



A G E N D A
CITY OF WAUPUN FACILITIES ADVISORY
COMMITTEE MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Wednesday, May 23, 2019 at 2:00 PM

Call to order

Roll Call

Persons Wishing to Address the Committee – *State name, address, and subject of comments (2 minutes).*

DISCUSSION/UPDATES

1. Summary of visit to the Watermark in Beaver Dam

ACTION-RECOMMENDATIONS

2. Nominations and Appointment of Chairman
3. Approval of April 18, 2019 Minutes
4. Approval of Revised Committee Roles and Responsibilities
5. Facilitation Services to Support Municipal Facilities Projects – Consultant Selection

FUTURE MEETINGS

6. Possible future agenda items
7. Date of next scheduled meeting

ADJOURNMENT

Sarah Van Buren, Economic Dev. Coordinator

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.



MINUTES
FACILITIES ADVISORY COMMITTEE MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Thursday, April 18, 2019, at 8:31 AM

Committee Members Present:

Laura Hoekstra REACH Waupun
Pete Kaczmarek Common Council Representative
Mary Jo Kearley Citizen
Jodi Mallas My Property Shoppe
Jerry O'Connor National Bank of Waupun
Deb Winterhack Waupun Memorial Hospital

Committee Members Absent:

Rachel Kaminski Senior Center Director
Marj Peachy Citizen
Barb Schroeder Citizen

Staff Present:

Kathy Schlieve Administrator
Sarah Van Buren Economic Development Coordinator
Jeff Daane Director of Public Works

Other:

Carter Arndt MSA Professional Services

1. Welcome & Introductions

Ms. Van Buren called the meeting to order at 8:31 a.m. and introductions of committee members occurred

2. Purpose of the Group

- A. Roles and Responsibilities
I. Draft document was provided in advance of the meeting.
II. Discussion and clarification of the roles of the group, specifically surrounding its role in making recommendations and a proposed budget for Council consideration.
III. Ms. Van Buren will update the document based on the conversation for review and approval at the next meeting.

3. Background

- A. 2018 Facilities Study – Carter Arndt (MSA)
I. Power Point presentation was given by Mr. Arndt that provided information on the big pictures of the facilities in questions, conditions of the facilities, needs for the future, and prioritization of the needs.
II. Identification of projects to move forward with is the next step and City Staff is hoping a facilitator can assist the group through that process that would include the option to move forward with, a detailed scope of work, a detailed schedule, and a detailed budget.

4. Next Steps

- A. RFP for Facilitator
I. Draft RFP was given to the group for their feedback.
II. Staff would like to get the RFP out the week of April 22nd to allow for a four (4) week advertisement.

- III. This group will be utilized in the review of proposals and the selection of a vendor.

5. Advanced Planning

- A. Possible future agenda items
 - I. The next meeting will focus on reviewing the proposals received and pick a vendor to assist in the facilitation process.
- B. Set next meeting date
 - I. Based on consensus of the group, Ms. Van Buren will send a Doodle poll for a variety of times for May 23rd and May 24.

6. Adjourn

The meeting was adjourned at 10:00 a.m.

ROLES & RESPONSIBILITIES OF FACILITIES ADVISORY COMMITTEE – V2

Purpose:

The City of Waupun Common Council recognize the need for facilities improvements and desire to review facility needs, prioritize facility improvement projects, and develop a schedule and funding plan for the implementation of needed facility improvements.

Membership:

The Facilities Advisory Committee will be composed of persons representative of the City of Waupun demographics. This committee must include at least one low-moderate income (LMI) person.

The committee members should also include representatives from local government, real estate, banking and labor communities whenever possible. All members must be residents of the City of Waupun.

Number of Meetings:

Once selected, the Committee will attend a series of public meetings with the ultimate goal of drafting recommendations to the Common Council regarding properties and space owned by the City. There is not set number of meetings that must be held or a prescribed schedule, but committees typically hold 6 or 9 meetings.

Information to be provided to Committee by City:

The City will provide the Committee with the background information on facilities to be reviewed and any other data requests or necessary for the Committee's work (e.g. zoning information, options for use of properties, physical conditions of facilities and other work complied by the City).

Duties of the Committee

The Committee shall have the following duties and responsibilities:

- Review, evaluate, and recommend opportunities, options, and budgets relative to the remodeling, expansion, renovation, relocation or other such structural alteration or improvement to any City-owned property used for a municipal purpose.
- Work with any selected consultant engaged by the City in support of the Committee's duties and responsibilities.
- Provide timely updates and reports to the Council, as needed.



WAUPUN+WISCONSIN
ECONOMIC DEVELOPMENT

Proposal
to provide
Facilitation Services
for
Municipal Facilities Projects
in Waupun, Wisconsin



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May 17, 2019

Angela Hull
Clerk, City of Waupun
201 E. Main Street
Waupun, WI 53963

Dear Ms. Hull:

Thank you for the opportunity to assist the City of Waupun by providing facilitation services to capture input and public support for future municipal facilities projects within the City. We have assembled an in-house team able to draw upon many years of experience with new building design, building renovation, community planners, economic development specialists as well as grant writers. We are very excited to team with the City's Staff and Facility Advisory Committee to incorporate public input on strategies for future public facilities in Waupun.

Cedar is prepared to begin working with the City of Waupun upon notification of selection. The project shall generally be undertaken over an 18-week period. Ideally, the project will occur between June 2019 and October 2019. Major milestones and dates are provided in our scope of services.

Cedar is proposing a Core Team of three senior level leaders supported by additional planning and architectural staff as needed. Mr. Seth Hudson, who leads our Economic Development Service Group, will be our contact during the proposal process and will also serve as lead facilitator. He and others on our Core and Support Teams have extensive facilitation experience. Corey Scheidler, Director of Architectural Services, will be another member on our Core Team. He will also act as a project lead. Jim Frymark is the third member on our Core Team.

- Seth Hudson, Certified Economic Development Finance Professional/Lead Facilitator, has over 19 years of economic development experience working with public and private entities on business attraction, expansion, and retention projects along with community facilitation and strategy development.
- Cory Scheidler, Director of Architectural Services, has more than 20 years of architectural design and construction experience with a wide variety of municipal and commercial facilities.
- Jim Frymark, Senior Grants Specialist/Facilitator, has 38 years of grant related experience and was formerly the CDBG Program Manager for the Wisconsin Department of Commerce. Jim is thoroughly familiar with CDBG Programs and other many grants/financing programs that would apply to each building project.

Support Team - Full resumes of Core and Support Teams are provided in the proposal.

1. Ken Jaworski, Senior Planner—Community Development
2. Jim Loreti—Strategic Planning/Client Services Group
3. Kristopher Dressler—Architectural Associate

Qualifications

Our architectural team provides more than 50 architectural projects (study, design, analysis, construction, etc.) annually for communities and businesses across Wisconsin. We also have an extensive resume of planning projects (approximately 30 annually) in the areas of community development and economic development. We have provided project descriptions for your review.

Project Management

We plan to use the Consensus Organizing Model for this project. This approach helps accomplish the following:

- Bring all the participants to the table
- Agree upon a purpose statement for the group to help focus efforts
- Ensure all participants are operating from the same knowledge base
- Seek to enable everyone to have their say and input
- Identify a process to move forward and track progress

Funding

It is our understanding that the city would like to position their highest priority building projects for Community Development Block Grant (CDBG) funding. It should be noted that the City's Low to Moderate Income (LMI) score is 37.62%, which is below the 51% LMI community-wide threshold required to be immediately eligible for funding. That said, there is potential for CDBG funding support for the Senior Center. To qualify, a survey of residents would be necessary to determine the income level as part of determining the project's eligibility. Our grant staff, led by former CDBG State Program Manager, Jim Frymark, will be able to assist the City with these options. In addition, we can provide guidance for other grants and financing programs that would apply to each building project. Cedar Corporation helps communities secure millions of dollars in grant supported projects annually.

We are confident the City of Waupun will benefit from our experience in architecture, economic development, and grant strategy/writing services for similar communities throughout Wisconsin. Per your request, Cedar Corporation accepts all terms and conditions contained in the request for proposal.

Please consider our team members; each of them brings facilitation expertise and relevant technical skill sets to your project. We look forward to meeting with you to further discuss this exciting project!

If you have any questions, please contact Seth Hudson directly at 800-472-7372.

Sincerely,



Seth Hudson, EDFP
Project Manager and Facilitator
seth.hudson@cedarcorp.com



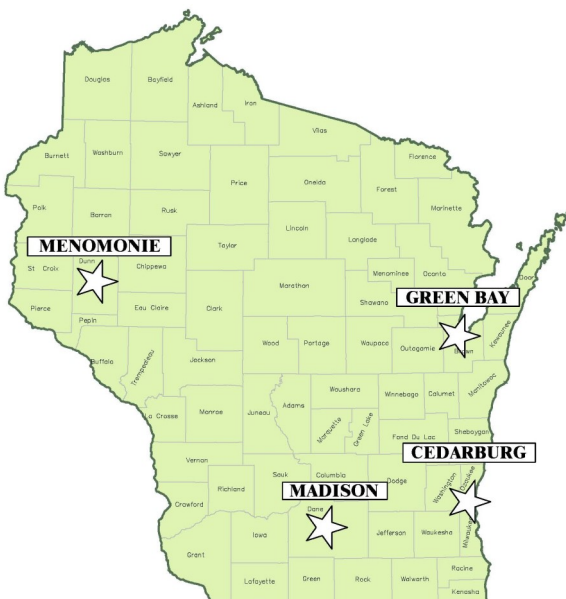
Team Qualifications



PROFESSIONAL SERVICES

Since 1975
85 Employees
4 Office Locations
Full-Service Design Firm

- CIVIL/MUNICIPAL ENGINEERING
- SURVEYING/GPS/GIS
- ARCHITECTURE
- WASTEWATER SERVICES
- TRANSPORTATION
- STRUCTURAL ENGINEERING
- WATER RESOURCE SERVICES
- ENVIRONMENTAL SERVICES
- LANDSCAPE ARCHITECTURE
- GRANTS/FUNDING ASSISTANCE
- PLANNING/ECONOMIC DEVELOPMENT



Corporate Profile

OVERVIEW

Our mission, as a full service design and engineering firm, is to provide the highest standards of design excellence and service to our clients. Our goal is to develop a team relationship between our clients and our staff. We possess the technical expertise necessary to meet the demands of our clients on a timely basis and within budget guidelines.

Repeat business with numerous public and private clients attests to our ability to assemble a team concept with our clients working within their guidelines. Confident of this, we respectfully submit this summary of Cedar Corporation for your review.

SERVICES

Cedar Corporation is a professional service firm with disciplines in engineering, architecture, environmental repair, planning, landscape architecture, and land surveying. Founded in 1975, the company has grown in size and stature to its present staff of 85. Our staff is dedicated to the principles on which the firm was developed: professionalism, state-of-the-art technology, and exemplary service to clients. We have continued to grow because of our commitment to comprehensive service and good communication with our clients.

STAFF RESOURCES

Our staff resources include 18 Professional Engineers, 3 Licensed Wastewater Treatment Facility Operators, 2 Licensed Water System Operators, 3 Professional Land Surveyors, 6 Planners, 1 Economic Development Specialist, 2 Registered Architects, 1 Interior Designer, 1 Registered Landscape Architect, 3 Professional Geologists, 4 Environmental Specialists, 1 Hazardous Materials Manager, and a strong support staff of technicians and administrative personnel. All of these individuals take pride in continuing education course work to stay abreast of current developments within their professions. To provide a work setting that meets the challenges of the industry, as well as the skill levels of the employees, the company maintains a state-of-the-art computer network and related technology.

LOCATION

Cedar Corporation's corporate headquarters is located in Menomonie, Wisconsin. To better serve our clients, we have additional offices located in Madison, Green Bay, and Cedarburg, Wisconsin.

PHILOSOPHY

Cedar Corporation undertakes each project with a pledge to our clients that they will receive the best value-per-dollar spent on their projects. We recognize that our clients are most concerned with three major issues as they engage the services of consultants – quality, timeliness, cost.

Quality

Cedar Corporation is committed to providing our clients with the best solutions, satisfying the programmatic parameters. We strive to provide the best service to our clients by promoting excellence within our own firm.

Timeliness

Equal in importance to quality is timeliness. This is critical for the client in making swift and accurate decisions regarding project development. The success or demise of a project is tied directly to the timing of the documents necessary for funding, municipal approvals, and construction. As important as any design issue is scheduling; we have the flexibility to mobilize our resources according to the demands of the project and maintain continuity of its development.

Cost

The project budget is based on the scope of services provided. Cost estimating will verify compliance with the established budgets or, in some cases, point out programmatic or design deficiencies. Through our experience and industry aids, we have an exemplary record of predicting costs of our services and of construction costs—well within industry standards.

The issues of timeliness and cost are interlocked with each one influencing the project as a whole, as well as each other. We recognize this relationship and consider each to be critical to the success of the project while also being the judge of our performance. It is this attention to our clients' concerns that sets Cedar Corporation apart from our peers—we pledge to you our commitment to excellent service.

Professional Services

CIVIL/MUNICIPAL ENGINEERING

- Streets, Roads, and Highways
- Water Supply, Storage, Distribution
- Municipal Engineering
- Site Selection Studies
- Traffic Studies
- Storm Water Management
- Industrial Park Layout
- Flood Control Analysis
- Solid Waste
- Cost Estimating

STRUCTURAL ENGINEERING

- Bridge Design
- Bridge Inspections
- Construction Inspection
- Dam Design and Analysis
- Building Design and Analysis
- Structural Assessments
- Foundation Design and Analysis

WASTEWATER SERVICES

- Facility Planning
- Wastewater Treatment Facility Design
- Construction Services

PLANNING / ECONOMIC DEVELOPMENT

- Municipal Comprehensive Plans
- Block Grants
- Public Facility Grants
- Feasibility Studies
- Relocation Plans
- Redevelopment Planning
- Economic Development Strategies
- Identification of Project Funding
- Public Information Surveys
- Mapping/GIS
- Funding Assistance/Project Proformas
- Impact Fees
- Tax Incremental Finance Districts

SURVEYING

- Plats and Subdivisions
- Property Surveys
- GPS Surveys
- Topographic and Site Surveys
- Aerial Control Surveys
- Re-Monumentation Surveys
- Right-of-Way Plats
- County and Transportation Project Plats (TPP)

ARCHITECTURE

- Industrial, Commercial, Retail Design
- Municipal Buildings
- Libraries
- Educational
- Religious
- Recreation
- Multi-family Residential
- Nursing Homes and Congregate Care
- EMS and Fire Stations
- Fire Protection Systems
- Fire Alarm Design
- Building Envelope/Energy Retrofit
- Heat Recovery Systems
- Energy Management Studies
- Plumbing and HVAC Design
- Adaptive Re-use
- Retrofit Design

ENVIRONMENTAL SERVICES

- Phase I and Phase II Site Assessments
- Environmental Investigations
- Asbestos and Lead Assessment and Monitoring
- Soil and Groundwater Remediation Design
- Monitoring - Air, Water, Noise, Particulate
- Hazardous Building Materials Assessments and Abatement Oversight
- Building Deconstruction Planning and Oversight
- Spill Prevention Control and Countermeasure Planning

LANDSCAPE ARCHITECTURE

- Site Design
- Park/Recreation Planning and Design
- Urban Streetscapes
- Planting Design
- Hydraulic Analysis
- Erosion Control Design

WATER RESOURCE SERVICES

- Analytical Modeling
- Water Quantity, Quality
- Wetland Delineation, Mitigation and Monitoring
- Storm Water Erosion Control
- Shoreline Restoration
- Storm Water: Best Management Practices
- Storm Water Pollution Prevention Planning

Additional Experience and Background

Cedar Corporation has been helping communities, both large and small, with Economic and Community Development projects for 44 years. These projects have promoted economic growth and community development by providing more options for jobs, increased tax base, and housing while improving the quality of place for residents.

In addition to Strategic Planning, the following offers a list of the services Cedar Corporation provides to communities that we will bring to your Strategic Planning project to ensure a useful and quality planning document.

Economic Growth and Development

At Cedar Corporation, Economic Development is not an afterthought, rather a driver to a community's success. Through Cedar Corporation's integrated economic development offering, we assist communities in understanding what drives their local economy and how best to position the community for future growth and success.

Economic Development Services include:

- Facilitation
- Economic Development Strategy Creation
- Industrial Park Development
- Business Retention and Expansion Program Development
- Business Attraction Strategies
- Tax Increment Finance (TIF) Analysis, Creation, and Amendments
- Market Analysis and Trends
- Economic Impact Modeling
- What-If Scenarios
- Economic Development Marketing/Recruitment
- Employment Trends and Workforce Analysis
- Cluster/Target Industry Analysis and Development
- Project Proformas Development
- Facilitation and Community/Stakeholder Communications
- Gold Shovel, Industrial Sites Documentation Program
- State of Wisconsin, Certified Sites Program Designation
- Incentives for Economic Development Projects

Financing and Deal Structuring

Cedar Corporation has extensive experience in identifying and obtaining funding for both public and private clients. This experience includes working with most state agencies and several federal agencies in presenting client proposals, showing the funding agency the merits of the proposal, and how it also meets both the goals and objectives of the agency and the clients. This allows us to develop timelines and implementation strategies to best position our clients for success.

Structuring of Public/Private Development

Cedar Corporation has a long history of structuring public/private development projects. We work closely with staff, the municipal board, and the private developer to determine the best approach to making a project a reality. This involves understanding the project, determining the amount of GAP financing needed working to reduce the GAP through value engineering, and other means while ensuring the project is still viable and of high quality. Once the GAP is determined, we work to identify available public incentives that can be used to eliminate any remaining financial GAP.

Grants and Loans

To date, Cedar Corporation has assisted over 50 clients in obtaining over \$80 million in grants and low interest loans. We also administer state and federal grants that require timely and accurate reporting and file management. Currently, Cedar is administering 30 Housing grants and six (6) open Public Facilities grants along with two (2) Planning Grants obtained through the State's Community Development Block Grant Program.

Grant Experience Includes:

- Community Development Block Grants for Housing, Public Facilities, Planning, and Economic Development
- Community Development Investment Grants – WEDC
- WisDOT Transportation Alternative Program Grants
- WisDOT Transportation Economic Assistance Grants
- WisDOA Transportation Planning Grants

Experience and Background

- WisDNR Clean Water Fund and Safe Drinking Water Grants
- WisDNR Water Resources Grants and Knowles-Nelson Stewardship Grants
- WisDNR Brownfield Grants
- Rural Development Grants
- Assistance to Firefighter Grants
- Business Incentives for Economic Development Projects

Tax Increment Financing

Cedar Corporation has worked on a wide range of TIF projects over the past 40 years. This includes working on over 100 TIF projects in the past 10 years that involved either creating new districts and amending existing ones in support of community and economic development opportunities. We have also negotiated and drafted hundreds of development agreements on behalf of our clients while running just as many TIF impact calculations.

Tax Credits

Cedar Corporation has assisted multiple projects over the years in gaining tax credits to support private sector's investment. The projects have ranged in size from \$3.5M for a 300,000 SF distribution center to \$350,000 for an existing manufacturing company that has decided to stay in the State and double the size of its facility. These State incentive dollars go directly to the company in support of its project.



Cedar Corporation has obtained and administered the following Community Development Block Grants (CDBG) for municipalities:

VILLAGE OF ALMA CENTER

\$300,000 Housing rehabilitation and homebuyer assistance

CITY OF AMERY

\$500,000 New water tower, well, and watermain improvements
 \$720,730 Upgrade existing mechanical wastewater treatment plant

CITY OF AUGUSTA

\$490,000 Housing rehabilitation and site improvements for development of single-family homes

VILLAGE OF BALDWIN

\$350,000 Sanitary sewer and watermain improvements

VILLAGE OF BALSAM LAKE

\$399,939 Housing rehabilitation and homebuyer assistance
 \$162,000 Loan to industry for construction and working capital
 \$733,000 Loan to industry for construction of manufacturing facility and working capital

CITY OF BLACK RIVER FALLS

\$402,000 Housing rehabilitation assistance
 \$307,625 Housing rehabilitation and homebuyer assistance
 \$313,000 Watermain improvements
 \$345,425 Street and storm sewer construction
 \$498,000 Housing rehabilitation, site improvements
 \$623,063 Emergency Grant: Levee reconstruction
 \$400,000 Emergency Grant: Housing rehabilitation for flood-damaged properties
 \$720,600 Storm sewer, street, water, and sewer reconstruction
 \$422,545 Housing rehabilitation, site improvements

CITY OF BLAIR

\$362,172 Housing rehabilitation assistance
 \$230,000 New library/municipal building
 \$566,200 Sanitary sewer and watermain replacement and storm sewer and street reconstruction

VILLAGE OF BOYCEVILLE

\$500,000 Housing rehabilitation and homebuyer assistance
 \$117,000 New well
 \$428,684 Water system improvements
 \$194,900 Flood mitigation and street reconstruction
 \$538,500 Flood mitigation and housing rehabilitation
 \$638,000 Economic Development loan, flood mitigation, expansion of Mobile Home Park, and housing rehabilitation

VILLAGE OF BOYD

\$408,510 Community-wide street reconstruction program
 \$372,668 Water tower, housing rehabilitation, sidewalk construction
 \$534,520 Well improvements, corrosion control, water lateral replacements, sidewalk construction, and housing rehabilitation

CITY OF CHETEK

\$201,000 Housing rehabilitation and homebuyer assistance
 \$750,000 Housing rehabilitation, homestead opportunity, and park accessibility improvements

VILLAGE OF CLAYTON

\$300,000 Housing rehabilitation
 \$300,000 Housing rehabilitation
 \$139,000 Street and utility improvements for economic development
 \$265,160 Street reconstruction and storm sewer
 \$300,000 Street reconstruction, storm sewer, and sidewalk
 \$440,840 Wastewater treatment plant upgrade
 \$489,770 Water tower, well, and watermain loops

VILLAGE OF CLEAR LAKE

\$250,000 New library/municipal building

TOWN OF COLBY (Clark County)

\$266,419 Housing rehabilitation
 \$188,946 Housing rehabilitation

VILLAGE OF COLFAX

\$696,300 Water system improvements, including new tower
 \$500,000 Housing rehabilitation and site improvements for new housing construction

CITY OF CORNELL

\$450,445 Safety and infrastructure improvements
 \$500,000 Street and utility improvements
 \$575,000 Street and water main improvements
 \$750,000 Housing rehabilitation, home purchase assistance, and site acquisition for three single-family homes
 \$131,032 Sanitary sewer and watermain improvements
 \$324,540 Sanitary sewer and water extension to unserved areas

CITY OF DURAND

\$500,000 Sanitary sewer, streets and sidewalk improvements
 \$390,000 Street Improvements
 \$ 15,000 Waterfront Planning
 \$500,000 Housing rehabilitation assistance
 \$216,800 Downtown utility improvements
 \$585,625 Housing rehabilitation and homebuyer assistance
 \$265,541 New Fire Hall
 \$223,050 Replace, install, and repair watermains
 \$397,070 Watermain improvements, street reconstruction, and housing rehabilitation

VILLAGE OF EDGERTON

\$500,000 Housing rehabilitation

VILLAGE OF ELEVA

\$300,000 Housing rehabilitation
 \$300,000 Housing rehabilitation

VILLAGE OF ELLSWORTH

\$407,000 Street Improvements
 \$575,000 Housing rehabilitation, homebuyer assistance, and street improvements

CITY OF FOUNTAIN CITY

\$300,600 Watermain Improvements for STH 95

CITY OF GLENWOOD CITY

\$293,000 Downtown revitalization project

\$250,000 Street and water main improvements

\$255,410 New Fire Hall

\$500,000 Housing rehabilitation and assistance with development of 8 town houses and three single-family homes

\$378,155 Street improvements, including storm sewer, water mains, and sanitary sewer

\$557,990 Housing rehabilitation, water laterals, mobile home park expansion, water tower, and sidewalk construction

\$345,000 Housing rehabilitation, Community Center, sewer and water services

JACKSON COUNTY

\$205,533 Housing rehabilitation and homebuyer assistance

\$499,840 Housing rehabilitation and site improvements for new single-family homes (grant writing only)

VILLAGE OF KNAPP

\$176,950 Housing rehabilitation, drainage improvements, and site improvements for elderly housing complex

VILLAGE OF LUCK

\$333,975 Housing rehabilitation and street improvements

\$165,300 Street and storm sewer improvements

\$464,356 Water system improvements, storm water drainage, street reconstruction, curb and gutter

TOWN AND VILLAGE OF MAIDEN ROCK

\$499,810 Housing rehabilitation of owner-occupied and renter-occupied homes

CITY OF MENOMONIE

\$230,400 Demolition

\$205,000 Street Improvements in Industrial Park

\$650,000 Housing rehabilitation and homebuyer assistance

\$205,000 PFED Grant for expansion of the flow equalization tanks to support the Swiss Miss pudding expansion project at ConAgra Foods.

\$250,000 Economic development loan to local industry for the purchase of equipment.

\$193,000 Housing rehabilitation and homebuyer assistance

\$375,000 Street reconstruction, sewer and water extension to serve a new industry

\$300,000 Street reconstruction, sewer and water extension to serve a new industry

\$375,000 Storm sewer and street improvements

\$552,000 Housing rehabilitation, home purchase assistance, and site acquisition for three single-family homes

\$543,594 Water system improvements, sewer main replacement

\$500,000 Housing rehabilitation and site improvements for new construction.

\$495,661 Storm sewer and street construction

\$345,000 Housing rehabilitation and site improvements for new construction.

\$565,500 Radium removal water system improvements

\$459,000 Radium removal water system improvements

\$330,000 Three Year Comprehensive: Housing

\$600,000 rehabilitation, sidewalk, curb and gutter,

\$635,000 and economic development

\$540,000 Economic development including new water tower

\$402,000 Three Year Comprehensive: Housing rehabilitation

\$407,000 spot acquisition, street closing, sidewalk, curb and

\$375,000 gutter, planting street trees.

VILLAGE OF MILLTOWN

\$139,320	Water system improvements
\$260,000	Two greenhouses and a retail store for the Polk County Adult Development Center
\$299,936	New fire hall
\$500,000	Housing rehabilitation and new housing development
\$722,891	Upgrade wastewater treatment plant
\$650,780	Community-wide street reconstruction program
\$500,825	Housing rehabilitation, sidewalk, and site improvements
\$194,000	Working capital loan (administration only)
\$140,000	Water system improvements
\$178,868	Housing rehabilitation

VILLAGE OF OSCEOLA

\$187,000	Demolition and relocation assistance for flood-damaged housing
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CITY OF OSSEO

\$280,000	City Hall and Community Center
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PIERCE COUNTY

\$550,000	Housing Rehabilitation and homebuyer assistance
\$392,000	Emergency Assistance Program
\$750,000	Housing rehabilitation and homebuyer assistance

CITY OF PRESCOTT

\$231,000	Roundabout and turn lane
\$ 56,000	Utility improvements for economic development

TOWN OF ROCK ELM (Pierce County)

\$300,000	Housing rehabilitation
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COUNTY OF ST. CROIX COUNTY

\$300,000	Emergency Assistance Program
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CITY OF ST. CROIX FALLS

\$500,000	Downtown street reconstruction
\$616,000	Acquisition for manufacturing facility and working capital loan (administration only)

VILLAGE OF SOMERSET

\$142,500	Water main and sanitary sewer improvements
\$ 15,000	Waterfront Planning
\$250,000	Downtown revitalization
\$122,057	Housing rehabilitation
\$ 84,000	Street reconstruction, including redesign of a railroad underpass
\$279,000	Loan to industry for working capital and equipment

VILLAGE OF SPRING VALLEY

\$250,000	Expansion/Upgrade to Wastewater treatment facility
\$261,840	Street and utilities for the Spring Valley Assisted Living and Nursing Home
\$135,000	Safety improvements to bridge, street & sidewalk
\$287,000	Housing rehabilitation and homebuyer assistance
\$446,000	Housing rehabilitation and homebuyer assistance
\$352,650	Street and storm sewer improvements
\$455,752	Watermain looping

TOWN OF SAND LAKE (Sawyer County)

\$112,422 Housing rehabilitation and homebuyer assistance

TOWN OF STONE LAKE (Washburn County)

\$249,105 Housing rehabilitation and homebuyer assistance

SPRINGFIELD SANITARY DISTRICT NO. 1

\$500,000 New sanitary sewer

VILLAGE OF SHARON

\$500,000 Sanitary and storm sewers

VILLAGE OF TAYLOR

\$300,000 Housing Rehabilitation and homebuyer assistance

CITY OF THORP

\$500,000 Housing rehabilitation and homebuyer assistance

\$460,000 Housing rehabilitation and homebuyer assistance

\$357,900 Watermain improvements, well construction

VILLAGE OF WHEELER

\$249,105 Park shelter/restroom facility, and housing rehabilitation

VILLAGE OF WILSON

\$ 45,000 New Community Center

VILLAGE OF WITTENBERG

\$413,000 Well Improvements

VILLAGE OF WOODVILLE

\$172,000 Downtown street improvements

\$119,000 Street reconstruction and storm sewer

\$275,540 Street reconstruction and storm sewer

\$325,000 Watermain improvements, looping, and water tower construction

\$281,209 Street reconstruction, storm sewer and sidewalk

\$285,310 Street reconstruction, storm sewer and sidewalk

\$341,739 Housing rehabilitation, sidewalk, water distribution system improvements, Mobile Home Park expansion

\$632,040 Utility and street improvements, industrial site preparation, development loan, housing rehab, and sidewalk construction

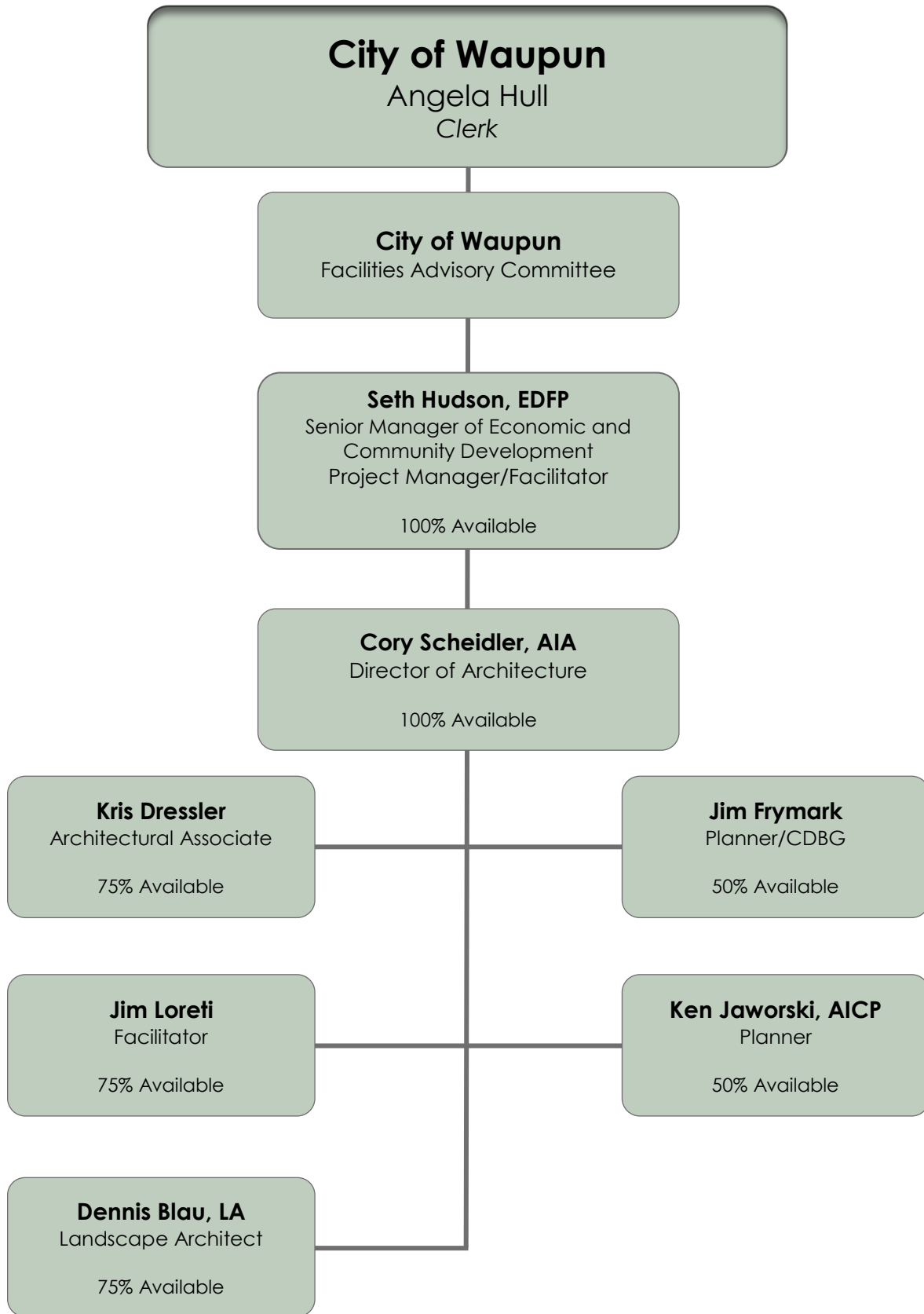
\$242,000 Housing rehabilitation, storm sewer, Mobile Home Park shelter, and sidewalk construction

\$ 45,000 New well construction



Management Structure/Resumes

Project Team





Seth Hudson, EDFP

Senior Manager of Economic and Community Development Services

Education

BA in Economics and Political Science: University of Southern Maine (1996)

Professional Certifications / Training

Certified Economic Development Finance Professional (EDFP), National Development Council, 2003, Graduate of Economic Development Institute (EDI), Certified Economic Developer Program, 2001 IEDC Strategic Planning Course, 2011 & 2019

Professional Affiliations

International Economic Development Council (IEDC)
International Council of Shopping Centers (ICSC)
Wisconsin Economic Development Association (WEDA)
Momentum West
New North
Ignite Wisconsin

Total Experience

Since 1997

Seth Hudson has worked in the field of economic development, redevelopment and real estate development for many years. He has facilitated the expansion, and attraction of hundreds of firms through the site identification, entitlement, and incentive processes. This work has occurred in both rural and urban settings. Seth has also worked on numerous economic development strategies at the city and regional levels.

Most recently, he worked for the Wisconsin Economic Development Corporation covering 17 counties out of Eau Claire. In this position, he worked in coordination with the region's economic development organizations to facilitate the expansion, retention and relocation of business throughout Northwest Wisconsin. He also worked to strengthen the region's economic development organizations value propositions. Prior to moving to Wisconsin, Seth worked as the Pacific Division Development Manager for Western Solutions, where he bought and redeveloped contaminated sites along the west coast out of Portland, Oregon. His prior experience includes; Sr. Economic Development Manager for the Portland (OR) Development Commission, Executive Director of the Napa Valley Economic Development Commission, Senior Development Specialist for the City of San Leandro CA, and Environmental Business Development Manager at the Arizona Department of Commerce.

Areas of Expertise Include:

- Real Estate Development
- Economic Development Strategic Planning
- Tax Increment Financing
- Business Retention and Expansion Program Development
- Site Feasibility Studies
- Real Estate Transactional Pro forma Development
- Property Negotiations and Deal Structuring
- Incentive Identification and Financial Packaging
- Public/Private Partnerships
- Development Agreement Negotiations
- Brownfield Redevelopment
- Administrative Land Use Review/Approval
- Project Management
- Consensus Building
- Grant Writing & Administration
- Stakeholder Community Relations

Committees:

- Board member and past chair of Momentum West, The West Central Regional Economic Development Corporation
- Member and past board member of Wisconsin Economic Development Association
- Member of Wisconsin Economic Developers Association Legislative Committee
- Governor Appointee to Statewide Wetland Study Council

Recent Project Experiences Include:

- Imark Molding Expansion, Woodville WI
- UNFI Attraction Project, Prescott WI
- Downtown Hotel CDI Grant, Menomonie WI
- Diversified Manufacturing Corporation, Prescott WI
- Bayfield County Business Park Development plan, Bayfield WI
- Pierce County EDC Economic Development Strategy, Pierce County WI
- Community Visioning/Facilitation, Clayton WI
- Washburn Housing Development Strategy, Washburn WI
- Hayseed Exchange CDI Grant, Hilbert WI



Dedication, Quality, Success



Cory A. Scheidler, AIA, RID
Director of Architecture

Education

Associate Degree in Civil
Engineering Technology: Mid-State
Technical College (2001)

Professional Registrations

Wisconsin Registered Architect
#10782
Wisconsin Certified Commercial
Building Inspector #992581
Wisconsin Registered Interior
Designer #623

Professional Affiliations

American Institutes of Architects
Civil Engineering /
Structural Technician
Advisory Committee
Chippewa Valley Technical
College
NCARB IDP

Total Experience

Since 2000

Cory Scheidler is the Director of Architectural Services and Building Design for Cedar Corporation and provides supervision of Professional architects, engineers and technical staff in the design and construction of architectural and structural projects. With extensive experience in Government Facility & Commercial Development planning and design, Cory provides leadership of governmental and commercial development projects for a wide range of clients. Cory is actively involved in the American Institute of Architects as a local chapter treasurer and actively participates in his community. Cory's personal involvement, genuine concern and attention to detail in the development of projects is recognized by our clients.

Areas of Expertise Include:

- Supervision of design and preparation of plans for new structures and alteration of existing buildings for municipal, institutional, commercial, and industrial projects, both traditional bid and design/build approaches
- Preparation of facility, space needs, and site analysis studies for municipal buildings
- Code review, schematic design and design development
- Project cost estimating, project scheduling
- Coordination with design disciplines
- Construction contract preparation and contract administration
- Client contact throughout project feasibility, design, bidding and contract administration
- Specialization in project delivery, working directly with Developers, Contractors, Owners and alternative

Recent Project Experiences Include:

- Great River Road Learning Center Complex at Freedom Park, Prescott, WI
- City Hall assessment, Glenwood City, WI
- Public Works Facility Assessment, Village of Jackson, WI
- Government Center Assessment, Pepin County, WI
- Highway Facilities Needs Assessment, Polk County, WI
- Public Works Facility Study, Somerset, WI
- Building analysis, needs assessment, municipal building remodel and contract administration, Blair, WI
- Public Works Facility Assessment, Town of Buchanan, WI
- Highway Facilities Study, Burnett County, WI
- Municipal Facilities & Public Works Facility Study, Village of Cadott, WI
- Eau Claire State Office Building
- Green Bay State Office Building
- UW-Stout Office and Classroom Renovations
- DFD-Green Bay State Office Building
- DFD-UW Stout Pedestrian Corridor Renovation
- DFD-Eau Claire State Office Building
- DFD-UW-River Falls Classroom Improvements
- DFD-UW-Eau Claire – Technology classroom remodeling
- DFD-UW-Stout – Bowman Hall handicap restrooms renovation
- DFD-UW-Stout – Technology classrooms renovation
- DFD-UW-Stout – Classroom renovation /instructional technology
- Infinity Retail Services Office
- Regis Administrative Addition
- Northwest Mutual Office Renovation
- Wilson Creek Office Complex, Menomonie, WI office building
- Red Cedar Medical Center Physical Therapy Addition & Renovation, Menomonie, WI
- Independence State Bank new main facility, Independence, WI
- Administration and maintenance buildings - US Bio Energy, multiple locations in Midwest
- Municipal Building, Osseo, WI
- Municipal Building renovation, City of Prescott, WI



Dedication, Quality, Success



James Frymark
Senior Planner

Education

MS in Urban Geography & Planning: Western Kentucky University
BS in Business Administration: University of Wisconsin-Eau Claire

Professional Affiliations

Former member of the following Boards and Committees:
Wisconsin Funding Resources Committee [drinking water and waste treatment facilities]
Wisconsin Transportation Enhancement Grant Review Committee
Wisconsin Solid Waste Siting Board
Wisconsin Rural Health Council
Wisconsin Harbor Assistance Grant Review Committee
Department of Commerce Management Review Committee for grant programs

Total Experience

Since 1972

Jim Frymark is a member of Cedar Corporation's planning team, following 38 years of experience with the Wisconsin Department of Commerce. While with Commerce, he administered a wide range of federal and state community and economic development programs that provide financial and technical assistance to local units of government and non-profits undertaking community and economic development activities. The administration of these programs included the review of hundreds of applications for financial assistance and overseeing compliance with governing state and federal regulations. Having worked with hundreds of towns, villages, cities, and counties, he understands the challenges faced by communities in their efforts to grow and prosper and attract new residents and businesses.

He enjoys working at the local government level where he feels most comfortable helping clients navigate through state and federal program procedures and policies. Grant writing is his specialty, creatively applying his prior experiences and observations at the state level and having written several successful grants since joining Cedar.

Areas of Expertise Include:

- Grant Writing
- Grant Administration
- Comprehensive Plan Development
- Training in grant writing / administration
- Downtown and waterfront re-development
- Relocation Plan Preparation
- Zoning Assistance
- Workshop and Conference presentations
- Community Development Surveys
- Project financing, including the Community Development Block Grant Program, Environmental Loan and Grant Programs, Rural Development Programs and other programs having a community and economic development focus.
- Reviewed as well as oversaw the review of hundreds of proposals for CDBG funds. Toured projects to see the variety of ways communities developed and implemented projects as well as observed creative solutions to unforeseen problems. In addition to working with local governments, had counseled many planning, engineering and consulting firms on the packaging of proposals, again observing a wide-range of approaches in addressing local community, housing and economic development needs.



Dedication, Quality, Success



Kris Dressler
Architectural Associate

Education

Associate Degree in Drafting and Design Technology: Herzing College (2007)

Total Experience

Since 2006

Kris Dressler came to Cedar Corporation as an experienced BIM technician and has developed into a keystone of our Building Design team. Kris's experience offers our team state-of-the-art technical capacities in building design and modeling which benefit each of our projects and clients. Kris plays an integral part in many of our projects, working hand in hand with our Architects, Designers and Engineers, providing assistance in design, planning and facility planning for traditional and alternative project delivery methods. Kris has begun the process of preparing for his Architectural examination and planning to one day become a licensed Architect.

Areas of Expertise Include:

- Preparation of construction drawings for new structures and renovations of existing buildings for municipal, commercial, and industrial projects, for both traditional and alternative delivery methods
- Preparation of mechanical and electrical design plans for building projects.
- Building information modeling aided design
- Assistance in code analysis
- Development of drawings and exhibits for presentations
- Preparation of as-built plans
- Maintenance of CADD/BIM Standards

Recent Project Experiences Include:

- UW-Stout Office Renovation
- Eau Claire State Office 2nd & 3rd Renovations
- Dollar Tree
- Maurices
- Mega Food - Barron, WI
- Milwaukee Retail Center
- Altoona Dance Studio
- Northwest Mutual Office Renovation
- SS Peter & Paul - Independence, WI
- Morrie's Mazda Automotive Renovation - Chippewa Falls, WI
- Travel Centers of America Repair by Addition - Madison, WI
- Schmit Prototypes
- Toy Investments - Union Trailer
- Advanced Laser Addition - Chippewa Falls, WI
- Preferred Sand - Bloomer, WI
- Specialties Pallet - Boyceville, WI
- Public Safety Building - Village of Lake Hallie, WI
- Ellsworth Fire Station
- Osseo Rural Fire Department
- Siren Fire Station
- Weyauwega City Hall
- Town of Daniel Town Hall
- Town of Garfield Shop
- St. Croix County Highway Department Study
- Pepin County Government Center Study
- Woodville Fire Station - Woodville, WI
- Municipal Well house - Osseo, WI
- Weyauwega WWTP, Weyauwega, WI
- Saputo Cheese WWTP
- Elmwood WWTP
- Clayton WWTP
- Pepin WWTP
- Stanley WWTP
- Weyauwega Park Shelter, Weyauwega, WI
- Maribel Caves County Park
- City Hall Façade renovation, Durand, WI
- Dunn County Economic Development Virtual Spec Building
- Northtown Ford renovation and addition, Menomonie, WI



Dedication, Quality, Success



James Loreti
Client Services

Education

BS in Business Administration-
Marketing: University of Wisconsin
-Oshkosh (1979)

Certifications / Training

Project Management
Client Management
Resource Center Management
Capital Improvement Planning
Integrity Selling
Dale Carnegie

Professional Affiliations

Foth Infrastructure Division Strategic
Advisory Team—Wisconsin

Village of Suamico Planning &
Zoning Committee

Total Experience

Since 1981

Jim Loreti is a member of Cedar Corporation's Client Services Group with expertise in the field of Business Planning, Community Development, and Strategic Planning.

Areas of Expertise Include:

- Client Development
- Business Planning and Management
- Strategic Planning
- Resource Planning
- Grant Strategies and Applications

Representative Project Experience Includes:

- Planning Projects—provided facilitation support on projects including multi-jurisdictional comprehensive plans, sustainability plans, community plans, economic plans, business plans, and architecture
- Client Development Plans—facilitated development of Client Development Plans for Wisconsin and Illinois Department of Transportation clients for professional services firm. Served as team member on Client Development Plan for Metropolitan Council Environmental Services in MN
- Market Planning—facilitated development of several professional services/engineering market development plans in WI, IL, and SD. Introduced an approach to shorten the plan development time
- Community Development and Planning—Interim Group Leader—Foth Infrastructure and Environment, Green Bay, WI. Helped diversify program by adding strategic planning services to established comprehensive planning strengths
- Grant Writing and Coordination—Grants Coordinator in support of project development strategies. Included strategy and grant writing to secure funds for planning, design, and construction of public works projects
- Resource planning—short and long term resource planning matching production demand with staff/resource capacity. Initiate solutions including outsourcing of labor and project components as necessary
- Owner Rep/Consultant—McDonald Companies, Green Bay, WI. Misc. projects including:
 - ◊ Strategic Plan and Recommendations—Restaurant Business
 - ◊ Grant Writer—Grant application to fund Concept Study for Rock Reef Fisheries and Shoreline Habitat Improvements at South Bay Marina, Green Bay, WI. Funding agency was Trustee Council for Natural Resources Damage Assessment (NRDA) funds
 - ◊ Project Manager—NRDA funded Concept Study of Rock Reef Fisheries and Shoreline Habitat Improvements
 - ◊ Consultant Selection Committee Member—Brown County / Renard Island Development Concept Study
 - ◊ Project Review / Support for potential Bed and Breakfast to locate on South Bay Marina property
 - ◊ Environmental Risk Assessment—I43 Business Park property expansion
 - ◊ Misc. Project Support for businesses interested in locating in McDonald Properties in Green Bay
- Project Team Member on Northeast Wisconsin (NEW) Zoo Strategic Sustainability Plan



Dedication, Quality, Success



Ken Jaworski, AICP
Senior Consultant

Education

Bachelor of Science Regional Analysis, Co-Major in Geography: UW-Green Bay (1982)

Certifications / Training

AICP: 2000

Finance & Accounting: 2001

Negotiating Win/Win Outcomes: 2000

Certified Project Manager: 1996

Instructor – Environmental Planning Course, UW-Green Bay: 1994

Professional Affiliations

American Planning Association, National & Wisconsin Chapters

Wisconsin Park and Recreation Association

Wisconsin Towns Association

Total Experience

Since 1983

Ken Jaworski is new to the Cedar Corp team, but brings over 30 years of experience in community comprehensive planning, land use, natural resource management and farmland preservation. He is knowledgeable in zoning ordinance development and zoning administration.

Ken has extensive experience developing fundraising strategies for 501c3 non-profit organizations including planned giving, underwriting, and sponsorships.

Areas of Expertise Include:

- Development of comprehensive plans within Wisconsin's Smart Growth requirements
- Planning and Zoning Administration
- Public meeting facilitation
- Development of comprehensive park and recreation plans
- Intergovernmental agreements
- Farmland Preservation Plan and ordinances (DATCP certified)
- Greenway Corridor and Trail planning
- Grant writing and administration
- School district attendance boundary studies
- GIS mapping
- Environmental Services program supervisor
- Business development
- Contract negotiation and execution

Recent Project Experiences Include:

- Comprehensive Plans for Green Lake County, Village of Little Chute, and the Towns of Clayton, Omro, Watertown, and Winneconne.
- On-going planning and zoning administration services for the Villages of Bonduel, Kekoskee, and Mishicot; and the Towns of Newton, Franklin, and Clayton.

Other Relevant Experience Includes:

- Dog park design
- Development of fund raising strategies for 501c3 organizations
- Conference presenter for WAPA, WTA, and other agencies



Dedication, Quality, Success



Dennis Blau, L.A.
Landscape Architect

Education

Bachelor of Landscape
Architecture: University of
Minnesota (1985)
Royal Melbourne Institute of
Technology: Melbourne, Australia,
Exchange Program

Professional Registrations

Registered Landscape Architect -
WI

Total Experience

Since 1985

Dennis Blau is a Landscape Architect and specializes in site design for municipal, commercial, industrial, educational, and recreational facilities. Dennis has worked on a variety of projects including Athletic fields, multi-purpose trails, signs, boat landings, parks, swimming pools, splash pads, reforestation, and many other projects large and small in size.

Areas of Expertise Include:

- Site design, grading plans, planting plans, and design of exterior environments for municipal, commercial, industrial, and recreational sites
- Urban streetscape
- Park planning/park development/redevelopment
- Boat landing design
- Master planning
- Erosion control plans
- Preparation of presentation graphics for display
- Construction specification
- Assistance with construction supervision

Representative Project Experience Includes:

- Trenton Island Boat Landing reconstruction - Pierce County
- Glenhaven Assisted Living - Glenwood City
- Pleasant Valley Town Hall and Fire Station - Pleasant Valley, Eau Claire County
- Best Maid Cookie Company expansion - River Falls
- Arbor Place Treatment Facility - Menomonie
- Lake Hallie Municipal Building - Lake Hallie
- Markquart Toyota - Lake Hallie
- Wakanda Park Baseball Field - Menomonie
- Chippewa River Beautification Project - Durand
- Mel Wall Amphitheater Renovation - UW River Falls
- Carson Park Message Center Sign - Eau Claire
- McDonough Park - Eau Claire
- Jackson County Fair Park Renovation - Black River Falls
- Black River Falls Foundation Trail - Black River Falls
- UW River Falls Multi-Modal Trail System - River Falls
- Veteran's Peace Memorial Wayside, USH 53, (new facility) Washburn County
- Great River Road Learning Center (new facility) - Prescott
- Luck Public Library and Museum



Dedication, Quality, Success



Proposed Management/Approach

Facilitation Approach

Cedar Corporation has been providing facilitation services to its clients for many years. We believe active consensus building that engages the client is of the utmost importance when facilitating. We use the Consensus Organizing Model.

Consensus Organizing Model:

This model engages participants in a creative and participatory manner. Using this model, participants can develop relationships with each other to collaboratively create their own agenda and develop a joint process for working together in ways that are mutually beneficial and of broad interest to the community as a whole. This approach provides community stakeholders and leaders with a shared sense of empowerment and leverages the talents and expertise of each member. When members have a voice in the process, they are less likely to oppose group decisions and will often develop a vested, sustainable interest in the outcomes.

Depending on the project, we will bring in one or more additional facilitation techniques in order to drive results. Some of the more common techniques are: brainstorming, multi-voting, nominal group, consensus, flow charting, interviews, and strategic doing, to name a few.

In the end, we strive to create a process that is:

1. Compatible, with a community's vision
2. Feasible, within a community's given strengths and weaknesses
3. Implementable, based on available leadership and resources
4. Change making, by addressing difficult and urgent challenges
5. Innovative, that enables forward movement

Communication

Cedar Corporation's trademark quality is to listen to our clients, understand the project from their perspective, and respond in a timely manner. We want to learn and understand your wants, needs, and expectations. We seek to create an environment that allows various stakeholders to work together and develop mutually acceptable solutions. To achieve this goal, our process includes focused discussions and follows a well-defined agenda and encourages open communication. This process allows us to efficiently gather all the available information and ideas and then review them to complete a thorough evaluation of the challenge.

Communication is key to any relationship as is access; our staff is reachable at any time via email, phone (work or cell), or text.

Project Management and Quality Control

- *Team* - Our integrated team will provide a full array of experts in each field to assure the most cost-effective solutions during the facilitation process.
- *Quality* - Quality is achieved through a team work environment which includes peer reviews, state-of-the-art software and equipment, and quality assurance review during the facilitation process.



- *Timeliness* - Proven processes in place to establish realistic milestones and to monitor progress through regular communication among all parties involved and frequent detailed status reports to the client through the facilitation process.
- *Cost* - Structured project management to maintain control of the project, yet have the ability to make modifications so your changing goals can be met.

Methodology to Monitor Project Budgets and Schedules

We will closely oversee the project scope, schedule, and budget throughout the entire project. When the next step for this project becomes design and construction, our experience with project management through construction will be of service to you.

- *Budgets and Schedule* - Time is money, and many of our clients are small communities or businesses with very limited funds. We ensure that the project adheres to the stated schedules and budgets while meeting the client's expectations and desires for the project. During construction, we make site visits as needed (typically bi-weekly) to verify construction progress, review monthly payment requests, change orders as requested, and negotiate the value with the contractor and owner.
- *Change orders* - Over the years we have worked on behalf of our client communities to review third party scopes, contracts, and related change orders. Through our experience and experienced staff, we have the in-house experience and knowledge to evaluate change orders and determine the need for them and appropriate corresponding costs

Dispute Resolution

We use consensus building to bring diverse requests from different organizations and departments together, exploring how each influences the others, and guiding clients through a dynamic process that aims to establish goals and directions while gaining consensus throughout all levels of the stakeholder's respective organizations.





Timeline/Workplan

Project Timeline

Our approach to your project includes the following tasks that encompasses facilitation, analysis, discussion, design, and recommendation:

1. Review existing documentation
2. Hold kick-off meeting with the City of Waupun staff to identify key issues and build consensus of what a successful final product will look like
3. Meet with key City staff and representatives from each of the eight facilities identified in the 2018 Strategic Facilities Study ("SFS")
4. Complete a walkthrough of each of the eight facilities to gain an understanding of the overall facility condition
5. Develop a summary report of findings based on the SFS and site visits. This report would summarize primary deficiencies of each facility, outline facility needs into immediate, short term and long term needs, and actions
6. Prepare a summary opinion of costs for each of the eight facilities
7. Develop detailed probable costs and conceptual site plans for the top two selected facilities
8. Facilitate at least six meetings with the Facilities Advisory Committee and two public input meetings, as further described in the Timeline/Workplan section
9. Facilitate all Facilities Advisory Committee meetings, including creating agendas, preparing meeting documents/PowerPoint, and preparing summary minutes

These meetings would generally be broken down as follows:

- **Facilities Advisory Meeting #1** - Introductory meeting building group dynamics, goal setting, looking back/looking forward, and review of the 2018 Strategic Facilities Study
- **Facilities Advisory Meeting #2** - Tour of all eight facilities with the committee members
- **Facilities Advisory Meeting #3** - Facilitated discussion on all eight buildings. Topics covered would be; primary deficiencies and goals, needed improvements broken into immediate, short term, and long-term, and prioritize needs at each of the facilities
- **Facilities Advisory Meeting #4** - Present findings of probable costs for all eight projects based on the 2018 Strategic Facilities Study, facilitate conversation around all projects, weighing pros and cons of each against one another, and discuss possible funding methods
- **Public input meeting #1** - Share with the public the 2018 Strategic Facility Study along with Cedar's high-level opinion of costs for all eight projects, seek feedback from community on priority of projects
- **Facilities Advisory Meeting #5** - Share public input meeting feedback, rank eight projects listed in the 2018 Strategic Facilities Study, identification of top two projects
- **Facilities Advisory Meeting #6** - Prior to meeting, Cedar will develop a more detailed probable cost, site plan, etc. of top two projects, selection of top project by committee
- **Public input meeting #2** - Presentation to public on the top project including costs and proposed timeline

10. Work with the City to identify sources of potential financial assistance for the top two selected projects
11. Provide a Report of Findings and final presentation materials to be used to present to groups and organizations per the scope of work.

Project Timeline

Cedar Corporation is proposing the following tentative project schedule and will work with Staff to solidify a mutual, agreeable timeline based on the date of consultant selection:

Step 1 Project Kick-Off Meeting (Two weeks from award)

- Hold a kick-off meeting with the appropriate individuals that represent each of the eight structures listed in the 2018 Strategic Facilities Study and key City staff to discuss the desired outcomes and establish project milestones
- Complete a walkthrough of each facility to gain an understanding of overall facility condition
- Develop a future meeting schedule so that everyone can accommodate their schedule in advance

Step 2 Staff Level Meeting - Analysis of 2018 Strategic Facility Study (Four weeks from award)

- Provide a summary report of findings based on the initial review of the SFS and site visits
- Summarize primary deficiencies and goals for each facility
- Outline facility needs into immediate, short term, or long term goals
- Prepare high level summary opinion of costs for each facility

Step 3 Facilities Advisory Committee (Six weeks from award)

- Introductory meeting - build group dynamics
- Look back and forward, where we came from, and why we are here
- Review the 2018 Strategic Facilities Study and other pertinent plans such as the City's Comprehensive Plan and Capital Improvement Plan

Step 4 Facilities Advisory Committee (Eight weeks from award)

- Touring all eight facilities to gain an on the ground understanding of the buildings deficiencies and needs

Step 5 Facilities Advisory Committee (Nine weeks from award)

- Facilitated discussion on all eight facilities
 - ◇ Primary deficiencies and goals
 - ◇ Needed improvements; immediate, short term, or long term
 - ◇ Discuss corresponding summary opinion of costs

Step 6 Facilities Advisory Committee (Eleven weeks from award)

- Prior to meeting, Cedar will prepare high-level opinion of costs for all eight projects based on square foot needs
- Cedar will present findings of probable costs to committee
- Facilitated discussion around all projects weighing pros and cons of each against one another
- Discuss possible funding methods

Step 7 Public Input Meeting #1 (Thirteen weeks from award)

- Share with public the 2018 Strategic Facility Study along with Cedar's high-level opinion of costs for all eight projects

Step 8 Facilities Advisory Committee (Fourteen weeks from award)

- Share public input meeting feedback
- Rank eight projects listed in the 2018 Strategic Facilities Study
- Identify the top two projects

Step 9 Facilities Advisory Committee (Sixteen weeks from award)

- Prior to meeting, Cedar will develop a more detailed probable cost, site plan, etc.
- Selection of top project

Step 10 Public Input Meeting #2 (Eighteen weeks from award)

- Presentation to public on top project including costs and timeline

Project Approach/Schedule

Deliverables

Cedar will meet the requested deliverables stated in the request for proposal. We understand that all documentation will become the property of the City of Waupun and will provide them upon request. Additionally, Cedar will provide copies of all reports and supporting documents created to support the project in a final bound and electronic formatted document.

Expectations from the City of Waupun

As the study progresses, many questions will arise from both the City and our design team. Cedar will work with you to address those questions in a thorough and timely manner. The following is a brief list of potential questions and items that may be needed to complete the project in a timely manner.

- Availability of staff for discussions of facility requirements
- Coordinate Cedar's access to the existing facilities and sites
- Provide previous studies, space needs summaries, and site and building data
- Provide building plans, site plans, and surveys of existing facilities
- Provide information regarding existing and proposed equipment inventories and types



Anticipated Costs of Service And Charge Out Rates

Anticipated Costs of Service

Our scope of services is based on a lump sum approach. We have combined the tasks needed to ensure that each step in the proposed timeline can be completed as stated. However, we can shift dollar amounts between the steps as needed to meet the overall needs of the project.

The fees for the scope of services are based on a lump sum fee basis of \$48,775 as outlined below:

Step 1	Project Kick Off Meeting	\$5,237
Step 2	Staff Level Meeting	\$10,847
Step 3	Facilities Advisory Committee	\$5,594
Step 4	Facilities Advisory Committee	\$3,372
Step 5	Facilities Advisory Committee	\$3,372
Step 6	Facilities Advisory Committee	\$7,744
Step 7	Public Input Meeting #1	\$4,235
Step 8	Facilities Advisory Committee	\$2,812
Step 9	Facilities Advisory Committee	\$2,812
Step 10	Public Input Meeting #2	\$2,750
Total		\$48,775



2019 Schedule of Hourly Rates

<u>TITLE</u>	<u>RATE</u>
Principal	\$175.00
Director	\$165.00
Senior Project Manager	\$155.00
Lead Project Manager / Lead Senior Planner	\$145.00
Senior Architect	\$140.00
Lead Engineer / Senior Consultant	\$135.00
Project Manager III	\$130.00
Senior Construction Manager	\$128.00
Project Manager II	\$120.00
Landscape Architect / Technician V	\$110.00
Project Engineer III / Project Manager I / Environmental Specialist IV	\$110.00
Senior Planner	\$105.00
Project Engineer II / Environmental Specialist III	\$102.00
Architect / Technician IV / Technical Specialist	\$ 95.00
Professional Land Surveyor II / Project Engineer I	\$ 95.00
Construction Manager	\$ 95.00
Environmental Specialist II	\$ 91.00
Professional Land Surveyor I	\$ 90.00
Staff Engineer II	\$ 88.00
Technician III	\$ 85.00
Environmental Specialist I	\$ 81.00
Staff Engineer I	\$ 80.00
Planner II / Technician II	\$ 75.00
Planner I / Administrative Assistant II	\$ 70.00
Technician I	\$ 69.00
Administrative Assistant I	\$ 65.00
Intern-Coop	\$ 62.00

Reimbursable Expenses (in addition to compensation for professional services if not included in contract):

Photocopying (24" x 36")	\$7.00/sheet
Photocopying (11" x 17")	\$2.00/sheet
Photocopying (8½" x 11")	\$0.50/sheet
Vehicle Mileage	\$0.58/mile ¹
GPS/Robotic Survey Equipment	\$30/hour

¹ Mileage reimbursement is subject to adjustment during the calendar year based on the IRS standard mileage rate

Field supplies are charged to the project at cost. Review fees required by approving authorities shall be paid directly by the Owner.

THIS RATE SCHEDULE, APPENDED TO ANY CONTRACT, IS SUBJECT TO ANNUAL ADJUSTMENT.



Similar Projects

Project Experience

PROJECT: Village Wide Development Plan
CLIENT: Village of Hilbert
LOCATION: Village of Hilbert, Calumet County, Wisconsin
COST: \$50,000
CONTACT: Dennis DuPrey, Village Administrator/Clerk

DESCRIPTION: Cedar Corporation was hired by the Village of Hilbert to create a comprehensive Village Wide Development Plan to provide a clear vision for the continued development and growth of the community, engaged community members and stakeholders to help cultivate a community wide vision for growth and development, and identified reasonable implementation steps and strategies that could be carried out.

Through this planning process, Cedar Corporation created a road map for the Village to build off of the strengths of the existing industries and downtown improvement and redevelopment successes in a way that enhances the desirable characteristics of the Village so that it may attract new residents, generate business and industrial growth, and strengthen the downtown corridor.

Key components of the Village-Wide Development Plan are:

Workforce Housing: Cedar Corporation provided residential development concepts for Village-owned land that integrated affordable housing options, identified state and federal affordable housing programs, housing developers, and Village incentives that could be combined to increase housing options in the Village of Hilbert.

Industrial Land Development: Cedar Corporation developed a concept for the continued development of the Village Industrial Park that identified state and federal funding programs to offset costs for infrastructure improvements, local incentives to attract new business and industry, created partnerships with economic development agencies to promote industrial development, and identified promotional materials to assist with business and industry attraction.

Downtown Redevelopment: Performed a Market Analysis of Hilbert's retail market, identified ways to encourage downtown reinvestment using Village incentives, assistance from economic development agencies, state and federal grants for downtown redevelopment, improvements, and job creation.

Cedar Corporation provided the following services in support of the project:

- Conducted a downtown commercial business and land use inventory
- Performed a Market Analysis of the Hilbert retail market
- Performed a Housing Market Review to determine demand and costs by product type
- Reviewed and interpreted the Village's community survey
- Held multiple Community input sessions to share concepts and gain community insight and support
- Facilitated conversations with leading housing, commercial, and industrial real-estate agents
- Development concepts for the expanded village industrial park and housing development
- Determined potential new development value and corresponding tax increment of proposed development
- Identified potential funding mechanisms to support the actions items in the plan
- Developed a list of action-oriented strategies for the three components of the Development Plan



VILLAGE-WIDE DEVELOPMENT PLAN

Village of Hilbert, Calumet County, Wisconsin



Final Draft September 10, 2018



Project Experience

PROJECT: Multiple Strategic Planning Exercises
CLIENT: Momentum West – 10 County Regional Economic Development Corporation
LOCATION: West Central Wisconsin
CONTACT: Steve Jahn, Executive Director
COST: \$14,000
COMPLETED: See list below

DESCRIPTION: Cedar Corporation has provided Strategic Planning services to Momentum West over the past four years at the Executive Committee, Board, and Committee levels. This work has included working with diverse groups from the public and private sectors across the 10-county west central Wisconsin region.

Summary of Projects/Activities:

- Update to the 2015 Strategic Plan
- Creation of a new 2-year 2018-2020 Strategic Plan
- Facilitated Strategic Planning Session for Momentum West's 2019 Regional Workforce Talent Committee
- Facilitated Strategic Planning Session annually for Momentum West's Business Attraction Committee

Services Include:

- Group Facilitation
- SWOT Analysis
- Development of Key Performance Indicators
- Training on key economic development programs and initiatives (TIF, what Site Selectors look for, Certified Sites, etc.)
- Identification and sharing of best practices in community and economic development
- Development of Mission and Vision statements
- Analysis of local and regional economic trends
- Identification of issues and formulation of realistic goals, objectives and strategies
- Development of action plans
- Creation of monitoring processes to evaluate identified outcomes



Project Experience

PROJECT: Community and Economic Development Strategic Plan
CLIENT: Village of Marshall
LOCATION: Marshall, Wisconsin
CONTACT: Adam Ruechel, Administrator/Treasurer
COST: \$9,800
COMPLETED: In progress

DESCRIPTION: Cedar Corporation is providing economic development services to create an overarching Community and Economic Development Strategic Plan. The objective of the plan is to assist the Village in consolidating numerous planning documents, Tax Increment plans, and other strategic documents into a usable document that guides the Village over the next several years. Additionally, the plan is intended to look at the Village and how it fits into the larger regional context relative to economic development opportunities.

The Creation of the Community and Economic Development Strategic Plan includes the following steps:

1. Review of existing planning documents, including comprehensive plan, TIF plans, corridor studies etc.
2. Analyze the local economy and present trends impacting local economic development such as workforce and site development drivers
3. Facilitate visioning and SWOT Analysis with the Plan Commission, Village Board and Redevelopment Authority members
4. Frame the key issues most affecting the Village's economic development
5. Develop strategic goals and objectives based on this framework
6. Identify, evaluate, and prioritize projects
7. Develop benchmarks to measure future performance and define what is successful
8. Development of action plans/steps to accomplish explicit goals and objectives
9. Creation of the Community and Economic Development Strategic Plan Document



Project Experience

PROJECT: 3-Year Economic Development Strategic Plan
CLIENT: Pierce County Economic Development Corporation
LOCATION: Pierce County, Wisconsin
CONTACT: Paul Schwebach, former Executive Director
COST: \$11,000
COMPLETED: 2015

DESCRIPTION: Cedar Corporation provided economic development services to create a 3-Year Economic Development Strategic Plan for the Pierce County Economic Development Corporation. Two regional listening sessions were held with 30 municipal leaders, businesses, education leaders, and other community stakeholders to create a shared vision for economic development and strategies for achieving that vision.

The regional listening sessions incorporated a number of activities that helped create the long-term vision for economic development in Pierce County and which became the focus in the 3-Year Economic Development Strategic Plan.

The creation of the 3-Year Economic Development Strategic Plan included the following steps:

- Visioning Exercise and Strengths/Weaknesses/Opportunities/Threats (SWOT) analysis as it pertained to economic development in Pierce County
- Identification of issues and formulation of realistic goals, objectives, and strategies for economic development
- Identification, evaluation, and prioritization of projects identified to improve economic development activities
- Development of action plans
- Creation of a process by which the organization can monitor and evaluate identified outcomes
- Creation of economic development strategic planning document



"This was a very good and beneficial experience for our county officials, town boards, communities and business leaders. There was great discussion during the initial planning stage which lead to what I consider a very valuable and workable plan. The document gives our EDC direction and a path of how to get the results we need to promote the type of economic development desired in Pierce County." **Paul Schwebach, Pierce County EDC**

References

Village of Hilbert

Dennis DuPrey
Administrator, Clerk, Treasurer
26 N. 6th St. PO Box 266
Hilbert, WI 54129
(920) 853-3241

Village of Marshall

Adam Ruechel
Administrator
130 South Pardee Street, PO Box 45
Marshall, WI 53559-0045
(608) 655-4017

Momentum West

Steve Jahn
Executive Director
2322 Alpine Road, Suite 7
Eau Claire, WI 54703
(715) 874-4673

Project Experience

Studies/Analysis/Feasibility Studies

Amery Library Space Planning
Camp Douglas Community Center Assessment, Grant Application, and Design
City of Blair Pool Feasibility Study
City of Blair Re-evaluation Study
City of Glenwood City Municipal Building Feasibility Study
City of Menomonie Leisure Services Facility and Needs Assessment
City of Menomonie Library Facility and Needs Assessment
City of Osseo Community Center Assessment, Grant Application, and Design
City of Weyauwega Municipal Building Space Needs Analysis
Clear Lake Community Center Assessment, Grant Application, and Design
Colby Library Space Planning
Dunn County Office Remodeling Wilson Avenue
Freedom Sanitary District Administrative Facility Addition
Glenwood City Hall Community Center Study and Physical Assessment
Luck Library Assessment, Grant Application, and Design
Milltown Library Assessment and Design
New Richmond Civic Center Facility Assessment
New Richmond Public Works Facility Planning
Pepin Community Center Assessment, Grant Application, and Design
Pepin County Government Facility Assessment
Pepin County Government Center Remodel
Polk County Highway Facility Assessment
St. Croix County Highway Department Hammond Facility Study
Study DR Moon Facility Assessment and Conceptual Planning
University of Wisconsin - Stout Pedestrian Overpass Feasibility Study
Village of Boyceville Municipal Building Study
Village of Boyceville Fire Hall Study
Village of Cadott Library and Village Facilities
Village of Jackson Municipal Facilities Space Needs and Facility Condition Assessment
Village of Jackson Public Works Assessment
Village of Somerset Public Works Feasibility Study
Village of Somerset Police Department Feasibility Study
Washburn County Ed Elliot Building Remodel
Washburn County Venture Building Space Study
Wisconsin Farmer's Union State Office Facility Assessment



Project Experience

PROJECT: Municipal Facilities Assessment and Feasibility Study
CLIENT: Village of Camp Douglas
LOCATION: Camp Douglas, Juneau County, Wisconsin
CONTACT: Earl Ells, Village President, 608-427-3104
COMPLETED: Completed
KEY STAFF: Cory Scheidler, AIA; Kris Dressler; Troy Peterson, PE; Dan Peterson (APEX)

DESCRIPTION: Cedar Corporation was retained by the Village of Camp Douglas to provide assessment of the existing Village Hall, Community Center, Fire Station, and Rescue Squad Facilities. The existing facilities ranged in age from 50 to 90 years of age and were in varying conditions and offered limited functionality for the Village, Community Center, and the Fire and Rescue Departments. The Village determined that the existing facilities were no longer meeting the needs of the Village and were in need of improvements. Based on our assessment of the existing facilities, it was determined that while some of the facilities are in fair structural condition and may be candidates for renovation, the facilities have become functionally obsolete.

Cedar assessed the space needs requirements of each department to evaluate options of renovating the facilities, portions of the facilities, and constructing portions of a new facility to be an effective approach or if razing both buildings and constructing a new combined facility was a more effective long term solution.

As part of the assessment and study, Cedar reviewed the condition and suitability of the existing facilities, assessing the space needs as compared to the large amount of space available, and the cost for operating and maintaining those facilities. Additionally, Cedar reviewed options for cost saving opportunities by space sharing and how grant opportunities would affect the overall project cost. The renovated or new facility would be intended to provide a minimum 50 year opportunity for the Villages municipal facilities. These facilities will include increased building envelope efficiency, long term durable finishes, and high efficiency mechanical system with individual HVAC zones for optimum comfort to the varying occupants and departments. The plumbing systems will incorporate low flow and sensor type fixtures to reduce maintenance and water usage. The electrical and lighting systems will include more sophisticated controls and high efficiency fixtures to reduce the long term energy and maintenance needs for the Village and include more sophisticated technology systems to provide a facility that will meet the needs of the community.

Cedar completed the assessment and study with a recommendation to the Village Board in early 2018. Upon selecting the most effective option for the Village, Cedar began a preliminary design and reviewed further options for grant opportunities and prepared grant applications for the project.



Project Experience

PROJECT: Town Hall Facility Needs Study and Space Analysis
CLIENT: Town of Buchanan
LOCATION: Buchanan, Outagamie County, Wisconsin
CONTACT: Joel Gregozeski, Administrator, 920-734-8599
SIZE: 10,000 sq. ft.
COMPLETED: February 2016
KEY STAFF: Cory Scheidler, Kris Dressler, Bruce Romitti

DESCRIPTION: Cedar Corporation was retained to provide a facility assessment, space needs analysis, and Feasibility Study of existing Town Hall, including the Administrative, Police, and Fire Departments. The evaluation included an evaluation of the existing facility condition and suitability for future use, improvements, and expansion, review of accessibility, conduciveness for the current use and efficiency. The analysis found several opportunities for facility improvements, flow of staff and visitors, opportunity for shared uses and opportunities for increased security, and wayfinding. The evaluation took a look at parking and drop off areas, accessible path of travel and entrance, emergency exiting, horizontal circulation, employee work areas, operations, seating, ADA compliance, and miscellaneous spaces. Cedar found that the most appealing option was to develop a phased approach of additions, small projects, and renovations. This approach allowed the community to plan, budget, and grow organically in the current space, until the time that future offices and functions are needed.



Project Experience

PROJECT: Government Center Facility Condition Assessment
CLIENT: Pepin County
LOCATION: Durand, Pepin County, Wisconsin
CONTACT: Pamela Dewitt, Finance Director/Administrative Coordinator, 715-672-8704
SIZE: 50,000 sq. ft.
COMPLETED: 2016
KEY STAFF: Cory Scheidler, AIA; Kris Dressler; Rita Liddell, AIA; Troy Peterson, PE;
Dan Peterson; Curt Clausing, PE; Carl Kinkenber, PE

DESCRIPTION: Cedar Corporation was retained by the County of Pepin to provide a Facility Condition Assessment for the Existing Pepin County Government Center. As part of the assessment Cedar worked with county facilities staff to develop a systematic approach to the assessment, including grounds and site, building condition, building envelope, building functionality and general security, mechanical, plumbing, fire suppression, and electrical. The facility condition assessment was intended to provide the county with the necessary insight to develop a capital improvement plan for future years. It was determined the facility was in good condition, however maintenance and upgrades are required throughout. A final assessment was provided to the client with assistance in how to plan a budget for future needs.



Project Experience

PROJECT: Space Needs Analysis Study - Public Safety Building
CLIENT: Village of Jackson
LOCATION: Jackson, Washington County, Wisconsin
CONTACT: Brian Kober, Village Engineer, Director of Public Works, 262-677-9001
SIZE: 46,000 sq. ft.
COMPLETED: 2016
KEY STAFF: Cory Scheidler, Kris Dressler, Rita Liddell, Troy Peterson

DESCRIPTION: Cedar Corporation was retained by the Village of Jackson to complete a space needs analysis study to assess the needs and future growth of the Village. The analysis included the Village Administration, Police Department, and Fire Department and focused on the space needs of the Police and Fire Departments and the feasibility of a new Public Safety Building as well as addressing the needs of the Village Administration. In addition, the analysis included the evaluation of potential sites for the new Public Safety Building. Due to the size and age of the existing Fire Station and Police Station, Cedar recommended a new Public Safety Building to combine the Police and Fire Stations in one location to better serve the community. Cedar provided space needs calculations showing the existing square footage vs. the square footage needed for a modern Fire and Police Department to serve a community of the Villages' size and a cost summary of what a modern Fire and Police Station would cost.



Project Experience

PROJECT: Space Needs Analysis Study - Public Works Building
CLIENT: Village of Jackson
LOCATION: Jackson, Washington County, Wisconsin
CONTACT: Brian Kober, Village Engineer, Director of Public Works, 262-677-9001
SIZE: 27,000 sq. ft.
COMPLETED: 2016
KEY STAFF: Cory Scheidler, Kris Dressler

DESCRIPTION: Cedar Corporation was retained by the Village of Jackson to provide a Building Assessment for a former building material storage and retail facility for the use as a Public Works and Water Utility Garage and Office. As part of the assessment, Cedar worked with Public Works staff to develop a systematic approach to the assessment, including grounds and site, building condition, structural system, building envelope, building functionality, general security, mechanical, plumbing, fire suppression, and electrical. The building assessment was intended to provide the Village with the necessary insight to aid in the Village's decision to purchase the facility and functionality for future use and improvements. It was determined the facility was in good condition, however improvements are required throughout. A final assessment was provided to the client with assistance in how to plan a budget for future needs.



Project Experience

PROJECT: City Hall Renovation 2016
CLIENT: City of Menomonie
LOCATION: Menomonie, Dunn County, Wisconsin
CONTACT: Randy Eide, Director of Public Works, 715-232-2207
SIZE: 3,500 sq. ft.
COST: \$128,500
COMPLETED: 2016
KEY STAFF: Rita Liddell, AIA; Wendy Sander, AICP; Cory Scheidler, AIA; Kris Dressler

DESCRIPTION: This project consists of providing improved security and control at the entry to the Administrative Offices for the City of Menomonie, housed within the Menomonie County Government building on the third floor. Additionally, the offices of Community Development shall be remodeled to provide better flow, sound separation, and convenient workspace for staff and workers. Cedar worked with the City to identify space usage and needs. We identified security measures that could be added to the entry while maintaining the open, welcoming reception to the public the City of Menomonie had previously enjoyed.

The reception counters were replaced with a wall, and counter and security windows at two locations, one for Inspections/Assessor and one for the Treasurer/Administration. Two private offices were added, one for City Clerk and one for City Treasurer.

The Community Development department had been housed in an open office with tall semi-permanent partitions that allowed sound transfer between spaces and provided limited electrical services. A full gut and installation of gyp-board walls to create individual offices provided privacy and improved electrical and HVAC services for these users.

The construction work for this project was phased to allow the departments to each continue operating from this same location while work occurred in the building. There were three separate moves that were coordinated with staff and City IT provider.



Project Experience

PROJECT: City Hall Feasibility Needs Study
CLIENT: City of Weyauwega
LOCATION: Weyauwega, Waupaca County, Wisconsin
CONTACT: Patrick Wetzel, City Administrator, 920-867-2630
SIZE: 15,522 sq. ft.
COMPLETED: 2014
KEY STAFF: Cory Scheidler, Kris Dressler, Bruce Romitti, Rita Liddell, Troy Peterson, Dennis Blau, Dan Peterson, Curt Clausing

DESCRIPTION: Cedar Corporation was retained by the City of Weyauwega to provide a facility assessment, feasibility study, and space needs analysis for existing City Hall and Police Departments, including the adjacent buildings. The study involved reviewing the potential of a new facility on a new site or renovating the existing City Hall and adjacent buildings for a new combined facility. The evaluation and feasibility study included the review of existing structures for potential renovation options to meet the current and future needs of the community. The City of Weyauwega City Hall building included City Offices and a Police Department, however there was no space for meetings and no community center. The expectations of the study were to develop a plan that allowed the City to have all entities in a single building with room for future growth and opportunity for the City. The review of the existing facilities and City needs included extensive evaluation of the buildings to determine their suitability for renovation and re-use and careful consideration of the City's needs and future needs to determine the extent of facility and space that is needed for the City. The conclusion was that keeping City Hall and Police Departments in the downtown with the addition of a community center would be the optimal approach for the City. Upon completion of the study, Cedar was retained to complete the design of the renovated facility which was completed the summer of 2016.

