

MEMORANDUM

TO: Mayor and City Councilors

FROM: Richard C. Olson, City Manager

Morgan Jethro, Community Development Manager

DATE: February 19, 2015

RE: Consideration - Downtown Improvement Grant Program Application

for Toyama Restaurant

BACKGROUND:

The City of Elizabeth City Downtown Improvement Grant (DIG) Program is entering its second round of grant applications, which is aimed at improving Life Safety Code compliance, ADA compliance, repairs to electrical, plumbing, and mechanical systems, and necessary structural repairs.

During the October 6, 2014 regular meeting of the City Council, \$34,000 was awarded to three businesses, leaving \$46,000 for other Downtown Improvements Grants in the second and third rounds of funding. The third round will welcome city-wide applications.

ANALYSIS:

Zhen Li, owner of the property located at 218 N. Poindexter Street, is requesting financial assistance for extensive interior renovation to the dining area, restrooms, and kitchen of Toyama Restaurant. They desire to do the following improvements: paint all walls in the dining area and restrooms, install chair rail in dining room, replace 13 ceiling registers, install pendant lights and install nine new light fixtures in the dining room, replace five return grills for the HVAC unit, install acoustic ceiling tile, install baseboard in the dining room, remove the old vinyl flooring and replace with ceramic flooring in sushi area/drink/server area/hallway/restrooms, install vinyl plastic wall board in restrooms, replace freezer floor with aluminum plate floor sheet, degrease the kitchen floor, repaint the kitchen floor, wall improvements in both restrooms, install ADA compliant

toilets/sinks/faucets, remove and replace old carpet in dining room, and install baby changing table in women's restroom.

All of the proposed projects are grant eligible, with the exception of the bamboo blinds, according to the Program Criteria. The cost of the blinds (\$600.00) has been deducted from the lowest bid received by GregMor Investments, LLC, and the grand total requested (\$11,132.00 - \$600.00 = \$10,532.00). The applicant did not indicate that additional employees would be hired at this time, and zoning compliance is not necessary for interior renovations.

Although this is a non-competitive round of funding, a review committee consisting of Rich Olson, Angela Cole, June Brooks and Wayne Harris met and applied scoring using the Council-approved rubric (see attached compilation). On Wednesday, February 11, Building Inspections and Community Development personnel inspected the building and found no other improvements required other than those proposed in the application to be completed.

FINANCIAL:

The Finance Committee discussed this matter during their meeting of February 19, 2015. Upon motion by Mayor Peel, seconded by Councilman Donnelly, the committee unanimously recommended consideration of approval by the City Council.

STAFF RECOMMENDATION:

By motion, approve Toyama's Downtown Improvement Grant Program application request in the amount of \$5,266.00, for a total project cost of \$10,532.00.

Attachments:

- 1) 218 N. Poindexter Application
- 2) 218 N. Poindexter Bid Documentation
- 3) Photographs of interior of building
- 4) Scoring Compilation

Elizabeth City

Downtown Improvement Grant (DIG) Scoring Report

Andy Zheng, Applicant

Toyama Japanese Restaurant

Program Goal Category	Olson	Brooks	Cole	Harris	Total	Average
Occupancy & Job Creation	0	0	10	20	30	7.5
Life Safety Code Compliance	15	15	10	20	09	15
Exterior Aesthetics & Façade (New/Upgrade)	0	2	0.	ſΩ	7	1.75
Interior Remodel/Renovation	15	15	15	15	09	15
TOTAL	30	32	35	09	157	39.25

DIG Grant Evaluation

۵	PROGRAM GOALS	POSSIBLE	POINTS	COMMENTS
and of the Konne		POINTS	EARNED	
⋖	A: Occupancy & Job Creation	50		
-	New Executed and/or signed lease agreement for vacant building/unit (20 points).			
2.				
<u> </u>	Employment/Job Creation (2 or more new permanent jobs) 2.5 points per job, max 20 points			
	B: Life Safety Code(s) Compliance	20		
	1. Building, electrical, and/or plumbing new/upgrades (5 points)			
	2. ADA Compliance improvements (5 points)			
(1)	3. Weatherization (5 points) including windows	3		
	4. Mechanical work, including insulation, mechanical systems/climate			
	C: Exterior Aesthetics & Façade – New/upgrades	15		
	 Exterior shutters, lighting fixtures, awnings and other appurtenances (5 points) 			
	2. Repointing mortar joints, stucco replace/repair and painting (5 points)			
	3. Exterior doors and hardware, stairs, porches, railing, balustrade and exit facilities (3 points)			
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PROGRAM GOALS	POSSIBLE POINTS	POINTS CO EARNED	COMMENTS
4. Signage (2 points)			
D: Interior Remodel/Renovation	15		
 Interior stairs, porches, railing, balustrade and exit facilities (5 points) Interior walls, including cleaning, sealing, tuck pointing and painting (5 			
points) 3. Repair or replacement of flooring (5 points) 4. Repair or replacement of ceiling (and roofing affects) (5 points)			
Total Points	100		
COMPREHENSIVE PROJECT CONSIDERATION		COMMENTS	
Full Project Significance			
This section does not add numerical points to the grant eligibility			-
project elements are a part of a larger, more comprehensive project.			
oancy, job creation,			
exterior aesthetics, summary comments should be added. Any ranking of importance and/or influence of the element must be			
based upon the model above. (Example: A property owner plans a			
\$100,000 investment to rehabilitate a commercial structure and is			
improvements already initiated and/or completed, plumbing, interior			-
and exterior lighting fixtures, and window restoration for instance			
would garner points using the rubric but ineligible for consideration			
because they were initiated prior to application. The evaluator should			
make note of those "would be" points and comments in this section.)			



City of Elizabeth City Downtown Improvement Grant Program Fiscal Year 2014-2015

HOST	Grant Application
Date:	1/13/15 4Kg
Applicant Name:	
Business Name:	Toyuna Suprinese Restaurant
Mailing Address:	24 N Panlexter St
	Elizabeth City, NC 27904
Type of Business:	Food Service
Number of Employee	es: 9 Full Time: 3 Part Time: 6
General Hours of Ope	eration: 11 - Co Am - 2 - 3 c/m 4 - 3 c/pm - 10 - 00 pm
Does Business Gener	
Tax Identification Nu	mber: 26-1372295
Property Address:	218 N. Princester + Elizabeth City, NC
Business Owner:	Yne Y Theng
Phone Number:	(252) 34-2437
Email Address:	Toyamane by grant com
	J
Property Owner:	Then C Li
Phone Number:	(516) 525-7×20
Email Address:	
Contact Person (if not listed a	above): Andy theny
Phone Number:	(516) 528-7590
Email Address:	industrial and amail com

Grant Type:	Exterior	Interior	Interior & Exterior	
Requested Grant Am	ount:			
Source of Matching F				
Total Project Cost:				
Description of Projec (Attached additional	t and how it will suppor page, if necessary)	t new and/or expand	ded business development:	
Additional Information the Elizabeth City Cou	n: (Please feel free to a ncil when considering t	dd any information y	ou think would be valuable t	0
		application.,		
			1	
understand that I will	on Improvement Grant, have to follow all the re	quirements of the p	rogram and by choosing to	
Elizabeth City.	a di la contracta di la contra		be revoked by the City of	
(Signature of Grant Ap	pplicant)	Date:	13/15	_

Property Owner Authorization

(This portion of the application must be completed if applicant is not the property owner.) hereby affirm that I am the owner of property located at 21x N Pointexter it _______, Elizabeth City, NC and that I give my authorization for Tayanna Tayanese Restaugant to make the improvements outlined and described in the foregoing Grant Application. If for any reason the property is sold within 36 months, such grant shall be repaid to the City of Elizabeth City. en Ches 21 Date: 1/12/15 (Signature of Property Owner) State of North Carolina County of Profue ton Then them he personally appeared before me and being first duly sworn declared that he/she signed this application in the capacity designated, if any, and further states that he/she has read the foregoing application and the statements therein contained are true.

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Notary

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Material	3 400 00		560.00		all walls in
	abor		Material		

paint all walls in dining area	Material	Labor
paint hall way and both bathrooms	780.00	3.5
replace 13-2'x2' ceiling registers	780, ∞	2000
remove 9 pendant lights and install 9 new lights in dining	2594,00	575.00
replace 5- 20"x20" return grills	338 00	11000
install 100' 2 piece clear pine chair rail in dining area	463.00	560,00
replace 60 white acoustic 2x2 ceiling tiles	278.00	300,00
install baseboard in dining area 100' clear pine	236,00	398.00
to degrease kitchen floor and paint with floor paint	580,00	1,800,00
replace freezer floor with aluminum diamond plate floor sheet	372,00	400.00
to remove old vinyl floor and replace with ceramic floor tiles in sushi area, drink area, hallway, and both restrooms	1,032.00	2,592.00
install 7 sheets of vinyl plastic wall board. In both bathrooms	386,00	00 26%
install baby changing table in woman bathroom	300, 8	145.00
remove old and install 2 new toilet handicap	456.00	225, 00
remove old and install 2 new handicap sink and faucets	386.00	260,00
remove old carpet and glue down new commercial carpet 1200 sq. foot	1500.00	1,537,00
remove and install new bamboo blinds	68,8	236,00

17.45 - 9:0026 + 14111

Subject: Toyama remodel

From: Jon&ben <salthouserepairs@gmail.com>

Date: 11/19/2014 2:00 PM

To: Toyama Andy <Toyamanc@gmail.com>

Here is a Estimate on work you are requesting. 1) paint all walls in dining area. Material \$400

Labor \$1000

2) paint hall way and both bathrooms. Material \$120 Labor \$600

3) replace 13-2'x2' ceiling registers \$75 each total \$975 Labor \$300

4) to remove 9 pendant lights and install 9 new lights in dining area \$225 each total \$2025 Labor \$600

5) replace 5- 20"x20" return grills \$150 material labor \$300

6) install 100' 2 piece clear pine chair rail in dining area \$300 material and \$600 labor

7) replace 60 white acoustic 2x2 ceiling tiles \$700 material Labor \$600

8)install baseboard in dining area 100' clear pine

\$120 material and labor \$300

9) to degrease kitchen floor and paint with floor paint \$400 material and labor \$600

10) replace freezer floor with aluminum diamond plate floor sheet. Material \$300 labor \$600

11)to remove old vinyl floor and replace with ceramic floor tiles in sushi area, drink area, hallway, and both restrooms. 450 sq. ft. This includes grout and sealer.

Material \$2700 and labor \$1800

12) install 7 sheets of vinyl plastic wall board. In both bathrooms Material \$40 each \$280 material and \$300 labor

13) install baby changing table in woman bathroom

Material \$300 labor \$150

14) remove old and install 2 new toilet handicap \$600 material and \$300 labor

15) remove old and install 2 new handicap sink and faucets. \$1000 material and \$300 labor

16) to remove old carpet and glue down new commercial carpet 1200 sq. foot material \$3500

Material \$3000 and labor \$500

17) to remove and install new bamboo blinds. \$350 material and \$150 labor.

18) miscellaneous materials \$500, (this cost will be deducted from total when job is complete if not used)

Total for material \$13,720

Total for labor \$9000

Grand total \$23,220

All material will be hauled off after every work day and taken to barco landfill. Work will be done between the hours of 10 pm to 6 am. We are doing this time so Toyama doesn't have to close.

Thank you for giving us the opportunity to bid on your remodel, Ben and Jon with Salt House Maintenance

Feel free to contact us at (252) 619 7678















Caution : Hot tap water













