

**CITY OF SPARTA
ECONOMIC DEVELOPMENT AND BLOCK GRANT COMMISSION
December 14, 2022
5:30 P.M.
CITY HALL**

1. Call meeting to order
2. Consent Agenda: Consisting of the minutes from the October 19, 2022 meeting
3. Consideration of Small Business Façade Loan request for Troy Ziegler – Market Bar at 109 E
Main Street Sparta, WI 54656
4. Update on CDBG Financials
5. Items for future consideration
6. Adjourn

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

Posted 12/13/2022

CITY OF SPARTA
COMMUNITY DEVELOPMENT AND BLOCK GRANT COMMISSION MINUTES
October 19, 2022 at 5:30 P.M.
City Hall

Present: Ed Lukasek, Matthew Hoffland, Kevin Brueggeman, Toni Polkoski, Becky Oswald

Also Present: Todd Fahning, Lynette Schmitz, Michael Kidd

Absent: N/A

Ed Lukasek called the meeting to order at 5:29 p.m.

A motion was made by Matthew Hoffland and seconded by Kevin Brueggeman to approve the September 14, 2022 meeting minutes. Motion carried 5-0.

RBI Rentals LLC/ Paul & Lynette Schmitz would like to seal coat their parking lot at 402 S Black River Street, they have 2 proposals. Since our last meeting and per our committee, the land contract has been recorded. The city attorney has advised us to get a subordination agreement drafted putting the City of Sparta in first position for pay back of funds. Arndt Buswell & Thorn S.C will draft the subordination once the mortgage has been recorded per their request. The vendors will also be listed on the mortgage.

A motion was made by Toni Polkoski and seconded by Kevin Brueggeman to approve the small business façade loan request by Paul & Lynette Schmitz of RBI Rentals LLC, located at 402 S Black River Street for \$15,000.00. Motion carried 5-0.

David & Phyllis Frisk of Second Season would like to replace their roof at 128 N Water Street, she is in dire need of replacement as the roof has constant leaks causing issues inside her business. She was able to get a proposal that she accepted. Discussion was made by the committee as to timeline of work being started and when the roof would be finished.

A motion was made by Becky Oswald and seconded by Matthew Hoffland to approve the small business façade loan request made by David & Phyllis Frisk of Second Season located at 128 N Water Street in the amount of \$11,780.15. Motion carried 5-0.

Michael Kidd of Prestige Furniture would like to put up some signage on the front and side of his building for advertisement at 119 S Water Street. Decals with Distinction gave a proposal to make and hang the signs, the signs are the appropriate size and all signs have been approved.

A motion was made by Matthew Hoffland and seconded by Kevin Brueggeman to approve the small business façade loan request made by Michael Kidd of Prestige Furniture located at 119 S Water Street. Motion carried 5-0.

The committee discussed setting a time limitation on when work needs to be started, so monies can be distributed in a timely manner. Discussed setting a time limit of 90 days to start the project, if they need an extension we can extend at that point. There are situations that they may not be able to start the work timely, winter months, lack of material, health issues, etc. We will use our best judgement to identify if we should extend or not. In the time being, Jackie will reach out to current façade loan holders and mention that we need to make sure they get a start date for all the projected work.

Items for future consideration:

Todd and Jackie will work on a new hand out for façade loans showing our updated specifications so all who apply are aware of our expectations.

A motion was made by Kevin Brueggeman and seconded by Matthew Hoffland to adjourn the meeting at 6:05 p.m.



SMALL BUSINESS FAÇADE LOAN PROGRAM APPLICATION

Applicant Name(s):

MARKET BAR (TROY ZIEGLER OWNER)

Telephone Number: (608) 487-4997 (home/cell) (608) 269-2922 (work)

Residence Address: 109 E MAIN ST SPARTA, WI 54656
Street Address, City, State, Zip

Email: t2marketinvestments@gmail.com

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

TROY E ZIEGLER

Business Information:

Name of Business: MARKET BAR

Mailing Address: 24488 COUNTY HIGHWAY X

City, State, Zip: CASTON, WI 54619

Type of Business: _____ # of Employees (Include Owners): 8

Check one: Individual _____ Partnership _____ Corporation

Names of Partners or Corporate Officers:

Project Information:

Address of property to be improved (if different): 109 E MAIN ST.

Total loan amount being applied for: \$10,165⁰⁰ (\$15,000 maximum)

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

REMOVE & REPLACE EXISTING 30+ YEAR OLD
ENTRANCE DOORS

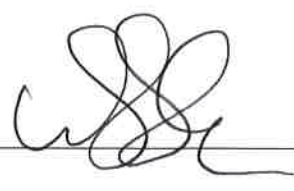
INCLUDES 2 ALUMINUM ENTRANCE DOOR &
1 STEEL ENTRANCE DOOR

* SEE ATTACHED ESTIMATE

Proposed project time frame:

Starting date: FEBRUARY 2023 Est. Completion Date: FEBRUARY 2023

Application Signature(s):

Signature: 

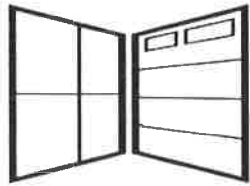
Date: 10/26/22

Signature: _____

Date: _____

***Buildings located in the Historic District downtown will require prior approval from the Historic Preservation committee.**

Office Use Only:	<u>JG</u>
CDBG Committee Meeting Date:	<u>12.14.2022</u>
Approved: _____	Denied: _____



LA CROSSE
GLASS & OVERHEAD
SINCE 1898 DOOR CO.

Estimate

**604 South Third Street
LA CROSSE WISCONSIN 54602-1073
608 782-7620 PHONE
608 785-0392 FAX**

By: Troy Ziegler Date: 10/24/22
Project: Market Bar
Location: Sparta WI

We hereby submit specifications and estimates for: **(2) Aluminum entrances. Doors to be narrow stile with welded corner construction that features a lifetime warranty against failure. Glass to be 1" clear tempered low-E insulated unit. Hardware to include butt hinges, hd closer, MS Lock, thumbturn, push/pull, weatherstrip, threshold and bottom sweep. The following to include all labor, materials and equipment:**

- 1. RO size of 33-3/4" x 82-1/4" for (1) LH outswing aluminum entrance.**
- 2. RO size of 38" x 85" for (1) LH outswing aluminum entrance.**

Total amount for above: \$6,800.00

**Note:
16-18 week lead time on materials**

Items not included:

- 1. Cleaning and protection.**

All materials used in this contract are guaranteed to be as specified, and the entire job is to be done in a neat and substantial manner.

Any alteration or deviation from the specifications herein agreed

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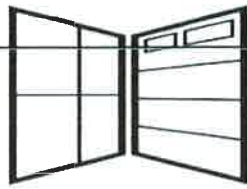
Any alteration or deviation from the specifications herein agreed upon involving extra cost of labor and material will be executed only upon a written order for same, and will become an extra charge over the sum mentioned in this contract.

SIGNED BY

Zach Woodard

ACCEPTANCE OF ESTIMATE

The foregoing terms specifications and conditions are satisfactory, and the same are hereby accepted and agreed to, and
Hereby authorizes you to execute the same.



LA CROSSE
GLASS & OVERHEAD
SINCE 1898 DOOR CO.

**604 South Third Street
LA CROSSE WISCONSIN 54602-1073
608 782-7620 Phone
608 785-0392 Fax**

By: Troy Ziegler **Date: 10/24/22**
Project: Market Bar
Location: Sparta WI

We hereby submit specifications and estimates for: Steel door and H.M. framework. Door to be 18 gauge insulated, flush, primed steel. Frame to be 16-gauge steel with 5-3/4" depth and welded corners. The following to include all labor, and materials:

- 1. Demolition and removal of existing door.**
- 2. New 3070 LH outswing HM steel door and frame.**
- 3. Door Hardware:**
 - Butt Hinges**
 - Re-use existing entrance lever/lock**
 - Weatherstrip**
 - 12" x 12" glass vision lite kit with 1" tempered insulated glass**
 - Door closer**
 - Threshold**

Total Price: \$3,365.00

Note: Door and frame will require painting to be weather resistant. (Not included)

Add to above total to paint: \$325.00

14-16 week lead time on materials.

Items not included:

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- 2. New 3070 LH outswing HM steel door and frame.**
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 - Threshold**

Total Price: \$3,365.00

Note: Door and frame will require painting to be weather resistant. (Not included)

Add to above total to paint: \$325.00

14-16 week lead time on materials.

Items not included:

- 1. Painting.**

All materials used in this contract are guaranteed to be as specified, and the entire job is to be done in a neat and substantial manner.

Any alteration or deviation from the specifications herein agreed upon involving extra cost of labor and material will be executed only upon a written order for same, and will become an extra charge over the sum mentioned in this contract.

SIGNED BY

Zach Woodard

ACCEPTANCE OF QUOTE

The foregoing terms specifications and conditions are satisfactory, and the same are hereby accepted and agreed to, and

Hereby authorizes you to execute the same.

December 14, 2022 CDBG Meeting – Financials

CDBG Home Loan (1988WDF): \$111,691.83 (see below)**

Small Business Façade Loan: \$103,372.23

***Open File \$15,000.00 to be paid yet- Burlingame/Sparta Bottling Co.**

***Open File \$6,924.00 to be paid yet- Heidi Lydon/HLS Enterprises- work started**

***Open File \$15,000.00 to be paid yet- Coulee Car Wash (permit was just taken out for this job)**

***Open File \$15,000.00 to be paid yet- Trent Ziegler & Quint Schaitel (permit was just taken out for this job)**

***Open File \$15,000.00 to be paid yet- RBI Rentals**

***Open File \$11,780.15 to be paid yet- Phyllis Frisk – Second Season**

\$24,668.08 remaining after all open files are paid out.

Troy Ziegler is requesting \$10,165.00 if this is approved, there will be \$14,503.08 left in this account.

Outstanding Loan Balance for CDBG Home Loan (1988WDF):

\$608,147.44

Bank statement balance to be returned. Outstanding loan funds to be returned in full, less administration fees, at the time of satisfaction.

DOWNTOWN FACADE LOANS

	Outstanding Loan Balance:	\$448,915.00			
	2021 Loan Balance Forward	\$323,467.07			
	2022 Satisfactions	\$26,130.41			
	Subtotals	\$297,336.66			
	2022 Mortgages	\$151,578.34			
	2022 LOAN BALANCE TOTAL	\$448,915.00			