

COMMON COUNCIL

Special Meeting of the Committee of the Whole
Saturday, December 2, 2023, 8:00 a.m.
Public Works Garage at the Municipal Services Campus (dress warm!),
535 S Madison St, Evansville, WI 53536

AGENDA

1. Call to order.
2. Roll call.
3. Approval of agenda.
4. Civility reminder.
5. Citizen appearances.
6. Basics - (5 minutes).
 - a. Practical matters: restrooms, process monitor (time keeper), break, etc.
 - b. A-ha sheet.
 - c. Parking lot.
7. Opening Round –Potholes are often top of mind in fall and spring for residents, introduce yourself and tell us a unique way you would fill a pothole! - (30 seconds each; 15 minutes total).
8. TIF 101 – Tax Increment Financing is an economic development tool in the state of WI. We'll learn about this tool, and how it affects Evansville - (60 minutes)
 - a. Ehler's Overview of TIF
 - b. Current districts
 - c. CHS and TIF 10
 - d. Possible Future Districts
9. Break (15 minutes)
10. Mainstreet 101 – Downtowns are economic and social engines for a community, WEDC will share programs they offer, and we can discuss how these programs may position Evansville's downtown for even more success! (60 minutes)
 - a. Connect Communities, BIDs, and Main Street
11. Break (15 minutes)

12. Elected Official 101 – Open records, open meetings, and conflict of interest 101; questions for City Attorney (we all need the refresher!) (15 minutes).
 - a. Attorney Advice
 - b. Roberts Rules of Orders Discussion
13. Municipal Services Campus 101 – The campus is comprised of 3 buildings in varying conditions. (60 minutes)
 - a. 2018 Facility Study (30 minutes)
14. Check out - (15 minutes).
 - a. New parking lot items.
 - b. A-ha sheets.
 - c. Tour of Public Works, Water, and Light Buildings (30 minutes)
15. Adjourn.

-Mayor Dianne Duggan

Meeting Location and Building Entrance:



A-ha!



Meeting: Committee of the Whole – December 2, 2023

Jot down the most significant insights, perspectives, and practical ideas that you pick up from this meeting.

These A-ha's! are the ideas, tools, tips, and strategies that you are most likely to transfer from this meeting to your workplace/role in the city.

1.

2.

3.

4.

5.

6.

7.

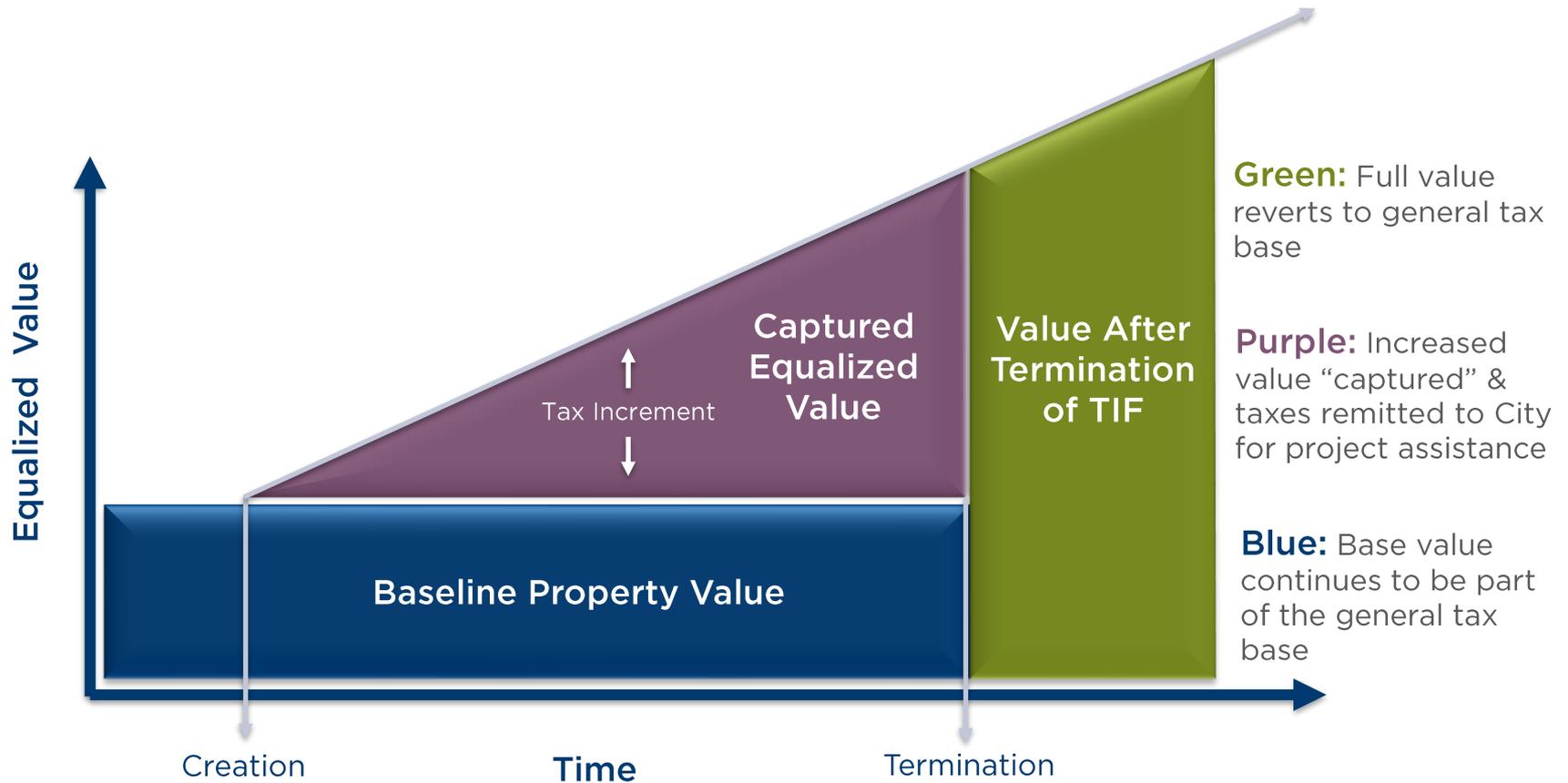


Tax Incremental Finance

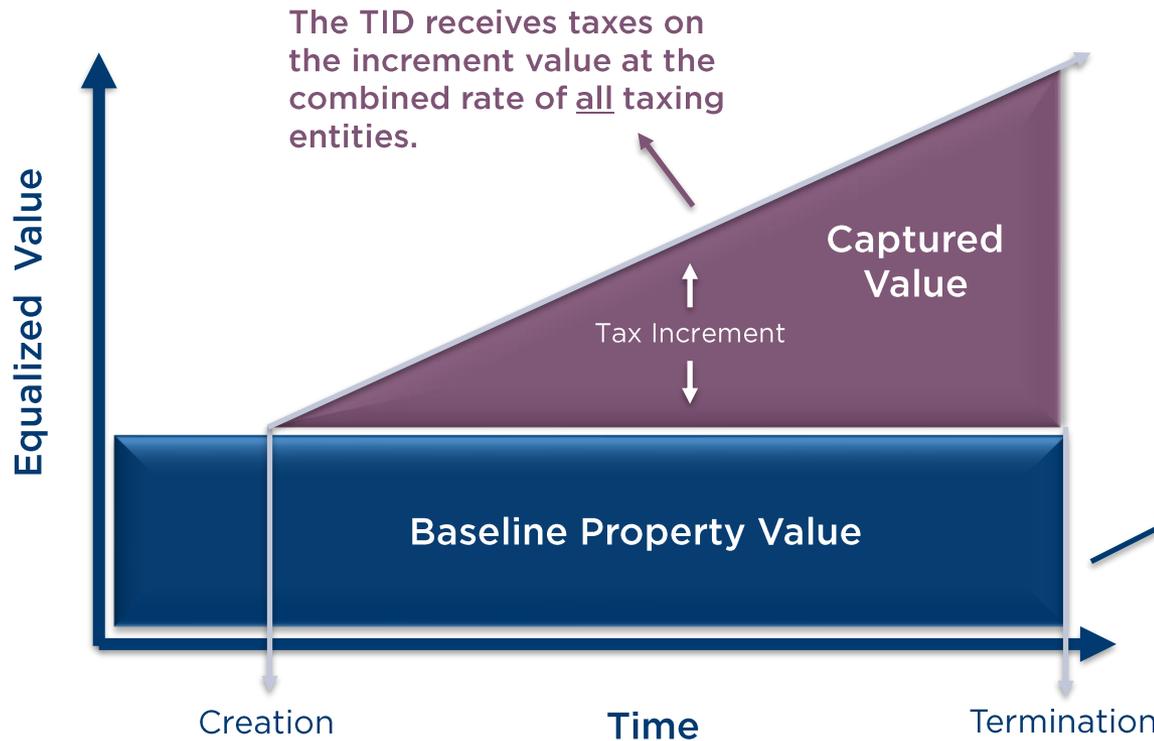
City of Evansville, Wisconsin

December 2, 2023

TIF Fundamentals



TID Tax Levies



Jurisdiction	Mill Rate
Local	\$6.50
County	\$4.00
School	\$7.50
Tech	\$2.00
TOTAL	\$20.00

All taxing jurisdictions within TID boundary continue to receive their share of the tax levy on the base value of the TID.

Why use TIF?

THE INTENT

- | | |
|----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| ✓ Require cost participation amongst all taxing jurisdictions that ultimately benefit from increased property values | ✓ Promote economic development and redevelopment |
| ✓ Address lack of other incentives and financial resources | ✓ Promote cooperation between public and private sectors |

Impacts of TIF

Pay the same tax rate whether you are in a TIF district or not.

Does not change zoning – zoning changes still require separate approvals.

Does not make it easier to use eminent domain.

All projects require separate approval – TIF plan only makes them TIF eligible.

If taxable value increases, all taxing jurisdictions benefit when district closes.

Municipality takes on all financial risk if TIF district underperforms.

TID Creation Requirements

Increment value of existing TID(s)

+ proposed base value of new district(s)

Must be < 12% of total Equalized Value

- Contiguous area & cannot extend beyond corporate limits
- Other requirements & maximum life limits apply per TID type

District Types

Type	Max Life	At Least 50% of Proposed District Area Must Be:	Newly Platted Residential
Mixed Use	20 Years	Suitable for combination of industrial, commercial & residential uses	Max 35% (plus density requirement)
Industrial		Zoned & suitable for industrial development	Not Allowed
Blighted Area	27 Years	Blighted	Not Allowed
Conservation or Rehabilitation		In need of conservation or rehabilitation	Not Allowed
Environmental Remediation		Containing significant environmental pollution	Not Allowed

Project Plan Requirements



Project Costs

- Can be phased & laid out to plan for adequate revenue stream
- Costs description
- Development, Redevelopment description



Financing Plan

- Cash flow forecast
- Financing tools
- Estimated life of proposed district

The “But For” Test

- Standard applied by Joint Review Board
 - ✓ key underpinning of TIF program
- “But for” the use of TIF assistance, the proposed development could not occur:
 - ✓ as proposed
 - ✓ within same time frame
 - ✓ with same level of value



The “But For” Test...cont.

How do you prove it?

- Independent third-party review of developer’s sources, uses & cashflows (with/without TIF assistance)
- Challenged site
- Extensive public infrastructure costs
- Lack of economic development in community



Ultimately the Joint Review Boards’ judgement call

TID Creation Procedure

- Feasibility study (Project Plan)
- Initial Joint Review Board (JRB) meeting
- Public hearing of Plan Commission
- Governing body approval (official “Creation Date”)
- Final JRB approval
- State approval (procedural & legal review)



Eligible Project Costs

Public works & improvements

Financing

Real property assembly (land write-down)

Professional services

Administrative & organizational

Contributions to Community Dev. or Redev. Authority

Relocation

Pro-rated share of utility infrastructure (municipality-wide)

Cash grants (requires developer agreement)

Environmental remediation

Projects within ½ mile of district

...All costs must directly relate to purpose of TID, including ½ mile.

Prohibited Project Costs

- Constructing or expanding municipal buildings
- Facilities financed with utility user fees
- General gov't exp. unrelated to TID
- Costs associated with newly platted residential development
 - ✓ except in Mixed Use districts with “qualifying” residential, no more than 35% of district by acreage)



Amendments

Boundary

- May add, subtract property
- Must remain contiguous, can encircle non-district parcel
- Must follow 12% test to add property
- 4 amendment maximum during life of district

Plan

- Used to amend list of proposed projects
- Revenue sharing
- No limit to number allowed (except maximum expenditure period)

...same procedure as TID Creation

Expenditure Period

- Maximum time period TID can incur expenses or obligate revenues related to project plan
- Ends 5 years prior to end of maximum life for all district types (extensions do not change expenditure period)
- After expenditure period ends, TID may continue to pay:
 - ✓ Debt service on existing obligations
 - ✓ Contractually-obligated expenses
 - ✓ Ongoing administrative expenses
 - ✓ If designated donor TID, district may continue to donate increment

Maximum Life

A TID may remain open until the earliest of the following:

- Maximum life is reached
- Tax increments (revenues) collected sufficient to pay project obligations (expenses)
- The municipality passes a resolution to close the district

At closure:

- Remaining funds (surplus) distributed proportionately to taxing jurisdictions (shared benefit) - OR -
- Unreimbursed project costs become general liability of the municipality (risk not shared)

Overview of Existing TIF Districts



Overview Tax Incremental District #10

Type of District

- Mixed use District. Maximum life of 20 years.
- At least 50% of area suitable for some combination of commercial and industrial development.

Challenge

- Significant utility & other infrastructure needed for development.
- Majority of costs will be funded by developer and reimbursed through a pay-as-you-go incentive. City not responsible for any incentive shortfalls.

Development

- Soybean processing facility.
- Expected to process 220,000 bushels/day.
- Utility building, warehouse, production, lab & offices included.

12% Equalized Value test

City of Evansville, Wisconsin	
Tax Increment District #10	
Valuation Test Compliance Calculation	
District Creation Date	12/12/2023
	Valuation Data
	Currently Available
	2023
Total EV (TID In)	669,495,700
12% Test	80,339,484
Increment of Existing TIDs	
TID #5	18,998,100
TID #6	7,263,200
TID #8	3,148,900
TID #9	1,704,600
Total Existing Increment	<u>31,114,800</u>
Projected Base of New District	625,804
Less Value of Any Underlying TID Parcels	31,014
Total Value Subject to 12% Test	<u>31,709,590</u>
Compliance	PASS

Project Costs

City funded costs are potential infrastructure projects funded if increment is sufficient.

Developer funded costs reimbursed through pay-as-you-go incentive payable solely from project increment.

If increment generated by project is insufficient to pay full incentive, City not required to make up shortfall.

Projects included in project plan

Preliminary Projects:

1. Wastewater, street, stormwater, trail/sidewalks.
2. Ongoing annual costs for audit, TID reporting, legal review, etc.
3. Incentives subject to approval of developer agreement by Common Council.

City of Evansville, Wisconsin

Tax Increment District #10

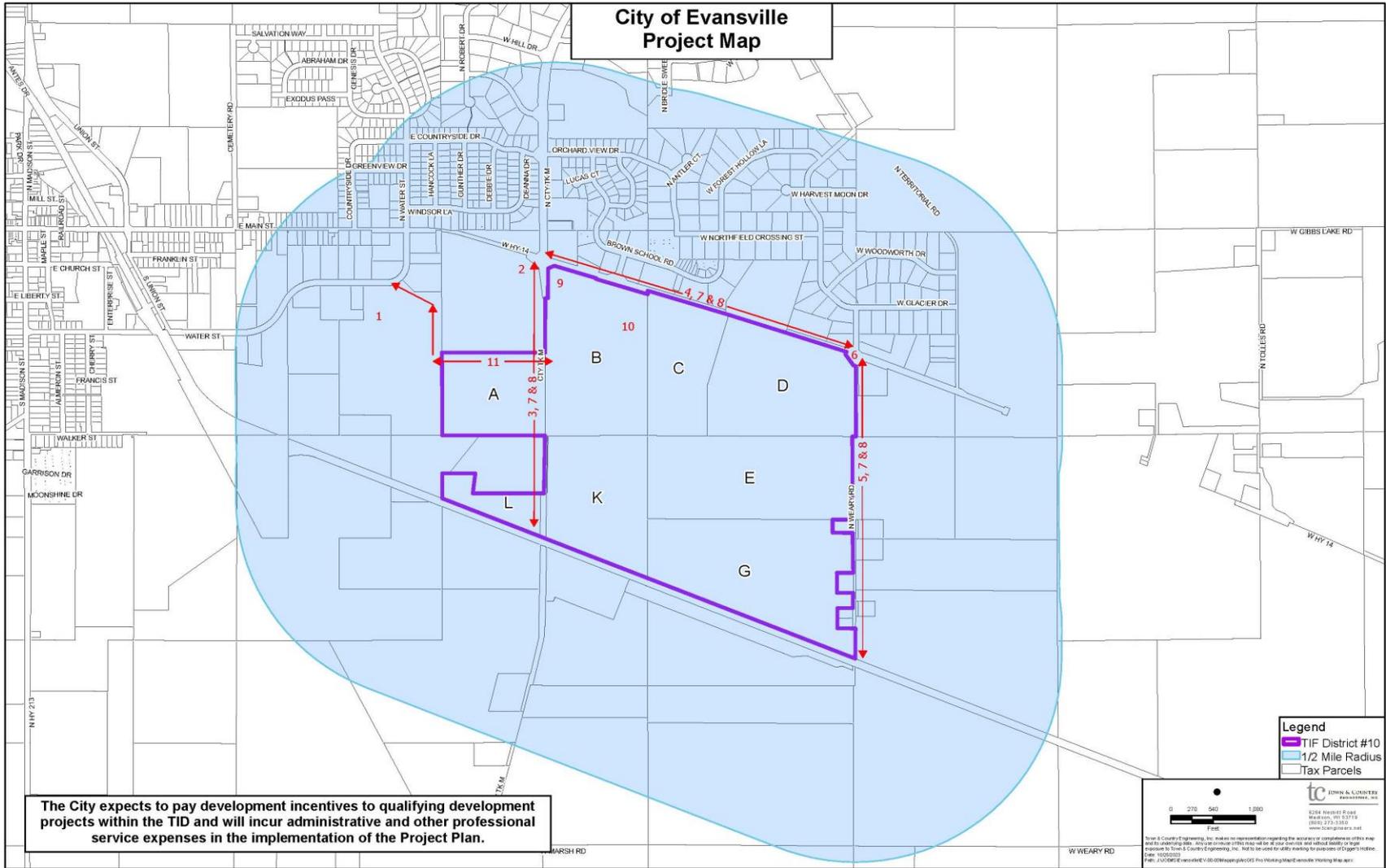
Estimated Project List

Project ID	Project Name/Type	TID Costs			Non-TID Cost
		Proposed City Funded	Proposed Developer Funded	1/2 Mile Radius	
1	Wastewater- Lift Station	250,000		Yes	250,000
2	Wastewater - additional plant capacity	1,500,000		Yes	1,500,000
3	Streets - Repave CTH M (HWY 14 to tracks)	500,000		Yes	500,000
4	Streets - Repave HWY 14 (M to Weary)	600,000			600,000
5	Streets - Rebuild Weary (HWY 14 to tracks)	1,200,000			1,200,000
6	Streets - intersection of Weary and HWY 14	750,000			750,000
7	Street lighting (along HWY 14, M, and Weary)	1,000,000		Yes	1,000,000
8	Sidewalks/Trail (along HWY 14, M, and Weary)	750,000		Yes	750,000
9	Stormwater - pond at corner of M and HWY 14	300,000		Yes	300,000
10	Storm water - pond for City 11 acre site	200,000			200,000
11	Trail connection - north edge of parcel A from HWY 14 to WWTP	250,000			250,000
	Master plan for 25 acre commercial site	25,000			25,000
	Mater plan for City 11 acre site	25,000			25,000
	Construction Contingency	730,000			730,000
	Ongoing annual reporting, audit and professional services	210,000			210,000
Throughout District	Developer incentive (Pay-as-you-go)				
	Roads and intersections		500,000		500,000
	Rail loop track and transition to UP line		11,200,000		11,200,000
	Regional Trail		500,000		500,000
	Storm water ponds and management		1,900,000		1,900,000
	Wastewater pre-treatment, DAF system, extensions		17,500,000		17,500,000
	Water distribution & storage, fire water service		750,000		750,000
	Gas service line extension		16,000,000		16,000,000
	Construction contingency		6,470,000		6,470,000
	Electric Service City Cost (paid through user fees)				0
	Electric Service Developer Cost (paid through user fees)				0
					2,381,000
					1,564,000
TOTALS		<u>8,290,000</u>	<u>54,820,000</u>		<u>63,110,000</u>
					<u>3,945,000</u>

Notes:

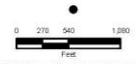
1. Cost split between City costs and developer costs is based on estimates at the time of district creation. Actual costs may shift between parties.
2. Developer incentive cap expected not to exceed \$55,000,000.

City of Evansville Project Map



The City expects to pay development incentives to qualifying development projects within the TID and will incur administrative and other professional service expenses in the implementation of the Project Plan.

- Legend**
- TIF District #10
 - 1/2 Mile Radius
 - Tax Parcels



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TID #10 Financial Analysis Summary

1. Estimated incremental value \$110 million constructed over 3 years.

2. 85% of increment pays developer incentive not to exceed \$55 million. Subject to Council approval of developer agreement.

3. Increment not expected to cover all project costs. City will prioritize infrastructure projects.

City of Evansville, Wisconsin

Tax Increment District #10

Development Assumptions

Construction Year		Project Orange	Annual Total	Construction Year	
1	2024	9,900,000	9,900,000	2024	1
2	2025	51,810,000	51,810,000	2025	2
3	2026	48,290,000	48,290,000	2026	3
4	2027		0	2027	4
5	2028		0	2028	5
6	2029		0	2029	6
7	2030		0	2030	7
8	2031		0	2031	8
9	2032		0	2032	9
10	2033		0	2033	10
11	2034		0	2034	11
12	2035		0	2035	12
13	2036		0	2036	13
14	2037		0	2037	14
15	2038		0	2038	15
16	2039		0	2039	16
17	2040		0	2040	17
18	2041		0	2041	18
19	2042		0	2042	19
20	2043		0	2043	20
Totals		<u>110,000,000</u>	<u>110,000,000</u>		

Notes:

9% of anticipated value constructed in 2024.

47.1% of anticipated value constructed in 2025.

43.9% of anticipated value constructed in 2026.

City of Evansville, Wisconsin

Tax Increment District #10

Tax Increment Projection Worksheet

Type of District	Mixed Use	Base Value	TBD
District Creation Date	December 12, 2023	Appreciation Factor	1.00%
Valuation Date	Jan 1, 2024	Base Tax Rate	\$18.03
Max Life (Years)	20	Rate Adjustment Factor (4 years)	-1.50%
Expenditure Period/Termination	15 12/12/2038	Tax Exempt Discount Rate	N/A
Revenue Periods/Final Year	20 2045	Taxable Discount Rate	7.00%
Extension Eligibility/Years	Yes 3		
Eligible Recipient District	No		

Construction Year	Value Added	Valuation Year	Inflation Increment	Total Increment	Revenue Year	Tax Rate	Tax Increment	Taxable NPV Calculation	
								85% of Increment	(Total increment)
1 2024	9,900,000	2025	0	9,900,000	2026	\$17.76	175,861	149,482	143,555
2 2025	51,810,000	2026	99,000	61,809,000	2027	\$17.50	1,081,489	919,266	968,618
3 2026	48,290,000	2027	618,090	110,717,090	2028	\$17.23	1,908,189	1,621,960	2,329,130
4 2027	0	2028	1,107,171	111,824,261	2029	\$16.98	1,898,362	1,613,607	3,594,089
5 2028	0	2029	1,118,243	112,942,504	2030	\$16.98	1,917,345	1,629,743	4,788,115
6 2029	0	2030	1,129,425	114,071,929	2031	\$16.98	1,936,519	1,646,041	5,915,186
7 2030	0	2031	1,140,719	115,212,648	2032	\$16.98	1,955,884	1,662,501	6,979,058
8 2031	0	2032	1,152,126	116,364,774	2033	\$16.98	1,975,443	1,679,126	7,983,272
9 2032	0	2033	1,163,648	117,528,422	2034	\$16.98	1,995,197	1,695,918	8,931,176
10 2033	0	2034	1,175,284	118,703,706	2035	\$16.98	2,015,149	1,712,877	9,825,927
11 2034	0	2035	1,187,037	119,890,743	2036	\$16.98	2,035,301	1,730,006	10,670,504
12 2035	0	2036	1,198,907	121,089,651	2037	\$16.98	2,055,654	1,747,306	11,467,722
13 2036	0	2037	1,210,897	122,300,547	2038	\$16.98	2,076,210	1,764,779	12,220,236
14 2037	0	2038	1,223,005	123,523,553	2039	\$16.98	2,096,972	1,782,426	12,930,553
15 2038	0	2039	1,235,236	124,758,788	2040	\$16.98	2,117,942	1,800,251	13,601,039
16 2039	0	2040	1,247,588	126,006,376	2041	\$16.98	2,139,121	1,818,253	14,233,928
17 2040	0	2041	1,260,064	127,266,440	2042	\$16.98	2,160,513	1,836,436	14,831,328
18 2041	0	2042	1,272,664	128,539,104	2043	\$16.98	2,182,118	1,854,800	15,395,228
19 2042	0	2043	1,285,391	129,824,495	2044	\$16.98	2,203,939	1,873,348	15,927,509
20 2043	0	2044	1,298,245	131,122,740	2045	\$16.98	2,225,978	1,892,082	16,429,941
Totals	110,000,000		21,122,740			Future Value of Increment	38,153,185	32,430,207	

Notes:

Actual results will vary depending on development, inflation of overall tax rates.

NPV calculations represent estimated amount of funds that could be borrowed (including project cost, capitalized interest and issuance costs).

City of Evansville, Wisconsin

Tax Increment District #10

Cash Flow Projection

Year	Projected Revenues		Expenditures									Balances				Year
	Tax Increments	Total Revenues	Sewer Revenue Bond \$1,735,000 Dated Date: 05/01/26			General Obligation Notes \$1,050,000 Dated Date: 04/01/38			Developer Incentive	City capital outlay	Annual Costs	Total Expenditures	Annual	Cumulative	City Debt Outstanding	
2024		0									0	0	0	1,735,000	55,000,000	2024
2025		0								10,000	10,000	(10,000)	(10,000)	1,735,000	55,000,000	2025
2026	175,861	175,861						149,482		10,000	159,482	16,379	6,379	1,735,000	54,850,518	2026
2027	1,081,489	1,081,489						919,266		10,000	1,072,403	9,086	15,465	1,735,000	53,931,252	2027
2028	1,908,189	1,908,189	60,000	5.50%	93,775			1,621,960		10,000	1,785,735	122,453	137,918	1,675,000	52,309,292	2028
2029	1,898,362	1,898,362	60,000	5.50%	90,475			1,613,607		10,000	1,774,082	124,279	262,198	1,615,000	50,695,685	2029
2030	1,917,345	1,917,345	65,000	5.50%	87,038			1,629,743		10,000	1,791,781	125,564	387,762	1,550,000	49,065,941	2030
2031	1,936,519	1,936,519	70,000	5.50%	83,325			1,646,041	500,000	10,000	2,309,366	(372,847)	14,915	1,480,000	47,419,900	2031
2032	1,955,884	1,955,884	70,000	5.50%	79,475			1,662,501		10,000	1,821,976	133,908	148,822	1,410,000	45,757,399	2032
2033	1,975,443	1,975,443	75,000	5.50%	75,488			1,679,126		10,000	1,839,614	135,829	284,651	1,335,000	44,078,273	2033
2034	1,995,197	1,995,197	80,000	5.50%	71,225			1,695,918		10,000	1,857,143	138,055	422,706	1,255,000	42,382,355	2034
2035	2,015,149	2,015,149	85,000	5.50%	66,688			1,712,877	500,000	10,000	2,374,564	(359,415)	63,291	1,170,000	40,669,478	2035
2036	2,035,301	2,035,301	90,000	5.50%	61,875			1,730,006		10,000	1,891,881	143,420	206,711	1,080,000	38,939,473	2036
2037	2,055,654	2,055,654	95,000	5.50%	56,788			1,747,306		10,000	1,909,093	146,561	353,271	985,000	37,192,167	2037
2038	2,076,210	2,076,210	100,000	5.50%	51,425			1,764,779		10,000	1,926,204	150,007	503,278	1,935,000	35,427,389	2038
2039	2,096,972	2,096,972	105,000	5.50%	45,788	150,000	5.75%	86,250		10,000	2,179,464	(82,492)	420,786	1,680,000	33,644,962	2039
2040	2,117,942	2,117,942	110,000	5.50%	39,875	150,000	5.75%	47,438		10,000	2,157,563	(39,621)	381,165	1,420,000	31,844,711	2040
2041	2,139,121	2,139,121	120,000	5.50%	33,550	150,000	5.75%	38,813		10,000	2,170,616	(31,494)	349,671	1,150,000	30,026,458	2041
2042	2,160,513	2,160,513	125,000	5.50%	26,813	150,000	5.75%	30,188		10,000	2,178,436	(17,923)	331,747	875,000	28,190,023	2042
2043	2,182,118	2,182,118	135,000	5.50%	19,663	150,000	5.75%	21,563		10,000	2,191,025	(8,907)	322,840	590,000	26,335,223	2043
2044	2,203,939	2,203,939	140,000	5.50%	12,100	150,000	5.75%	12,938		10,000	2,198,386	5,553	328,393	300,000	24,461,874	2044
2045	2,225,978	2,225,978	150,000	5.50%	4,125	150,000	5.75%	4,313		10,000	2,210,519	15,459	343,853	0	22,569,793	2045
Total	38,153,185	38,153,185	1,735,000		1,142,625	1,050,000		241,500		32,430,207	1,000,000	210,000	37,809,332			Total

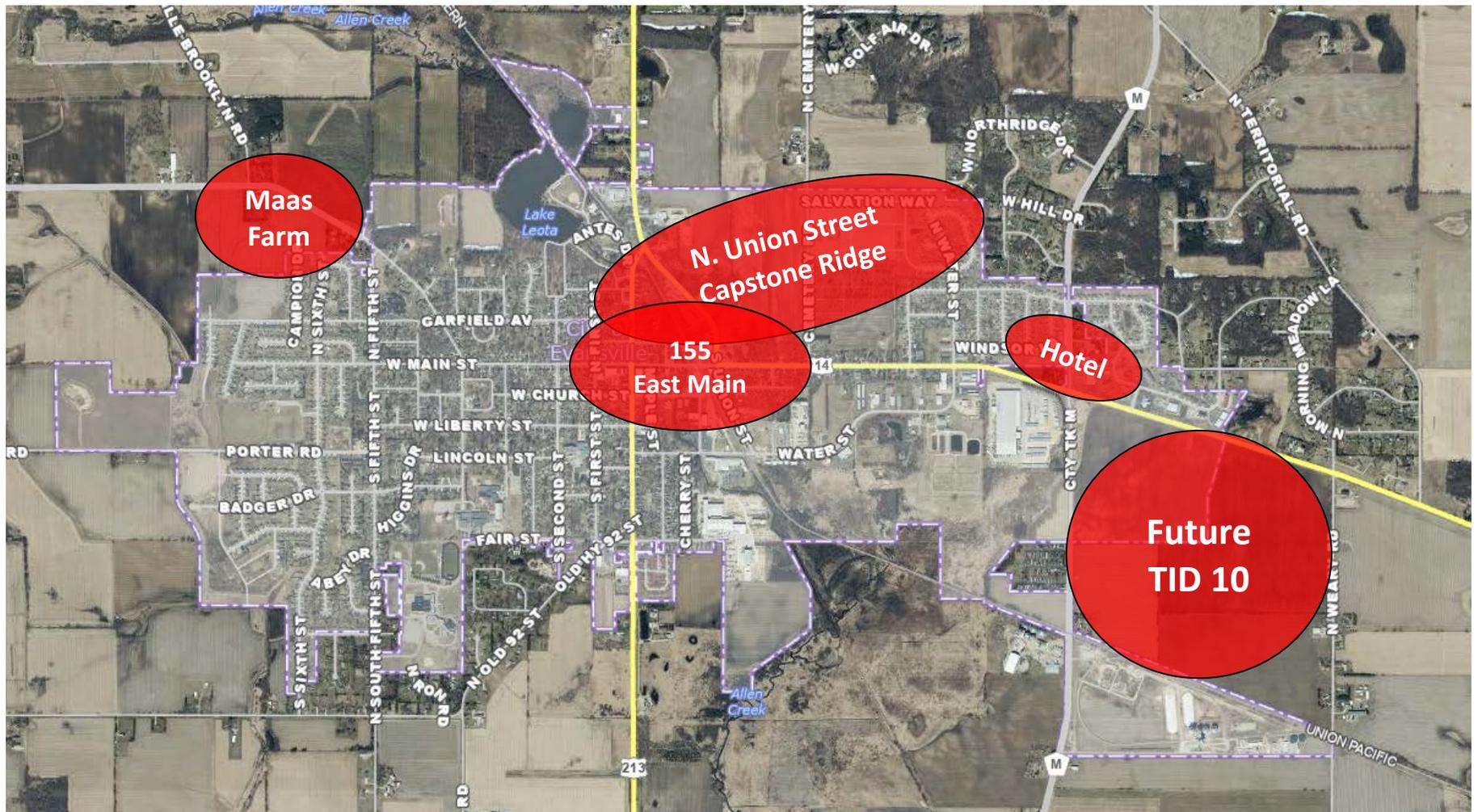
Notes:

1. City is under no obligation to pay any incentive balance outstanding at the end of the District's maximum life.

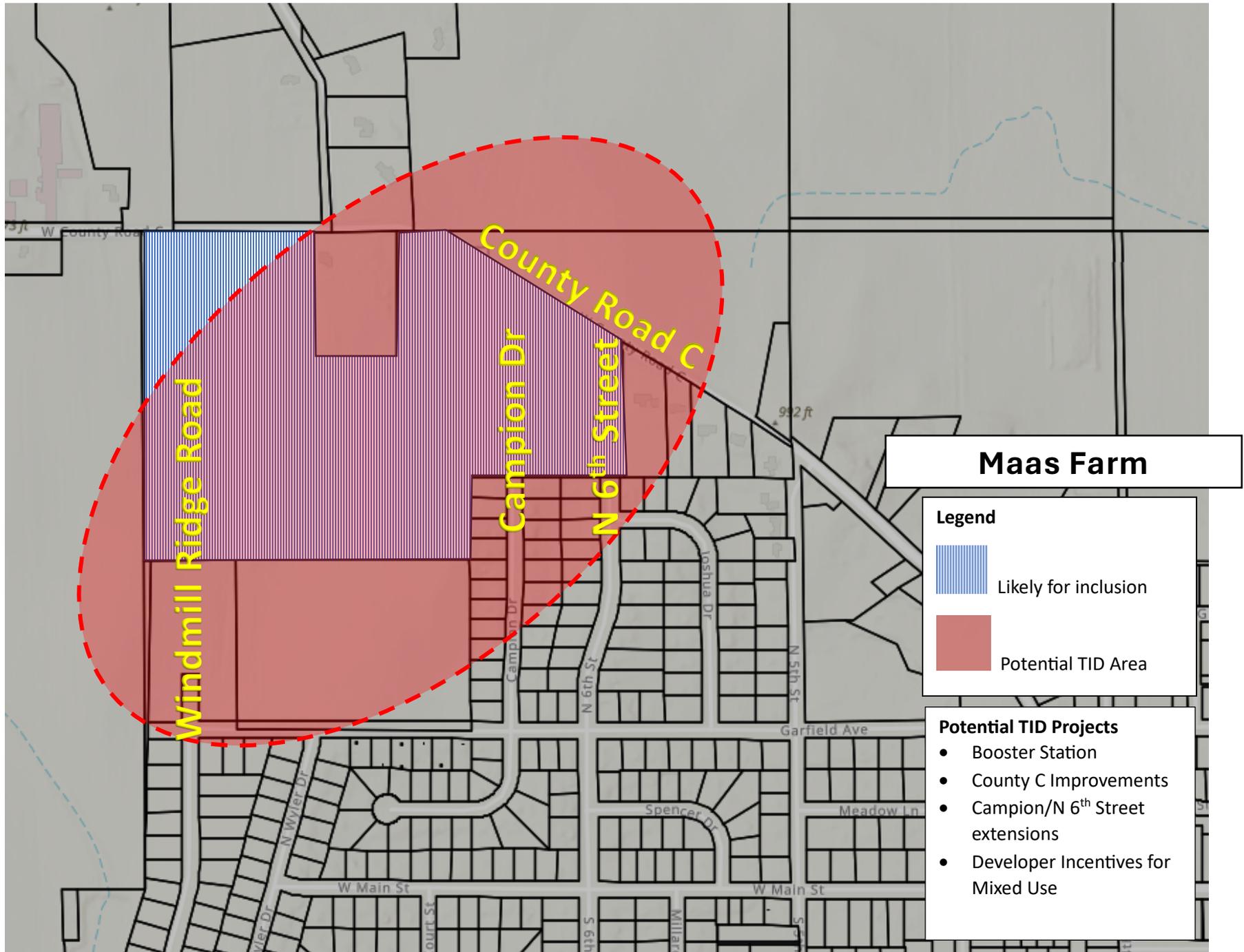
Projected TID Closure

Let's Talk!

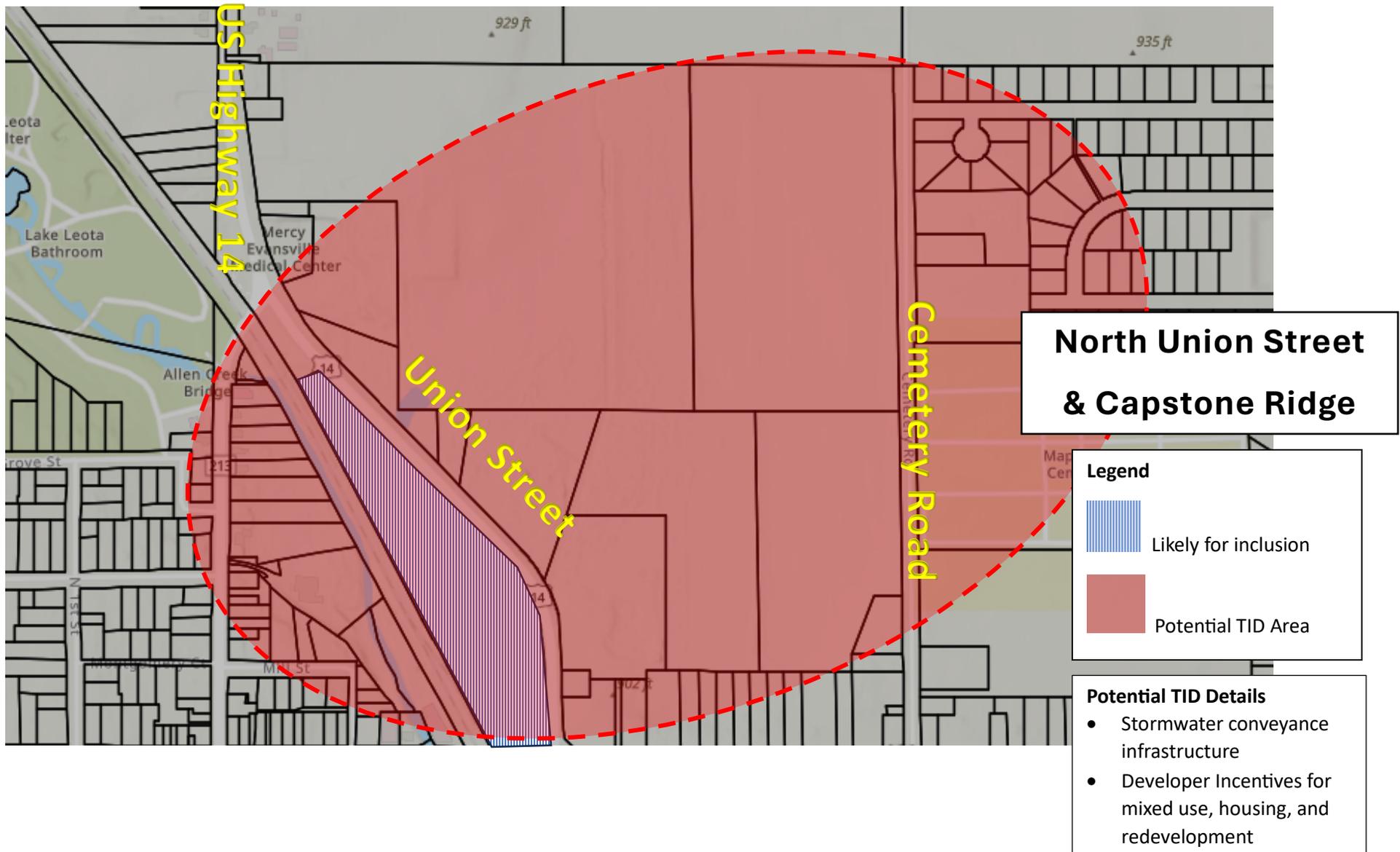




Potential TID Districts



Potential TID Districts



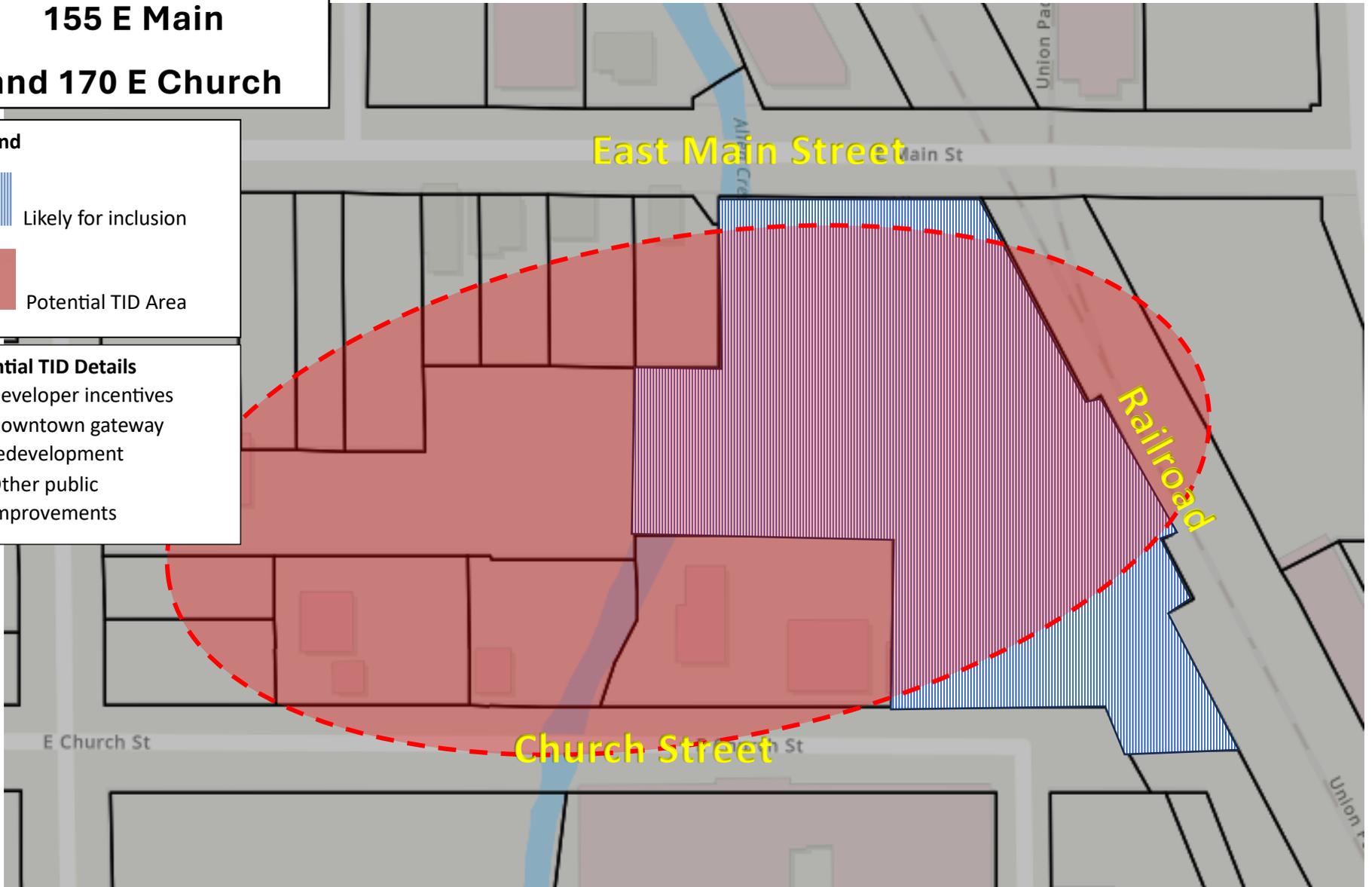
Potential TID Districts

**155 E Main
and 170 E Church**

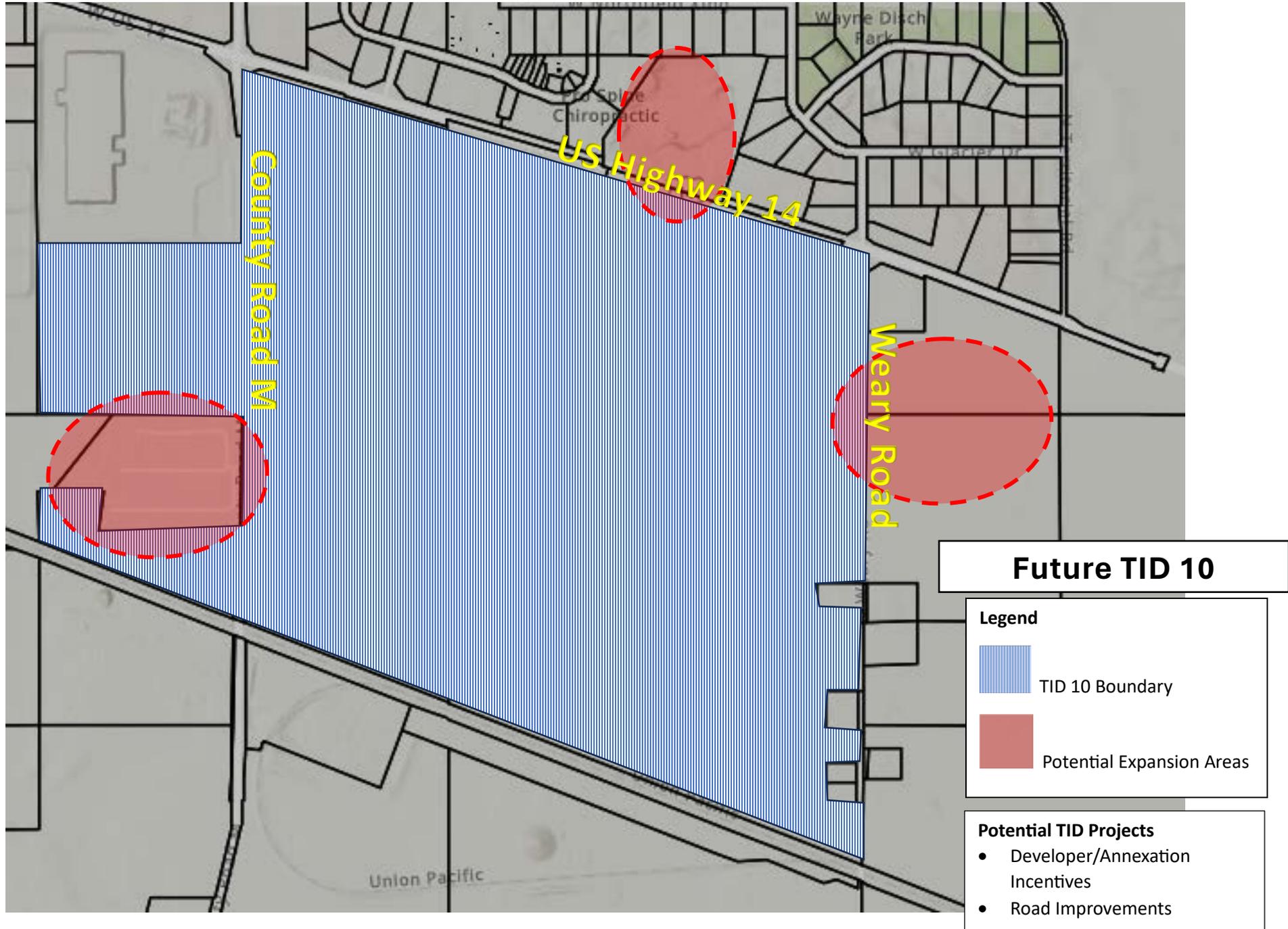
Legend

-  Likely for inclusion
-  Potential TID Area

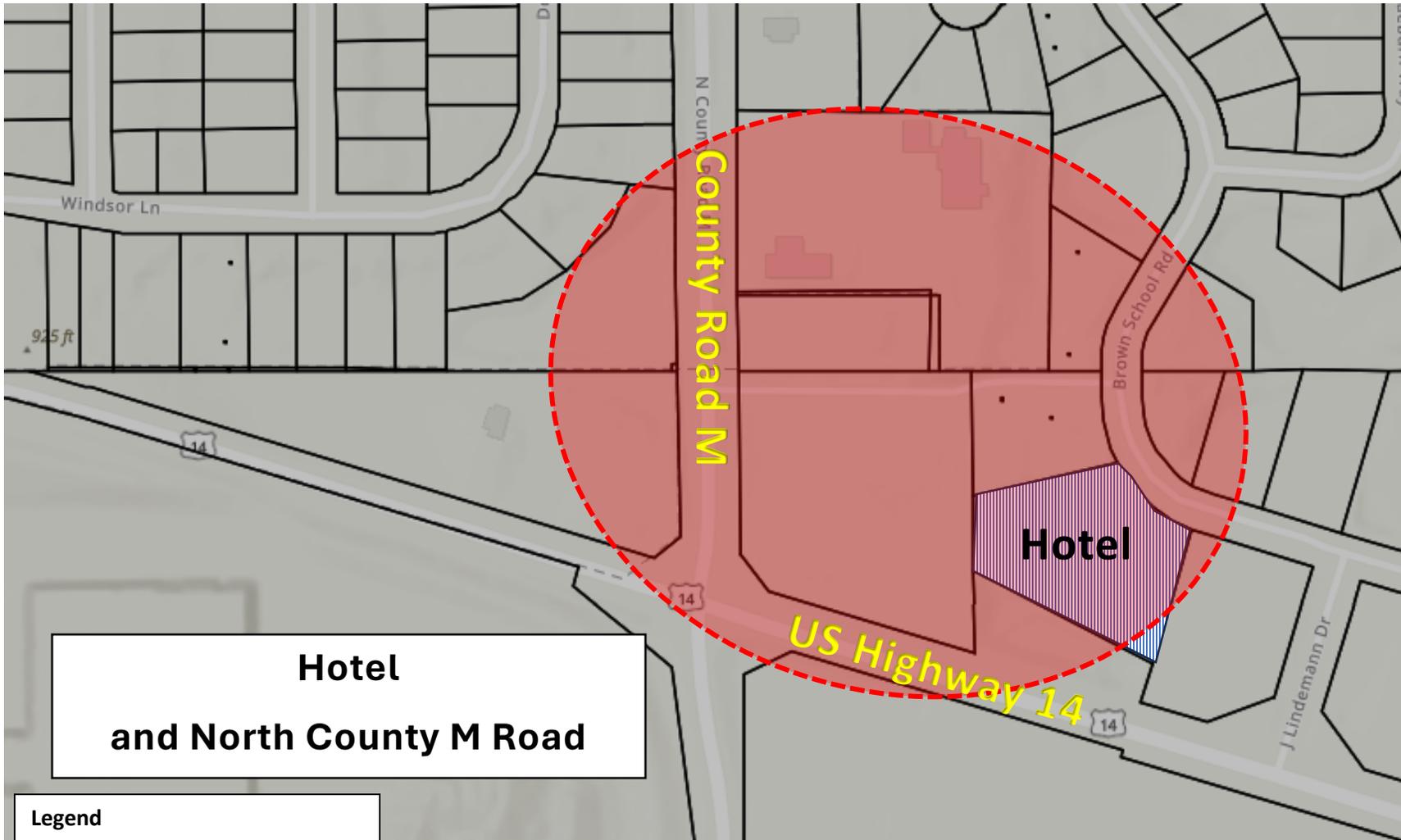
- Potential TID Details**
- Developer incentives
 - Downtown gateway redevelopment
 - Other public improvements



Potential TID Districts



Potential TID Districts



**Hotel
and North County M Road**

Legend

-  Likely for Inclusion
-  Potential Expansion Areas

Potential TID Details

- Developer/Annexation Incentives for Mixed Use

Agenda Item 10A



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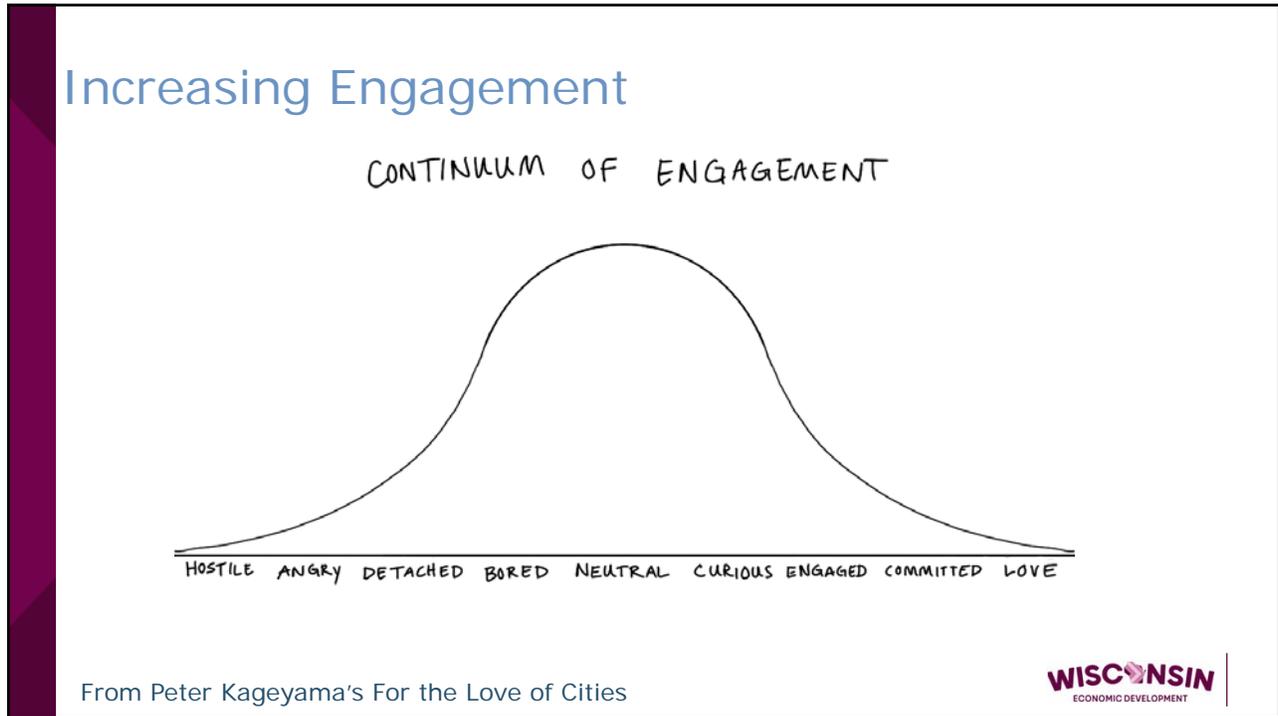
Why Downtown Investment

- Downtowns/existing districts are often the largest economic engine in the City.
 - Downtown residents spend 200% more at walking distance businesses.
 - The average downtown HH spends \$9,000/year in local goods/services.
 - Filled upper units allow landlords to accept higher risk (i.e. local, retail, restaurant) tenants on the ground floor.
 - Wisconsin average downtown market share:

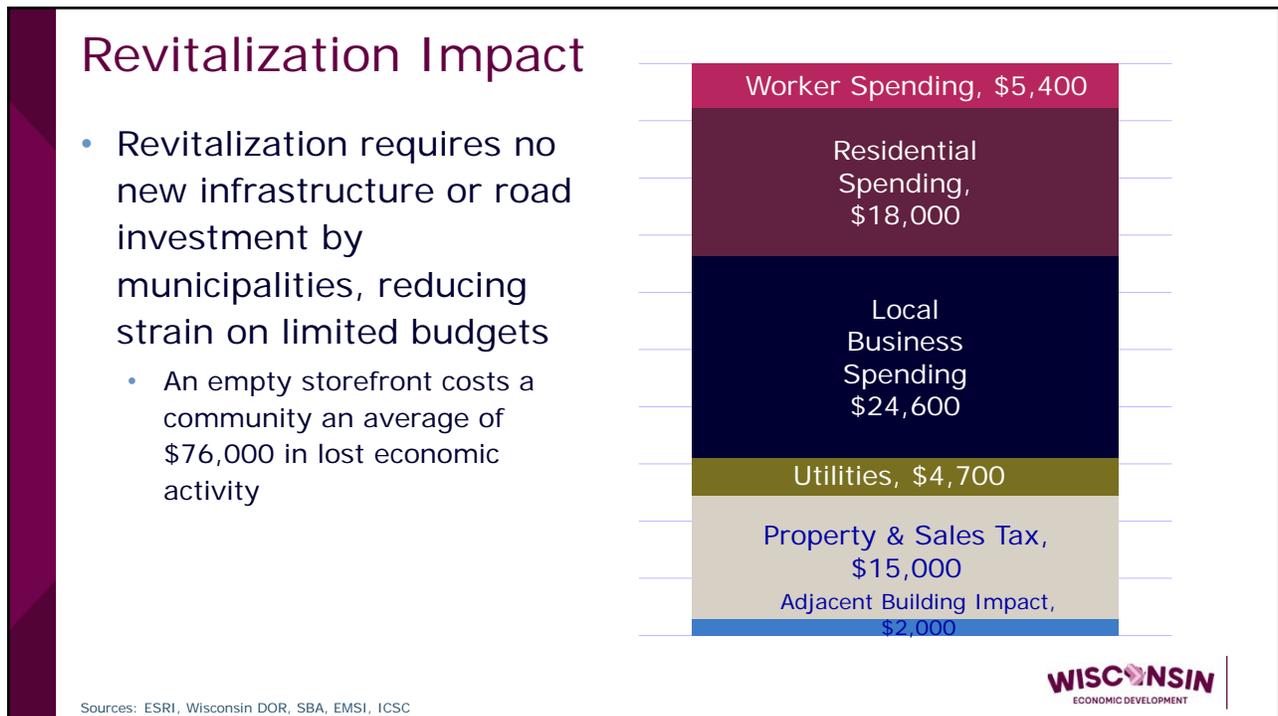
Land Area	Property Value	Hotel Rooms	Businesses	Restaurant Spending	Retail Spending	Residential Units
2%	6%	27%	16%	21%	14%	12%



2

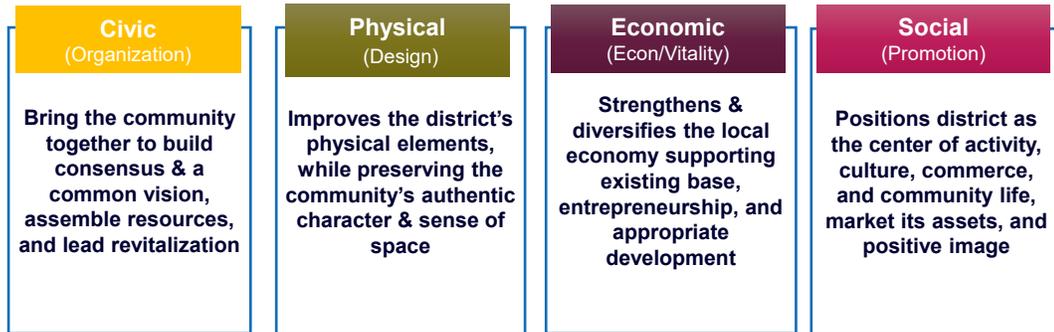


3



4

Main Street Four Point Model



5

Program Overview

Main Street

Connect Communities



6

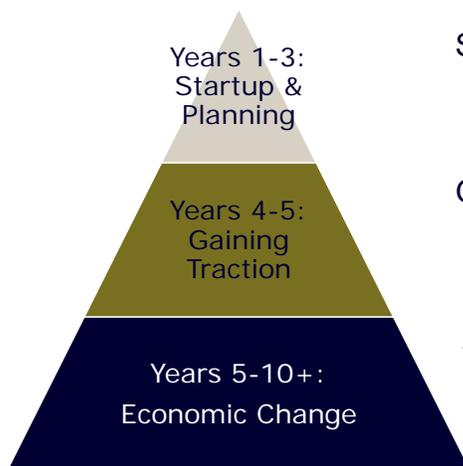
Main Street Approach

- Comprehensive (no quick fixes)
- Grass Roots (it's everyone's downtown)
- Volunteer Based (that means YOU)
- Public-Private Partnership
- Historic Preservation Focused



9

Long-Term Strategies



Startup Phase

- 68% positive business growth
- Average leverage: \$6:\$1
- Average 500 hours volunteer time

Growth Phase

- 85% positive business growth
- Average leverage: \$16:\$1
- Average 1,000 hours volunteer time

Sustain Phase

- 85% positive job growth
- Average leverage: \$23:\$1
- Average 1,500 hours volunteer time



10

Available Resources

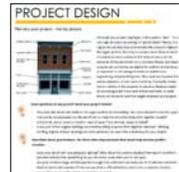
Resources in the downtown resource folder available to participants and their local civic and municipal partners include:

- Participation in online Chatter discussion group with access to network of individuals with deep knowledge of downtown issues (moving to Network Wisconsin)
- Access to research on best practices common initiatives (residential development, façade improvement programs, entrepreneurship, etc.)
- Access to 35 years of case studies and examples of representative projects and initiatives including images and materials.
- Active sharing of success stories, ideas and upcoming training and grants on Facebook and Pinterest (Wisconsin Main Street)
- Access to numerous toolkits and templates on common topics.

Toolkits provide a how-to for common projects



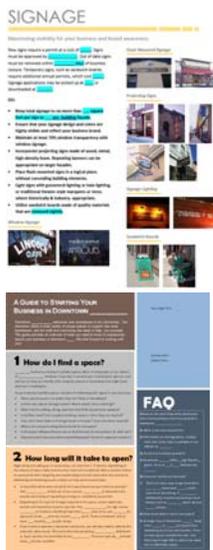
Templates make it easy to customize & communicate information



Illustrated examples of quality renovations



Toolkits & Templates



- Online Directory: www.wedc.org/downtownresources
- Example Contents:
 - Past Webinar Recordings
 - Templates: Design Guidelines, Impact Infographics, Business Welcome Kits, Social Media Graphics
 - Toolkits: Event Tracking, Sponsorship Levels, Event Planning, Volunteer Development, Disaster Planning & Recovery, Planning for Road Construction, Placemaking

SPONSORSHIP PACKET - BEST PRACTICES



Business and Property Owner Benefits

Specific resources available to businesses and property owners in Main Street and Connect Community districts include:

- Regularly scheduled and recorded webinars on relevant topics such as: interior merchandising, signage and storefront design, development financing, transition planning, marketing, inventory management
- Regularly scheduled regional consultant visits offer direct one-on-one assistance to districts each year on rotating topics such as: façade renovations, merchandising, placemaking and restaurant management
- Ability to participate in annual contests to receive funding and assistance to advance business goals including; Main Street Makeover, Retail Mini-Makeover, Place-Makeover and Pitch Contest programs.
- For women-, minority- and veteran-owned businesses, the ability to access match funds for kiva 0% interest loans.



*Main Street
MINI Makeover*



Photos: Verona, Eagle River, Kiva

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Training and Education

Program participants have access to a wide variety of training opportunities annually on topics of common interest, most of which are free of charge, including:

Training:

- 3 annual workshops hosted in communities
- 2 annual orientation sessions for boards/staff, plus online module
- 6+ annual webinars

Networking:

- Four regional roundtable discussion groups
- Monthly promotions and director calls

Focused Learning:

- Limited scholarships to National Main Street Now Conferences & trainings
- Recordings and handouts from past topical trainings
- Business-focused trainings on key topics

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Reporting and Demonstrating Impact



Reporting is a requirement of participation in the Main Street and Connect Communities programs. Main Streets complete reports monthly, Connect communities do so annually.

Reporting Components:

- *Business Activity* – new, closed, relocating, sold, expanding/contracting
- *Real Estate Activity* – development, demolition, sales, housing units
- *Investment Activity* – improvements to interior or exterior of private properties
- *Public Investment* – \$ spent on streetscape projects, public facility upgrades, etc.
- *Volunteer Activity* – number of person-hours dedicated to program initiatives
- *Events and Attendance* – number and type of events, estimated attendance



15

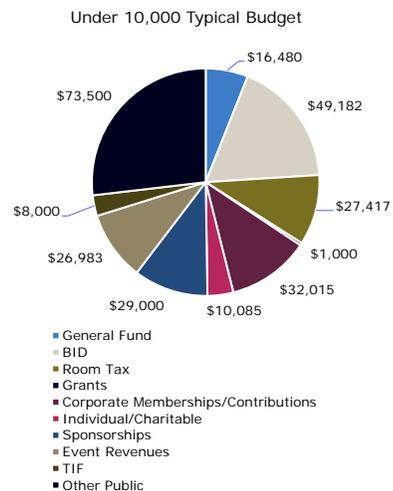
Partnerships & Funding (communities under 10k)

Organizational Structure

- 50% of districts have a Business Improvement District
- ~50% are led by a dedicated non-profit
- ~35% are connected with a Chamber
- ~15% are connected with Municipalities
- Average of 48 hours of staffing (average director salary \$54k)

Funding

- Average budget \$175k
- Mix of sponsorships, event revenues, municipal support, room tax, BID, grants, charitable giving
- Goal of 1/3 public, 1/3 programmatic, 1/3 other



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Drivers of Success

Successful Communities/Revitalization Initiatives:

- Involve the community broadly. More Volunteers = More Investment
- Support existing business/landlords to recruit new businesses/investors
- Growth-Oriented – as an organization and a district
- Have defined goals, and effectively use volunteers/partners to accomplish
 - Partnerships with Municipal staff/leadership at all levels essential
- Focus on positives – highlight success stories
 - Messages need to be heard 11 times to be remembered



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Typical Activities

Common start-up initiatives include:

Organization:

- Downtown/District Planning
- Formation of a Committee/Organization
- Project prioritization and work planning
- Recruit volunteers/Raise awareness

Design

- Creation of design guidelines
- Streetscape improvements
- Establish local historic district
- Public art programs

Economic Development

- Marketing available spaces
- Establish local incentive programs
- Promote infill development/renovation of key properties
- Local business support/education

Promotion

- District marketing - social media, newsletters
- Establish/coordinate community events
- Encourage business joint marketing

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Typical Activities

Other common initiatives:

Organization

- Establish fundraising program
- Hire director / staff
- Explore creation of BID

Design

- Establish design review committee
- Property owner / contractor training
- Vacant storefront programs
- Design assistance

Economic Development

- Active business recruitment
- Business assistance / RLF funds
- Pop-up Shop programs
- Track local economic benchmarks

Promotion

- Regular calendar of community event
- Expand / add retail focused events
- Local visitor guides / tourism marketing



19

Why is it vacant?

- Every Vacancy Has a Story
- Not every (most) vacancies aren't logical
- Can't develop a solution without understanding the history/situation
- Don't assume



20

A Spectrum of Approaches



21

Public Private Partnerships

- 2/3 of projects utilize some form of public assistance.
- Traditional Revolving Loan Funds are fine...but what about
 - White Box Program to create move-in ready spaces
 - Engineering/Architecture design advance to determine feasibility
 - Curb appeal for gateway/adjacent residential
 - Capital improvement fund: ADA, restrooms, kitchens, roofs, fiber



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Example Impacts



- \$2,200 investment
- 20% increase in first-time customers

- \$20,000 investment
- 30% increase in residential rents, reduced vacancy interval

- \$250,000 investment
- 20% increase in first-time customers, 100% sales



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Where to start?



- **Take a Walk** – Identify the top three least appealing areas. Make a 90-day plan to improve them in some way. Repeat.
- Think of your target audiences – residents, families, visitors. What would a **4-hour itinerary** in/around the district look like? What is missing to make this a viable option?
- Take an **inventory** – what is your business mix? What is missing? Who owns property? Who wants to sell/lease? What space is vacant. Identify three opportunities and work on those first. Market. Repeat.
- **Identify tasks/jobs** (not meetings or bodies). Recruit people to help with the things they are best at. Thank them.



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The unexpected / creating magic



25

Modeling Your Vision



Better Block Project



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Upcoming Training

Webinars (noon hour):

- Jan 23rd– Maximizing Murals
- Jan 30th– Social Media Strategies for Small Businesses

Roundtables:

- TBD Feb – Potentially Clintonville & (Ridgeway or Jefferson)

Workshops:

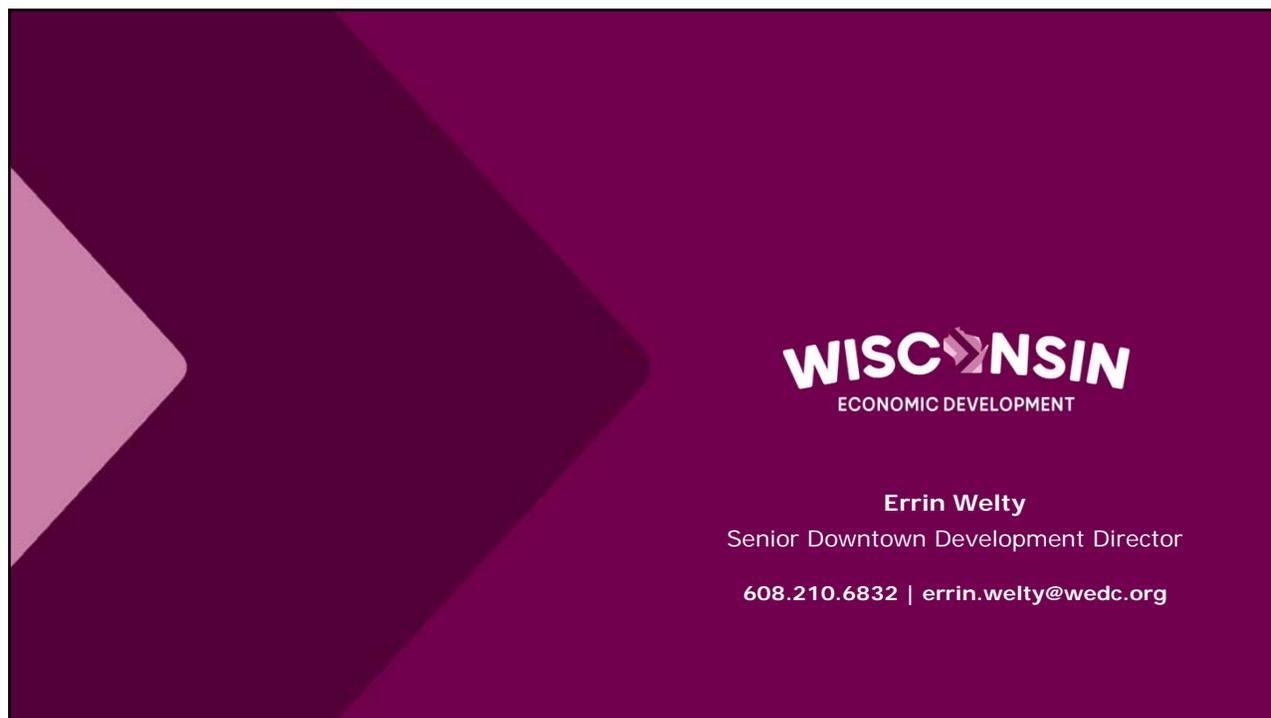
- Feb (TBD) Main Street & Connect Communities Orientation (Eau Claire)
- March 19 Viroqua Volunteer Strategy Development
- June TBD Stevens Point First Impressions (pending)

Conferences:

- May 13-14 Wisconsin Downtown Action Council, Wausau
- May 6-8 National Main Street Conference, Birmingham



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ECONOMIC DEVELOPMENT

Errin Welty
Senior Downtown Development Director

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CONNECT COMMUNITIES PROGRAM SERVICES

BENEFITS OF CONNECT COMMUNITIES' MEMBERSHIP

Connect Communities can take advantage of many tools and resources to assist your program, municipality, property owners and businesses. A sampling of the most requested services is listed below, but the Wisconsin Downtown Development team is always open to identifying other strategies to meet community needs. Any business, property owner or stakeholder engaged with the downtown revitalization efforts is welcome to participate provided that the host community has returned their contract and \$200 annual fee.

GENERAL

- » Access to recorded webinars on relevant topics such as: interior merchandising, signage and storefront design, development financing, board development, marketing, inventory management, etc.
- » Access to numerous toolkits on common topics; road construction, design guidelines, event impact measurement, etc.
- » Access to research and case studies for common initiatives (residential development, public art, façade improvement programs, entrepreneurship, etc.)
- » Access to 35 years of case studies and examples of representative projects and initiatives including images and materials
- » Access to Network Wisconsin discussion group with a network of individuals with deep knowledge of downtown issues
- » Ability for businesses to participate in annual contests to receive funding and assistance including Main Street Makeover and Place-Makeover
- » For women-, minority- and veteran-owned businesses, the ability to access match funds for kiva 0% interest loans
- » Ability to host regional discussion group networking sessions to foster conversation on key topic of interest

ORGANIZATION



Basic Services

- » Draft Infographic and basic economic data
- » Online orientation module for board/volunteer training

Enhanced Services

- » Organizational Structure Assessment – review and suggestions for changes to bylaws, organization policies, memorandums of understanding and partnership agreements.
- » Committee Refreshers/Strategic Planning – staff attendance at committee meeting to set goals, update work plans, generate new ideas and improve work processes.

ECONOMIC VITALITY



Basic Services

- » Entrepreneur/new business market information.
- » Review of financial projections for development project.

Enhanced Services

- » Business Retention Survey – assistance developing survey questions, hosting survey tool and analyzing results. Property Rehab Strategy – discuss property challenges and develop potential strategies to foster reuse or rehab.

DESIGN



Basic Services

- » Access to examples of the following upon request:
 - o Successful design and signage regulations
 - o Design-related articles and toolkits
 - o Local design guidelines template

Enhanced Services

- » Regional design training (schedule permitting)
- » Examples of similar property style rehab project designs/color schemes to encourage quality design

PROMOTIONS



Basic Services

- » Website or social media review/audit.
- » Monthly promotions call

Enhanced Services

- » Canva Template Development – develop custom social media templates for program or businesses to create branded materials.
- » Social Media Calendar Planning – assistance to develop annual social media posting plan.

City of Evansville, WI

Municipal Services Facility Study



Architectural & Engineering Services for The Municipal Service Campus

February 09, 2018



10505 Corporate Drive, Suite 100, Pleasant Prairie, WI 53158
P: 262-857-8101 | www.kuenyarchitects.com

I. EXECUTIVE SUMMARY

Kueny Architects, L.L.C have been selected by the City of Evansville, Wisconsin to conduct an assessment of its Municipal Services Campus facilities located at 15 Old Highway 92. Our objective has been to assess the current buildings and spatial constraints and to provide the City with alternative options in order to meet the City's spatial needs for the next 25-50 years.

The tasks completed to date have focused on data gathering, preliminary design and estimated costs for a possible new Vehicle Storage Addition and Renovations to its existing Buildings #1 and #2. Over the last 20 years, the Village has grown along with its staff. The growing staff requires more operating space for offices, storage and vehicle parking. The Municipal Services Campus primarily consists of its Water & Light Division along with the Public Works Division. The facilities for these two divisions suffer from numerous deficiencies including:

- There is an insufficient amount of office workstations for both Divisions and lack of amenity spaces such as restrooms with showers and lockers.
- There is insufficient space to properly house costly vehicles, equipment and materials.
- There is an insufficient amount of vehicle repair and support space to properly service a growing fleet of vehicles.
- All buildings do not comply with the American with Disabilities Act of 1990 (ADA). The primary deficiencies include a non-existent "path of travel" for anyone in a wheelchair. This would include designated handicap accessible parking spaces and compliant entry/egress with automatic door openers, sufficient space, signage, restrooms and accessible service counter.
- The Public Works building suffers from numerous deficiencies such as leaking roof, deteriorating metal wall panels and columns, insufficient insulation, poor lighting and outdated electrical and plumbing services.

Recommendations

The City of Evansville faces the same spatial constraints as many growing communities. Both operations are suffering from similar space conditions, primarily the need for more administrative, amenity and vehicle storage space. Instead of improving two separate facilities with separate offices, amenities, tools and storage, it was decided early on to renovate Building #1 and its 7,100 square feet into a combined administrative, amenity and shop space uniting both divisions into one by constructing a new 38,735 square foot vehicle storage, repair and wash addition unto the existing 13,500 SF Building #2. This scenario would create 59,335 square feet of new and renovated space compared with the existing 42,550 square feet. It would not be cost-effective to remodel the

existing Public Works facility due to its age. Therefore we recommend the demolition of the Public Works Building #3 as part of this scenario. Additionally a new 1,000 ton salt dome should be provided along with material storage bins, exterior wash hardstand, paving and a retention pond. The total project cost is approximately 6.6 million dollars. Approximately \$500,000 is for renovations and soft costs.

Phasing

The project is expected to be divided into two phases. Phase I includes design and construction of the remodeled office spaces in Building 1, remodeling of shop spaces in Building 2 and construction of the repair bays, wash bay and salt dome. Phase II includes demolition of the Public Works building and construction of the new vehicle storage building. If a new facility is approved it would be designed for the given tasks and would unite two divisions into one resulting in operational efficiencies and future growth for years to come. Projects such as these typically can pay for themselves in as little as 15-20 years through new building system efficiencies and by forgoing wasteful remodeling projects. The next step would be to approve further design assistance and conduct the necessary site design. At the same time, the City should encourage feedback from the community.

I. BACKGROUND

Kueny Architects, L.L.C was selected by the City of Evansville, Wisconsin to conduct an assessment of its Municipal Services Campus facilities located at 15 Old Highway 92. The site houses the Water and Light (W&L) and Public Works (PW) Divisions. The City will eventually use our findings, recommendations, conceptual plans and costs in order to determine the most cost –effective solution to meet its current spatial constraints.

The tasks completed to date have focused on gathering data, preliminary design and estimated costs for renovating the Water and Light building and providing new construction for Public Works, Specifically our review included:

WATER AND LIGHT DIVISION – 15 Old Highway 92

PUBLIC WORKS DIVISION – 535 S. Madison Street includes:

- Streets
- Yard Waste Collection
- Sanitary Sewer
- Road Maintenance
- Cemetery
- Storm water
- Wastewater Treatment

- Parks & Grounds
- Urban Forestry

Goals and Objectives

- Assess existing operations and identify spatial constraints and potential building deficiencies at both Water and Light and Public Works.
- Interview key staff members in order to determine short and long term facility space needs of the City for the next 25 years.
- Assess the current site in terms of adequacy of space, traffic flow and adjacency to one another.
- Provide a summary of our findings and recommendations.
- Prepare conceptual existing and proposed plans and budget estimates for each building.

II. METHODS AND ASSUMPTIONS

The following tasks were completed by Kueny Architects in order to evaluate and recommend various space need requirements.

- Initial project orientation.
- Interviews with selected employees.
- Review of existing operations so as to determine future needs, assessments included;
 - Staffing Levels.
 - Storage requirements.
 - Administrative functions and archival requirements.
 - Amenity requirements.
- Reviewed findings with effected Divisions and provided recommendations.

III. FINDINGS

The Site

The City Municipal Services campus consists of two parcels of land, (See drawing PO1). Site #1 houses the Water and Light Division. The adjoining Site #2 houses the Public Works Division, specifically:

- Site #1, Water & Light Division, 3.10 acres.
- Site #2, Public Works Division, 2.60 acres

Water and Light Division

The Water and Light Division operates out of two buildings, Operations Building #1 consists of 7,100 square feet and Warehouse Building #2 consists of 13,500 square feet and is used to store vehicles, materials and equipment. Over the years, the pre-engineered metal Operations building have undergone several small renovations and

reconfigurations. Both buildings are generally in good condition and should serve the City well for another 25 years, assuming scheduled updates are made. A priority needs to be made to get Building #1 compliant with the American Disabilities Act of 1990 (ADA). The deficiencies include a non-existent "path of travel" for anyone in a wheelchair. This would include a designated handicap accessible parking space and compliant entry/egress with automatic door openers, sufficient space, signage, restroom and accessible service counter.

Operationally, the building currently suffers from a lack of reception, offices and amenity spaces, (See P04 Existing and PO5 for Proposed plans).

Public Works Division

The Public Works Division operates out of Building #3. It consists of 21,950 square feet and houses administration, amenities, vehicle maintenance and vehicle storage. A small "coverall" salt/sand structure is located south of the main building.

The Public Works building suffers from the following deficiencies, specifically:

- Deteriorating metal wall panels and columns.
- Low ceiling height making it difficult to store larger vehicles.
- Poor traffic flow within the building due to column and wall locations.
- Roof leaks in nearly all areas of the building.
- Insufficient insulation contributing to excessive utility bills.
- Poor lighting.
- Outdated electrical and plumbing services.
- Insufficient amount of vehicle repair and support space to maintain a growing fleet.
- Insufficient and unassigned enclosed areas for materials such as signs, barricades, pylons, pallets. Items are stored wherever there is room creating a safety hazard.
- The amenities including men's and women's restrooms, showers and locker rooms are severely undersized and not handicapped accessible.
- Non compliance to current ADA code regulations, including path of travel, parking and signage.

Operationally, the building suffers from the following deficiencies, specifically:

- Insufficient number of offices and workstations.
- There are no small conference areas to conduct one-on-one business with employees, public or vendors.
- The lobby is non-existent and unsecured.

IV. SPECIFIC SPATIAL CONDITIONS AND RECOMMENDATIONS

Administration - Offices, Conference Room/s, Reception Area

Additional workspaces are needed due to growth along with a small reception area and conference room.

Recommendations:

In (W&L) Building #1 provide a 512 SF open office area and reduce the size of the hallway. This will allow several additional workspaces. Create a 230 SF reception area and add 1 small conference room 95 SF.

Offices, Conference Room/s, Reception Area

Per plan P04 - Existing (W&L) Offices			Per plan P01 – Existing (PW)			Per plan P05 – Proposed (W&L and PW)		
Key #	Description	Size (SF)	Key #	Description	Size (SF)	Key #	Description	Size (SF)
#4	Office #1	224	#11	Office	120	#12	Office	224
#5	Office #2	230	#11	Office	120	#8	Office	230
#10	Office	106	#11	Office	120	#9	Office	125
#8	Conference	472	#	Conference	300	#5	Conference #2	472
#	Reception Area	0	#	Reception Area	0	#6	Open Office	512
	Sub-Total	1,032		Sub-Total	660	#1	Reception Area	130
						#2	Reception Offices	190
						#10	Office	125
						#12	Office	224
						#11	IT Service Room	90
							Sub-Total	2,322

Administration – Restrooms, Break, Storage Shops

Only one small restroom is available for each office staff in both Buildings #1 and #3. The current restrooms are undersized at approximately 110 SF and are non-compliant with the ADA. Accommodations should be made to provide separate Men’s and Women’s Restroom/Shower/Locker Rooms along with a mud room.

Recommendations:

Provide separate Men’s and Women’s Restrooms in the Administrative portion of Building #1 along with a mud room Two (2) showers for each, maximum with full height lockers per P05 drawing.

Restrooms, Break, Storage Shops

Per plan P04 - Existing (W&L) Offices			Per plan P01 – Existing (PW)			Per plan P05 – Proposed (W&L and PW)		
Key #	Description	Size (SF)	Key #	Description	Size (SF)	Key #	Description	Size (SF)
#6	Meter Storage	106	#12	Storage Space	1,200	#3	Meter Storage	106
#7	Restroom	113	#10	Restroom	100	#4	Restroom	113
#		0	#		0	#7	Restroom	106
#		0	#8	Locker Room	120	#15	Men’s RR/Locker	431
#		0	#		0	#16	Women’s RR/Lock	340
#3	Break Room	333	#7	Break Room	120	#14	Break Room	310
#2	Mechanical Room	112	#		0	#13	Mechanical Room	112
#9	Hall/Circ	1,516	#		0	#	Hall/Circ	744
#1	Parking Shop	3,888	#		0	#17	Parking/Carpentry	2,502
	Sub-Total	6,068		Sub-Total	1,540		Sub-Total	4,764

Vehicle Repair

Vehicle Repair services all W&L and DPW vehicles out of an 1,800 SF area including, heavy and light duty vehicles such as sedans, utility trucks, snow removal trucks, and miscellaneous equipment. The Repair Shop lacks sufficient number of service bays to properly maintain the City's equipment including: (17) heavy duty vehicles and equipment and (22) light duty. The staff spends a lot of time moving vehicles around due to the shortage of bays. Besides needing additional service bays, the shop needs more space for tools, parts, tires, bulk fluids and a small area for welding. The lack of repair and support space is limiting the City's ability to maintain its growing fleet or to provide maintenance services to other departments or divisions such as Police or EMS. More space and additional equipment will help process vehicles in less time and could reap substantial savings for the City compared to outside service providers.

Recommendations:

Provide 2 service bays and welding area, approximately 4,100 SF. Provide an overhead bridge crane and (1) 50,000 ton mobile vehicle lift. Available area for parts area should be nearly doubled. Provide a 5 product overhead fluid delivery system and 200 SF oil distribution room.

Vehicle Storage

The current fleet of **Water and Light** vehicles includes (8) heavy duty vehicles, 14'x35', and (16) light duty vehicles 10'x20'. Currently less than half its vehicles are stored in Building #2 and the remaining in Public Works Building #3. The current fleet of **Public Works** vehicles includes (1) heavy duty vehicle, 14'x45' (8) heavy duty vehicles, 14'x35', and (6) light duty vehicles 10'x20'. All vehicles are stored in Public Works Building #3. Trucks are mainly parked straight-in, straight-out, with a significant amount of floor space being used for barricades, signs, pylons and palliated materials.

Recommendations:

Provide minimally heated, 50 degree warm vehicle storage for 40 vehicles and equipment. We have planned 32,210 SF of angled parking for the heavy duty vehicles and straight-in straight-out parking for the light duty vehicles. An additional 5,835 SF of lean-to storage is also recommended for the storage of (W&L) trailers. For Building #2, the goal is to rid all vehicles and store mainly materials and pallet stock and to clearly define areas for shop storage, i.e. signs and barricade storage.

Wash Bay

Vehicles are currently washed by hand with a pressure washer occasionally by 1 -2 employees in drive aisles when time permits. Each vehicle takes approximately 20-30 minutes to wash by hand.

Recommendations:

We recommend providing a dedicated wash bay equipped with an underbody spray to clean small as well as large vehicles with multiple spray wands and a catwalk so as to flush water into the spreader boxes and equipment. An indoor wash facility will prolong the life of a vehicle. It's also a lot easier to service and maintain a vehicle that has had regular washing of the body and especially the undercarriage. We have planned 2,425 SF for a manual bay and an exterior hardstand bay to be used as a prewash.

Outbuildings & Improvements

The small "coverall" salt structure shed is insufficient in size and is past its prime as a "temporary" structure. Material storage bins are also needed to store sand and stone tonnage.

Recommendations:

A 1,000 ton salt dome is recommended to properly house salt and or sand products. For the material storage bins, 160 LF of concrete containment bins or "jersey barriers" are recommended.

V. SUMMARY & RECOMMENDATIONS

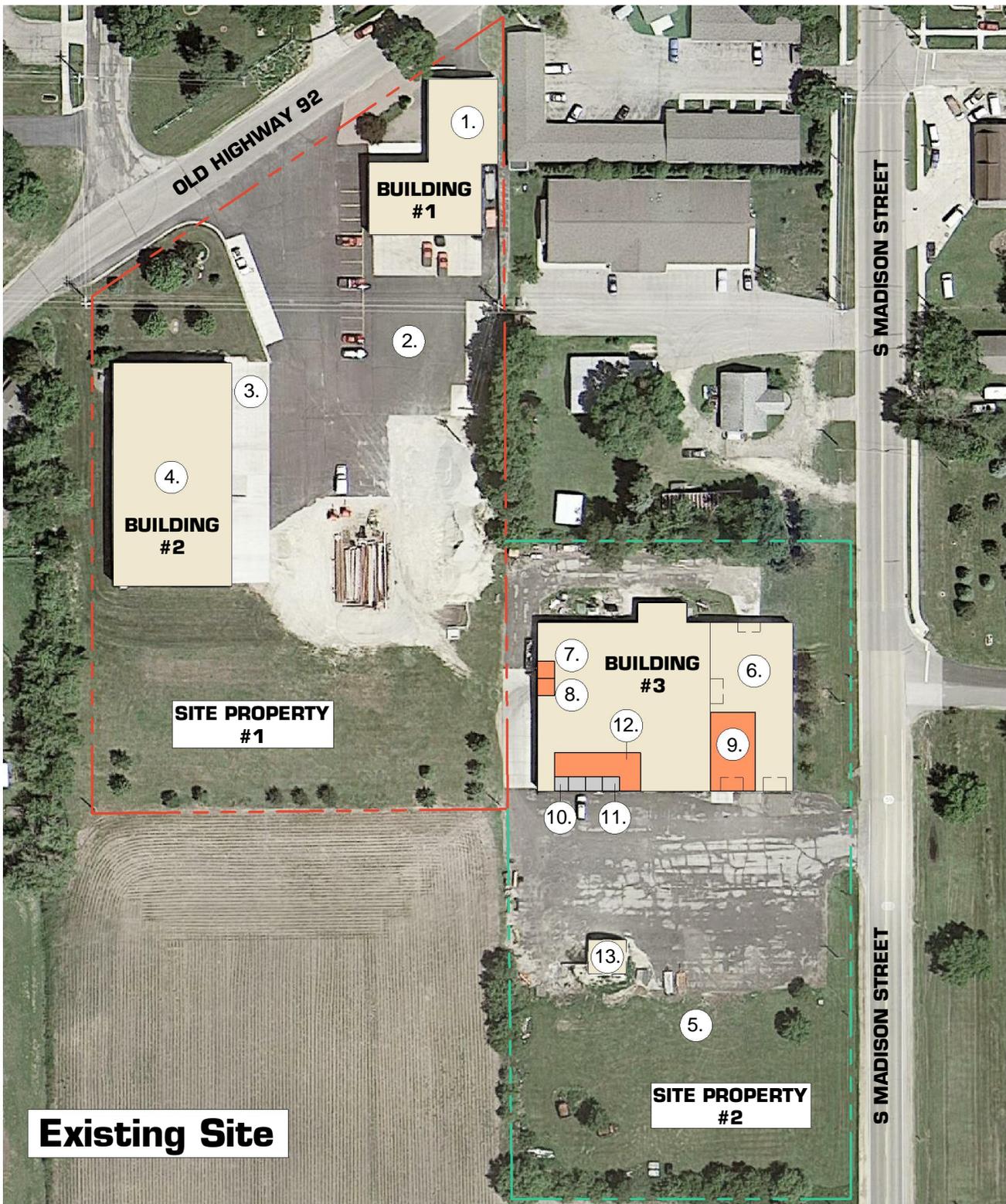
Recommendations

The City of Evansville faces the same spatial constraints as many growing communities. Both operations are suffering from similar space conditions, primarily the need for more administrative, amenity and vehicle storage space. Instead of improving two separate facilities with separate offices, amenities, tools and storage, it was decided early on to renovate Building #1 and its 7,100 square feet into a combined administrative, amenity and shop space uniting both divisions into one by constructing a new 38,735 square foot vehicle storage, repair and wash addition unto the existing 13,500 SF Building #2. This scenario would create 59,335 square feet of new and renovated space compared with the existing 42,550 square feet. It would not be cost-effective to remodel the existing Public Works facility due to its age. Therefore we recommend the demolition of the Public Works Building #3 as part of this scenario. Additionally a new 1,000 ton salt dome should be provided along with material storage bins, exterior wash hardstand, paving and a retention pond. The total project cost is approximately 6.6 million dollars. Approximately \$500,000 is for renovations and soft costs.

Phasing

The project is expected to be divided into two phases. Phase I includes design and construction of the remodeled office spaces in Building 1, remodeling of shop spaces in Building 2 and construction of the repair bays, wash bay and salt dome. Phase II includes demolition of the Public Works building and construction of the new vehicle storage building. If a new facility is approved it would be designed for the given tasks and would unite two divisions into one resulting in operational efficiencies and future

growth for years to come. Projects such as these typically can pay for themselves in as little as 15-20 years through new building system efficiencies and by forgoing wasteful remodeling projects. The next step would be to approve further design assistance and conduct the necessary site design. At the same time, the City should encourage feedback from the community.



Existing Site

SITE INFO:

- 1. Existing Building #1 - 7,100 SF
- 2. Site Property #1 - 3.1 Acres
- 3. Existing Concrete Apron
- 4. Existing Building - 13,500 SF
- 5. Site Property #2 - 2.60 Acres
- 6. Existing Building #3 - 21,950 SF
- 7. Break - 120 SF
- 8. Locker - 120 SF
- 9. Repair - 1800 SF
- 10. Restroom - 100 SF
- 11. Office x3 - 120 SF each
- 12. Existing Space - 1200 SF
- 13. Existing Salt

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 phone : 262.857.8101 www.kuenyarch.com

P01



Proposed Site - Phase I

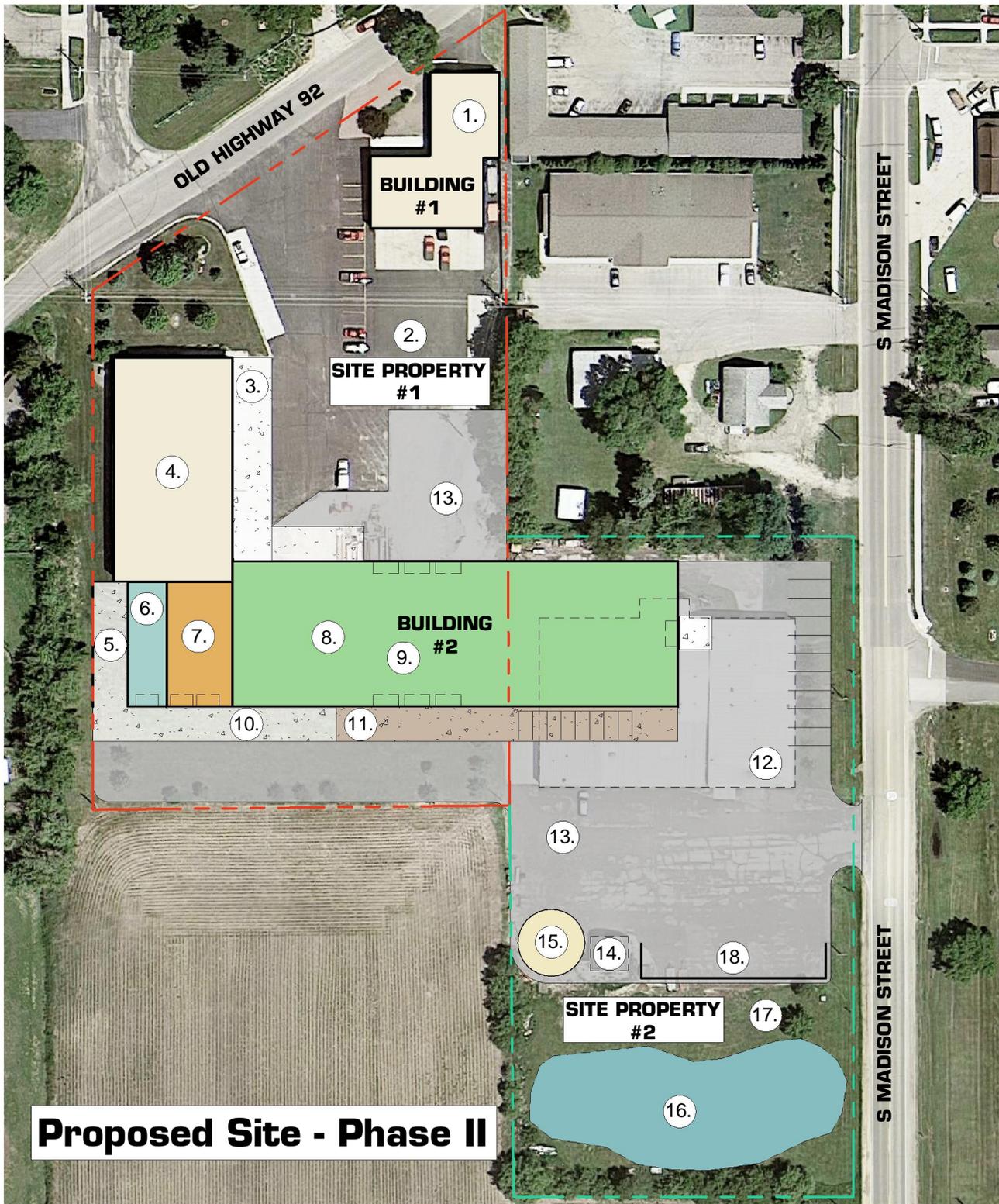
SITE INFO:

1. Existing Building #1 - 7,100 SF
2. Site Property #1 - 3.1 Acres
3. Existing Concrete Apron
4. Existing Building - 13,500 SF
5. Exterior Wash - Phase I
6. Wash Bay - 2,425 SF - Phase I
7. Repair - 4,100 SF - Phase I
8. Vehicle Parking - 32,210 SF - Phase II
9. Overall Building #2 - 51,900 SF
10. New Concrete Apron
11. Lean-To Roof Cover - 5,835 SF
12. Building #3 to remain in Phase I
13. New Asphalt
14. Demo Existing Salt
15. New Salt Dome
16. Proposed Detention Pond
17. Site Property #2 - 2.60 Acres
18. Proposed Yard Storage

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P02



Proposed Site - Phase II

SITE INFO:

1. Existing Building #1 - 7,100 SF
2. Site Property #1 - 3.1 Acres
3. Existing Concrete Apron
4. Existing Building - 13,500 SF
5. Exterior Wash
6. Wash Bay - 2,425 SF
7. Repair - 4,100 SF
8. Vehicle Parking - 32,210 SF
9. Overall Building #2 - 51,900 SF
10. New Concrete Apron
11. Lean-To Roof Cover - 5,835 SF
12. Demo Existing Building #2
13. New Asphalt
14. Demo Existing Salt
15. New Salt Dome
16. Proposed Detention Pond
17. Site Property #2 - 2.60 Acres
18. Proposed Yard Storage



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P03

PLAN INFO:

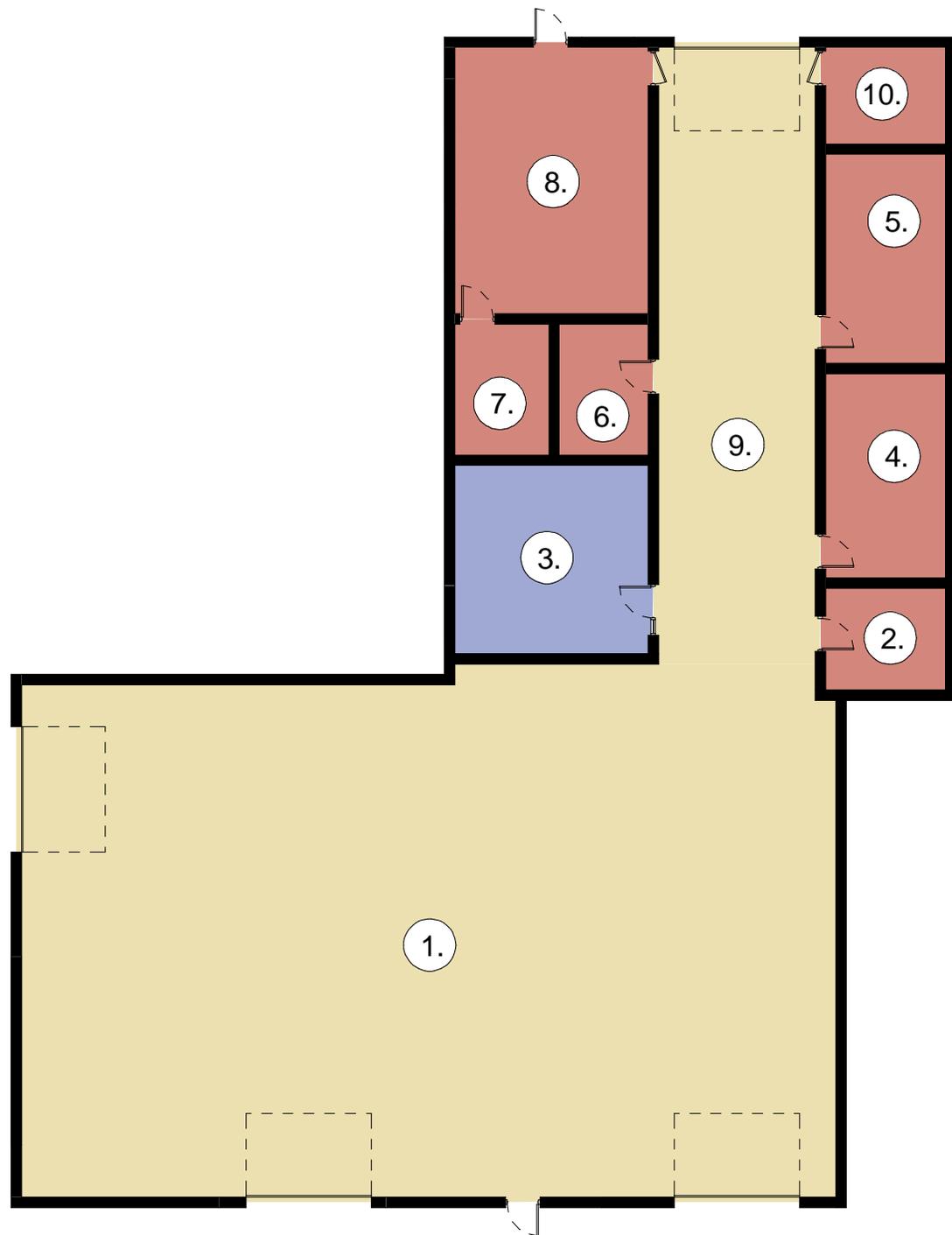
- 1. Existing Building - 13,500 SF
- 2. Exterior Wash
- 3. Wash Bay - 2,425 SF
- 4. Repair - 4,100 SF
- 5. Vehicle Parking - 32,210 SF
- 6. Overall Building #2 - 51,900 SF
- 7. Lean-To Roof Cover - 5,835 SF
- 8. Material Storage - 2,640 SF



Overall Floor Plan - Building #2
 1" = 50'-0"

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P04



PLAN INFO:

- 1. Parking Shop - 3888 SF
- 2. Mechanical - 112 SF
- 3. Break Room - 333 SF
- 4. Office #1 - 224 SF
- 5. Office #2 - 230 SF
- 6. Meter - 106 SF
- 7. Toilet - 113 SF
- 8. Conference - 472 SF
- 9. Hall - 885 SF
- 10. Office - 106 SF

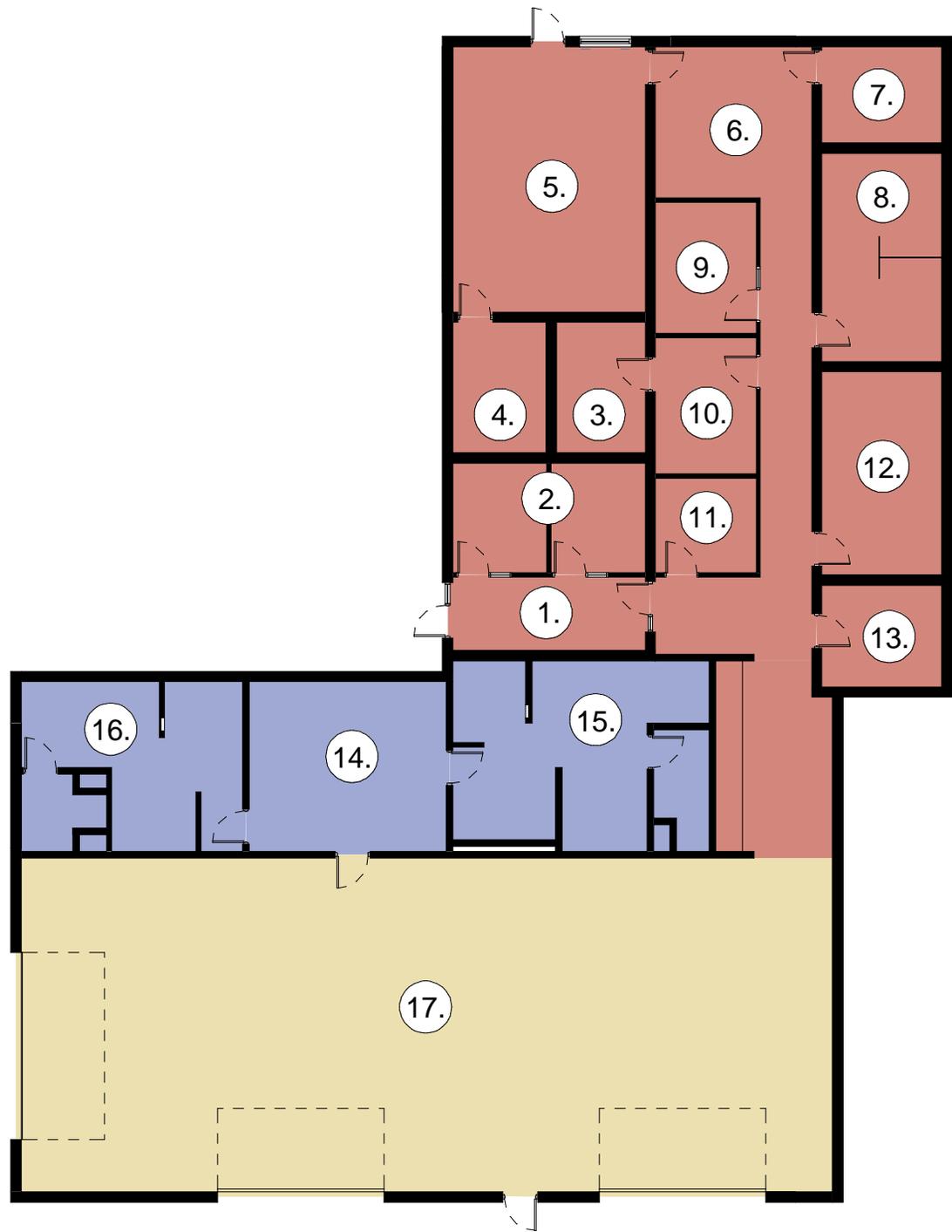
Department Legend

-  Employee Support - 333 SF
-  Office - 1,428 SF
-  Shops - 4,768 SF

Existing Floor Plan - Building #1
1/16" = 1'-0"


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P05



- PLAN INFO:**
1. Reception - 130 SF
 2. Reception Offices - 190 SF
 3. Meter - 106 SF
 4. Toilet - 113 SF
 5. Conference - 472 SF
 6. Open Office - 512 SF
 7. Toilet - 106 SF
 8. Office - 230 SF
 9. Office - 125 SF
 10. Office 125 SF
 11. IT Service Room - 90 SF
 12. Office - 224 SF
 13. Mechanical - 112 SF
 14. Break Room - 310 SF
 15. Mens Locker Room - 431 SF
 16. Womens Locker Room - 340 SF
 17. Parking Shop - 2502 SF

Department Legend

- Employee Support - 1,127 SF
- Office - 2,988 SF
- Shops - 2,502 SF

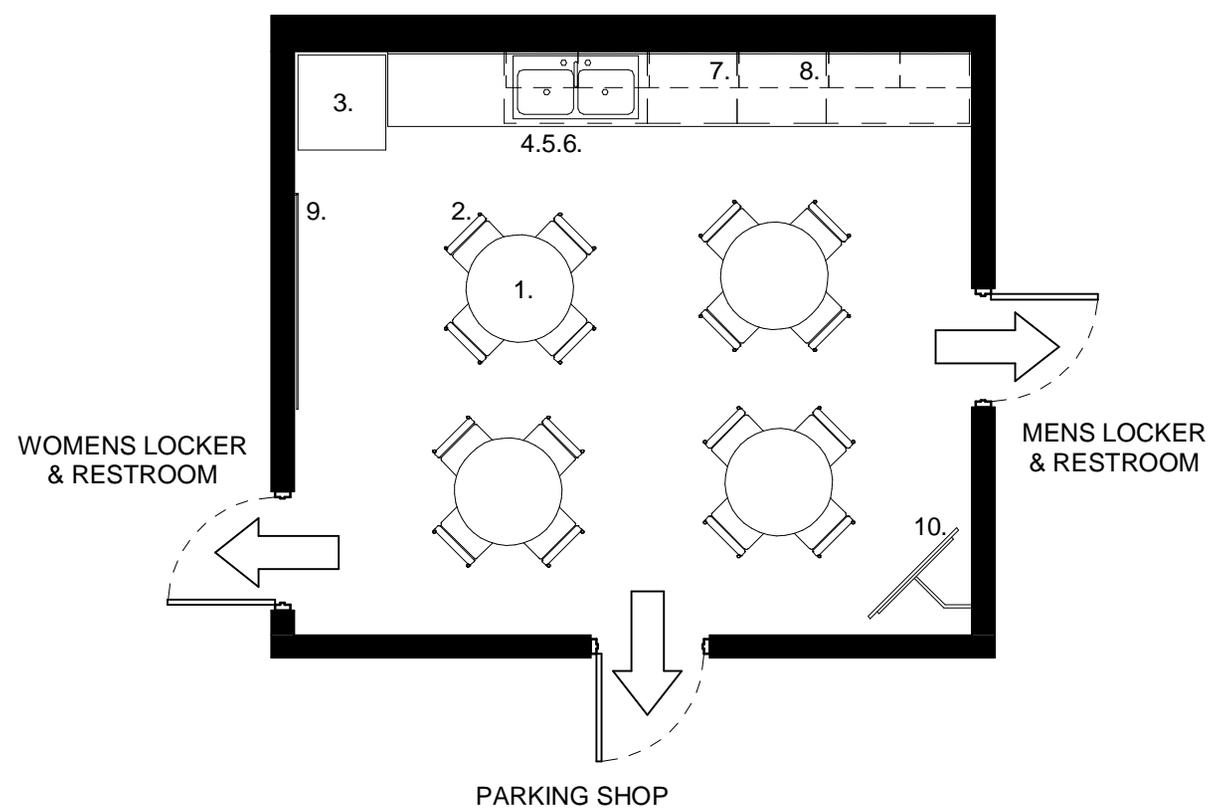
Proposed Floor Plan - Building #1
 1/16" = 1'-0"

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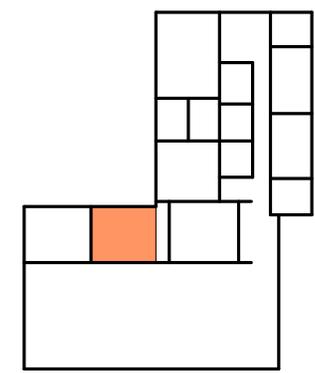
P06

EQUIPMENT:

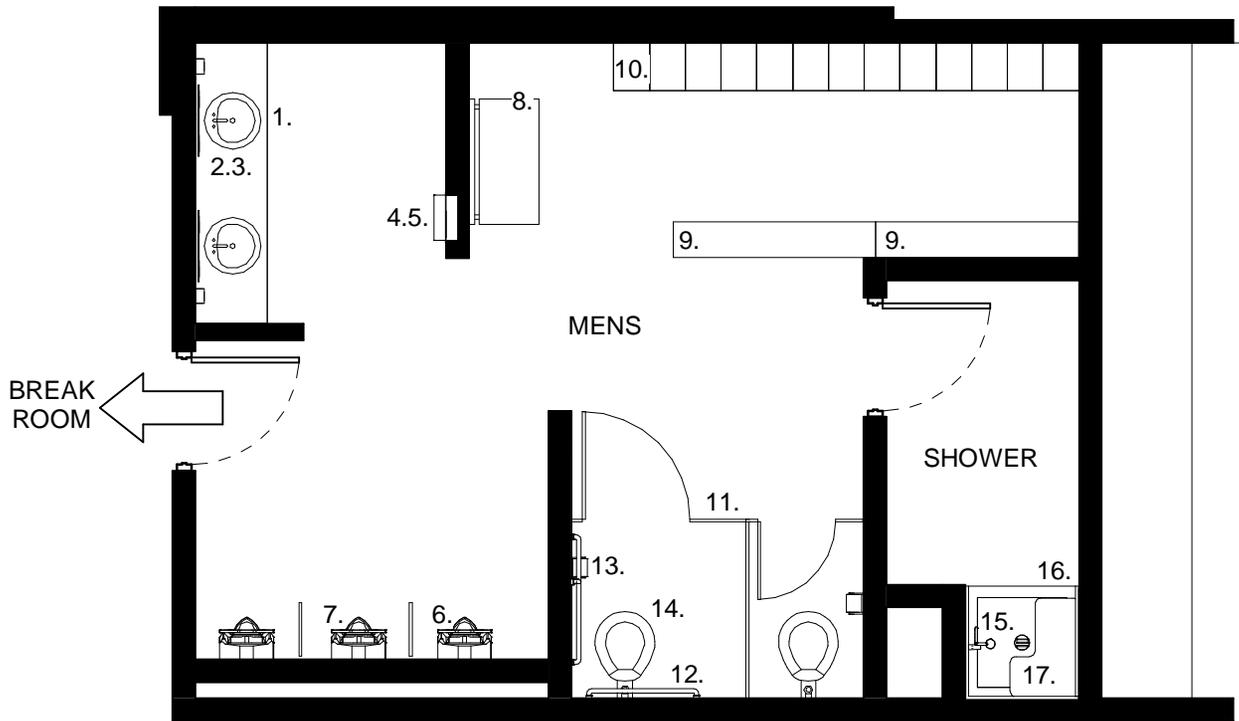
- 1. Table
- 2. Seating
- 3. Refrigerator
- 4. Sink Unit
- 5. Counter Top
- 6. Base Cabinets
- 7. Upper Cabinets
- 8. Microwave
- 9. Bulletin Board
- 10. Wall Mount TV



KEY PLAN:



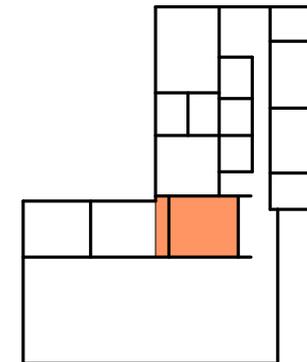
Programming - Break Room
 3/16" = 1'-0"



EQUIPMENT:

1. Sink w/ Vanity
2. Mirror
3. Wall Mount Soap Dispenser
4. Paper Towel Dispenser
5. Waste Receptacle
6. Urinal
7. Urinal Screen
8. ADA Bench
9. Locker Room Bench
10. Locker
11. Toilet Stall Partition
12. ADA Grab Bars
13. Toilet Paper Dispenser
14. Wall Mount Toilet
15. Shower Head & Hose
16. Shower Unit
17. ADA Shower Bench

KEY PLAN:



Programming - Mens Locker & Restroom

3/16" = 1'-0"



KUENY ARCHITECTS, LLC

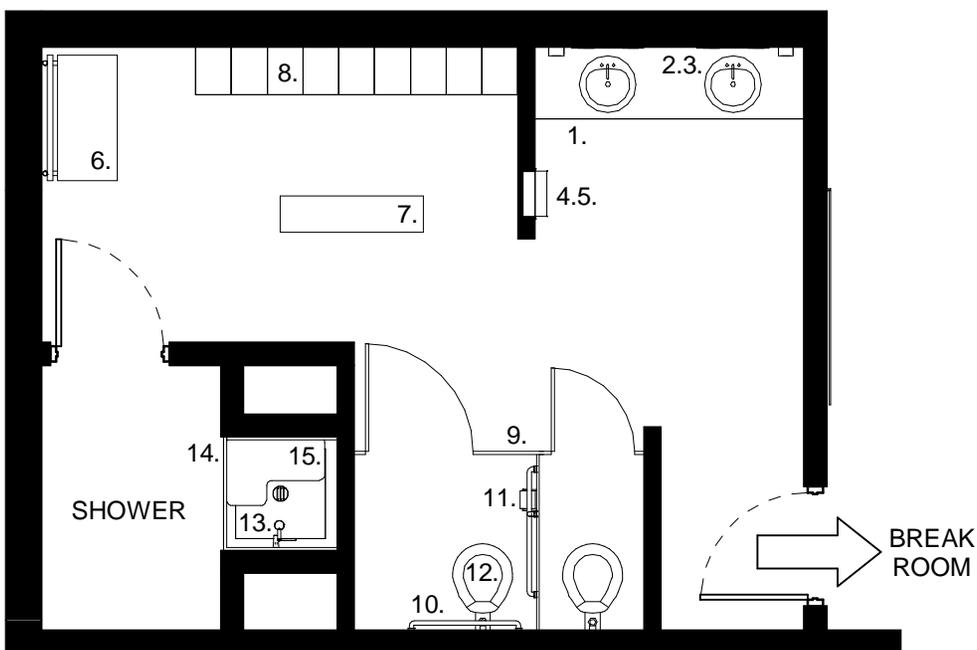
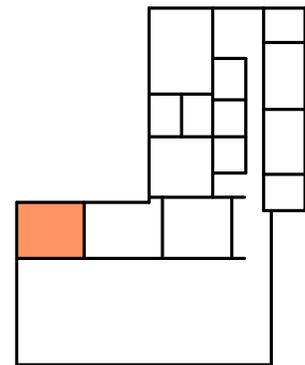
10505 Corporate Drive, Pleasant Prairie, WI 53158
 phone : 262.857.8101 www.kuenyarch.com

P08

EQUIPMENT:

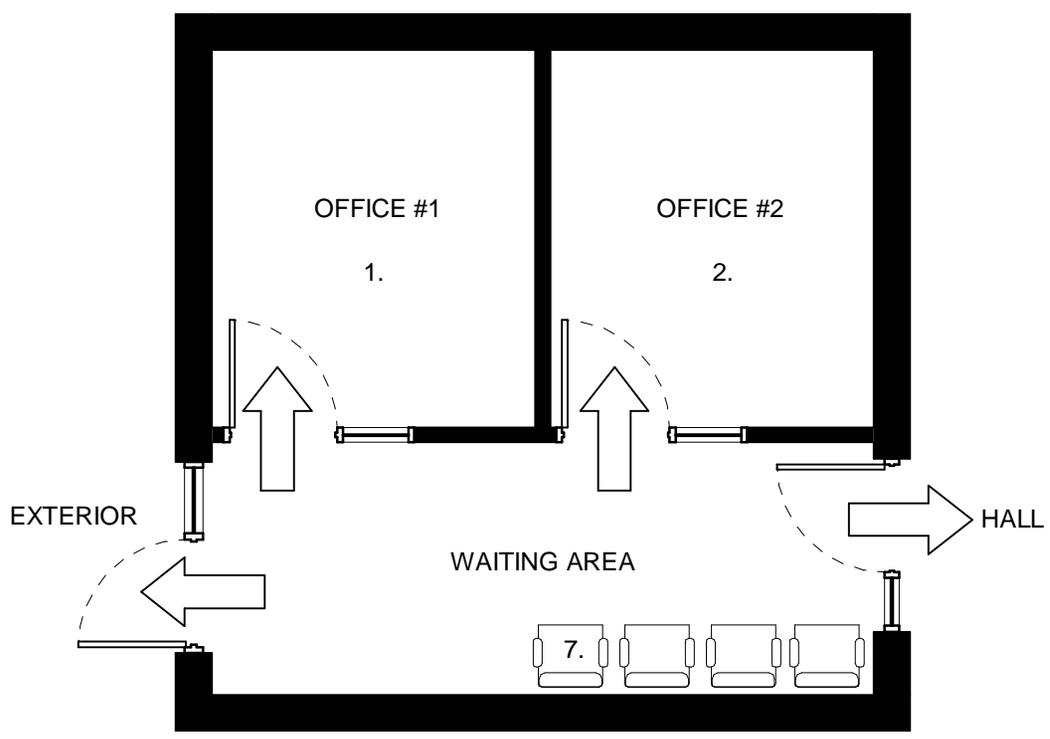
1. Sink w/ Vanity
2. Mirror
3. Wall Mount Soap Dispenser
4. Paper Towel Dispenser
5. Waste Receptacle
6. ADA Bench
7. Locker Room Bench
8. Locker
9. Toilet Stall Partition
10. ADA Grab Bars
11. Toilet Paper Dispenser
12. Wall Mount Toilet
13. Shower Head & Hose
14. Shower Unit
15. ADA Shower Bench

KEY PLAN:

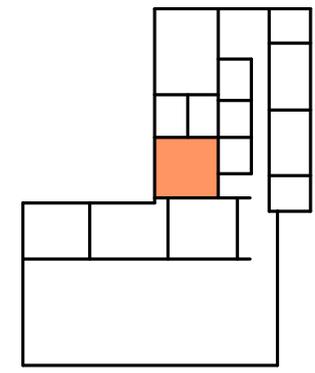


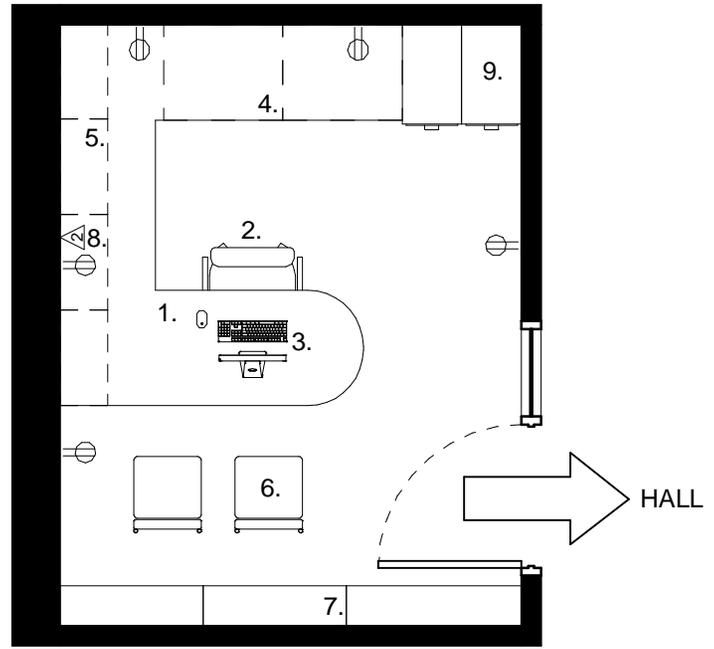
EQUIPMENT:

- 1. Typical Office
- 2. Typical Office
- 3. Waiting Area Seating



KEY PLAN:

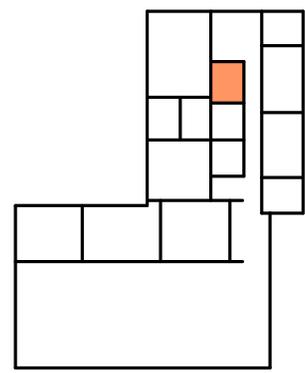




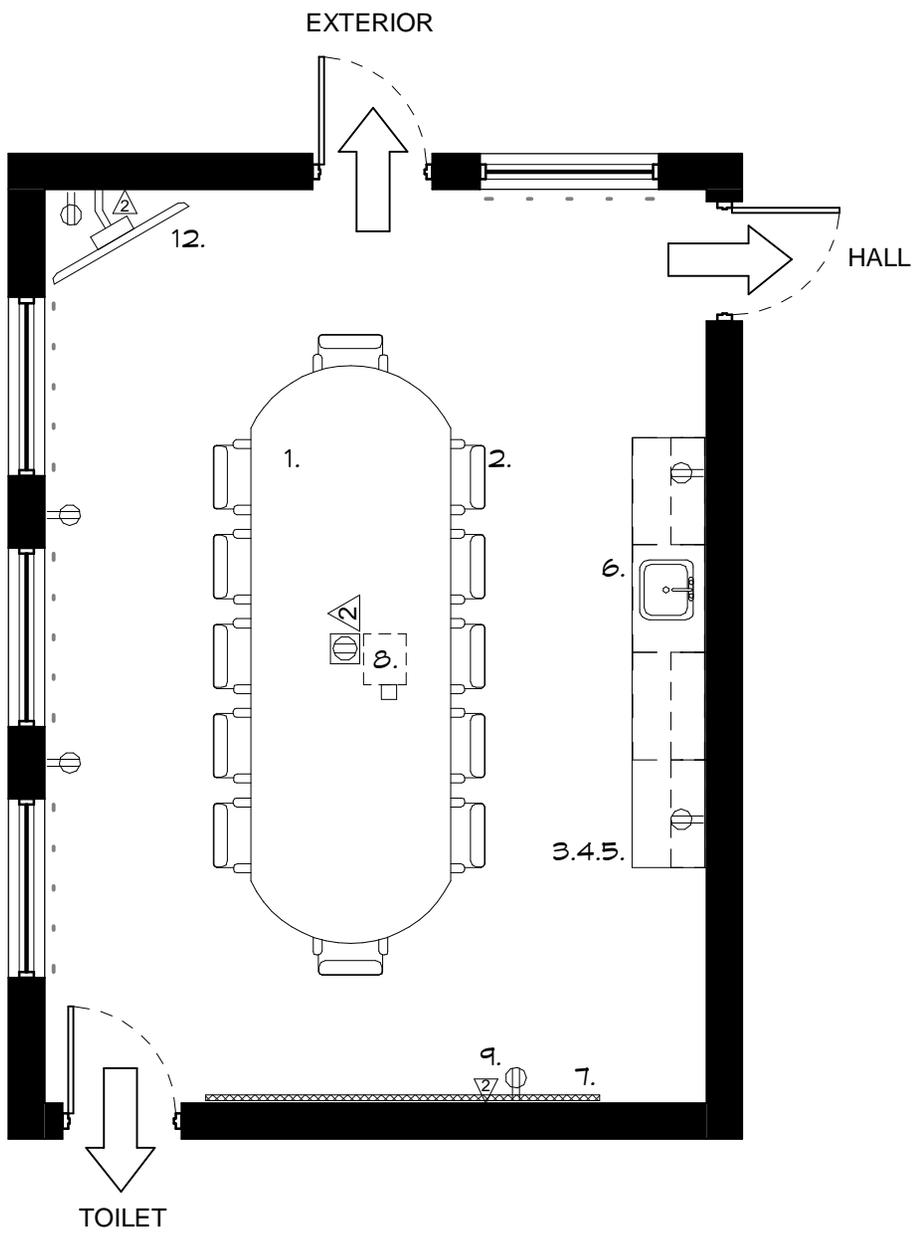
EQUIPMENT:

- 1. Desk
- 2. Chair
- 3. Computer
- 4. Base Cabinets
- 5. Upper Cabinets
- 6. Visitors Chairs
- 7. Bookshelves
- 8. Power and Data Outlets
- 9. File Cabinets

KEY PLAN:



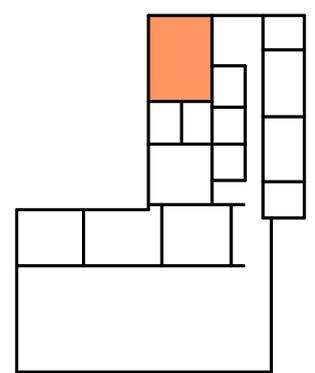
Programming - Typical Office 1
1/4" = 1'-0"



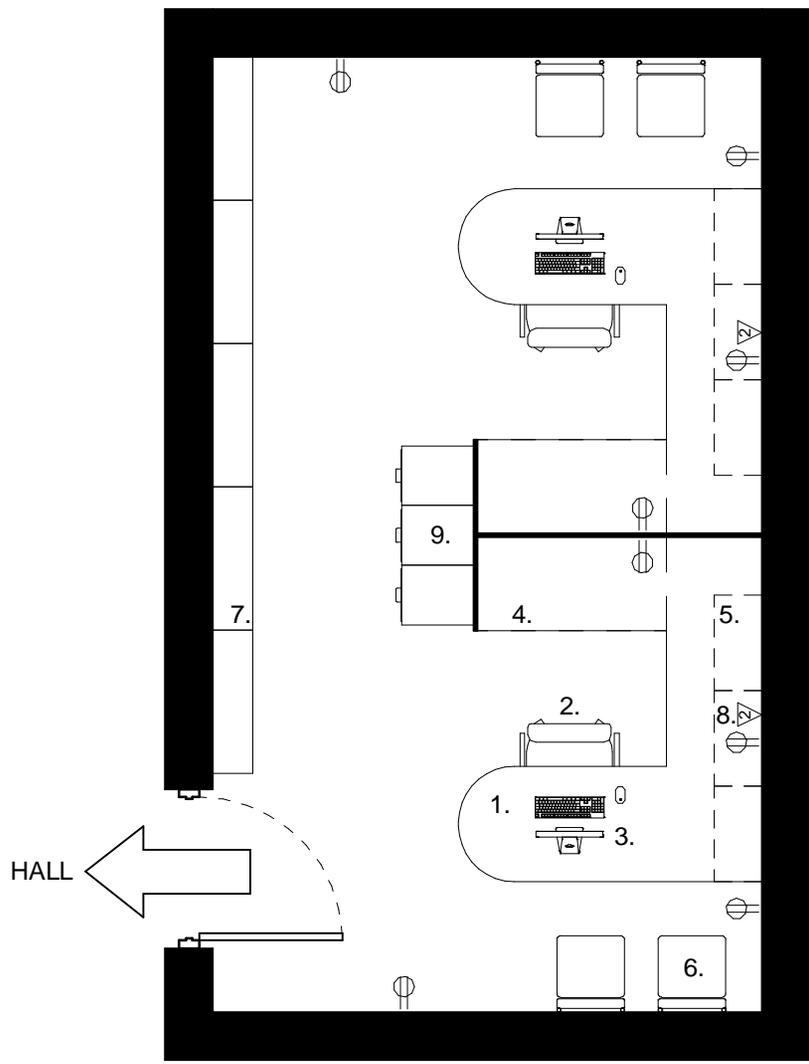
EQUIPMENT:

- 1. Conference Table
- 2. Conference Chairs
- 3. Counter Top
- 4. Base Cabinets
- 5. Upper Cabinets
- 6. Sink Unit
- 7. Projector Screen
- 8. Ceiling Mount Projector
- 9. Power and Data Outlets
- 10. Wall Mount TV

KEY PLAN:



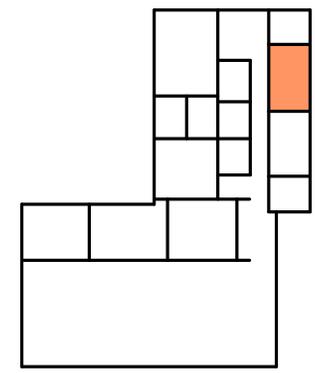
Programming - Conference Room 1
 3/16" = 1'-0"



EQUIPMENT:

- 1. Desk
- 2. Chair
- 3. Computer
- 4. Base Cabinets
- 5. Upper Cabinets
- 6. Visitors Chairs
- 7. Bookshelves
- 8. Power and Data Outlets
- 9. File Cabinets

KEY PLAN:



Programming - Typical Double Office
1/4" = 1'-0"

City of Evansville Vehicle List

Dept	Vehicle Assigned Number	Model Yr	Name/Body	Size	(1) Small (2) Medium (3) Large	Vehicle ID	New Cost
DPW	1	1986	Ford F150 Truck - paint	12 x 20	1	1FTEF15Y3GLB03155	2,000
DPW	5	1994	Ford Dump Truck	12 x 20	1	1FDYK82EORVA52504	60,000
W&L	6	1995	Brush Bandit (wood chipper & trailer)	12 x 20	1	8718	38,000
W&L	10	1997	Chevrolet Pickup Truck	12 x 20	1	1GCHK34R6VZ239644	21,000
W&L	11	1999	Butler Flatbed (trailer)	12 x 20	1	1BUD14203X1001602	3,500
W&L	15	2004	Vactron EVC102 (trailer)	12 x 20	1	5HZBF121X4LM44138	16,600
WWTP	17	2004	Ford Truck F150	12 x 20	1	2FTRF18264CA77004	20,650
W&L	18	2005	Sauber Trailer (pole trailer)	12 x 20	1	1F9UZ21175V048067	14,700
W&L	20	2005	Felling (skid loader trailer)	12 x 20	1	5FTEE182XF1024414	7,000
W&L	22	2005	Ford F150 Truck	12 x 20	1	1FTRF14575NB00687	24,276
W&L	23	2005	Ford Econoline E350 Van	12 x 20	1	1FTSS34LX5HB15125	17,715
W&L	24	2006	Ford F250 Truck #14	12 x 20	1	1FTSF21Y36EC85750	24,715
DPW	25	2006	Chevrolet Flatbed 3500	12 x 20	1	1GBJC34U76E208774	17,061
W&L	27	2007	Chevrolet K2500HD Pickup	12 x 20	1	1GCHK24U47E151619	31,478
W&L	28	2007	Ford F150 Truck RCab Red	12 x 20	1	1FTRF14V07KC46496	31,865
W&L	30	2008	Columbia SUV-LN Electric Vehicle	12 x 20	1	5FCLS36A181000237	12,372
W&L	31	2008	Ford F250	12 x 20	1	1FTSF21Y68EE35949	28,032
W&L	32	2008	Conrail Excavator Trailer	12 x 20	1	4KNFC20228L163202	8,935
W&L	36	2009	Ford F150	12 x 20	1	1FTRF14V29KC14863	28,490
DPW	42	2012	Chevrolet Truck	12 x 20	1	1GB3KZCG8CF129369	34,600
DPW	46	2015	Ford Super Duty	12 x 20	1	1FDRF3G62FED25645	44,135
W&L	47	2015	Ford Super Duty F-250	12 x 20	1	1FTBF2B6XFEC15398	36,690
W&L	2	1989	IHC 14900 Truck 5/1900	14 x 35	2	1HTLDTVR1KH652739	102,000
Cemetery	3	1992	Ford Dump Truck	14 x 35	2	1FDYK82A2NVA26946	60,000
W&L	4	1994	Sauber Trailer (wire reel trailer)	14 x 35	2	1F9RZ1214RV048029	15,000
W&L	8	1995	Ford Dump Truck	14 x 35	2	1FDYK82EOSVA81961	59,000
W&L	9	1996	IHC 4900 Truck- Bucket	14 x 35	2	1HTSDAAN1TH306159	90,000
DPW	12	2001	Freightliner Truck - Bucket	14 x 35	2	1FVABTBS61DJ35884	100,000
DPW	13	2002	Ford Truck F350 Flatbed	14 x 35	2	1FDVVF36L82ED71257	22,640
W&L	14	2002	Ford F550	14 x 35	2	1FDAF57S42EB97845	47,200
DPW	16	2004	Ford Truck F150 (parks dept)	14 x 35	2	2FTRF172X4CA72910	18,400
W&L	26	2006	Ford F-550 Truck - Bucket	14 x 35	2	1FDAF57P36ED89386	82,550
DPW	33	2009	Peterbilt Dump Truck	14 x 35	2	2NPRHN8X89M781826	74,735
DPW	34	2009	Peterbilt Dump Truck (wing truck)	14 x 35	2	2NPRHN8X09M781903	78,218
W&L	35	2009	Digger Derrick- International 7500	14 x 35	2	1HTVVMAR89J172496	245,276
Cemetery	37	2009	Ford Truck	14 x 35	2	1FDVVF37589EA77593	43,054
W&L	39	2012	International 4400	14 x 35	2	3HAMKAZR9CL546365	81, 875
DPW	43	2013	Peterbilt Dump Truck (wing truck)	14 x 35	2	2NP3HN8X1EM213806	89,664
WWTP	7	1995	Freightliner M-11(Swr/Rodder Trk-Vactor)	14 x 45	3	2FVX6MCB9SA630905	120,000

Projected Budget					
		Budget	Notes		
Construction Costs - Phase 1					
Site Development Costs					
Earthwork			\$	35,000	
Water Main			\$	18,000	
Sanitary Sewer			\$	8,000	
Storm Sewer			\$	26,000	
Pavement	25,750	sq/ft	\$	180,000	
Landscaping/Site Amentities			\$	15,000	
Site Lighting			\$	14,000	
Building Construction Costs					
Remodeled Office Space	Building #1		\$	297,500.00	
Remodeled Shops	Building #2		\$	112,500.00	
Repair Bays			\$	471,500.00	
Wash Bay			\$	254,625.00	
Salt Storage - 1,000 ton			\$	165,000.00	
Subtotal			\$	1,597,125	
Design Contengency @ 10%			\$	159,713	
Subtotal			\$	1,756,838	
Construction Contingency@5%			\$	87,842	
Construction Total			\$	1,844,679	
Soft Costs					
Site					
Utilities Service Fees			\$	10,000	
Geotechnical Soils Investigation			\$	1,500	
Survey			\$	3,000	
Fees					
Architectural/Engineering			\$	87,842	
Testing and Special Inspections			\$	3,000	
Insurance During Construction			\$	6,000	
FF&E					
Furnishings (including Specifier fees)			\$	8,000	
Moveable Equipment			\$	25,000	
Subtotal			\$	144,342	
Total Project Costs - Phase 1			\$	1,989,021	

Projected Budget				Budget	Notes
Construction Costs Phase 2					
Site Development Costs					
Earthwork				\$ 50,000	
Water Main				\$ 18,000	
Sanitary Sewer				\$ 8,000	
Storm Sewer				\$ 26,000	
Pavement	39,250	sq/ft		\$ 200,000	
Landscaping/Site Amentities				\$ 15,000	
Site Lighting				\$ 14,000	
Building Construction Costs					
Vehicle Storage				\$ 3,059,950.00	
Covered Exrterior Wash				\$ 252,000.00	
Vehicle Mobile Lift				\$ 50,000.00	
Crane				\$ 35,000.00	
Overhead Fluid Delivery				\$ 60,800	
Pressure Washer				\$ 28,000	
Bulk Materials Lean-to				\$ 25,000	
Security Gates/Access Control				\$ 20,000	
Subtotal				\$ 3,861,750	
Design Contengency @ 10%				\$ 386,175	
Subtotal				\$ 4,247,925	
Construction Contingency@5%				\$ 212,396	
Construction Total				\$ 4,460,321	
Soft Costs					
Site					
Utilities Service Fees				\$ 10,000	
Geotechnical Soils Investigation				\$ 2,000	
Survey				\$ 1,000	
Fees					
Architectural/Engineering				\$ -	
Testing and Special Inspections				\$ 2,000	
Insurance During Construction				\$ 7,000	
FF&E					
Furnishings (including Specifier fees)				\$ 5,000	
Moveable Equipment				\$ 25,000	
Subtotal				\$ 52,000	
Total Project Costs - Phase 2				\$ 4,512,321	









