



A G E N D A
CITY OF WAUPUN CDA COMMITTEE MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, May 21, 2024 at 7:45 AM

The Waupun Community Development Authority will meet In-person, virtual, and teleconference. Instructions to join the meeting are provided below:

VIRTUAL LINK: <https://us02web.zoom.us/j/86945781751?pwd=WjJwcW9yV2hKT0FNdzRER0N1NGRvdz09>

MEETING ID: 869 4578 1751

PASSCODE: 497340

Phone: 312 626 6799 US (Chicago)

CALL TO ORDER

ROLL CALL

CONSIDERATION/ACTION

1. Adopt Agenda
- [2.](#) Recognize Mayoral Appointments
3. Appoint a Vice-Chairperson
- [4.](#) Approve Minutes from March 19, 2024 CDA Meeting
- [5.](#) Approve March and April 2024 Financial Statements

OUTSTANDING APPLICATIONS

- [6.](#) Ravenvale, LLC for redevelopment of 432 and 434 E Main Street

CONSIDER NEW APPLICATIONS

- [7.](#) Consider Application for 417 E Main Street (Stone & Suede)

DISCUSSION

- [8.](#) Administrator Update

FUTURE PLANNING

ADJOURNMENT

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.



AGENDA SUMMARY SHEET

MEETING DATE: 5/21/24

TITLE: CDA BOARD Acknowledgement of Members

AGENDA SECTION: CONSIDERATION-ACTION

PRESENTER: Administrator Schlieve

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT

ISSUE SUMMARY: *(Note that this summary sheet covers agenda items 1 through 3.)*

Recognition of Board Members:

Special thank you to Jill Vanderkin who completed her final term on the board in April of 2024.

COMMUNITY DEVELOPMENT AUTHORITY (after initial term, 4 Year Term)

Community Development Authority shall regularly meet on the 3rd Tuesday of each month at 7:45am
 The CDA commissioners shall consist of seven commissioners who shall be appointed in accordance with Section 66.1335(2) of the WI Statutes. A commissioner shall hold his or her office until a successor has been appointed and qualified. Removals with respect to commissioners of the CDA shall be governed by the WI Statutes. Officers of the CDA shall be the Chairperson (Mayor) and Vice Chairperson. The Vice-Chairperson shall be elected from among the Commissioners of the CDA at the first meeting of the CDA, and the first meeting after May and shall hold office until the next succeeding April, or until a successor is elected. This list is an advisory list of potential members but not obligatory. The appointments to this committee are at the discretion of the Mayor: Mayor, Council Member, Downtown Business Owner, Downtown Property Owner, (2) Community Member At-Large, and Business Improvement District (BID) Representative. Ex-Officio/Staff Support: City Administrator

MAYOR	<i>Serves as Chairperson</i>		
ALDERMAN			Bobbi J Kunz
DOWNTOWN BUSINESS OWNER		4/30/2027	Sue Vandenberg
DOWNTOWN PROPERTY OWNER		4/30/2026	Cassandra Verhage
COMMUNITY MEMBER AT-LARGE		4/30/2026	Derek Drews
COMMUNITY MEMBER AT-LARGE		4/30/2028	Steve Daute
BUSINESS IMPROVEMENT DISTRICT REPRESENTATIVE		4/30/2025	Gary DeJager

ADMINISTRATOR/EC. DEVELOPMENT	Ex Officio
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Nominate Vice Chair:

- Current 2023-2024 Vice Chairperson: Sue Vandenberg

Establish Meeting Day and Time:

Business Improvement District regularly meets - Currently 3rd Tuesday of each month at 7:45 am, unless a special meeting is called.



CLOSED SESSION MINUTES
CITY OF WAUPUN SPECIAL COUNCIL MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, April 25, 2023 at 5:30 PM

CALL TO ORDER

Mayor Bishop called the meeting to order at 5:30pm.

ATTENDING

Council in-person: Mayor Bishop, Alderman Westphal, Alderman Kaczmariski, Alderman Langford, Alderman Matoushek, Alderman Siebers, Alderman Kunz

Management in-person: Attorney VandeZande, Administrator Schlieve

Management Virtual: City Clerk/Treasurer Hull

CLOSED SESSION

At 7:17p, Motion Matoushek, second Westphal to adjourn to closed session under Section 19.85 (1) (e) of the WI Statutes for purposes of Investing Public Funds in TID 3 for Redevelopment of 434 E Main Street and Investing Public Funds to Acquire Land off Rosewood Drive. Motion carried 6-0.

Investing Public Funds in TID 3 for Redevelopment of 434 E Main Street

Property in discussion is the prior Dominos building (434 E Main St.) at the corner of Main and Fond Du Lac Street. This property has several structure issues that need to be addressed. Schlieve proposes to redevelop this property through a cooperative agreement with the property owner and seek a CDI grant for improvements.

Motion Westphal, second Matoushek to approve terms of redevelopment agreement with property owner of 434 E Main St. for \$15,000 based on terms of a development agreement outlined by City Administrator and City Attorney for a phase 1 redevelopment plan. Motion carried 5-1 with Kunz abstain.

Investing Public Funds to Acquire Land off Rosewood Drive

[REDACTED]

RECONVENE TO OPEN SESSION

Motion Matoushek, second Westphal to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

ACTION FROM CLOSED SESSION

No action in open session.

ADJOURNMENT

At 7:51pm, Motion Matoushek, second by Kunz to call the meeting adjourned. Motion carried 6-0.



CDA Financial Statement

For the Month Ending:

3/31/2024

BUDGET

REVENUE \$ 251,642

EXPENSE	Budget Amt	YTD Actual	Balance
WAGES	\$ 14,958	\$ (2,592)	\$ 12,366
PROFESSIONAL SERVICES/AUDIT FEES	\$ 3,000	\$ (208)	\$ 2,792
DEBT PAYMENTS	\$ 33,000	\$ -	\$ 33,000
PAYOUT FOR 2024 PROJECTS	\$ 10,000	\$ (5,739)	\$ 4,261
TARGETED REINVESTMENT	\$ 100,000	\$ -	\$ 100,000
FOOD TRUCK ALLEY MATCHING	\$ 70,000	\$ (2,084)	\$ 67,916
FAÇADE IMPROVEMENT PROJECTS	\$ 100,000	\$ -	\$ 100,000
TOTAL EXPENSE	\$ 330,958	\$ (10,623)	\$ 320,335

AVAILABLE PROJECT FUNDS

IMPROVEMENT PROJECTS	\$ 95,046
TARGETED INVESTMENTS	\$ -
CARRYOVER FUNDS PRIOR YEAR(S)	\$ 77,777
REINVESTMENT PROJECTS	\$ 68,504
TOTAL	\$ 241,327

Funds Disbursement		
REINVESTMENT ACTIVITY	Date	AMOUNT
FOOD TRUCK ALLEY MATCHING FUNDS		\$ 70,000
FOOD TRUCK ALLEY	2/29/2024	\$ (1,496)
		\$ 68,504

Funds Disbursement		
GRANTS APPROVED	Date	\$
		110,000
BROKEN THREADS 2023	1/24/2024	\$ 5,000
STATE FARM 2023	12/20/2023	\$ 5,000
MADELINE CLOTHING 2024	3/31/2024	\$ 589
WAUPUN GYMNASTICS CLUB		\$ 4,365
AVAILABLE IMPROVEMENT PROJECT FUNDS		\$ 95,046

Funds Disbursement		
GRANTS - TARGETED INVESTMENTS	Date	\$
		139,300
GYSBER'S JEWELRY 2023		\$ 39,300
BREWERY 2023		\$ 100,000
AVAILABLE TARGETED IMPROVEMENT PROJECT FUNDS		\$ -

Funds Disbursement		
GRANTS - CARRYOVER FUNDS	Date	\$
		77,777
AVAILABLE IMPROVEMENT PROJECT FUNDS		\$ 77,777



CDA Financial Statement

For the Month Ending:

4/30/2024

BUDGET

REVENUE	\$ 251,642		
EXPENSE	Budget Amt	YTD Actual	Balance
WAGES	\$ 14,958	\$ (3,558)	\$ 11,400
PROFESSIONAL SERVICES/AUDIT FEES	\$ 3,000	\$ (208)	\$ 2,792
DEBT PAYMENTS	\$ 33,000	\$ -	\$ 33,000
PAYOUT FOR 2024 PROJECTS	\$ 10,000	\$ (5,739)	\$ 4,261
TARGETED REINVESTMENT	\$ 100,000	\$ -	\$ 100,000
FOOD TRUCK ALLEY MATCHING	\$ 70,000	\$ (12,834)	\$ 57,166
FAÇADE IMPROVEMENT PROJECTS	\$ 100,000	\$ -	\$ 100,000
TOTAL EXPENSE	\$ 330,958	\$ (22,339)	\$ 308,619

AVAILABLE PROJECT FUNDS

IMPROVEMENT PROJECTS	\$ 95,046
TARGETED INVESTMENTS	\$ -
CARRYOVER FUNDS PRIOR YEAR(S)	\$ 77,777
REINVESTMENT PROJECTS	\$ 57,166
	\$ 229,989

Funds Disbursement		
REINVESTMENT ACTIVITY	Date	AMOUNT
FOOD TRUCK ALLEY MATCHING FUNDS		\$ 70,000
FOOD TRUCK ALLEY	Feb/24 - Apr/24	\$ (12,834)
		\$ 57,166

Funds Disbursement		
GRANTS APPROVED	Date	\$
		110,000
BROKEN THREADS 2023	1/24/2024	\$ 5,000
STATE FARM 2023	12/20/2023	\$ 5,000
MADELINE CLOTHING 2024	3/31/2024	\$ 589
WAUPUN GYMNASTICS CLUB		\$ 4,365
		AVAILABLE IMPROVEMENT PROJECT FUNDS \$ 95,046

Funds Disbursement		
GRANTS - TARGETED INVESTMENTS	Date	\$
		139,300
GYSBER'S JEWELRY 2023		\$ 39,300
BREWERY 2023		\$ 100,000
		AVAILABLE TARGETED IMPROVEMENT PROJECT FUNDS \$ -

Funds Disbursement		
GRANTS - CARRYOVER FUNDS	Date	\$
		77,777
		AVAILABLE IMPROVEMENT PROJECT FUNDS \$ 77,777



AGENDA SUMMARY SHEET

MEETING DATE: May 21, 2024
AGENDA SECTION: Outstanding Applications
PRESENTER: Schlieve

TITLE: Authorizing Funding for Outstanding Development Incentive with Ravenvale, LLC for 432 and 434 E Main Redevelopment

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Economic Vitality	\$10,000	

ISSUE SUMMARY

In April 2023, the Waupun Common Council approved an agreement with Ravenvale, LLC to redevelop 434 and 432 E Main (former Domino's building). The building had fallen into significant disrepair and there were immediate issues that need to be addressed to avoid a raze order on 434. While immediate action was needed to stabilize the building, there was thinking that a multi-phased agreement would be reached to develop an upper-level apartment in 434. A copy of minutes confirming the initial approval are included with the packet. After architectural review, the second phase of the project was determined to not be feasible. We are recommending that the incentive payment be made in accordance with the standard CDA grant program at this time, based on paid receipts received.

STAFF RECCOMENDATION:

Approve recommendation for \$5,000 grant payment for 434 E Main and \$5,000 grant payment for 432 E Main Street redevelopment.

ATTACHMENTS:

Application and background material

RECOMMENDED MOTION:

Motion to approve a CDA grants in the amount of \$5,000 for redevelopment of 434 E Main and \$5,000 for redevelopment of 432 E Main Street.

Waupun Community Development Authority
Downtown Revitalization Grant Application

Applicant Name: Dean Pipito / Ravenvale, LLC
Applicant Address: 434 E Main & 432 E Main St Waupun
Phone: 414.520.7663 Fax: — Email: foxlakeproperties@yahoo.com
Name of Business/Property: Ravenvale, LLC
Property Address: 434 E Main & 432 E Main St Waupun
Property Use: Retail / Commercial

For Tenants:

The CDA requires you to work with your landlord to obtain project approval indicated by signature below. If you are the owner of the building, you can leave this section blank.

Property Owner Name: Ravenvale, LLC
Phone: 414.520.7663 Email: foxlakeproperties@yahoo.com
Property Owner Address 227 James St, Wales, WI 53183
Property Owner Signature: ~~414.520.7663~~ Date 5/10/24
Expiration Date of Current Lease Agreement: _____ Owner Initials _____

Project Summary: (Provide a brief project summary)

Redevelop buildings @ 434 & 432 E Main St, including
removal of front bulkhead on 434 and restorations
of windows (upper) on 432 and replacement of
boarded front window & upper windows

Estimated Start Date: 5/2023 Estimated Completion Date: 5/2024

City Building Inspector Approval: Building Permits Date: 5/2023
issued 5/2023

Required Attachments:

- Cost Estimates Project plan(s) drawn to ¼-inch scale, if applicable
 Current photo(s) of property Paint color(s) or material sample(s), if applicable

Project Budget:

Projects located in the Business Improvement District: (CDA will consider non-BID covered expenses only)

Did you apply for BID's Façade Improvement Grant? Yes No

If yes, BID Meeting Date: _____ BID Grant Awarded: \$ _____

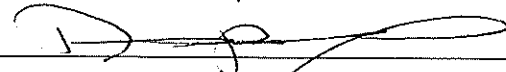
Total Estimated Cost of Application: \$ 94,363.32

Total CDA Grant Request: \$ 10,000 (50% of non-BID covered expenses)

Release of Information:

I hereby authorize the Waupun Community Development Authority (CDA) permission to share all application materials with CDA members who will be reviewing my application. I acknowledge that information provided to the CDA may be released upon request in compliance with the open record requirements and in accordance with the freedom of information act. I acknowledge that I am to attend the CDA meeting in which this request will be reviewed and that the City of Waupun will notify me of that meeting.

Applicant Name (print): DEAN Pipito RAVENVALE LLC

Applicant Signature:  Date: 5/10/24

Submit application and attachments to:
Waupun Community Development Authority – City of Waupun
201 E. Main Street, Waupun WI 53963
Kathy@cityofwaupun.org

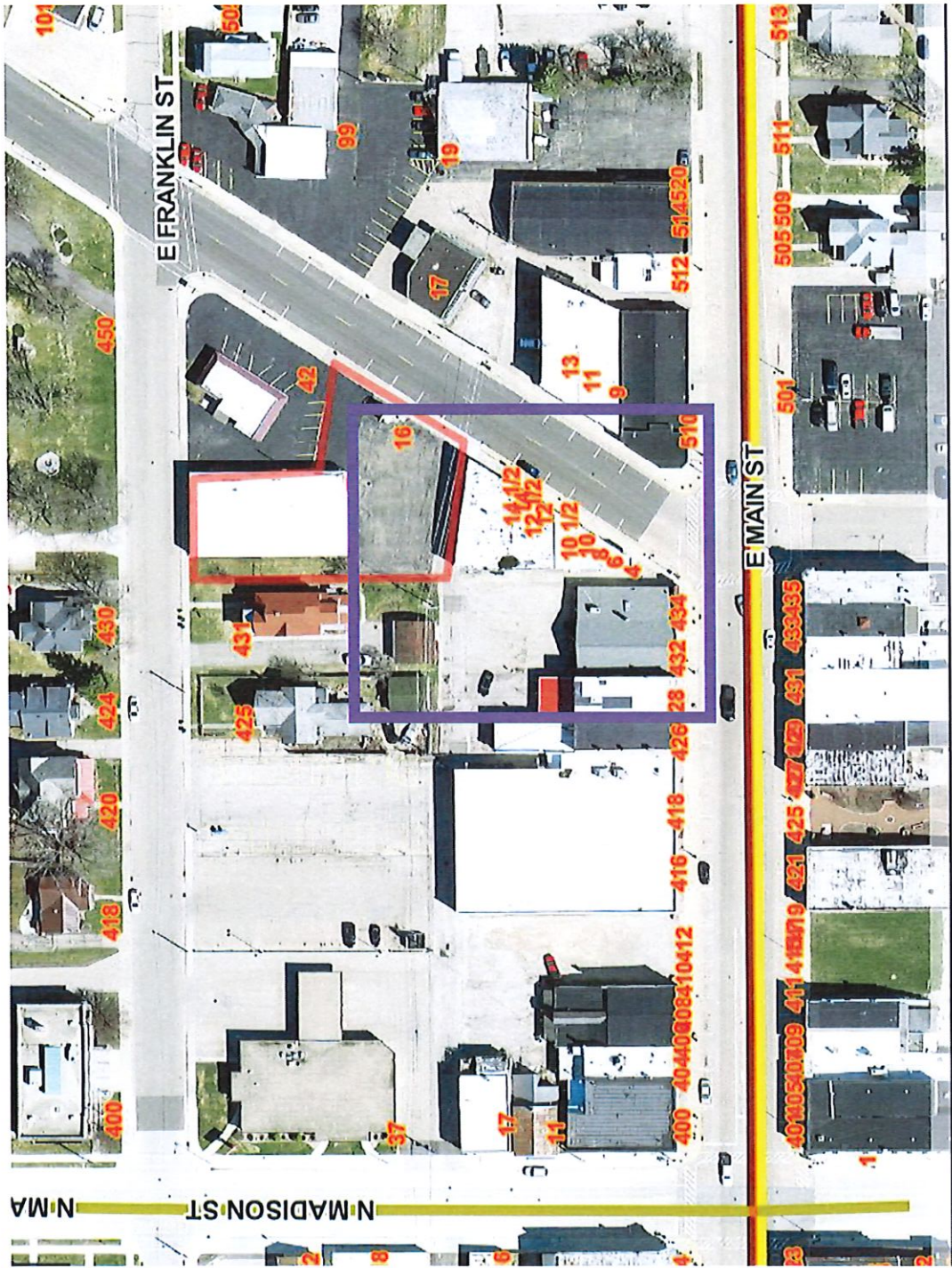
City Staff Use Only:

Date application received: 5/25/23

Application reviewed for completeness by KS (initials). Date: _____

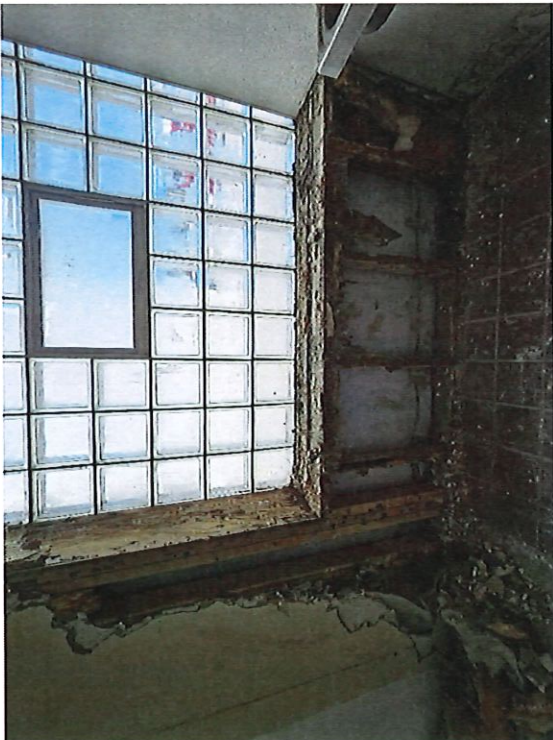
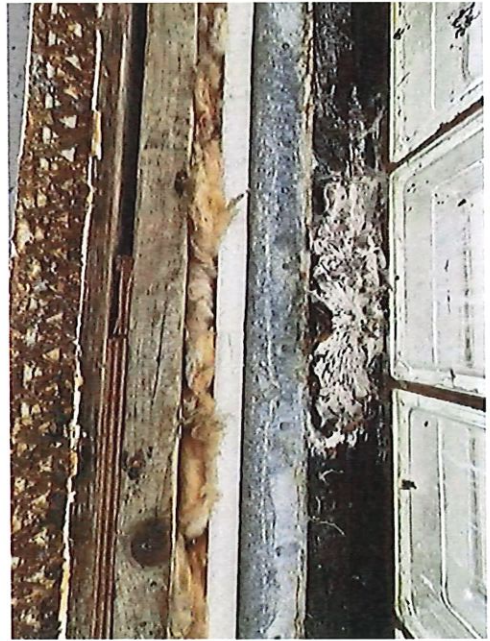
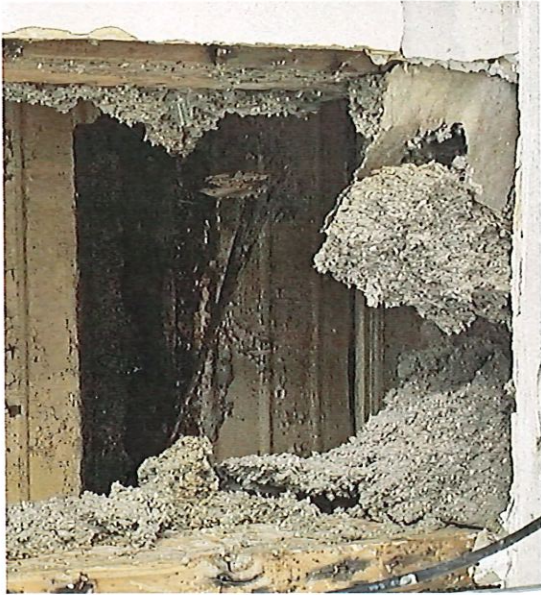
Property reviewed for delinquency by KS (initials). Date: _____

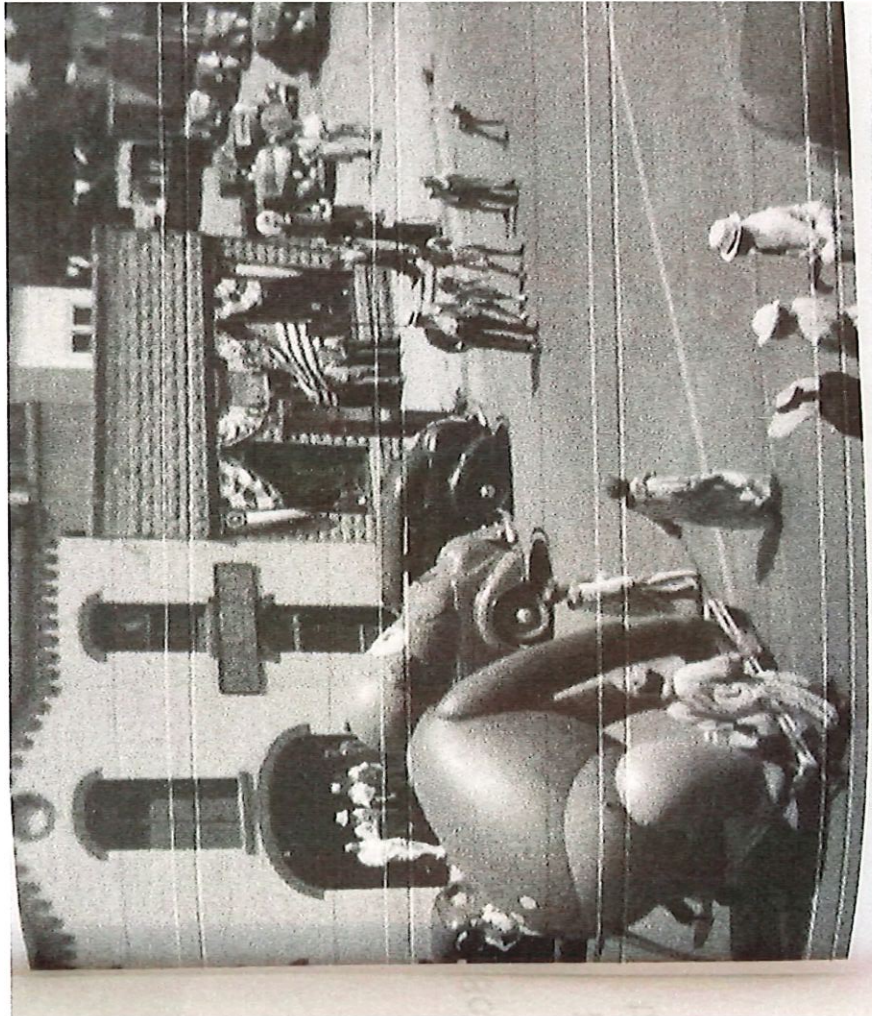
Applicant notified of scheduled CDA meeting by KS (initials). Date: _____



434 & 432 E Main Street (same owner)







Proposed Redevelopment Incentive

- Phase 1:
- Stabilize 434 E Main (roof, windows on East side)
 - Remove bulkhead – restore front façade
 - Occupancy by mid-June
 - Proposed \$15K incentive paid on occupancy
- Phase 2: State CDI Grant
- Expand to 432 E Main
 - Upper Apartment
 - Full Façade Restoration
 - Retail/Professional Svc occupancy
 - Combine 10 Fond du Lac St – 4 upper level apartments and improved façade for lower commercial
 - Stormwater – back alley
 - Additional incentive – 15K from City (CDI grant if funded ~\$25K-\$30K on this project)

Property	Quote	Phase 1 City Grant	Phase 2 CDI Grant
434 E Main Street			
Roof	\$ 50,000	\$ 50,000	
Painting (Exterior)	\$ 28,995	\$ 28,995	
Windows (4 eastern wall)	\$ 10,000	\$ 10,000	
Interior Build Out	\$ 5,000	\$ 5,000	
Electric Installation	\$ 3,000	\$ 3,000	
Water Heater	\$ 2,500	\$ 2,500	
Bulk Head Removal	\$ 2,500	\$ 2,500	
HVAC	\$ 7,500	\$ 7,500	
		<u>\$ 109,495</u>	
432 E Main Street			
Lower Build Out	\$ 10,000		\$ 75,000
Front Window	\$ 2,400		\$ 10,000
Apartment Build Out			\$ 10,000
Windows			\$ 10,000
Electrical			\$ 20,000
HVAC			\$ 125,000
Plumbing			



CLOSED SESSION MINUTES
CITY OF WAUPUN SPECIAL COUNCIL MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, April 25, 2023 at 5:30 PM

CALL TO ORDER

Mayor Bishop called the meeting to order at 5:30pm.

ATTENDING

Council in-person: Mayor Bishop, Alderman Westphal, Alderman Kaczmarski, Alderman Langford, Alderman Matoushek, Alderman Siebers, Alderman Kunz

Management in-person: Attorney VandeZande, Administrator Schlieve

Management Virtual: City Clerk/Treasurer Hull

CLOSED SESSION

At 7:17p, Motion Matoushek, second Westphal to adjourn to closed session under Section 19.85 (1) (e) of the WI Statutes for purposes of Investing Public Funds in TID 3 for Redevelopment of 434 E Main Street and Investing Public Funds to Acquire Land off Rosewood Drive. Motion carried 6-0.

Investing Public Funds in TID 3 for Redevelopment of 434 E Main Street

Property in discussion is the prior Dominos building (434 E Main St.) at the corner of Main and Fond Du Lac Street. This property has several structure issues that need to be addressed. Schlieve proposes to redevelop this property through a cooperative agreement with the property owner and seek a CDI grant for improvements.

Motion Westphal, second Matoushek to approve terms of redevelopment agreement with property owner of 434 E Main St. for \$15,000 based on terms of a development agreement outlined by City Administrator and City Attorney for a phase 1 redevelopment plan. Motion carried 5-1 with Kunz abstain.

Investing Public Funds to Acquire Land off Rosewood Drive

[REDACTED]

[REDACTED]

RECONVENE TO OPEN SESSION

Motion Matoushek, second Westphal to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

ACTION FROM CLOSED SESSION

No action in open session.

ADJOURNMENT

At 7:51pm, Motion Matoushek, second by Kunz to call the meeting adjourned. Motion carried 6-0.



April 24, 2023

Ravenvale, LLC
Dean Pipito
227 James St
Wales, WI 53183

RE: Redevelopment of 434 and 432 E Main Street, Waupun, WI 53963

This letter confirms that the Waupun Common Council agreed to enter into an agreement for Phase 1 of a multi-phased redevelopment of property you own at 434 and 432 E Main Street, Waupun, WI 53963 based on completion of the following building improvements:

434 E Main Street

- Address significant deterioration of building caused by water infiltration from leaking roof
- Replace windows throughout the building
- Paint exterior
- Replace electrical to mitigate deficiencies noted in building inspection reports
- Updated plumbing and HVAC
- Remove front façade bulk-head and restore to original façade

Estimated cost: \$ 109,495

432 E Main Street

- Replace front boarded up lower window
- Add windows on front upper to restore to original façade
- Paint exterior
- Replace electrical, plumbing and HVAC

Estimated cost: \$ 125,000

The Waupun Common Council has approved a reimbursement incentive that is 10% of your investment, capped at \$15,000 for this first phase. Once work is complete, please submit copies of paid receipts to myself at Waupun City Hall, 201 E Main Street, Waupun, WI 53963.

Thank you for your investment in Waupun and commitment to historic preservation of our downtown commercial district. Please note that the City is open to pursuing a CDI grant through WEDC as discussed to support further redevelopment of these spaces, provided that you determine a second-phase upper residential redevelopment project is feasible. A separate agreement would be required to incentivize that portion of your redevelopment plan.

Sincerely,

A handwritten signature in black ink, appearing to read "Kathy Schlieve". The signature is fluid and cursive, written over a horizontal line.

Kathy Schlieve
City Administrator/Director of Economic Development
City of Waupun
920.324.7912 | 920.420.0955
kathy@cityofwaupun.org

VENDOR	INVOICE
Zuern Building Products	\$ 1,910.34
Roof - Labor	\$ 425.00
Roof - Labor	\$ 425.00
Roof - Labor	\$ 1,000.00
Dalton Lumber Supply	\$ 1,537.29
Remove bulkhead	\$ 2,500.00
Construction	\$ 600.00
Supplies	\$ 325.00
Roets HVAC	\$ 8,250.00
W&D Navis	\$ 624.56
W&D Navis	\$ 501.13
All Phase HVAC	\$ 1,982.88
Seamless Gutters	\$ 1,470.00
East Side Lumber	\$ 16.46
East Side Lumber	\$ 69.82
East Side Lumber	\$ 10.97
C&S Electric	\$ 888.83
C&S Electric	\$ 221.28
K Brown Plumbing	\$ 4,293.25
East Side Lumber	\$ 409.40
K Brown Plumbing	\$ 1,137.00
Roof - Labor	\$ 15,185.00
K Brown Plumbing	\$ 2,573.25
Fox Exteriors / Tuckpointing	\$ 2,800.00
Floor Labor	\$ 450.00
W&D Navis	\$ 562.05
C Braaksma	\$ 372.50
All Phase HVAC	\$ 659.38
C Braaksma	\$ 2,700.89
C Braaksma	\$ 205.35
East Side Lumber	\$ 1,702.73
Hometown Glass	\$ 9,256.00
Hometown Glass	\$ 12,688.00
C Braaksma	\$ 4,198.96
Paintworx	\$ 5,000.00
Paintworx	\$ 7,411.00
TOTAL	\$94,363.32

Waupun Community Development Authority
Downtown Revitalization Grant Application

Applicant Name: Lauren Tillema
Applicant Address: 306 N Sterk Rd, Friesland, WI 53935
Phone: 920.382.9392 Fax: _____ Email: lauren@stoneand suede.design
Name of Business/Property: Stone & Suede, LLC
Property Address: 417 E Main St, Waupun, WI 53963
Property Use: Retail

For Tenants:

The CDA requires you to work with your landlord to obtain project approval indicated by signature below. If you are the owner of the building, you can leave this section blank.

Property Owner Name: Same
Phone: _____ Email: _____
Property Owner Address _____
Property Owner Signature: _____ Date _____
Expiration Date of Current Lease Agreement: _____ Owner Initials _____

Project Summary: (Provide a brief project summary)

See Attached Description

Estimated Start Date: ASAP Estimated Completion Date: July / August 2024

City Building Inspector Approval: _____ Date: _____

Required Attachments:

Cost Estimates
 Current photo(s) of property

Project plan(s) drawn to ¼-inch scale, if applicable
 Paint color(s) or material sample(s), if applicable

Project Budget:

Projects located in the Business Improvement District: (CDA will consider non-BID covered expenses only)

Did you apply for BID's Façade Improvement Grant? Yes No *Different Project*

If yes, BID Meeting Date: 5/21/24 BID Grant Awarded: \$ _____

Total Estimated Cost of Application: \$ 22,270.58

Total CDA Grant Request: \$ 5,000 (50% of non-BID covered expenses)

Release of Information:

I hereby authorize the Waupun Community Development Authority (CDA) permission to share all application materials with CDA members who will be reviewing my application. I acknowledge that information provided to the CDA may be released upon request in compliance with the open record requirements and in accordance with the freedom of information act. I acknowledge that I am to attend the CDA meeting in which this request will be reviewed and that the City of Waupun will notify me of that meeting.

Applicant Name (print): Lauren Tillema

Applicant Signature: Lauren Tillema Date: 5/10/24

Submit application and attachments to:
Waupun Community Development Authority – City of Waupun
201 E. Main Street, Waupun WI 53963
Kathy@cityofwaupun.org

City Staff Use Only:

Date application received: 5/10/24

Application reviewed for completeness by KS (initials). Date: 5/10/24

Property reviewed for delinquency by KS (initials). Date: 5/10/24

Applicant notified of scheduled CDA meeting by KS (initials). Date: 5/10/24

PROJECT SUMMARY:

Loose and crumbling brick will be removed on south exterior of building. Framing, foam, plywood, and tyvek to be installed over existing exterior. Exterior to be finished in designer series board & batten style or pro rib style metal siding in black to match existing metal trim on exterior of building. Windows to be wrapped in black tin trim as well. New exterior entrance door to be installed from Hometown Glass. New cable railing to be installed on existing deck to code and existing posts to be stained. This will correct structural issues as well as create an aesthetically pleasing look to the back alley as future development continues.



Tillema Electric LLC

Stone and Suede LLC
 417 E Main St
 Waupun, WI 53963

☎ (920) 382-9392
 ✉ lauren@stoneandsuede.design

ESTIMATE	#1017
EXPIRATION DATE	Jun 8, 2024
TOTAL	\$22,270.58

CONTACT US
 PO Box 82
 Friesland, WI 53935

☎ (920) 382-3911
 ✉ kevin.tillema@gmail.com

ESTIMATE

Services	qty	unit price	amount
Description	1.0	\$0.00	\$0.00
Remove loose brick on south exterior. Frame in opening with 2x8 lumber. Install 2x6 scab boards to face of existing brick. Install 1.5 inch foam between scab boards. Install 1/2 plywood to boards. Install tyvek on plywood. Install Designer Pro Rib metal siding. Wrap windows in color match tin. Wrap existing deck framing in tin. Remove and install new deck boards. Remove and install new cable railing.			
Labor - Labor	120.0	\$75.00	\$9,000.00
Equipment - Equipment S Equipment Scissors Lift	12.0	\$40.00	\$480.00
			Services subtotal: \$9,480.00

Materials	qty	unit price	amount
2x8 lumber	30.0	\$22.58	\$677.40
2x6 lumber	50.0	\$32.54	\$1,627.00
1.5 pink foamboard	25.0	\$46.27	\$1,156.75
1/2 plywood 4 ply	25.0	\$18.82	\$470.50
tyvek barrier	1.0	\$267.12	\$267.12
Black matte Designer Pro Siding	34.0	\$94.64	\$3,217.76

Black Tin wrap Package	1.0	\$1,842.00	\$1,842.00
Composite deck boards (linear board ft)	120.0	\$4.68	\$561.60
cable railing kit	1.0	\$765.45	\$765.45
Dumpster	1.0	\$575.00	\$575.00
Hardware Concrete Anchors, nails, screws, caulk	1.0	\$385.00	\$385.00
Hometown Door and Installation	1.0	\$1,245.00	\$1,245.00

Materials subtotal: \$12,790.58

Subtotal \$22,270.58

Tax (No Tax 0%) \$0.00

Total \$22,270.58

1.5% Service Charge per month (18% per annum) on unpaid balances. Please send checks to Tillema Electric LLC, PO Box 82, Friesland, WI 53935. Thank you for your business.



PROJECT DESCRIPTION

Loose and crumbling brick will be removed on south exterior of building. Framing, foam, plywood, and tyvek to be installed over existing exterior. Exterior to be finished in designer series board & batten style or pro rib style metal siding in black to match existing metal trim on exterior of building. Windows to be wrapped in black tin trim as well. New exterior entrance door to be installed from Hometown Glass. New cable railing to be installed on existing deck to code and existing posts to be stained. This will correct structural issues as well as create an aestically pleasing look to the back alley as future development continues.



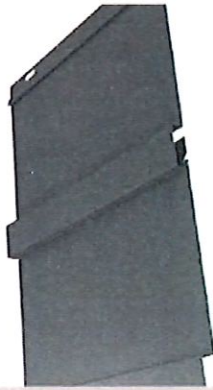
Total Cost Estimate \$22,270.58

Contact: Lauren Tillema, Owner
920-382-9392
lauren@stoneandsuede.design



PROJECT DESCRIPTION

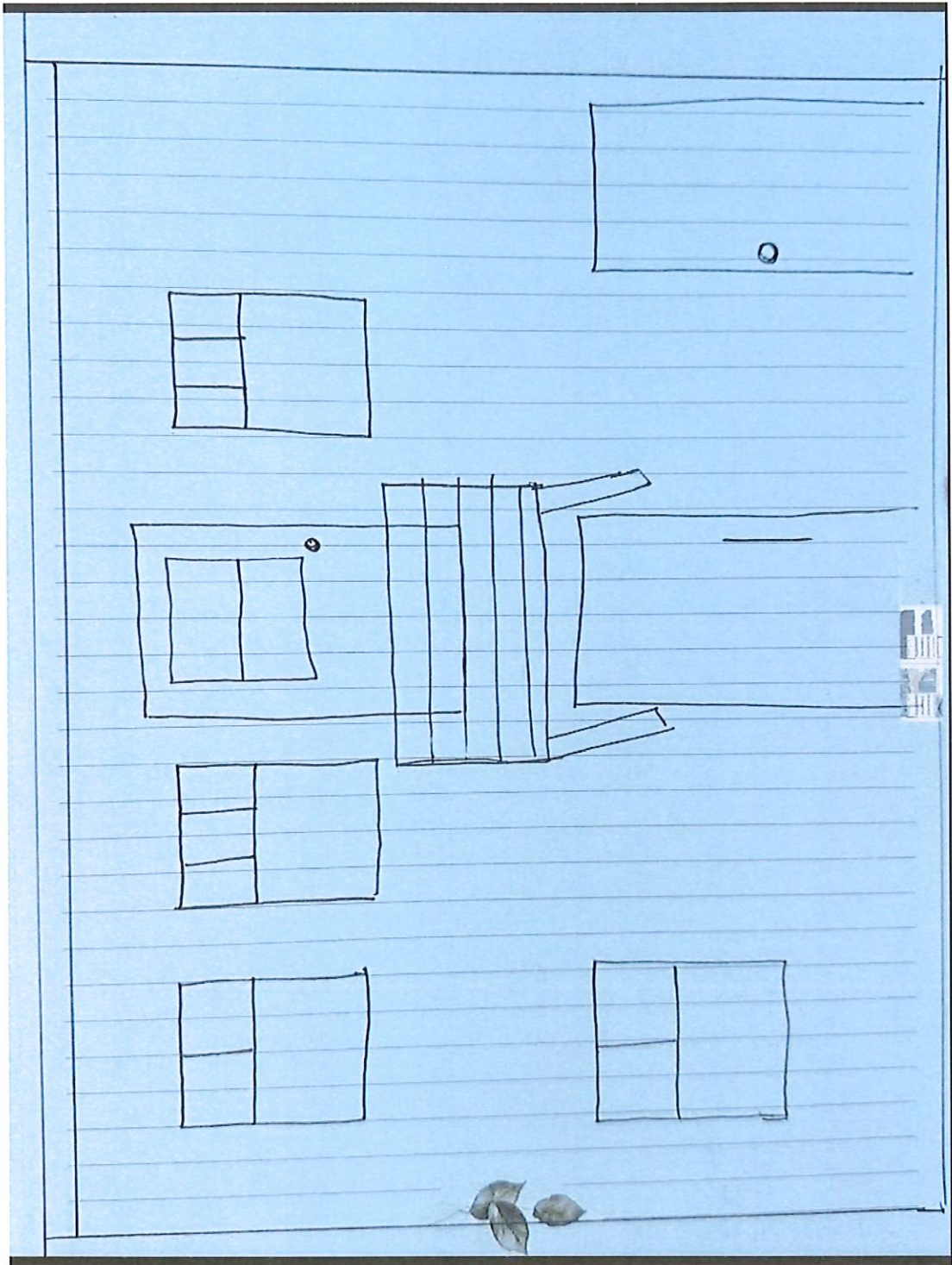
Loose and crumbling brick will be removed on south exterior of building. Framing, foam, plywood, and tyvek to be installed over existing exterior. Exterior to be finished in designer series board & batten style or pro rib style metal siding in black to match existing metal trim on exterior of building. Windows to be wrapped in black tin trim as well. New exterior entrance door to be installed from Hometown Glass. New cable railing to be installed on existing deck to code and existing posts to be stained. This will correct structural issues as well as create an aestically pleasing look to the back alley as future development continues.



Total Cost Estimate \$22,270.58

Contact: Lauren Tillema, Owner
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AGENDA SUMMARY SHEET

MEETING DATE: 5/21/24

TITLE: Administrator Update

AGENDA SECTION: DISCUSSION

PRESENTER: Administrator Schlieve

DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	

ISSUE SUMMARY:

Updates will be provided on the following items:

1. Projects from Design WI Kickstart Workshop and Next Steps
 - a. Back Alleyway / Parking Project
 - b. Downtown Beautification
 - c. Connect Waupun / Communications and Promotion
 - d. Senior Center Disposition

2. Food Truck Alley Construction Progress Update
 - a. Excavation / Stormwater / Lighting complete
 - b. Construction Meeting
 - c. Wall/Mural Update

3. Revolving Loan Program Update

4. Fire & EM Staffing Study Update

5. Other Miscellaneous Updates