

REDEVELOPMENT AUTHORITY MEETING

City Hall

12 Albion Street, Edgerton

Monday, September 21, 2020 at 6:00 P.M.

NOTE: PER EMERGENCY ORDER #1 FACE COVERINGS ARE REQUIRED

1. Call to Order; Roll Call.
2. Confirmation of appropriate meeting notice posted Friday, September 18, 2020.
3. Consider approval of August 17, 2020 RDA meeting minutes.
4. Old Business:
5. New Business:
 - A. Consider façade grant for 4 W Fulton Street.
 - B. Consider façade grant for 1 W Fulton Street.
 - C. Consider façade grant for 351 W Fulton Street.
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."

**AUGUST 17, 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, and Jim Kapellen.

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

Others Present: City Administrator Ramona Flanigan, Municipal Services Director Howard Moser, and a few citizens.

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

MINUTES: A Casey Langan/Chris Lund motion to approve the minutes from the July 20, 2020 Redevelopment Authority meeting passed, all voted in favor.

NEW BUSINESS:

Consider Façade Grant for 2-8 E Fulton: City Administrator Flanigan stated the applicant wishes to replace all the awnings and all the non-store front windows. The total window replacement includes 58 windows. The total estimated project cost is \$30,000 and the maximum façade grant amount is \$5,000. The Historic Commission will need to review the project for colors and materials before the project can begin.

A Jim Kapellen/Chris Lund motion to approve a façade grant in the amount of \$5,000 for 2-8 E Fulton for awnings and windows passed on a 4/0 roll call vote.

Infrastructure Improvements in Downtown: City Administrator Flanigan stated the RDA has discussed completing several projects before the TIF expenditure time expires in 2022.

The City owned decorative lights have been updated with LED lighting and new globes have been installed. This project is complete.

There are 38 downtown street trees that are ash trees and showing signs of Emerald Ash Borer infestation. These trees should be removed while there is funding through the TIF to replace them. The DPW will remove the existing trees and the city will obtain bids for the stump removal and installation of new trees.

All the trees on Fulton Street have tree grates. Some of the grates are damaged The trees on the side streets that are not in grass terraces, have crushed granite chips. Staff recommends the 5 – 7 trees with grates have new grates installed and the others remaining as is.

There are ten cross walks in the downtown with colored concrete. These were installed in 2006 and many have failing concrete. Matching the existing colored concrete is impossible when

trying to patch the concrete. Staff has researched alternatives to patching and matching the colored concrete and came up with the following:

- Replace the 10 crosswalks entirely at an estimated cost of \$55,424.
- Repair the bad spots leaving a patchwork color and scoring. The repair of approximately 26 patches is estimated to cost \$10,000.
- Repair the bad spots and use a thermoplastic overlay on all 10 crosswalks. This option would result in all the crosswalks looking the same and provide almost infinite options of colors and textures. The overlay would need to be replaced occasionally. The estimated cost is \$85,000.

It does not appear the wayfinding signage in the downtown needs upgrading or changes within the next 5 years.

Municipal Services Director Moser had his staff look at any brick repairs needed to the paver bands in the downtown and they felt they are able to make the needed repairs themselves.

Municipal Services Director Moser stated he would have the tree removal done this fall and replacement could be done this fall or spring. Due to the spending time drawing near, Moser suggested removing all the trees and replacement at one time.

City Administrator Flanigan stated if the replacement is under contract, the work could be done over two years. After a brief discussion, the group felt the one-year growth is not worth the one-time disruption and maintenance requirements as doing the project at one time. In addition, the planting of the trees would be bid out due to the time commitment needed for the project. The bid can also be written with the option of burlap wrapped trees or bare root trees.

Chair Kapellen noted the committee members all agreed the tree replacement and replacement of all the crosswalks will be completed using the TIF funds before the expenditure time expires.

Chair Kapellen noted there is one sign by the depot that is not double sided. Even though the backside is after traffic is leaving the downtown, it would look better to complete it. Chris Lund added there is more pedestrian traffic that would see the signage if it were added. Staff will get costs to complete the second side of this sign.

Chair Kapellen suggested looking into signage for the businesses in the train depot. Sandwich board signs have been used in the past but it may be better to have a permanent sign.

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

Ramona Flanigan/ch
City Administrator

Adopted

Memo

To: RDA
From: Staff
Date: 9/18/2020
Re: September 21, 2020 Meeting

Application for a Facade Grant for 4 W Fulton St: The owner of 4 W Fulton Street, Richard Strum, is requesting approval of a facade grant to replace the awning on the building. The project is complete with the actual cost being \$1,772.40. The maximum for the Façade Grant is \$708.96. The Historic Commission approved the project for colors and materials.

Application for a Facade Grant for 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 (there are 28 total). The petitioner received two bids for:

- The replacement of 13 windows with custom built wood sashes using glass. The work includes frame repair as needed. \$12,500
- The replacement of 23 windows with wood sashes with plexiglass. The basement windows would be filled with plywood. \$16,500

Due to the more historically appropriate materials, window frame work, and contractor availability, the petitioner wishes to proceed with \$12,500 bid for 13 windows. (None of the windows in this phase are basement windows). The petitioner plans to complete the project in 3-4 phases and may request funding for future phases. The maximum grant would be \$5,000

The Historic Commission must review and approve the window replacement.

Application for a Facade Grant for 351 W Fulton St: The owner of 351 W. Fulton Street (Rinehart Properties), is requesting approval of a facade grant to tuck point the building. The estimated cost of the project is \$10,300. The maximum for the Façade Grant is \$4,120.

City of Edgerton\Downtown Façade and Sign Improvement Program

Application For Façade Improvement Grant – Window Replacement, Phase 1

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 its prominent and primary location, this building warrants extraordinary attention to ensure it is well-kept and projecting a pleasing, appealing 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 project will be accomplished in 3 or 4 phases. This application for Grant assistance is **Phase 1**, which will cover approximately 1/2 of the total 28 windows in the building. **Phase 1 is to repair or replace those windows that currently are in greatest need of attention, based on a tour and assessment by the City Engineer and a local contractor/bidder.**

The applicant is currently pursuing the formation and establishment of an "Edgerton Agriculture and Manufacturing History Museum in the building. This proposed museum will house and display artifacts and items from Edgerton's leading role nationwide in the tobacco industry. It will also highlight and display products related to the economic engines of the Highway Trailer Company, Monarch Laboratories, the Nunn-Bush Shoe Factory, Prepo, IKL, 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.

5) Exterior patching and repairs – Mark Deegan, local contractor

6) Cracked mortar has been repaired on the interior of the building

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 completed the following:

- 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
- 7) Repair of primary loading dock on west side
- 8) Installation of new lockset on lean-to entrance

PART III: PROPERTY LOCATION

The Dickinson Tobacco Warehouse is located at the most important location in the city, at the primary intersection, where the only stop lights in town are located. It is the most prominent building at that intersection. Every day, all day, people in vehicles coming from 4 directions are required to stop at that traffic light, 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 1-90/39.

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 over the years, cooperated with and worked to coordinate mutually beneficial improvement ideas and plans with Community Event planners, for example, the Harry Potter Festival, Tobacco Days, and Chilimania.

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 by providing needed additional storage space at no cost to the Outreach.

The applicant recently made a \$1,200 donation to the Edgerton Outreach Center.

PROJECT COSTS (Estimates)

Two bids for this work were solicited and received from: 1) Mr. Ryan Lee Construction; and 2) Mr Robert Johnson, RHJ Enterprises. Both bids are attached with this Grant Application.

The variance in the costs between the two bids is due to differences in labor costs. This is attributable to the fact that RHJ Enterprises is proposing to custom build, by hand, each window, depending on the original building opening and required dimensions, design, color, and shape. He will use original construction techniques wherever possible in order to adhere to National Trust for Historic Preservation guidelines and City Inspection codes and regulations. Each window will be in 100% compliance with City Codes and Historical Preservation guidelines. Strength, rigidity, durability and quality of construction are of highest priority.

Additional labor costs will be incurred due to work necessary to prepare the individual window openings in the building to receive and hold the new window. This will entail cleaning and clearing each window, tightening brick and mortar work around the opening, and then installation of necessary enclosure wood to actually hold the window in place. New window sills and headers must be custom measured, custom built, and installed.

This attention to detail accounts for the difference in labor costs between the two bids and the overall cost of this Phase 1 of window replacement in the building. Mr. Johnson will use the highest grade Douglas Fir lumber for each custom built window frame. No vinyl or plastic materials will be used. He will also use glass in each window, not plexiglass. He will re-use existing, original panes of glass whenever possible. He will use highest grade long-life caulking and window glazing.

The RHJ Enterprises bid also includes necessary rental of a scissors lift to enable installation of newly built windows on the upper floor, at a cost of \$600 per day. It is possible that it may require up to 6 days of scissors rental to accomplish all of the top floor work.

The installation of the new windows from the outside will require hiring additional temporary labor assistance.

In addition, contractor will be required to procure, and apply, high quality, long endurance exterior paint, that matches existing color. Additional labor costs will be incurred in careful application of at least 2 coats of this paint.

Mr. Lee indicated that due to a heavy existing workload at the present time, he would not be able to commence work of this project until next year, at the earliest. Mr. Johnson can start work immediately, and thereby be soonest in compliance with the City demands and requirements for completion of this work.

PROJECT TIMETABLE

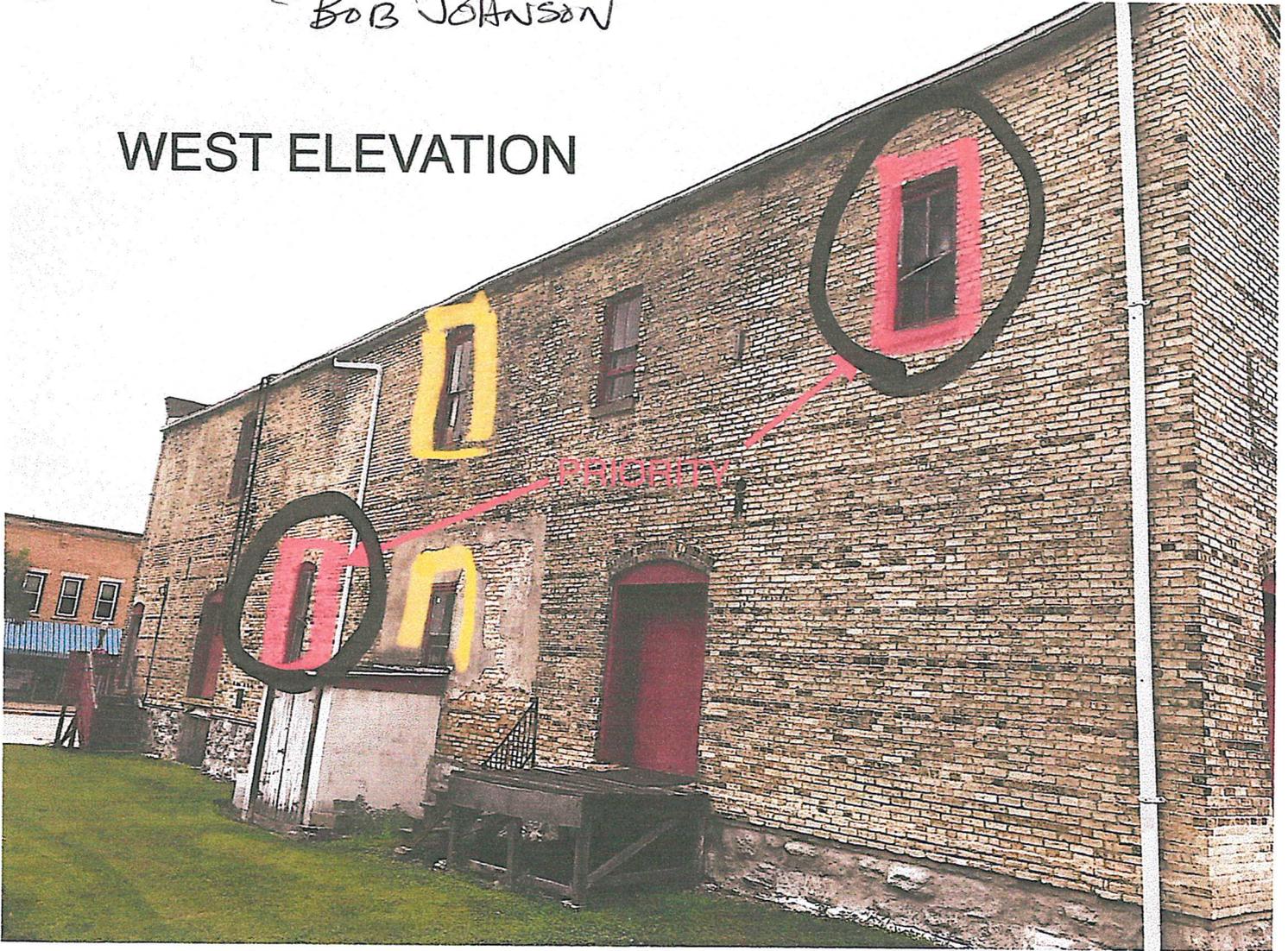
It is estimated that once project is approved and work can commence, it will take approximately 60 days to complete the installation of the 13 windows in Phase 1.

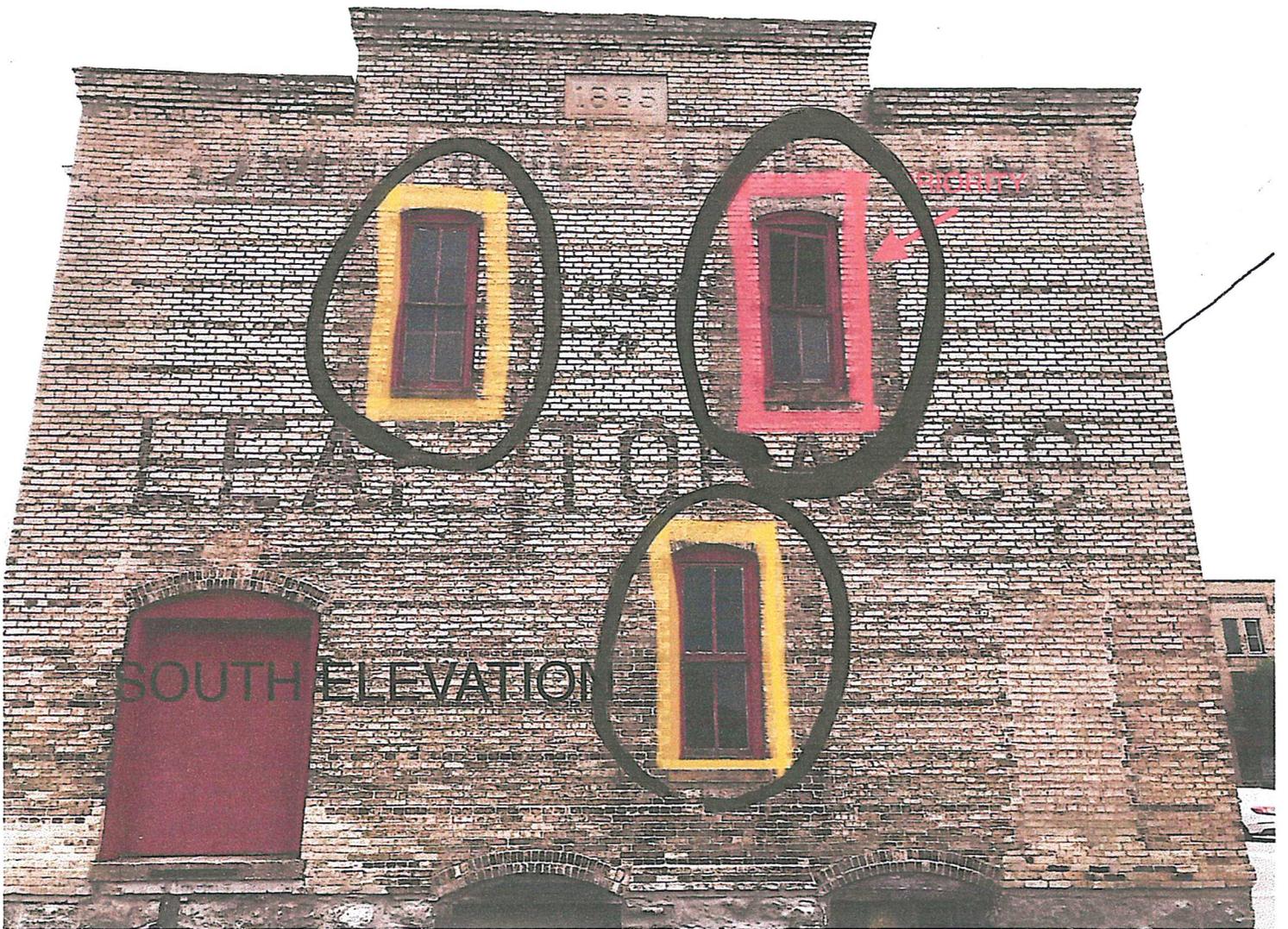
9/18/20

THE FIFTEEN WINDOWS CIRCLED
IN BLACK MARKER ARE THE WINDOWS
TO BE REPLACED IN PHASE I.
WINDOWS HIGHLIGHTED IN RED ARE HIGH
PRIORITY REPLACEMENTS & THOSE IN YELLOW
ARE THE NEXT PRIORITY REPLACEMENT

BOB JOHNSON

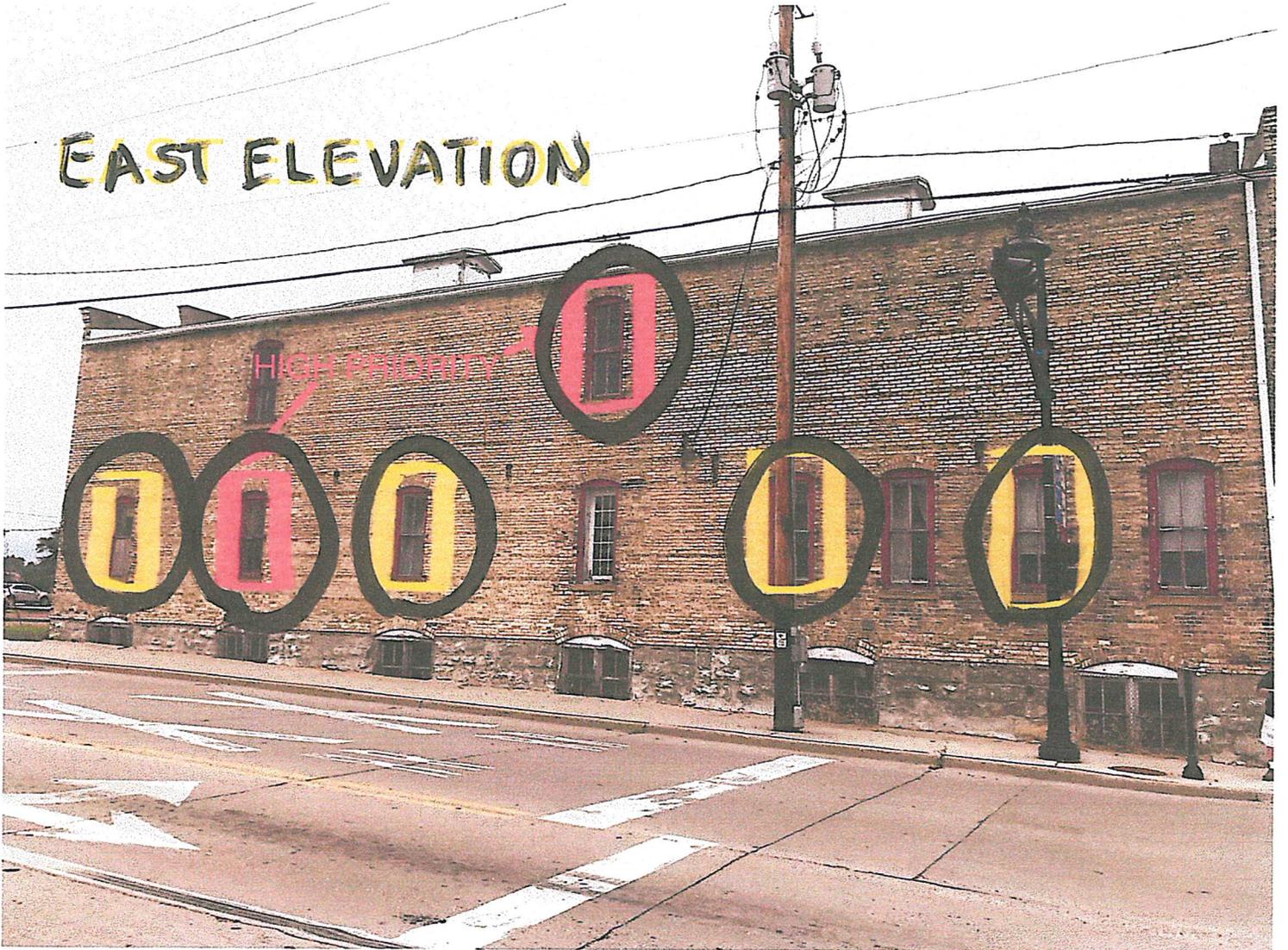
WEST ELEVATION





EAST ELEVATION

HIGH PRIORITY



NORTH
ELEVATION

1866



HIGH
PRIORITY

T.W. DICKINSON & SONS

