

REDEVELOPMENT AUTHORITY MEETING

City Hall

12 Albion Street, Edgerton

Monday, December 21, 2020 at 6:15 P.M.

NOTE: PER EMERGENCY ORDER - FACE COVERINGS ARE REQUIRED

REMOTE PARTICIPATION: To participate or view the meeting, please select the link to the meeting listed on the **calendar events** on the City website's home page at www.cityofedgerton.com.

1. Call to Order; Roll Call.
2. Confirmation of appropriate meeting notice posted Friday, December 18, 2020.
3. Approve October 19, 2020 meeting minutes.
4. Old Business:
 - A. Consider façade grant for 1 W Fulton Street (Dickinson Warehouse).
5. New Business:
 - A. Consider Façade grant for 106 W Fulton Street (Richard Borys).
 - B. TIF boundary amendment
 - C. Consider concrete finish for crosswalks downtown
6. Public comments for persons desiring to be heard.
7. Set next meeting date and agenda items.
8. 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."

**OCTOBER 19, 2020 REDEVELOPMENT AUTHORITY MEETING MINUTES
CITY OF EDGERTON**

Jim Kapellen called the meeting to order at 6:00 p.m.

Present: Chris Lund, Casey Langan, Jason Price, Jim Kapellen, and Kevin Slagg.

Absent: Ron Webb, Jim Schultz, and Terry Dickinson.

Others Present: City Administrator Ramona Flanigan and a group of citizens.

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

MINUTES: A Kevin Slagg/Jason Price motion to approve the minutes from the September 21, 2020 Redevelopment Authority meeting passed on a 5/0 roll call vote.

OLD BUSINESS:

Consider Façade Grant for 1 W Fulton: City Administrator Flanigan stated the applicant, Tom Dickinson, is requesting approval to replace approximately 13 of the worst windows. The replacement windows will be custom built wood sashes with single pane glass (some may have original glass). The sashes will look almost identical to the existing sashes but will be fixed (not operational). The work includes frame repair as needed. None of the windows in this phase are basement windows.

The Historic Commission has issued a Certificate of Appropriateness.

The petitioner plans to complete the project in 3-4 phases and may request funding for future phases. The cost of this phase is \$12,500. The petitioner first applied for this project under the Flip Flop grant and is requesting the higher grant amount.

The contractor for this project, Bob Johnson, presented a window sash prototype. Mr. Johnson stated when the building was a working tobacco warehouse, the windows were sealed and nailed shut. The replacement includes sashes, outside sills, stops, and outside trim. He will try to salvage as much of the old glass as he can.

The first windows to be replaced include 7 high priority windows to be replaced and the second highest priority (6) windows needing replacement. Mr. Johnson stated if the grant is awarded, the high priority windows will be replaced this fall and the others replaced in the spring.

Slagg asked why he is proposing using a single pane window. Mr. Johnson stated a double pane window costs about 3.5 times a single. Slagg stated if a user of the building comes in, the single pane, non-operating windows will need to be replaced again and the RDA will be asked to fund the windows again. Slagg does not feel the RDA is getting their money out of the project.

Back when the application was first presented, Slagg recalled the RDA asking why energy efficient windows were not being proposed. Price added regulating heating and cooling would be more difficult with non-operating windows.

Mr. Johnson stated the current proposal addresses the potential danger that these windows may fail and cause harm. This was relayed to the owner by the City's Building Inspector who walked through the building with Johnson.

Mr. Johnson stated he was told the windows need to meet the historic integrity of the building. High efficiency windows would still have to be custom built because the window opening size of these windows would not have the historic appearance.

Slagg and Kapellen both noted that other grant funds have been awarded to projects that either make the buildings more efficient or need repairs to maintain the buildings.

The RDA asked Mr. Johnson if he knows what Tom Dickinson's intentions are for the building. Mr. Johnson stated Dickinson spoke of an incubator for start up businesses or a museum but it has only been a discussion. Currently there is no heating or air conditioning in the building.

Langan stated he cannot support spending money on a historically accurate band-aid on a building with no plan for its use.

Lund noted at one time there were shutters on the building. For safety, maybe boarding the windows and put shutters on them is a temporary fix. Mr. Johnson stated his perception from the Historic Commission discussion was they would not support plywood windows. This would be an eyesore at a major intersection in the City.

There is a definite need to do something with some of the windows that could fall out. Mr. Johnson stated Tom Dickinson's request was to keep all materials purchased local. The cost of double pane, operating windows is too high.

A Jim Kapellen/Kevin Slagg motion to send the proposal back to owner Tom Dickinson to come up with a more efficient window that is acceptable to the historic character for 1 W Fulton St passed on a 5/0 roll call vote.

Mr. Johnson stated that Tom Dickinson has requested him to ask, if this is postponed, would he still be considered for the Flip Flop grant. Jim Kapellen stated the RDA could consider it.

NEW BUSINESS:

Consider Façade Grant for 116 W Fulton: City Administrator Flanigan stated the applicant is requesting a façade grant for 116 W Fulton St, 2 Brothers, to enclose a portion of the beer garden.

A Casey Langan/Kevin Slagg motion to approve a façade grant for 116 W Fulton St for the enclosure of a portion of the beer garden for a grant amount of \$5,000 passed on a 5/0 roll call vote.

2020 BUDGET: City Administrator Flanigan stated the 2020 Budget includes capital projects for the downtown street trees and crosswalk replacements.

A Jim Kapellen/Kevin Slagg motion to approve the 2020 Budget passed on a 5/0 roll call vote.

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

Ramona Flanigan/ch
City Administrator

Adopted December 21, 2020

Memo

To: RDA
From: Staff
Date: 12/17/2020
Re: December 21, 2020 Meeting

1 W Fulton St: The owner of 1 W Fulton Street, Tom Dickinson, is requesting approval of a facade grant to replace approximately 13 of the worst windows in the warehouse (there are approximately 35 windows in the building). The replacement windows will be vinyl double panes, clear glass, double hung windows. Windows will be custom to fill the existing openings and will have mullions (grills) to match the mullions of the original windows. The Historic Commission has issued a Certificate of Appropriateness.

The petitioner plans to complete the project in 3-4 phases and may request funding for future phases. The cost of the total project was estimated to be \$49,625 in 2016. The petitioner first applied for this project under the Flip Flop grant in 2019 and is requesting approval with the greater incentives provided by the Flip Flop grant. If the grant were approved, the petitioner would have to spend at least \$8,333 to obtain a \$5,000 grant under the Flip Flop program and would have to spend at least \$12,500 to obtain a \$5,000 grant under the regular facade program. The RDA should decide the following:

- Should a grant be awarded
- Should the grant be a Flop Flop grant;
- Will the RDA provide facade grant funding for future phases.

Application for a Facade Grant for 106 W Fulton St: The owner of 106 W Fulton Street (Richard Borys) is requesting approval of a Small ED Fund Program to replace the boiler. The low bid for the project is \$8,086. The maximum for the Façade Grant is \$3,000.

Crosswalks: In a previous meeting, the RDA recommended the replacement of the crosswalks downtown in 2021. The RDA should make the following decisions to allow staff to put together the bid documents:

- Will the concrete be colored? The current crosswalks are made of a colored concrete. Colored concrete adds an estimated \$8,000 to the total project.
- If the concrete is colored, what color should the new crosswalks be? The current crosswalks are rust colored.
- Should the crosswalks be scored (with control joints) in the same pattern as they are now (see photo); like they were originally designed to be scored (see attached) or using some other scoring pattern; or should the concrete be stamped with a pattern. Stamped concrete would add about \$10,000 to the cost of the project.

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 THOMAS W. DICKINSON

Address 1 WEST FULTON ST EDGERTON, VA 22205
5303 N. 10TH ST. ARLINGTON, VA 22205

Property Owner _____
(If different from applicant)

Applicant Telephone (703) 841-4942 Fax _____ E-mail tomwd3@gmail.com

Location of Property 1 WEST FULTON ST, EDGERTON, VA
(If different from above address) 53534

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 and/or repair X
- Replace signage _____
- Replace siding _____
- Replace/renovate doors _____
- Masonry work _____
- Paint building exterior _____
- Other _____

BUDGET WORKSHEET

EXTERIOR

Estimated Project Costs

(Please include copies of bids)

Masonry work	\$ _____	Paint	\$ _____
Carpentry	\$ _____	Electrical	\$ _____
Windows	\$ <u>8,000.00</u>	Doors	\$ _____
Awnings	\$ _____	Signage	\$ _____
Other _____	\$ _____	Other _____	\$ _____

Total Estimated Cost \$ 8,000.00

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	\$ _____		



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.

"THE DICKINSON WAREHOUSE IS THE CROWN
JEWEL OF DOWNTOWN EDGEATON RENEWAL
& DEVELOPMENT" - MS. RAMONA FLANIGAN

(PLEASE SEE ATTACHED DOCUMENTS)

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.

PLEASE SEE ATTACHED DOCUMENTS

Project Costs

Estimated Total Project Cost \$ 8,000.00

(Please complete budget worksheet on next page)

*Maximum Sign Request = Total project cost x 0.5

Sign request _____

**Maximum Grant Request = Total project cost x 0.40

Grant request \$4,800.00

(Maximum grant request cannot exceed \$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.



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:

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

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

_____ Photograph(s) of existing façade and building

_____ Architect's drawing

TWD Plans

TWD Specification of paint and proposed materials

TWD Project timetable

TWD At least two cost estimates (construction bid for proposed work)

TWD 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 _____

Date _____



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120 East Lakeside Street
Madison, Wisconsin 53715
608/255-3988 • 608/255-0814 fax
va@vandewalle.com
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City of Edgerton\ Downtown Façade and Sign Improvement Program

Application For Façade Improvement – Window Repair and/or replacement: Main Floor of building, 14 windows.

Applicant Name: Tom Dickinson

Location of Property: 1 West Fulton St. Edgerton, WI 53534 (T.W. Dickinson and Sons Tobacco Warehouse)

Part II: VALUE TO DOWNTOWN

The **Dickinson Tobacco Warehouse** is located at the main, most important, most highly visible and primary traffic and pedestrian intersection in the City.

It is **the most prominent building at that main intersection**, where the only stop lights in town are located.

The building is located at the intersection of State Highway 59, and Federal Highway 51, the center of heaviest automobile and commercial traffic In the city.

In short, it is the most visible building, located at the most prominent and greatest concentration of vehicular traffic in the entire City.

The value of this project to the City, because of this primary location, is inestimable. The importance of a strong, positive, attractive visual appearance of this building is critical to the overall impressions and reactions anyone will form, upon first impression, of the entire city. This building stands out as a City historic landmark, and as such, must convey a strong, positive, attractive and appealing appearance, as well as a strong symbol of the City's vibrant, powerful economic history.

The current Edgerton City Manager has directly described this building at "the Crown Jewel" in Edgerton's overall Downtown Re-Development efforts. Indeed, because of it's prominent and primary location, this building warrants extraordinary attention to ensure it's well-kept and positive appearance, as well as long-term functionality.

The value of this building to the City is limited only by the creative potential of those who are interested in promoting Edgerton's economic vitality. A Grant for repair/replacement of original 1885 windows is essential to maintain this positive appearance. Almost every window in the building requires repair or replacement, and these windows are of a very unusual size and dimension, thus adding to the cost.

This application for window repairs/replacement will apply to the 14 windows on the main (middle) floor of the building only.

The Applicant is currently actively pursuing, with a Committee composed of 18-20 local citizens, the formation and creation of an "Edgerton Agriculture and Industry History Museum", to be located in this

building. This Museum will house examples of products related to Edgerton's leading role in the tobacco industry, as well as highlight and display products related to the economic engines of the Highway Trailer Company, Monarch Laboratories, the Nunn-Bush Shoe Factory, Prepo, IKI, and Edgerton Light and Shade. Thus it is essential that all windows be repaired or replaced as soon as possible, so as to accommodate this new local historical site, which will draw additional visitor and historic tourism traffic to Edgerton.

A local woman-owned business is also interested in locating world headquarters here, pending completion of interior renovations.

Over the last 25 years, the Applicant has completed and paid for extensive structural and other repairs to the building, including, but not limited to:

- 1) August, 2018: Total, complete roof replacement, using highest quality fiberglass 50 year rated shingles, with highest fire resistance rating; Diaz Roofing, Edgerton, WI. Cost: \$31,000
- 2) Gutter and downspout repairs – Adams Roofing, Janesville
- 3) Extensive brick and mortar tuckpointing and repairs, especially on west facade – work done by Mr. Mark Deegan, local contractor
- 4) Extensive structural strengthening of the building foundation (solid limestone blocks), adding concrete bolsters on interior ground floor foundation walls , and
- 5) Exterior patching and repairs – Mark Deegan, local contractor

Overall cost of these repairs (in addition to 2018 roof replacement) is approximately \$15,000.00, all paid for by the Applicant .

The Applicant has paid, and continues to pay, regular annual expenditures for taxes, insurance, and utilities, amounting to over \$20,000 in the last 15 years.

In addition, local friends and associates of the Applicant have devoted extensive time and personal expense on :

- 1) window and door repairs and modifications
- 2) repairing damage to walls and foundation caused by vehicles striking the building,
- 3) removing plants growing around the Depot side of the building,
- 4) repairing and strengthening the loading dock and the lean-to side entrance.
- 5) Repairing protective metal lattice work over exterior basement windows
- 6) Electric elevator repair

PART III: PROPERTY LOCATION

The Dickinson Tobacco Warehouse is located at the most important location in the City, at the main, primary traffic and pedestrian intersection in the City. It is the most prominent building at that main

intersection, where the only stop lights in town are located. Every day, all day, people in vehicles are required to stop at the traffic lights, with this building as the most visible and obvious structure in view. This is where primary State Highway 59, and Federal Highway 51 intersect, the location of heaviest automobile and commercial traffic in the city. The approach from the East, coming from Newville on Fulton Street, is also the primary conduit for traffic from I-90/39.

In short, it is the most visible building located at the most prominent and most heavily trafficked site in the entire City. It therefore warrants and requires maximum support to ensure it's healthy and viable appearance.

The Applicant has worked to coordinate mutually beneficial improvement ideas and plans with the owner/occupants of the Depot Café to facilitate and improve the "Harry Potter Festival." The applicant supports and coordinates with the content creator for "The Dickinson Warehouse Museum Project" on Facebook. The applicant supports and assists The Edgerton Outreach Thrift Store for needed additional storage space.

R.C. LEE CONSTRUCTION

11316 N. Washington Road
Edgerton, WI 53534
(608) 576-9227

ESTIMATE

For:
Tom Dickinson

Date
2/25/17

	Description	Amount
1	Estimate for tobacco warehouse windows.	
2	Replace four windows on the south wall, eight windows on the east wall, five windows on the north wall, six windows on the west wall.	
3	Remove and haul away existing window sashes from 23 windows.	
4	Install new 2x4 and 2x2 sash frames.	
5	Install 2 pieces of plexiglass onto new sash frames inside existing window openings.	
6	Plexiglass will be nailed and caulked to new wood window sashes.	
7	All new wood will be painted prior to installation.	
8	Paint will be matched as close as possible to existing color.	
9	All window opening below ground level will be filled in with 3/4" treated plywood.	
10		
11	No permit will be obtained for this job. If permit is required, its costs will be added to project total.	
12		
13	Estimated damage to 23 windows. To repair more windows, it can be done at an additional cost.	
14		
15	Materials and labor	\$12,700.00
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		

If estimate is accepted, \$8,500.00 is due prior to starting.
Remainder of the total is due upon completion of job.

(~ \$553.00 per each window)

Owner signature: _____ Date: _____

Contractor signature: _____ Date: _____

Proposal
Hometown Remodeling, LLC

975 E. Prairieview Drive Edgerton, WI 53534 (608)884-8200

Proposal submitted to: Tom Dickinson Phone: (703) 841-4992 Date: 5/24/16
Street: 1 Fulton St. Job Name:
City, State and Zip Code: Edgerton, WI 53534 Email: tomwde3@gmail.com

We Propose hereby to furnish materials and labor - complete in accordance with specifications below, for the sum of: Fourty nine thousand, six hundred and twenty five dollars (\$49,625.00)

Payment to be made as follows: 50% down upon starting, 50% upon completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.
AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. BUILDER AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

Authorized Signature: _____ Daniel Dillman, member LLC

Note: This proposal may be withdrawn by us if not accepted within 30 days.

We hereby submit specifications and estimates for: Window Replacement

Replace all window units with Lindsay Vinyl double hung with grills to match existing wondow units.

Remove all existing wood window and frame.

Attach new windows to concrete block.

Rebuild arch tops with Azek composite material.

Caulk all units. 24 single units. 11 double units.

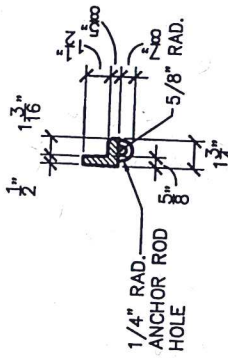
Haul away all old window units and rubbish. Any repair to clock if needed would be extra.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outline above.

Date of Acceptance: _____ Signature: _____

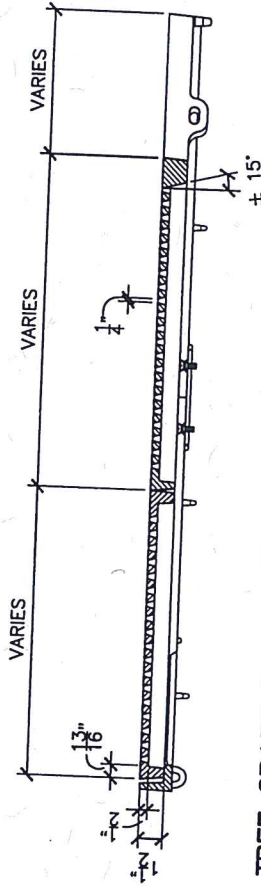
Signature: _____

Scoring pattern
Original plans



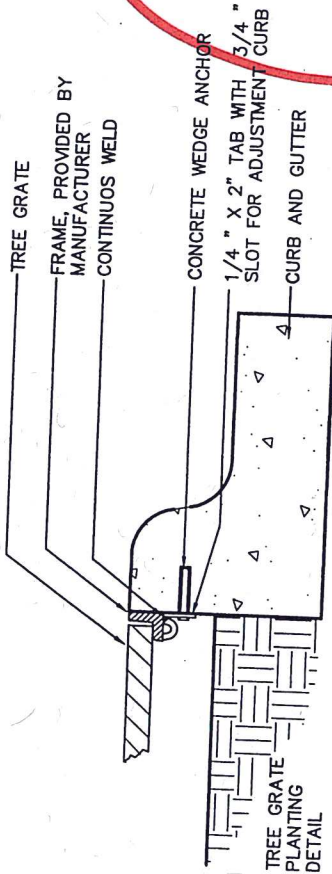
TREE GRATE FRAME - SECTION

SCALE 1"=1'-0"

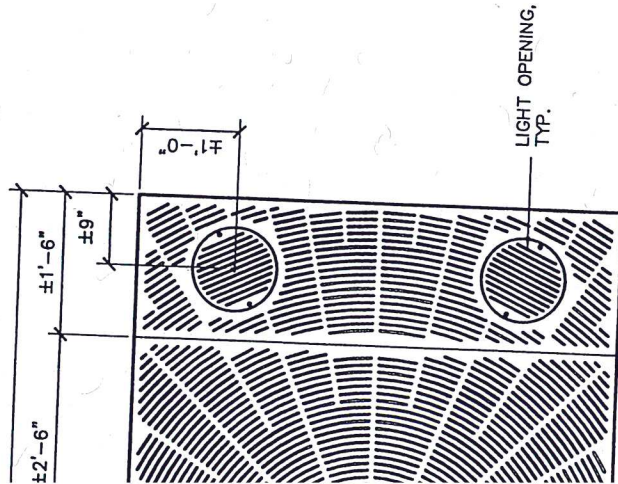
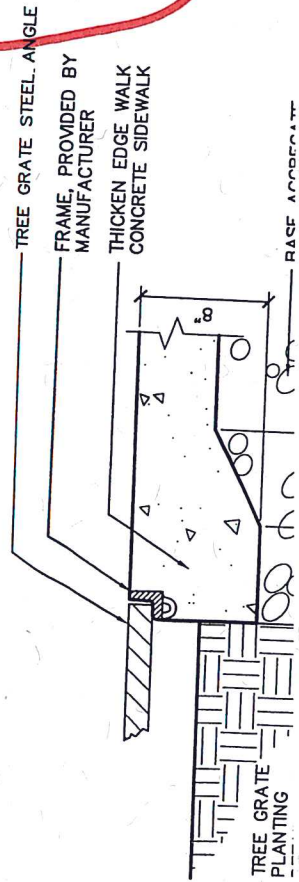


TREE GRATE & FRAME - SECTION

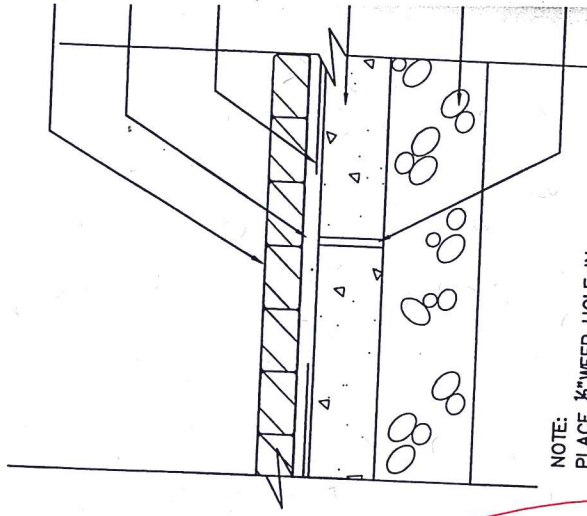
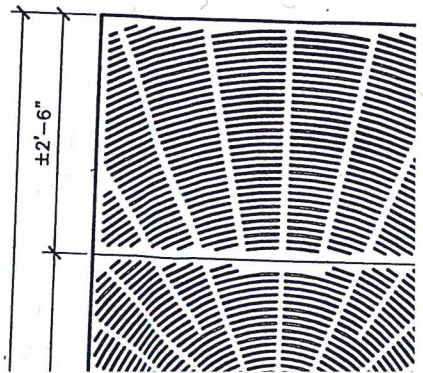
SCALE 1"=1'-0"



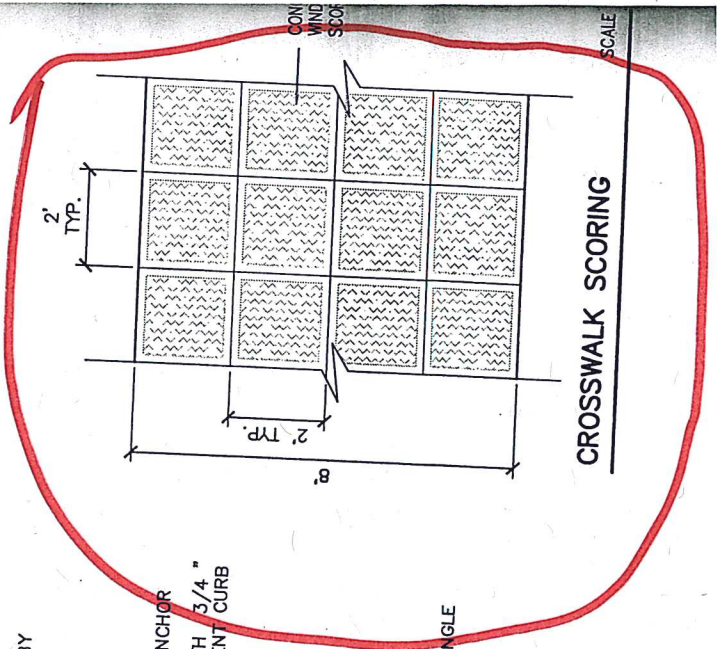
TYPE 1 - USED WHEN TREE GRATE EDGE IS ADJACENT TO CURB



NOTE: LIGHT OPENINGS ARE NOT REQUIRED.
MATERIAL: CAST GRAY IRON ASTM A-48, CLASS 35B
FINISH: NO PAINT



PAVER BAND AND PAVER PLAZA



CROSSWALK SCORING

Current crosswalk scoring pattern

