

**EXHIBIT "A"**  
**Historic Preservation Grant Agreement**  
**With Sam Melton for 113 S. 4<sup>th</sup> Street**

**THIS HISTORIC PRESERVATION GRANT AGREEMENT** ("**Agreement**") is made and entered into as of the \_\_\_\_ day of \_\_\_\_\_, 2015 ("**Agreement Date**") by and between the CITY OF AURORA, ILLINOIS, an Illinois municipal home rule corporation, ("**CITY**"), and Sam Melton, ("**OWNER**"). The CITY and the OWNER are sometimes referred to individually as "**Party**" and collectively as "**Parties**".

**WITNESSETH:**

**WHEREAS**, the City of Aurora has a population of more than 25,000 persons in it and is, therefore, a home rule unit as defined in Article VII, section 6(a) of the 1970 Constitution of the State of Illinois; and

**WHEREAS**, the CITY annually allocates funds to be granted as financial assistance to property owners in historic districts to conserve and revitalize the City's historic neighborhoods; and

**WHEREAS**, the City Budget contains sufficient funds, in excess of the amount of Ten Thousand Six Hundred dollars (\$10,600.00) for this Agreement, in Account #215-1840-463.50-43 in order to provide the agreed upon funding for this project.

**WHEREAS**, on November 27, 2012 the CITY established grant eligibility requirements and guidelines for a preservation grant assistance program ("**Program**") by resolution number R12-304; and

**WHEREAS**, on November 16, 2015, Sam Melton filed with the City of Aurora a request for financial assistance for the property located at 113 S. 4<sup>th</sup> Street, ("**Property**") within the Near Eastside Historic District ("**District**") a proposed renovation of said Property; and

**WHEREAS**, the OWNER desires to cause the renovation of the Property as described in Article Five and in the renovation scope of work description in **Attachment "A"** ("**Project**"); and

**WHEREAS**, it has been determined that the OWNER and the Project meet parameters of the Program and this Agreement has been recommended by the Preservation Commission for approval at its meeting held December 2, 2015; and

**WHEREAS**, the CITY has adopted Resolution Number \_\_\_\_\_ authorizing the execution of this Agreement; and

**NOW, THEREFORE**, in consideration of the foregoing and of the mutual covenants and agreements herein contained, and other good and valuable

consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties do hereby agree as follows:

## **ARTICLE ONE** **INCORPORATION OF RECITALS**

**1.1 Incorporation of Recitals.** The findings, representations and agreements set forth in the above Recitals are material to this Agreement and are hereby incorporated into and made a part of this Agreement as though fully set forth in this Article One.

## **ARTICLE TWO** **DEFINITIONS**

**2.1 Definitions.** For purposes of this Agreement, unless the context clearly requires otherwise, words and terms used in this Agreement shall have the meanings provided herein, including above in the recitals hereto and as follows:

**"Actual Project Cost"** means all those actual and known costs expended by the OWNER for the Project as presented in documentation to the CITY, as detailed in **Attachment "C"**.

**"Effective Date"** means the date as established pursuant to Article Eight.

**"Estimated Project Costs"** means all those costs estimated to be expended by the OWNER associated with the Project as estimated in the Owner's Project Expense Estimates attached hereto and hereby made a part hereof in **Attachment "B"**.

**"Project"** means the renovation and redevelopment of the Property as described in Article Five and in **Attachment "A"**.

## **ARTICLE THREE** **CONSTRUABILITY OF TERMS**

**3.1 Construability of Terms.** This Agreement, except where the context by clear implication shall otherwise require, shall be construed and applied as follows:

- (a) Definitions include both singular and plural.
- (b) Pronouns include both singular and plural and cover all genders.
- (c) The words "include", "includes" and "including" shall be deemed to be followed by the phrase "without limitation".

- (d) Headings of Articles and Sections herein are solely for convenience of reference and do not constitute a part hereof and shall not affect the meaning, construction or effect hereof.
- (e) All Attachments attached to this Agreement shall be and are operative provisions of this Agreement and shall be and are incorporated by reference in the context of use where mentioned and referenced in this Agreement. In the event of a conflict between any Attachment and the terms of this Agreement, the Agreement shall control.
- (f) Any certificate, letter or opinion required to be given pursuant to this Agreement means a signed document attesting to or acknowledging the circumstances, representations, opinions of law or other matters therein stated or set forth. Reference herein to supplemental agreements, certificates, demands, requests, approvals, consents, notices and the like means that such shall be in writing whether or not a writing is specifically mentioned in the context of use.
- (g) In connection herewith concerning written directions or authorization in respect of the investment of any funds, notwithstanding any provision hereof to the contrary, such direction or authorization orally by telephone, other telecommunication or otherwise, confirmed in writing, including by telecopier/facsimile transmission, shall be appropriate and is hereby approved. Failure of the investing agent to actually receive such written confirmation shall not render invalid or ineffective any such oral direction or authorization.
- (h) The City Mayor, unless applicable law requires action by the Corporate Authorities, shall have the power and authority to make or grant or do those things, certificates, requests, demands, notices and other actions required that are ministerial in nature or described in this Agreement for and on behalf of the CITY and with the effect of binding the CITY as limited by and provided for in this Agreement. OWNER is entitled to rely on the full power and authority of the Persons executing this Agreement on behalf of the CITY as having been properly and legally given by the CITY.

#### **ARTICLE FOUR** **CITY CODES, ORDINANCES AND PROCEDURES**

**4.1 Adherence to City Codes and Ordinances.** All development and construction of the Project shall comply in all respects with the provisions in the Building, Plumbing, Mechanical, Electrical, Storm Water Management, Fire Prevention, Property Maintenance, FoxWalk Design Guidelines, Zoning and Subdivision Codes of the City of Aurora and all other germane codes and ordinances of said City in effect on the date

that an application for a building permit and/or earth moving permit for such re-development or construction is filed, and during construction, except as otherwise provided herein and to the extent all such codes and ordinances are of general applicability to property within the city. OWNER has examined and is familiar with all the current covenants, conditions, restrictions, building regulations, zoning ordinances, property maintenance regulations, environmental laws and land use regulations, codes, ordinances, federal, state and local ordinances, and the like, and represents and warrants that the Project shall be developed in accordance with same, or those that are in place at the time of building permit/earth moving permit.

**4.2 Approval of Plans and Permits.** OWNER shall petition the City for all applicable approvals required for the renovation and construction of the Project including but not limited to: Certificate(s) of Appropriateness; Zoning Permit(s); Building Permit(s); Sign Permit(s); Stormwater Permit(s); Demolition Permit(s); Driveway Permit(s); Curb Cut Permit(s) and any improvements in the public right of way. Said petitions by OWNER shall include making all submittal requirements in conformance with City policies, codes and ordinances. All documents and submittals shall adhere to all applicable codes and ordinances including but not limited to those listed in this Agreement.

The CITY'S review and approval shall not be unreasonably withheld. The CITY shall further promptly process, and not unreasonably withhold its approval of these requests of OWNER.

**4.3 Compliance with Applicable Laws.** OWNER shall at all times acquire, install, construct, operate and maintain the Project in conformance with all applicable laws, rules, ordinances and regulations. All work with respect to the Project shall conform to all applicable federal, state and local laws, regulations and ordinances, including, but not limited to, FoxWalk Design Guidelines, zoning, subdivision and planned development codes, building codes, environmental laws (including any law relating to public health, safety and the environment, and the amendments, regulations, orders, decrees, permits, licenses or deed restrictions now or hereafter promulgated there under), life safety codes, property maintenance codes and any other applicable codes and ordinances of the CITY in effect from time to time during the course of construction of the Project, unless the same conflicts with an express term of this Agreement.

**4.4 Cooperation.** The CITY and the OWNER agree to cooperate in implementing the Project in accordance with the Parties respective obligations set forth in this Agreement and in accordance with specific approvals by the CITY in the future of the site plans for the Property and Project. Whenever any Party is required to take any action pursuant to the terms of this Agreement, including but not limited to giving any consent, such action shall not be unreasonably withheld or delayed.

The CITY agrees to cooperate with OWNER, and shall affirmatively support OWNER'S attempts to obtain all necessary approvals from any governmental or quasi-governmental entity other than the CITY and upon request of OWNER, shall promptly

execute any applications or other documents which OWNER intends to file with such other governmental or quasi-governmental entities with respect to the Project.

**4.5 Modifications.** OWNER may request and obtain certain modifications to this Agreement, without a public hearing except as required by state law, but with the approval of the Corporate Authorities of the CITY.

**4.6 Reimbursement Procedures.** The CITY shall authorize the distribution of funds to the OWNER pursuant to Article Six, upon satisfaction of the conditions stated in this Agreement in addition to the Reimbursement Procedures included herein in Attachment "C".

## **ARTICLE FIVE** **PROJECT**

**5.1 Project.** The OWNER shall cause the completion of the Project, being the renovation of the Property pursuant to the description in Attachment "A".

## **ARTICLE SIX** **CITY COVENANTS AND AGREEMENTS**

**6.1 City Obligations.** The CITY shall have the obligations set forth in this Article Six. All obligations of the CITY are expressly contingent upon OWNER receiving all required CITY approvals for the Project, and upon OWNER acting in accordance with all terms of this Agreement.

**6.2 Financial Incentive.** To conserve and revitalize the District the CITY agrees to provide an incentive to the OWNER, in an amount up to Ten Thousand Six Hundred dollars (\$10,600.00) OR Forty percent (40%) of the Actual Project Costs, the lesser amount is the maximum amount of said incentive ("**Incentive Amount**"). Said Incentive Amount shall be subject to the following provisions and prior to the distribution of any CITY funds the OWNER shall satisfy the conditions listed in Section 7.2 herein.

- (a) Said Incentive Amount may be requested by the OWNER once applicable City approval has been obtained for the work, final inspections have been approved, and the costs are incurred and paid by the OWNER.
- (b) If the total cost for all of the Actual Project Costs (taken as a whole) is less than the Incentive Amount, the lesser amount is the maximum amount OWNER shall be entitled to be reimbursed hereunder.

**ARTICLE SEVEN**  
**OWNER'S COVENANTS AND AGREEMENTS**

**7.1 Owner's Obligations.** OWNER shall have the obligations set forth in this Article Seven for the Project. These commitments shall include, but are not limited to the following:

- (a) Application for Approvals: The OWNER shall petition the City for all applicable approvals, including but not limited to a Certificate of Appropriateness pursuant to Article Four herein.

*Timing of this Obligation:* The OWNER covenants and agrees to satisfy the requirements of this Section within sixty (60) days after the Effective Date.

- (b) Project: The OWNER shall complete the Project in accordance with all of the provisions set forth in this Agreement, and in accordance with future approvals by the CITY.

*Timing of this Obligation:* The Project must be completed in a timely manner in order to allow for the submittal of all reimbursement requests prior to July 1, 2016.

- (c) Tax Information: The OWNER is responsible for paying taxes on the grant. The OWNER shall complete and return to CITY IRS Form W-9. The CITY will issue a 1099 form in the amount of the Incentive Amount to the OWNER.

*Timing of this Obligation:* The OWNER covenants and agrees to satisfy the requirements of this Section within sixty (60) days after the Effective Date.

- (d) Licensed Contractor: If a trade is licensed by the City of Aurora, the OWNER shall only employ contractor(s) of that trade which are licensed by the City to complete the Project.

*Timing of this Obligation:* Upon the request of the CITY, the OWNER shall demonstrate to the CITY's sole satisfaction that OWNER has met the requirements of this Section.

- (e) Partnership Sign: OWNER shall post an identification sign, provided by the CITY, promoting the partnership with the CITY on the Project. Upon request of the City said sign shall be posted on the Property for the duration of the Project or for a minimum of thirty (30) days whichever is longer.

*Timing of this Obligation:* Upon the request of the CITY, the OWNER shall post the sign as provided by the CITY.

**7.2 Financial Incentive.** The OWNER shall satisfy all of the following conditions prior to the CITY's distribution of any CITY funds referenced in Section 6.2 herein to the OWNER:

- (a) The OWNER may request the said funds referenced in Section 6.2 herein upon satisfaction of the Reimbursement Procedures in Section 4.6 herein and those conditions and provisions included in Section 7.1 herein.

**ARTICLE EIGHT**  
**EFFECTIVENESS**

The Effective Date for this Agreement shall be the day on which this Agreement is fully executed pursuant to duly enacted CITY ordinance authorizing the execution of and adoption of this Agreement.

For each day that the CITY or OWNER is delayed by an Uncontrollable Circumstance, the dates set forth in this Agreement shall be extended by one (1) day.

**IN WITNESS WHEREOF**, the Parties hereto have caused this Agreement to be executed on or as of the day and year first above written.

**CITY OF AURORA,**  
an Illinois municipal corporation,

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk





**Attachment "A"**  
Renovation Description

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Siding Restoration: Restoring the original wood siding and installing small portions of new siding where original siding is missing or beyond repair. Work includes cleaning the exterior siding, removing old paint, priming, repainting siding and trim to the house and porch as well as reglazing windows. New siding will match the original in material and details. Original details will be restored. Decorative crown moldings will be added around the windows.

**Attachment "B"**  
OWNER's Project Expense Estimates

Property Location:			
113 S. 4 <sup>th</sup> Street			
	<b><u>Items</u></b>	<b><u>Cost</u></b>	
<b>Existing Building Renovations/Build Out</b>			
Siding Restoration, Painting, Crown Molding			
Siding Restoration, Painting, & Crown Molding		\$18,605.00	
Dumpster		\$410.00	
Asbestos Removal		\$200.00	
Additional work on siding		\$2,680.00	
Porch restoration		\$2,000.00	
Contingency (10%)		\$2,389.50	
			<b><u>Subtotal</u></b>
			<b>\$26,284.50</b>
<b>Total</b>		<b>\$26,284.50</b>	

**Attachment “C”**  
Reimbursement Procedures

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The OWNER shall provide the CITY with all documentation required to evidence the cost of the Actual Project Cost, such records to include, but not be limited to, all contracts with general contractors and all subcontractors, copies of checks and any other documentation specified by the CITY and/or in the possession of OWNER.

Prior to the reimbursement the OWNER shall satisfy the following standard conditions and procedures:

- (a) **Certification:** As a prerequisite to the disbursement of any and each payment to OWNER, OWNER must certify to the CITY the following if applicable:
  - (i) OWNER has the right, power and authority to submit the request for payment and to perform its obligations under the Agreement.
  - (ii) The requested disbursement is for Actual Project Costs which are qualified for payment under this Agreement.
  - (iii) None of the items for which payment is requested has been the basis for a previous payment.
  - (iv) The payment has already been paid from OWNER to its construction manager, contractor, subcontractor or material supplier or others.
  
- (b) **Reimbursement Request for Improvements:** As a prerequisite to the disbursement of any and each payment to OWNER, the OWNER shall submit to the Director of Planning and Zoning a disbursement request (1-18). Requests shall minimally be accompanied by the following:
  - (i) Vendor Packet (1-17): Prior to any work beginning, OWNER shall complete the Vendor Packet and be issued a Vendor Number and Purchase Order Number.
  - (ii) W-9 Form: Prior to any work beginning, a the OWNER shall complete and return to CITY IRS Form W-9
  - (iii) Historic Certificate of Appropriateness (HCOA): Prior to any work beginning, a HCOA must be obtained and a Certificate posted.
  - (iv) HCOA Detailed Budget (1-24) – Prior to the issuance of a HCOA, the HCOA Detailed Budget Form (1-24) must be submitted and approved by the Director of Planning and

Zoning.

- (v) Contractors Sworn Statement (1-19) – Prior to the disbursement of any payment, the City must receive proof that the Actual Costs were incurred in the form of the following: receipts and/or invoices marked paid for any expenses for which reimbursement is requested.
  
- (c) **Timelines and Inspections:** Prior to the disbursement of any payment by the CITY, OWNER must provide to the CITY documentation of the satisfaction of the following conditions:

The CITY has completed and approved final inspections of the Project.