

CITY OF WISCONSIN DELLS MEETING AGENDA

MEETING DESCRIPTION: COMMUNITY DEVELOPMENT AUTHORITY (CDA)
DATE: MONDAY, NOVEMBER 25, 2019 **TIME:** 5:00PM **LOCATION:** MUNICIPAL BUILDING COUNCIL CHAMBERS, 300 LACROSSE STREET, WISCONSIN DELLS, WI 53965

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

AGENDA ITEMS

1	Call to Order and Attendance Noted
2	Approval of the June 27, 2019 Meeting Minutes
3	Update on CDA Grant Funds, Loan Accounts and Housing Repair Funds
4	Discussion/Decision on Façade Improvement Grant Application Submitted by Tory Wolfram for Improvements to 114 Broadway in Preparation for a New Business (Sole Moccasins & More)
5	Discussion/Decision on Request from Kyler Royston for an Extension on the Façade Improvement Grant for 27 Broadway - Riverfront Terrace / Terrace Market
6	Discussion/Decision on Request from Misbehaven, LLC/Trevor Hickey for an Extension on the Façade Improvement Grant for a New Business at 122 Broadway (Doohickey’s Gift Store)
7	Items for Referral to Subsequent Meetings
8	Adjournment

Ben C. Borchert, Chair

Posted: 11/21/2019

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.

**COMMUNITY DEVELOPMENT AUTHORITY MEETING
CITY OF WISCONSIN DELLS
JUNE 27, 2019**

Chairperson Borchner called the meeting to order at 5:00pm. Notice of the meeting was provided to the *Dells Events*, WNNO Radio, and posted in accordance with State Statutes.

1. Present: Chairperson Ben Borchner, Ald. Mike Freel, Ald. Dan Anchor, Lisa Delmore, Shaun Tofson and Ted Theiler

Excused: Joan Ragan

Others: Ald. Jesse DeFosse, City Clerk/Coordinator Nancy Holzem, City Treasurer Karen Terry, Zoning Administrator/City Planner Chris Tollaksen, Tyler Royston, Taylor Frank and Trevor Hickey.

2. Motion by Theiler seconded by Ald. Freel to approve the January 17, 2019 meeting minutes. Motion carried unanimously.

3. CDA Economic Development Account Update

City Treasurer Karen Terry presented a financial summary of the CDA's Economic Development Fund that was created with interest proceeds from the TIF borrowings as well as from contributions from Premier Resort Tax funds for economic development. The current balance in the business loan program is \$57, 540 however \$50,000 was previously approved for a project that has not taken place yet. Outstanding loan balances from McCoy and Moritz total \$107,015. The current balance in the Façade Improvement Grant Fund is \$69,940. If the applications on today's meeting agenda are both approved, the grant fund balance will be \$9,940. It's unknown at this time if the CDA or the city will be allocating any additional funds towards this program.

4. City Treasurer Karen Terry provided information in regards to paying of the CDA's 2011 bonds. She stated the TIF has the funds to pay off this debt and it will save \$90,000 in interest by paying it off early. Motion by Ald. Anchor seconded by Tofson to approve the following resolution:

**RESOLUTION NO. 5068
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.

Upon a roll call vote, the motion carried 6-0. Resolution adopted.

5. Façade Improvement Grant Application – Riverfront Terrace

The committee reviewed the application for a \$20,000 Façade Improvement Grant submitted by Kyler Royston for the Riverfront Terrace Market at 27 Broadway. The façade plans, which have received Design Review Committee approval, total \$42,000. Improvements include veneer stone to the front of the building as well as new windows, glass door and signage. Grant funds cannot be used for windows and the door however the applicant's matching portion of the grant can be. Ald. Freel stated that Royston's have made a lot of improvements to that area and that he hopes at some point it is open year-round. It was moved by Ald. Freel seconded by Theiler to approve a \$20,000 Façade Grant. Motion carried unanimously.

6. Façade Improvement Grant Application – Misbehaven, LLC

The committee reviewed the application for a \$40,000 Façade Improvement Grant submitted by Misbehaven, LLC/Trevor & Mary Hickey for their new gift store of Doohickey's at 122 Broadway. The façade plans, which have received Design Review Committee approval, total \$103,459. Improvements include removing the existing façade and replacing it with new brick and wood trim, in addition to new windows and doors. Grant funds cannot be used for windows and doors however the applicant's matching portion of the grant can be. Project is scheduled to start the end of September and be completed in November. Committee members all agreed that this was a great project and a great asset to the downtown. Chairperson Borchert stated that projects like this were the reason the matching funds grant program was created. It was moved by Ald. Freel seconded by Delmore to approve a \$40,000 Façade Grant. Motion carried unanimously.

7. No date was set for the next meeting.

8. Motion by Ald. Freel seconded by Theiler to adjourn. Motion carried unanimously and the meeting adjourned at 5:20pm

Nancy R. Holzem
City Clerk/Coordinator

CDA FAÇADE GRANT PROGRAM

<u>STARTING BALANCE</u>	\$ 100,000.00
Aloha Hawaiian Shop - 319 Broadway	\$ (5,292.53)
Brian Holzem - 230 Broadway	\$ (14,367.00)
Dells Bells Chapel - 43 La Crosse Street	\$ (8,400.00)
MACS - 208 Broadway	\$ (20,000.00)
River Inn Resort - 1015 River Road	\$ (40,000.00)
LaPetite Creperie - 116 1/2 Broadway	\$ (2,000.00)
Additional Funds Added	\$ 100,000.00
Brian Holzem - 26 to 38 Broadway	\$ (20,000.00)
Keith Koehler - 716 Oak Street	\$ (20,000.00)
Kyler Royston - Riverfront Terrace - 27 Broadway	\$ (20,000.00)
Trevor Hickey - DooHickey's - 122 Broadway	\$ (40,000.00)
Current Façade Grant Account Balance:	\$ 9,940.47

CDA LOAN PROGRAM

<u>Current Loan Balances</u>	
Ivy Cottage - Chris Fearing	paid in full
Homespun Heart - Mercedes McCoy	\$ 24,060.43
James Moritz	\$ 75,087.34
Pending Maurer's Loan	\$ 50,000.00
Current Outstanding Loan Balances:	\$ 149,147.77
Current Loan Fund Account Balance	\$ 15,718.04

CDA CDBG HOUSING REPAIRS FUND

Current Home Repair Fund Account Balance	\$ 39,780.75
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Economic Development Façade Improvement Grant Program Wisconsin Dells, Wisconsin

FAÇADE IMPROVEMENT GRANT APPLICATION

Business Name: Sole / Proccasins and More

Business Location: 114 Broadway, Wis Dells

Applicant/ Business Owner's Name: Tory & Sarah Wolfgram, LLC

Address: 319 Broadway, Wis Dells

Phone Number: 608-697-1118 **Email Address:** toryw@wisdellsrealty.com

Building Owner (if different than applicant): _____

Address: _____

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

Total Anticipated Cost of Qualified Improvements: \$ 17,200.00

Grant Requested (50% of qualified expenses not to exceed \$20,000) \$ 8,600.00

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 Receipt #70939

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: Tory Wolfgram

Date: 10-16-19

BUILDING OWNER CONSENT FORM

N/A

I, _____ am the owner of _____
property owner name address

do hereby support the Façade Improvement Grant Application submitted by _____

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.

Building Owner Signature

Date

DESCRIPTION OF PROPOSED FAÇADE IMPROVEMENTS FOR 114 BROADWAY

- 1- Installation of wood looking material (Smart Siding or fiber cement board) over existing brick
- 2- Installation of new commercial grade windows on entire front with oil rubbed bronze colored metal framing
- 3- Installation of commercial grade oil rubbed bronze colored gooseneck lighting fixtures
- 4- Installation of stainless steel sign lettering (Sole Moccasins and More), also oil rubbed bronze colored.

**K&S Builders
Of Wisconsin Dells, LLC
Proposal**

Date: 11/5/2019

Customer Name: Tory and Sarah Wolfram, LLC

Job Location: 114 Broadway, Wisconsin Dells, WI 53965

Job Description: Façade improvement project

Bid to include the following: Labor and materials necessary to install wood facing comprised of Smart siding over the existing brick, color to be selected. \$8,500

Gooseneck electrical fixtures and installation on an individual circuit. \$2,500

Stainless steel cut-out lettering for signage and installation. \$2,000

TOTAL: \$13,000.00

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



BEAVER GLASS, INC.

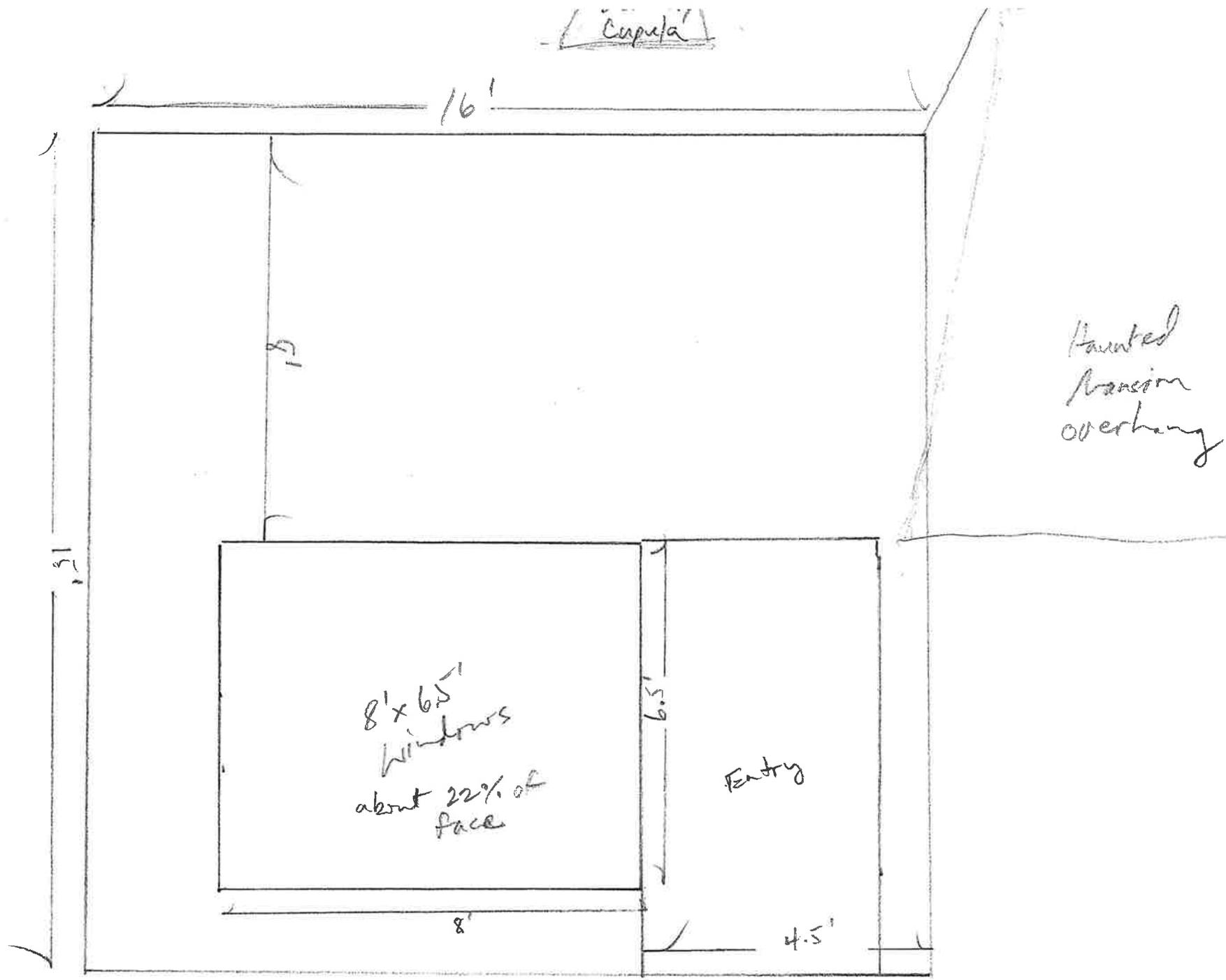
441 E. MAIN • REEDSBURG, WI 53959
PH: (608) 524-8323

WORK ORDER
~~INVOICE~~
QUOTE

DATE OF ORDER 9/19

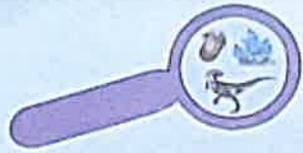
TORY WOLFLAM
319 BROADWAY
WIS. DELS, WI. 53945

RES. PHONE			BUS. PHONE			POLICY NO.			
INSURANCE CO./AGENT			ADDRESS						
YEAR, MAKE, MODEL			DELIVERY DIRECTIONS						
			<u>114 Broadway</u>						
SOLD BY	CASH	CHECK	C.O.D.	CHARGE	ON ACCT.	<input type="checkbox"/> FURNISH & INSTALL	<input type="checkbox"/> FURNISH ONLY		
						<input type="checkbox"/> WILL CALL	<input type="checkbox"/> DELIVER		
QTY.	SIZE	DESCRIPTION					AMOUNT		
		<u>REMOVE & DISPOSE OF EXISTING STOREFRONT WINDOWS.</u>							
		<u>INSTALL NEW THERMALLY BROKEN ALUMINUM FRAMES w/ LOWE GLASS CLEAR FINISH.</u>							
DESCRIPTION OF WORK									
<u>LABOR - MATERIAL - TAX</u>							<u>\$</u>	<u>4200</u>	<u>00</u>
STATEMENT OF AUTHORIZATION AND SATISFACTION Replacement has been made to my satisfaction and I hereby authorize the above insurance company to pay direct in full to the above listed firm for said installation. If for any reason the insurance company does not pay for these repairs or replacements, the below signed agrees to pay for said repairs or replacement.						TOTAL MATERIAL			
						TOTAL LABOR			
						SUB TOTAL			
						TAX			
						<input type="checkbox"/> DEPOSIT <input type="checkbox"/> DEDUCTIBLE			
SIGNATURE	RECEIVED BY					DATE	TOTAL		



Before

Garage



SAHARAN BAZAAR
FOSSILS - MINERAL

ALLS
ST
UES

ENTIRE
STORE
\$4.99

GET AN
EXTRA
10%
OFF

116

112

haunted
mans

HAUNTED MAN



After

Concept

Sole

Moccasins & More

HELLS
BEST
VALUES

ENTIRE
STORE
\$4.99

NOW
GET AN
EXTRA
10%
OFF

116



115



Existing Before



SAHARAN BAZAR
FOSSILS - MINERALS

haunted mansion

OLD TIME PORTRAITS

OPEN FUDGE

BRUTE

Conceptual

After

Sole
Moccasins & More

halloween
man

HAUNTED MANSION

Samuel S. Porter's
OLD TIME
PORTRAITS

SHOWT





COMMUNITY DEVELOPMENT AUTHORITY MEETING
CITY OF WISCONSIN DELLS

ITEM 5

JUNE 27, 2019

Chairperson Borchert called the meeting to order at 5:00pm. Notice of the meeting was provided to the *Dells Events*, WNNO Radio, and posted in accordance with State Statutes.

1. Present: Chairperson Ben Borchert, Ald. Mike Freel, Ald. Dan Anchor, Lisa Delmore, Shaun Tofson and Ted Theiler

Excused: Joan Ragan

5. Façade Improvement Grant Application – Riverfront Terrace

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7. No date was set for the next meeting.

8. Motion by Ald. Freel seconded by Theiler to adjourn. Motion carried unanimously and the meeting adjourned at 5:20pm

Nancy R. Holzem
City Clerk/Coordinator

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

COMMUNITY DEVELOPMENT AUTHORITY MEETING
CITY OF WISCONSIN DELLS
JUNE 27, 2019

Chairperson Borchert called the meeting to order at 5:00pm. Notice of the meeting was provided to the *Dells Events*, WNNO Radio, and posted in accordance with State Statutes.

1. Present: Chairperson Ben Borchert, Ald. Mike Freel, Ald. Dan Anchor, Lisa Delmore, Shaun Tofson and Ted Theiler

Excused: Joan Ragan

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7. No date was set for the next meeting.
8. Motion by Ald. Freel seconded by Theiler to adjourn. Motion carried unanimously and the meeting adjourned at 5:20pm

Nancy R. Holzem
City Clerk/Coordinator

FAÇADE IMPROVEMENT GRANT APPLICATION

Business Name: Misbehaven, LLC. DBA Dookhickey'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@dellspaulbunyan.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:** 6-20-19