~~~Loan to Grant~~ Program, the proposed use must be permitted in the applicable zoning designation. Target businesses are those that will create new job growth, or preserve existing jobs that may be at risk of being lost, and generate new traffic to the area resulting in greater exposure to existing businesses in the Downtown Redevelopment Area.

In order to receive a Façade ~~Program~~~~Loan to Grant~~ grant, an application must be determined to have a minimum of 3 points from the following list. The number of points that an application receives will correspond to the amount of money per square foot that it will be eligible to receive.

- 3 total points awarded will allow an award of up to \$9,000
- 4 total points awarded will allow an award of up to \$10,500
- 5 total points awarded will allow an award of up to \$12,000
- 6 total points awarded will allow an award of up to \$15,000

Points will be determined based on the information that is provided by the applicant. If the application meets the requisite number of points, and the remaining application materials are complete, the application will be scheduled for a hearing before the Redevelopment Agency Loan Committee.

### Points Allowed:

- Retail Use – 2 points
- Restaurant – 2 points
- Bar, Tavern, Urban Lounge – 2 points
- Hotel – 2 points
- Civic – 2 points
- Specialty Retail/Gourmet Grocery – 2 points
- Medical/Dental Office – 2 points
  
- All Other Offices – 1 point
- Service – 1 point

Buildings/spaces that have been vacant for more than 6 months – 1 point

Buildings fronting Water Street, Pacific Avenue, Basic Road, Boulder Highway, or Lake Mead Parkway – 1 point

Businesses that will create or maintain the following number of full-time equivalent jobs:

1-5 jobs – 1 point

6-10 jobs – 2 points

11 > jobs – 3 points

Applications with a fully executed lease that is:

3 years in length from the date of application – 1 point

5 years in length from the date of application – 2 points

**1. Eligible improvements may include:**

- (a) Painting of the entire building façade (including decorative architectural elements), rear entrances, and sides of the building.
- (b) Construction, installation and/or renovation of awnings, marquees, doors, windows, signage, display window lighting, tiles, signs, landscaping, and other façade improvements approved by the Agency and Community Development Departments. Certain improvements adjacent to a sidewalk, in a parking lot, or vacant lot may also be eligible. All improvements must be compatible with adopted design standards and approved by the Redevelopment Agency Loan Committee. Asphalt works such as replacement, resurfacing, or striping in a parking lot is not an eligible expense.

**2. The Agency reserves the right to require certain minimum improvements as part of the program in order to meet the objectives of the Agency.** For example, façade repainting may be required as a minimum improvement.

3. Maintenance type improvements such as roofing and general structural upgrade work are not eligible unless considered to be an integral part of the façade improvement.

4. The Agency and other appropriate City departments must approve all improvements. Improvements must comply with all City building codes, architectural standards, and sign standards.

**5. Applicant is not to begin any improvements to the property before the ~~gGrantloan agreement~~ Agreement is approved and signed by the Agency.** Construction, renovation, or painting costs incurred prior to the execution of the ~~loan-Grant Agreement~~ will not be eligible for reimbursement. (Design, drawing and fee costs will be eligible for reimbursement solely under conditions discussed below.)

**6.** Projects must comply with the adopted Downtown Investment Strategy.

~~6.7.~~ 6.7. Façade Improvements must meet the Moderne Architectural Theme requirement for the Downtown Core Commercial Zone (DCC) as provided in Section 19.5.5.C of the Henderson Municipal Code if the building is located in the DCC Zone.

**III. ELIGIBLE COSTS (those costs eligible for reimbursement through the Façade Improvement Program):**

**1. Prep and Construction:**

- a) Painting of the entire building façade (including decorative architectural elements), rear entrances, and sides of building.
- b) Construction, installation and/or renovation of awnings, marquees, doors, windows, signage (including onsite electrical to support the signage), display window lighting, tiles, signs, landscaping, and other façade improvements approved by the Agency and Community Development Departments. Certain improvements adjacent to a sidewalk, in a parking lot, or vacant lot may also be eligible. All improvements must be compatible with adopted design standards and approved by the Redevelopment Agency Loan Committee.

2. **Permits and fees:** All permits and fees lawfully required to construct the façade improvements shall be paid by applicant and shall be considered eligible costs. Copies of permits are to be provided to RDA staff prior to any construction commencing.

3. **Construction drawings:** The preparation of detailed drawings shall be paid by the applicant and considered eligible costs. (See Section V “DESIGN AND PRELIMINARY COST ESTIMATE.”)

4. **Conceptual design costs:** Conceptual design and cost estimates are eligible costs. (See Section V “DESIGN AND PRELIMINARY COST ESTIMATE.”)

~~5. **Other fees:** Credit reports, closing, recordation, and other related costs shall be paid by applicant and considered eligible costs.~~ **Other fees:** Credit reports, closing, recordation, and other related costs shall be paid by applicant and considered eligible costs.

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**IV. GRANT/LOAN TERMS**

**1. Principal:**

a) **Subject to the availability of funding**, the maximum grant/loan principal amount is the lesser of: 1) 80% of eligible project costs actually incurred, or 2) maximum allowable grant/loan per storefront according to frontage.

Points	Maximum Agency Participation	Maximum Loan
3 Points	80%	\$9,000
4 Points	80%	\$10,500
5 Points	80%	\$12,000

6 Points	80%	\$15,000
----------	-----	----------

\* If an application is for a building with double frontage, [with](#) facades that are clearly visible from two rights-of-way, an additional 50 percent of the above awards may be added. [Example:-](#) An application with 6 points and an exposed façade on two frontages will be eligible for a total ~~loan to~~ grant of \$22,500.

b) ~~Borrower must liquidate any existing façade program grant before being eligible for an additional façade improvement grant. Borrower must liquidate any existing façade program loan before being eligible for an additional façade improvement loan.~~ Maximum cumulative loan amount is not to exceed \$24,750 in any two consecutive-year period.

~~e) One hundred percent (100%) of the principal shall be forgiven at maturity if the terms and conditions of the loan are met.~~

~~d)c)~~  **Sustainability Incentive** – If you add five (5) of the following components to your façade improvement, you are eligible for an additional 10 percent of the maximum ~~grant/loan~~ amount. (Therefore, the maximum cumulative ~~grant/loan~~ amount may not exceed \$24,750.)

#### General Provisions

For all construction work, reusing existing materials on site is considered a sustainable practice because it extends the life of existing materials, conserves resources, reduces waste, and reduces impacts on the environment as related to the manufacture and transportation of new materials. In order to count this as one of the criteria, a minimum of 5 percent of the total project materials must be salvaged, refurbished, or reused materials.

Construction waste should be diverted from landfills through recycling or salvaging. An example of salvaging would be where part of a brick building is demolished, and the [useable](#) bricks are used for a new walkway or other part of the structure or property.

In general, where new building materials are needed, choose materials with recycled (post-consumer and/or pre-consumer) content. Post-consumer material has already been used and will be reused for another purpose, such as insulation made from used denim jeans. Pre-consumer material is generally a by-product that comes directly from the manufacturer and has not been used by the end consumer, such as broken glass from a window manufacturer that will be used as aggregate in concrete.

Wherever possible, [specify](#) materials that are extracted, processed, and manufactured within 500 miles of the construction site in order to reduce environmental impacts from transportation [should be specified](#).

#### Wood

- Use sustainably-harvested wood that is FSC (Forest Stewardship Council) certified.
- Use composite wood products (MDF board, particle board, plywood, etc.) that contain no added urea formaldehyde resins.

- Roofing - Use light-colored or highly-reflective materials per LEED standards or similar to reduce heat gain and urban heat island effect. (Per LEED, use materials with a Solar Reflectance Index (SRI) of at least 78 for roofs with a pitch less than or equal to 2:12, and an SRI of at least 29 for roofs with a pitch greater than 2:12.) See [www.coolroofs.org](http://www.coolroofs.org) for product information.

#### Flooring

- Use sustainably-harvested wood that is FSC ([Forest Stewardship Council](http://www.fsc.org)) certified.
- Use rapidly renewable materials such as bamboo, cork, or linoleum.
- Use recycled materials such as PET carpet made from recycled plastic bottles.
- Use carpet, padding and adhesives that are Green Label/Green Label Plus certified. ([www.carpet-rug.org](http://www.carpet-rug.org))

#### Glazing

- Use solar screens over windows facing east, south, or west.
- Provide shade structures over windows facing east, south, or west.
- For remodels, place windows to maximize natural day lighting within the building to minimize the need for electric lighting.
- Use low-emissivity (low-e) windows.
- Provide operable windows where allowable by code to promote natural ventilation.

#### Paints

- Use low-VOC (volatile organic compound) paints that are certified by Green Seal or similar.
- Use light-colored paints on the exterior to minimize heat gain and heat island effect.
- — Adhesives/caulk
- — Use low-VOC (volatile organic compound) adhesives/caulk that are certified by Green Seal or similar.

#### Mechanical Equipment

- Use high-efficiency heating, ventilation, and air conditioning (HVAC) units that are right-sized for the project.
- Use filters with a MERV (minimum efficiency reporting value) of 8 or better for all air handler units.

#### Insulation

- Install additional insulation whenever possible to exceed code-required minimums.
- The use of renewable or recycled materials for insulation is highly encouraged.
- Shade components (such as awnings). *The shade components should reduce unwanted solar gain during the summer months.*
- Water-efficient, drought-tolerant landscaping.
- Incorporate natural daylighting strategies and techniques. (Daylighting can be done in many different ways, including light scoops, light monitors, recessed windows, clerestories, skylights, light tubes and light shelves.)
- Replacing or adding energy-efficient windows that are Energy Star rated.
- Incorporate renewable energy strategies such as solar panels.

Other sustainable components will be considered on a case by case basis.

**~~2.—Interest:~~**

- ~~a) Loans shall carry a deferred interest rate of the five year Treasury note yield, plus 3 percent to maturity as published in the Wall Street Journal as of the funding date. Accrued interest shall be forgiven at maturity if the terms and conditions of the loan are met.~~

**~~3.—Term:~~**

- ~~a) The term of the loan is two (2) years.~~

**~~4.—Payments:~~**

- ~~a) Payments of principal and interest are deferred for the term of the loan, except as noted in section IV. 5. b) or c).~~

**~~5.—Conditions:~~**

- ~~a) There will be no pre-payment penalty or fees.~~
- ~~b) Loans will be due and payable in full upon sale or transfer of the property or upon other acceleration conditions of the loan as provided below. Assumptions by new owners shall be approved at the sole discretion of the Agency.~~
- ~~c) Annually, on or near the anniversary date of the loan, upon sale of the property, or at the owner's request for reconveyance, the Agency will inspect the property and determine, at its sole discretion, if it has been maintained in good condition. (See Section VII "MAINTENANCE OBLIGATION.")~~

~~d) If the property is maintained in good condition for the term of the loan (see Section VII "MAINTENANCE OBLIGATION"), 100 percent of the principal and interest shall be forgiven at maturity.~~

~~e) At any point upon the Agency's determination that the property has not been maintained in good condition, the Agency will notify the owner, in writing, of any deficiencies. If the owner fails to cure the deficiencies within 30 days, then the full principal and accrued interest shall be amortized over the balance of the loan term and collected on a monthly basis. If an owner fails to cure the deficiencies within 60 days of the written notice, then the full principal and accrued interest shall become immediately due and payable.~~

#### ~~6. Security:~~

~~a) A Deed of Trust shall be recorded on the property to secure the loan. The lien shall be junior to any previously recorded lien.~~

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#### ~~27. Disbursement of Grant ~~loan funds~~ Funds:~~

~~Grant ~~Loan~~ funds will be disbursed upon:~~

- ~~a) Inspection and approval of completed improvements by Agency.~~
- ~~b) Receipt of copies of acceptable (at the Agency's sole discretion) lien releases from all applicable parties.~~
- ~~c) Receipt and review of all invoices for improvements, by Agency.~~
- ~~d) Approval of a final inspection from the City of Henderson Building and Fire Safety Division when required.~~

~~Grant ~~Loan~~ funds may be paid directly to the contractor or as a reimbursement to the ~~borrower~~ property owner or lessee, at the discretion of the Agency.~~

#### ~~8.3. Maximum Assistance by the City of Henderson Redevelopment Agency~~

~~The maximum cumulative ~~loan and/or~~ grant amount from all Henderson Redevelopment assistance programs that can be received for a project cannot exceed \$90,000 in any two consecutive-year period unless green building standards are met, in which case the amount can be increased not to exceed \$99,000.~~

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## V. DESIGN AND PRELIMINARY COST ESTIMATE

### 1. Conceptual Design:

- a) Conceptual design and preliminary cost estimate are reimbursable program costs.
- b) Applicant's conceptual design and cost estimate must be approved by the Agency prior to grant ~~loan~~ commitment.

## 2. Drawings/Permits:

- a) All working drawings and corresponding City permits will be the applicant's sole responsibility. Detail drawings and application for permits must be completed within 90 days of approval by the Loan Committee. Failure to meet this deadline ~~may will~~ result in the cancellation of all the Agency's obligations regarding the reimbursement of any eligible past or future costs in connection with the design or construction of the improvements.
- b) The preparation of detailed drawings is an eligible cost under this program.

## VI. BIDDING/CONSTRUCTION

1. Applicant shall put the job out to bid. At least three competitive bids must be obtained. In order for any bid to be acceptable, it must be received from a contractor licensed to do business in the State of Nevada. Applicant is responsible for selecting a contractor and executing the corresponding construction agreement. Any contractor not licensed in the City of Henderson at the time of bid, must obtain a Henderson business license prior to performing work.
2. City of Henderson Redevelopment Agency must approve the winning bid and the contractor prior to the execution of the construction agreement.
3. **Permits for building improvements must be obtained.** All City fees must be paid by the applicant. Fees are eligible costs under this program.
4. Contractors licensed by the State of Nevada must construct all work. All contractors must have a valid City of Henderson business license and adequate bonding for the work to be performed.
5. All improvements must be completed within nine months of approval by the Loan Committee unless a written extension is granted by the Agency. Failure to meet this deadline ~~may will~~ result in the cancellation of all City of Henderson Redevelopment Agency obligations regarding the reimbursement of any eligible past or future costs in connection with the design or construction of the improvements.

## VII. MAINTENANCE OBLIGATION

- ~~1.~~ Applicant shall maintain the improvements and façade of the property in good condition and in accordance with local and State building codes for a minimum of two years.
  - 1.
  - ~~2.~~ **As an incentive to encourage proper maintenance, 100 percent of the loan and 100 percent of accrued and deferred interest shall be forgiven at maturity if improvements are maintained in good condition for the two year period. If an owner fails to maintain the improvements, all principal and accrued interest shall be collected as indicated in Section IV "LOAN TERMS."**

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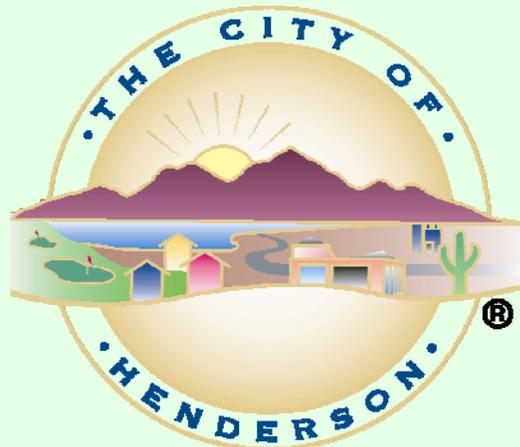
2. Conditions that constitute a failure to maintain the property in good condition include, but are not limited to, peeling paint, chipped surfaces, broken windows, covered transoms or window spaces, boarded windows, excessive bird droppings or debris, graffiti and illegal or non-conforming signage, lack of landscaping maintenance, and obstructed windows.

3. Agency staff will inspect improvements annually for two years to determine whether improvements are being properly maintained. If a property and/or business owner fails to maintain the improvements, that individual will not be eligible for any future assistance using Redevelopment funding.

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**City of Henderson  
REDEVELOPMENT AGENCY**



*A Place To Call Home*

**Eastside Façade  
Improvement  
Program and  
Guidelines**

*With Sustainability Incentive  
Updated 09/18/2012*



**CITY OF HENDERSON  
REDEVELOPMENT AGENCY  
FAÇADE IMPROVEMENT ~~LOAN-GRANT~~ PROGRAM  
QUALIFICATIONS, CONDITIONS, ~~AND~~ TERMS**

As part of the overall redevelopment strategy, the City of Henderson Redevelopment Agency, referred to herein as the “Agency,” through its Façade Improvement ~~Loan to~~ Grant Program, will provide ~~grants/loans~~ to eligible property owners to enhance commercial buildings and storefronts within the program designated area, ~~or administratively approved on a case-by-case basis.~~

The Agency is offering additional incentives for projects that incorporate Green Building Initiatives. Benefits of green building include a lesser dependence on municipal utilities, lower energy and infrastructure costs, improved inside air quality, and increased productivity of employees. On a broad scale, green building standards can create healthier places for people to meet, live, and work while protecting natural resources and minimizing environmental impacts. **To encourage green building an additional 10 percent of funds will be added to applications that meet the guideline as set forth further in this document.**

**Ex. An application eligible for an award of \$15,000 will receive ~~a~~-an additional \$1,500 incentive for the use of sustainable building practices. To receive the sustainability bonus, 5 points are required from the checklist.**

**This Program is an 80 percent grant for eligible expenses. Grant recipients must pay a minimum of 20 percent of the total improvement costs.**

The program is administered by Agency staff. **Prior to payment being made to a contractor or reimbursement to ~~a borrower~~an applicant, Agency staff will verify actual costs incurred by ~~borrower~~applicant prior to reimbursement, conduct an inspection of the work performed to verify that work was completed as approved by the Loan Committee, and require the applicant to provide a copy of the approved Final Inspection issued by the City of Henderson Division of Building and Fire Safety.**

The ~~Contract-Grant~~ Agreement identifies the conditions, covenants, and responsibilities for the ~~grant/loan~~, and is entered into by all applicants and the Agency. The general program, qualifications, guidelines, and ~~grant/loan~~ terms and conditions are described below.

**I. ELIGIBILITY**

**1. Applicants**

- a) Applicant must be the property owner(s) ~~or lessee~~ of a program-eligible building. All legal property owners must sign the program application, and in the case of a corporation or partnership, a corporate resolution or a power of attorney must be submitted with the application.
- b) Façade Improvement ~~Grants/Loans~~ are subject to funding availability. Approval, denial, or modification of an application lies with the Loan Committee, made up comprised of the

~~Redevelopment Manager or designee, Agency Treasurer or designee, and three members of the Redevelopment Advisory Commission. Should a recipient applicant wish to appeal a Loan Committee decision, Agency staff will forward the request, via agenda, to the Redevelopment Agency Board. The Agency Loan Committee will evaluate, approve, and modify all Façade Improvement Loans at its sole discretion. Staff will underwrite all applications.~~

## 2. Building

- a) Building must be commercial and located in the Eastside Redevelopment Area per the attached map. (See Attachment “A.”)
- b) New buildings (i.e., constructed within the ~~last~~ three years prior to the application submittal) are not eligible for assistance.
- c) Properties affected by unresolved code enforcement issues or actions will not be eligible for participation under this program.

## II. IMPROVEMENTS

In order to be eligible to apply for the Eastside Façade ~~Loan to Improvement Grant~~ Program, the proposed use must be permitted in the applicable zoning designation. Target businesses are those that will create new job growth, or preserve existing jobs that may be at risk of being lost, and generate new traffic to the area resulting in greater exposure to existing businesses in the Eastside Redevelopment Area.

In order to receive a Façade ~~Loan to~~ Grant, an application must be determined to have a minimum of 3 points from the following list. The number of points that an application receives will correspond to the amount of money per square foot that it will be eligible to receive.

- 3 total points awarded will allow an award of up to \$9,000
- 4 total points awarded will allow an award of up to \$10,500
- 5 total points awarded will allow an award of up to \$12,000
- 6 total points awarded will allow an award of up to \$15,000

Points will be determined based on the information that is provided by the applicant. If the application meets the requisite number of points, and the remaining application materials are complete, the application will be scheduled for a hearing before the Redevelopment Agency Loan Committee.

### Points Allowed:

- Retail Use – 2 points
- Restaurant – 2 points
- Bar, Tavern, Urban Lounge – 2 points
- Hotel – 2 points
- Civic – 2 points
- Specialty Retail/Gourmet Grocery – 2 points
- Medical/Dental Office – 2 points

All Other Offices – 1 point  
Service – 1 point

Buildings/spaces that have been vacant for more than 6 months – 1 point

Buildings fronting Boulder Highway – 1 point

Businesses that will create or maintain the following number of full-time equivalent jobs:

1-5 jobs – 1 point  
6-10 jobs – 2 points  
11 > jobs – 3 points

Applications with a fully executed lease that is:

3 years in length from the date of application – 1 point  
5 years in length from the date of application – 2 points

1. Eligible improvements may include:

- (a) Painting of the entire building façade (including decorative architectural elements), rear entrances, and sides of building.
- (b) Construction, installation and/or renovation of awnings, marquees, doors, windows, signage, display window lighting, tiles, signs, landscaping, and other façade improvements approved by the Agency and Community Development Departments. Certain improvements adjacent to a sidewalk, in a parking lot, or vacant lot may also be eligible. All improvements must be compatible with adopted design standards and approved by the Redevelopment Agency Loan Committee. Asphalt works such as replacement, resurfacing, or striping in a parking lot is not an eligible improvement expense.

2. **The Agency reserves the right to require certain minimum improvements as part of the program in order to meet the objectives of the Agency.** For example, façade repainting may be required as a minimum improvement.

3. Maintenance type improvements such as roofing and general structural upgrade work are not eligible unless considered to be an integral part of the façade improvement.

4. The Agency and other appropriate City departments must approve all improvements. Improvements must comply with all City building codes, architectural standards, and sign standards.

5. **Applicant is not to begin any improvements to the property before the ~~grant loan~~ agreement is approved and signed by the Agency.** Construction, renovation, or painting costs incurred prior to the execution of the ~~grant agreement loan~~ will not be eligible for reimbursement. (Design, drawing and fee costs will be eligible for reimbursement solely under the conditions discussed in Section III below.)

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**III. ELIGIBLE COSTS (those costs eligible for reimbursement through the Façade Improvement Program):**

**1. ~~+~~ Prep and Construction:**

- a) Painting of the entire building façade (including decorative architectural elements), rear entrances, and sides of building.
- b) Construction, installation and/or renovation of awnings, marquees, doors, windows, signage (including onsite electrical to support the signage), display window lighting, tiles, signs, landscaping, and other façade improvements approved by the Agency and Community Development Departments. Certain improvements adjacent to a sidewalk, in a parking lot, or vacant lot may also be eligible. All improvements must be compatible with adopted design standards and approved by the Redevelopment Agency Loan Committee.

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2. **Permits and fees:** All permits and fees lawfully required to construct the façade improvements shall be paid by applicant and shall be considered eligible costs. Copies of permits are to be provided to RDA staff prior to any construction commencing.

3. **Construction drawings:** The preparation of detailed drawings shall be paid by the applicant and considered eligible costs. (See Section V "DESIGN AND PRELIMINARY COST ESTIMATE.")

4. **Conceptual design costs:** Conceptual design and cost estimates are eligible costs. (See Section V "DESIGN AND PRELIMINARY COST ESTIMATE.")

5. **Other fees:** Credit reports, ~~closing, recordation,~~ and other related costs shall be paid by applicant and are considered eligible costs.

**IV. LOAN GRANT TERMS**

**1. ~~+~~ Principal Amount:**

- a) **Subject to the availability of funding,** the maximum ~~grant/loan~~ principal amount is the lesser of: 1) 80% of eligible project costs actually incurred, or 2) maximum allowable ~~grant/loan~~ per storefront according to frontage.

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Points	Maximum Agency Participation	Maximum Loan
3 Points	80%	\$9,000
4 Points	80%	\$10,500
5 Points	80%	\$12,000
6 Points	80%	\$15,000

\* If an application is for a building with double frontage, facades that are clearly visible from two rights-of-way, an additional 50 percent of the above awards can be added. Ex-~~ample:~~ An application with 6 points and exposed façade on two frontages will be eligible for a total ~~loan to~~ grant of \$22,500.

b) ~~Borrower-Applicant~~ must liquidate any existing façade program ~~grant/loan~~ before being eligible for an additional façade improvement ~~grant/loan~~. Maximum cumulative ~~grant/loan~~ amount is not to exceed \$24,750 in any two consecutive-year period.

~~e) One hundred percent (100%) of the principal shall be forgiven at maturity if the terms and conditions of the loan are met.~~

~~d/c)~~  **Sustainability Incentive** – If you add five (5) of the following components to your façade improvement, you are eligible for an additional 10 percent of the maximum ~~grant/loan~~ amount. *(Therefore, the maximum cumulative ~~grant/loan~~ amount may not exceed \$24,750.)*

## 2. General Provisions

For all construction work, reusing existing materials on site is considered a sustainable practice because it extends the life of existing materials, conserves resources, reduces waste and reduces impacts on the environment as related to the manufacture and transportation of new materials. In order to count this as one of the criteria, a minimum of 5 percent of the total project materials must be salvaged, refurbished, or reused materials.

Construction waste should be diverted from landfills through recycling or salvaging. An example of Salvaging would be where part of a brick building is demolished and the [useable](#) bricks are used for a new walkway or other part of the structure or property.

In general, where new building materials are needed, choose materials with recycled (post-consumer and/or pre-consumer) content. Post-consumer material has already been used and will be reused for another purpose, such as insulation made from used denim jeans. Pre-consumer material is generally a by-product that comes directly from the manufacturer and has not been used by the end consumer, such as broken glass from a window manufacturer that will be used as aggregate in concrete.

Wherever possible, ~~specify~~ materials that are extracted, processed and manufactured within 500 miles of the construction site in order to reduce environmental impacts from transportation [should be specified](#).

### Wood

- Use sustainably-harvested wood that is FSC (Forest Stewardship Council) certified.
- Use composite wood products (MDF board, particle board, plywood, etc.) that contain no added urea formaldehyde resins.
- Roofing - Use light-colored or highly-reflective materials per LEED standards or similar to reduce heat gain and urban heat island effect. (Per LEED, use materials with a Solar Reflectance Index (SRI) of at least 78 for roofs with a pitch less than or equal to 2:12, and an SRI of at least 29 for roofs with a pitch greater than 2:12.) See [www.coolroofs.org](http://www.coolroofs.org) for product information.

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### Flooring

- Use sustainably-harvested wood that is FSC ([Forest Stewardship Council](#)) certified.
- Use rapidly renewable materials such as bamboo, cork, or linoleum.
- Use recycled materials such as PET carpet made from recycled plastic bottles.
- Use carpet, padding and adhesives that are Green Label/Green Label Plus certified. ([www.carpet-rug.org](http://www.carpet-rug.org))

### Glazing

- Use solar screens over windows facing east, south, or west.
- Provide shade structures over windows facing east, south, or west.
- For remodels, place windows to maximize natural day lighting within the building to minimize the need for electric lighting.
- Use low-emissivity (low-e) windows.
- Provide operable windows where allowable by code to promote natural ventilation.

### Paints

- Use low-VOC (volatile organic compound) paints that are certified by Green Seal or similar.
- Use light-colored paints on the exterior to minimize heat gain and heat island effect.
- Adhesives/caulk
- Use low-VOC (volatile organic compound) adhesives/caulk that are certified by Green Seal or similar.

### Mechanical Equipment

- Use high-efficiency heating, ventilation and air conditioning (HVAC) units that are right-sized for the project.
- Use filters with a MERV (minimum efficiency reporting value) of 8 or better for all air handler units.

### Insulation

- Install additional insulation whenever possible to exceed code-required minimums.
- The use of renewable or recycled materials for insulation is highly encouraged.
- Shade components (such as awnings). The shade components should reduce unwanted solar gain during the summer months.
- Water-efficient, drought-tolerant landscaping.

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- Incorporate natural daylighting strategies and techniques. (Daylighting can be done in many different ways, including light scoops, light monitors, recessed windows, clerestories, skylights, light tubes and light shelves.)
- Replacing or adding energy-efficient windows that are Energy Star rated.
- Incorporate renewable energy strategies such as solar panels.

Other sustainable components will be considered on a case by case basis.

~~**2.—Interest:**~~

~~a) Loans shall carry a deferred interest rate of the five year Treasury note yield, plus 3 percent to maturity as published in the Wall Street Journal as of the funding date. Accrued interest shall be forgiven at maturity if the terms and conditions of the loan are met.~~

~~**3.—Term:**~~

~~a) The term of the loan is two (2) years.~~

~~**4.—Payments:**~~

~~a) Payments of principal and interest are deferred for the term of the loan, except as noted in section IV. 5. b) or c).~~

~~**5.—Conditions:**~~

~~a) There will be no pre-payment penalty or fees.~~

~~b) Loans will be due and payable in full upon sale or transfer of the property or upon other acceleration conditions of the loan as provided below. Assumptions by new owners shall be approved at the sole discretion of the Agency.~~

~~c) Annually, on or near the anniversary date of the loan, upon sale of the property, or at the owner's request for reconveyance, the Agency will inspect the property and determine, at its sole discretion, if it has been maintained in good condition. (See Section VII "MAINTENANCE OBLIGATION.")~~

~~d) If the property is maintained in good condition for the term of the loan (see Section VII "MAINTENANCE OBLIGATION"), 100 percent of the principal and interest shall be forgiven at maturity.~~

~~e) At any point upon the Agency's determination that the property has not been maintained in good condition, the Agency will notify the owner, in writing, of any deficiencies. If the owner fails to cure the deficiencies within 30 days, then the full principal and accrued interest~~

~~shall be amortized over the balance of the loan term and collected on a monthly basis. In addition, if an owner has not met the concerns of the Agency within 60 days of the written notice, then the full principal and accrued interest shall become immediately due and payable.~~

~~**6. Security:**~~

~~a) A lien on property shall be recorded to secure the loan. The lien shall be junior to any previously recorded lien.~~

**7.3. Disbursement of grant/loan funds:**

Grant/Loan funds will be disbursed directly to the contractor upon:

- a) Inspection and approval of completed improvements.
- b) Receipt of copies of acceptable (at the Agency's sole discretion) lien releases from all applicable parties.
- c) Receipt and review of all invoices for improvements.
- d) Approval of a final inspection from the City of Henderson Building and Fire Safety Division when required.

Grant/Loan funds may be paid directly to the contractor or as a reimbursement to the borrower at the discretion of the Agency.

**8. 4. Maximum Assistance by the City of Henderson Redevelopment Agency**

    The maximum cumulative ~~loan and/or~~ grant amount from all Henderson Redevelopment assistance programs that can be received for a project cannot exceed \$90,000 in any two consecutive-year period unless green building standards are met, in which case the amount can be increased to not to exceed \$99,000.

**V. DESIGN AND PRELIMINARY COST ESTIMATE**

**1. Conceptual Design:**

- a) Conceptual design and preliminary cost estimate are reimbursable program costs.
- b) Applicant's conceptual design and cost estimate must be approved by the Agency prior to grant/loan commitment.

**2. Drawings/Permits:**

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- a) All working drawings and corresponding City permits will be the applicant's sole responsibility. Detail drawings and application for permits must be completed within 90 days of approval by the Loan Committee. Failure to meet this deadline ~~may will~~ result in the cancellation of all the Agency's obligations regarding the reimbursement of any eligible past or future costs in connection with the design or construction of the improvements.
- b) The preparation of detailed drawings is an eligible cost under this program.

**VI. BIDDING/CONSTRUCTION**

- a) Applicant shall put the job out to bid. At least three competitive bids must be obtained. In order for any bid to be acceptable, it must be received from a contractor licensed to do business in the State of Nevada. Applicant is responsible for selecting a contractor and executing the corresponding construction agreement. Any contractor not licensed in the City of Henderson at the time of bid must obtain a Henderson business license prior to performing work.
- b) City of Henderson Redevelopment Agency must approve the winning bid and the contractor prior to the execution of the construction agreement.
- c) **Permits for building improvements must be obtained.** All City fees must be paid by the applicant. Fees are eligible costs under this program.
- d) Contractors licensed by the State of Nevada must construct all work. All contractors must have a valid City of Henderson business license and adequate bonding.
- e) All improvements must be completed within nine months of approval by the Loan Committee unless a written extension is granted by the Agency. Failure to meet this deadline ~~may will~~ result in the cancellation of all City of Henderson Redevelopment Agency obligations regarding the reimbursement of any eligible past or future costs in connection with the design or construction of the improvements.

**VII. MAINTENANCE OBLIGATION**

- a) Applicant shall maintain the improvements and façade of the property in good condition and in accordance with local and State building codes for a minimum of two years.
- b) Conditions that constitute a failure to maintain the property in good condition include, but are not limited to, peeling paint, chipped surfaces, broken windows, covered transoms or window spaces, boarded windows, excessive bird droppings or debris, graffiti and illegal or non-conforming signage, lack of landscaping maintenance, and obstructed windows.
- c) Agency staff will inspect improvements annually for two years to determine whether improvements are being properly maintained. If a property and/or business owner fails to maintain the improvements, ~~that individual~~ the same will not be eligible for any future assistance using Redevelopment funding.
- a)

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~~b) As an incentive to encourage proper maintenance, 100 percent of the loan and 100 percent of accrued and deferred interest shall be forgiven at maturity if improvements are maintained in good condition for the two-year period. If an owner fails to maintain the improvements, all principal and accrued interest shall be collected as indicated in Section IV "LOAN TERMS."~~

~~Conditions that constitute a failure to maintain the property in good condition include, but are not limited to, peeling paint, chipped surfaces, broken windows, covered transoms or window spaces, boarded windows, excessive bird droppings or debris, graffiti and illegal or non-conforming signage, lack of landscaping maintenance, and obstructed windows.~~



**City of Henderson  
REDEVELOPMENT AGENCY**



**Downtown Tenant  
Improvement  
Program and  
Guidelines**

*With Sustainability Incentive  
Approved 09/18/2012*



**CITY OF HENDERSON  
REDEVELOPMENT AGENCY  
TENANT IMPROVEMENT GRANT PROGRAM  
QUALIFICATIONS, CONDITIONS, AND TERMS**

According to the City of Henderson Downtown Investment Strategy, the long-term revitalization and improvement of the Downtown will require enduring public/private partnerships that leverage limited resources from both the Agency and the Downtown business community. As part of the overall redevelopment strategy, the City of Henderson Redevelopment Agency, referred to herein as the “Agency,” through its Commercial Tenant Improvement Grant Program, will provide grants to eligible property owners and/or business owners to enhance commercial buildings within the program designated area. Funding through this program can only be used for tenant improvement build-out, for up to 50 percent of the total tenant improvement costs, at a maximum rate of \$25.00 per square foot, unless Green Initiatives, as described below are met. **A maximum of \$50,000 per tenant improvement build-out can be received through this grant program.**

The Agency is offering additional incentives for projects that incorporate Green Building Initiatives (See Appendix B). Benefits of green building include a lesser dependence on municipal utilities, lower energy and infrastructure costs, improved inside air quality, and increased productivity of employees. On a broad scale, green building standards can create healthier places for people to meet, live, and work while protecting natural resources and minimizing environmental impacts. **To encourage green building, an additional 10 percent of funds will be added to applications that meet the guideline as set forth further in this document.**

**Ex. An application eligible for an award of \$30,000 will receive an additional \$3,000 incentive for the use of sustainable building practices. To receive the sustainability bonus, 5 points are required from the checklist.**

**Grant recipients must pay a minimum of 20 percent of the total improvement costs after all rebates and/or grants are deducted.**

The program is administered by the Agency. **The program operates on a reimbursement basis and the applicant is responsible for all payments to professionals, City departments and contractors.** Applicants must use contractors with a City of Henderson business license, when required (if in doubt, contact the City of Henderson Business License Division at 702-267-1730). **The Agency will verify actual costs incurred by borrower prior to reimbursement. Reimbursement will only take place after a Certificate of Occupancy has been issued by the City of Henderson Building and Fire Safety Department.**

The ~~Contract-Grant~~ Agreement identifies the conditions, covenants, and responsibilities for the grant, and is entered into by all approved applicants and the Agency. The general program, qualifications, guidelines, and grant terms and conditions are described below.

**I. ELIGIBILITY**

To secure a compelling mix of retail, restaurant, office, and art niche businesses in the Downtown Redevelopment Project Area, certain business/tenant types are excluded from this program. Generally, an appropriate business for the Tenant Improvement Grant Program is one of the target business types that will, according to the Downtown Investment Strategy, promote an inviting, vibrant Downtown environment. The following table identifies the types of businesses that were identified in the Downtown Investment Strategy as desired uses in the Downtown.

<i>Eligible Business Type</i>	<i>Non-Eligible Business Type</i>
Dining and Bars (e.g. Casual, Dining, Brew Pub)	Take-out only food services
Retail (e.g. Drug Store, Book Store, Neighborhood Grocery, Card/Gift Shop, Art Supply Stores, Apparel – except infant only, Hobby, Linen, Stationary)	Infant Apparel only
Service (e.g. Day Care, Day Spa, Beauty Salon, Veterinarian, Dry Cleaner/Laundromat)	Automotive Oriented Businesses (e.g. Car Wash, Tire Lube Center, Automobile Repair, Smog Station)
Office (e.g. Single-tenant professional – legal, medical, architecture, engineering, Multi-Tenant,	Convenience Store/Cell-phone Stores
Hotel (e.g. Best Western, Marriot)	Massage (stand alone)
Civic (e.g. Utility Service Center, Post Office with a retail component)	Dollar and similar Discount stores/ Pawn Shops
Specialty/Gourmet Grocery	Bail Bonds

In order to receive a Tenant Improvement Grant, an application must be determined to have a minimum of 3 points from the following list. The number of points that an application receives will correspond to the amount of money per square foot that it will be eligible to receive.

- 3 points = Up to \$10 per square foot
- 4 points = Up to \$15 per square foot
- 5 points = Up to \$20 per square foot
- 6 or more points = Up to \$25 per square foot

Points will be determined based on the information that is provided by the applicant. If the application meets the requisite number of points, and the remaining application materials are complete, the application will be scheduled for a hearing before the Redevelopment Agency Loan Committee.

Points Allowed:

Retail Use – 2 points  
Restaurant – 2 points  
Bar, Tavern, Urban Lounge – 2 points  
Hotel – 2 points  
Civic – 2 points  
Specialty Retail/Gourmet Grocery – 2 points  
Medical/Dental Office – 2 points

All Other Offices – 1 point  
Service – 1 point

Buildings/spaces that have been vacant for more than 6 months – 1 point

Buildings fronting Water Street, Pacific Avenue, Basic Road, Boulder Highway, or Lake Mead Parkway – 1 point

Businesses that will create or maintain the following number of full-time equivalent jobs:

1-5 jobs – 1 point  
6-10 jobs – 2 points  
11 > jobs – 3 points

Applications with a fully executed lease that is:

3 years in length from the date of application – 1 point  
5 years in length from the date of application – 2 points

**1. Applicants**

- a) Applicant must be the property owner(s) of a program-eligible building, or lessee of an eligible building, having notarized consent from the property owner for the intended renovation. The notarized letter of consent from the property owner must accompany the application. All legal property owners must sign the program application, and in the case of a corporation or partnership, a corporate resolution or a power of attorney must be submitted with the application.
- b) ~~The Agency will evaluate all applications at its sole discretion; and, grant award is subject to fund availability. Only applicants with satisfactory credit history will be eligible to participate in this program.~~ Tenant Improvement Grants are subject to funding availability. Approval, denial, or modification lies with the Loan Committee, made up of the Redevelopment Manager or designee, Agency Treasurer or designee, and three members of the Redevelopment Advisory Committee. Should an applicant wish to appeal a Loan Committee decision, staff will forward the request, via agenda, to the Redevelopment Agency Board.

## 2. Building

- a) Building must be commercial and located in the Downtown Redevelopment Area (see Appendix “A” for a map of the eligible area).
- b) Properties affected by unresolved code enforcement issues or actions are not eligible for participation under this program.
- c) Specific square footage may only receive Tenant Improvement Grant funds once every five (5) years, unless a compelling justification is established and approved by the Loan Committee, at its sole discretion.

## II. IMPROVEMENTS

### 1. Eligible improvements may include:

This program is intended to fund improvements that will, in general, stay with the property, and therefore will not cover the cost of purchasing or installing fixtures, non-fixed equipment or inventory. Generally acceptable improvements include, but are not necessarily limited to the following repairs/replacement/upgrades:

- Electrical Repair/Upgrade
- HVAC/Mechanical Repair or Upgrade
- Plumbing
- Dry wall installation and/or repairs
- Flooring
- Lighting
- Windows/doors\*
- Interior demolition/rebuild
- Painting
- Green Initiatives as identified in Appendix B

~~Note: \*Improvements to buildings that affect the exterior appearance of the building façade must meet the Moderne Architectural Theme requirement for the Downtown Core Commercial Zone (DCC) as provided in Section 19.5.5C of the Henderson Municipal Code if the building is located in a DCC Zone~~

2. **The Agency reserves the right to require certain minimum improvements as part of the program in order to meet the objectives of the Agency.** For example, façade repainting may be required as a minimum improvement.
3. The Agency and other appropriate City departments must approve all improvements. Improvements must comply with all City building codes and architectural standards.
4. **Applicant is not to begin any improvements to the property before the grant is approved and signed by the Agency.** Construction, renovation, or painting costs incurred

prior to the execution of the grant will not be eligible for reimbursement. (Design, drawing and fee costs will be eligible for reimbursement solely under conditions discussed below.)

5. Projects must comply with the adopted Downtown Investment Strategy.

Note: \*Improvements to buildings that affect the exterior appearance of the building façade must meet the Moderne Architectural Theme requirement for the Downtown Core Commercial Zone (DCC) as provided in Section 19.5.5.C of the Henderson Municipal Code if the building is located in a DCC Zone

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### III. ELIGIBLE COSTS (those costs eligible for reimbursement through the Tenant Improvement Program):

1. **Permits and fees:** All permits and fees lawfully required for the tenant improvements shall be paid by applicant and shall be considered eligible costs. Copies of permits are to be provided to RDA staff prior to any improvements commencing.
2. **Construction drawings:** The preparation of detailed drawings shall be paid by the applicant and considered an eligible cost. (See Section V "DESIGN AND PRELIMINARY COST ESTIMATE.")
3. **Conceptual design costs:** Conceptual design and cost estimates are eligible costs. (See Section V "DESIGN AND PRELIMINARY COST ESTIMATE.")
4. **Other fees:** Credit reports and other related costs shall be paid by applicant and considered eligible costs, unless waived by the Loan Committee.
5. Improvements referenced in Part II above.
6. Any modifications to the interior or exterior of the building that are required by the Loan Committee.

### IV. GRANT TERMS

#### 1. Principal:

- a) **Subject to the availability of funding,** the maximum grant amount is 50 percent of the tenant improvement costs, and subject to the following criteria:
  - (i) amount is calculated up to \$25.00 per square foot to a maximum of \$50,000; and
  - (ii) A 10 percent incentive bonus may be added to applications that are determined to use sustainable building practices; and
  - (iii) Applicant must pay for at least 20 percent of the total tenant improvement costs after all rebates and/or grants are deducted.

## **2. Disbursement of Grant Funds:**

Grant funds will be disbursed upon:

- a) Inspection and approval of ALL completed improvements.
- b) Receipt of copies of acceptable (at the Agency's sole discretion) lien releases from all applicable parties. If lien releases are not provided (prior to fund draw), checks will be issued to contractors.
- c) Receipt and review of all invoices and copies of cancelled checks for improvements.
- d) Issuance of a Certificate of Occupancy by the City of Henderson Department of Building and Fire Safety.

## **3. Maximum Assistance by the City of Henderson Redevelopment Agency**

The maximum cumulative loan and/or grant amount from all Henderson Redevelopment assistance programs that can be received for a project cannot exceed \$90,000 in any five consecutive-year period unless green building standards are met, in which case the amount can be increased to not to exceed \$99,000.

## **4. Survival of Lease**

Any tenant lease that existed in a building space that was improved by a grant award and/or was entered into as a result of a Tenant Improvement Grant, must survive the sale of the building for a period of not less than two (2) years from the date of funding of the Tenant Improvement Grant.

## **V. DESIGN AND PRELIMINARY COST ESTIMATE**

### **1. Conceptual Design:**

- a) Conceptual design and preliminary cost estimates are reimbursable program costs.
- b) Applicant's conceptual design and cost estimate must be approved by the Agency prior to grant commitment.**

### **2. Drawings/Permits:**

- a) All working drawings and corresponding City permits will be the applicant's sole responsibility. Detail drawings and application for permits must be completed within 90 days of approval of the applicant's conceptual design and approval by the Loan Committee. Failure to meet this deadline will result in the cancellation of all the Agency's obligations regarding the reimbursement of any eligible past or future costs in connection with the design

or construction of the improvements. Applicants can submit a written request for an extension of time to the Loan Committee for consideration.

- b) The preparation of detailed drawings is an eligible cost under this program.

## **VI. BIDDING/CONSTRUCTION**

- a) Applicant shall put the tenant improvement project out to bid. At least three competitive bids must be obtained. In order for any bid to be acceptable, it must be received from a contractor licensed to do business in the State of Nevada and City of Henderson, if required. Applicant is responsible for selecting a contractor and executing the corresponding construction agreement. Any contractor not licensed in Henderson at the time of bid must obtain a Henderson business license prior to performing work. The business license fee is the responsibility of the contractor and is not eligible for reimbursement.
- b) City of Henderson Redevelopment Agency must approve the winning bid and the contractor(s) prior to the execution of the construction agreement.
- c) **Permits for building improvements must be obtained.** All City fees must be paid by the applicant. Fees are eligible costs under this program.
- d) Contractors licensed by the State of Nevada must construct all work. All contractors must have a valid Henderson business license and adequate bonding [for the work to be performed](#).
- e) All improvements must be completed within six months of permit issuance or execution of [the](#) grant agreement unless a written extension is granted by the Agency, or otherwise approved by the Loan Committee. Failure to meet this deadline will result in the cancellation of all City of Henderson Redevelopment Agency obligations regarding the reimbursement of any eligible past or future costs in connection with the design or construction of the improvements.

## **VII. MAINTENANCE OBLIGATION**

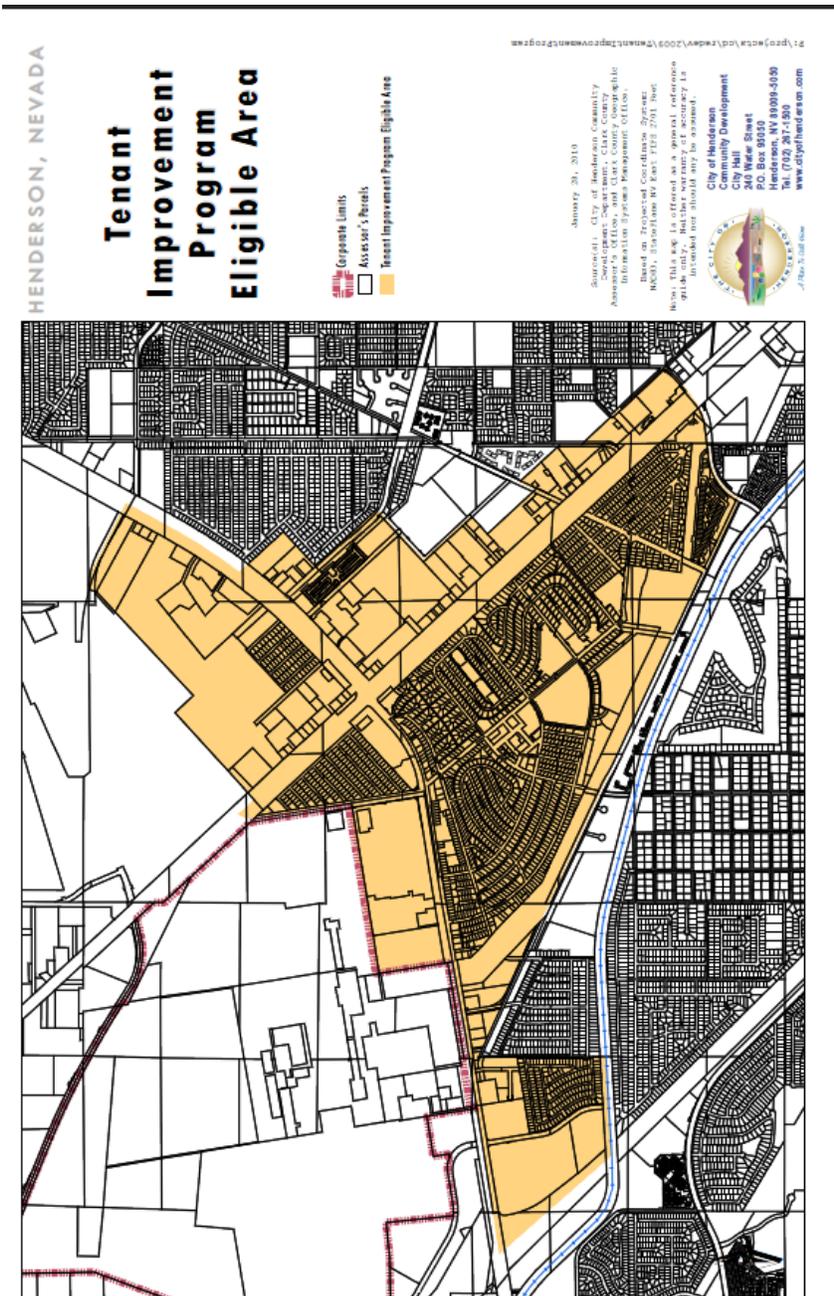
- a) Applicant shall maintain the improvements of the property in good condition and in accordance with local and State building codes. The Agency has the right to inspect the condition of the property from time to time with three (3) business days notice to the property owner.
- b) Conditions that constitute a failure to maintain the property in good condition include, but are not limited to, peeling paint, chipped surfaces, broken windows, covered transoms or window spaces, boarded windows, excessive bird droppings or debris, graffiti and illegal or non-conforming signage, and obstructed windows.
- c) At any time during five (5) years from the date of funding, that the Agency determines the improvements have not been maintained in good condition, the Agency will notify the property owner, and when relevant, the business owner, in writing of any deficiencies and

provide 30 days for corrective actions to be taken. Failure to maintain improvements or take corrective action of maintenance concerns will result in ineligibility of award for future grants or loan-to-grants to that individual or corporation.

### VIII. APPEAL PROCESS

Appeals of Loan Committee decisions must be heard at a publicly noticed Redevelopment Agency Board Meeting.

Appendix A



## Appendix B Green Building Review Criteria

\*Each item is worth 1 point.

### Lighting

- Project provides natural day lighting to a minimum of 50 percent of interior space
- Energy efficient indoor lighting
- Occupancy light sensors

### Recycled or Low-Emitting Materials

- Incorporate materials consisting of at least 50 percent recycled materials, i.e. carpeting, flooring, drywall, and other building materials
- Provide an easily accessible area that is dedicated to the collection and storage of non-hazardous materials for recycling
- Low VOC materials used – sealants, adhesives, caulking, paint and coating.

### Energy

- Cross ventilation
- Solar film on windows
- Use of ceiling fans in all main areas of the premises
- Use of natural gas
- Use of interior finishes that require minimal periodic cleaning
- Use of eco-friendly insulation
- Energy efficient A/C unit
- Light-colored interior walls, carpets, and doors

### Water

- Dual flush, low flow toilets
- Installation of high efficiency fixtures
- Insulated water heater

### Project Expertise

- Builder/designer/architect/landscape architect is a member of FGBC or LEED certified.

\*In order to qualify for the Green Initiative Grant 10 percent incentive bonus, a minimum of 5 points must be achieved.

Other Green improvements can be incorporated and will be considered on a case-by-case basis by the Loan Committee.

**City of Henderson  
REDEVELOPMENT AGENCY**



**Eastside Tenant  
Improvement  
Program and  
Guidelines**

*With Sustainability Incentive*  
~~Approved~~ Updated 09/18/2012



**CITY OF HENDERSON  
REDEVELOPMENT AGENCY  
TENANT IMPROVEMENT GRANT PROGRAM  
QUALIFICATIONS, CONDITIONS, AND TERMS**

The long-term revitalization and improvement of the Eastside Redevelopment Area will require enduring public/private partnerships that leverage limited resources from both the Agency and the business community. As part of the overall redevelopment strategy, the City of Henderson Redevelopment Agency, referred to herein as the “Agency,” through its Commercial Tenant Improvement Grant Program, will provide grants to eligible property owners and/or business owners to enhance commercial buildings within the program designated area. Funding through this program can only be used for tenant improvement build-out, for up to 50 percent of the total tenant improvement costs, at a maximum rate of \$25.00 per square foot, unless Green Initiatives, as described below are met. **A maximum of \$50,000 per tenant improvement build-out can be received through this grant program.**

The Agency is offering additional incentives for projects that incorporate Green Building Initiatives (See Appendix B). Benefits of green building include a lesser dependence on municipal utilities, lower energy and infrastructure costs, improved inside air quality, and increased productivity of employees. On a broad scale, green building standards can create healthier places for people to meet, live, and work while protecting natural resources and minimizing environmental impacts. **To encourage green building an additional 10 percent of funds will be added to applications that meet the guideline as set forth further in this document.**

**Ex. An application eligible for an award of \$30,000 will receive ~~a~~an additional \$3,000 incentive for the use of sustainable building practices. To receive the sustainability bonus, 5 points are required from the checklist.**

**Grant recipients must pay a minimum of 20 percent of the total improvement costs after all rebates and/or grants are deducted.**

The program is administered by the Agency. **The program operates on a reimbursement basis and the applicant is responsible for all payments to professionals, City departments and contractors.** Applicants must use contractors with a City of Henderson business license, when required (~~if in doubt,~~ contact the City of Henderson Business License Division at 702-267-1730 for licensing requirements). **The Agency will verify actual costs incurred by borrower prior to reimbursement. Reimbursement will only take place after a Certificate of Occupancy has been issued by the City of Henderson Building and Fire Safety Department.**

The ~~Contract-Grant~~ Agreement identifies the conditions, covenants, and responsibilities for the grant and is entered into by all approved applicants and the Agency. The general program, qualifications, guidelines, and grant terms and conditions are described below.

## **I. ELIGIBILITY**

In order to be eligible to apply for the Eastside Tenant Improvement Grant Program, the proposed use must be permitted in the applicable zoning designation. Target businesses are those that will create new job growth, or preserve existing jobs that may be at risk of being lost, and generate new traffic to the area resulting in greater exposure to existing businesses in the Eastside Redevelopment Area.

In order to receive a Tenant Improvement Grant, an application must be determined to have a minimum of 3 points from the following list. The number of points that an application receives will correspond to the amount of money per square foot that it will be eligible to receive.

3 points = Up to \$10 per square foot  
4 points = Up to \$15 per square foot  
5 points = Up to \$20 per square foot  
6 or more points = Up to \$25 per square foot

Points will be determined based on the information that is provided by the applicant. If the application meets the requisite number of points, and the remaining application materials are complete, the application will be scheduled for a hearing before the Redevelopment Agency Loan Committee.

### Points Allowed:

Retail Use – 2 points  
Restaurant – 2 points  
Bar, Tavern, Urban Lounge – 2 points  
Hotel – 2 points  
Civic – 2 points  
Specialty Retail/Gourmet Grocery – 2 points  
Medical/Dental Office – 2 points

All Other Offices – 1 point  
Service – 1 point

Buildings/spaces that have been vacant for more than 6 months – 1 point

Buildings fronting Boulder Highway – 1 point

Businesses that will create or maintain the following number of full-time equivalent jobs:

1-5 jobs – 1 point  
6-10 jobs – 2 points  
11 > jobs – 3 points

Applications with a fully executed lease that is:

3 years in length from the date of application – 1 point  
5 years in length from the date of application – 2 points

## 1. Applicants

- a) Applicant must be the property owner(s) of a program-eligible building or lessee of an eligible building, having notarized consent from the property owner for the intended renovation. The notarized letter of consent from the property owner must accompany ~~the a~~ lessee's application. All legal property owners must sign the program application, and in the case of a corporation or partnership, a corporate resolution or a power of attorney must be submitted with the application.
- ~~b) The Agency will evaluate all applications at its sole discretion, and grant award is subject to fund availability. Only applicants with satisfactory credit history will be eligible to participate in this program. Tenant Improvement Grants are subject to funding availability. Approval, denial, or modification lies with the Loan Committee, made up of the Redevelopment Manager or designee, Agency Treasurer or designee, and three members of the Redevelopment Advisory Committee. Should an applicant wish to appeal a Loan Committee decision, staff will forward the request, via agenda, to Redevelopment Agency Board.~~

## 2. Building

- a) Building must be commercial and located in the Eastside Redevelopment Area (see Appendix “A” for a map of the eligible area).
- b) Properties affected by unresolved code enforcement issues or actions are not eligible for participation under this program.
- c) Specific square footage may only receive Tenant Improvement Grant funds once every five (5) years, unless a compelling justification is established and approved by the Loan Committee, at its sole discretion.

## II. IMPROVEMENTS

### 1. Eligible improvements may include:

This program is intended to fund improvements that will, in general, stay with the property, and therefore will not cover the cost of purchasing or installing fixtures, non-fixed equipment or inventory. Generally acceptable improvements include, but are not necessarily limited to the following repairs/replacement/upgrades:

- Electrical Repair/Upgrade
- HVAC/Mechanical Repair or Upgrade
- Plumbing

- Dry wall installation and/or repairs
  - Flooring
  - Lighting
  - Windows/doors\*
  - Interior demolition/rebuild
  - Painting
  - Green Initiatives as identified in Appendix B
2. **The Agency reserves the right to require certain minimum improvements as part of the program in order to meet the objectives of the Agency.** For example, façade repainting may be required as a minimum improvement.
  3. The Agency and other appropriate City departments must approve all improvements. Improvements must comply with all City building codes and architectural standards.
  4. **Applicant is not to begin any improvements to the property before the grant is approved and signed by the Agency.** Construction, renovation or painting costs incurred prior to the execution of the grant will not be eligible for reimbursement. (Design, drawing and fee costs will be eligible for reimbursement solely under conditions discussed below.)

### **III. ELIGIBLE COST (those costs eligible for reimbursement through the Tenant Improvement Program):**

1. **Permits and fees:** All permits and fees lawfully required for the tenant improvements shall be paid by applicant and shall be considered eligible costs. Copies of permits are to be provided to RDA staff prior to any construction commencing.
2. **Construction drawings:** The preparation of detailed drawings shall be paid by the applicant and considered an eligible cost. (See Section V “DESIGN AND PRELIMINARY COST ESTIMATE.”)
3. **Conceptual design costs:** Conceptual design and cost estimates are eligible costs. (See Section V “DESIGN AND PRELIMINARY COST ESTIMATE.”)
4. **Other fees:** Credit reports and other related costs shall be paid by applicant and considered eligible costs, unless waived by the Loan Committee.
5. Improvements referenced in Part II above.
6. Any modifications to the interior or exterior of the building that are required by the Loan Committee.

### **IV. GRANT TERMS**

1. **Principal Amount:**

- a) **Subject to the availability of funding**, the maximum grant amount is 50 percent of the tenant improvement costs, and subject to the following criteria:
  - (i) amount is calculated at up to \$25.00 per square foot to a maximum of \$50,000; and
  - (ii) A 10 percent award bonus may be added to applications that are determined to use sustainable building practices; and,
  - (iii) Applicant must pay for at least 20 percent of the total tenant improvement costs after all rebates and/or grants are deducted.

## **2. Disbursement of Grant Funds:**

Grant funds will be disbursed upon:

- a) Inspection and approval of **ALL** completed improvements.
- b) Receipt of copies of acceptable (at the Agency's sole discretion) lien releases from all applicable parties. If lien releases are not provided (prior to fund draw), checks will be issued to contractors.
- c) Receipt and review of **all** invoices and copies of cancelled checks for improvements.
- d) Issuance of a Certificate of Occupancy by the City of Henderson Department of Building and Fire Safety.

## **3. Maximum Assistance by the City of Henderson Redevelopment Agency**

The maximum cumulative loan and/or grant amount from all Henderson Redevelopment assistance programs that can be received for a project cannot exceed \$90,000 in any five consecutive-year period unless green building standards are met, in which case the amount can be increased to not to exceed \$99,000.

## **4. Survival of Lease**

Any tenant lease that existed in a building space that was improved by a grant award and/or was entered into as a result of a Tenant Improvement Grant, must survive the sale of the building for a period of not less than two (2) years from the date of funding of the Tenant Improvement Grant.

## **V. DESIGN AND PRELIMINARY COST ESTIMATE**

### **1. Conceptual Design:**

- a) Conceptual design and preliminary cost estimates are reimbursable program costs.

- b) **Applicant's conceptual design and cost estimate must be approved by the Agency prior to grant commitment.**

## 2. Drawings/Permits:

- a) All working drawings and corresponding City permits will be the applicant's sole responsibility. Detail drawings and application for permits must be completed within 90 days of approval of the applicant's conceptual design and approval by the Loan Committee. Failure to meet this deadline will result in the cancellation of all the Agency's obligations regarding the reimbursement of any eligible past or future costs in connection with the design or construction of the improvements. Applicants can submit a written request for an extension of time to the Loan Committee for consideration.
- b) The preparation of detailed drawings is an eligible cost under this program.

## VI. BIDDING/CONSTRUCTION

- a) Applicant shall put the tenant improvement project out to bid. At least three competitive bids must be obtained. In order for any bid to be acceptable, it must be received from a contractor licensed to do business in the State of Nevada and City of Henderson, if required. Applicant is responsible for selecting a contractor, and executing the corresponding construction agreement. Any contractor not licensed in Henderson at the time of bid must obtain a Henderson business license prior to performing work. The business license fee is the responsibility of the contractor and is not eligible for reimbursement.
- b) City of Henderson Redevelopment Agency must approve the winning bid and the contractor(s) prior to the execution of the construction agreement.
- c) **Permits for building improvements must be obtained.** All City fees must be paid by the applicant. Fees are eligible costs under this program.
- d) Contractors licensed by the State of Nevada must construct all work. All contractors must have a valid Henderson business license, and adequate bonding.
- e) All improvements must be completed within six months of permit issuance or execution of grant agreement unless a written extension is granted by the Agency, or otherwise approved by the Loan Committee. Failure to meet this deadline will result in the cancellation of all City of Henderson Redevelopment Agency obligations regarding the reimbursement of any eligible past or future costs in connection with the design or construction of the improvements.

## VII. MAINTENANCE OBLIGATION

- a) Applicant shall maintain the improvements of the property in good condition and in accordance with local and State building codes. The Agency has the right to inspect the condition of the property from time to time with three (3) business days notice to the property owner.
- b) Conditions that constitute a failure to maintain the property in good condition include, but are not limited to, peeling paint, chipped surfaces, broken windows, covered transoms or window spaces, boarded windows, excessive bird droppings or debris, graffiti and illegal or non-conforming signage, and obstructed windows.
- c) At any time during five (5) years from the date of funding, that the Agency determines the improvements have not been maintained in good condition, the Agency will notify the property owner, and when relevant, the business owner, in writing of any deficiencies and provide 30 days for corrective actions to be taken. Failure to maintain improvements or take corrective action of maintenance concerns will result in ineligibility of award for future grants or loan-to-grants to that individual or corporation.

## ~~VIII. APPEAL PROCESS~~

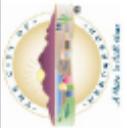
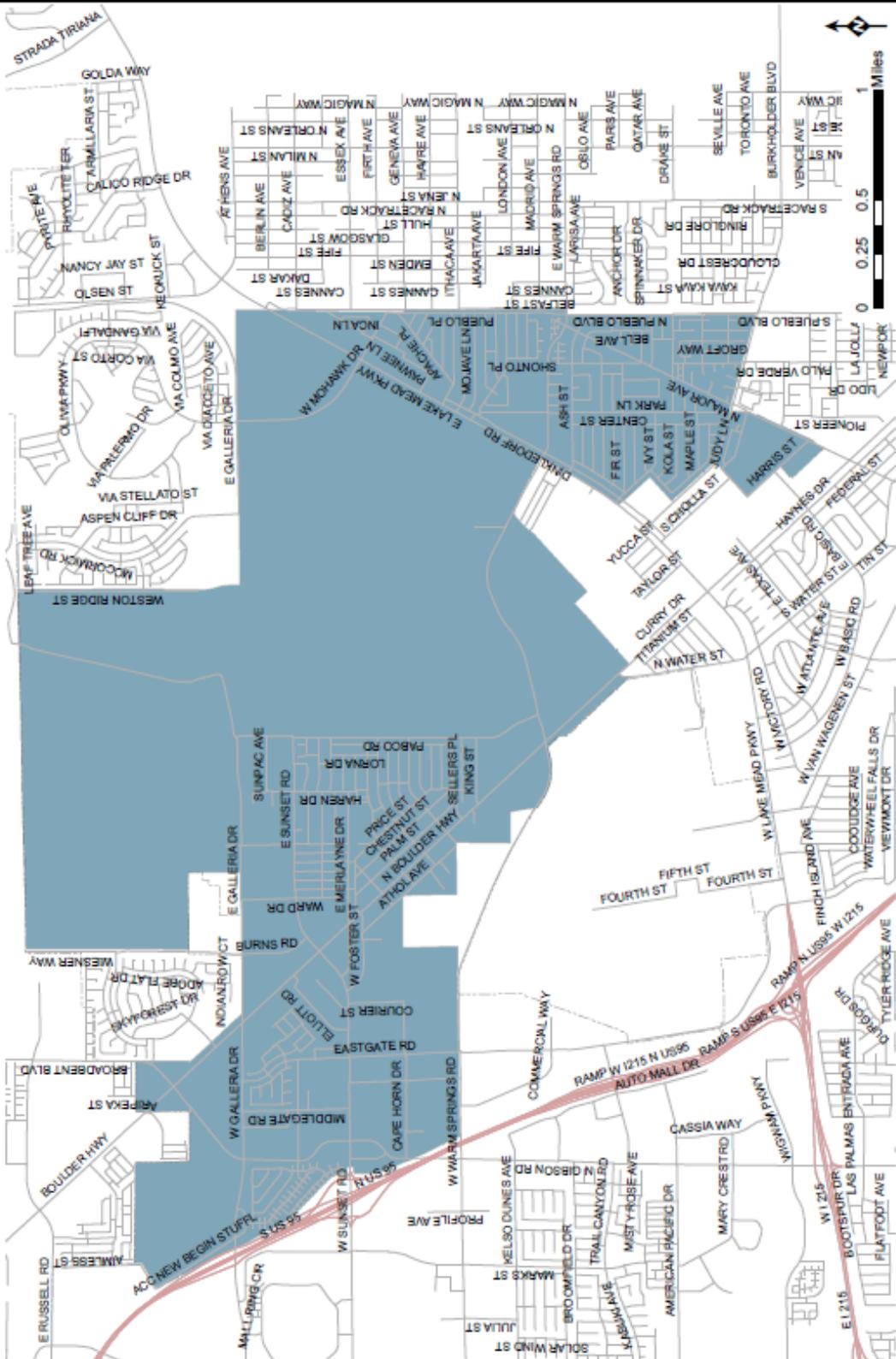
~~Appeals of Loan Committee decisions must be heard at a publicly noticed Redevelopment Agency Board Meeting.~~

Appendix A

# Eastside Tenant Improvement Grant Map

Prepared by Geographic Information Systems, Community Development

Printed: May 1, 2012



## City of Henderson Redevelopment Agency

Appendix B  
Green Building Review Criteria

\*Each item is worth 1 point.

Lighting

- Project provides natural day lighting to a minimum of 50 percent of interior space
- Energy efficient indoor lighting
- Occupancy light sensors

Recycled or Low-Emitting Materials

- Incorporate materials consisting of at least 50 percent recycled materials, i.e. carpeting, flooring, drywall, and other building materials
- Provide an easily accessible area that is dedicated to the collection and storage of non-hazardous materials for recycling
- Low VOC materials used – sealants, adhesives, caulking, paint and coating.

Energy

- Cross ventilation
- Solar film on windows
- Use of ceiling fans in all main areas of the premises
- Use of natural gas
- Use of interior finishes that require minimal periodic cleaning
- Use of eco-friendly insulation
- Energy efficient A/C unit
- Light-colored interior walls, carpets, and doors

Water

- Dual flush, low flow toilets
- Installation of high efficiency fixtures
- Insulated water heater

Project Expertise

- Builder/designer/architect/landscape architect is a member of FGBC or LEED certified.

\*In order to qualify for the Green Initiative Grant 10 percent incentive bonus, a minimum of 5 points must be achieved.

Other Green improvements can be incorporated and will be considered on a case-by-case basis by the Loan Committee

City of Henderson  
**REDEVELOPMENT AGENCY**



**Downtown Sign Grant  
Program  
and  
Guidelines**

*Updated/Approved March 23, 2010*

**CITY OF HENDERSON  
REDEVELOPMENT AGENCY  
SIGNAGE PROGRAM QUALIFICATIONS,  
CONDITIONS, AND TERMS**

As part of the overall redevelopment strategy, the City of Henderson Redevelopment Agency, referred to herein as the “Agency,” through its Façade Improvement Program, will provide grants to eligible property and/or business owners for the purpose of signage on commercial storefronts within the designated program area.

The program is administered by Agency staff. **The program operates on a reimbursement basis and the applicant is responsible for all payments to professionals, City departments, and contractors. Agency staff will verify actual costs incurred by borrower prior to reimbursement.**

The general program, qualifications, guidelines, terms, and conditions are described below.

**I. ELIGIBILITY**

**1. Applicants**

- a) Applicant must be either the property owner or the licensed business owner(s) within the program-eligible area and must attain written notarized consent from the property owner(s) when applicable.
- b) All legal business and property owner(s) must sign the program application, and in the case of a corporation or partnership, a corporate resolution or a power of attorney must be submitted with the application.
- c) Applicant must supply a copy of a valid City of Henderson business license with application.

**2. Building**

- a) Building must be commercial and located in the Redevelopment Area identified on the attached map. (See Attachment “A.”)
- b) Properties affected by unresolved code enforcement issues or actions are not eligible for participation under this program.

**3. Procedure**

- a) Sign Grants are subject to funding availability. The Agency Loan Committee will evaluate and approve all Sign Grants at its sole discretion.

**II. SIGNAGE REQUIREMENTS**

- 1. Applicant is not to begin any improvements to the property before the application is reviewed and approved by the Loan Committee and signed by the Agency.** Any costs incurred prior to the execution of the grant will not be eligible for reimbursement. (Design,

drawing, and fee costs will be eligible for reimbursement solely under conditions discussed below.)

2. **Signage must be affixed permanent fixtures and Projects must comply with the adopted Henderson Development Code Chapter 19.8 Signs.**

3. **Other requirements:**

- a) Applicants who do not own the property on which their business is located may apply for up to \$2,500 per storefront.
- b) Applicants who are the property owner may apply for up to \$5,000 per storefront.
- c) The following must be approved by staff in advance of business owner submitting a sign permit:
  - 1) Licensed sign contractor
  - 2) Sign design
  - 3) Cost
- d) All signs must be appropriately permitted through the Community Development sign permitting process and in accordance with the Downtown Design Guidelines. Neon and externally lighted signs are eligible.
- e) Funding for the Signage Grant Program is on a first-come, first-served basis and limited to Agency budgeted funding for the program. If all funds for the program are consumed and/or committed, the program may be discontinued.
- f) If the borrower has an existing façade program loan-to-grant, he/she is not required to liquidate any existing façade program loan-to-grant before being eligible for a Sign Grant, as long as the existing loan-to-grant did not include signage, and as long as total assistance from all Redevelopment funding sources does not exceed \$99,000.
- g) Signs placed as a result of the Sign Grant Program must be current with the business tenant. Upon new business tenancy, the signage must be updated within 60-days.
- h) Failure to maintain signage installed through this Sign Grant Program will result in that property and/or business owner not being eligible for any other assistance from the Redevelopment Agency through this or other programs.

**III. ELIGIBLE COSTS (those costs eligible for reimbursement through the Sign Grant Program):**

1. **Permits and fees:** All permits and fees lawfully required to construct the signage shall be paid by applicant and shall be considered eligible costs. Copies of permits are to be provided to RDA staff prior to any installation commencing.
2. **Drawings:** The preparation of detailed drawings shall be paid by the applicant and considered eligible costs. (See Section V “DESIGN AND PRELIMINARY COST ESTIMATE.”)
3. **Signage and Construction:** Materials and signage costs, along with appropriate installation costs, are considered eligible costs.

#### **IV. GRANT TERMS**

##### **1. Principal:**

**Subject to the availability of funding**, the maximum grant is: 1) Up to \$2,500 per storefront for non-owner occupied businesses, or 2) Up to \$5,000 per storefront for owner-occupied businesses.

##### **2. Conditions:**

At any time upon the Agency's determination that the signage has not been maintained in good condition, the Agency will notify the property and/or business owner, in writing, of any deficiencies. If the business property and/or business owner fails to cure the deficiencies within 30 days, the grant recipient will be deemed in default of the conditions of approval and not eligible to apply for this grant program or any other Redevelopment funding in the future.

##### **3. Disbursement of Grant Funds:**

Grant funds will be disbursed upon:

- a) Inspection and approval of completed signage.
- b) Receipt of copies of acceptable (at the Agency's sole discretion) lien releases from all applicable parties. If lien releases are not provided (prior to fund draw), checks will be issued to contractors.
- c) Receipt and review of **all** invoices and cancelled checks for signage.

#### **V. DESIGN AND PRELIMINARY COST ESTIMATE**

##### **1. Conceptual Design:**

- a) Conceptual design and preliminary cost estimate are reimbursable signage costs.
- b) Applicant's conceptual design and cost estimate must be approved by the Agency prior to grant commitment.

##### **2. Drawings/Permits:**

- a) All working drawings and corresponding City permits will be the applicant's sole responsibility. Detail drawings and application for permits must be completed within 90 days of Loan Committee approval. Failure to meet this deadline will result in the cancellation of all the Agency's obligations regarding the reimbursement of any eligible past or future costs in connection with the design or construction of the signage.
- b) The preparation of detailed drawings is an eligible cost under this program.

## **VI. BIDDING/CONSTRUCTION**

- 1. Applicant shall put the signage out to bid.** At least three competitive bids must be obtained. In order for any bid to be acceptable, it must be received from a contractor licensed to do business in the State of Nevada. Applicant is responsible for selecting a contractor, and executing the corresponding construction agreement. Any contractor not licensed in the City of Henderson at the time of bid must obtain a Henderson business license prior to performing work.
- 2. City of Henderson Redevelopment Agency must approve the winning bid and the contractor prior to the commencement of any work.**
- 3. Permits for building improvements must be obtained.** All City fees must be paid by the applicant. Fees are eligible costs under this program.
- 4. Contractors must be appropriately licensed.** Contractors licensed by the State of Nevada must construct all work. All contractors must have a valid City of Henderson business license and adequate bonding.
- 5. Completion requirements:** All signage must be completed within six months of permit issuance or execution of grant agreement unless a written extension is granted by the Agency. Failure to meet this deadline will result in the cancellation of all City of Henderson Redevelopment Agency obligations regarding the reimbursement of any eligible past or future costs in connection with the design or construction of the improvements.

## **VII. MAINTENANCE OBLIGATION**

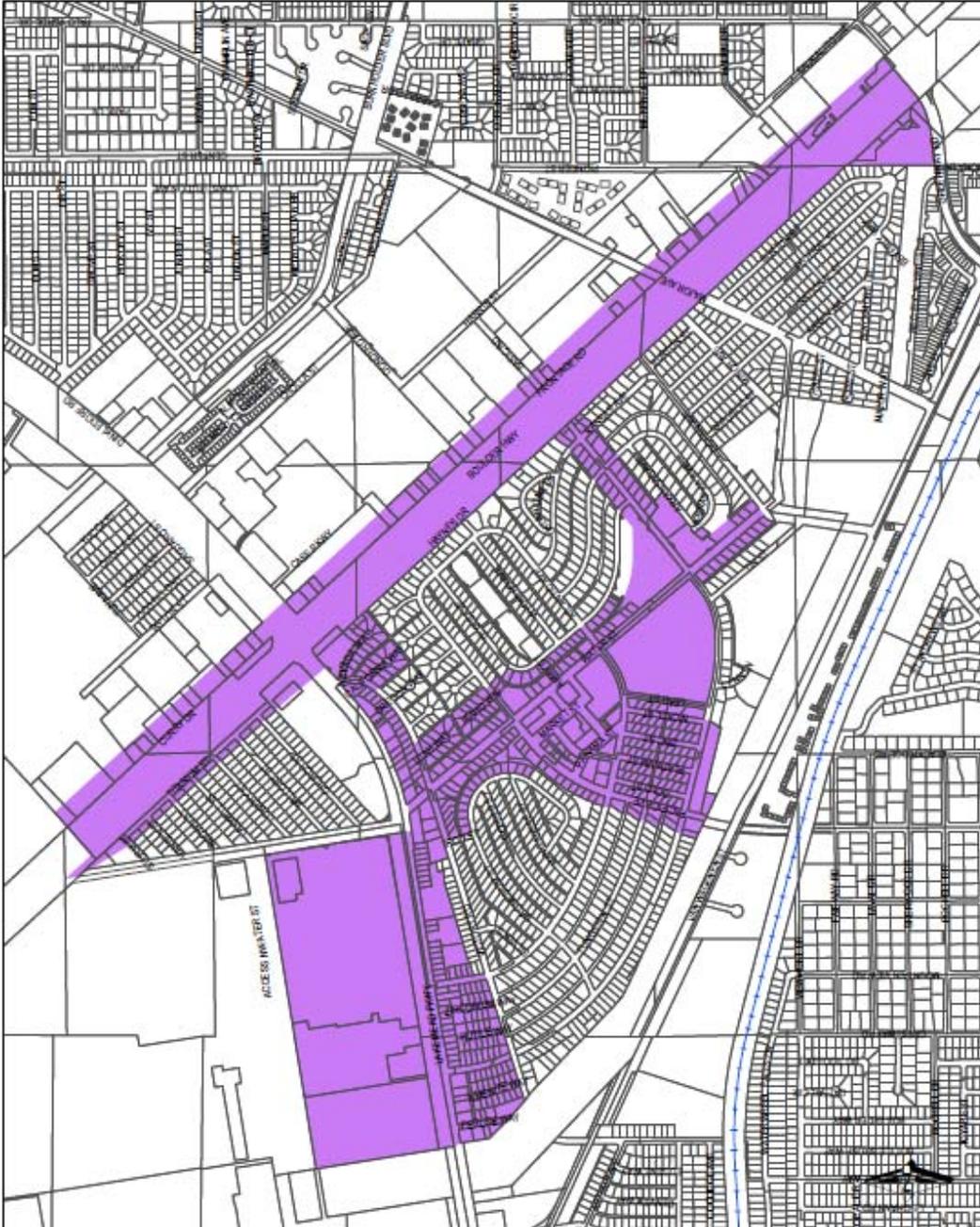
- 1.** Applicant shall maintain the signage in good condition and in accordance with local and State building codes.
- 2.** If a property and/or business owner fails to maintain the improvements, that individual will not be eligible for any future assistance using Redevelopment funding.
- 3.** Conditions that constitute a failure to maintain the signage in good condition include, but are not limited to, chipped surfaces, broken displays, excessive bird droppings or debris, graffiti and illegal or non-conforming signage, and non-working lighting.

# Attachment A

HENDERSON, NEVADA

## DOWNTOWN SIGNAGE PROGRAM ELIGIBLE AREA

- Blue line with arrow: Road Road
- White square: Assessor's Parcel
- Purple square: Downtown Signage Program Eligible Area



Revised: February 24, 2010

Prepared by: City of Henderson, Community Development Department, City of Henderson, Information Systems, Clark County Assessor's Office, and Clark County Geographic Information Systems Management Office.

Based on: Enclosed Coordinate System: NAD83, StatePlane NV East FIPS 2701 feet.

Note: This map is offered as a general reference guide only. Neither warranty of accuracy is intended nor should any be assumed.



City of Henderson  
Community Development  
City Hall  
240 West Street  
P.O. Box 95050  
Henderson, NV 89009-0500  
Tel. (702) 267-1500  
www.cityofhenderson.com

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City of Henderson  
**REDEVELOPMENT AGENCY**



**Eastside Sign Grant  
Program  
and  
Guidelines**

*Updated/Approved June 15, 2010*

**CITY OF HENDERSON  
REDEVELOPMENT AGENCY  
SIGNAGE PROGRAM QUALIFICATIONS,  
CONDITIONS, AND TERMS**

As part of the overall redevelopment strategy, the City of Henderson Redevelopment Agency, referred to herein as the “Agency,” through its Façade Improvement Program, will provide grants to eligible business owners for the purpose of signage on commercial storefronts within the program designated area.

The program is administered by Agency staff. **The program operates on a reimbursement basis and the applicant is responsible for all payments to professionals, City departments, and contractors. Agency staff will verify actual costs incurred by borrower prior to reimbursement.**

The general program, qualifications, guidelines, terms, and conditions are described below.

**I. ELIGIBILITY**

**1. Applicants**

- a) Applicant must be either the property owner or the licensed business owner(s) within the program-eligible area and must attain written notarized consent from the property owner(s) when applicable.
- b) All legal business and property owner(s) must sign the program application, and in the case of a corporation or partnership, a corporate resolution or a power of attorney must be submitted with the application.
- c) Applicant must supply a copy of a valid City of Henderson business license with application.

**2. Building**

- a) Building must be commercial, and located in the Redevelopment Area identified on the attached map. (See Attachment “A.”)
- b) Properties affected by unresolved code enforcement issues or actions are not eligible for participation under this program.

**3. Procedure**

- a) Sign Grants are subject to funding availability. The Agency Loan Committee will evaluate and approve all Sign Grants at its sole discretion.

**II. SIGNAGE REQUIREMENTS**

**1. Applicant is not to begin any improvements to the property before the application is reviewed and approved by the Loan Committee and signed by the Agency.** Any costs incurred prior to the execution of the grant will not be eligible for reimbursement. (Design, drawing, and fee costs will be eligible for reimbursement solely under conditions discussed below.)

**2. Signage must be affixed permanent fixtures and Projects must comply with the adopted Henderson Development Code Chapter 19.8 Signs.**

**3. Other requirements:**

- a) Applicants who do not own the property on which their business is located may apply for up to \$7,500 per storefront.
- b) Applicants who are the property owner may apply for up to \$10,000 per storefront.
- c) The following must be approved by staff in advance of business owner submitting a sign permit:
  - 1) Licensed sign contractor
  - 2) Sign design
  - 3) Cost
- d) All signs must be appropriately permitted through the Community Development sign permitting process and in accordance with the provisions of Henderson Development Code Chapter 19.8.
- e) Funding for the Signage Grant Program is on a first-come, first-served basis and limited to Agency budgeted funding for the program. If all funds for the program are consumed and/or committed, the program may be discontinued.
- f) If the borrower has an existing façade program loan-to-grant, he/she is not required to liquidate any existing façade program loan-to-grant before being eligible for a Sign Grant, as long as the existing loan-to-grant did not include signage, and as long as total assistance from all Redevelopment funding sources does not exceed \$99,000.
- g) Signs placed as a result of the Sign Grant Program must be current with the business tenant. Upon new business tenancy, the signage must be updated within 60-days.
- h) Failure to maintain signage installed through this Sign Grant Program will result in that property and/or business owner not being eligible for any other assistance from the Redevelopment Agency through this or other programs.

### III. ELIGIBLE COSTS (those costs eligible for reimbursement through the Sign Grant Program):

1. **Permits and fees:** All permits and fees lawfully required to construct the signage shall be paid by applicant and shall be considered eligible costs. Copies of permits are to be provided to RDA staff prior to any installation commencing.
2. **Drawings:** The preparation of detailed drawings shall be paid by the applicant and considered eligible costs. (See Section V “DESIGN AND PRELIMINARY COST ESTIMATE.”)
3. **Signage and Construction:** Materials and signage costs along with appropriate installation costs are considered eligible costs.

### IV. GRANT TERMS

#### 1. Principal:

Subject to the availability of funding, the maximum grant is: 1) Up to \$7,500 per storefront for non-owner occupied businesses, or 2) Up to \$10,000 per storefront for owner-occupied businesses.

#### 2. Conditions:

At any time upon the Agency’s determination that the signage has not been maintained in good condition, the Agency will notify the property and/or business owner, in writing, of any deficiencies. If the property and/or business owner fails to cure the deficiencies within 30 days, the grant recipient will be deemed in default of the conditions of approval and not eligible to apply for this grant program or any other Redevelopment funding in the future.

#### 3. Disbursement of Grant Funds:

Grant funds will be disbursed upon:

- a) Inspection and approval of completed signage.
- b) Receipt of copies of acceptable (at the Agency's sole discretion) lien releases from all applicable parties. If lien releases are not provided (prior to fund draw), checks will be issued to contractors.
- c) Receipt and review of all invoices and cancelled checks for signage

## V. DESIGN AND PRELIMINARY COST ESTIMATE

### 1. Conceptual Design:

- a) Conceptual design and preliminary cost estimate are reimbursable signage costs.
- b) Applicant's conceptual design and cost estimate must be approved by the Agency prior to grant commitment.

### 2. Drawings/Permits:

- a) All working drawings and corresponding City permits will be the applicant's sole responsibility. Detail drawings and application for permits must be completed within 90 days of execution of the Grant Agreement. Failure to meet this deadline will result in the cancellation of the Agency's obligations regarding the reimbursement of any eligible past or future costs in connection with the design or construction of the signage.
- b) The preparation of detailed drawings is an eligible cost under this program.

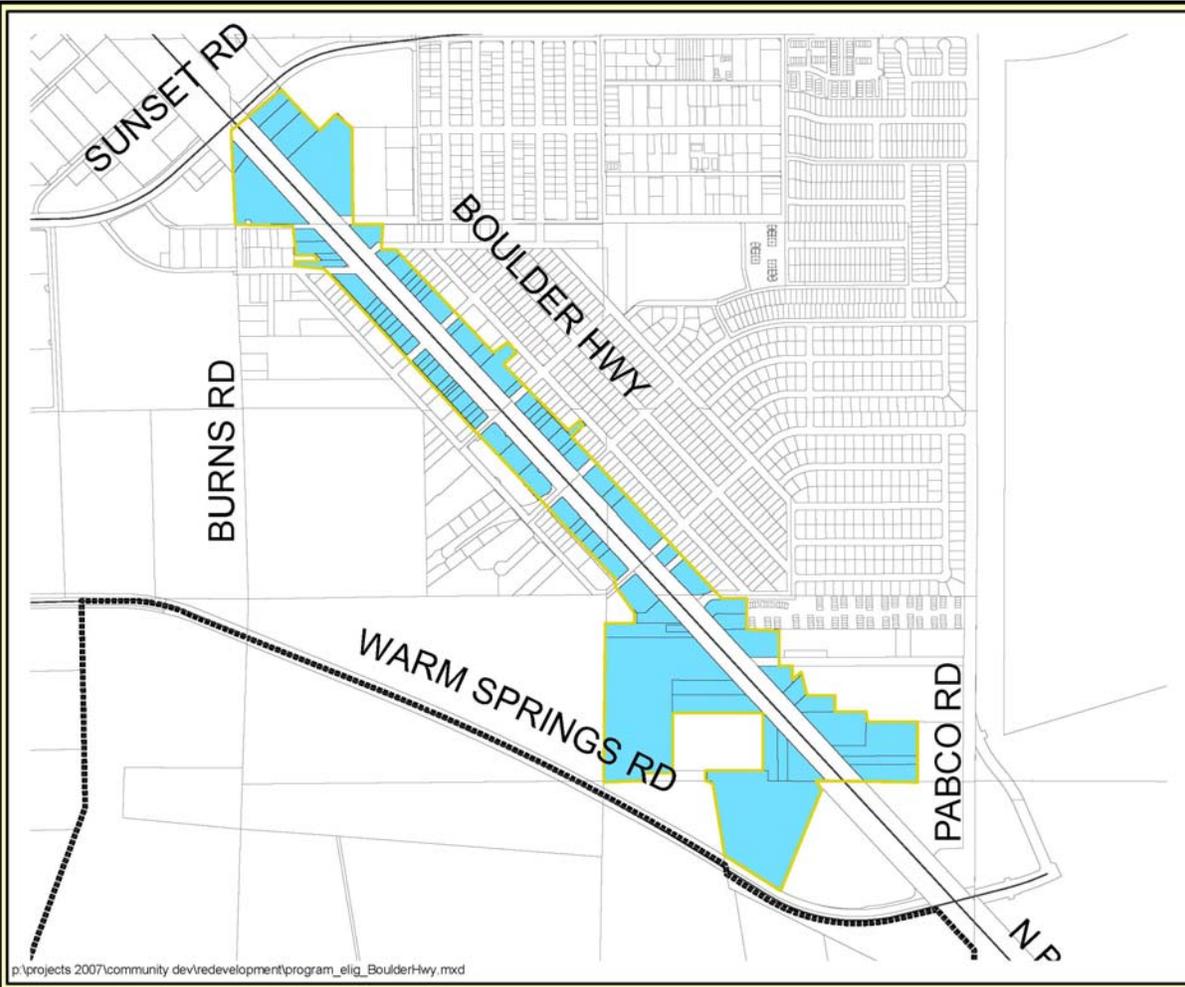
## VI. BIDDING/CONSTRUCTION

1. **Applicant shall put the signage out to bid.** At least three competitive bids must be obtained. In order for any bid to be acceptable, it must be received from a contractor licensed to do business in the State of Nevada. Applicant is responsible for selecting a contractor and executing the corresponding construction agreement. Any contractor not licensed in the City of Henderson at the time of bid, must obtain a Henderson business license prior to performing work.
2. **City of Henderson Redevelopment Agency must approve the winning bid and the contractor prior to the commencement of any work beginning.**
3. **Permits for building improvements must be obtained.** All City fees must be paid by the applicant. Fees are eligible costs under this program.
4. **Contractors must be appropriately licensed.** Contractors licensed by the State of Nevada must construct all work. All contractors must have a valid City of Henderson business license and adequate bonding.
5. **Completion requirements:** All signage must be completed within six months of permit issuance or execution of the Grant Agreement unless a written extension is granted by the Agency. Failure to meet this deadline will result in the cancellation of all City of Henderson Redevelopment Agency obligations regarding the reimbursement of any eligible past or future costs in connection with the design or construction of the improvements.

## VII. MAINTENANCE OBLIGATION

- 1.** Applicant shall maintain the signage in good condition and in accordance with local and State building codes.
- 2.** If a property and/or business owner fails to maintain the improvements, that individual will not be eligible for any future assistance using Redevelopment funding.
- 3.** Conditions that constitute a failure to maintain the signage in good condition include, but are not limited to, chipped surfaces, broken displays, excessive bird droppings or debris, graffiti and illegal or non-conforming signage, and non-working lighting.

# Attachment A



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City of Henderson, Nevada

## City of Henderson Redevelopment Agency Program Eligible Area

### Legend

-  Boulder Highway Program Eligible Area
-  Major Streets



0 375 750 1,500 Feet

Geographic Information Systems

Community Development

July 2007





RAC

# REDEVELOPMENT AGENCY ADVISORY COMMISSION AGENDA ITEM

REGULAR MEETING

April 23, 2013

RAC-004

<b>SUBJECT</b>	Projects Update
<b>PETITIONER</b>	Economic Development/Redevelopment Division of the City Manager's Office
<b>RECOMMENDATION</b>	Accept

**FISCAL IMPACT:**

No Impact

Budget funds available

Augmentation required

**BACKGROUND / DISCUSSION / ALTERNATIVES:**

**RECOMMENDED MOTION:**

Accept report.

**Supporting Documentation:**

Memorandum consisting of four (4) pages.



## Memorandum

**TO:** Redevelopment Agency Advisory Commission  
**FROM:** Michelle Romero, Redevelopment Manager  
**SUBJECT:** Projects Update

---

Following are new or ongoing redevelopment projects, as compiled by staff, in our Redevelopment Areas and their status as of April 4, 2013:

### I. CORNERSTONE REDEVELOPMENT AREA

- HOF/Lake Pleasant: The parties are moving quickly with their due diligence to sell the property in April. A meeting was scheduled on March 5 with Public Works to discuss replacement or maintenance bonds.
- T-13 LID Bonds: Completed as of March 7.
- Shortfall Note: CAO has sent an email to the former Cornerstone Partners explaining the legal requirements in Nevada for dissolution of a partnership and requesting that one of the three managing partners execute the Amended Shortfall Note. No funds are due to Cornerstone Partners, as they did not make any payments on the Series B LID on behalf of the Agency.
- Stone Lake/KB:
  - KB has submitted a concept plan review for 40 acres in Cornerstone across from RC Willey to develop a mixed commercial and residential development consisting of 4.2 acres of commercial development and 201 single family residential lots. CD will let the applicant know that they will need to contact Redevelopment to discuss impacts to the Owner Participation Agreement (OPA) and LID reapportionment.
  - KB has come in with a proposal for the 40 acres that was originally zoned to be very dense, to rezone to 35 acres of single-family residential and five acres of commercial. This would have a significant impact to tax increment; therefore, staff is requesting a meeting with KB.

#### Projects

- Ladera Parcels
- Loretto Bay

### II. DOWNTOWN REDEVELOPMENT AREA

#### Projects

- 19 S. Water Street
- Business Recruitment/Development:
  - Staff met with the grocery store operators and assisted them in their business license application; store is set to open June 1.
  - Business Expo 2013 – Staff continues to work on this event with several members from the WSDBA and the Chamber of Commerce. At a meeting this week it was determined to postpone this meeting until the Fall, but to have monthly planning meetings.
  - Staff met this week with a developer interested in Site A.
  - Cloud Carpets has a sign up for “Coming Soon” at 147 Water Street. The Grocery Store has the same sign posted in a suite at the same location.
  - Staff has requested that NDC work with a potential new business owner to identify a funding source for a proposed frozen custard and yogurt shop. The owners have operated a catering company for the past five years and are very interested in locating in WSD.
- Business Retention
- City Tower (Southeast corner of Lake Mead Parkway and Water Street): The property owner made minor modifications to the easement, which were accepted by City staff so that the bench and trashcan can be placed on the property near the bus stop.

- Community Garden: Staff attended a Community Garden Steering Committee Formation Meeting at the University of Nevada Extension Service. The purpose of the group is to coordinate activities in the valley, share knowledge and resources.
- Downtown Investment Strategy (DTIS): (Update Implementation)
- Cultural and Events Center
- Downtown Master Plan
  - Redevelopment staff have met with Planning staff and asked that language be included in the document that will make the master plan more holistic than to simply look at land use. As a result of these discussions, the Master Plan will include traditional categories for permitted uses and conditional uses. For conditional uses, development standards will be identified that will tie the Master Plan to the Downtown Investment Strategy. Consideration for approval of a CUP will be the economic impact of an application, job creation, redevelopment of that site, building construction, and aesthetic design of the site.
- Downtown Residential Civic Alliance
- Events
- Executive Team Workshop: This was held on March 25.
- Fencing
- Former Asset Central Site
- Former Parkline Site
- Homeless Issue: Owner of Emerald Island Casino has indicated that in the last week or so he has had an increase in the number of patrons from Friends in the Desert in his parking lot. He plans on contacting Donna Coleman. Additionally, UNLV students will begin working on this issue as part of a capstone project for one of their classes. They have contacted both City staff and Friends of the Desert to gather information.
- HUD Grant
- Marketing the Water Street District
- Meridian
- Monumentation
- Nevada Hand
- North Water Street
- Outreach
- Pedestrian Circulation Plan :
  - The WSD Pedestrian Circulation Plan is underway and the second meeting of the working group has been completed. Several more meetings have been scheduled.
  - City staff, in conjunction with the RTC and an outside consultant, held a public outreach session on April 3 to get the public's input on creating a more bike and pedestrian-friendly downtown.
- Pinnacle Building:
  - Purchase Agreement has been executed, the deposit has been made, and escrow is underway.
- Residential
- Site A (SW corner of Victory and Water)
- Site B (small lot at the corner of Water/Victory)
- Townhouse Motor Lodge:
  - The wrought iron fence has been installed on the entrances to the parking lot to secure the building.
- Water Street District Business Association:
  - The manager of Wells Fargo is heading up a food drive. The vision was discussed at the WSDBA meeting on 3/13. Jeff wants to get everyone in the District involved and try to have the final donation day and event June 1. He would like to involve the City if possible.
  - Momentum for the planned Food Drive is progressing. The business owners have moved the date for the food drive to July to coincide with the City food drive. The business owners will be making the school food pantries the beneficiary for the food that is collected. The City operated food drive will be selecting its own charities to receive food, not the school food pantry program. RDA staff will sit on the planning boards for both the City and Business groups to be able to share information.

## **Programs**

- Assistance Programs

### **III. EASTSIDE REDEVELOPMENT AREA**

#### **Projects**

- Boulder Highway Business Coalition
- Business Recruitment
- LandWell/Cadence (Cadence)
- Union Village

#### **Programs**

- Assistance Programs:
  - Staff is working internally to ramp up the promotion of the programs to a concentrated area of ES businesses. Staff will coordinate efforts to target those businesses in the ES area that have the greatest need for physical improvements
  - Staff toured the area to identify where to target increased outreach to promote assistance programs to the area, based on greatest need for physical improvements. Efforts will focus along Boulder Highway, between Sunset and Warm Springs.

### **IV. TUSCANY REDEVELOPMENT AREA**

- Note
- Galleria Road
- OPA
- Tuscany Pending Escrow
- Records Request: Staff has responded to a records request for George Garcia regarding all documents relating to bonds and the OPA for Tuscany.
- Semi-Annual Payment

### **V. LAKEMOOR CANYON**

- Bill/S343/HR697
- LLC

### **VI. ADMINISTRATION / ALL AREAS**

- Accounting: At the request of Council Bateman, staff is working on a leverage ratio report; copies of financial management policies related to annual audit, annual legislative reporting, due diligence, and criteria for redevelopment financial assistance; and overview of the critical role of the NDC. Audit
- Assistance Programs
- Bonds (Refinance of T-13 Bonds)
- Branding & Communication: Staff is working to update current collateral materials and create new business recruitment collateral materials that Economic Development and Redevelopment staff can utilize when speaking with business owners and developers.
- Budget: The budget for FY14 has been completed and will be heard at the April/May RAC/RDA meetings. Revenue is down slightly, but assessed value is up because of abatements.
- Financial: Prepared the February Financial Statement. Revenues are up by 6% from the same period last year and up 29% from projections. If the trend continues, as expected, revenues should surpass projections. Expenses remain conservative and it is expected that some of the cancelled projects budgets, specifically Townhouse and City Tower, will be de-augmented.
- Five-Year Financial Plan
- Homeowner Assistance Program: A HAP participant has paid off the \$3,300 balance on their HAP loan. A Release of the Deed of Trust has been prepared, routed for signature and recorded with the County.
- Legislation:
  - County requested Henderson's legislative proposal. Staff has forwarded the presentation and overview.
- NDC:
  - Staff attended 63-20 and 501(c)(3) bond training and noticed many advantages and cost savings using these programs. Through this process, revenue bonds pay for the majority of a project up

front so that the public entity does not come out of pocket except for a very small portion (architect fees). The bonds are repaid through lease revenues generated by the building that the public/non-profit entities pay. Additionally, a non-profit financial institution (such as the NDC) administers the entire process, including all agreements. If the public entity owned the land (the most desirable scenario), it would do a ground lease in order to make this work. By Federal mandate, the building must be given to the public agency after the bond matures in like-new condition, completely unencumbered. This could be a viable alternative for the Convention/Science Center. Staff will be doing a presentation to City Management in May.

- New Markets Tax Credit
- Outreach
- RDA Legislation
- Redevelopment Association of Nevada (RAN): Advised RAN members of AB417
- Revenue: Prepared the County Revenue reports for February collections, March wire. Revenues for this period are up approximately 19% from the same period last fiscal year and up 45% from projections.
- SB92 Reporting
- Tax Increment: Reimbursements - In compliance with the OPAs, semi-annual disbursements were made for both Tuscany and Cadence.
- Training