



REDEVELOPMENT AUTHORITY MEETING-SPECIAL AGENDA

WEDNESDAY, OCTOBER 02, 2024 AT 4:30 PM

COUNCIL CHAMBERS, CITY HALL, 106 JONES STREET

Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 617 065 5357 Passcode: 53094 One tap mobile +16469313860

<https://us06web.zoom.us/j/6170655357?pwd=96tcitGxXtZD4na19NqSUHQuENC2yf.1>

All public participants' phones will be muted during the meeting except during the public comment period.

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. DETERMINATION OF QUORUM AND CALL TO ORDER

4. NEW BUSINESS

A. Review and approve: Housing Rehab Grant applications

B. Review and approve: Beltz Grant application for Holiday Tree Lighting

C. Review and approve: RINKA proposal for naming Scope of Services

5. STATUS REPORTS

A. Executive Director Update

i. October regular meeting is being scheduled

ii. October 14th is RINKA preliminary presentation to Plan Commission

6. ADJOURN

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at mdunneisen@watertownwi.gov, phone 920-262-4006

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only

**CITY OF WATERTOWN
HOUSING REHAB GRANT PROGRAM APPLICATION FORM**

Please provide information on the proposed project. Your signature below indicates your intent to apply for grant funding and that you have received a copy of the program guidelines. **Please return to Watertown Redevelopment Authority, 106 Jones Street, Watertown, WI 53094.** Note: Thrive ED conducts the initial review and assessment of applications.

Applicant name: Sharon Rose Miller
 Address: 1009 Meadow St. Watertown, WI 53094
 Cell Phone: 920-342-9101 Work Phone: Ø
 Property Owner(s): Sharon Rose Miller
 Project Address: 218 S. Montgomery St. Watertown, WI 53094
 Project description (work to be done): Drainage upgrading. Exterior repairs. Interior Repairs. See estimates enclosed.

How will this project benefit the preservation of the property? Doing All Necessary repairs That need to be done.

Is this project addressing an issue that you have received a notice or citation from the Watertown Building Safety and Zoning Department? No

Estimated Timeframe for Project Completion: Now until Nov 1st ?
 Person/contractor performing work: Red wolf Concrete. Angel Oguendo
 Grant amount requested: \$10,000.00
 Property Mortgage Holder(s): BANK of America

INCLUDE WITH APPLICATION (please check each box):

- ☒ Three years of personal income tax returns/financials OR last 45 days of paystubs and proof of source of income, along with any other pertinent financial statements.
- ☒ Copies of a minimum of two project estimates for work to be completed.
- ☒ For landlords: Available business financial reports such as profit/loss statement, balance sheet, receivables. in my TAX Returns + BANK statements.

By signing, I certify that the information in this application is correct and accurate to the best of my knowledge:

Sharon R. Miller
 Applicant

9/26/2024
 Date

Loan Committee Review

Angel Oquendo

813 cole st , watertown wi 53094

To: Sharon miller

September 27, 2024

Estimate for remodel and repair

Quantity	Description	Unit Price	Total
1	Flooring for 1 st floor materials and labor		\$6,557.62
1	Basement jacks and clean-up		\$5,134.20
1	Front porches materials and labor		\$6,000.00
1	Demo - labor		\$4,500.00
1	Steps to upstairs materials and labor		\$ 4,000.00
1	Lights materials and labor		\$ 800.00
1	Painting and wall repairs – materials and labor		\$4,500.00
1	Bathroom materials and labor		\$5,762.00
1	Clean-up labor		\$2,200.00
		TOTAL	\$39,453.82

Thank you for your business!

Tel: [Telephone]

Fax: [Fax]

Email: [Email]

Web: [Web address]

Red wolf concrete llc
W3252 East Gate Drive | Watertown, Wisconsin 53094
920-390+0138 | contact@redwolfconcretellc.com

RECIPIENT:

Sharon Miller
218 South Montgomery Street
Watertown, Wisconsin 53094

Quote #73	
Sent on	Sep 26, 2024
Total	\$9,645.00

Product/Service	Description	Qty.	Unit Price	Total
Example Part 1	French drain with fill in back yard. Concrete driveway.	1	\$9,645.00	\$9,645.00

A deposit of \$4,822.50 will be required to begin.

Sep 26, 2024
Date


Client Signature

Total \$9,645.00

This quote is valid for the next 30 days, after which values may be subject to change

From: [RoxAnne Witte](#)
To: [Mason Becker](#)
Subject: Miller - Miller Application for approval for Rehab Project
Date: Monday, September 30, 2024 12:02:57 PM
Attachments: [Outlook-ti1pkzqr.png](#)
[Miller - City of Watertown Application.pdf](#)

Mason,

I would like to submit this application to the RDA for approval.

This project would be repair of a rental property after structural issues in the basement due to water.

Based on bids I received total project cost is \$49,098.82.

Based on income she would be able to get 30% of the project costs or grant maximum of \$10,000.00.

Request from RDA would be for \$10,000.00 with balance of \$39,098.82 being paid by the homeowner.

Thank you,

Rox

RoxAnne L. Witte



864 Collins Rd, Suite 111
Jefferson, WI 53549
920-674-8711

www.thriveed.org

roxanne@thriveed.org

**CITY OF WATERTOWN
HOUSING REHAB GRANT PROGRAM APPLICATION FORM**

Please provide information on the proposed project. Your signature below indicates your intent to apply for grant funding and that you have received a copy of the program guidelines. **Please return to Watertown Redevelopment Authority, 106 Jones Street, Watertown, WI 53094.** Note: Thrive ED conducts the initial review and assessment of applications.

Applicant name: Lisa Cutsforth
 Address: 410 Baxter Street Watertown WI 53094
 Cell Phone: 920-918-0416 Work Phone: 920-262-6300
 Property Owner(s): Roger & Lisa Cutsforth
 Project Address: 410 Baxter Street Watertown WI 53094
 Project description (work to be done): Replace 8 windows.

How will this project benefit the preservation of the property? The windows are fifty years old. Increase structure and energy efficiency of the home and value of property.

Is this project addressing an issue that you have received a notice or citation from the Watertown Building Safety and Zoning Department? No issues.

Estimated Timeframe for Project Completion: Fall (availability of materials)
 Person/contractor performing work: Owner
 Grant amount requested: \$10,000
 Property Mortgage Holder(s): None

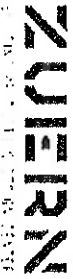
INCLUDE WITH APPLICATION (please check each box):

- ☒ Three years of personal income tax returns/financials OR last 45 days of paystubs and proof of source of income, along with any other pertinent financial statements.
- ☒ Copies of a minimum of two project estimates for work to be completed.
- ☐ For landlords: Available business financial reports such as profit/loss statement, balance sheet, receivables.

By signing, I certify that the information in this application is correct and accurate to the best of my knowledge:

Lisa Cutsforth
 Applicant

11/26/2024
 Date



SOLD BY:
1800 S. CHURCH ST.
WATERTOWN, WI 53094

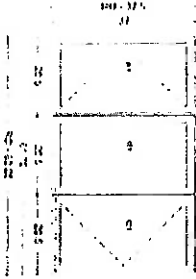
SOLD TO:



CREATED DATE
2/2/2024
LATEST UPDATE
2/2/2024
OWNER
Don Lingle

Abbreviated Quote Report - Customer Pricing

QUOTE NAME PROJECT NAME QUOTE NUMBER CUSTOMER PO#
Cutsforth Rodger & Lisa For personal home 5269580
ORDER NOTES: DELIVERY NOTES: TRADE ID



Item	Qty	Operation	Location	Unit Price	Ext. Price
100	5	Left - Stationary - Right	None Assigned	\$1,850.92	\$9,254.60

RO Size = 62 1/4" x 37 1/2" Unit Size = 61 3/4" x 37"

Mull: Factory Mull, Andersen Ribbon Mull, 1/8 Aluminum Material
PSC 1' 8 1/2"X3' 1" - PSC 1' 8 1/2"X3' 1" - PSC 1' 8 1/2"X3' 1", Unit, 400 Series Casement, Installation Flange, White Exterior Frame, White Exterior Sash/Panel, Pine w/Unfinished Interior Frame, Unit 1: Left, Unit 2: Stationary, Unit 3: Right, Hinge with Wash Mode, Dual Pane Low-E4 Standard Series Argon Fill Traditional Trim Stop Profile Stainless Glass / Grille Spacer, Contemporary Folding, Stone, Stone, Full Screen, Aluminum
Wrapping: 4 9/16" Interior Extension Jamb Pine / Unfinished Standard Perimeter Complete Unit Extension Jambs, Job Site Applied

Hardware: PSC Contemporary Folding Stone PN:1361563
Insect Screen 1: 400 Series Casement, PSC 20.5 x 37 Full Screen Aluminum Stone
Hardware: PSC Contemporary Folding Stone PN:1361563
Insect Screen 1: 400 Series Casement, PSC 20.5 x 37 Full Screen Aluminum Stone
Extension Jamb 1: PSC 61.75 x 37 Interior Extension Jamb Standard Pine Unfinished 4 9/16" Head and Sill Job Site Applied PN:1349829
Extension Jamb 2: PSC 61.75 x 37 Interior Extension Jamb Standard Pine Unfinished 4 9/16" Sides Job Site Applied PN:1349824

Unit #	U-Factor	SHGC	ENERGY STAR	Clear Opening	Unit #	Width	Height	Area (Sq. Ft)
A1	0.28	0.32	NO		A1	10.7980	32.1480	2.41070
B1	0.28	0.32			C1	10.7980	32.1480	2.41070
C1	0.28	0.32						

Quote #: 5269580

Print Date: 2/2/2024 3:40:01 PM UTC

All Images Viewed from Exterior

Page 1 of 4

Item	Qty	Operation	Location	Unit Price	Ext. Price
300	1	Left - Fixed - Right	None Assigned	\$4,852.19	\$4,852.19
RO Size = 98 3/8" x 54 1/2"					
Unit Size = 100 1/8" x 54"					
Multi: ALI Mullied, Andersen Ribbon Mull, Mull Post 45 Degree Material					
45BAY PSC 1' 9 1/4"X4' 4 1/2"-P 5' 3 3/4"X4' 4 1/2"-PSC 1' 9 1/4"X4' 4 1/2", Unit, 400 Series Casement Bay, White Exterior					
Frame, White Exterior Sash/Panel, Pine w/Unfinished Interior Frame, Unit 1: Left, Unit 2: Fixed, Unit 3: Right, Hinge with Wash					
Mode, Dual Pane Low-E4 Standard Series Argon Fill Traditional Trim Stop Profile Stainless Glass / Grille Spacer, Contemporary					
Folding, Satin Nickel, Stone, Full Screen, Aluminum					

Hardware: PSC Contemporary Folding Satin Nickel PN:9016730

Insect Screen 1: 400 Series Casement Bay, PSC 21.25 x 52.5 Full Screen Aluminum Stone

Hardware: PSC Contemporary Folding Satin Nickel PN:9016730

Insect Screen 1: 400 Series Casement Bay, PSC 21.25 x 52.5 Full Screen Aluminum Stone

Extension Jamb 1: Unit 1, 3: PSC Unit 2: P Clear Pine 4 9/16" PN:1349827

Head and Seat Board: 3 Wide, 45 Degree, RO: 98 3/8" x 54 1/2" | UNIT: 100 1/8" x 54", 45BAY PSC 1' 9 1/4"X4' 4 1/2"-P 5' 3 3/4"X4' 4 1/2"-PSC 1' 9 1/4"X4' 4 1/2", 21.25" Flanker Width, 63.75" Overall Center Width, 17, 17218" Projection, Pine, Unfinished, 4 9/16" Wall Depth

Top and Bottom Platforms: 3 Wide, 45 Degree, RO: 98 3/8" x 54 1/2" | UNIT: 100 1/8" x 54", 45BAY PSC 1' 9 1/4"X4' 4 1/2"-P 5' 3 3/4"X4' 4 1/2"-PSC 1' 9 1/4"X4' 4 1/2", 21.25" Flanker Width, 63.75" Overall Center Width, 17, 17218" Projection

Angle Bay/Bow Supports: Rough Opening 98.375x 54.5, 45BAY PSC 1' 9 1/4"X4' 4 1/2"-P 5' 3 3/4"X4' 4 1/2"-PSC 1' 9 1/4"X4' 4 1/2", w/Cable Support System PN:1355020

Unit #	U-Factor	SHGC	ENERGY STAR	Clear Opening/Unit #	Width	Height	Area (Sq. Ft)
A1	0.28	0.32	NO	A1	11.5480	47.6480	3.82110
B1	0.26	0.34		C1	11.5480	47.6480	3.82110
C1	0.28	0.32					

SUB-TOTAL:	\$17,251.75
FREIGHT:	\$0.00
LABOR:	\$0.00
TAX:	\$948.85
TOTAL:	\$18,200.60

CUSTOMER SIGNATURE _____ DATE _____

* All graphics as viewed from the exterior. ** Rough opening dimensions are minimums and may need to be increased to allow for use of building wraps or flashings or sill paning or brackets or fasteners or other items.

Thank you for choosing Andersen Windows & Doors

Quote #: 5269580

Print Date: 2/2/2024 3:40:01 PM UTC

All Images Viewed from Exterior

Page 4 of 4

From: [RoxAnne Witte](#)
To: [Mason Becker](#)
Subject: Cutsforth - Application for approval for Rehab Project
Date: Tuesday, September 24, 2024 3:37:28 PM
Attachments: [Outlook-azf1mue3.png](#)
[Cutsforth, Lisa - Watertown Rehab - homeowner.pdf](#)

Mason,

I would like to submit this application to the RDA for approval.

This project would be for window replacement in their home.

Based on bids I received total project cost is \$18,200.60

Based on Income she would be able to get 30% of the project costs or grant maximum of \$10,000.00.

Request from RDA would be for \$5,460.18 with balance of \$12,740.42 being paid by the homeowner.

Thank you,

Rox

RoxAnne L. Witte



864 Collins Rd, Suite 111
Jefferson, WI 53549
920-674-8711

www.thriveed.org

roxanne@thriveed.org

**CITY OF WATERTOWN
HOUSING REHAB GRANT PROGRAM APPLICATION FORM**

Please provide information on the proposed project. Your signature below indicates your intent to apply for grant funding and that you have received a copy of the program guidelines. Please return to Watertown Redevelopment Authority, 106 Jones Street, Watertown, WI 53094. Note: Thrive ED conducts the initial review and assessment of applications.

Applicant name: IAN A. PILAK
 Address: 208 S 8TH ST. WATERTOWN, WI 53094
 Cell Phone: 608 377 3400 Work Phone: N/A
 Property Owner(s): TERA C. PILAK + IAN A. PILAK
 Project Address: 208 S. 8TH ST. WATERTOWN, WI 53094
 Project description (work to be done): CENTRAL AC UNIT CLOSE TO END OF LIFE,
REPLACEMENT NEEDED/RECOMMENDED
CHIMNEY CROWN CRUMBLING + CHIMNEY LINER DETERIORATED,
RECONSTRUCTION + REPLACEMENT NEEDED

How will this project benefit the preservation of the property? AC UNIT UPGRADE FROM
CURRENT ~30 YEAR OLD UNIT WILL IMPROVE EFFICIENCY
CHIMNEY REPAIR WILL HALT FURTHER DEGRADATION AND IMPROVE
AESTHETICS AND POTENTIAL DAMAGE TO SURROUNDING ROOF AREA

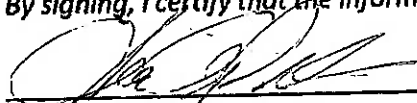
Is this project addressing an issue that you have received a notice or citation from the Watertown Building Safety and Zoning Department? NO

Estimated Timeframe for Project Completion: ATTEMPTING TO COMPLETE BEFORE FALL/WINTER
 Person/contractor performing work: DEPENDANT ON PROGRAM APPROVAL
 Grant amount requested: WILL REQUIRE ADMINISTRATOR GUIDANCE AFTER REVIEW OF APPLICATION
 Property Mortgage Holder(s): _____

INCLUDE WITH APPLICATION (please check each box):

- ☒ Three years of personal income tax returns/financials OR last 45 days of paystubs and proof of source of income, along with any other pertinent financial statements.
- ☒ Copies of a minimum of two project estimates for work to be completed.
- ☐ For landlords: Available business financial reports such as profit/loss statement, balance sheet, receivables.

By signing, I certify that the information in this application is correct and accurate to the best of my knowledge:


 Applicant

7/30/2024
 Date

30 days.

Thank you for the opportunity, we look forward to hearing from you.

- The Dynamic Duo

Customer

Ian Pilak
iannsd@gmail.com
+1 (608) 377-3400
208 S 8th St
Watertown, WI 53094

Estimate #000298

July 23, 2024

Hide full details ^

AC Replacement

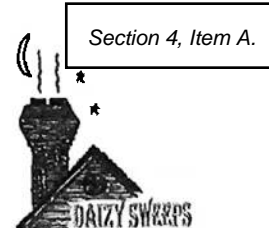
Installation	\$3,900.00
Subtotal	\$3,900.00
Total	\$3,900.00

Dynamic HVAC LLC.
N598 County Rd EM
WATERTOWN, WI 53098
michael@yourhvacsolution.com

ESTIMATE

Dalzy Sweeps Inc
W11007 State Road 16 and 60
Columbus, WI 53926

dalzysweeps@dalzysweeps.com
920-386-9563
<http://www.dalzysweeps.com>



Ian Pilak
Bill to
Ian Pilak
208 S 8th St
Watertown, WI 53094

Estimate details

Estimate no.: 1922

Estimate date: 06/19/2024

Expiration date: 07/19/2024

#	Product or service	Description	Qty	Rate	Amount
1.	Lift Rental	Lift Rental	1	\$405.00	\$405.00
2.	Pre-Cast Crown	Pre-Cast Concrete Crown	1	\$175.00	\$175.00
3.	Stainless Steel	Remove old liner. Install 4" Stainless Steel (Lifetime Warranty) liner for Water Heater. New pipe to water heater. 3' liner that is in chimney is corroding due to the wrong alloy. The chimney used to be oil or coal in the past. Stainless Steel is the only liner you can use. The soot in chimney mixed with water will eat the aluminum.	1	\$1,579.00	\$1,579.00

Total

\$2,159.00

Note to customer

Thank you for the inquiry with Dalzy Sweeps.

Expiry
date

07/19/2024

From: [RoxAnne Witte](#)
To: [Mason Becker](#)
Subject: Pilak - Application for approval for Rehab Program
Date: Tuesday, September 24, 2024 3:10:26 PM
Attachments: [Outlook-42cr0uy4.png](#)
[Pilak, Ian - Watertown Rehab.pdf](#)

Mason,

I would like to submit this application to the RDA for approval.

This project is for ac/furnace and chimney replacement. I have talked to Ian and they are looking to do this project asap as one of the contractors has a break in their schedule and could fit them in asap.

Based on the bids he has submitted and contractors he has chosen the total cost of the project would be \$6059.00

Based on Income he would be able to get 30%of the project costs or grant maximum of \$10,000.00.

Request from RDA would be for \$1817.70 with balance of \$4261.90 being paid by the homeowner.

Thank you,
Rox

RoxAnne L. Witte



864 Collins Rd, Suite 111
Jefferson, WI 53549
920-674-8711

www.thriveed.org

roxanne@thriveed.org

Redevelopment Authority of the City of Watertown
Special Events Grant Application

Applicant Information

Application Date: 9/19/24

Organization Name: Bentzin Family Town Square

Organization Sector: City of Watertown

Contact Name: Stephanie Juhl

Role at Organization: Program Coordinator

Contact Phone: 920-262-8080

Contact Email: sjuhl@watertownwi.gov

Organization Mailing Address: 514 S. 1st Street, Watertown, WI 53094

Total Amount Requested: Any Amount is wonderful Total Event Cost: \$10,000

Brief Description of what funds will be used for (please see Program Guidelines for eligible expenses):

The Bentzin Family Town Square is hosting the 2nd annual tree lighting event on November 16th, which will kick off the holiday season. We found the decorations of this season to be very costly last year. We did have a generous donation from Tom Schultz's group for some of the larger items we purchased. They will be able to be used again this year. However; we need to replace a large number of led lights, some due to vandalism and some just due to useage. We would also like to add a new decoration this year to draw people to the square to walk around and take photos. We are also looking for assistance in paying for the 6-7' sponsorship trees for Make Your Business Sparkle tree decorating contest. This went over well last year. We charge \$200 per business, the trees are \$100 ea, plus we provide stands and signage. We also provide free treats at each of the city's holiday events. We try to get donations where we can for those treats but usually have to buy a portion. We appreciate your consideration.

Anticipated Timeline (estimated start and end dates): Nov 16-Dec 31, 2024

Organization Information

How long has your organization been established? 1.5 years

Please describe your organization, including services offered and a brief history of operations.

I know we already generously received a Beltz grant this year for the Birthday Bash-so greatly appreciated. It was brought to my attention that there was money still in the grant fund for 2024 and I should apply. All of our events are free and open to the public and planned solely for the residents of the city of Watertown to enjoy. We do not have a revenue source and at this time do not see money applied to our account unless we ask for a grant or sponsorship. These types of grants help us to extend the life of the Future Fund which in turn keeps the fun flowing. :-)

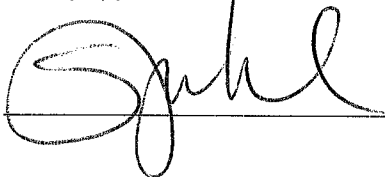
Additional Materials

The following materials must be included with your application:

- ✓ Event Budget with expenses and any revenue projections
- ✓ If a nonprofit: Articles of incorporation, bylaws, and any other relevant documents describing the structure, mission and vision of the organization
- ✓ If a for-profit entity: Last three years of business income statements and most recent balance sheet
- ✓ Detailed event plan/information

Applicant Agreement & Signature

I have read the program requirements and reviewed them with the Executive Director of the Watertown Redevelopment Authority, and I understand that my participation in the Special Events Grant Program is contingent upon my full compliance with all requirements. I understand that all grant funds must be used to cover eligible expenses as outlined in the program documents and will be reimbursed after submission of receipts. My application includes all the materials listed above.

Applicant Signature  Date 9/19/24

Expenses (Estimates)	\$	Notes
Portos	\$ 550.00	
build 3 more octagon seats for around tree	\$ 200.00	parks crew will make
10ct make your business sparkel trees	\$ 1,000.00	revenue \$2000
3 cone trees w/ lights	\$ 150.00	parks crew will make
lights for trees in park	\$ 500.00	
Lights for main tree	\$ 500.00	
extension cords	\$ 150.00	
rental of archway from Aaron Zimmerman	?	
risers rental for carolers	?	
refreshments	\$ 300.00	
Aaron Zimmerman	?	will run sound and lighting
New photo op item	\$ 5,000.00	still deciding

Total (Estimate)

Not including "?" above \$ 8,350.00

From: [Eric Mayne](#)
To: [Mason Becker](#)
Cc: [Sara Slowinski](#); [Steve Morales](#)
Subject: RE: RDA meeting follow-ups
Date: Friday, September 20, 2024 3:18:43 PM
Attachments: [image001.png](#)

Hi Mason,

We are working through the points you raised in your email after the last RDA meeting and will reach out if we have any further questions.

Regarding naming the project, I did engage our environmental branding team leader on a scope and fee for this work. As we talked through the project Sara (cc'd here) also identified some other scopes of work you may want to consider in the future as the project progresses. Please see the scope of services below.

If this scope is acceptable Sara and her team can move right into this process using the inspiration research materials the masterplanning team has prepared and can begin preparing for an upcoming RDA or steering committee meeting to present concepts. There is a potential that this could be incorporated in the final report and Plan Commission presentation if you feel it could help the report gain more support through plan commission and common council.

Please review and let us know your thoughts and any next steps.

SCOPE OF SERVICES

- Creative Brief / Brand Business Goals
 - Identify storyline and brand business design drivers based on design team's research and through client meetings
- Naming Concepts
 - Generate an engaging name for the overall project
 - Process to include reviewing several name options with storyline development for client decision making

FEES FOR SERVICES

Fee for the above-described Scope of Services will be \$2,500.00 (two thousand five hundred dollars).

Future Anticipated Services (under separate agreement)

- Brand Identity (\$9,500)
 - Logo + Brand Elements
 - Logo development reflecting name and visual style
 - Visual Language, Photography + Typography
 - Establish precedent imagery for overall look + feel
 - Create framework for approved photography + original artwork

Select primary and secondary typeface, create color palette and hierarchy, and develop custom graphics to use for communications

- Style Guide
 - Develop packaged document incorporating all design elements above including guidelines for appropriate use of those elements, voice/tone, and verbiage
 - Digital assets including: logo, logo alternates, patterns, and stock photography
- Wayfinding + Signage Basis-of-Design (fee provided upon further scope definition)
 - Design of development signage and wayfinding. Signage generally to include:
 - Primary and secondary gateway signage
 - Wayfinding and site navigation signage
 - Kiosk signage
 - Coordination with preferred signage vendor
- Project Announcement Website (\$10,500)
 - Development of a project website for purposes of tracking and announcing project progress. Website is intended to provide information for the project including, but not limited to:
 - Overall site improvements + location information
 - Posting of public events + meeting results
 - Development involvement opportunities
 - May include contact information collection for individuals looking for project updates
 - May include online survey hosting
 - Website domain name to be selected with the Client
 - Includes 1-year web hosting costs
 - Website will have a similar composition to websites previously designed by RINKA
 - <https://thriventdevelopment.com/>
 - Exclusions:
 - Ongoing yearly hosting costs beyond first year
 - Stock photography, music, and video footage
 - Ongoing maintenance and content updates

From: Mason Becker <MBecker@watertownwi.gov>

Sent: Thursday, September 19, 2024 1:55 PM

To: Eric Mayne <emayne@rinka.com>; James Lieven <JLieven@rinka.com>; Steve Morales <smorales@rinka.com>

Cc: Ryan Wagner <ryanwagner0381@gmail.com>

Subject: RDA meeting follow-ups

RINKA team, good afternoon.

Just following up on a few key points from yesterday's RDA board meeting. I think your recap presentation was very helpful, and I continue to be pleased as the report and recommendations continue to develop.

- Budget: As previously discussed, we would like to move forward with the budget estimates and "funding rubric" that we have talked about. I know Kapur will be assisting for part of that, but the goal will be to have a fleshed-out budget estimate by the final presentation (this is not needed for the Plan Commission presentation on October 14th).
- Naming: We briefly talked about naming the district and methodology for that. If there is a reasonable cost option on this we would like to take a look at that. I really think we need something better than "Watertown Riverfront" or "Downtown River Corridor."
- Future Land Use changes: If there are specific parcels you need current Future Land Use for, please let me know. I think the alder members on the RDA board in particular really think showing this will be helpful in earning Common Council understanding and buy-in on the project.
- I had forwarded an email yesterday from our city engineer about a planned ADA ramp that would possibly conflict with one of the catalytic site designs (as currently presented). I just want to confirm you got this and if it can be addressed.

Hope things continue moving along well, and please let me know if I can provide any additional information that would be helpful.

Sincerely,

Mason T. Becker

Strategic Initiatives and Development Coordinator

Office: 920.206.4266

Cell: 920.567.8181

