

CITY OF WISCONSIN DELLS MEETING AGENDA

MEETING DESCRIPTION: COMMUNITY DEVELOPMENT AUTHORITY (CDA)
DATE: THURSDAY, JUNE 27, 2019 **TIME:** 5:00P.M. **LOCATION:** MUNICIPAL BUILDING COUNCIL CHAMBERS, 300 LACROSSE STREET, WISCONSIN DELLS, WI 53965

	COMMITTEE MEMBERS		
Ben Borchert – Chairperson	Ald. Mike Freel	Joan Ragan	Shaun Tofson
	Ald. Dan Anchor	Ted Theiler	Lisa Delmore

AGENDA ITEMS

1	Call to Order and Attendance Noted
2	Approval of the January 17, 2019 Meeting Minutes
3	Update on CDA Grant and Loan Accounts
4	Discussion/Decision on Resolution Authorizing the Redemption of Community Development Refunding Lease Revenue Bonds, Series 2011, Dated October 11, 2011
5	Discussion/Decision on Façade Grant Application Submitted by Kyler Royston for Improvements to the Riverfront Terrace / Terrace Market at 27 Broadway
6	Discussion/Decision on Façade Grant Application submitted by Misbehaven, LLC (Mary and Trevor Hickey) for Improvements to Doohickey’s Gift Store (new business) at 122 Broadway
7	Items for Referral to Subsequent Meetings
8	Adjournment
	Ben C. Borchert, Chair
	Posted: 06/21/2019
	<p>Open Meetings Notice: If this meeting is attended by one or more members of the Common Council who are not members of this committee, their attendance may create a quorum of another city commission, board or committee under the Wisconsin Open Meetings Law; However no formal action will be taken by any governmental body at the above stated meeting other than the body, committee, commission, or board identified in this meeting notice. Please be advised that upon reasonable notice, the City of Wisconsin Dells will furnish appropriate auxiliary aids and services to afford individuals with disabilities an equal opportunity to participate in meeting activities.</p>

COMMUNITY DEVELOPMENT AUTHORITY MEETING
CITY OF WISCONSIN DELLS
JANUARY 17, 2019

Chairperson Borchter called the meeting to order at 10:00am. Notice of the meeting was provided to the *Dells Events*, WNNO Radio, and posted in accordance with State Statutes.

1. Present: Chairperson Ben Borchter, Ald. Mike Freel, Ald. Jesse DeFosse, Lisa Delmore, Joan Ragan and Ted Theiler

Excused: Shaun Tofson

Others: City Clerk/Coordinator Nancy Holzem and Jeff Maurer.
2. Motion by Theiler seconded by Ald. Freel to approve the November 8, 2018 meeting minutes. Motion carried unanimously.
3. Maurer's Façade Improvement Grant Application and Loan Request
The committee reviewed the application for a \$20,000 Façade Improvement Grant requested by Jeff Maurer for Maurer's Market, 216 Washington. The proposed façade improvements are part of the project to relocate Bella Goose Coffee House to Maurer's Market at 216 Washington Avenue since they lost their previous location. The plans have received Design Review Committee approval. Estimated cost of the overall project is \$273,284. Estimated cost for the façade is \$146,716. Of that, there is \$20,000 of qualified expenses for the city's portion of the matching grant. Motion by Ald. DeFosse seconded by Ald. Freel to approve the \$20,000 grant application. Motion carried unanimously. As part of this same project, Maurer's is requesting a \$50,000 CDA business loan. The loan would be for 7 years at a 2% interest rate. Motion by Ald. Freel seconded by Ragan to approve the requested loan contingent upon Maurer's working with the City Attorney to execute the appropriate documents. Motion carried unanimously.
4. No date was set for the next meeting.
5. Motion by Ald. Freel seconded by Theiler to adjourn. Motion carried unanimously and the meeting adjourned at 10:15am.



Nancy R. Holzem
City Clerk/Coordinator

Community Development Authority Funds			
Purpose: Economic Development			
ED-RLF			
<u>Year</u>	<u>Description</u>	<u>Revenue</u>	<u>Expense</u>
2008	TIF #3 Interest Proceeds for Econ Dev	\$ 300,000.00	
2010	PRT Contribution	\$ 75,000.00	
2011	PRT Contribution	\$ 60,000.00	
2014	RL Program		\$ 25,091.81
2015	Purchase Elm St Property		\$ 150,651.10
2014-2019	Interest/Misc	\$ 31,032.98	
2014	Glime - Great Harvest Loan		\$ 25,734.56
2017	Façade Grant - 2017		\$ 90,059.53
2018	PRT Contribution - Façade Program	\$ 50,000.00	
2018	Façade Grant - 2018		\$ 20,000.00
2019	PRT Contribution - Façade Program	\$ 50,000.00	
2019	Façade Grant - 2019		\$ 20,000.00
		\$ 566,032.98	\$ 331,537.00
	Balance Remaining:		\$ 234,495.98

Façade Grant Program

Reserved for Grants: \$ 200,000.00

2017

Grant Recipient

River Inn	\$ 40,000.00
Macs	\$ 20,000.00
Brian Holzem - Glass & Gifts	\$ 14,367.00
Dells Bells	\$ 8,400.00
Tollaksen - Aloha	\$ 5,292.53
Volodymyr - Le Crepe	\$ 2,000.00

2018

Grant Recipient

Brian Holzem - 31 Broadway	\$ 20,000.00
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2019

Grant Recipient

The Keg	\$ 20,000.00
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Façade Improvement Grant Awards: \$ 130,059.53

Grant \$\$ Remaining: \$ 69,940.47

<u>CDA Revolving Loan Program</u>	<u>Loan Amount</u>	<u>Payments to Date</u>	<u>Outstanding in Loan Balance</u>
Fearing - Ivy Cottage	\$ 20,000.00	\$ 20,000.00	\$ -
Glime - Great Harvest	\$ 40,000.00	\$ 40,000.00	\$ -
McCoy - Homespun Heart	\$ 40,000.00	\$ 14,627.77	\$ 25,372.23
Moritz - VR Universe	\$ 100,000.00	\$ 18,357.08	\$ 81,642.92

Outstanding Loan Balances: \$ 107,015.15

Loan \$\$ Remaining: \$ 57,540.36

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE REDEMPTION OF
COMMUNITY DEVELOPMENT REFUNDING LEASE REVENUE BONDS, SERIES 2011,
DATED OCTOBER 11, 2011**

WHEREAS, the Community Development Authority of the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin (the "Authority") has outstanding its Community Development Refunding Lease Revenue Bonds, Series 2011, dated October 11, 2011 (the "2011 Bonds");

WHEREAS, the Authority has determined that it is necessary and desirable to call the 2011 Bonds maturing in the years 2020 through 2024 for redemption on September 1, 2019 with funds of the Authority on hand;

NOW, THEREFORE, BE IT RESOLVED by the Community Development Authority of the City of Wisconsin Dells, Columbia, Sauk, Adams and Juneau Counties, Wisconsin, that the 2011 Bonds maturing in the years 2020 through 2024 are called for prior payment on September 1, 2019 at the price of par plus accrued interest to the date of redemption.

The Authority hereby directs the Executive Director/Secretary to work with Wisconsin Public Finance Professional, LLC to cause timely notice of redemption, in substantially the form attached hereto as Exhibit A and incorporated herein by this reference (the "Notice"), to be provided at the times, to the parties and in the manner set forth on the Notice.

Adopted and recorded June 27, 2019.

Ben C. Borchert, Chairperson

ATTEST:

Nancy R. Holzem
Executive Director/Secretary

(SEAL)

EXHIBIT A

NOTICE OF CALL**

(Name and Address
of Registered Owner)

Re: Community Development Authority of the City of Wisconsin Dells, Wisconsin
\$1,705,000 Community Development Refunding Lease Revenue Bonds, Series 2011
Date of Original Issue - October 11, 2011

Notice is hereby given that the Bonds of the above-described issue which mature on the dates and bear interest at the rates set forth below have been called for prior payment on September 1, 2019.

<u>Maturity Date</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>CUSIP No.</u>
09/01/2020	\$140,000	3.40%	976624ER3*
09/01/2021	140,000	3.65	976624ES1*
09/01/2022	145,000	3.80	976624ET9*
09/01/2023	155,000	4.00	976624EU6*
09/01/2024	160,000	4.20	976624EV4*

The Bonds should be presented for payment at the Servicing Center of the Fiscal Agent as follows:

Delivery Instructions

U.S. Bank National Association
Global Corporate Trust Services
111 Fillmore Avenue E
St. Paul, MN 55107

Bondholder Inquiries: (800) 934-6802

Upon presentation and surrender of said Bonds, you will be paid the principal amount of such Bonds and accrued interest to the date of redemption. Owners of called Bonds should also provide a fully-executed W-9 Taxpayer Identification Number Certificate.

Such Bonds will cease to bear interest on September 1, 2019.

Important Notice: In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2001, federal backup withholding tax will be withheld at the applicable backup withholding rate in effect at the time of the payment by the redeeming institutions if they are not provided with your social security number or federal employer identification number, properly certified. This requirement is fulfilled by submitting a W-9 Form, which may be obtained at a bank or other financial institution.

Very truly yours,

U.S. BANK NATIONAL ASSOCIATION
Fiscal Agent

By _____

*Indicates full call of CUSIP

** To be provided to U.S. Bank National Association, Fiscal Agent, at least thirty-five (35) days prior to September 1, 2019. The registrar and fiscal agent shall be directed to give notice of such prepayment by facsimile transmission, registered or certified mail, overnight express delivery or electronic transmission to The Depository Trust Company, Attn: Supervisor, Call Notification Department, 570 Washington Blvd., Jersey City, NJ 07310, or to such other party as may be the registered owner of the Bonds, not less than thirty (30) days nor more than sixty (60) days prior to September 1, 2019 and to the MSRB electronically through the Electronic Municipal Market Access (EMMA) System website at www.emma.msrb.org.

Economic Development Façade Improvement Grant Program Wisconsin Dells, Wisconsin

FAÇADE IMPROVEMENT GRANT APPLICATION

Business Name: Riverfront Terrace

Business Location: 27 Broadway

Applicant/ Business Owner's Name: Kyler Royston

Address: 1103 River Rd #108

Phone Number: (608) 432-2082 **Email Address:** kyler@justagamefieldhouse.com

Building Owner (if different than applicant): Eric Helland (Riverview Boatline)

Address: PO Box 410

Phone Number: (608) 963-1630 **Email Address:** ehelland2011@gmail.com

Total Anticipated Cost of Qualified Improvements: \$ 42,000

Grant Requested (50% of qualified expenses not to exceed \$20,000) \$ 20,000

Grant Application Checklist:

- Photograph(s) of existing façade.
- Description of proposed façade improvements.
- Conceptual rendering(s) of proposed façade improvement.
- Itemized cost estimates for qualified improvements.
- DRC approval.
- Verification of Building Lease Agreement (if applicable)
- Signed Copy of Landlord Authorization Letter (if applicable)
- \$100 Application Fee pd R#69265

Certification:

I hereby submit this application and all required attachments to the Wisconsin Dells CDA to be considered for their Façade Improvement Grant Program. I certify that to the best of my knowledge and belief, the content of the application is true and correct.

Disclaimer:

Neither the City of Wisconsin Dells, the CDA or their affiliates shall be responsible for the planning, design or construction of improvements to property that is owned/leased by the applicant. The applicant is advised to consult with licensed architects, engineers or building contractors before proceeding with final plans or construction. In consideration of the grant awarded by the CDA, the owner and applicant agree to indemnify, defend and hold harmless the City of Wisconsin Dells and the CDA against any claims resulting from anything occurring under the Façade Improvement Grant Program. I understand that monies granted from this program are on a reimbursement basis following completion of all façade improvement work presented and that improvements/changes not approved by the CDA will not be funded.

Applicant Signature: 

Date: 6/18/19

BUILDING OWNER CONSENT FORM

I, Riverview Boat Line am the owner of 15-29 Broadway
property owner name address

do hereby support the Façade Improvement Grant Application submitted by Riverfront Terrace

for the above stated property that I own. By signing below, I hereby confirm and agree to the following:

1. The applicant is currently under a lease for a term 5 years or greater.
2. I have reviewed the City of Wisconsin Dells Economic Development Façade Improvement Program Manual and support my tenant's application to pursue matching grant dollars for physical improvements to the building that I own.
3. In consideration of the grant awarded by the CDA, the owner of the property and applicant, if not the same, agree to indemnify, defend and hold harmless the City of Wisconsin Dells and the CDA against any claims resulting from anything occurring under the Façade Improvement Grant Program. It is understood that monies granted from this program are on a reimbursement basis following completion of all façade improvement work presented and that improvements/changes not approved by the CDA will not be funded.

E. Pelland, president
Building Owner Signature

6/4/19
Date

K&S Builders
of Wisconsin Dells, LLC
Proposal

Date: 6/19/19

Customer Name: Kyler Royston

Job Location: Wisconsin Dells

Job Description: Front Façade work

Bid to include the following:

- *Necessary permits
- *Necessary framing for angled door on west end
- *Prepare exterior walls to accept wall coverings per plan
- *Install exterior coverings per plan
- *Installation of veneer stone per plan
- *Installation of windows and glass door per plan - **\$11,500 allowance**
- *Electrical fixtures - **\$2,000 allowance**
- *Installation of signage - **\$4,000 allowance**
- *Cleanup and disposal of waste

Breakdown of costs:

- *Permits - **\$500**
 - *Material - **\$3,600**
 - *Stone work - **\$11,900**
 - *Labor - **\$8,100**
 - *Disposal - **\$400**
 - *Sign - **\$4,000 allowance**
 - *Glass doors and windows - **\$11,500 allowance**
 - *Electrical fixtures - **\$2,000 allowance**
- We propose to furnish all of the above stated for the sum of: Total: \$42,000**

Any changes require a change order sheet

K&S Builders of Wisconsin Dells LLC is licensed and insured by the state of Wisconsin

Certification #873132

Dwelling Contractor #873133

Lead safe renovation #R-I-48247-10-01130

Acceptance of Proposal:

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified for the above stated total price

X _____ Date _____

Jason Stroede- (608)393-3967

Office Fax- (608)254-5783

3379 5th Lane Oxford, WI 53952

kns5@frontier.com

Current Façade



Updated Façade Plan

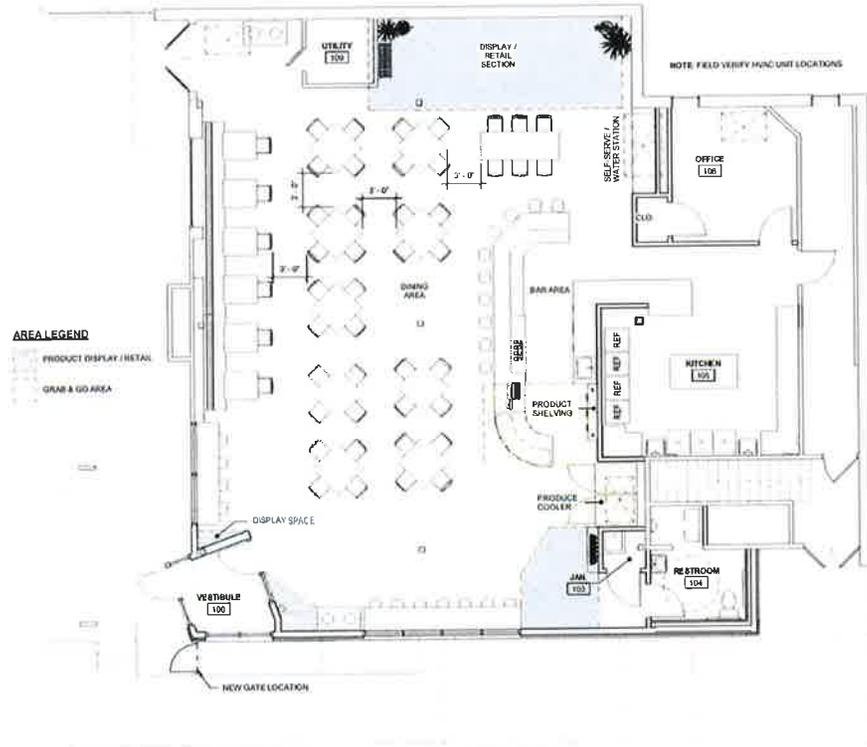
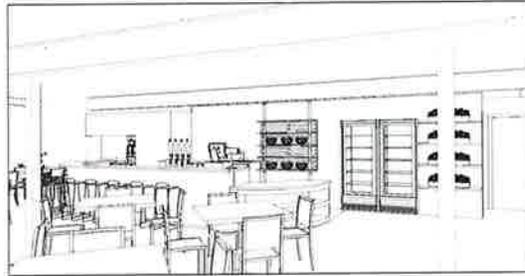
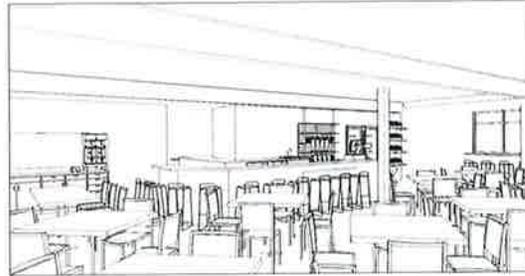
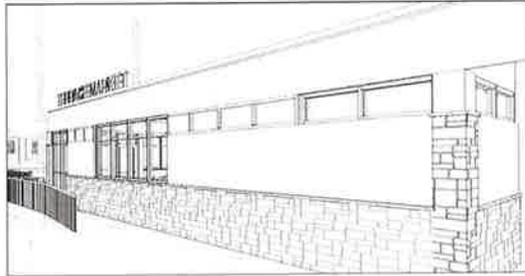


Updated Façade Description

The current building's street façade projects a "bits & pieces" image and lacks any significant features. The planned renovation will create a cohesive appearance with a strong base of continuous natural thin veneer stone and horizontal prefinished engineered wood composite lap siding (LP SmartSide). These materials will project a high quality image and reduce maintenance requirements.

The 'Horizontal' will also be reinforced by raising a majority of the storefront window sills and creating a continuous transom / light feature between the horizontal siding and prefinished metal roof edge panels.

The addition of metal channel sign letters along the roof edge will provide a focal point for the building's main entrance.



AREA LEGEND
PRODUCT DISPLAY / METAL
GRAB & GO AREA

1 FIRST FLOOR PLAN - SCHEMATIC DESIGN
SCALE: 3/32" = 1'-0" OR 1/16" = 1/2"
3/16" = 1'-0" OR 2/32" = 3/16"



2 SOUTH ELEVATION - SCHEMATIC DESIGN
SCALE: 1/8" = 1'-0" OR 1/16" = 1/2"
1/4" = 1'-0" OR 2/32" = 3/16"

OPTION 1 - STONE / METAL SIDING
RIVERFRONT TERRACE MARKET
KYLER ROYSTON



Economic Development Façade Improvement Grant Program Wisconsin Dells, Wisconsin

FAÇADE IMPROVEMENT GRANT APPLICATION

Business Name: Misbehaven, LLC. DBA Doohickey's Gift Store

Business Location: 122 Broadway, Wisconsin Dells, WI 53965

Applicant/ Business Owner's Name: Trevor and Mary Hickey

Address: 411 State Hwy 13, Wisconsin Dells, WI 53965

Phone Number: (608) 254-8717 **Email Address:** dells@dells-paulbunyan.com

Building Owner (if different than applicant): Same as applicant

Address: _____

Phone Number: _____ **Email Address:** _____

Total Anticipated Cost of Qualified Improvements: \$ 103,459.00

Grant Requested (50% of qualified expenses not to exceed \$20,000) \$ 40,000.00

Grant Application Checklist:

- Photograph(s) of existing façade.
- Description of proposed façade improvements.
- Conceptual rendering(s) of proposed façade improvement.
- Itemized cost estimates for qualified improvements.
- DRC approval.
- Verification of Building Lease Agreement (if applicable)
- Signed Copy of Landlord Authorization Letter (if applicable)
- \$100 Application Fee R#69290

Certification:

I hereby submit this application and all required attachments to the Wisconsin Dells CDA to be considered for their Façade Improvement Grant Program. I certify that to the best of my knowledge and belief, the content of the application is true and correct.

Disclaimer:

Neither the City of Wisconsin Dells, the CDA or their affiliates shall be responsible for the planning, design or construction of improvements to property that is owned/leased by the applicant. The applicant is advised to consult with licensed architects, engineers or building contractors before proceeding with final plans or construction. In consideration of the grant awarded by the CDA, the owner and applicant agree to indemnify, defend and hold harmless the City of Wisconsin Dells and the CDA against any claims resulting from anything occurring under the Façade Improvement Grant Program. I understand that monies granted from this program are on a reimbursement basis following completion of all façade improvement work presented and that improvements/changes not approved by the CDA will not be funded.

Applicant Signature: _____ **Date:** _____

DOOHICKEY'S GIFT STORE - 122 BROADWAY

Application for the City of Wisconsin Dells

Façade Improvement Grant Program

Trevor and Mary Hickey

5/7/2019

B. Photograph of current building façade:



The existing façade has several defects, which we plan to fix with our remodel. The following is a list of all the known defects:

- The current façade on the upper level of the building is a stamped metal and in poor condition.
- All windows are currently single-pane windows and inefficient.
- Everything on the current façade is very dated and in need of a refresh.
- The “sign carving” area on the left of the building is an eye sore and will be eliminated in our renovations.
- Canopy is old and dated, in poor condition

C. Renderings of proposed façade:



D. Our proposed façade improvement would include the following:

- Contractor work, including:
 - Taking down/demo of existing façade
 - Prepping storefront for laying new brick
 - Wood trim/framing around windows, doorway, and expression lines
 - Removing “sign carving” window
- Electrical – new lighting and wiring
- New windows and doors (All windows will be replaced, including upper level)
- Brick work
- Canopy over door/entrance
- New signage (not applicable for grant money)

E. Cost breakdown for new façade improvements:

- Contractor: \$38,375.00
- Beaver Glass (doors and windows): \$23,484.00
- Mark Kast Masonry, LLC (Brick/masonry): \$38,500.00
- JW Electric (Electric and lighting): \$3,100.00
- ***Total cost estimate for façade renovation:*** \$103,459.00

F. Timeline of construction:

- Front façade construction will be first priority and the goal is to begin construction at the end of September 2019.
- If everything goes as planned, front façade construction should be finished by Mid-November 2019, before winter sets in.

BRUTE CONSTRUCTION

"Let Our Strength Build Your Future"

PO Box 68
Baraboo, WI 53913-0068

Estimate

Date	Estimate #
6/26/2019	1518

Name / Address
Trevor Hickey N9946 River Road Wisconsin Dells, WI 53965

Description	Total
Renovations to facade of 122 Broadway Ave, Wisconsin Dells Replace 8 windows on front of 2nd story Remove existing siding Re-sheath wall as required Apply prefinished panels and trims BRICK - BY OTHERS 1ST FLOOR STORE FRONT DOOR & WINDOWS - BY OTHERS PAINTING - BY OTHERS	38,375.00
Total	
\$38,375.00	

Beaver Glass, Inc.

441 E. Main St.
Reedsburg, WI. 53959
608-393-5801 c

4/19/19

To: Trevor Hickey
Wis. Dells, WI.

Re: **DOOHICKEY'S**
Downtown Wis. Dells.

We Propose the Following:

- 1 – Pair 6'0" x 7'0" Aluminum Entrance Doors
- 1 – 138 x 116 Multi Lite Frame
 - Black Anodized Finish
 - Insulated Low e glass (safety where required)
 - Medium Style Door
 - Continuous Hinge
 - Standard Lock
- 2 – 138 x 100
 - 2 x 4 ½" Thermal Frames
 - Multi Lite Frame
 - Black Finish
 - Insulated Low e Glass
 - Sill Flashing
- 1 – 48 x 48
 - Ready Access Sliding Pass Thru Window
 - Build into 138 x 100 Frame

Material – Labor – Demo old glass dispose and Frames – Tax ----- \$ 23,484.00

Sincerely,

Craig Douglas



JW Electric of Reedsburg, LLC
S2645 County Rd. V
Reedsburg, WI 53959
Phone: 608-524-6414
Email: jwelectric.jeremy@gmail.com

Date: 5/24/19

Client Name: Trevor Hickey
Project: Store lighting

Attn: Trevor

JW Electric is pleased to propose the following:

- 40' LED tape lighting.
- Two can lights
- Eight wall sconce fixtures
- One GFI outlet
- One time clock
- Total cost \$3,100.00

Thank you,
Jeremy Williams