

NEVADA COMMISSION FOR CULTURAL CENTERS & HISTORIC PRESERVATION (CCCHP) GRANT APPLICATION

	NEVADA STATE HISTORIC PRESERVATION OFFICE	<i>SHPO Use Only</i>
Initials: <u>CC</u>		Received: <u>04-22-24</u>
Postmarked: <u>N/A</u>		Delivery Svc: <u>Hand Delivered</u>

APPLICATION COVER PAGE This unaltered form must be submitted as the cover page for the application. Do not staple or bind application documents,

Grant Cycle Year(s) 2024-25

Applicant Organization: Comstock Cemetery Foundation
 EIN (Taxpayer Identification Number): 88-0473891
 Mailing Address: 381 Cemetery Road
 City: Virginia City County: Storey ZIP: 89440
 Project Contact: Candace Wheeler Title: Executive Director
 Daytime Phone: 775-853-3848 Evening Phone: 775-853-3848
 Fax: _____ Email: candace1225@ymail.com

Historic Property Name: Silver Terrace Visitor Center Date Built: 1870c
 Property Owner Name and Address: Comstock Cemetery Foundation
 Project Address: 381 Cemetery Road
 City: Virginia City County: Storey ZIP: 89440
 Property Insured: Yes; please enclose one copy of policy No; please explain: Will be insured at completion of out buildings; per insurance contacts;

Project Title: Restroom/Wash Station Construction (RWC)
 Project Type: Rehabilitation/Construction Planning/Construction
 Architectural/Engineering Study/Construction

Project Synopsis (Brief):

If funded, this grant will set the final "cap" on the Silver Terrace Visitor Center for the public. The grant is for the construction of two (back-to-back) appropriate buildings adjacent to the main Center; one unit will provide work space to wash/repair broken headstones and assist families in new installations, the second unit will be a ADA compliant public bathroom. The structures have been designed, tech and architectural drawings completed, three estimates obtained. Designs approved unanimously by the Comstock Cemetery Foundation, the Comstock Historic District Commission, and State Historic Preservation Office.

Proposed Start Date: 6/30/2024

Proposed End Date: 1/15/2025

Project Budget Summary:	
Amount Requested:	<u>\$ 348,456.00</u>
Proposed Match:	
Cash:	<u>\$ 851.00</u>
In-Kind/Donations:	<u>\$ 31,955.00</u>
Total Project Budget:	<u>\$ 381,262.00</u>
If Applicable, Minimum Amount Requested	<u>\$ 348,456.00</u>


Applicant's Authorized Signature*
Name: <u>Candace Wheeler</u>
Title: <u>Executive Director</u>
Date: <u>4/20/2024</u>

***Sign in blue or black ink. Application packets without original signatures will be considered incomplete.**

NEVADA COMMISSION FOR CULTURAL
CENTERS & HISTORIC PRESERVATION (CCCHP)
GRANT APPLICATION

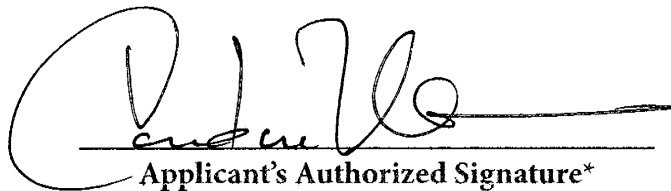


NEVADA
STATE HISTORIC
PRESERVATION OFFICE

APPLICATION COVER PAGE Cont.

Handbook Verification Form

- I HAVE READ THE CCCHP GRANT HANDBOOK, AND *W*
- I HAVE COMPLETED THIS CCCHP GRANT APPLICATION, AND *W*
- I CERTIFY THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. *W*


Applicant's Authorized Signature*

Name: Candace Wheeler

Title: Executive Director

Date: 4-18-2024 *W*

*Sign in blue or black ink. Application packets without original signatures will be considered incomplete.

NEVADA COMMISSION FOR CULTURAL
CENTERS & HISTORIC PRESERVATION (CCCHP)
GRANT APPLICATION



NEVADA
STATE HISTORIC
PRESERVATION OFFICE

APPLICATION COVER PAGE Cont.

Application Checklist

Directions: Assemble the application in the following order and initial in blue or black ink on the lines to confirm that each of the required components are included in the application package.

1. Cover Pages

 Application Cover Page

 Handbook Verification Form

 Application Checklist

2. Project Narrative

 A. Questions (No more than 5 pages)

B. Supplemental Material

 A paragraph (200 words maximum) describing the current or intended future use of the property and cultural center programming.

 County Assessor print out showing the current owner of the property with the APN number

 Photographs of all exterior elevations with views and all major rooms and project rooms, identified and keyed to a site plan

 Organization's information including:

- Articles of incorporation, mission statement, length of time established, and history
- A list of current board members
- Long-range plan including information on how frequently the plan is updated
- **If applicable:**
- A list of activities for the past fiscal year
- A detailed report on current CCCHP grant status as well as the outcome of previous CCCHP grants
- A current list (last three years) of all grants and additional funding, including amounts the organization has or will receive

3. Budget

 Detailed Budget

- Completed Budget Form
- Attached itemized lists and/or contractor quotes that break down labor and material costs

 Audit

- Most recent audit for the organization. If there is no audit, provide an explanation of why an audit was not completed and how bookkeeping is managed.

 Insurance

- Proof of insurance for the property or a justification for why there is no insurance

 Resumes

- All principal professionals involved in planning, design and management of the proposed project

 Initial to confirm that the applicant understands that applications lacking any of the required information listed above are ineligible for review by the Commission.

A. Questions (No more than 5 pages)

1. Project Description.

What building(s), prehistoric feature, historic feature, or culturally significant feature are you restoring/ rehabilitating?

We are enhancing the public cemetery visitor located in the front section of the Silver Terrace by creating handicap public bathroom and a wash station for the repair, preservation, and rehabilitation activities for historic markers. These two new structures will not alter the main visitor center but rather enhance its cultural public usage and be placed adjacent to Nevada's only historic cemetery visitor center. On our audio tour more than 5000 comments and suggestions have been recorded. Of those comments 81% of the public noted the lack of bathrooms as a significant drawback. Currently the 450 square foot center has no space for the preparations required for the rehabilitation of historic markers which is an emergency need and primary goal for the Comstock Cemetery Foundation.

What is the historical significance of the property?

The visitor center was constructed 1870c, later used as part of a mining complex in American Flats, and moved to B Street as rental property. The visitor center's sole purpose is to serve the public need for information, education, research, and preservation activities. It is the first and only visitor center in the state to create a cultural use and interpretation center. It will showcase and interpret the varied historic activities of residential living, burial practices and mining on the Comstock. In our rehabilitation efforts of the visitor center we attempted to use decoration to interpret the various uses of the 1870c building. This grant is for the addition of a handicap public bathroom and wash station while remaining true to the visitor center's character.

How do you propose to restore/rehabilitate it?

Our executive director comes from a business environment and our strategy is driven by public comments and feedback which we make an effort to collect and analyze. The visitor center held a "sneak peek" event a year ago and the overwhelming comment was the lack of public toilets and work space. Much of our artifacts are scattered in various buildings in Virginia City making our repair efforts nearly impossible and overburdening the visitor center itself. The design for the additional structures will complement our center, enhance its' public use, yet not detract from its character.

Who will be doing the work?

We asked three contractors for estimates given the scope of work. The most reasonably priced, and in our minds, the best selection will be to use Coons Construction with oversight and consultation from Jim Collins of Collins Construction. Collins Construction knows this building literally from the ground up; he moved it, put it on a foundation, shored it up, replaced the roof, and helped with each and every rehabilitation effort since its relocation. Most likely the lower rate from Coons-Collins is due to his location "on the hill" whereas other firms tend to charge more to drive up to Virginia City. In addition, our previous painter company will complete the outside in the same color theme, and volunteers will fill in as needed.

What is the timeline for the project?

The construction is estimated to take 4 – 6 months dependent on availability of materials.

Who holds title to the property

The Comstock Cemetery Foundation owns the visitor center and has a 99-year lease with Consolidated Virginia Mining (Hugh Roy Marshall) on all the surface rights within the cemetery boundaries and the parking lot. In addition, two lot/blocks were donated to the CCF by CVM. Selected pages from our lease filing are included.

2. Building Use/Community Involvement

How and by whom will the facility be used?

Our interpretive plan created around four major types of public visitors: general visitor, school groups, genealogy researchers, and other cemetery groups requesting training. The miners' cabin will become a visitor's center providing opportunities to learn about residential living, mining, and of course, the cemetery. Visitors will be able to get help in researching burials and genealogy. We will store files, photographs, historic recordations, and office supply items. It will become the home for the CCF's operations and board functions. It will provide additional security for the site. Repair of headstones will remain a primary function complimented by the new proposed wash/repair station. Special programing for school visitors has been developed by a think tank of elementary school teachers. It is loosely based on the "I Spy" children's books. We will offer advice, training, and demonstrations to other cemetery preservation groups once space is available. As long-time pioneer (and donor of the visitor center) Ron Gallagher put the use of this building into appropriate words: *The house will now become a portal to the cemetery-where both the Wilson and the Gallagher pioneers rest. This reuse of our home could not be more appropriate. The house will give the cemetery a presence in the landscape, facilitate the sharing of the story to all our visitors, and provide access to records aiding those searching for ancestral connections. My relatives would be smiling, they would be pleased.* Ron Gallagher

Who will be responsible for management of the building and its programs/activities?

The CCF and its 21 local volunteers will be responsible for meeting public needs, interpretation, and programing as we have for 25 years. The CCF employs one part-time employee that serves as a caretaker for the property.

How has the community been involved in your project?

All of our suppliers are local as are the majority of our volunteers. The county and its residents provide support and assistance nearly every week of the year. The local school groups and boy scout will help pick out a name for the center and continue to assist in interpretative programing for audio tours, in-person tours, and theater presentations.

How will the community continue to be involved in your project?

Once the doors are open, the community will assist in ongoing programing, grave stone repairs/stabilization, and staffing the center. We will continue to do outreach and teaching with UNR and local students.

How are your restoration/rehabilitation plans related to the uses of the building?

Access. Access. Access to all. Our ability to provide handicap facilities to the general public is an important goal for the CCF. Often family researchers will spend hours, sometimes days, reviewing materials with staff thus creating a need for bathroom facilities.

What importance to tourism (cultural or otherwise) will the facility have?

The Silver Terrace cemetery is the #1 most visited location on the Comstock and that is without a visitor center and research facilities yet open. We anticipate our new services for the public will increase the quality of our offerings to the public and it will increase the quantity of those we are able to serve. Of our surveyed visitors, 93% requested more information as part of their visit, and 87% asked for research support. A recent survey revealed the overwhelming need for public facilities and a place to repair family markers under staff supervision.

3. Project Support/Financial

What specific contributions (cash, land, labor, materials, etc.) have been provided toward the project from the community and/or other sources?

The local suppliers have all agreed to discount some services, given that we are a non-profit. All our board volunteers will supply labor for oversight, monitoring, grant management, serve on planning

committees, and assist in securing the site. We believe we can generate about \$30,000 in labor and donations.

What grants and additional funding (last three years), including amounts, has the organization received or will receive for this project?

We received funding for the design and technical drawings for this project from the last CCCHP grant cycle. We asked for \$8,700 but came in slightly under budget due to a change in engineering and architectural firm.

1999 Grants

Storey County:	\$18,000 (to be used solely for caretaker's salary)
JBS	\$21,000
CCCHP	\$65,000 (19-20)

2020 Grants

Community Grant	\$8,500 (road repair)
Storey County:	\$18,000 (to be used solely for caretaker's salary)
General Funds	\$8,700 (house paint)

2021-22

CCCHP	\$55,400
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What additional contributions are projected to complete the project?

At least ½ of public donations will be used to offset any costs plus volunteer time and labor and contractor donations. We are also using a panel of qualified consultants to help us develop a management plan for overseeing a public toilet. The panel will all be volunteering their time.

How will your facility sustain itself financially in the future?

The CCF has sustained itself for 25 years with minimal grants. Income from memberships, donations, and events have increased each year by an average of 9.7%. The largest increases have occurred since the installation of the miner's cabin. The visibility of the future visitor center and anticipation of services that will be offered to the public will lead to an increase in monetary donations, and volunteer services. We have also established a *Perpetual Care* fund with Ameriprise to protect our projects into the future. Our new research donation projects will produce additional funds given the rise of genealogical research.

Please provide evidence that you can implement the project and maintain a viable program in the future.

The CCF has never left a project or grant unfulfilled in the past 25 years. We have an overhead of only 8.9%. We are in the process of establishing a formal *Succession Plan*, and our Ameriprise *Perpetual Care* plan demonstrates our commitment to maintaining viable programming, and future protection of all improvements.

4. Planning If your project includes planning, please describe the process.

Who will participate in the planning?

Our planning process took place during the last grant cycle and was coordinated by the CCF's executive team. We initially consulted with Comstock Historic District Commission (CHDC) staff. The community was invited to review the draft plans which were subsequently approved by the CHDC and the State Historic Preservation Office (SHPO). In addition, plan was sent to other cemeteries groups for review and more public feedback was solicited via our audio tour.

Narrative Description Part B: Supplemental Material General Guidance

Supplemental Material General Guidance

We were advised not to submit some of our larger plans. Our technical and architectural rendering are 36" x 24" and 14 pages. Our plans have been reviewed and approved by the Comstock Historic District Commission and a *Certificate of Appropriateness* is available upon request. Attached we have included three sample architectural renderings.

Architectural Renderings
Facing Northwest



Southwest View



Facing Northeast



Application Part 2-Narrative Descriptions Part B

1. A paragraph (200 words maximum) describing the current or intended future use of the property and cultural center programming.

This is an extension of our previous project (s) for the Silver Terrace Visitor Center and an effort in preparedness for public use. The project involves the construction of two small buildings adjacent to, but not attached, to the visitor center. One small building will provide work space to wash and repair broken headstones and assist families in new installations and demonstrate techniques to other Nevada cemetery groups. The second, a major visitor concern on the Comstock, is an ADA compliant bathroom. Both structures have been designed, tech and architectural drawing completed ready for estimates. In addition, the structures were approved unanimously by the Comstock Cemetery Foundation Board, and approved by the Comstock Historic District Commission. This allows us to complement our school programming, public genealogical and educational outreach.

2. A printout from the County Assessors website that shows the current owner of the property with the APN number clearly displayed;

Included below is a letter confirming ownership of the cabin, a 99-year lease to all surface lands (and parking lot) in the Silver Terrace cemetery, and finally two surveys of the property showing APNs and Mining Patents. Our lease is 13 pages long. We have included recordation of filing and information that applies directly to the Hardy patent on which the visitor center site is located. Additional Assessors plots maps are included. County letter confirming our ownership of the visitor center building is also attached.

DOC #: 134571

08/10/2021 01:02 PM Page: 1 of 11

OFFICIAL RECORD

Requested By:
CONSOLIDATED VIRGINIA MINING CO
Storey County, NV
Marney Hansen Martinez, Recorder

Fee: \$37.00 RPTT; \$0.00
Recorded By: dmcpherson



FOR RECORDERS USE ONLY

APN# _____

Recording requested by:

Name: Consolidated Virginia Mining Co
Address: P.O. Box 890
City/State/Zip: Virginia City, NV 89440

Mail tax statements to:

Name: _____
Address: n/a
City/State/Zip: _____

Mail to, if different than above:

Name: _____
Address: _____
City/State/Zip: _____

Please complete Affirmation Statement below:

I, the undersigned, hereby affirm that this document submitted for recording does not contain any personal information and/or social security number of any person or persons (Per NRS 239B.030).

-OR-

I, the undersigned, hereby affirm that this document submitted for recording contains the social security number of a person or persons as required by law _____

(State specific law)

Seane L. Lopez
Signature (Print name under signature)

OPERATIONS MANAGER
Title

ACCESS AND LEASE AGREEMENT

(Insert Title of Document Above)

Only use the following section if it applies to your document

This document is being re-recorded to _____

This document is being recorded to correct document # _____, and is correcting _____

This page added to provide additional information required by NRS 111.312 Sections 1-4.

“EXHIBIT 1”

**LEGAL DESCRIPTION
FOR
SILVER TERRACE CEMETERIES**

All that certain real property situate in the Northeast One-Quarter of Section 29, and the Northwest One-Quarter of Section 28, Township 17 North, Range 21 East, M.D.M., Virginia City, Storey County, Nevada, as depicted in the map attached hereto and more particularly described as follows:

All lands described below lying within any portion of the following mining claims:

1. Hardy USS 4065
2. January USS 3648
3. Quartz USS 142
4. February USS 3648
5. Enterprise USS 133A
6. Enterprise Millsite USS 133B
7. Spring Garden USS 164B
8. Miami Relocation USS 2581
9. Ohio Relocation USS 2581
10. March USS 3648
11. March Fraction USS 4020

BEGINNING at a point bearing South 14°19'31" East, 350.36 feet from the Northeast corner of said Section 29, Township 17 North, Range 21 East, M.D.M.;

THENCE from said POINT OF BEGINNING along the southeasterly line of the Agassiz USS 135 mining claim, South 36°36'57" West, 328.30 feet;

THENCE along the southwesterly line of said mining claim, North 52°19'11" West, 367.19 feet to it's intersection with the southerly line of the USDI/BLM parcel;

THENCE along said southerly line the following four courses:

North 73°49'49" West, 425.24 feet;

North 76°24'10" West, 339.87 feet;

North 06°59'09" East, 17.83 feet;

North 75°23'07" West, 63.49 feet;

THENCE departing said southerly line, South 79°26'48" West, 59.56 feet;

THENCE North 59°38'28" West, 108.70 feet;

THENCE North 80°44'07" West, 102.24 feet;

THENCE South 02°29'29" East, 120.13 feet;

THENCE South 85°50'50" East, 60.22 feet;

THENCE South 74°01'45" East, 105.98 feet;

THENCE South 59°02'48" East, 309.31 feet;



SCALE 1" = 400'

LINE TABLE

LINE #	BEARING	DISTANCE
L1	S 36°36'57" W	328.30'
L2	N 52°19'11" W	367.19'
L3	N 73°49'49" W	425.24'
L4	N 76°24'10" W	339.87'
L5	N 06°59'09" E	17.83'
L6	N 75°23'07" W	63.49'
L7	S 79°26'48" W	59.56'
L8	N 59°38'28" W	108.70'
L9	N 80°44'07" W	102.24'
L10	S 02°29'29" E	120.13'
L11	S 85°50'50" E	60.22'
L12	S 74°01'45" E	105.98'

LINE TABLE

LINE #	BEARING	DISTANCE
L13	S 59°02'48" E	309.31'
L14	S 17°50'02" E	211.93'
L15	S 31°27'47" E	182.36'
L16	S 61°38'12" E	180.88'
L17	S 66°00'53" E	250.70'
L18	N 53°35'24" E	43.17'
L19	S 63°23'54" E	35.01'
L20	S 41°58'11" E	177.70'
L21	N 72°30'09" W	256.70'
L22	S 87°24'56" W	78.24'
L23	N 00°04'02" E	263.13'
L24	N 12°10'28" W	57.21'
L25	N 26°26'21" W	53.57'
L26	N 33°51'30" W	65.66'

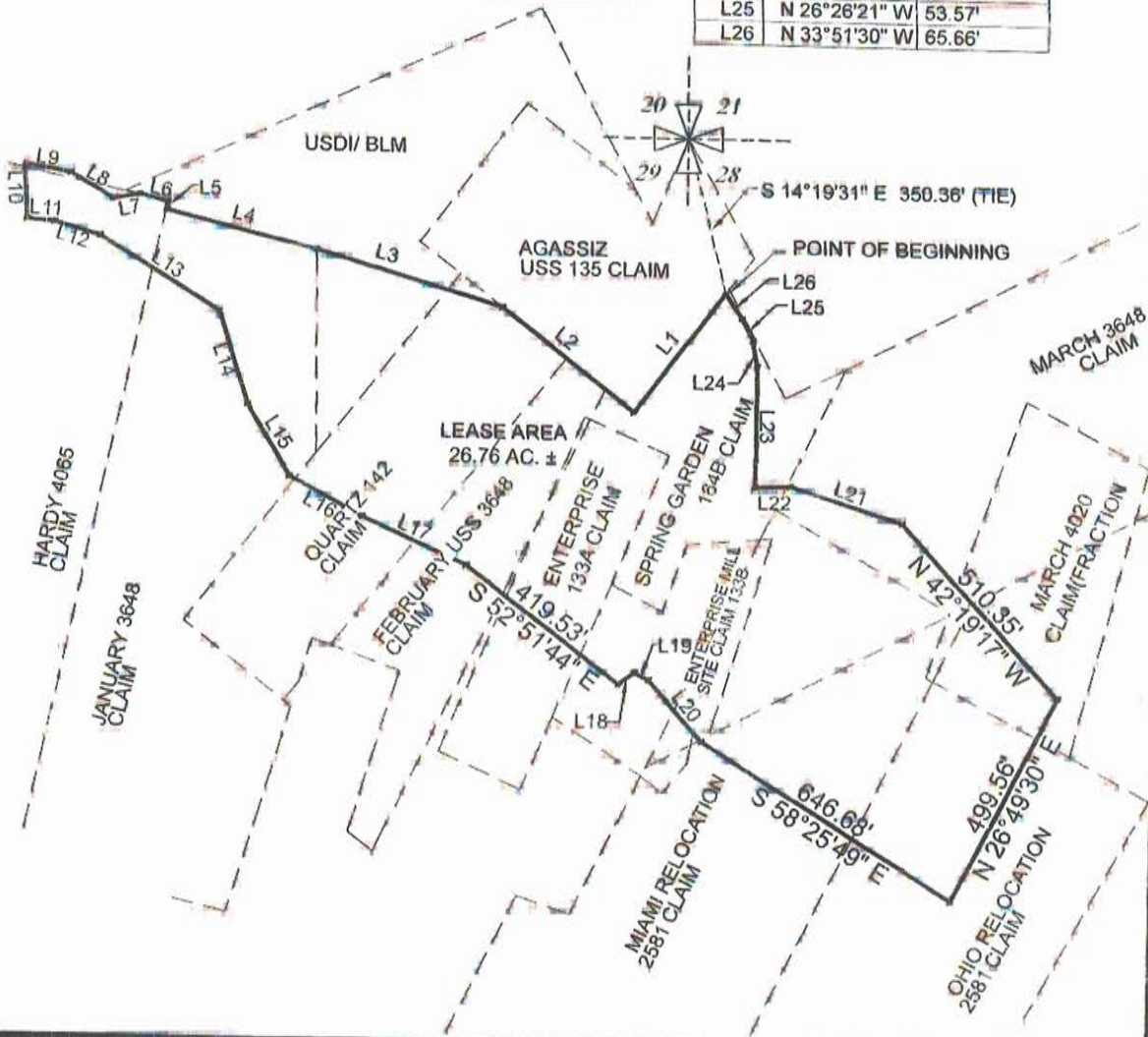


EXHIBIT MAP TO ACCOMPANY LEGAL DESCRIPTION
FOR
SILVER TERRACE CEMETERIES



VIRGINIA CITY

STOREY COUNTY

NEVADA

PAGE
3

OF
3

THENCE South 17°50'02" East, 211.93 feet;
THENCE South 31°27'47" East, 182.36 feet;
THENCE South 61°38'12" East, 180.88 feet;
THENCE South 66°00'53" East, 250.70 feet;
THENCE South 52°51'44" East, 419.53 feet;
THENCE North 53°35'24" East, 43.17 feet;
THENCE South 63°23'54" East, 35.01 feet;
THENCE South 41°58'11" East, 177.70 feet;
THENCE South 58°25'49" East, 646.68 feet;
THENCE North 26°49'30" East, 499.56 feet;
THENCE North 42°19'17" West, 510.35 feet;
THENCE North 72°30'09" West, 256.70 feet;
THENCE South 87°24'56" West, 78.24 feet;
THENCE North 00°04'02" East, 263.13 feet;
THENCE North 12°10'28" West, 57.21 feet;
THENCE North 26°26'21" West, 53.57 feet;
THENCE North 33°51'30" West, 65.66 feet to said POINT OF BEGINNING, containing 26.76 acres, more or less.

The basis of bearings for this description is Nevada State Plane Coordinate System, West Zone, NAD 83/94, based upon Real Time Kinematic (RTK) GPS observations taken during the survey with corrections from Washoe County Continuously Operating Reference Stations (CORS).

Michael J. Miller
Michael J. Miller, P.L.S.
7395 Gravel Ct,
Reno, NV
89502



7-18-21



Storey County Commissioners' Office

Drawer 176
Virginia City, NV 89440
(775) 847-0968

**Storey County
Courthouse**
26 South B Street, Virginia City

Commissioners@StoreyCounty.org
www.StoreyCounty.org
Fax: (775) 847-0949

August 13, 2014

Comstock Cemetery Foundation
PO Box 1172
Virginia City, NV 89440

Attn: Candace Wheeler – Executive Director

Re: Gift/Donation of Property

Dear Candace,

This letter documents that Storey County has gifted, or donated, one residential unit currently located at 70 South B Street in Virginia City, Nevada. This consists of the residential unit only and does not include any land title ownership. Comstock Cemetery Foundation shall be responsible for the following terms and conditions:

- Home is accepted in "AS IS" condition and may contain asbestos and/or lead paint.
- Home has not been tested for the presence or non-presence of mold.
- Storey County makes no assurances, warranties or guaranties regarding structural integrity, wiring, plumbing or any other element that might constitute as a factor of condition or functionality.
- Home must be relocated no later than August 31, 2014.
- Comstock Cemetery Foundation is responsible for all costs associated with the relocation of the residence.
- Comstock Cemetery Foundation shall comply with all routine and customary permitting and inspection by the Storey County Community Development Department.
- The residential unit must be moved off the B Street property no later than August 31, 2014 and relocated to a location suitable to the Comstock Historic District within the boundaries of the Comstock Historic District.
- Comstock Cemetery Foundation shall obtain appropriate approvals from the Comstock Historic District.

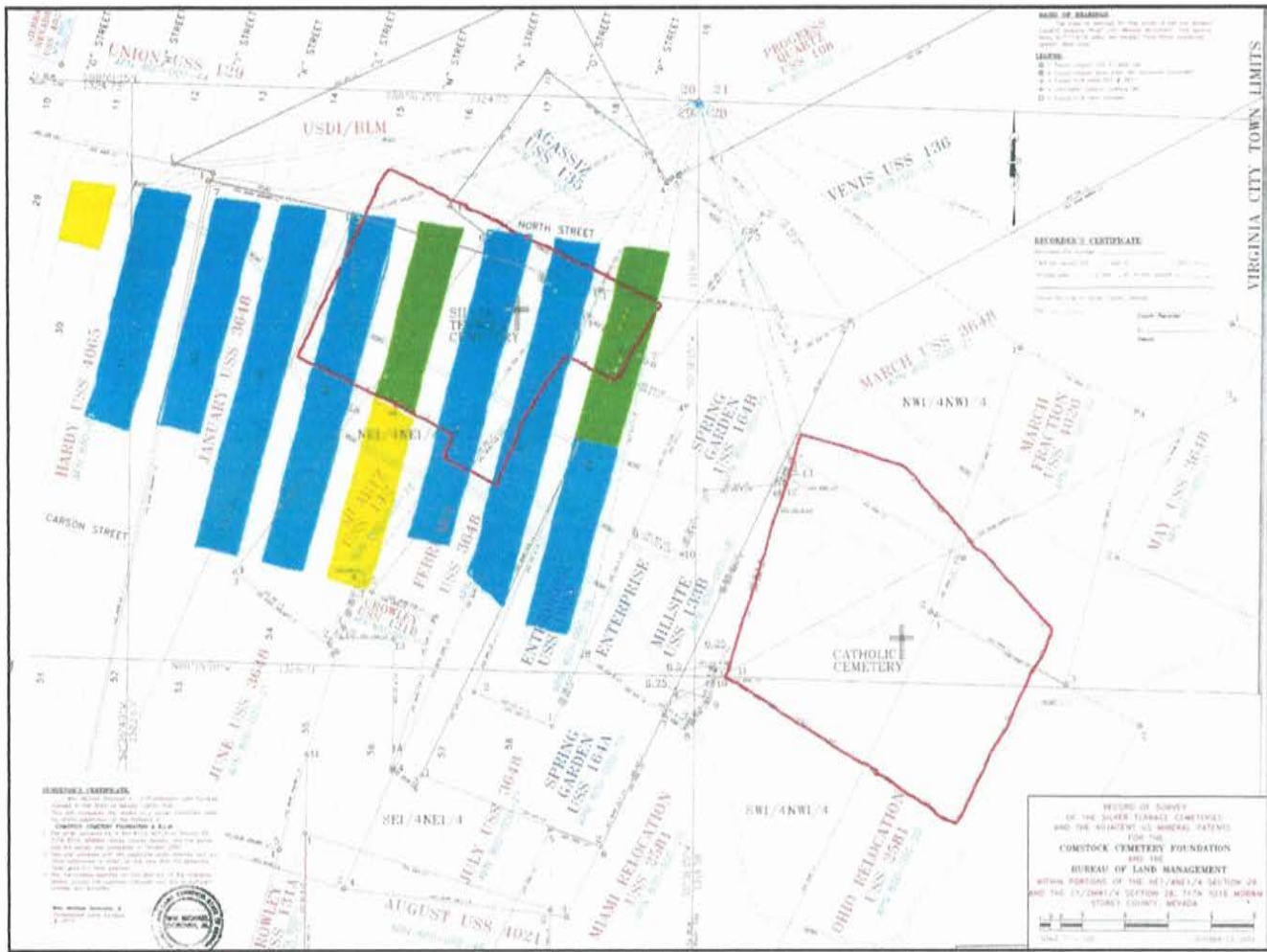
I congratulate and commend the Comstock Cemetery Foundation on your vision and foresight in preserving history on the Comstock and know that this fine residential unit will be a wonderful addition to your cemetery programs.

Best Regards,

A handwritten signature in black ink, appearing to read "Pat Whitten".

Pat Whitten
Storey County Manager
(775) 847-0968

Cc: Storey County Board of Commissioners



USDI/BLM

LEGEND:

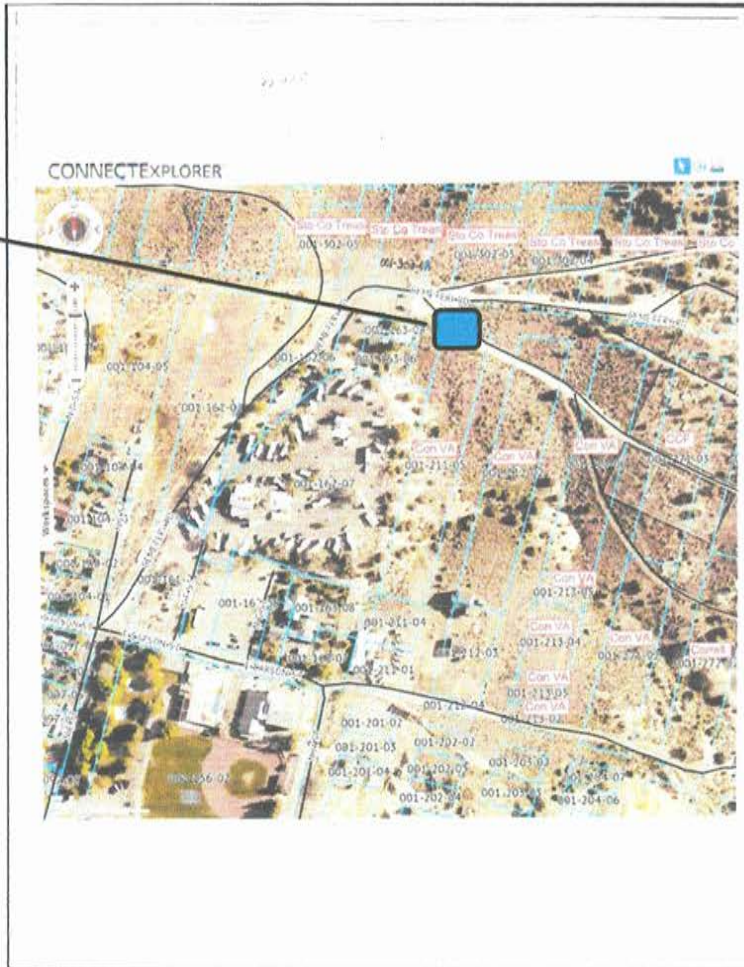
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RECORD OF SURVEY
 OF THE SILVER TERRACE CEMETERY
 AND THE ADJACENT SILVER TERRACE
 FOR THE
COMSTOCK CEMETERY FOUNDATION
 BY THE
BUREAU OF LAND MANAGEMENT
 WITH PORTIONS OF THE NE1/4NW1/4 SECTION 29
 AND THE E1/2NW1/4 SECTION 28, T47N R21E N090W
 STOREY COUNTY, NEVADA

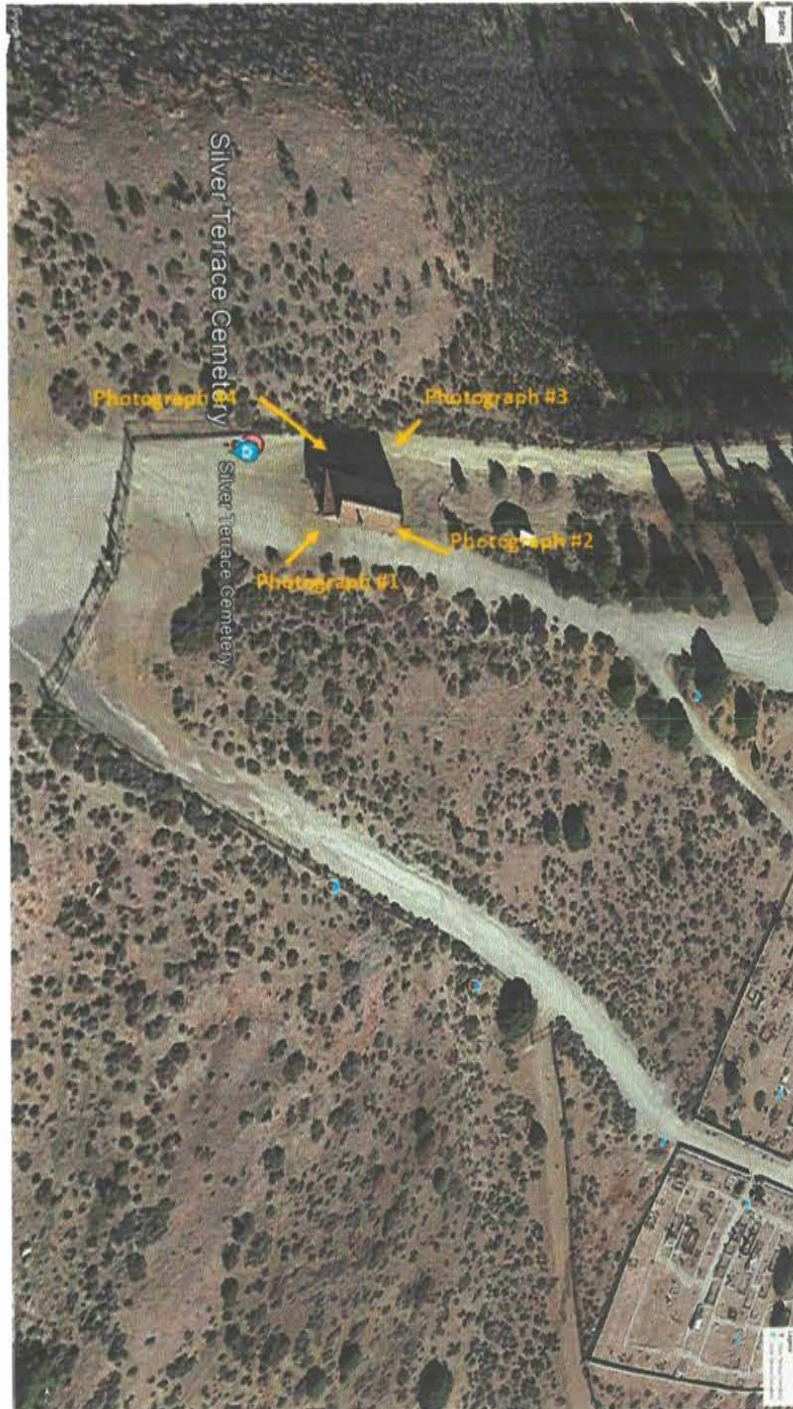
RECORD OF SURVEY
 OF THE SILVER TERRACE CEMETERY
 AND THE ADJACENT SILVER TERRACE
 FOR THE
COMSTOCK CEMETERY FOUNDATION
 BY THE
BUREAU OF LAND MANAGEMENT
 WITH PORTIONS OF THE NE1/4NW1/4 SECTION 29
 AND THE E1/2NW1/4 SECTION 28, T47N R21E N090W
 STOREY COUNTY, NEVADA

VIRGINIA CITY TOWN LIMITS

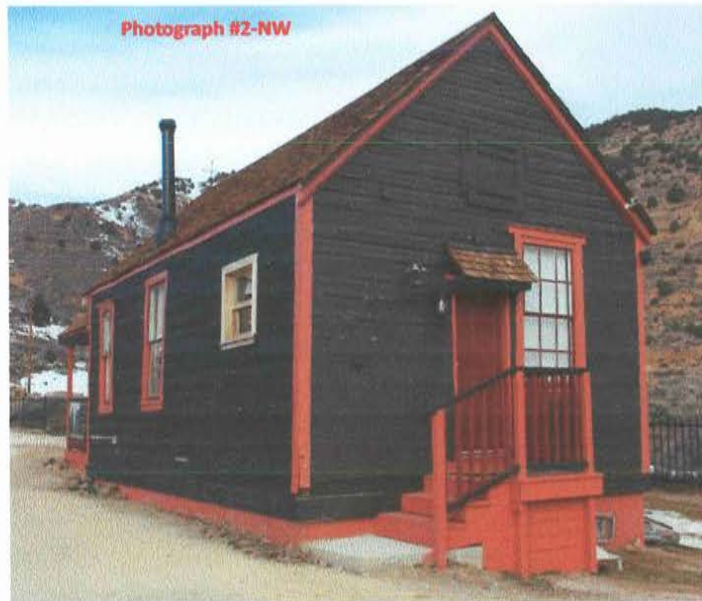
Cabin,
building site
location



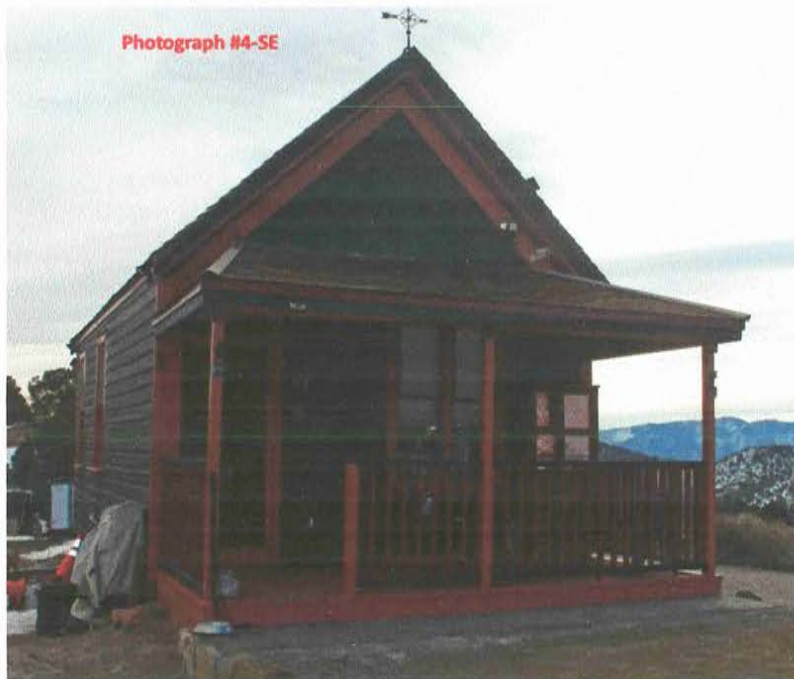
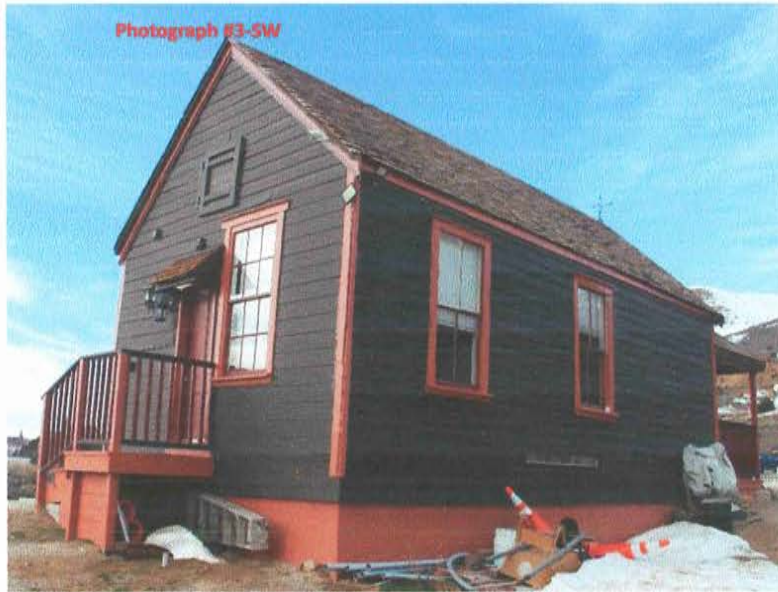
3. Photographs of all exterior elevations with views, identified and keyed to a site plan; and
External Photograph



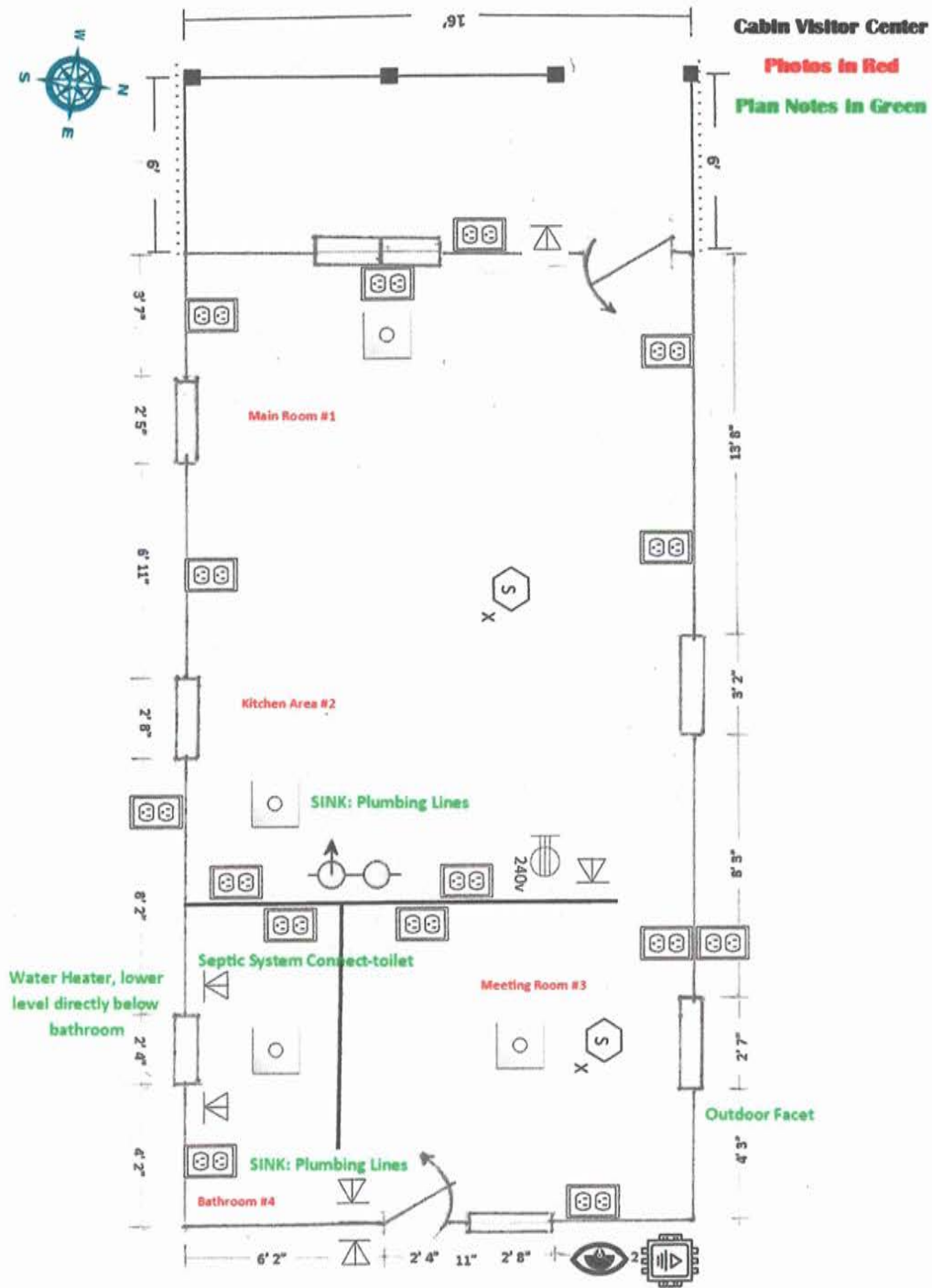
Elevation Photographs #1 and #2



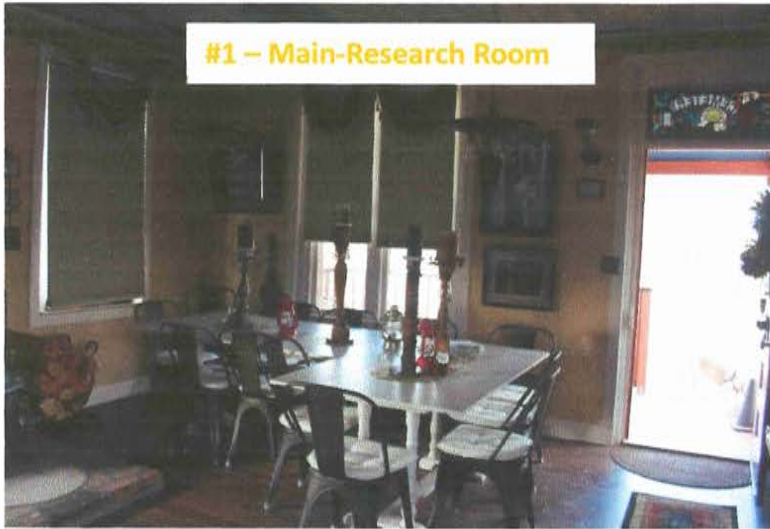
Elevation Photographs #3 and #4



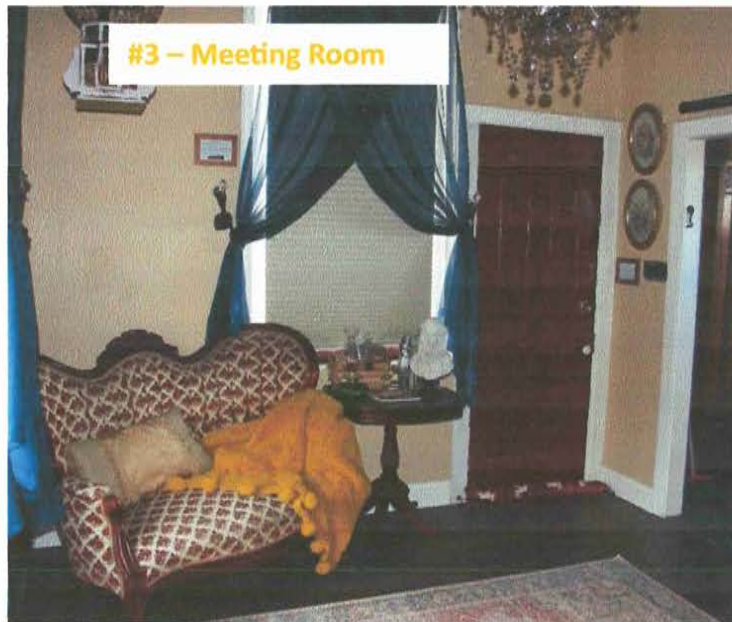
4. Photographs of all major rooms and project rooms, labeled and keyed to a floor plan; and



Inside Photographs #1 and #2



Inside Photographs #3 and #4



Building Site Elevations

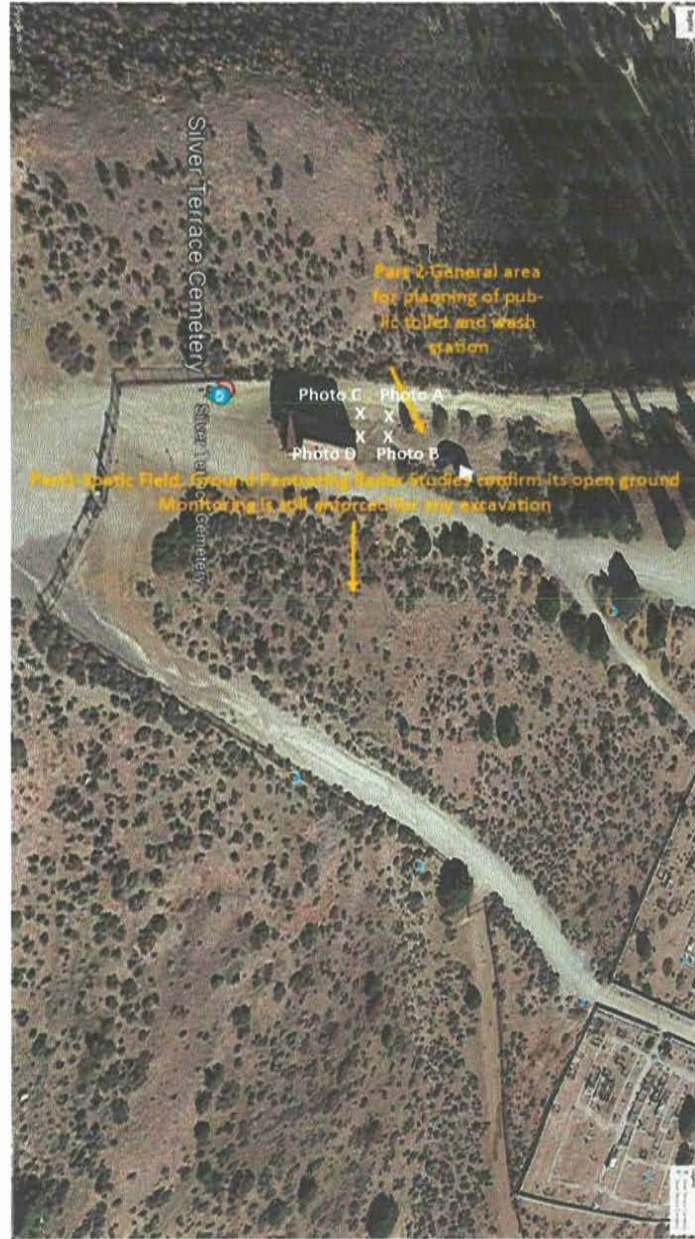
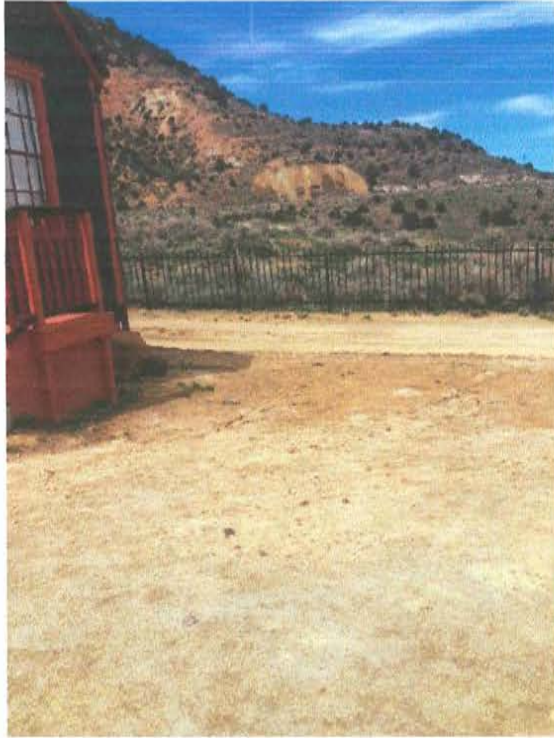


Photo A



Project Areas

Photo B

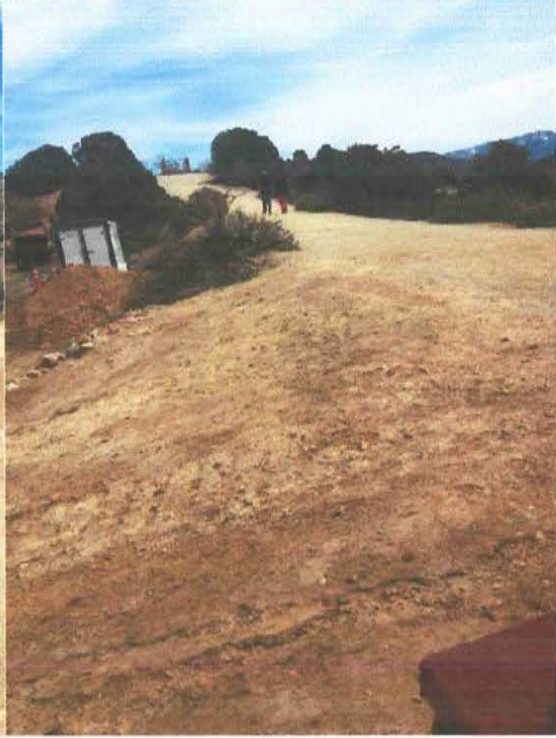


Photo C

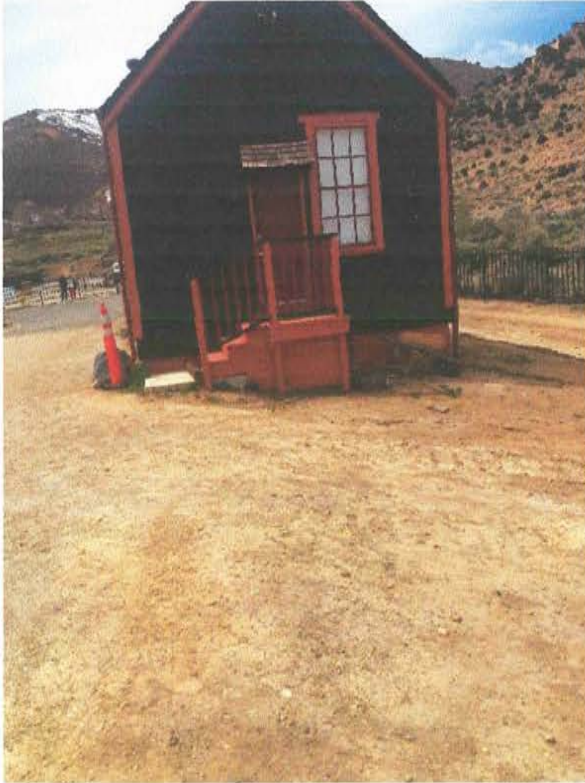
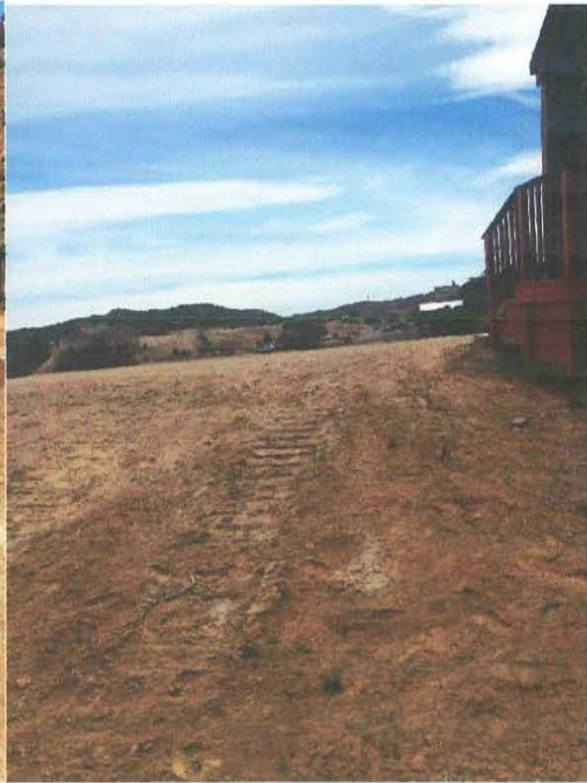


Photo D



5. Organization's articles of incorporation, mission statement, length of time established, and history;

**ARTICLES OF INCORPORATION
COMSTOCK CEMETERY FOUNDATION, INC.**

**ARTICLE 1
OFFICES**

SECTION 1. PRINCIPAL OFFICE

The principal office of the Comstock Cemetery Foundation (CCF) is located in Storey County, State of Nevada.

**ARTICLE 2
NONPROFIT PURPOSES**

SECTION 1. IRC SECTION 501 (c) (3) PURPOSES

The CCF is a corporation organized exclusively for one or more of the purposes as specified in Section 501 (c) (3) of the Internal Revenue Codes.

**ARTICLE 3
DIRECTORS AND OFFICERS APPOINTMENTS**

SECTION 1. APPOINTMENTS TO BOARD OF DIRECTORS

The CCF shall have one director for each organizational and religious cemetery located within the boundaries of the Virginia City National Historic Landmark. A Director shall be appointed to the board by the following organizations: Masons, Oddfellows, Liberty Engine Company #1, Storey County, Catholic Diocese, Silver City, and Reno Synagogues. These are collectively referred to as the nominating organization.

A community recommendation will be sought out by way of public information venues to represent the nonexistent organizations (within Silver Terrace and Gold Hill) which had designated cemetery lands (Wilson and Brown, for example).

**ARTICLE 4
ORGANIZATIONAL MEETINGS**

SECTION 1. PLACE OF MEETINGS

Meetings shall be held at the main office located in Storey County unless otherwise designated by resolution of the Board of Directors.

**ARTICLE 5
OFFICERS AND DIRECTOR OPERATIONS**

SECTION 1. VOTING AND MINUTES

By a majority vote of the Directors, the board may revoke or modify any or all of the Executive Team's authority. They may increase or decrease the number of Officers, but not below two members.

ARTICLE 6
Officer Duties

SECTION 1. DUTIES OF PRESIDENT(s)

The President(s) shall be the Chief Executive Officer of the corporation and shall, subject to the approval of Board of Directors, supervise and control the affairs of the corporation and the activities of the officers. He/she shall perform all duties relevant to his/her office and such other duties as may be required by law, by the Articles of Incorporation or these Bylaws, or which may be prescribed from time to time by the Board of Directors.

ARTICLE 7
EMPLOYEES OF THE CCF

SECTION 1. Executive Director and staff salaries shall be established by the Board of Directors.

ARTICLE 8
COMMITTEE AND OFFICER APPOINTMENTS

SECTION 1.

By a majority vote of its members, the Board may at any time revoke or modify any or all of the Executive Team's authority. The Board may increase or decrease the number of Officers on the Executive Team, but there must be at least two Officers on the Team. Vacancies on the Executive Team may be filled with members from the Board of Directors.

ARTICLE 9
EXECUTION OF INSTRUMENTS, DEPOSITS AND FUNDS

SECTION 1. EXECUTION OF INSTRUMENTS

The Board of Directors may authorize any Officer or agent of the corporation to enter into any contract or agreement in the name of and on behalf of the corporation.

ARTICLE 10
TAX EXEMPTION PROVISIONS

SECTION 1. LIMITATIONS ON ACTIVITIES

The CCF shall not attempt to influence legislation except as otherwise provided by Section 501(h) of the IRC.

ARTICLE 11
AMENDMENT OF BYLAWS

SECTION 1. AMENDMENT

The CCF may adopt, amend or repeal the bylaws of this corporation.

**ARTICLE 12
CONSTRUCTION AND TERMS**

SECTION 1. ARTICLE OF INCORPORATION

If there is any conflict between the CCF's bylaws and the Articles of Incorporation, the provisions of the Articles of Incorporation shall govern.

Mission Statement

To restore the gardens of the past for the benefit of the education and understanding of the historic of the Comstock Cemeteries.

6. A list of current board members for the organization; and

BOARD OF DIRECTORS

Judy Allen, Vice President, Catholic Director, and Executive Team

P.O. Box 1026
Virginia City, NV 89440
Home: 847-4710
Cell: 775-338-3173
Email: asisee@earthlink.net

Caitlin Best, County Director and Executive Team

General Delivery
Virginia City, NV 89440
Cell: 775-848-3747
Email: mrsbest@gmail.com

Ross Bevans, President, Oddfellows Director, Founding Member, and Executive Team

8200 Offenhauser Drive, 128c
Reno, Nevada 89511
Cell: 775-313-3113
Email: rossbevans@hotmail.com

Marilyn Bowie, Jewish Co-Director

9655 Aidan Way
Reno, NV 85321
Cell: 602-628-1183
Email: marilyneb51@gmail.com

James Clark, Masonic Co-Director

P.O. Box 99
Virginia City, NV 89440
Cell: 520-559-1119
Home: 775-847-7095
Email: trainguy1881@gmail.com
www.Jamesclarkandcompany.com

Joe Curtis, LEC#1 Director and Founding Member

P.O. Box 499

Virginia City, NV 89440

Cell Phone: 775-742-0138 (short texts okay; likes person to person better)

Home Phone: 775-847-0666

Email: joe1945vcnv@gmail.com

ontheside2001@gmail.com

Cal Dillon, Non-represented Director, Founding Member, and Executive Team, Caretaker

P.O. Box 423

Silver City, Nevada 89428

Cell: 775-297-5510

Home: 775-847-7711

Email: ccf Dillon@gmail.com

Liz Huntington, Secretary

P.O. Box 178

Virginia City, Nevada 89440

Home: 775-847-5280

Cell: 775-720-2890

Email: wagmorebarkless@att.net

Gary Jacobson, Jewish Co-Director

9890 W Desert Canyon Drive

Reno, NV 89511

Home: 775-846-8267

Cell: 908-419-6457

Email: Jakebizlaw@aol.com

Dave Miller, Masonic Co-Director

13555 Stoneybrook Drive

Reno, NV 89511

Home: 775-852-2889

Email: jdmillerbiz@yahoo.com

Stacey Witkke, Silver City Director

360 Grant Street, P.O. Box 66

Silver City, Nevada 89428

Home Phone: 775-847-0738

Email: stornetta@pyramid.net

Sherri Thurin, Treasurer, Executive Team (and contract CPA)

535 Yellow Jacket Road

Dayton, NV 89403

Cell: 775-684-9391

Email: sherrbear23@gmail.com

Candace Wheeler, Executive Director, Board Member, Founding Member, and Executive Team
2966 Eagle Rock Court
Reno, Nevada 89511
Home: 775-853-3848
Cell: 775-848-3553
Email: candace1225@ymail.com

7. A copy of the organization's long-range plan including information on how frequently the plan is updated; Under the Save America's Treasurers grant the CCF completed a major master plan created by licensed, award-winning Landscape Architects and reviewed under the complete activities dictated by the *National Environmental Policy Act*. This Master Plan is nearly 150 pages long and available upon request.

In addition, we have a draft master plan for the visitor center. That plan is 20 pages long and available upon request. In outline form, it contains the following objectives:

Cultural Programing-Visitor Center
May 2023 (Update Scheduled for August 2024)

Mission

To make available to all the stories of Comstock mining, residential living, and cemeteries through the rehabilitation process, the use of architectural features, cultural programs and decorative features. To share our expertise with other cemetery groups seeking to protect Nevada's historic cemeteries.

(CCF Board Approved-February, 2023)

Work to Be Completed:

- Insurance needed which will require; fire suppression system, completion of construction of wash station and ADA public bathroom, review by local fire marshal, and obtain business license in order to open to the public.
- Focus group to determine best methods of managing a public restroom.

Program Development and Refinement:

- Accessibility for all; ADA public toilets and Audio Tour for the Center (one exists for the landscape)
- Wash station; training programing, repair and outreach

General public and handicap

- Audio tour
- Volunteer management

School Tours

- Teacher Focus Group-cultural programing
 - Program "I Spy with my Little Eye"

Volunteer training

Genealogy

- Computers

- Inventory-sorted/scanned

Outreach

- Training programs for other cemetery preservation groups

8. A list of the organization's activities for the past fiscal year (i.e., July 1, 2020 – June 30, 2021) or calendar year, (if applicable);

COMSTOCK CEMETERY FOUNDATION ACTIVITY SHEET

- We estimate the Comstock Cemetery Foundation has earned over 1/2 of a million dollars in grant money and donated labor during the past decade
- 97% of all funds during the past decade were applied directly to the cemeteries.
- We have operated as a volunteer organization with little to no overhead, and just recently added a part-time employee as caretaker whose salary is covered by a grant.
- Developed a Master Plan for Cabin-Visitor Center, and Landscapes -review and revisions every third to fourth year. Begin Succession Planning.

Primary CCF Activities over the past 3 years

- Completed two CCCHP grant which provided water, rehabilitation and electricity to Visitor Center
- Cultural Programing Began
- Creation of work space under center
- Volunteer training
- Completed full plans, technical drawings and estimates for ADA bathroom and wash station
- Public survey reviews of visitor center purposes and needs
- Established ownership for cemetery lands, and gained county agreement; CCF is a lease from Virginia Consolidated Mining for 99 years, we have ownership of the cabin-visitor center
- Established rules and responsibilities for modern burials
- Implemented a security and protection program
- Obtained employee funding for part time caretakers
- Established a Perpetual Care Fund
- Obtain a visitor center and it is near, within a year, of being opened to the public
- Facilitated the completion of a land survey of the grave yard
- Maintained current decorative plantings, identify all cultural and natural plantings
- Hired experts to complete a comprehensive Master Plan with technical drawings for all the cemeteries on the Comstock; within the boundaries of the National Historic District
- Historic research on the cemetery's design and the people interred there; on-going
- Published a small obituary book
- Developed a public display for the Comstock Historic Center and for the Storey County Court house
- Develop an exhibit for Chinese deathways
- Developed numerous marketing and informational materials
- Established theater production tour, audio tour, and guided tours
- Established a collection of historic photographs and documents relevant to the cemeteries

- Re-graded roads adjacent to and within Silver Terrace in Virginia City, and Gold Hill cemeteries
- Established an off the road parking area for Gold Hill
- Upgraded the irrigation system for Silver Terrace running lines back to the Catholic along with electrical fittings
- Treated major roadways for erosion in Silver Terrace and Gold Hill cemeteries
- Reduced fuels 2-4 times during the decade
- Completed restoration work on six gravesites for public comment, and to-date, have repaired 67% of all at risk monuments
- Held national park service cemetery seminar on-site in Silver Terrace cemeteries
- Given 1000s of speeches and presentations for various organizations statewide
- Conducted archaeological studies of outlying abandoned cemeteries
- Conducted NEPA studies
- Installed two large retaining walls along the historic carriageway in Silver Terrace
- Restored the wooden fences in the Firemen's and Odd fellows' cemeteries, and for the Masonic
- Developed protection plans for threatened landscape features
- Catalogued and inventoried storage and returned items
- Installed a security fence in Silver Terrace, Gold Hill, and the Jewish cemeteries; maintenance is on-going
- Obtained training on an elite product endorsed for historic monument repair
- Repaired approximately 390 headstones in past five years with volunteer program
- Established regular cleaning and maintenance programs
- Conducted Ground Penetrating Radar studies in Silver Terrace cemeteries to establish open lands
- Assisted all organizations in the development of a modern burial plan and/or determination of closure to burials plans
- Established website for public information
- Completed a full inventory for public access to cemetery information
- Established membership levels and public communication avenues
- Worked to control and moderate public events for the safety of the public and the cemeteries

9. A detailed report on current CCCHP grant status (if applicable), as well as the outcome of previous All CCCHP grants have been successfully completed. The last CCCHP final results:

Two substantial variances occurred.

The first was in the *Fixture* section. We did comparative shopping for all fixtures as we prepared to expend the funds. We were able to reduce our costs.

The second variance was in our matching funds. Given complex nature of the project, the contractors required more oversight than previously thought. In addition, some extra work, such as the painting of walls based on paint analysis, made more sense to complete during the project. The CCF was able to cover those costs. Therefore, our matching contribution has increased substantially.

Research and planning

To launch into a restoration project without proper research and planning would be folly. During 2018-2020 (and ongoing), we conducted interviews, collected historic pictures, meet with contractors, architects, and engineers in order to complete a master plan for the visitor center.

Because our goal is for the cabin itself to tell the story of mining, residential living, and the cemetery we spent a great deal of time in planning groups to develop the interpretative and define public usage. Public use and interpretation would be the keystone for the restoration plan.

A largely dismissed and little understood architecturally treatment on the Comstock was that of salvage and reuse-a building method frequently used on the Comstock during four defined time periods.

Major research was conducted in order to product a written research paper on the *Salvage and Reuse on the Comstock*. This research guides our plan so as to maintain the cabin's character defining features. The paper is available upon request.

We formed four major planning teams to assist us in developing our plan. The groups were all volunteers lead by a facilitator:

- Elementary school teachers
- Interior Designers and Architects
- Local public works, fire, and county management officials

Our goal is to open the building for the public; however, it was in need of a complete, complex and detailed make over from structural stabilization to paint colors.

Our planning groups met with the local fire, public works, and county management officials in order to help prioritize the nearly 100-point list of needed restoration measures. The grant is reflective of those priorities:

Obtaining power was the priority and nearly half of the grant funds went into these activities. There was no power on the grounds, the wiring all needed replacement in order to meet code requirements, and no fixtures (lights, outlets, sinks, toilets) were in place and/or up to modern standards for safety.

The ceiling was slumping and the floor was sinking. Both are safety needs and needed to be stabilized prior to any other activities.

There was no real kitchen area or cupboards. The bathroom, added in the 1980, was on an unstable floor with cracked walls and no flooring.

In general, electricity, compliance with modern codes and safety were the priorities of the grant. Water, septic, and additional storage were also targeted by our planning groups. Keeping that in mind, we did add some items to better prepare us to complete all the treatments required for the continuation of our journey to open the doors; water-plumbing installed from fixtures to locations under cabin, outlets for water heater. In addition to the major electrical installation, these activities were prioritized:

- Kitchenette
- Ceiling Stabilization
- Sub-floor/floor
- Water hookup
- Bathroom Repairs
- Wall Repair

Our goal was to complete 70% of the needed activities required to open our door to the public and offer genealogical research and interpretation for the following:

- Salvage and Reuse on the Comstock
- Mining
- Residential Living
- Burials on the Comstock

We did floorplans, and to-scale models for each room in the visitor center. For each room a restoration brief was written which included research and materials to be used. Each brief is 1-15 pages in length and are available for review. Each brief was submitted to SHPO staff. A major focus of planning was research, education, and understanding of Salvage and Reuse on the Comstock so that plan would be completed in order to maintain the defining character of the structure.

Salvage and reuse have been an unofficial building method employed on the Comstock for over 170 years. It has achieved an architectural iconic character all its own. And, practicality has played a large role in its use as a method to save money, even stay warm. The use of architectural materials from

other buildings has long been considered a down grading of the structures' context, its very integrity. For the mining cabin, the opposite is true. Salvage and reuse are its keystone and evolutionary character defining feature. This is the foundation of the cabins'-built environment and it must be maintained within the rehabilitation plan in order to retain visual compatibility.

10. A current list (last three years) of all grants (regardless of source) and additional funding, including amounts the organization has or will receive (if applicable).

We received funding for the design and technical drawings for this project from the last CCCHP grant cycle. We asked for \$8,700 but came in slightly under budget due to a change in engineering and architectural firm.

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1999 Grants

Storey County:	\$18,000 (to be used solely for caretaker's salary)
JBS	\$21,000
CCCHP	\$65,000 (19-20)

2020 Grants

Community Grant	\$8,500 (road repair)
Storey County:	\$18,000 (to be used solely for caretaker's salary)
General Funds	\$8,700 (house paint)

2021-22

CCCHP	\$55,400
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Application Part 3: Budget

Budget Part A

Three estimates were obtained based on our architectural and technical drawings. We selected the lowest (and the best) which Coon Construction with donated consultation by Collins Construction. Attached are the three quotes and Coons detailed breakdown of labor/materials and the painters estimate.

NEVADA COMMISSION FOR CULTURAL CENTERS & HISTORIC PRESERVATION (CCCHP) GRANT APPLICATION



NEVADA
STATE HISTORIC
PRESERVATION OFFICE

APPLICATION BUDGET

APPLICANT: Comstock Cemetery Foundation

1. Personnel: CCCHP Grant funds cannot be used to compensate personnel. Match is limited to work related to the grant project.

	Position Title	Hours	Hourly Rate (HR)	Does HR include fringe benefits?	% of HR that is fringe benefit	Amount of fringe benefit	Match (Non-CCCHP Grant)
a.	Recorder/Photo Doc	75	\$ 35.00	na	na	\$ 0.00	\$ 2,625.00
b.	Monitor	36	\$ 20.00	na	na	\$ 0.00	\$ 720.00
c.	Management	460	\$ 50.00	na	na	\$ 0.00	\$ 23,000.00
d.	Volunteer Leader	18	\$ 20.00	na	na	\$ 0.00	\$ 360.00
e.	Collins Consultant	42	\$ 125.00	na	na	\$ 0.00	\$ 5,250.00
f.							\$ 0.00
g.							\$ 0.00
h.							\$ 0.00
i.							\$ 0.00
j.							\$ 0.00
						Sub-total:	\$ 31,955.00

2. Travel: CCCHP Grant funds only cover travel for contracted service providers. This can be companies or individuals. Travel expenses must follow U.S. General Service Administration (GSA) rates.

	Contracted service provider	Match	CCCHP Grant	Total Amount
a.				\$ 0.00
b.				\$ 0.00
c.				\$ 0.00
d.				\$ 0.00
e.				\$ 0.00
f.				\$ 0.00
g.				\$ 0.00
h.				\$ 0.00
i.				\$ 0.00
j.				\$ 0.00
Sub-total:			\$ 0.00	\$ 0.00

**NEVADA COMMISSION FOR CULTURAL
CENTERS & HISTORIC PRESERVATION (CCCHP)
GRANT APPLICATION**



NEVADA
STATE HISTORIC
PRESERVATION OFFICE

APPLICATION BUDGET Cont,

APPLICANT: Comstock Cemetery Foundation

3. Contractual Services: Attach itemized lists or contractor quotes showing the breakdown of materials and labor costs for all proposed work items. If contractor is billing travel use travel section to record costs.
*When listing materials, break out by type *When listing labor, define specific activities.

	Type of Material or Specific Activity	Match	CCCHP Grant	Total Amount	
1.	AB Roofers				
	Roofing Labor	Install	\$1,000	\$2,000	\$3,000
	Roofing Materials	Shingles	\$0	\$5,600	\$5,600
1	Roofing Mats	Com Shingles-same		\$ 1,575.00	\$ 1,575.00
2	Labor			\$ 925.00	\$ 925.00
3	Shead, Truss, Fill mats	15/32 cx ply		\$ 945.00	\$ 945.00
4	Labor			\$ 555.00	\$ 555.00
5	Headers, Trim, Side mats	6 x 8 df #1		\$ 8,505.00	\$ 8,505.00
6	Labor			\$ 4,995.00	\$ 4,995.00
7	Oran per plan mats	Wood as center; same		\$ 4,725.00	\$ 4,725.00
8	Labor			\$ 2,775.00	\$ 2,775.00
9	Porch bench per plan mat	Wood as center; same		\$ 4,284.00	\$ 4,284.00
10	Labor			\$ 2,516.00	\$ 2,516.00
11	Concrete mats	4" slabs fibermesh		\$ 101,734.92	\$ 101,734.92
12	Labor			\$ 59,749.08	\$ 59,749.08
13	Flatwork mats	On grade 4" Type 2		\$ 28,350.00	\$ 28,350.00
14	Labor			\$ 16,650.00	\$ 16,650.00
15	Anchor Bolts mats	5/8 x 10 AB-4' OC UNO		\$ 12,600.00	\$ 12,600.00
16	Labor			\$ 7,400.00	\$ 7,400.00
17	Vap/Metal mats	6" MiL Visqueen		\$ 9,450.00	\$ 9,450.00
18	Labor			\$ 5,550.00	\$ 5,550.00
19	Infra/Elect/Fix	Connectors and landings		\$ 600.00	\$ 600.00
20	Labor			\$ 450.00	\$ 450.00
21	Temp Fence Labor	Fencing		\$ 9,000.00	\$ 9,000.00
22	Overhead	NA		\$ 22,150.00	\$ 22,150.00
23	Project Manage	NA		\$ 1,434.00	\$ 1,434.00
24	Insurance	NA		\$ 1,982.00	\$ 1,982.00
25	Painting-Rigo	paint mix; 3x		\$ 2,890.00	\$ 2,890.00
		labor		\$ 3,860.00	\$ 3,860.00
					\$ 0.00
		Sub-total	\$ 0.00	\$ 315,650.00	\$ 315,650.00

**NEVADA COMMISSION FOR CULTURAL
CENTERS & HISTORIC PRESERVATION (CCCHP)
GRANT APPLICATION**



NEVADA
STATE HISTORIC
PRESERVATION OFFICE

APPLICATION BUDGET Cont.

APPLICANT: Comstock Cemetery Foundation

4. Operating: List estimated operating expenses relating to the proposed project.

Note: CCCHP Grant funds cannot be used for administrative costs.

	# of	Rate	Flat Rate	Match	CCCHP Grant	Total Amount
a.						\$ 0.00
b.						\$ 0.00
c.						\$ 0.00
d.						\$ 0.00
e.						\$ 0.00
f.						\$ 0.00
g.						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
						\$ 0.00
h.						\$ 0.00
						\$ 0.00
						\$ 0.00
Sub-total:				\$ 0.00	\$ 0.00	\$ 0.00

5. Other (please specify or attach detailed budget):

	Rate	Match	CCCHP Grant	Total Amount
a.		\$ 275.00		\$ 275.00
b.		\$ 184.00		\$ 184.00
c.		\$ 32.00		\$ 32.00
d.		\$ 34.00		\$ 34.00
e.		\$ 59.00		\$ 59.00
f.		\$ 267.00		\$ 267.00
g.				\$ 0.00
h.				\$ 0.00
i.				\$ 0.00
Sub-total		\$ 851.00	\$ 0.00	\$ 851.00

NEVADA COMMISSION FOR CULTURAL CENTERS & HISTORIC PRESERVATION (CCCHP) GRANT APPLICATION



NEVADA
STATE HISTORIC
PRESERVATION OFFICE

APPLICATION BUDGET Cont.

APPLICANT: Comstock Cemetery Foundation

6. Section #1- 5 Subtotals:

		Match	CCCHP Grant	Total Amounts
1.	Personnel	\$ 31,955.00		\$ 31,955.00
2.	Travel	\$ 0.00	\$ 0.00	\$ 0.00
3.	Contractual Services	\$ 0.00	\$ 315,650.00	\$ 315,650.00
4.	Operating	\$ 0.00	\$ 0.00	\$ 0.00
5.	Other	\$ 851.00	\$ 0.00	\$ 851.00
	Sub-total	\$ 32,806.00	\$ 315,650.00	\$ 348,456.00

7. Requested CCCHP Grant Total: \$ 315,650.00

8. Potential Match: \$ 32,806.00

9. Proposed Project Costs Grand Total: \$ 348,456.00

Note: For assistance with completing the budget, please refer to the CCCHP Grant Handbook.

Topics

- Match
- Procurement of Goods, Services, & Contracts

Forms

- Value of Donated Material
- Value of Donated Equipment
- Value of Donated Labor

Coons Construction, LLC

PO Box 1460
Dayton, NV 89403
Ph: 775-246-1660

NV Licenses 38006A and 39195A

PROPOSAL

Date	ID
2/6/2024	50736

Customer Information
Comstock Cemetery Foundation 20 E Street 381 Cemetery Road Virginia City, NV 89440

Accepted: _____

Date: _____

Project
Restroom and Wash Station

Description	Qty	Rate	Total
Based on Three Castles Engineering Plans dated 11-14-2023 Construct restroom and wash station structure as per plan referenced above (septic not included)	1	308,900.00	308,900.00
Notes: See exclusions below			
Thank you for the opportunity.	Total		\$308,900.00

Unless specifically detailed, all permits, inspection, staking, survey and any other professional fees are specifically excluded from this Proposal.
NOT responsible for unmarked utilities.
Surface Improvements billed at actual measurement on completion.
Proposal good for 30 days. Please contact office for scheduling.

Coons Construction LLC

PO Box 1460
Dayton, NV 89403-1460
775-246-1660

Project Name: Comstock Cemetery: Restroom and Wash Station
Project Address: 38 Cemetery Rd, Virginia City, NV 89440
Based on Three Castle Engineering Plans dated 06/01/2023

Plans
Permits/Owner
Engineering / Civil
Utilities (water hook-up)/Owner
NV Energy/owner
Special inspections
Equipment rental
Survey
BMP
Rough Grade
Scarify, moisture conditon and compact
Fine finish grade
Buildings
Roofing:
Composition shingles over 15# felt or vapor barrier (or equal)
Including drip edge and vent
Composition shingles over 15# felt or vapor barrier (or equal)
Corrugated Meatl roofing as per plan
Sheathing, Trusses and Fill sections:
15/32 cdx plywood (or equal) exposure I, apa span rated (32/26), stagger joints, nail
with 8d's @ 6" OC all edges , ganle ends and freeze blocks, 8d's @ 12" OC field
Pre-manufactured engineered trusses @24" OC, provide 2x stud oer truss ply @ all girder brg pints
Fill sections Ridge 2 x 6 DF#2 or better, rafters 2 x 6 DF#2, valley kicker 2 x 8 DF
Headers, Trimmers and Siding:
Headers: 6 x 8 DF#1 (Typical)
Trimmers: Double Trimmers at Openings 5' 0" and greater
Siding: Exterior plaster (Stucco) 2 coat system w/colorin final coat
Single Hung Windows
CMU wall as per plan
Corrugated Metal Wall Panels as per Plan
Bench: Outside bathroom wooden
Ornamentation: As per plan
Concrete
Garage slabs:
4" slab on grade with fibermesh or 10GA WWFreinforcement. Prep slabs with 4" of sand and type 2 base.
perimeter and interior expansion jointson incremental basis
Exterior Flatwork:

4" slab on grade with 4" Type 2 base

Anchor bolts:

5/8" x 10" AB @ 4'-0" OC (UNO) max 2 anchor bolt sper cord minimum

12" from ends max 4" min and bolts embedded min 7" into concrete

Vapor Barrier:

6" mil visqueen vaopr barrier or equivalent

Install 3" x 3" x .0229" plate wahers on each anchor bolt

Metal Connectors and Landings:

All hangers Simpson strong tie or equivalent,landings per 2018 IRC

Plumbing:

Infrastructure

Fixtures:

Metal sink and toilet, drain, urinal,mirror, handicap railing

Electrical: As per plan

Temporary Fencing

Supervision

Comstock Cemetery Foundation
ATT: Calvin Dillon
Property: 381 Cemetery Rd
Virginia City, NV 89440

Hello Calvin,

We have compiled a preliminary budget for the construction of a Restroom & Wash Station per the existing set of preliminary drawings.

Please review the following proposal.

Scope as we understand it:

Construct a Restroom/Wash Station facility that reflects the drawings dated 6/01/23.

Base

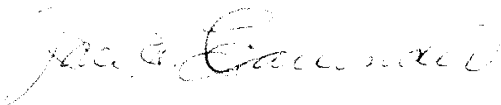
\$339,491

This estimate is prepared for the potential construction of this project. No design fees are included in the pricing above. All pricing is subject to County permitting regulations. It is recommended for budgetary purposes, to add an additional percentage to the project if it is expected to be constructed in over a year.

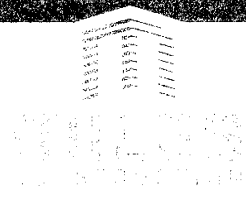
We appreciate the opportunity to work with you.

If you have any questions, concerns, or suggestions, please feel free to reach out to one of us at (775) 356-0150. We are always glad to help!

Sincerely,



Jace E. Callender



1/30/24

Cal Dillon
Comstock Cemetery Foundation

Re: Virginia City Outhouse Project

Cal,

We are appreciative of this opportunity to provide our services for the above reference project.

We understand the scope of work to be:

This proposal is for the construction a new outhouse building at the Virginia City Cemetery as shown on the plans by Three Castle Engineering dated 11/14/23, but is not necessarily limited to the following basic scope of services:

Scope of Work:

1. New wood-framed outhouse building with CMU retaining walls per plans
2. Construction of the outhouse is per the drawings from Three Castles Engineering dated 11/14/23
3. General Conditions, Project Management, Profit, Fee and Insurance
4. Septic Tank / System is not included (already installed per site walk)

TOTAL BUDGETARY COST:
\$320,000.00

Exclusions:

- Application / permit fees
- Changes in Assumptions or Scope.
- Landscape Architecture including initial plant inventory, landscape design, landscape features and irrigation/sprinkler system design.
- Civil Engineering including Re-Plat, Surveying, Grading and Drainage plans, Utilities 5' outside the building, as well as off-site Civil Engineering.
- Flood zone mitigation design
- Special Permit Submittals including State Licensing, Utilities, Fire Sprinkler, Fire Alarm, Right of Way, Dust Control, Air Pollution, etc. Research of issues, locations and pertinent information will be performed according to professional standards and included in Construction Documents.
- Upgrades to current building to meet current code.
- LEED Submittal, Certification, or Design.
- Design of low voltage lines including telephones, data, security, etc.

- Materials Testing and Special Inspections.
- Design Review Documents and Submittals if required by governmental agencies.
- Use Permit Documents and submittals if required by governmental agencies.
- Variance or Board of Adjustment Hearings and preparation.
- Grant Writing, Davis Bacon and/or RFP writing.
- Determining Lease Standards/BOMA Standards.
- NV Energy, Telephone / Cable design & fees.
- Environmental studies / permits
- Water rights/ utility connection fees

I hope this proposal meets with your approval. Should you have any questions, require clarification or additional information, or wish to expand or reduce the proposed scope of work, please do not hesitate to contact me.

Thank you for the opportunity to partner on this project.

Respectfully,

Kevin Ward

Kevin Ward
Project Manager / Estimator



*Martinez Painting, Inc.,
Rigo Martinez
5529 Sun Valley Blvd.,
Sun Valley, NV 89433
775-954-3521*

Estimate:
Comstock Cemetery Foundation
20 N E Street, PO 1172
Virginia City, NV 89440

Paint new Wash Station and ADA bathroom.

*Primer coat
Two coats (3 colors to match center)
Bedeau Green (custom mix; Reno Paint Mart)
Carriage Red
Terra Cotta*

Estimate: \$6,750.00

\$450.00 Down payment

*Estimate good for 90 days
Checks payable to: Rigoberto Martinez, Martinez Painting*

Customer PO: to be assigned

Budget Part B. Audit Budget

We can't afford a formal audit so the CCF's handling of money and funding is carefully monitored. We lost our long-term bookkeeper two years ago and it has taken our current bookkeeper nearly two years to gather all missing information and begin to organize our finances appropriately. Our general operations are as follows:

- All cash is counted and handled by two board members
- Executive Director documents all expenses, dividing by grant if needed, collects all receipts and proof of payment
- Bookkeeper handles all payroll, and reconciles banking statements with Executive Director's monthly accounting
- Financial statements will be reviewed by full CCF board quarterly
- Our bookkeeper uses a contract CPA to review CCF processes and tax filings

Part C. Insurance Policy Budget

We have meet with the fire marshal and three insurance companies. They have recommended the following activities prior to providing insurance on all structures: fire suppression system, completion of construction of wash station and ADA public bathroom, review by local fire marshal, and obtaining business license in order to open to the public.

Part D. Resumes

Ross Bevans, President and Candace Wheeler, Executive Director will be the primary management and oversight for the grant. Resumes attached.



ROSS BEVANS



8200 Offenhauser
Reno, Nevada 89511
Phone: 775-313-3113
Email: rossbevans@hotmail.com

SUMMARY

A customer service and marketing professional with management, fiduciary, event planning, training, and human resource responsibilities. Development of customer driven programs, processes, events, displays, and education. Excellent relationship development skills with local, state, and federal regulatory agencies. Development of new customer programs and management of the full range of operational processes and facility management. Special interest and community involvement in historic preservation, local history, and public interpretation programs.

EXPERIENCE

Specialty Resource Team

Reno, Nevada

Co-Owner/Manager

08/2009-Present

Family run specialty advertising company offering design and creation of embroidered and screen-printed apparel for major companies and educational organizations. Responsible for hiring and firing of employees. Developed all marketing and displays. Created all customer satisfaction programs and marketing presentations.

- Developed creative for all products and marketing materials
- Conducted sales calls and upper management presentations
- Responsible for human resources; employee hiring, firing, and training
- Managed accounts payable and receivable
- Created customer satisfaction events and programs

Mountain View Cemetery and Mortuary

Reno, Nevada

General Manager for active historic cemetery and mausoleum

07/1989-06/2009

Typically, a general manager for a company with under twenty employees requires one to become a jack of all trades; one minute you are repairing an overflowing toilet, the next, dressed in a suit doing a high-level presentation to the state funeral board. Flexibility in task and ego were essential. I managed all products-services, designed and implemented all displays, interacted with state and federal regulatory departments, established company-wide strategic plans, managed the sales force to ensure customer satisfaction as well as profitability, and designed and oversaw all landscape initiatives.

- Developed sales and marketing materials, events, trade show, and presentations
- Oversaw accounts payable and receivable

- Fulfilled all human resource functions from hiring to training
- Worked in concert with management to assist in development of new offerings for customers; funding plans, building plans, and financial arrangements
- Conducted public relations programs for surrounding local community and educational institutes
- Licensed funeral director

Federal Express and Smart Post
Reno, Nevada

Shipping Logistics-Forklift Operator

12/2014-11/2018

Fast paced, customer driven environment. Duties included management of all functions related to customer satisfaction; efficient loading, sorting, utilizing appropriate technology to track activities. Training of new employees in both function and safety. Trained forklift operator and OSHA certified.

Barnes & Noble Distribution Center
Reno, Nevada

Shipping Logistics-Forklift Operator

12/2018-Present

Ensuring quality product and shipping is executed to exceed expectations. Financial oversight activities. Fast paced, customer driven environment. Duties included management of all functions related to customer satisfaction; efficient loading, sorting, utilizing appropriate technology to track activities. Training of new employees in both function and safety. Trained forklift operator and OSHA certified.

EDUCATION AND TRAINING

McQueen High School, Reno Nevada

Graduated 1988

CADD, Business, Accounting Classes

Truckee Meadows Community College, Reno, Nevada

1989-1991

Secretary of the Interior Standards as applied to historic landscapes

2010

Cemetery Preservation Courses

2012

Trained in presentations, school and adult tours

2002-Present

Nevada Magazine; Focus Seminars on photography and tourism

2016-Present

COMMUNITY INVOLVEMENT AND SPECIAL INTERESTS

Comstock Cemetery Foundation

Founding Board Member and President of the Comstock Cemetery Foundation from 2000 to Present. Our mission is to rehabilitate the cemeteries within the Virginia City National Landmark.

Reno American Little League

Director of Board and Coach of Reno American Little League from 2006-2011. Manager of Teams (Spring and Fall ball) 2007-2011. Managed the snack bar 2009-2010. Reorganized and scheduled parents for Team Snack Bar Duties and had a profit for the League of \$16k each year from \$3k previous years.

Independent Order of Oddfellows

Grand Master for the State of Nevada in 2000. Served on numerous of the Nevada state committee.

Member of Nevada Museum Association
Member of the National Trust for Historic Preservation
Member Nevada Railroad Museum

References available upon request

CANDACE A. WHEELER

2966 Eagle Rock Court
Reno, NV 89511

Home Phone: 775-853-3848
Cell Phone: 775-848-3553

Email : 

CAREER SUMMARY

Executive Director with thirteen years of non-profit organization management experience; highly successful and innovative fund raiser; public outreach, event and merchandise development, and employee management skills. International service sector experience in marketing, operations, and sales. Responsibilities for sales and marketing project administration and leadership.

PROFESSIONAL EXPERIENCE

COMSTOCK CEMETERY FOUNDATION, Reno, NV 1999-Present
A 501(c) 3 non-profit organization dedicated to the protection, interpretation, and promotion of the historic cemeteries of the Virginia City National Landmark.

Executive Director and President of the Board

- Created and set up a 501(c)3 non-profit organization to preserve the historic cemeteries of the Comstock, site of Nevada's silver and gold mining boom of the 1800's.
- Developed comprehensive strategic plan, supported by extensive public relations and outreach programming.
- Personally led major grant writing initiatives which have resulted in grants in excess of \$3.7 million dollars of project work over a three year period.
- Led the design and planning process for grant specifications for Save America's Treasures Grant, and wrote the final grant, which was awarded in 2003.
- Collaborated with professional landscape architects to develop Master Preservation Plan for Comstock cemeteries
- Built strong relationships with Nevada Legislature, resulting in a successful application for government funding as part of the SAT match. Collaboration with state, federal and county governments is on-going.
- Managed/created all special events and fundraising activities. Wrote, produced, and directed "Voices of the Past" cemetery tour production in Virginia City, now in its tneht year, raising significant funds for the Foundation.
- Hosted nationally acclaimed National Park Service's cemetery preservation conference in Virginia City, NV (2006).

COMSTOCK HISTORIC DISTRICT COMMISSION, Reno NV 2000-Present
The CHDC is responsible for regulation of architectural alterations within the Virginia City National Historic Landmark, and maintains the Comstock History Center, museum, and archaeological center.

Administrator-Inspector

In conjunction with role as Executive Director of The Comstock Cemetery Foundation, I work on a part time basis as Administrator and Inspector with the Comstock Historic District Commission. (This is a part time position accepted for personal educational purposes and the advancement of higher educational goals).

TIMES PERSONNEL, INC., Schaumburg, Illinois
Division of an international staffing solutions company.

1997 - 1999

Marketing Director

Established the marketing strategy for launching a new US division, developing collateral materials, correlating marketing with strong operational applications and brand differentiation in the market place. Managed complete start-up of the first Illinois office.

Took two years off following the birth of my son.

1995 - 1997

WEIGHT WATCHERS, INC., Southfield, Michigan

A regional franchised weight assistance service.

1994 - 1995

Marketing/Sales Director - "At Work" Division

Responsible for development of sales and marketing strategy for the "At Work" Division. Directed the design of marketing materials and developed sales process for business to business sales.

KELLY SERVICES, INC., Troy, Michigan (World Headquarters)

An international staffing solutions company with 1000 offices worldwide.

1983 - 1994

Marketing Services Manager - Corporate Quality Process (1991-1994)

- Responsible for creating, designing and implementing processes and programs to introduce and communicate the Total Quality Management (TQM) initiative to all external and internal customers on a global basis.

Marketing Support Manager - US Strategic Markets (1989-1991)

- Directed the creation of sales and marketing support programs for 400 offices in 15 cities in the company's major metropolitan markets. Managed cross-functional teams.

Branch Development Manager - US and International Operations (1986-1989)

- Conducted needs analyses for specific offices, re-engineered internal work processes, directed improvement initiatives, and designed/implemented training for new work applicants.

Branch Manager - Arden Hills, Minnesota (1985-1986)

Staffing Supervisor - Minneapolis, MN

(1983-1985)

SUNSET MEMORIAL FUNERAL HOME, Minneapolis, Minnesota

A funeral home which operated in partnership with a 350 acre cemetery.

Director and Owner - Sales and Services

1982 - 1983

EDUCATION

MS, Cultural-Historic Geography, University of Nevada, Reno, Reno, NV, 2008

BA, Theatre Arts/Communications, Hamline University, St. Paul, Minnesota, 1980

AA, Theatre/English, Lakewood College St. Paul, Minnesota, 1978

PRESERVATION SKILLS AND EDUCATION

Formation of nonprofit organizations, knowledge of historic preservation guidelines and national trust objectives. Study of the cultural built landscape. Knowledge of preservation processes for Architecture; Wood, Metal and Stone (Jahn Mortar repair). Trained in field application of the American National Park Service's Secretary of Interior Standards for historic building and land preservation.

COMMUNITY

BLACK ROCK INSTITUTE, Reno, NV

2006-Present

Secretary to the board and responsible for creation of state and federal non-profit status. Strategic planning, grant writing, and organizational responsibilities in conjunction with founding academic group.

UNIVERSITY OF NEVADA, RENO

2009-Present

Guest professor: Field Methods classes.

VIRGINIA CITY BIG FOUR

2005 - Present

Based on the historic Silver Kings referred to as the Big Four, this executive group of community non-profit leaders in Virginia City explores joint funding, interpretive, and strategic opportunities to benefit the major historic resources represented and the general public.

RENO LITTLE THEATER, Reno, NV

2000 - 2002

As a board member, responsible for developing the theater's strategic plan and marketing plans, in an attempt to revive this founding Nevada theater.

EDUCATIONAL SPEAKER

2003- Present

Regular speaker to various groups (including UNR history and geography classes above), on historic landscape research, interpretation, grant writing, funding, programming, and preservation.

PUBLIC RELATIONS

Represented the Foundation on various television programs, including *Antique Roadshow* (filmed in Virginia City), *John Tyson's Journal* and on *National Public Radio* as well as various national and local radio programs. Also presented before the *Senate Budget Committee* in Nevada.