

Village of Sherwood Community Development Authority

Agenda

Wednesday, February 28, 2024 – 6:30pm

Sherwood Village Hall – W482 Clifton Rd., Sherwood, WI.

To **'join'** the meeting at 6:30pm via Webex: Go to the Village home page at www.villageofsherwood.org. The Webex meeting link is located in the upper right-hand side of your computer screen. You may print or save a copy of the complete meeting packet.

Join via telephone (without video): Tel #: 1-408-418-9388. Access Code: 628 186 722# Attendee ID: 51#

- 1) Call to Order/Roll Call.
- 2) Pledge of Allegiance.
- 3) Approval of the Agenda.
- 4) Approval of Minutes: January 24, 2024.
- 5) Registered Citizen Comments on Agenda Items.
- 6) Officer's Report.
- 7) Treasurer's Report.
- 8) Old Business:
 - a. *The Reserve at High Cliff:* Update.
 - b. *Tax Increment District Services:* Update CDA on Village Board discussion.
- 9) New Business:
 - a. *W410 Veterans Ave Demolition Proposal.*
 - b. *50/50 Matching Grant Program (Best Exteriors):* Request for support funding to replace windows at N580 Robinhood Drive (former Sherwood Forest Clubhouse). \$10,000.
- 10) Correspondences. None
- 11) Adjournment.

Welcome to the Community Development Authority Meeting! Please observe the following rules of conduct during the meeting:

1. Register to speak on the sign-in sheet on the table in the rear of the room.
2. Speak only to issues on the Agenda.
3. Limit your presentation to three (3) minutes.
4. Do not address Board Members during their deliberations unless requested to do so.
5. Any item listed on the Agenda may be acted upon by the Board.
6. A Quorum of any other Board or Commission is incidental to the CDA meeting and no action shall be taken on their behalf.
7. Requests from persons w/ disabilities needing assistance should be made to the Clerk (989-1589).

**Village of Sherwood Community Development Authority Meeting Minutes
January 24th, 2024**

- 1) Call to Order/Roll Call. – *Chairperson Laux called the meeting to order at 6:30 pm with roll call:*

Present

Cheryl Dewing

Jack Kruse

Tony Genisot

Joyce Laux

Todd Thiel

Tom Vande Hey

Jeff Zuleger

Absent

None

Others Present

Nick Halbach, Clerk-Treasurer

Sadie Slotke, Deputy Clerk

Mike Kaster, Cedar Corp.

- 2) Pledge of Allegiance. – *Recited.*
- 3) Approval of the Agenda. – ***Vande Hey moved to approve the agenda. Thiel seconded. Motion carried without dissent.***
- 4) Approval of Minutes: November 22, 2023. – ***Kruse moved to approve the minutes of the 11-22-23 meeting. Dewing seconded.***

Commissioner Genisot questioned how the Reserve at High Cliff passed after being voted down by the CDA earlier in November. He added the Village Board has a rule noting the same agenda item cannot be put back on the agenda for another six months. Genisot added the info submitted by Boris that changed came from feedback from former administrator Friday that came out of closed session.

Motion carried. Genisot – Nay.

- 5) Registered Citizen Comments on Agenda Items.
- 6) Officer's Report. – Nothing new to report.
- 7) Treasurer's Report.

Clerk-Treasurer Halbach noted the treasurer's report provided in the packet is updated for the 2024 budget, noting the transfer of the former Condon Road money showing as future revenue for the CDA budget.

Halbach also noted he made a mistake in the creation of the agenda, stating the Reserve at High Cliff deserved at least an Old Business agenda item for purpose of providing an update to the CDA about the progress of a developer's agreement and the financial terms with Ehlers. He noted the feedback from Ehlers was positive as the only factor the has potential to change would be the discussion if the 12% of tax increment staying with the Village would be enough

for the expanse of infrastructure for the project. Halbach added that would be discussed in a developer's agreement.

Halbach noted he initially sent over Jim Boris's proposed developer's agreement to the Village's legal counsel in December, but noted there has been quite a lot going on now from a legal perspective in the Village. Commissioner Genisot noted the Village had a meeting Monday night with a potential candidate for the administrator role that would normally be handling this process. He added there will be another meeting the following Monday to interview more potential candidates. Commissioner Thiel advised potentially reaching out to a third party to keep the process moving.

Developer Jim Boris suggested a third party firm from his recent development with the city of Kaukauna as the city reached out to an outside source to draft their developer's agreement. In responding to a question from Chairperson Laux, Engineer Kaster noted Cedar Corp had met with former administrator Friday in the past to discuss the architectural and engineering aspects of a developer's agreement. Boris commented he would not spend any more money on drawings for the project until he feels comfortable that the board is moving forward with the project. Thiel advised Halbach to build a team to help move the process forward, noting Cedar Corp, Laux, Village's legal counsel, and a potential third party legal counsel should all be involved.

8) Old Business:

a. *Design Charette:* Discuss options or parameters of potential charette.

Engineer Kaster of Cedar Corp noted he was looking for clarifications on what the CDA wants out of a potential charette. He mentioned the Village has had four previous downtown plans, and added he would like to avoid repeating the same processes from previous studies. Commissioner Dewing suggested working with previous plans to make amendments to account for new challenges and opportunities. Commissioner Genisot noted he envisioned the charette as a tool to get input from residents, but added the Village currently has a lot of input from the recent Village survey and past studies.

Kaster noted he would advise the CDA wait until there is an administrator in place before moving forward with a charette, as the Village has received feedback from Mary Kohrell commenting that a charette would not be the best use of resources. Commissioner Vande Hey stressed the need for the next administrator to be the lead cheerleader for the Village, and be someone who can properly market Sherwood with the great opportunities the Village has available to developers.

Dewing noted the CDA should reach out to developers for the downtown area to generate more interest. Vande Hey stated when Roger Kaas was chair of the CDA, he sent out 30-35 letters to potential developers to market Village properties for development. Genisot noted when something happens, more attention comes to the Village, which increases the opportunity for a developer to be interested. Commissioner Thiel stressed the importance

of the CDA being willing to provide financial incentives to developers as the market will continue to be competitive between municipalities to attract prospective developers.

9) New Business:

a. *Asbestos abatement proposals.*

Deputy Clerk Slotke noted the RFP went out to four companies, and that each of the submittals were apples to apples comparisons. She noted she reached out to Environet to confirm the breakdown of their submission as they were the only firm that did not officially have a breakdown. Slotke noted she only included a memo in the packet for the CDA meeting, but has a full submittal from each company, as some CDA members were surprised that information was not included in the packet. Commissioner Thiel noted he trusts Slotke's feedback if the bids are final. Commissioner Zuleger noted the CDA should go with the low bid if they provide the same service. Slotke added the abatement will take place in February with the final razing of the building taking place in March or April.

Kruse moved to go with Environet for the asbestos abatement at the former Mueller property after checking references. Zuleger seconded. Motion carried without dissent.

b. *Request to purchase door from former Stumpf garage (Wnek).*

Chairperson Laux noted she was approached by an interested party who wished to keep the door on the garage to preserve a piece of history. Commissioner Genisot suggested having the party sign a hold harmless agreement to avoid any liabilities. Zuleger noted DPW staff should remove the door before the interested party takes the door.

Vande Hey moved to allow resident to have the door. Dewing seconded. Motion carried without dissent.

10) Correspondences. None

11) Adjournment.

Seeing no other business on the agenda, Laux adjourned the meeting at 7:38 pm.

Respectfully submitted for review and approval by Nick Halbach, Clerk-Treasurer.

**Village of Sherwood
Economic Development Resources
2/28/2024**

Current available cash as of 2/28/2023

TIF #2 and 3 \$ 413,583

	Approved Budget	YTD Transactions	Committed	Running Balance
Revenue				
Increment	\$ 48,170			
State Grants	\$ 3,018			
Interest Income	\$ 700			
Transfer from Condon Road	\$ 244,538			
Expenses				
Administrative	\$ 50,793	\$ 11,585.84		\$ 39,207.16
Principal on Debt	\$ 51,503			\$ 51,503.00
Interest on Debt	\$ 644			\$ 644.00
Capital Outlay	\$ -			\$ -
Construction/Razing	\$ 30,000	\$ 117.58		\$ 29,882.42
Conservation/Development	\$ 20,000			\$ 20,000.00
Stormwater Engineering	\$ 15,000			\$ 15,000.00
Stormwater Capital Expense	\$ 100,000			\$ 100,000.00
50/50 Matching Grant Program	\$ 50,000			\$ 50,000.00
Year End 2023		\$ 11,703.42		\$ 306,236.58

Current	
Beginning Cash FY 2024	\$ 413,582.78
Revenues	\$ -
Expenses	\$ 11,703.42
Current Cash 2/28/2024	\$ 401,879.36

Projected (Detailed Above)	
Beginning Cash FY 2024	\$ 413,582.78
Revenues	\$ 296,426.00
Expenses	\$ 317,940.00
Cash Year End 2024	\$ 392,068.78

**Village of Sherwood
50/50 Matching Grant Program**

		Released Funds	Approved Funds
2015			
Sherwood Animal Hospital	Dental suite	\$ 10,000.00	
Granary Supper Club	Interior remodeling	\$ 10,000.00	
Castle Square Condo Association	Resurface parking lot	\$ 1,771.00	
Friends of High Cliff State Park	Sherwood Business Brochure	\$ 2,339.99	
Sherwood Elevator	Resurface parking lot	\$ 10,000.00	
2016			
Head Insurance	Pylon sign	\$ 7,239.13	
Froggs Ice Cream	Solar panels	\$ 3,376.00	
Hilltop Investors/High Cliff Studio	Roof	\$ 10,000.00	
Granary	Partial resurface parking lot	\$ 222.22	
2017			
High Cliff Public Golf Course	Pro Shop upgrade	\$ 5,661.71	
Friends of High Cliff - Paul Preissner	Sherwood books publication	\$ 315.87	
Absolute Wash	Strip and sealcoat drive	\$ 2,462.00	
Castle Square Condo Association	Roof replacement	\$ 10,000.00	
Lugnuts Bar & Grill	Asphalt parking lot	\$ 10,000.00	
Corey Feller Golf Academy	Academy building	\$ 10,000.00	
2018			
Absolute Wash	Garage door	\$ 2,497.00	
High Cliff Public Golf Course & Event	Re-asphalt parking lot	\$ 10,000.00	
Froggs Ice Cream	Parking lot & landscaping	\$ 8,000.00	
2019			
MT Solution Services	Interior improvements	\$ 10,000.00	
Frogg's Ice Cream	Widening of Driveway	\$ 3,210.50	
2020			
Dick's Family Foods	Storm Water Remediation	\$ 10,000.00	
2021			
MT Solution Services	Drive-thru amenities	\$ 10,000.00	
Mud Creek Coffee	Coffee Shop Equipment	\$ 10,000.00	
Frogg's Ice Cream	Solar Panels	\$ 4,575.00	
Christ the King Lutheran Church	Sign Replacement	\$ 4,867.50	
2022			
St. John Sacred Heart Parish	Sign Replacement	\$ 10,000.00	
2023			
High Cliff Properties	Central Air Addition	\$ 2,300.00	
KOR LLC	Property Build Out	\$ 5,000.00	
High Cliff Golf & Event Center LLC	Greens Mower		\$ 10,000.00
Total Funds Disbursed (program to date)		\$ 183,837.92	
Funds Available as of February 28th, 2024			
2024 Budget		\$ 50,000.00	
Funds Approved in 2024		\$ -	
Funds Disbursed in 2024		\$ -	
Projected Amount Remaining		\$ 50,000.00	

To: Village of Sherwood Board of Trustees
From: Diane Wessel, Interim Administrator
RE: Tax Increment District (TID) Services
Date: February 23, 2024

BACKGROUND

The Reserve at High Cliff has been conceptually approved by the Sherwood Community Development Authority. The Reserve at High Cliff encompasses land outside of the current TID and needs tax increment financing (TIF) incentives to come to fruition.

Wisconsin Act 12 (2023) makes changes to Wisconsin’s TID laws including changes that impact levy limits. These changes go into effect for TIDs created after December 31, 2024.

- Limit on Tax Increment District (TID) growth as a factor in annual levy increases: Currently, a municipality may apply 100% of net new construction in TIDs to determine the increase. Under Act 12, a municipality can apply 90% of new construction within the TID.
- Limit on levy increase at TID closure: the bill reduces the one-time levy adjustment at TID closure from 50% (currently) to 10% or 25% if the TID is closed early.

DISCUSSION

An expansion of TID boundaries 2 and 3 or creation of TID 4 is necessary to provide TIF incentives to The Reserve at High Cliff and spur other development which would otherwise not proceed without financial assistance.

If a new TID is created, it may be in the Village’s best interest to do so before December 31, 2024.

OPTIONS

1. Amend TID 2 and TID 3
OR
2. Create TID 4 (potentially to include an overlay of TID 2)

The proposed TID services include:

- Feasibility analysis
- Project plan development and approval
- State submittal

Brian Roemer and Harry Allen from Ehler’s will attend the meeting remotely to present their proposal to:

PROJECTED COST

Amend TID 2: \$17,000
Amend TID 3: \$13,000
Create TID 4: \$17,000

ATTACHMENTS

Scope of Service from Ehlers & Associates

Appendix B

Scope of Service

Client has requested that Ehlers & Associates assist Client with either (i) the simultaneous amendments of Tax Increment District No. 2 and Tax Increment District No. 3, or (ii) the creation of Tax Increment District No. 4 (collectively, the "Project"). Ehlers & Associates proposes and agrees to provide the following scope of services:

Phase I – Feasibility Analysis

The purpose of Phase I is to determine whether the Project is a statutorily and economically feasible option to achieve the Client's objectives. This phase begins upon your authorization of this engagement and ends on completion and delivery of a feasibility analysis report. As part of Phase I services, Ehlers & Associates will:

- Consult with appropriate Client officials to identify the Client's objectives for the Project.
- Provide feedback as to the appropriateness of using Tax Incremental Financing in the context of the "but for" test.
- If the Project includes creation of or addition of territory to a district, identify preliminary boundaries and gather parcel data from Client. Determine compliance with the following statutory requirements as applicable:
 - Equalized Value test.
 - Purpose test (industrial, mixed use, blighted area, in need of rehabilitation or conservation, or environmental remediation).
 - Newly-platted residential land use test.
- Prepare feasibility analysis report. The report will include the following information, as applicable:
 - Identification of the type or types of districts that may be created.
 - A description of the type, maximum life, expenditure period and other features corresponding to the type of district proposed.
 - A summary of the development assumptions used with respect to timing of construction and projected values.
 - Projections of tax increment revenue collections to include annual and cumulative present value calculations.
 - Qualification of the district as a donor or recipient of shared increment, and projected impact of any allocations of shared increment.
 - If debt financing is anticipated, a summary of the sizing, structure, and timing of proposed debt issues.

- A cash flow *pro forma* reflecting annual and cumulative district fund balances and projected year of closure.
 - A draft timetable for the Project.
 - Identification of how the creation date may affect the district's valuation date, the base value, compliance with the equalized value test, and the ability to capture current year construction values and changes in economic value.
 - When warranted, evaluate, and compare options with respect to boundaries, type of district, project costs and development levels.
 - Ehlers & Associates will provide guidance on district design within statutory limits to creatively achieve as many of the Client's objectives as possible and will provide liaison with State Department of Revenue as needed in the technical evaluation of options.
- Present the results of the feasibility analysis to the Client's staff, Plan Commission, or governing body.

Phase II – Project Plan Development and Approval

If the Client elects to proceed following completion of the feasibility analysis, the Project will move to Phase II. This phase includes preparation of the Project Plan, and consideration by the Plan Commission¹, governing body, and the Joint Review Board. This phase begins after receiving notification from the Client to proceed and ends after the Joint Review Board acts on the Project. As part of Phase II services, Ehlers & Associates will:

- Based on the goals and objectives identified in Phase I, prepare a draft Project Plan that includes all statutorily required components.
- We will coordinate with your staff, engineer, planner or other designated party to obtain a map of the proposed boundaries of the district, a map showing existing uses and conditions of real property within the district, and a map showing proposed improvements and uses in the district.
- Submit to the Client an electronic version of the draft Project Plan for initial review and comment.
- Coordinate with Client staff to confirm dates and times for the meetings indicated within the table beginning on the following page. Ehlers & Associates will ensure that selected dates meet all statutory timing requirements and will provide documentation and notices as indicated.

¹If Client has created a Redevelopment Authority or a Community Development Authority, that body may fulfill the statutory requirements of the Plan Commission related to creation or amendment of the district.

Meeting	Ehlers & Associates Responsibility	Client Responsibility
Initial Joint Review Board	<p>Prepare Notice of Meeting and transmit to Client's designated paper.</p> <p>Mail meeting notice, informational materials, and draft Project Plan to overlapping taxing jurisdictions.</p> <p>Provide agenda language to Client.</p> <p>Attend meeting to present draft Project Plan.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Prepare meeting minutes.</p> <p>Designate Client Joint Review Board representative.</p> <p>Identify and recommend Public Joint Review Board representative for appointment.</p>
Plan Commission Public Hearing	<p>Prepare Notice of Public Hearing and transmit to Client's designated paper.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p>
Plan Commission Public Hearing	<p>For blighted area districts and in need of rehabilitation or conservation districts, provide a format for the required individual property owner notification letters.</p> <p>Attend hearing to present draft Project Plan.</p>	<p>Prepare and mail individual property owner notices (only for districts created as blighted area, or in need of rehabilitation or conservation).</p> <p>Prepare meeting minutes.</p>
Plan Commission	<p>Provide agenda language to Client.</p> <p>Attend meeting to present draft Project Plan.</p> <p>Provide approval resolution for Plan Commission consideration.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Distribute Project Plan & resolution to Plan Commission members in advance of meeting.</p> <p>Prepare meeting minutes.</p>
Governing Body Action	<p>Provide agenda language to Client.</p> <p>Attend meeting to present draft Project Plan.</p> <p>Provide approval resolution for governing body consideration.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Provide Project Plan & resolution to governing body members in advance of meeting.</p> <p>Prepare meeting minutes.</p>

<p>Joint Review Board Action</p>	<p>Mail meeting notice and copy of final Project Plan to overlapping taxing jurisdictions.</p> <p>Prepare Notice of Meeting and transmit to Client's designated paper.</p> <p>Provide agenda language to Client.</p> <p>Attend meeting to present final Project Plan.</p> <p>Provide approval resolution for Joint Review Board consideration.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Prepare meeting minutes.</p>
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- Throughout the meeting process, provide drafts of the Project Plan and related documents in sufficient quantity for the Client's staff, Plan Commission, governing body and Joint Review Board members.
- Provide advice and updated analysis on the impact of any changes made to the Project Plan throughout the approval process.

Phase III – State Submittal

This phase includes final review of all file documents, preparation of filing forms, and submission of the base year or amendment packet to the Department of Revenue. This phase begins following approval of the district by the Joint Review Board and ends with the submission of the base year or amendment packet. As part of Phase III services, Ehlers & Associates will:

- Coordinate with Client's assessor and other staff as necessary to obtain parcel valuations, parcel data and other information needed for preparation of the State forms that must be filed as part of the base year or amendment packet.
- Assemble and submit to the Department of Revenue the required base year or amendment packet to include a final Project Plan document containing all required elements and information.
- Provide the Client with an electronic copy of the final Project Plan (and up to 15 bound hard copies if desired).
- Provide the municipal Clerk with a complete electronic and/or hard copy transcript of all materials as submitted to the Department of Revenue for certification.
- Act as a liaison between the Client and the Department of Revenue during the certification process in the event any questions or discrepancies arise.

Compensation - Flat Fee Portion of Engagement

In return for the services set forth in the "Scope of Service," Client agrees to compensate Ehlers & Associates as follows:

Option 1 - Simultaneous amendment of Tax Increment District No. 2 and Tax Increment District No. 3

	Amend TID No. 2	Amend TID No. 3
Phase I	\$ 6,500	\$6,500
Phase II	\$ 8,000	\$4,000
Phase III	\$ 2,500	\$2,500
Total	\$ 17,000	\$13,000

Option 2 - Creation of Tax Increment District No. 4

	Create TID No. 4
Phase I	\$ 6,500
Phase II	\$ 8,000
Phase III	\$ 2,500
Total	\$ 17,000

- Pricing assumes all phases are done concurrently, utilizing same meeting nights. If meetings for simultaneous districts do not occur on the same evening, full fee shall be charged per district.

The following contingencies apply to both options detailed above:

- Phase I base fee includes up to five financial scenarios. Additional scenarios will be run as needed at a cost of \$750/scenario.
- In the event Client determines not to proceed with the Project once a Phase has been authorized, but prior to that Phase's completion, the compensation due for that Phase will be prorated to reflect the percentage of the work completed.

Compensation - Hourly Services Portion of Engagement

Ehlers & Associates will bill Client on an hourly basis for services requested by Client in conjunction with the engagement that are not specifically identified in the Scope of Service set forth in this letter. Examples would include:

- Attendance at additional meetings beyond the four required for approval or amendment of the District (Organizational Joint Review Board, Plan Commission (or CDA), Governing Body and Final Joint Review Board).
- Review of development agreements related to the District's Project Plan and participation in negotiations with developers.

Hourly services will be billed at a rate that is dependent upon the task/staff required to meet Client request at no less than \$125.00/hour and not to exceed \$350.00/hour.

Payment for Services

For all compensation due to Ehlers & Associates, we will invoice Client for the amount due at the completion of each Phase. Our fees include our normal travel, printing, computer services, and mail/delivery charges. The invoice is due and payable upon receipt by the Client.

Client Responsibility

The following expenses are not included in our Scope of Services, and are the responsibility of Client to pay directly:

- Services rendered by Client's engineers, planners, surveyors, appraisers, assessors, attorneys, auditors, and others that may be called on by Client to provide information related to completion of the Project.
- Preparation of maps necessary for inclusion in the Project Plan.
- Preparation of maps necessary for inclusion in the base year or amendment packet.
- Publication charge for the Notice of Public Hearing and Notices of Joint Review Board meetings.
- Legal opinion advising that Project Plan contains all required elements. (Normally provided by municipal attorney).
- Preparation of District metes & bounds description. (Needed in Phase III for creation of new districts, or amendments that add or subtract territory).
- Department of Revenue filing fee and annual administrative fees. The current Department of Revenue fee structure is:

Current Wisconsin Department of Revenue Fee Schedules*	
Base Year Packet	\$1,000
Amendment Packet with Territory Addition or Subtraction	\$1,000
Amendment Packet with Territory Addition and Subtraction	\$2,000
Base Value Redetermination	\$1,000
Amendment Packet	No Charge
Annual Administrative Fee	\$150

*Fees are charged per district.

W410 Veterans Ave. Demo Proposals
Mailed on 01-25-2024

Gene Frederickson
4450 Fieldcrest Dr.
Kaukauna, WI 54130

Mark Mand Excavating
W3620 County Rd. WH
Malone, WI 53049

Swinkles
N4291 Vine Road
Freedom, WI 54130

Dirtworks Demo & Excavating
W4632 Cty Rd. O
Appleton, WI 54913

Red's Excavating
2245 Pamperin Road
Green Bay, WI 54313

Statewide Razing
103 Vosters Vista
Combined Locks, WI 54113

received 2-21-24
11:30 AM

**Gene
Frederickson
Trucking & Excavating, Inc.**

4450 Fieldcrest Drive
Kaukauna, WI 54130
Ph 920-766-1100 Fax 920-766-3788

Proposal

February 20, 2024
Village of Sherwood
C/O: Nick Halbach
Clerk-Treasurer
W482 Clifton Road
P.O. Box 279
Sherwood, WI 54169-0279

Project: Complete Razing services of the structure located at W410 Veterans Ave, Sherwood, WI

Description

1. Obtain a razing permit from the Village of Sherwood (**all other permits and fees by others**).
2. Contact Diggers Hotline to mark all public utilities. (The owner is responsible for utility disconnects).
3. Remove and dispose of tree stumps left after clearing (that was done by others).
4. Raze the above-listed structure in its entirety.
5. Remove all foundations and slab on grade concrete, haul off site to be recycled.
6. Abandon the sewer and water laterals at the property line, any further abandonment required by the Village will result in additional charges.
7. Furnish, place and compact suitable clay fill material back in the basement area (and trenches). To bring the elevation up to match surrounding grades.
8. Furnish, and place 2" of topsoil in all greenspace areas and final grade.
9. Seed, fertilize and install class 2 Type A erosion mat over the areas of disturbance

Total Base Bid: \$64,680.00

Alternative #1: Include the Garage Structure located to the North and East of W410 Veterans Ave. into the scope of work listed above in the base bid.
Add \$22,092.00 to the base bid.

Alternative #2: Spade out (7) seven trees located on site and move them to a new site located within the Village limits.
Add \$2,450.00 to the base bid.

Alternative #3: Hydro mulch the area of disturbance in place of using Class 2 Type A erosion mat
Deduct \$3,900.00 from the base bid.

Gene Frederickson Trucking & Excavating, Inc. makes every effort to salvage, recycle or sell all items and materials of value; that scrap value was taken into consideration when preparing this proposal so Gene Frederickson Trucking & Excavating, Inc. becomes the sole owner of the building and its contents at the signing of this proposal

Exclusions: Asbestos inspection or abatement • Erosion control plan • Costs associated with unforeseen underground utilities or underground storage tanks • Excavation, disposal or handling of contaminated or hazardous materials • Site restoration other than rough grade • No sidewalk repair or replacement • No topsoil placement • No removal of existing storm sewers (storm sewers to be kept in use) • Anything not specifically stated in this proposal

Memo: With the Current Chain concerns, availability of materials and the rapidly increasing cost of materials the prices used in this Proposal will only be ***valid for 10 days.***

Gene Frederickson Trucking & Excavating, Inc. thanks you for the opportunity to be of service. Please feel free to visit our website at: www.gftexc.com.

This Proposal includes all sales tax.

Sincerely,
Grant Fulcer
Estimator/Project Manager
Ph: 920-766-1100
Fax: 920-766-3788
grant@gftexc.com

CONTAMINATION CLAUSE

No allowance has been made for the encounter of any hazardous or contaminated material. Owner shall accept all responsibilities for, and cost of, any and all special testing, monitoring and hauling to an approved landfill, or any other problems whatsoever that may arise with respect to contaminated or hazardous material. Owner shall obtain permission from the landfill owner to deposit contaminated and hazardous materials in the landfill. Any landfill fee required for the deposition of contaminated and hazardous materials shall be borne by owner.

Owner shall defend, indemnify and hold Gene Frederickson Trucking & Excavating, Inc., harmless with respect to any and all liability whatsoever related to any materials excavated and or hauled by Gene Frederickson Trucking & Excavating, Inc., from the job location, which are determined at any time to have been contaminated or hazardous in any way whatsoever.

SOIL COMPACTION TESTING

No allowance has been made for the cost of soil compaction testing unless specifically stated in our proposal. Owner shall pay all such costs incurred.

DEWATERING COSTS

No allowance has been made for the cost of any de-watering unless specifically stated in our proposal. Owner shall pay all such costs incurred.

UNDERGROUND OBSTRUCTIONS

No allowance has been made for the cost of the encounter of any underground obstructions including rock, utilities or any other material or item unless specifically stated in our proposal. Owner shall pay all such costs incurred.

LIEN RIGHTS NOTICE

**TO OWNER IF GENE FREDERICKSON TRUCKING & EXCAVATING, INC.
IS PRIME CONTRACTOR:**

“As required by the Wisconsin Construction lien law, builder hereby notifies owner that persons or companies furnishing labor or materials for the construction on owner’s land may have lien rights on owner’s land and building if not paid. Those entitled to lien rights, in addition to the undersigned builder, are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction and should give a copy of each notice received to the mortgage lender, if any. Builder agrees to cooperate with the owner and the owner’s lender, if any, to see that all potential lien claimants are duly paid.”

FUEL, OIL, LUBRICANT AND MATERIAL SURCHARGES may be added if supplier pricing increases significantly from the time of contract origination.

We proposed hereby to furnish material and labor - complete in accordance with above specifications - for the sum of:

All material is guaranteed to be as specific. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner/contractor to carry fire, tornado and other necessary insurance. Our workers are fully covered by workman’s compensation insurance. Owner/contractor agrees to pay a finance charge of 1 ½% per month on any of our invoices unpaid after 10 days from date of receipt. This proposal is subject to the lien terms contained on the reverse side.

Authorizes Signature: _____ Date of Acceptance: _____

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Authorized Signature: _____ Date of Acceptance: _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.



Sherwood Business Matching Grant Application

Business Name: Best Exteriors
Business Address: NS16 Military Rd
Business Owner: Jacob Cunningham
Tel: 920-858-2518 **E-mail:** bestexteriors94@gmail.com

Contact Person: Jacob Cunningham
Relationship to Business: owner
Tel: 920-858-2518 **E-mail:** _____

Project Description:
 Include design drawings and/or color samples (swatches) if available. Provide additional materials and sheets if necessary.

Install new Alliance windows on club house. Old windows were leaking and needed to be tore out.

Project Schedule: **Start Date:** 2024 upon approval **Completion:** 7 months.

Project Benefits:
 Explain how the proposed change(s) to the business will affect its operations.

Looking to start a business in the old club house. The condition of the building is bringing up a lot of addition costs.

Total Project Cost: \$52,230.⁰⁰ **Requested Funds:** \$10,000

- Additional Requirements:**
- Proof of available matching funds, financing, or letter of credit.
 - Three (3) competitive bids.
 - Supporting documentation attached to application.

[Signature] 2/21/24 Jacob Cunningham
 Requestor's Signature Date Printed or Typed Name

Staff Use Only **Staff Use Only** **Staff Use Only**

Received at Village Office: 2/21/2024 **All Materials Included:** YES NO
 Date

Committee Use Only **Committee Use Only** **Committee Use Only**

Presentation Date: 2/28/2024 **Approved Funding:** YES NO

Final Decision Date: _____ **Amount Approved:** _____



02/23/2024

To Whom it May concern,

Best Exteriors and Home Improvements, LLC has sufficient funds on deposit to withdraw \$55,000. The funds are liquid and immediately available.

A handwritten signature in black ink, appearing to read 'BW', with a horizontal line extending to the right.

Brian Weinberg
Branch Manager
3002 Fish Hatchery Rd
Fitchburg, WI 53713
(608) 278-2438

Best Exteriors and Home Improvements LLC
N516 Military Road
Sherwood, WI 54169 US
bestexteriors94@gmail.com



Estimate

ADDRESS

Best Exteriors
N516 Military Rd
Sherwood, wi 54169-9779
United States

ESTIMATE # 1315

DATE 02/21/2024

JOB SITE

ClubHouse

DATE		DESCRIPTION	QTY	RATE	AMOUNT
02/21/2024	Materials & Install	Alliance Black/Black Windows 21 Windows with J channel No Window Jambs	1	52,230.00	52,230.00

ClubHouse
580 RobinHood Dr
Sherwood WI

TOTAL

\$52,230.00

This Job Includes Material,Labor and Lift Equipment

Accepted By

Accepted Date

EI Construction
6101 Riva Rd
Madison, WI 53711

EI Construction

ESTIMATE #1972

DATE 2/21/2024

JOBSITE

Sherwood Club House
580 Robinhood Dr
Sherwood, WI 54169

DATE	DESCRIPTION	TOTAL
2/21/2024	Install Alliance double hung, single hung, and picture windows. Color to be black interior and black exterior with a total of 21 windows	\$56,740.00

Price includes all material, labor, and equipment. This price is good for 30 days.

Acceptance of Proposal

Signature

Date

TR SOTO Construction
1328 Williamson St
Madison, WI 53703

ESTIMATE

Job Name / Address

Old Sherwood Forest Club House
580 Robinhood Dr
Sherwood, WI 54169

DATE	DESCRIPTION	TOTAL
2/20/2024	Installation of Alliance black interior and exterior double, single, and picture windows. 21 windows in total	\$60,233

Acceptance of Proposal

Signature

Date

THIS PRICE IS GOOD FOR 30 DAYS OF THE DATE ON ESTIMATE