

REDEVELOPMENT AUTHORITY MEETING

City Hall

12 Albion Street, Edgerton

Wednesday, January 9, 2019 at 6:00 P.M.

1. Call to Order; Roll Call.
2. Confirmation of Appropriate Meeting Notice Posted Friday, January 4, 2019.
3. Minutes:
 - A. Consider Approval of November 19, 2018 RDA Meeting Minutes.
 - B. Consider Approval of December 3, 2018 Joint Common Council and RDA Meeting Minutes.
 - C. Consider Approval of December 17, 2018 Joint Common Council and RDA Meeting Minutes.
4. Old Business:
5. New Business:
 - A. Consider Façade grant for 106 S Main St
 - B. Consider Façade grant for 15 N Henry St.
6. Public comments for persons desiring to be heard.
7. Set Next Meeting Date and Agenda Items.
8. Closed session pursuant to Wis. Stat. 19.85(1) (e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session." Discuss and consider redevelopment of 407 N Main.
9. Adjourn.

cc: Commission Members All Council Members Department Heads
City Engineer Newspapers

NOTICE: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: 884-3341.

"Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision-making responsibility. The only action to be taken at this meeting will be action by the Redevelopment Authority."

**NOVEMBER 19, 2018 REDEVELOPMENT AUTHORITY MEETING MINUTES
CITY OF EDGERTON**

Chair Kapellen called the meeting to order at 6:30 p.m.

Present: Chris Lund, Candy Davis, Jason Price, Jim Kapellen, Ron Webb, and Jim Schultz.

Absent: Kevin Slagg and Terry Dickinson.

Others Present: City Administrator Ramona Flanigan, Public Works Director Tom Hartzell and a few citizens.

Flanigan confirmed the meeting agendas were properly posted on Friday, November 16th at the Post Office, Edgerton Library and City Hall.

MINUTES: A Davis/Webb motion to approve the minutes from the September 20, 2018 Redevelopment Authority meeting passed, all voted in favor.

NEW BUSINESS:

Facade Grant: Flanigan stated the applicant at 102 W Fulton St. wishes to do some minor tuck pointing and replace two column bases with like concrete bases.

A Davis/Price motion to approve a facade grant for tuck pointing and column replacement at 102 W Fulton St in the amount of \$2,389.20 passed on a 6/0 roll call vote.

Funding a Portion of Downtown Flower and Holiday Baskets: Flanigan stated the vendor is requesting the first increase in several years to the cost of the downtown flower and holiday baskets. These baskets are the largest annual investment in marketing the downtown and thus eligible for TID funding.

Flanigan asked the RDA to approve the \$2,500 increase to the basket costs.

A Davis/Webb motion to approve TIF District #6 expenditure of \$2,500 for the 2019 annual flower and holiday baskets in the downtown passed on a 6/0 roll call vote.

Being no other business before the RDA, a Lund/Webb motion to adjourn passed, all voted in favor.

Ramona Flanigan/ch
City Administrator

Adopted January 9, 2019

**DECEMBER 3, 2018 JOINT COMMON COUNCIL
AND RDA MEETING MINUTES
CITY OF EDGERTON**

Mayor Christopher Lund called the Council to order at 7:15 p.m.

Present: Matt McIntyre, David Esau, Candy Davis, Debbie Olson, Mark Wellnitz, and Jim Burdick.

Chair Jim Kapellen called the RDA to order at 7:15 p.m.

Present: Chris Lund, Candy Davis, Jim Kapellen, Ron Webb, Jason Price, and Kevin Slagg.

Excused: Terry Dickinson and Jim Schultz.

Others Present: City Administrator Ramona Flanigan, Public Works Director Tom Hartzell, Utility Director Randy Oren, City Clerk/Treasurer Cindy Hegglund, and City Attorney William Morgan.

Flanigan confirmed the meeting agendas were properly posted on Friday, November 30th at the Post Office, Edgerton Library and City Hall.

CLOSED SESSION: Mark Wellnitz/Candy Davis moved for the Council and Chris Lund/Candy Davis moved for the RDA to go into closed session pursuant to Wis. Stat. 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session." Discuss and consider property purchase.

The motion passed Council on a 6/0 roll call vote.

The motion passed RDA on a 6/0 roll call vote.

Being no other business before the Council, a Candy Davis/Mark Wellnitz motion to adjourn passed, all voted in favor.

Being no other business before the RDA, a Kevin Slagg/Ron Webb motion to adjourn passed, all voted in favor.

Cindy Hegglund
City Clerk-Treasurer

Adopted by Council on December 17, 2018

Adopted by RDA on January 9, 2019

**DECEMBER 17, 2018 JOINT COMMON COUNCIL
AND RDA MEETING MINUTES
CITY OF EDGERTON**

Mayor Christopher Lund called the Council to order at 7:15 p.m.

Present: Matt McIntyre, David Esau, Candy Davis, Debbie Olson, Mark Wellnitz, and Jim Burdick.

Chair Jim Kapellen called the RDA to order at 7:15 p.m.

Present: Chris Lund, Candy Davis, Jim Kapellen, Ron Webb, Terry Dickinson, and Kevin Slagg. Jason Price arrived at 7:25 pm.

Excused: Jim Schultz.

Others Present: City Administrator Ramona Flanigan, Public Works Director Tom Hartzell, Utility Director Randy Oren, City Clerk/Treasurer Cindy Hegglund, and City Attorney William Morgan.

Flanigan confirmed the meeting agendas were properly posted on Friday, December 14th at the Post Office, Edgerton Library and City Hall.

CLOSED SESSION: Mark Wellnitz/Jim Burdick moved for the Council and Chris Lund/Kevin Slagg moved for the RDA to go into closed session pursuant to Wis. Stat. 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session." Discuss and consider property purchase.

The motion passed Council on a 6/0 roll call vote.

The motion passed RDA on a 6/0 roll call vote.

Being no other business before the RDA, a Terry Dickinson/Kevin Slagg motion to adjourn passed, all voted in favor.

A Mark Wellnitz/Candy Davis motion for Council to go into open session and take action on items discussed in closed session passed on a 6/0 roll call vote.

A Mark Wellnitz/Jim Burdick motion to approve the offer to purchase the property at 407 N. Main St. in the amount of \$250,000 from Green-Tek, LLC subject to the conditions outlined in the offer to purchase passed on a 6/0 roll call vote.

A Matt McIntyre/Debbie Olson motion to adopt City of Edgerton Resolution 22-18: Authorization to submit an application to the Department of Natural Resources for Wisconsin Assessment Money (WAM) – Contractor Services Award for 407 N Main Street passed on a 6/0 roll call vote.

Being no other business before the Council, a Candy Davis/Mark Wellnitz motion to adjourn passed, all voted in favor.

Cindy Hegglund
City Clerk-Treasurer

Adopted by Council on January 7, 2019
Adopted by RDA on January 9, 2019

Memo

To: RDA
From: Staff
Date: 1/4/2019
Re: January 9, 2019 Meeting

Application for a Facade Grant for 106 S Main St: The owner of 106 S Main Street, Edgerton Community Outreach, is requesting approval of a facade grant for masonry work on the front of the building, parapet wall bracing, and roof repair. The applicant provided one quote of \$27,025. The maximum grant amount is \$5,000. Edgerton Community Outreach is a tax exempt entity.

Application for a Facade Grant for 15 Henry St: The owners of 15 Henry Street (garage in alley southeast of the Edgerton Reporter), Nelson and Jan Sundby are requesting approval of a facade grant to replace the overhead door, to paint the building ,and to replace the roof . The work is already done for a cost of \$4,116.38. The maximum grant amount is \$1,646.55.

FAÇADE AND SIGN IMPROVEMENT APPLICATION

Note: You may apply to be considered for the grant and loan program.

*For instance if you checked the box indicating an application for the façade improvement grant and loan programs, you would first be considered for the grant program, if not awarded funding for the grant program, you will be considered for the loan program.

Application for:

Façade Improvement Grant Program only

Sign Improvement Grant Program

Applicant Name Edgerton Community Outreach Inc.

Address 100 S Main St Edg. WI 53554

Property Owner Same
(If different from applicant)

Applicant Telephone 608-884-9543 Fax _____

E-mail outreachwilliams@

Location of Property Same
(If different from above address)

gma.i.com

Part I: Scope of Project

Please check any of these items that will be improved in your proposed project. The "other" category below allows you to include items that may not be listed. Please elaborate on any of these items in the blank area below as appropriate.

Replace awnings _____

Repaint trim _____

Replace windows _____

Replace signage _____

Replace siding _____

Replace/renovate doors _____

Masonry work X

Paint building exterior _____

Other X brace

parapet walls
- roof repairs due
to needed above
mentioned bracing



APPLICATION CHECKLIST

Each line must be initialed by the person who signs the application, certifying that all items are included in the submitted proposal.

Required application submittal includes (as applicable); please include items in the following order:

✓ Initialed Application Checklist (page 6, this page of the packet)

✓ Completed Application (page 4 and 5 of this packet)

✓ Photograph(s) of existing façade and building

VJA Architect's drawing

✓ Plans

✓ Specification of paint and proposed materials

*- Brick approved by city committee
Keep to match existing shingles*

✓ Project timetable *completed by February 2019*

① *per insurance co -* At least two cost estimates (construction bid for proposed work)

✓ Completed Budget Worksheet (page 7 of this packet)

By signing below, the applicant certifies that all the information in this application and all information furnished in support of this application are true and complete to the best of the applicant's knowledge and belief. Signing this application also verifies that the improvements proposed adhere to the City's *Downtown Design Guidelines*. Verification may be obtained from any source named herein.

Applicant Signature Sarah W Date 12/26/18



Vandewalle & Associates
120 East Lakeside Street
Madison, Wisconsin 53715
608/255-3938 • 608/255-0514 fax
va@vandewalle.com
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Part II: Value to Downtown

Describe the value of the project to the Downtown. Include statements and documentation of previous investments you have made in the property for which you are applying. How will this project improve the overall image of Downtown.

ECO is housed in one of the maining tobacco warehouses downtown. Over 1million dollars has been invested to protect the integrity of this building. masonry work, bracing, and roof repairs are needed to further protect the integrity of this awesome building.

Part III: Property Location

Describe the location of the property. Include statements about the property's visibility or coordinated efforts with neighboring properties to do improvements. Explain why the property's location is important to the Downtown.

ECO is located on Hwy 51. It is very visible to the traffic traveling on Hwy 51. This building is important to the downtown as it is one of the existing tobacco warehouses. ECO is a destination for many shoppers bringing increased visitors to Edgerton

Project Costs

Estimated Total Project Cost \$ 27,005.⁰⁰
(Please complete budget worksheet on next page)

total project ^{over} \$ 171,000
ECO's portion \$ 27,005.⁰⁰

*Maximum Sign Request = Total project cost x 0.5

Sign request _____

**Maximum Grant Request= Total project cost x 0.40
(Maximum grant request cannot exceed \$5,000)

Grant request \$ 5,000

*Sign applicants must provide a minimum of 50% of the total project cost.

**Grant applicants must provide a minimum of 60% of the total project cost.

BUDGET WORKSHEET

EXTERIOR

Estimated Project Costs

(Please include copies of bids)

Masonry work	\$	<u>8525</u>	Paint	\$	_____
Carpentry	\$	_____	Electrical	\$	_____
Windows	\$	_____	Doors	\$	_____
Awnings	\$	_____	Signage	\$	_____
Other <u>roof</u> <u>bracing</u>	\$	<u>18500</u>	Other	\$	_____
Total Estimated Cost	\$	<u>27025⁰⁰</u>			

While only costs associated with exterior improvements can be used as a match, applicants are encouraged to submit improvements planned for the interior of their building, as it may increase the score of the application.

INTERIOR

Estimated Project Costs

Structural work	\$	_____	Paint	\$	_____
Carpentry	\$	_____	Electrical	\$	_____
Tenant Improvements	\$	_____	Other	\$	_____
Other	\$	_____	Other	\$	_____
Total Estimated Cost	\$	_____			





#181023

1201 S. Stoughton Road
Madison, WI 53716
Phone: 608.222.8869
Fax: 608.222.8618
info@bachmannconstruction.net
www.bachmannconstruction.com

PROPOSAL CONTRACT

Quality is our Foundation

Customer:
Young & Associates
230 South Clark Street
Chicago, IL 60504
Contact: Mr. Mark Siegwald

Date: September 25, 2018

Job Name and Location:
Edgerton Community Outreach Center
106 S. Main Street
Edgerton, WI 53534

Phone: 847.212.8827

Fax:

Email: mark.siegwald@youngonline.com

Anticipated Start Date: TBD

Anticipated Completion Date: TBD

We propose for your consideration, the following proposal for Edgerton Community Outreach Center, located at 106 South Main Street, Edgerton, WI 53534.

DESCRIPTION OF WORK

Our price has been determined by the report by HRA Engineering dated July 23, 2018. This quotation includes the following work items:

Division 1: General Conditions

- A. Building Permit
- B. Demolition of Existing Front Stairs
- C. Install Foundation for Stairs and Ramp as needed
- D. Labor & Materials install new wood ramp and stairs per attached drawing.
- E. Labor & Materials that is needed for the rotten lumber behind new masonry on east side as indicated in report.
- F. Labor & Materials for wood framing behind Masonry Parapet as indicated in report. SK-1 & SK-2 Drawing dated 9/10/18
- G. Labor & Materials for roof flashing along gable end.
- H. Masonry provided by Holton Brothers, Inc. (see attached contractor proposal)
- I. Electrical Power Supply lines made safe for construction.

****Winter Construction Provisions****

This Price Not Include Winter Provisions

Bachmann Construction	\$74,940.00
Holton Brother, Inc.	\$68,725.00
Helical Anchors West End	<u>\$ 8,525.00</u>
Subtotal	\$152,190.00
Markup	\$ 19,024.00

Total Proposed Price \$171,214.00

EXCLUSIONS AND CONDITIONS:

- Detection and / or removal of any hazardous waste in any form at the construction site including any asbestos impregnated materials.
- Undercutting and removal of unsuitable soils and any imported fill material (unless noted).
- Utility, service fees, impact fees, or any additional engineering or design fees thereof.
- Security systems and the wiring thereof.
- Phone System & Terminations.
- Phone and Data Racking.
- State Plan
- Furniture, Artwork and any other furnishings.
- Building signage and signage electrical (unless noted).
- No landscaping irrigation system.
- Electrical, HVAC, Plumbing, Fire Protection
- Cost of Bond
- Winter Provisions

This proposal does not include anything not specifically stated herein. This proposal covers only those items included above, any change in the intended scope of work outlined here, or any additional work items will be handled as a change and may result in additional cost.



All Exteriors Plus

824 S. Fremont St. Janesville, WI 53545
Phone 608-314-3200 Fax 608-314-9583

www.allexteriorsplus.com

Customer: Sarah/ Community Outreach center
Address: 106 S. Main St.
Edgerton, WI.
Phone: 608-884-9593

Date: June 6, 2018

Description of Work and Contract Price:

- Remove existing roofing (Three) layers/ (2) layers of asphalt and (1) layer of wood shakes down to the wood planks of buildings roof.
- Company responsible for all equipment necessary to supply the transport of materials up to 4th story for job completion.
- Install new Aluminum Gutter Apron metals. Color: _____
- Properly install new metal flashing along stone walls of roof rakes where presently tar has been applied over and over. This will be done on section of roof that is being replaced.** (On roof section not being replaced company will tar or take time to flash like new side until funds are available to complete other half.)
- Install one row of ice & water shield membrane on all gutter lines, valleys, and any leak prone areas on the roof. Valleys to be covered with layer of galvanized metal in addition to ice & water shield membrane.
- Install new synthetic underlayment
- Remove all old plumbing collars and install new plumbing collars.
- Install new Omni Ridge vent system. (Improved Ventilation)
- Install starter strip to all eaves.
- Install new 30yr. Tamko architectural shingles in accordance with manufacturer's recommendations (color to be determined by homeowner) and cap with matching hip and ridge.
- Costing includes all labor, materials, taxes, permits, dump fees and clean-up of all job related materials. Shingles from Tamko are all American made!

Roof will be kept protected at all times from potential water damage during the entire construction process. All shingles will be fastened by air nailers using nail lengths recommended by manufacturer.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and or the specifications submitted for the above work and completed in a substantial workman-like manner for the sum of:

Total: 18,500.00

With payments to be made as follows:
50% down at start of job
Balance due upon completion

Formally submitted by: Tyler Quimby 608-302-5349

ACCEPTANCE OF PROPOSAL

The above listed prices, specified and conditions are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined above.

Signature: Saul Williams Date: 12/26/18



BBB Rating: A+

FAÇADE AND SIGN IMPROVEMENT APPLICATION

Note: You may apply to be considered for the grant and loan program.

*For instance if you checked the box indicating an application for the façade improvement grant and loan programs, you would first be considered for the grant program, if not awarded funding for the grant program, you will be considered for the loan program.

Application for:

Façade Improvement Grant Program only

Sign Improvement Grant Program

Applicant Name Nelson & Jan Sundby

Address 382 E Richardson Springs Rd, Edgerton, WI 53534
15 N Henry, Edgerton, WI

Property Owner _____
(If different from applicant)

Applicant Telephone 608-235-0689 Fax _____ E-mail SundbyJan@gmail.com

Location of Property _____
(If different from above address)

Part I: Scope of Project

Please check any of these items that will be improved in your proposed project. The "other" category below allows you to include items that may not be listed. Please elaborate on any of these items in the blank area below as appropriate.

- Replace awnings _____
- Repaint trim _____
- Replace windows _____
- Replace signage _____
- Replace siding _____
- Replace/renovate doors X
- Masonry work _____
- Paint building exterior X
- Other Roof

Part II: Value to Downtown

Describe the value of the project to the Downtown. Include statements and documentation of previous investments you have made in the property for which you are applying. How will this project improve the overall image of Downtown.

15 N Henry Street is an "alley" property with main street visibility. When we purchased the property it had holes kicked in the over head door & graffiti sprayed on the exterior of the building. The roof was leaking and the block on the west side was starting to deteriorate.

I currently own an embroidery business in Stoughton. My plan is to move my business to Edgerton. I am a sole Proprietorship. I do not have customer visiting my property, most items are shipped or delivered.

Part III: Property Location

Describe the location of the property. Include statements about the property's visibility or coordinated efforts with neighboring properties to do improvements. Explain why the property's location is important to the Downtown.

The property was not being utilized and was falling into disrepair. 15 N Henry St is seen when entering downtown & is very visible during Philmania. The adjacent neighborhood has already worked on their building ours was the worst. We have replaced the roof installed a new over head door & painted the exterior. We painted the building ourselves. Note:

Before we purchased the building in Edgerton it was 2 years behind on the taxes.

Project Costs

Estimated Total Project Cost 4116.38

(Please complete budget worksheet on next page)

*Maximum Sign Request = Total project cost x 0.5

Sign request 2058.19

**Maximum Grant Request = Total project cost x 0.40
(Maximum grant request cannot exceed \$5,000)

Grant request 1646.55

*Sign applicants must provide a minimum of 50% of the total project cost.

**Grant applicants must provide a minimum of 60% of the total project cost.



APPLICATION CHECKLIST

Each line must be initialed by the person who signs the application, certifying that all items are included in the submitted proposal.

Required application submittal includes (as applicable); please include items in the following order:

- JS Initialed Application Checklist (page 6, this page of the packet)
- JS Completed Application (page 4 and 5 of this packet)
- Photograph(s) of existing façade and building
- AS Architect's drawing N/A
- JS Plans N/A
- JS Specification of paint and proposed materials Grey / white trim
- JS Project timetable completed
- JS At least two cost estimates (construction bid for proposed work)
(we asked Nelson Young for bid on a door & they could not do it,
- JS Completed Budget Worksheet (page 7 of this packet) *if they could not do it, we used Asperheim Roofing - asked Diaz roofing and they could not do a flat roof. We wanted to keep all of our business local.*

By signing below, the applicant certifies that all the information in this application and all information furnished in support of this application are true and complete to the best of the applicant's knowledge and belief. Signing this application also verifies that the improvements proposed adhere to the City's *Downtown Design Guidelines*. Verification may be obtained from any source named herein.

Applicant Signature Janice Sundby Date 11-25-18

BUDGET WORKSHEET

EXTERIOR

Estimated Project Costs
(Please include copies of bids)

Masonry work	\$ _____	Paint	\$ <u>272,85</u>
Carpentry	\$ _____	Electrical	\$ _____
Windows	\$ _____	Doors	\$ <u>1343,53</u>
Awnings	\$ _____	Signage	\$ _____
Other <u>Roof</u>	\$ <u>2500⁰⁰</u>	Other _____	\$ _____
Total Estimated Cost	\$ <u>4116,38</u>		

While only costs associated with exterior improvements can be used as a match, applicants are encouraged to submit improvements planned for the interior of their building, as it may increase the score of the application.

INTERIOR Estimated Project Costs

Structural work	\$ _____	Paint	\$ _____
Carpentry	\$ _____	Electrical	\$ _____
Tenant Improvements	\$ _____	Other _____	\$ _____
Other _____	\$ _____	Other _____	\$ _____
Total Estimated Cost	\$ _____		

