

**City of Sparta**  
**Economic Development and Block Grant Commission**  
**September 30, 2020**  
**4:45 p.m.**  
**City Hall**

1. Call meeting to order
2. Consent Agenda: Consisting of the minutes from the May 18, 2020 meeting
3. Consideration of Small Business Façade Loan request for Todd & Crystal Middleton of Middleton Auto Repair
4. Items for future consideration

Adjourn

A possible Quorum of the Common Council may be in attendance at this meeting.  
No action will be taken by the Council.

**CITY OF SPARTA  
ECONOMIC DEVELOPMENT AND BLOCK GRANT COMMISSION MINUTES  
May 18, 2020, 5:00 P.M.  
CITY HALL**

**Present:** Ed Lukasek, Bruce Humphrey, Matthew Hoffland, Toni Polkoski and Becky Oswald  
**Also Present:** Todd Fahning and Beau Burlingame

\*Due to COVID-19 this meeting was held via phone conference  
Ed Lukasek called the meeting to order at 5:00 p.m. Roll call was done by Deputy Clerk.

**A motion was made Bruce Humphrey and seconded by Matthew Hoffland to approve the February 19, 2020 meeting minutes. Roll call vote: Ed Lukasek, yes; Bruce Humphrey, yes; Matthew Hoffland, yes; Toni Polkoski, yes; Becky Humphrey, yes. Motion carried 5-0.**

Todd Fahning briefed the committee on the approved changes the Finance Committee made to the existing Downtown Façade Loan Program. The program was renamed the Small Business Façade Loan Program and was extended to serve small business with 10 or less employees (owners being included in that count) with improvements to the façade of their buildings. An additional \$150,000 will be transferred to this fund, which came from the Defederalized Block Grant Fund the City has on hand.

Micheal Minor was to represent their business Simplee Delicious and the owners of the property, Donna and Ronald Burnham, located at 106 N Water Street. Technical difficulties prevented her from attending the meeting via call in. They are requesting \$6,052.00 proposed by La Crosse Overhead Door Co., Inc. for the replacement of the front windows and front door.

**A motion was made by Bruce Humphrey and seconded by Matthew Hoffland to approve the Downtown Façade Loan request made by Micheal Minor (Simplee Delicious at 106 N Water Street) for \$ 6,052.00. This would be contingent on the Historic Preservation Committee's approval at their June 2, 2020 meeting. Roll call vote: Ed Lukasek, yes; Bruce Humphrey, yes; Matthew Hoffland, yes; Toni Polkoski, yes; Becky Humphrey, yes. Motion carried 5-0.**

Beau Burlingame represented his business the Beer Shop, located at 200 W Wisconsin Street. They are requesting funds for the installation of new glass panel garage doors, new windows and a new exterior sign. Bruce Humphrey was concerned that the projects he is requesting funds for has already been started and/or completed. Todd Fahning explained there were three main reasons for the delay in proposing this application and request. Due to COVID-19 and the difficulty in scheduling meetings, the high demand of time the April 7<sup>th</sup> election required of Jennifer, and the timing of the Finance Committee's decision to rename/expand the program to all small business façade requests Mr. Burlingame's request had to be delayed.

**A motion was made by Bruce Humphrey and seconded by Toni Polkoski to approve the Downtown Façade Loan request made by Beau Burlingame (Beer Shop at 200 W Wisconsin Street) for \$ 14,940.34. Roll call vote: Ed Lukasek, yes; Bruce Humphrey, yes; Matthew Hoffland, yes; Toni Polkoski, yes; Becky Humphrey, yes. Motion carried 5-0.**

**A motion was made by Bruce Humphrey and seconded by Toni Polkoski to adjourn the meeting at 5:15 p.m. Roll call vote: Ed Lukasek, yes; Bruce Humphrey, yes; Matthew Hoffland, yes; Toni Polkoski, yes; Becky Humphrey, yes. Motion carried 5-0.**

Respectfully submitted,  
Jennifer Lydon  
CDBG Coordinator/Deputy City Clerk

**September 30, 2020**

**Small Business Façade Loan Request:**

**Applicant(s):** Todd & Crystal Middleton

**Business:** Middleton Auto Repair

**Location:** 118 W Wisconsin Street

**City Funds Requested:**

Total: \$15,000.00 G2 Construction LLC

**Reason:** Demolition, removal and replacement of parking lot.

\*The Middletons have a CDBG Business Loan with the City of Sparta. The loan originated on October 1, 2016 for \$20,000. They are ahead on payments and paid through May of 2021.



## SMALL BUSINESS FAÇADE LOAN PROGRAM APPLICATION

**Applicant Name(s):**

Todd Middleton & Crystal Middleton

Telephone Number: (608) 487-5151 (home/cell) (608) 269-6435 (work)

Residence Address: 13787 Gannett Rd. Sparta, WI 54656  
Street Address, City, State, Zip

Email: tmiddleton88@yahoo.com

Note: Please list names of all property owners as shown on deed or land contract

Todd Middleton  
Crystal Middleton

**Business Information:**

Name of Business: Middleton Auto Repair

Mailing Address: 118 W. Wisconsin St.

City, State, Zip: Sparta, WI 54656

Type of Business: Automotive Repair # of Employees (Include Owners): 2

Check one:  Individual  Partnership  Corporation

Names of Partners or Corporate Officers:

**Project Information:**

Address of property to be improved (if different): \_\_\_\_\_

Total loan amount being applied for: \$15,000.00 (\$15,000 maximum)

Improvements to be made (include proposed amount and supporting documentation):

Parking lot.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed project time frame:

Starting date: ASAP Est. Completion Date: \_\_\_\_\_

Application Signature(s):

Signature: Todd Middleton

Date: 8-28-20

Signature: Cristal Middleton

Date: 08/28/2020



Office Use Only:

CDBG Committee Meeting Date: 9/30/2020 @ 4:45 p.m.

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_



# ESTIMATE

Concrete Paving

**G2 Construction LLC**  
17352 Hilltop Road  
Sparta, WI 54656  
United States

Mobile: 608-487-3338

## BILL TO

**Todd Middleton**  
Todd Middleton  
118 W Wisconsin St  
Sparta, Wisconsin 54656  
United States

608-269-6435  
TMiddleton88@yahoo.com

**Estimate Number:** 158  
**Estimate Date:** May 27, 2020  
**Expires On:** June 27, 2020  
**Grand Total (USD):** **\$40,053.70**

Services	Quantity	Price	Amount
<b>Concrete Demo</b> Tear out old concrete and haul away	688	\$2.00	\$1,376.00
<b>6" Flatwork</b> Pour new 6 bag mix with fibers and rebar grid. Power troweled finish	688	\$5.00	\$3,440.00
<b>Concrete Demo</b> Tear out all exterior concrete and haul away	7578	\$0.75	\$5,683.50
<b>5" flatwork</b> Repour parking lot with new 5" thick concrete 6 bag mix with fibers and rebar grid. Broom finish	7578	\$3.90	\$29,554.20
		<b>Total:</b>	\$40,053.70
		<b>Grand Total (USD) :</b>	<b>\$40,053.70</b>

## Notes / Terms

\$25,000.00 Down on start and balance on completion. All additional work is time & material

Sign \_\_\_\_\_ Date \_\_\_\_\_

# ICE

(608) 633-9992  
briandenoyer@yahoo.com

14773 Greenway rd  
Sparta, WI  
54656

Attention: Todd Middleton  
Middleton Auto Repair

118 W Wisconsin St.  
Sparta, WI 54656

Date:

Project Title:

Project Description:

P.O. Number:

Invoice Number:

Terms: Due

5" Paving	7920 sq ft	S!	5	\$!	38,412
28'-4"x 12'-4" Garage stall 6" concrete	350 sq ft	S!	8	\$!	2,625
23'x 14'-6" Garage stall 6" concrete	334 sq ft	S!	8	\$!	2,505
Gravel 100 tons of gravel	100 tons	15 per ton		\$!	1,500
				Subtotal	\$! 45,042
				Tax	
				Total	\$! 45,042

Thank you for your business. It's a pleasure to work with you on your project.

Sincerely yours,

Brian DeNoyer