

October 27, 2020 City Council and Committee of the Whole Meetings
Tue, Oct 27, 2020 5:30 PM - 8:30 PM (CDT)

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ASHLAND CITY COUNCIL MEETING
Tuesday, October 27, 2020 – 5:30 PM

Please silence all cell phones during the meeting

1. CALL TO ORDER

A. Roll Call, Moment of Silence and Pledge of Allegiance

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

A. September 24, 202 Committee of the Whole Budget Work Session Minutes

B. September 29, 2020 City Council and Committee of the Whole Meeting Minutes

C. October 8, 2020 Committee of the Whole Budget Work Session Minutes

D. October 15, 2020 Committee of the Whole Budget Work Session Minutes

4. CITIZEN PARTICIPATION PERIOD

5. MAYOR'S REPORT

A. Recognition of Beautification Council Appreciation and Beauty Spot Award Winners

B. Announcements

C. Appointments

6. CONSENT AGENDA

A. Approve an Application for a Class B Combination Alcohol Beverage License for Spot Bar at 220 Main Street East, Ashland, WI, and its Agent Freddie Monkelien (*Clerk*)

B. Miscellaneous Meeting Minutes

7. NEW BUSINESS

A. Presentation and Discussion of City of Ashland 2019 Audit

B. Approve the Revised Local Roads Improvement Program State Municipal Agreement (SMA), Dated August 25, 2020 for the Waterfront Access Road Reconstruction Project and Approve a Resolution to Authorize the establishment of Pedestrian Facilities for the Waterfront Access Road Reconstruction Project (*Public Works*) Roll

C. Approve Administration to Amend the Employee Handbook Policy Related to Compensatory and Overtime Policies (*Administration*) Voice

D. Approve Acceptance of Commercial Proposal for Redevelopment of the Northern Portion of the Timeless Timber Site from El Tarasco, LLC (*Planning*) Roll

E. Approve to Accept a Residential Proposal for Redevelopment of the Southern Portion of the Timeless Timber Site from The Commonwealth Companies (*Planning*) Roll

8. ADJOURNMENT

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities.

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COMMITTEE OF THE WHOLE MEETING MINUTES

The Common Council of the City of Ashland will meet as the Committee of the Whole on September 24, 2020 immediately following the City Council meeting which begins at 5:30 PM in the Ashland City Hall Council Chambers.

The following items will be considered:

1. Roll Call

The Thursday, September 24, 2020 Committee of the Whole Budget Work Session meeting was called to order by Council President Kevin Haas, held virtually via GoTo Meetings at 5:30 p.m.

PRESENT: Matt MacKenzie (5:50), Sarah Jackson, Kate Ullman, Ana Tochtermann, Wahsayah Whitebird, Kevin Haas, Charlie Ortman, Elizabeth Franek, Dick Pufall

ABSENT: Holly George (excused), Jackie Moore (excused)

ALSO PRESENT: Mayor Deb Lewis, City Administrator Brant Kucera, City Clerk Denise Oliphant, Finance Director Julie Vaillancourt, Public Works Director John Butler, Interim Police Chief Bill Hagstrom, Fire Chief Dave Wegener, Parks Director Sara Hudson, and other concerned citizens.

2. Presentation and Discussion Regarding the 2021 Budget and Budget Development

Administrator Brant Kucera introduced the discussion as an overview of the proposed General Fund budget prior to being presented by Finance Director Julie Vaillancourt.

3. Confirmation of Date and Time of Future Budget Work Sessions

The next Budget Work Session is scheduled for Thursday, October 8, 2020 at 5:30 p.m. via GoTo Meetings.

4. Adjournment

Whitebird moved, seconded by Pufall to adjourn. The motion carried unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

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City Council and Committee of the Whole Meetings
Tue, Sep 29, 2020 5:30 PM - 8:30 PM

VIA GoTo Meetings
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ASHLAND CITY COUNCIL MEETING MINUTES
Tuesday, September 29, 2020 – **5:30 PM**
Ashland City Hall Council Chambers

Please silence all cell phones during the meeting

1. CALL TO ORDER

A. Roll Call, Moment of Silence and Pledge of Allegiance

The Tuesday, September 29, 2020 Ashland City Council meeting was called to order by Mayor Debra Lewis, virtually via GoTo Meetings at 5:30 p.m.

Roll call was taken, a Moment of Silence was held, and the Pledge of Allegiance was recited.

PRESENT: Charlie Ortman, Kevin Haas, Jackie Moore, Liz Franek, Wahsayah Whitebird, Matthew MacKenzie, Sarah Jackson, Dick Pufall, Ana Tochterman, Holly George, Kate Ullman

ABSENT: (None)

ALSO PRESENT: Mayor Deb Lewis, City Administrator Brant Kucera, Planning Director Megan McBride, City Clerk Denise Oliphant, Interim Police Chief Bill Hagstrom, Fire Chief Dave Wegener, Parks Director Sara Hudson, City Attorney Tyler Wickman, Deputy Clerk Sarah Szymaniak, and other concerned citizens.

2. APPROVAL OF AGENDA

Haas moved, seconded by Pufall to approve the agenda as presented. The motion carried unanimously by voice vote.

3. APPROVAL OF MINUTES

A. September 8, 2020 City Council and Committee of the Whole Meeting Minutes

Pufall moved, seconded by Whitebird to approve the minutes. The motion passed unanimously by voice vote.

4. CITIZEN PARTICIPATION PERIOD

The Clerk read the Rules for Citizen Participation, and the following offered their comments to the Council:

Zymund Jabalonski, 916 6th Ave W, requested that the Mayor read complete pledge and expressed concerns regarding the Vaughn Ave construction and sidewalks. Also spoke about parking on 6th St W.

Cheyenne Otto-Defoe, current resident of Superior. spoke in favor of the Council approving the resolution to approve a contract for a School Resource Officer working in the School District of Ashland this year, and spoke about ceasing contracts for a School Resource Officer position in the future.

Emerson Ziehr, 2101 Lakeshore Dr E, spoke in opposition to a resolution to approve a contract for a School Resource Officer working in the School District of Ashland and asked Council to continue to consider the issue.

Dani O'Brien, Vaughn Ave, asked Council to delay a vote regarding a resolution to approve a contract for a School Resource Officer working in the School District of Ashland until further research can be done.

Elise Kehle, 218 MacArthur Ave, thanked the Mayor for saying the Pledge. Kehle also spoke in opposition to a resolution to approve a contract for a School Resource Officer working in the School District of Ashland. Kehle also read a statement from a current Ashland High School student that spoke against the resolution and asked Council to delay the vote until the public sees more information on past SRO actions and duties.

Eric Lindel, 204 1/2 W Main St, spoke about lack of public input and research by Council members in regards to a resolution to approve a contract for a School Resource Officer working in the School District of Ashland. He encouraged Council to pass the resolution this year.

Brian Tochtermann, 818 Vaughn Ave, expressed concern about sidewalks on Vaughn Ave, stating that sidewalks are cracked, tilted, and damaged.

Steven Stuart, 906 Vaughn Ave, expressed concerns about the cracked and severely damaged sidewalks on Vaughn Ave.

Soren Buenneke, future resident of Ashland, urged Council to delay the vote in regards to a resolution to approve a contract for a School Resource Officer working in the School District of Ashland.

Kathy Tuttle, 715 4th Ave W, expressed thanks for the Vaughn Avenue construction. She requested Council look into 4th Ave W as she states it has been in disrepair and has taken

significant hit by the heavy construction equipment.

5. MAYOR'S REPORT

A. Announcements

Mayor Deb Lewis shared information about the rising cases of COVID-19 in the City of Ashland. Halloween on Chapple Ave will be different than in years past.

B. Appointments

The Mayor requested Council's approval of the following committee appointment(s):

Disabled Parking Enforcement Assistance Council

Waysayah Whitebird (Council Rep.), Expires: April 16, 2021

Mary Jane Grande, Reappointment; Expires: August 11, 2023

Donna Griffiths, Reappointment, Expires: August 13, 2022

Cheryl Wiezorek, Reappointment, Expires: August 11, 2023

Economic Development-Revolving Loan Fund Advisory Board

Daryl Jolma, Reappointment, Expires: April 15, 2023

Housing Committee

Kaas Baichtal, City Landlord Representative, reappointment, expires: October 1, 2022

Kathy Beeksma, City Housing Authority Representative, reappointment, expires: October 1, 2022

Liz Franek, Renter Representative, reappointment, expires: October 1, 2022

Megan McBride, City Staff Representative, reappointment, expires: October 1, 2022

Public Works Committee

Edward Calahan, Reappointment, Expires: September 30, 2025

George moved, seconded by Jackson to approve the Mayor's appointments. The motion carried unanimously by voice vote.

6. CONSENT AGENDA

A. Approve to Apply to the Xcel Partners in Energy Program (*Mayor*)

B. Approval to Apply for Chequama-Care COVID-19 Response Fund (*Parks*)

C. Approve a Resolution to Submit an Application to the Wisconsin Department of Natural Resources Urban Forestry Grant and Urban Forestry Catastrophic Storm Grant Programs (*Parks*)

D. Approve to Accept Assistance to Firefighters Grant and Required Matching Funds (*Fire*) Roll

- E. Approve a Class B Combination Alcohol Beverage License Application for BPOE No. 137(Ashland Elks Lodge), 3000 Golf Course Road, Ashland, WI, and Agent Jeff Muse (Clerk)**

F. Miscellaneous Meeting Minutes

Whitebird moved, seconded by Franek to approve the Consent Agenda. The motion passed unanimously by voice vote.

7. OLD BUSINESS

A. Approve Resolution to Approve the School District of Ashland Resource Officer (SRO) Contract for Working Agreement-2020-2021 School Year (Police Chief) Roll

Eric Olson, Ashland School District Administrator, Brian Trettin, Ashland High School Principle, and Jake Levings, Ashland Middle School Principle, spoke on the role and impact of a School Resource Officer in Ashland Schools. Olson, Trettin, and Levings answered questions from Council members.

Interim Police Chief introduced Officer Bybee to Council as the intended SRO for the School District. Officer Bybee introduced himself and his perspective on the SRO position and answered questions from Council members.

George moved, seconded by Moore to approve the resolution to contract with the School District of Ashland. Ulman offered an amendment the resolution to include: "And be it further resolved that the City of Ashland will ask the School District of Ashland to collaboratively develop an MOU, including data gathering, based on WI DPI best practices;" Whitebird seconded the addition of this amendment. The motion passed 10-1 by roll call vote; Pufall objected.

Pufall called the question, seconded by Haas, which passed by a 8-3 voice vote; objecting were MacKenzie, Ullman, and Whitebird.

The motion to approve the resolution to include the aforementioned amendment, and contract for an SRO with the School District of Ashland passed 11-0 by roll call vote.

8. NEW BUSINESS

A. Approve to Waive the Advertisement Requirement Set Forth in Chapter 194.04, Ashland City Ordinance, and Award a Contract to Energenecs, Inc for Supervisory Data and Acquisition Control (SCADA) Upgrades at the 6th Avenue West Lift Station (Public Works) Roll

Pufall moved, seconded by Moore to approve to waive the requirement and award the contract to Energenecs Inc for the amount of \$189,278.00, plus a contingency of \$18,927.50 for a project total of \$208,202.50. The motion passed unanimously by roll call vote.

- B. Approve a Resolution to Approve an Offer to Purchase Two (2) Parcels of City-Owned Land, Parcels #201-01061-0000 and #201-01406-0000, Located on the Southeastern Corner of US Highway 2 and Stuntz Avenue, Applicant: Lucy Koivisto and Michael Tuttle on behalf of MI Copper Cup LLC (DBA Copper Cup) (Planning) Voice**

Franek moved, seconded by Moore to approve the resolution. The motion passed unanimously by voice vote.

- C. Approve a Resolution to Approve a Conditional Use Permit to Allow a Veterinary Clinic for Small and Large Animals on Parcel #201-04896-0000, Zoned: Future Development (FD), Applicant: Trevor Provost and Tim Dykstra on Behalf of FMK Properties, LLC (Planning) Voice**

Whitebird moved, seconded by Moore to approve the resolution. Motion passed by voice vote 10-0, Franek abstained.

- D. Approve a Resolution to Issue a Conditional Use Permit to Allow a Clinic Use for an Ultrasound Machine and Associated Services at 522 Chapple Avenue, Zoned Mixed Residential/Commercial (MRC). Applicant: Eva Thewis on Behalf of Chequamegon Pregnancy Center (Planning) Voice**

Whitebird moved, seconded by George to approve the resolution. The motion passed by voice vote 8-3, Moore; Ulman, and Tochtermann dissenting.

9. ADJOURNMENT

Moore moved, seconded by George to adjourn. The motion carried unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

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COMMITTEE OF THE WHOLE MEETING MINUTES

The Common Council of the City of Ashland will meet as the Committee of the Whole on September 29, 2020 immediately following the City Council meeting which begins at 12:59 AM in the Ashland City Hall Council Chambers.

The following items will be considered:

1. Roll Call

The Tuesday, September 29, 2020 Committee of the Whole meeting was called to order by Council President Kevin Haas, virtually via GoTo Meetings at 7:30 p.m.

PRESENT: Charlie Ortman, Kevin Haas, Jackie Moore, Liz Franek, Wahsayah Whitebird, Matthew MacKenzie, Sarah Jackson, Dick Pufall, Ana Tochtermann, Holly George, Kate Ulman

ABSENT: None

ALSO PRESENT: Mayor Deb Lewis, City Administrator Brant Kucera, Public Works Director John Butler, Planning Director Megan McBride, City Clerk Denise Oliphant, Deputy Clerk Sarah Szymaniak, and other concerned citizens.

2. Council President's Report

Haas deferred a report at this time.

3. Administrator's Report

City Administrator Brant Kucera gave an update on increasing COVID-19 cases in the community. He also spoke on modifications taking place at City Hall to allow for early in-person voting. Kucera thanked Human Resource Director Jennifer Boulley, Director Finance Julie Valliancourt, and City of Ashland Insurance Broker Dave Martinson, for renegotiating a lower rate with Medica health insurance, expected to save the City \$177,000. He asked Council to look into additional funding sources for the City.

4. Approval of Agenda

Whitebird moved, seconded by Moore to approve the agenda as presented. The motion carried unanimously by voice vote.

5. Committee Updates

Source Water Protection Committee (Ortman) - met and waiting to get copies

on plans.

Disable Parking Committee (Whitebird) - no new updates

Historic Preservation Committee (Franek) - no new updates

Sustainability Committee (Ulman) - Ulman was unable to attend. McBride stated that the committee welcomed two new members

Public Works Committee (Moore) - updates will be shared at this meeting

Parks and Recreation Committee (Haas) - reviewed budget. Identified tree species for Urban Forestry Program focusing on species resistant to salt and cold hardiness

Housing Committee (Tochterman) - talked about revisiting housing plan and how to move forward with the different loan programs.

Library Board (Jackson) - currently working on the budget and updating the library website.

Police and Fire Commission (Lewis) - next meeting will be in November to review applications for a new chief.

Planning Commission (MacKenzie) - items were addressed during the City Council meeting

Harbor Commission (Pufall) - Marina is busy and taking boats out of the water.

6. Discussion Items

A. **Presentation, Discussion and Possible Action Regarding City Priorities for Paving of Roads and Paving Costs** (*Councilor Moore*)

Introduced by Councilor Moore, Public Works Director John Butler spoke on road conditions and funding, including potentially introducing a wheel tax as a means to generate revenue. Butler answered questions from members of the Committee.

7. Adjournment

George moved, seconded by Moore to adjourn. The motion carried unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

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COMMITTEE OF THE WHOLE MEETING MINUTES

The Common Council of the City of Ashland will meet as the Committee of the Whole on October 8, 2020 immediately following the City Council meeting which begins at 5:30 PM in the Ashland City Hall Council Chambers.

The following items will be considered:

1. Roll Call

The Thursday, October 8, 2020 Committee of the Whole Budget Work Session was called to order by Council President Kevin Haas, virtually via GoTo Meetings at 5:30 p.m.

PRESENT: Matt MacKenzie, Sarah Jackson, Kate Ullman, Ana Tochtermann, Wahsayah Whitebird, Kevin Haas, Charlie Ortman, Liz Franek, Dick Pufall, and Jackie Moore.

ABSENT: Holly George (excused)

ALSO PRESENT: Mayor Deb Lewis, Administrator Brant Kucera, Clerk Denise Oliphant, Finance Director Julie Vaillancourt, Interim Police Chief Bill Hagstrom, Fire Chief Dave Wagener, Planning Director Megan McBride, and other concerned citizens.

2. Approval of Agenda

Whitebird moved, seconded by Franek to approve the agenda. The motion carried unanimously by voice vote.

3. Discussion Items

A. Continue Discussion and Presentation of Proposed 2021 Budgets

Vaillancourt continued presentation of the proposed 2021 Budget by announcing that the City's employee health insurance quote came back at a zero-percent increase, and the Transportation Aid and Connecting Roadways Aid both came back higher than expected.

Reviewed and discussed were General Fund Balance, Police Department, Fire and EMS Department, Mayor, Council, Administrator, Clerk, Human Resources, Finance, Elections, Other City Hall, Attorney, Assessor, Police and Fire Commission, and Technology, as department heads explained changes in expenditures. Kucera explained his reasoning for aiming for a 2% raise for all employees.

Upcoming meeting dates were discussed and after taking a poll of availability, it was determined to cancel the October 13 Regular Council meeting and continue budget discussion on Thursday, October 15, 2020. Meetings on October 22 and October 27, 2020 will be held as scheduled.

4. Adjournment

Moore moved, seconded by Whitebird to adjourn. The motion carried unanimously by voice vote.

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COMMITTEE OF THE WHOLE MEETING MINUTES

The Common Council of the City of Ashland will meet as the Committee of the Whole on October 15, 2020 immediately following the City Council meeting which begins at 5:30 PM in the Ashland City Hall Council Chambers.

The following items will be considered:

1. Roll Call

The Thursday, October 15, 2020 Committee of the Whole Budget Work Session was called to order by Council President Kevin Haas, virtually via GoTo Meetings at 5:30 p.m.

PRESENT: Holly George, Matt MacKenzie, Sarah Jackson, Ana Tochtermann, Wahsayah Whitebird, Kevin Haas, Charlie Ortman, Elizabeth Franek, Dick Pufall, and Jackie Moore.

ABSENT: Kate Ullman (excused)

ALSO PRESENT: Mayor Deb Lewis, City Administrator Brant Kucera, City Clerk Denise Oliphant, Finance Director Julie Vaillancourt, Parks Director Sara Hudson, Planning Director Megan McBride, Public Works Director John Butler, Deputy Clerk Sarah Szymaniak, and other concerned citizens.

2. Approval of Agenda

Whitebird moved, seconded by Ortman to approve the agenda. The motion carried unanimously by voice vote.

3. Discussion Items

A. **Continue Discussion and Presentation of Proposed 2021 City of Ashland Budget**

Kucera and Vaillancourt gave an update as to the status of the General Fund, and introduced the budgets to be discussed including : Vaughn Public Library - Adams; Building Inspections, Planning and Development, and Fund 245 - McBride; Animal Control , Pest Control, Community Programs, City Band, and Mt. Hope Cemetery - Vaillancourt; Parks and Recreation - Hudson; Public Works - Butler.

After a brief break at 7:30 p.m., Vaillancourt reviewed the Capital Budget.

The next Budget Work Session is scheduled October 22, 2020 at 5:30 p.m.

4. Adjournment

Whitebird moved, seconded by Moore to adjourn. The motion carried unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

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SUBJECT: Appointments

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Mayor

CLEARANCES: Mayor

EXHIBITS:

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE:

COMPLIANCE WITH ORDINANCE 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD:

SUMMARY STATEMENT:

The Mayor requests approval of the following appointments:

Municipal Board of Absentee Canvassers

Heidi Knoke, term expires December 31, 2020

Sara Beadle, term expires December 31, 2020

Cheryl Tveit, term expires December 31, 2020

SUBJECT: Approve an Application for a Class B Combination Alcohol Beverage License for Spot Bar at 220 Main Street East, Ashland, WI, and its Agent Freddie Monkelién (*Clerk*)

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: Clerk

EXHIBITS:

1. Original Alcohol Beverage Retail License Application, Appointment of Agent, and Auxiliary Questionnaire
2. Letter of Surrender of Alcohol Beverage License

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE: The Treasurer's Office has certified on October 20, 2020 that Spot Bar is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH ORDINANCE 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD:

SUMMARY STATEMENT:

Spot Bar, 220 Main Street East, Ashland, and its agent, Freddie Monkelién, are requesting Council approval of an application for a Combination Class B Fermented Malt Beverage and Intoxicating Liquor license. Nick McGee, previous owner of Spot Bar at 116 14th Avenue East, Ashland, returned a signed and notarized Letter of Surrender for that location.

Mr. Monkelién purchased the building at 220 Main Street East, formerly the VFW, and is currently operating his Lock & Key business here. He and Mr. McGee have agreed to partner the operation of the Spot Bar in a separate commercial space of the building.

Mr. McGee was awarded the Class B Combination license at his previous facility of 116 14th Avenue East when HPL discontinued renting from him earlier this year. According to the State Department of Revenue, a new license is required if moving to a new property/location. The cost for the license will be prorated beginning November 1, 2020 through June 30, 2021.

The Clerk is requesting approval of the application for a Class B Combination Fermented Malt Beverage and Intoxicating Liquor license for Spot Bar.

10/7/20

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 6/1/20 ending: 6/1/21
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of Ashland

County of Ashland Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

EEM HOLDINGS LLC

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

Applicant's Wisconsin Seller's Permit Number <u>456-1030353797-02</u>	
FEIN Number <u>84-4002794</u>	
TYPE OF LICENSE REQUESTED	FEE
☐ Class A beer	\$
☒ Class B beer	\$ <u>33.35</u>
☐ Class C wine	\$
☐ Class A liquor	\$
☐ Class A liquor (cider only)	\$ N/A
☒ Class B liquor	\$ <u>166.65</u>
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$ <u>50.00</u>
TOTAL FEE	\$ <u>250.00</u>

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name <u>McGEE</u>	(First) <u>NICHOLAS</u>	(Middle Name) <u>TRACY</u>	Home Address (Street, City or Post Office, & Zip Code) <u>P.O. Box 401 WASHBURN 54891</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name <u>MONMETHEN</u>	(First) <u>NATHAN</u>	(Middle Name) <u>FRANK</u>	Home Address (Street, City or Post Office, & Zip Code) <u>322 Beaver Ave Ashland 54806</u>
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name THE SPOT Business Phone Number 828-712-1253
2. Address of Premises 220 Main st E Post Office & Zip Code 54806

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Alcoholic beverages will be sold in the northeast commercial unit. There is street access through the front door of the building. This unit's foot print is 310 sq. ft. Alcohol will be stored in the basement.

4. Legal description (omit if street address is given above): _____

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☐ Yes ☒ No

(b) If yes, under what name was license issued? _____

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? If yes, explain ☒ Yes ☐ No
Beverage server training has been completed
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
 If yes, explain.
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? If yes, explain ☐ Yes ☒ No
9. (a) Corporate/limited liability company applicants only: Insert state WI and date _____ of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? If yes, explain ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? If yes, explain. ☐ Yes ☒ No
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <u>NATHAN MONKELEN F.</u>	Title/Member <u>Agent</u>	Date <u>10/7/20</u>
Signature 	Phone Number <u>828-712-1253</u>	Email Address <u>NMONKELEN@GMAIL.COM</u>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>10-19-2020</u>	Date reported to council / board <u>10-27-2020</u>	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☐ Village ☒ City of Ashland County of Ashland

The undersigned duly authorized officer/member/manager of EFM HOLDINGS LLC
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as

THE SPOT

located at 220 Main st. E Ashland (Trade Name)

appoints Nathan F. Monbélien

322 Beaver Ave. Ashland
(Name of Appointed Agent)
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☒ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☒ Yes ☐ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 1 year, 8 months

Place of residence last year 322 Beaver Ave Ashland WI

For: EFM HOLDINGS LLC
(Name of Corporation / Organization / Limited Liability Company)

By: [Signature]
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Nathan F. Monbélien, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

[Signature] 10/7/20 Agent's age 32
(Signature of Agent) (Date)
322 Beaver Ave Ashland Date of birth 7/22/88
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY

(Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name) (first name) (middle name)	
NATHAN MONKELIEN	
Home Address (street/route)	Post Office
322 Beaver Ave	
City	State
Ashland	WI
Zip Code	
54806	
Home Phone Number	Age
828-712-1253	32
Date of Birth	Place of Birth
7/22/88	Florida

The above named individual provides the following information as a person who is (check one):

- ☐ Applying for an alcohol beverage license as an individual.
- ☐ A member of a partnership which is making application for an alcohol beverage license.
- ☒ Agent of EFM HOLDINGS, LLC
- (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

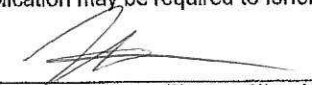
The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 1 year 8 months
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☒ No
If yes, identify. (Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
If yes, identify. (Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Ashland Lock & Key Inc	220 Main St E	4/1/14	Present
Bidlipier Brewing Co.	N/A	2/2017	2/2019

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


(Signature of Named Individual)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
MCGEE		NICHOLAS		TRACY	
Home Address (street/route)		Post Office	City	State	Zip Code
818 3rd St W.		P.O. Box 401	Washburn	WI	54881
Home Phone Number		Age	Date of Birth	Place of Birth	
512-438-9886		30	4/27/1990	Austin, TX	

The above named individual provides the following information as a person who is (check one):

☐ Applying for an alcohol beverage license as an individual.

☐ A member of a partnership which is making application for an alcohol beverage license.

☒ Sole Member of EFM Holdings LLC
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

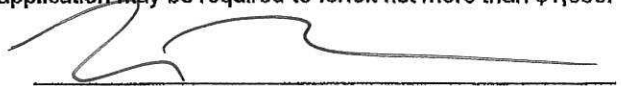
which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? 10 years
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
 If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☒ Yes ☐ No
 If yes, identify. EFM Holdings LLC, DISA The Spot, 11614 Main E Ashland.
(Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
 If yes, identify.
(Name of Wholesale Licensee or Permittee) (Address By City and County)
6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
<u>Von Holzen Char</u>	<u>1606 Highway 26 Ashland</u>	<u>10/17</u>	<u>Current</u>
Employer's Name	Employer's Address	Employed From	To
<u>The Snugg LLC</u>	<u>308 W. Bayfield Washburn WI</u>	<u>10/11</u>	<u>Current</u>

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


 (Signature of Named Individual)

ASHLAND

City of Ashland, Wisconsin

601 Main Street West — Ashland, WI 54806 — www.coawl.org

City Clerk
601 Main Street West
Ashland WI 54806
Phone 715-682-7071
Fax 715-682-7048

LETTER OF SURRENDER OF ALCOHOL BEVERAGE LICENSE

I/WE EFM HOLDINGS LLC

Name of Individual/Partnership/Limited Liability Company/Corporation/Organization

Do hereby surrender my/our current Alcohol Beverage license, which has been

issued to me/us by the City of Ashland to the City of Ashland.

This surrender is contingent on council approval for transferring license to new location and agent.

Effective Date 10/27/20

Signatures

[Signature]
NATHAN MOREHEAD
[Signature]
Nicholas McGee

Date signed 10/9/20

County of Ashland, State of Wisconsin

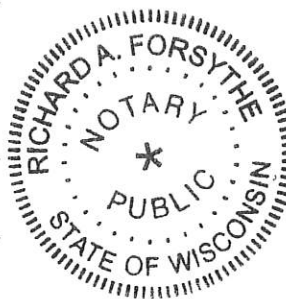
Subscribed and sworn to before me this

9th Day of October, 2020

[Signature]

Notary

Commission Expires 6/29/2024



Historic Preservation Commission (HPC)

August 10, 2020

Meeting Minutes

Present: Stephen G. Schraufnagel, Magge Ericson, Jeff Muse, Allan Smiles and Megan McBride

Absent: Joan Haukaas, Elizabeth Madsen-Genzler and Elizabeth Franek

Called to Order: 5:00 P.M. Adjourned 5:50 P.M.

Location: GoToMeeting / Online Meeting

Minutes: A motion to approve the May 18, 2020 meeting minutes was made by Jeff Muse and seconded by Magge Ericson. **Motion carried.**

Public Input (five minutes max): No comments at this time.

Old Business

Update on Historic Tax Credit Marketing: The purchase of 509 – 515 Main Street West building is scheduled to close with a new purchaser involved. Megan McBride gave us an updated report on the marketing of tax credits in our area.

Megan gave us an update on the grant that had been submitted for the development of the Fifield Place Historic District. The City will be notified if they are awarded funds during the **Summer, 2021.**

Megan McBride gave us an update on the City of Ashland's CDBG-CLOSE funding and the downtown property sales/leases activity over the summer months.

New Business

Certificates of Appropriateness: None at this meeting.

Update on Plaques and their Placement in the Community: For the record, all the plaques and fasteners are now being stored in City Hall. There are about 12 plaques in inventory.

Announcements/Reports/Comments/Questions: The following items were discussed:

1. Megan McBride updated us on the Ashland Main Street Program.
2. It was **NOTED** that the property at 509 – 515 Main Street West was not listed locally as a historic property. But if this project moves forward, then it certainly should be added to the local listing.
3. Much discussion was held regarding the former Grand Opera House, which is located at 210 Third Avenue West.
4. Update: Megan McBride will issue a new plaque for her (Magge Ericson) historic house on Fifield Row. **A photo will be taken and put in the Ashland Daily Press.**
5. Consideration for future Historic Listings in the City of Ashland (COA):
 - a. The property at 509-515 Main Street West
 - b. SOO Line Depot – Megan to check on if they are presently listed.

- c. St. Andrew's Building (former church)
- d. Former Hank Martinsen Jr. house on Chapple Avenue (across from Wilmarth Mansion)
- e. Chapple Avenue Condo buildings – just the former Depot, not any other new buildings on site.
- f. All area churches should be considered, such as Saron Lutheran, Good Shepherd Lutheran Church, etc.

Set Future Meeting Dates: The next HPC meeting is set for October 19, 2020 @ 5:00 P.M. (GoToMeeting). The upcoming meeting dates are as follows:

December 21, 2020 @ 5:00 P.M., GoToMeeting
March 1, 2020 @ 5:00 P.M., in the Council Chambers

A motion to adjourn this meeting was made by Allan Smiles at 5:50 P.M. The motion was seconded by Magge Ericson. **Motion carried.**

Respectfully submitted,

Stephen G. Schraufnagel, Architect
Chairman of the City of Ashland
Historic Preservation Commission

ASHLAND BEAUTIFICATION COUNCIL

MEETING

Monday, September 14th, 2020

6:00 PM

Prentice Park Pavilion

1. Roll Call

Volunteer Hours

David Askue	61.25
Shawna Johnson	82
Chris Oreskovich	12
Elaine Peterson	74
Layne Richardson	34
Kay Saari	83.75
Jeanne Spruell	31.25
Mary Zinnecker	54.75
Absent:	
Penny Rutyna	3.75
Guest:	
Beth Strauss	2
Volunteers:	
Marla Mattson	15
Crystal Mattson	1.75
Laura Bohn	1.5
Carol Feldmeier	3

2. Approval of August 3rd, 2020 Meeting Minutes

Motion: Jeanne, Second: Kay, Vote: Aye

3. Administrative

Log Volunteer Hours

Treasurer's Report: \$549.03 remaining in 2020 ABC budget

4. Old Business

Review 2020 BC Budget- Proposed spending: \$150 for mums from Country Blossoms for Crest garden, \$100 for Safety/volunteer work zone signs, \$100 garden gloves for ABC members and Ellis Ave. volunteers and \$200 for Allium, daffodil bulbs and bulb fertilizer. Trimmer/blower purchased with Monday Club donations.

Review Upcoming Calendar Events- September 26th Pearson Plaza last scheduled group work day. Post and share on Facebook to attract volunteers. Mary will advertise a few of Mary's and Shawna's Ellis Ave. plots that are up for adoption.

Beauty Spot Awards for 2020 Discussion- Send pictures of winners to Daily Press and Bottom Line News for publication. Mary will ask if Mayor can send certificates to winners since in person recognition at city council meeting is not possible this year. Plan to award 2021 Beauty Spot winners earlier next year. Mary will consider making Beauty Spot signs/awards again for 2021.

5. New Business

Fall Mums and Bulbs- Fall mums have been purchased from Washburn IGA for planting in pots around the city. Proposed to order bulbs. Consider planting sites @ Ellis Ave., Pearson plaza, Beaser Ave. and Crest garden this fall. Proposed to purchase mums for Crest garden.

Cannas- Cannas need to be dug from Crest Garden. Shawna will ask Marla Mattson to again store and start Cannas for ABC.

Plaque for Jane Smith Memorial Installation/Announcement- Layne received the plaque, Lance will install in the spring 2021. Mary to talk to Mayor about a spring 2021 dedication for Jane Smith plaque.

Additional Assistance at Bayview and Memorial Gardens- Plan a group 2021 spring work day to help Elaine prep and plant Bayview. Schedule an additional work day here just before Bay Days.

Carol Feldmeier will not be maintaining the Boat landing garden next year. Confirm whether or not this garden will be under construction in 2021.

Check with public works for possible water source near Crest garden for 2021.

Kay to send Thank you notes to: Lance and Public Works for so much assistance, Marla Mattson for storing & starting our Cannas this year, Jean Mazella for succulent donations for city hall pot & Monday Club for monetary donation to ABC

6. Project Plans/Updates

- Crest Gardens- Remove cannas, plant mums, weed
- Pearson Plaza/Otis Park-Work Day scheduled, weed & mulch
- Bayview Park- in bloom
- Ellis Avenue- newly mulched
- Beaser Avenue- add phlox
- Parking Lot Gardens-plots are being weeded & are looking better, mums will be added to pots
- City Hall- plots have been weeded and mulched, pots in bloom, mums will be added to pots
- Public Works Planters- mums will be added, annuals are in bloom
- Boat Landing
- Memorial Park- in bloom
- Jane Smith Memorial- Layne has received plaque, Lance will install in the spring.

7. Next Meeting: Monday, October 5th at 6 pm at Prentice Park Pavilion, weather permitting

8. Adjournment 7:30pm

Motion: Elaine, Second: David, Vote: Aye

Respectfully Submitted,

Shawna Johnson

SUBJECT: Presentation and Discussion of City of Ashland 2019 Audit

RECOMMENDATION: Presentation and Discussion

DEPARTMENT OF ORIGIN: Finance

CLEARANCES: Mayor

EXHIBITS: 1. City of Ashland 2019 Audit Summary

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED: NA

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH ORDINANCE 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD:

SUMMARY STATEMENT:

Kimberly Shult, C.P.A. with BakerTilly, the auditor for the City of Ashland, will be present to give a report on the 2019 Audit and to answer questions from City Counselors.

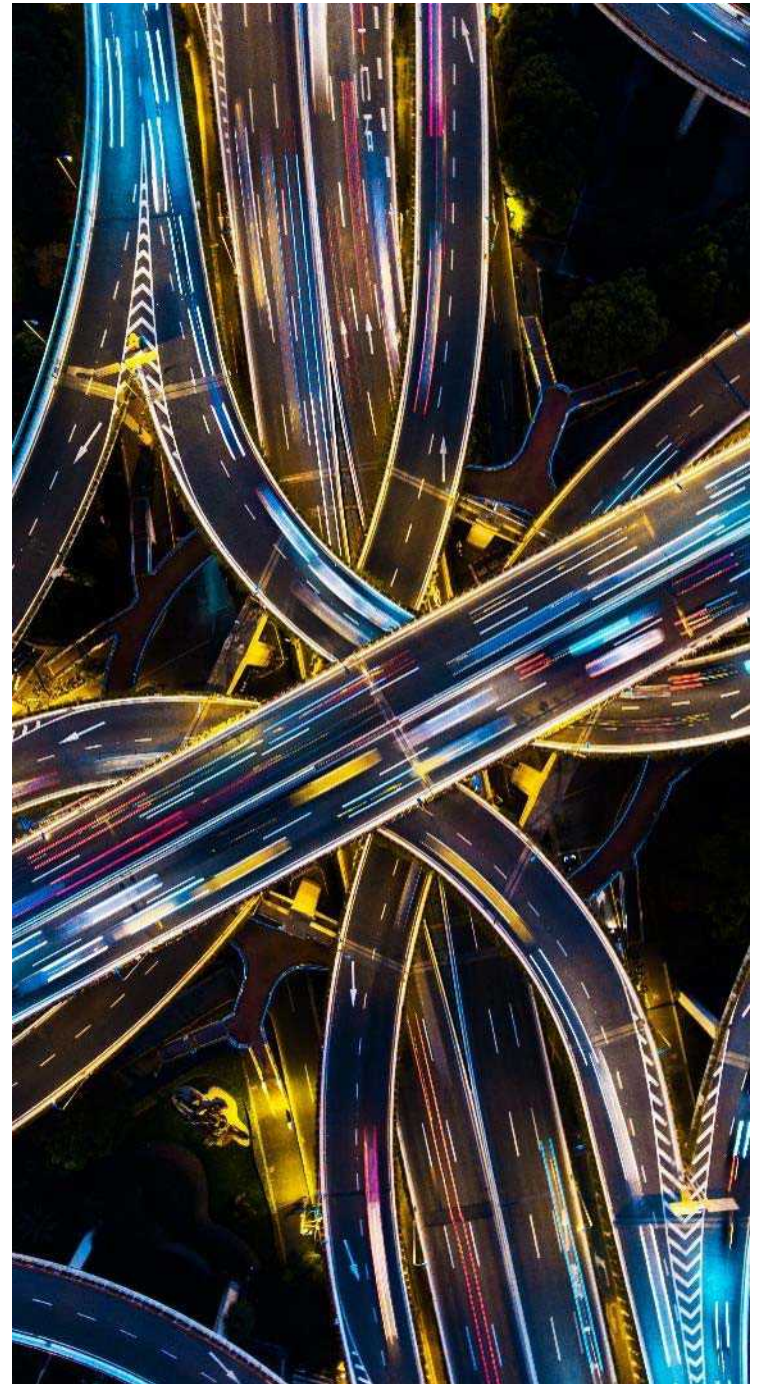


City of Ashland *Report to the City Council*

2019 Audit Summary



This report is intended solely for the use of management and the City Council.





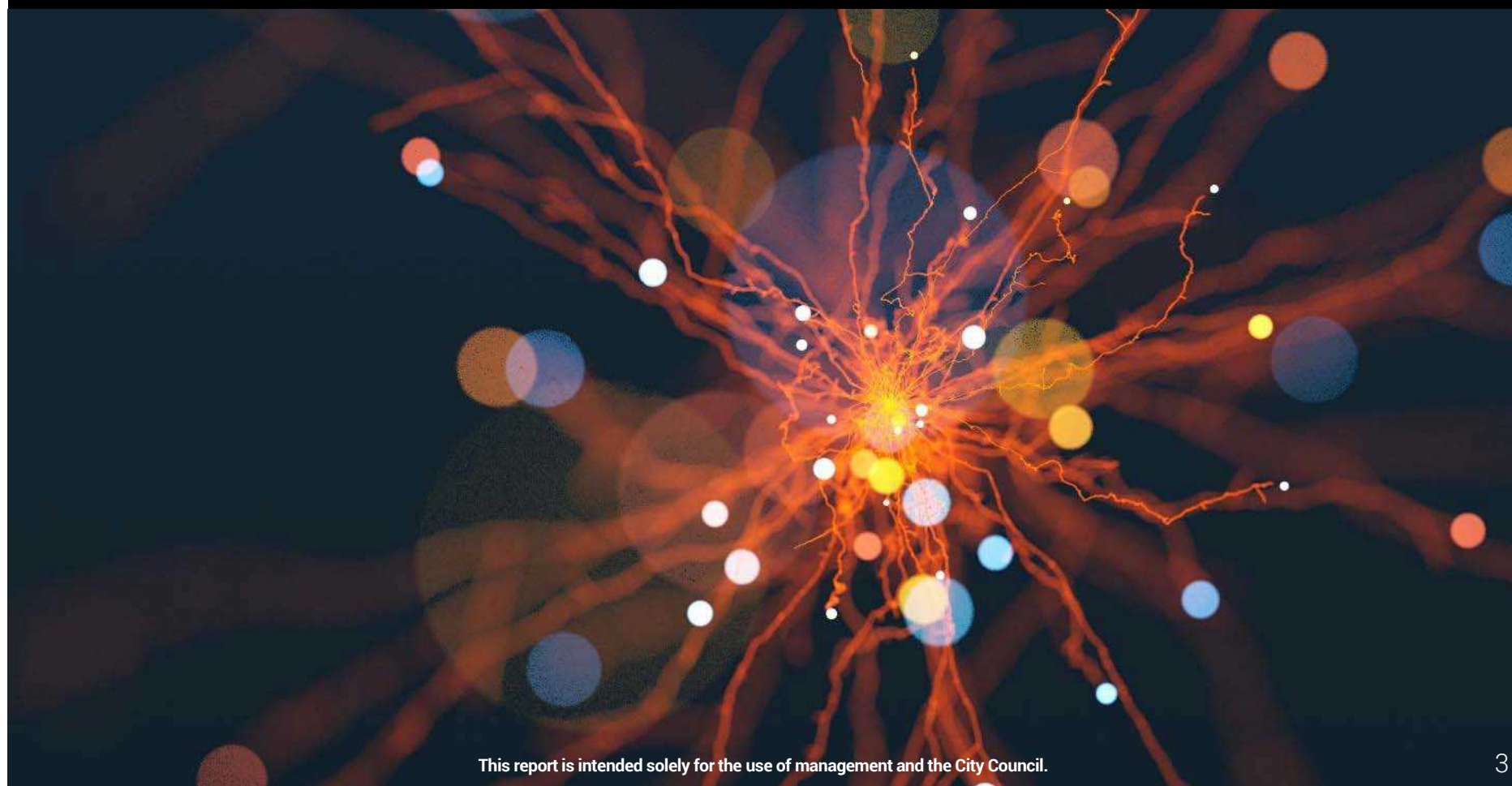
Overview

01 Independent auditors' report

02 Financial highlights

03 Reporting and insights letter

Independent auditors' report



This report is intended solely for the use of management and the City Council.

Independent Auditors' Report

Management's Responsibilities

- Preparation and fair presentation of financial statements
- Design, implementation and maintenance of internal controls

Auditors' responsibility

- Express opinions on the financial statements based on our audit
- Plan and perform the audit to obtain reasonable assurance about whether financial statements are free of material misstatement
- Procedures selected depend on auditors' judgment, including risk assessments and relevant internal controls

Opinions

- Unmodified: Financial statements are presented fairly, in all material aspects, in accordance with accounting principals generally accepted in the U.S.

Financial highlights





FINANCIAL HIGHLIGHTS

Analysis of General Fund Balance

DETAILS OF GENERAL FUND BALANCE

Nonspendable

includes fund balance amounts that cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained intact.

2019

\$ 1,739,132

Unassigned

includes residual positive fund balance within the general fund which has not been classified within the other above mentioned categories.

2,969,704

Total General Fund Balance

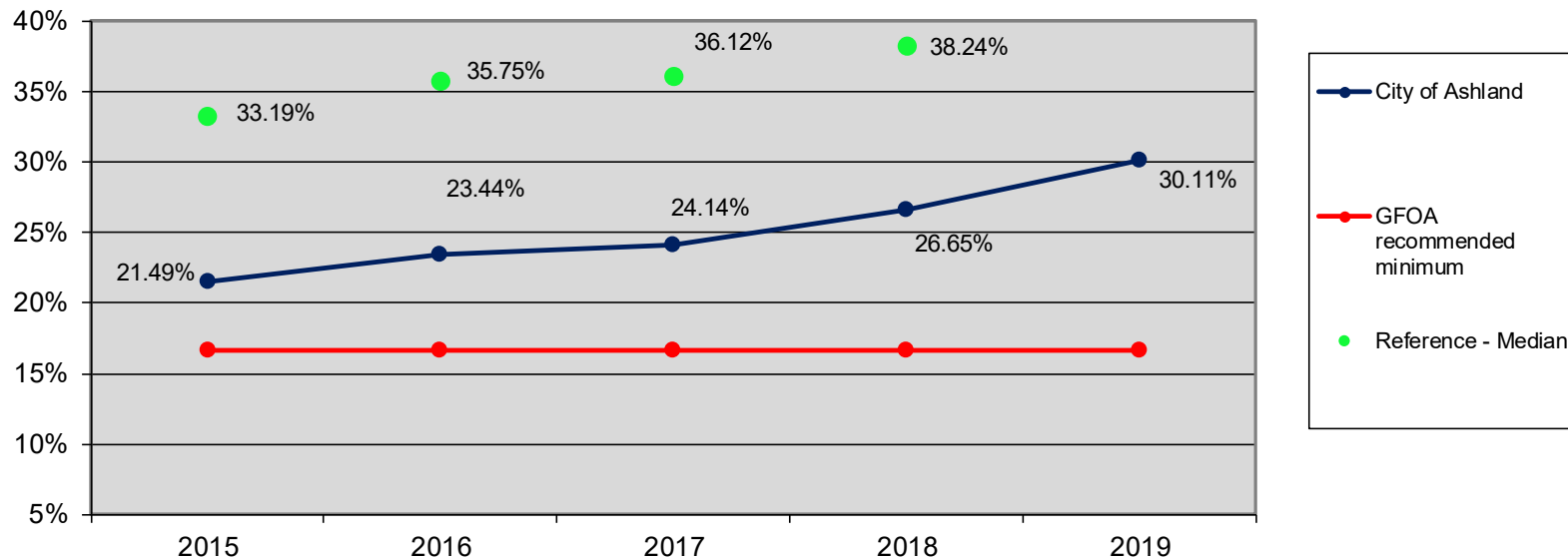
\$ 4,708,836

FINANCIAL HIGHLIGHTS

Analysis of General Fund Balance (cont.)

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Available Fund Balance	\$ 1,993,448	\$ 2,184,437	\$ 2,317,574	\$ 2,572,304	\$ 2,969,704
Expenditures	9,274,525	9,320,686	9,600,224	9,653,498	9,862,424
% of expenditures	21.49%	23.44%	24.14%	26.65%	30.11%

**Available General Fund Balance
as a Percentage of Expenditures**



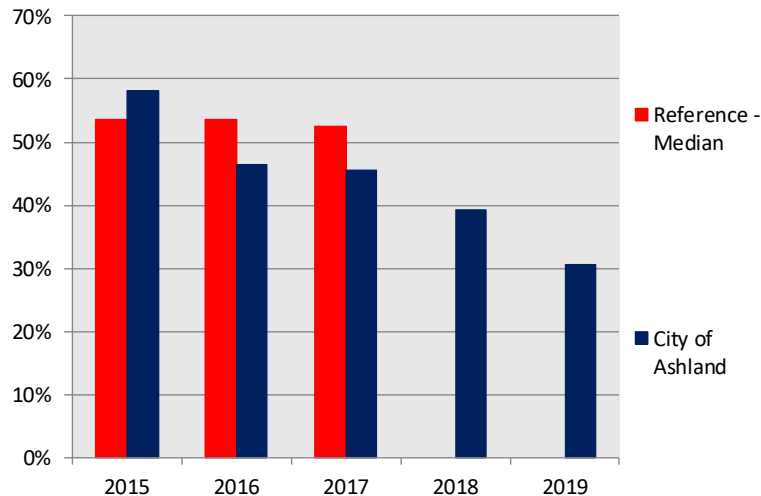
Reference values for the population range: less than 10,000 generated from 2015 - 2018 Baker Tilly municipal client data for Wisconsin.

FINANCIAL HIGHLIGHTS

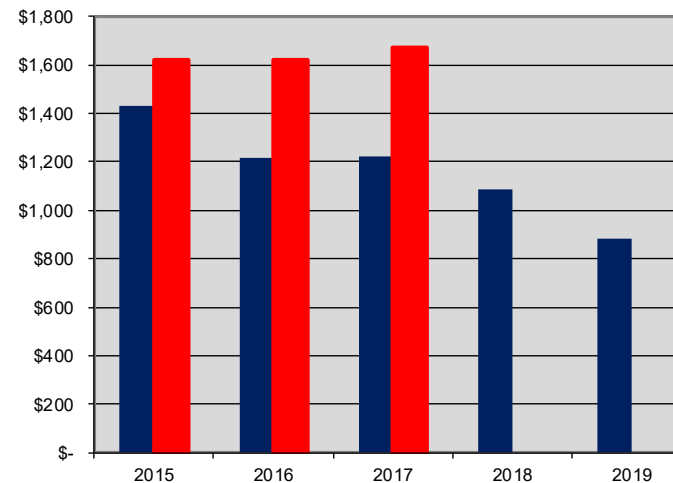
General Obligation Debt Outstanding

	2015	2016	2017	2018	2019
Total General Obligation (G.O.) Debt (net)					
Governmental Funds	\$ 10,651,797	\$ 9,214,920	\$ 9,647,978	\$ 8,828,234	\$ 7,475,997
Enterprise Funds	1,294,792	967,420	631,020	305,761	-
Subtotal	11,946,589	10,182,340	10,278,998	9,133,995	7,475,997
Less: Fund equity available for debt	(178,537)	(188,112)	(239,698)	(206,084)	(210,713)
TOTAL	\$ 11,768,052	\$ 9,994,228	\$ 10,039,300	\$ 8,927,911	\$ 7,265,284
Population (per 2010 census)	8,216	8,216	8,216	8,216	8,216
G.O. Debt Capacity	\$ 20,237,415	\$ 21,540,160	\$ 22,074,695	\$ 22,748,660	\$ 23,800,940
G.O. debt per capita	\$ 1,432	\$ 1,216	\$ 1,222	\$ 1,087	\$ 884
% of debt limit	58%	46%	45%	39%	31%

Percentage of Debt Limit



G.O. Debt Outstanding - Per Capita



Reference values for the population range: 7,500 to 10,000 taken from *MunicipalFacts* publications by the Wisconsin Taxpayers Alliance.

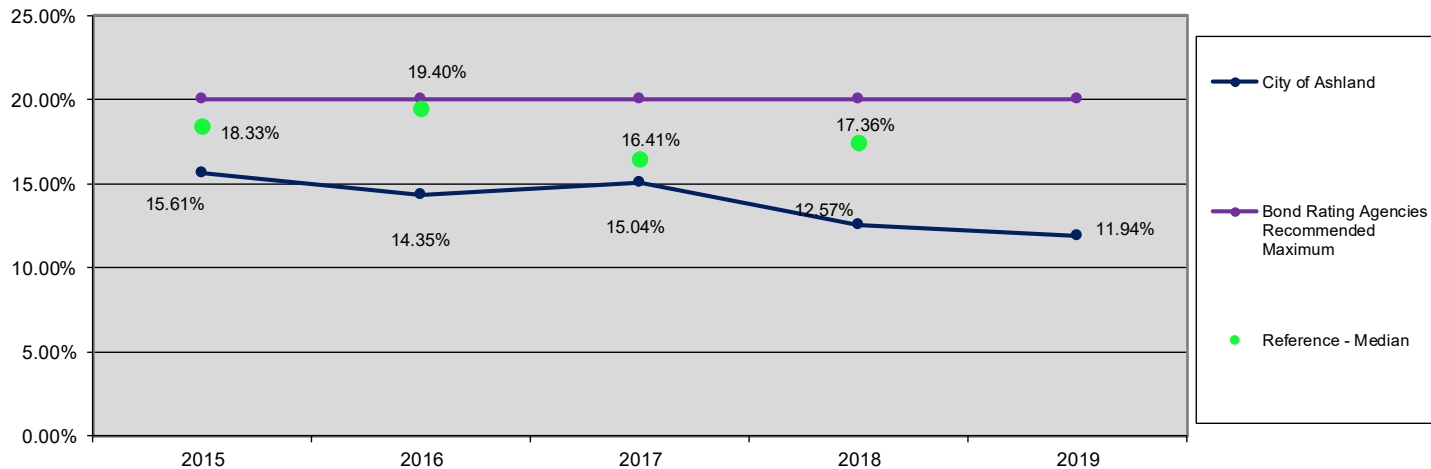
This report is intended solely for the use of management and the City Council.

FINANCIAL HIGHLIGHTS

Analysis of Debt Service – Governmental Funds

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
<u>Total Debt Service</u>					
Principal	\$ 1,638,372	\$ 1,436,877	\$ 1,631,942	\$ 1,369,744	\$ 1,352,237
Interest	392,853	416,666	359,584	282,218	222,686
TOTAL	<u>\$ 2,031,225</u>	<u>\$ 1,853,543</u>	<u>\$ 1,991,526</u>	<u>\$ 1,651,962</u>	<u>\$ 1,574,923</u>
<u>Total Non-Capital Expenditures</u>					
Total governmental funds expenditures	\$ 18,072,872	\$ 17,144,848	\$ 15,839,513	\$ 15,947,107	\$ 14,659,430
Less: capital outlay	(5,063,411)	(4,225,893)	(2,602,233)	(2,801,327)	(1,471,074)
TOTAL NON-CAPITAL EXPENDITURES	<u>\$ 13,009,461</u>	<u>\$ 12,918,955</u>	<u>\$ 13,237,280</u>	<u>\$ 13,145,780</u>	<u>\$ 13,188,356</u>
% of debt service to non-capital expenditures	15.61%	14.35%	15.04%	12.57%	11.94%

Debt Service to Non-Capital Expenditures



Reference values for the population range: less than 10,000 generated from 2015 - 2018 Baker Tilly municipal client data for Wisconsin.

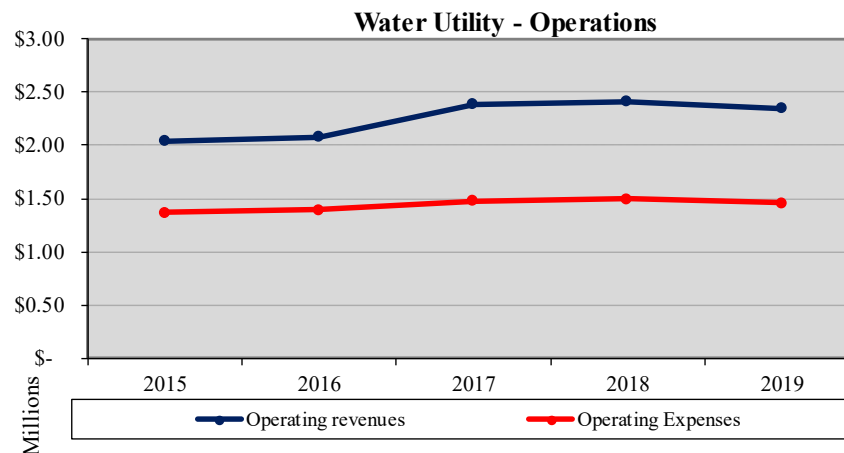
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FINANCIAL HIGHLIGHTS

Water Utility

ANALYSIS OF INCOME STATEMENT

	2015	2016	2017	2018	2019
Operating Revenues	\$ 2,040,273	\$ 2,077,712	\$ 2,382,891	\$ 2,409,326	\$ 2,348,567
Operating Expenses	1,370,139	1,397,744	1,479,140	1,495,899	1,455,933
Operating income	\$ 670,134	\$ 679,968	\$ 903,751	\$ 913,427	\$ 892,634



Other Benchmarks

	2015	2016	2017	2018	2019
Rate of Return (PSC)					
Actual rate	4.70%	4.39%	5.97%	5.82%	5.11%
Authorized rate	5.00%	5.00%	5.00%	5.00%	5.00%
Ability to meet current obligations					
Unrestricted cash & investments (deficit)	\$ (364,256)	\$ (453,701)	\$ (270,733)	\$ (453,441)	\$ 230,728
Months of unrestricted cash	n/a	n/a	n/a	n/a	1.18

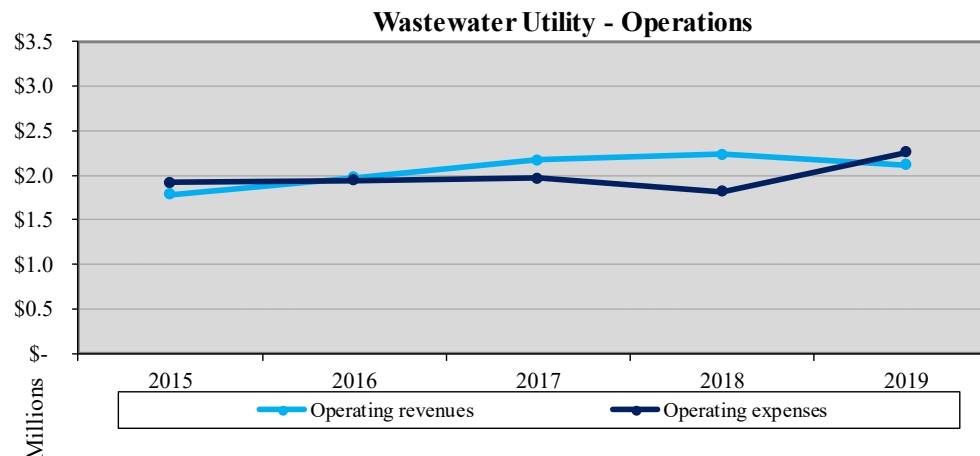
This report is intended solely for the use of management and the City Council.

FINANCIAL HIGHLIGHTS

Wastewater Utility

ANALYSIS OF INCOME STATEMENT

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Operating Revenues	\$ 1,785,694	\$ 1,973,395	\$ 2,174,013	\$ 2,233,804	\$ 2,119,397
Operating Expenses	1,922,363	1,943,823	1,968,483	1,821,223	2,257,194
Operating income (loss)	\$ (136,669)	\$ 29,572	\$ 205,530	\$ 412,581	\$ (137,797)



Other Benchmarks

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Ability to meet current obligations					
Unrestricted cash & investments (deficit)	\$ 195,796	\$ 249,954	\$ 903,608	\$ 1,773,795	\$ 2,166,274
Months of unrestricted cash	1.32	1.52	4.99	9.53	12.27

A utility should have enough funds on hand to cover its operations in a normal business operation cycle (i.e. quarterly, monthly) plus a contingency. In addition, a utility should have available an amount equal to one year's routine capital improvements. Minimum target of unrestricted cash is three months.

Reporting and insights letter



REQUIRED COMMUNICATION

Reporting and Insights Letter

Internal control matters reported

- Lack of segregation of duties (details on page 12)
- Financial reporting (details on page 13)

Two-way communication regarding 2020 audit (pages 35 - 37)

2019 audit communications (pages 15 – 18)

- Significant estimates included in financial statements – Pension and OPEB calculations, allowance for doubtful accounts, landfill obligations and depreciation
- No difficulties, disagreements or consultations occurred

Uncorrected and corrected misstatements (page 34)

Informational points relevant to local governments



QUESTIONS?

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Partner

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SUBJECT: Approve the Revised Local Roads Improvement Program State Municipal Agreement (SMA), Dated August 25, 2020 for the Waterfront Access Road Reconstruction Project and Approve a Resolution to Authorize the establishment of Pedestrian Facilities for the Waterfront Access Road Reconstruction Project (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: City Administrator
Finance Director
Public Works Director

EXHIBITS: 1. Proposed Resolution
2. 2020-2021 Local Roads Improvement Program, State Municipal Project Agreement - Revised, August 25, 2020

EXPENDITURES REQUIRED: \$1,484,260 Estimate of construction and engineering costs
115,740 Estimated contingency
\$1,600,000 Total current estimated project cost

AMOUNT BUDGETED: To be budgeted for in the 2021 Capital Improvement Plan:

\$ 565,728 WI DOT Local Road Improvement Funds
135,000 Estimated grant amount for street portion
123,500 Fund 470 - Streets fund balance
118,100 Fund 470 - estimated 2021 budget transfer in
17,495 Balance of CN Railroad haul road repair contribution
102,201 To be determined in 2021
\$1,062,024 Total Fund 470-Streets, Sidewalk, and Storm Sewer
330,361 Fund 680 - Water Utility
207,615 Fund 690 - Wastewater Utility
\$1,600,000 Total Estimated Project Cost

APPROPRIATION REQUIRED: Same as the amount budgeted above.

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH ORDINANCE 51: N/A

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD: N/A

SUMMARY STATEMENT:

The 2020-2021 Wisconsin State Budget included a one-time funding initiative of \$75 million for local transportation projects that have a demonstrated impact on the economy of local government. The State intended to administer these funds as a special program called the Multimodal Local Supplement (MLS) but a Wisconsin Supreme Court ruling in July voided the MLS program. This ruling came just after City review and approval of a State Municipal Agreement (SMA) for the Waterfront Access Road project under the MLS program.

The Waterfront Access Road project consists of resurfacing Prentice Avenue from the boat launch to St. Claire Street, and the reconstruction of St. Claire Street (roadway, sidewalk, stormwater, water, and sewer) from Prentice Avenue to Stuntz Avenue.

The Wisconsin Department of Transportation (DOT) reviewed the Waterfront Access Road Reconstruction project and determined it meets the eligibility requirements of an existing DOT grant program, the Local Roads Improvement Program (LRIP). The City has been asked to review a revised SMA associated with the project in order to utilize the grant funding. The revised SMA under the LRIP provides the same amount of funding (\$565,728) as the awarded MLS grant funding and City staff are familiar with the LRIP.

The scope and cost of the project was reviewed more closely by Cedar Corporation, resulting in a reduced total project cost of \$1,600,000.00. The City's share of the project is estimated to be approximately \$1,034,272 which includes funds provided by the LRIP grant, an additional pending grant, and funding from the Water and Wastewater Utilities. The Department of Transportation (DOT) considers costs associated with water and wastewater infrastructure to be non-participating work.

The City was afforded a six year project delivery window under the MLS program, meaning the project must be scheduled for construction by 2026. However, the LRIP program funds will sunset in June 2025, meaning the project must be complete by then. Due to a lack of success in obtaining grant funding for the 6th Street East Reconstruction Project, the City does not have a major street reconstruction and utility replacement project scheduled for 2021.

Public Works staff is proposing that the Waterfront Access Road project be funded for 2021 construction in order to make use of the grant funds as other projects have been identified and scheduled for the years prior to the June 2025 sunset date.

For the Waterfront Access Road project, the majority of the roadway condition was rated as poor or worse in 2019 while the existing water main serving the project area was installed prior to the year 1900. High-capacity stormwater mains feeding two separate outfalls to Chequamegon Bay would also be upgraded as part of the project as well as replacement of up to four blocks of sanitary sewer main.

The DOT has provided a revised SMA associated with the project. The Public Works Department recommends approval of the SMA in order to utilize the grant funding and allow the project to be scheduled for 2021 construction.

RESOLUTION No. 17592

RESOLUTION TO AUTHORIZE THE ESTABLISHMENT OF PEDESTRIAN FACILITIES AS PART OF THE 2021 WATERFRONT ACCESS ROAD RECONSTRUCTION PROJECT

WHEREAS, the Wisconsin Department of Transportation has funding for roadway improvements available under the Local Road Improvement Program and the City of Ashland has received a State Municipal Agreement for funding to support the Waterfront Access Road reconstruction project,

WHEREAS, the Waterfront Access Road reconstruction project, as submitted by the City of Ashland, includes the construction of sidewalk, which are considered pedestrian facilities,

WHEREAS, section 84.01 paragraph 35 Section D of Wisconsin state statute requires the governing body in which the project will occur to adopt an official resolution approving the construction of pedestrian facilities if the project will be supported by funds from the Local Road Improvement Program,

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Ashland does authorize the establishment of pedestrian facilities as part of the Waterfront Access Road reconstruction project, as submitted to the Wisconsin Department of Transportation Local Road Improvement Program.

PASSED: October 27, 2020

Councilperson

ATTEST: _____
Denise Oliphant, City Clerk

Debra S. Lewis, Mayor

APPROVED AS TO FORM:

Tyler W. Wickman, City Attorney

2020 – 2021
Local Roads Improvement Program
State Municipal Project Agreement - Revised

Date:	August 25, 2020	Program Type:	MSID Supplemental
LRIP Project #:	1009-49-46/1009-50-46	Project ID:	1009-49-46/1009-50-46
County:	Ashland	Appropriation:	20700
Recipient:	City of Ashland	Account:	8700140
On Route:	St. Claire St		
At Route:	Prentice Av		
Toward Route:	Stuntz Av		

The signatory city, village, town or county, hereinafter called the MUNICIPALITY, through its duly authorized officers or officials via the signed LRIP application form and terms and conditions, and the State of Wisconsin Department of Transportation, hereinafter called the STATE, enter into this agreement to accomplish the described project.

The authority for the MUNICIPALITY and the STATE to enter into this agreement is provided by the *Wisconsin Administrative Code TRANS 206.03(12)*.

Need for Improvement:	Severe Asphalt Deterioration	
Improvement Type:	Reconstruction	Purchase Hot Mix Asphalt Only
Proposed Improvement:	Road Rebuild	
Surface Type:	70 – Hot Mix Asphalt Pavement (HMAC)	
Other work to be completed on this project: Sanitary sewer, water main, utility work.		

Thickness:	4.0 in	Travel Width (per lane):	10 ft 0 in
Left Shoulder:	N/A	Right Shoulder:	N/A
Curb & Gutter:	Y	Curb & Gutter:	Y

Project Cost Summary	Estimated Costs	LRIP/State Funds	Municipal Funds
Engineering:	\$ 153,730.00	\$ 73,790.00	\$ 79,940.00
Right-of-Way Acquisition:	\$ 0.00	\$ 0.00	\$ 0.00
Construction:	<u>\$ 1,024,870.00</u>	<u>\$ 491,938.00</u>	<u>\$ 532,932.00</u>
Total Eligible Costs:	\$ 1,178,600.00	\$ 565,728.00	\$ 612,872.00
Total Ineligible Costs:	\$ 410,930.00	\$ 0.00	\$ 410,930.00
Total Improvement Costs:	\$ 1,589,530.00	\$ 565,728.00	\$ 1,023,802.00

This request is subject to the terms and conditions that follow and is made by the undersigned under proper authority to make such request for the designated Municipality and upon signature by the State and delivery to the Municipality shall constitute agreement between the Municipality and the State. No term or provision of either the State/Municipal Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Agreement.

Signed for and in behalf of: City of Ashland

Name

Title

Date

Signed for and in behalf of the State:

Name

Title

Date

**2020 - 2021
Local Roads Improvement Program
State/Municipal Project Agreement**

TERMS AND CONDITIONS

1. The initiation and accomplishment of the improvement will be subject to the applicable federal, state and local laws, administrative policy and program rules, ordinances, standards, and contract bidding requirements. Please note that if any portion of an improvement is funded using federal funds (including design, real estate, or other related work activities), the entire improvement will be subject to federal requirements. All components of the improvement must be defined in the environmental document if any portion of the project is federally funded.
2. The construction of the improvement will be in accordance with the appropriate standards unless an exception to standards is granted by the state prior to construction. The entire cost of the improvement not constructed to standards will be the responsibility of the Municipality/County unless such exception is granted.
3. The Municipality/County will assume all responsibility for complying with all applicable environmental requirements for the improvement.
4. The work, which is eligible for state participation will be administered by the Municipality/County. The authority for the state to delegate this responsibility is described in ch. Trans 206.
5. All contracts will be let by competitive bid and awarded to the lowest responsible bidder in accordance with the provisions of s.86.31 Wis. Stats. and all other municipal/county bidding requirements.
6. State financing will be limited to up to 90 percent (%) participation in eligible items or to the limit approved for the improvement - whichever is less.
7. Payments to the Municipality/County will be made after the improvement is completed, and the contractor(s) fully reimbursed.
8. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from any moneys otherwise due and payable by the State to the Municipality.
9. The Municipality/County will keep records of the cost of the improvement together with letting documents and will have them available for inspection by representatives of the state and will furnish copies when requested.
10. The design and construction of the improvement must be certified by a registered professional engineer, if the cost of the improvement exceeds \$65,000.
11. Federal Single Audits of Local Government Units:
 - a) The Municipality/County shall have a single organization audit performed by a qualified independent auditor if required to do so under federal law and regulations. (See Federal Circular No. A-133)
 - b) This audit shall be performed in accordance with Federal Circular A-133 issued by the Federal Office of Management and Budget (OMB) and state single audit guidelines issued by the Wisconsin Department of Administration (DOA).
 - c) The Municipality/County will keep records of costs of construction, inspection tests and maintenance done by it to enable the State to review the amount and nature of the expenditure for those purposes. Such accounting records and any other related records shall be subject to a project review or audit as directed by the Department within ten (10) years of project closing.
12. The Municipality/County will maintain, at its own cost and expense, all portions of the project that lie within its jurisdiction and will make ample provision of such maintenance as long as the road remains open to traffic.
13. This agreement is subject to the availability of State funds appropriated for this program. The continuance of this agreement beyond the limits of funds already available to the Wisconsin Department of Transportation is contingent upon appropriation of the necessary funds by the Wisconsin Legislature and the Governor. (Reference 66 OAG 408; State ex rel. LaFollette v. Reuter, 36 Wis. 2d 96, 119 [1967])
14. In accordance with the State's sunset policy for LRIP projects, the subject improvement must be constructed and submitted for reimbursement within three biennium.

SUBJECT: Approve Administration to Amend the Employee Handbook Policy Related to Compensatory and Overtime Policies (*Administration*) Voice

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Human Resources

CLEARANCES: Administrator

EXHIBITS: 1. Memo to City Employees, September 8, 2020

EXPENDITURES REQUIRED: None

AMOUNT BUDGETED: N/A

APPROPRIATION REQUIRED: N/A

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH ORDINANCE 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD:

SUMMARY STATEMENT:

The proposed Handbook Amendment is being brought forward in order to reconcile Compensatory and Overtime policies to ensure the entire non-represented workforce for the City of Ashland is under the same policy standard.

Memo

DATE: September 8, 2020

TO: All City of Ashland Employees

FROM: Jennifer Boulley, Human Resources Director

RE: Written Notice of Amendment
Employee Handbook Sections: 7.12 Overtime pg. 60
7.13 Compensatory Time pg. 60
8.01 Time-Off Benefits Introduction pg. 65

Pursuant to Section 12 - Handbook Amendments of the City of Ashland Handbook of Terms and Conditions of Employment under **Section 12.03 Notice**, administration is proposing the following changes. These changes are specifically for both exempt and non-exempt, non-represented employees. Police and Fire Unions must follow their individual Union Contracts. In the event a specific rule of employment is **not** addressed within a Union Contract then the City of Ashland Employee Handbook is the next document of authority and Police and Fire employees will be required to follow the rule accordingly.

7.12 Overtime pg. 60

Current Language:

Overtime is calculated only on actual time worked within a work week. The normal work week is Sunday – Saturday unless otherwise provided by contract or employee hiring conditions. Annual leave, holiday pay, jury duty, funeral leave, personal leave, and sick leave are not considered hours worked for the purpose of calculating overtime payments.

Proposed Language:

Overtime is calculated on actual time worked over 40 hours within a work week. The normal work week for exempt and non-exempt non-represented employees is Monday through Friday. When calculating overtime or compensatory time based on labor class (exempt or non-exempt) the City will include Holiday time and Vacation time. All other time-off benefits as defined in Section 8 of this handbook may not be used when calculating overtime or compensatory time. See Section 8.01 for special considerations regarding emergency call-back work falling on a Saturday or Sunday.

7.13 Compensatory Time pg. 60

Current Language:

Compensatory time in lieu of overtime is at the discretion of the employer. Compensatory time is accumulated at the rate of one hour for every one (1) hour worked in excess of thirty five (35) hours per week, and an hour and a half (1 ½) for each hour worked in excess of forty (40) hours per week.

Proposed Change:

Compensatory time in lieu of overtime is at the discretion of the employer. Compensatory time is accumulated at the rate of an hour and a half for each hour worked in excess of forty (40) hours per week for all non-exempt, non-represented employees. Regular part-time non-exempt employees will receive pro-rated compensatory time in excess of their regular hours worked and accumulated at one hour for each hour worked up to 40 hours and then at one hour and a half over 40 hours worked in a work-week. Qualifying “actual hours worked” to accrue compensatory time in a 40 hour work week will include holidays and vacation time. Sick and other previously earned compensatory time will not be included.

8.01 Time-Off Benefits Introduction. 65

Current Language:

The City of Ashland recognizes that our employees need to take time off occasionally to rest and relax, enjoy a vacation, or attend to personal matters. Paid time-off benefits are granted based on the number of hours in the employee’s standard workweek. Paid time-off benefits are not granted for overtime hours or scheduled time off. (For the purpose of calculating overtime, paid time-off hours taken is not added as hours worked within a workweek.)

Proposed Change:

The City of Ashland recognizes our employees need to take time off occasionally to rest and relax, enjoy a vacation, or attend to personal matters. Paid time-off benefits are granted based on the number of hours in the employee’s standard workweek. The City’s standard work-week for non-represented employees is defined as Sunday through Saturday and consists of 40 hours. Paid time off benefits are based on actual hours worked within a given work-week. For the purposes of calculating time off benefits like overtime and compensatory time the City will include Holiday and Vacation time as actual hours worked. All other paid time-off benefits, such as sick leave, FMLA, bereavement leave, jury duty, and other time-off benefits as defined further down in this section will not count towards actual hours worked within a given work-week and will not be used to calculate overtime or compensatory time accrual. Public Works employees please refer to the PW Addendum on pp. 120-123.

SPECIAL CONSIDERATION: Overtime and compensatory time accrual will be allowed regardless of actual hours worked during Saturdays and Sundays only for emergency call-back situations for all non-represented employees.

Ex: EE’s regular work week is Monday through Friday at 40 hours. EE calls in sick on Monday but is called back one day during the weekend for an emergency work task. The EE will keep the sick leave for Monday and accrue as follows for the emergency weekend work:

1. An exempt employee will accrue compensatory time at one hour for each hour worked for the emergency work required on a Saturday or Sunday.
2. A non-exempt employee will accrue overtime or compensatory time at the rate of one hour and a half for every hour worked for the emergency work required on a Saturday or Sunday.
 - a. Note: Non-Exempt employees who receive prior approval to **voluntarily** work a Saturday or Sunday will not be allowed to accrue overtime or compensatory time at the one hour and a half rate. They will receive straight time for any voluntary hours worked

on a Saturday or Sunday up to the 40 hours. In this case, time and a half rules will apply to non-exempt employees for any hours worked over 40.

UNION EMPLOYEES; Please refer to your union contract for specific information regarding time-off benefits.

Additional informational resources not to be included in the amendment:

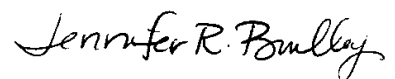
DEPT. OF LABOR WAFES AND FLSA POINTS OF REFERENCE:

<https://www.dol.gov/agencies/whd/flsa>

- **FLSA Overtime**: Covered nonexempt employees must receive overtime pay for hours worked over 40 per workweek (any fixed and regularly recurring period of 168 hours – seven consecutive 24-hour periods) at a rate not less than one and one-half times the regular rate of pay. There is no limit on the number of hours employees 16 years or older may work in any workweek. The FLSA does not require overtime pay for work on weekends, holidays, or regular days of rest, unless overtime is worked on such days.
- **Hours Worked** (PDF): Hours worked ordinarily include all the time during which an employee is required to be on the employer's premises, on duty, or at a prescribed workplace.

According to Handbook Section 12.03 this notice must be posted for 15 days prior to introduction to the Committee of the Whole or City Council. All changes must be approved by the Common Council. Employees will have until **September 25, 2020** to submit comments to HR at jboulley@coawi.org. Due to my current telecommuting status, please submit all comments via email so I can compile them upon receipt. If you have any questions you are welcome to call me at 715.685.1603. Thank you!

Please Note: A of close of business on September 25, 2020 there were no comments regarding this proposed Employee Handbook ammendment.



Human Resources Director
10/20/20

SUBJECT: Approve Acceptance of Commercial Proposal for Redevelopment of the Northern Portion of the Timeless Timber Site from El Tarasco, LLC (*Planning*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Planning & Development

CLEARANCES: Planning & Development Department
Planning Commission (unanimously recommended to approve on October 20, 2020)

EXHIBITS:

1. Staff Report - Plan Commission Meeting October 20, 2020
2. Summary of October 20, 2020 Plan Commission Discussion Timeless Timber Commercial RFP
3. Letter from El Tarasco, LLC October 12, 2020
4. 2020 Commercial Proposal for Timeless Timber Site: Proposed Site Plan
5. 2200 Lake Shore Drive East Commercial Proposal, C&S Design & Engineering, February 18, 2020

EXPENDITURES REQUIRED: None at this time. Donation of land would be facilitated through a Development Agreement.

AMOUNT BUDGETED: N/A

APPROPRIATION REQUIRED: N/A

TREASURER'S CERTIFICATE: As of October 21, 2020, the Treasurer's Office was unable to certify that El Tarasco LLC is in compliance with Chapter 923.10, Ashland City Ordinances due to an outstanding utility bill. Acceptance of the RFP will be contingent upon payment in full.

COMPLIANCE WITH ORDINANCE 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD: The proposed concept plan for development of a restaurant on the northern portion of the Timeless Timber site conforms to the goals and principles of the City's Comprehensive Plan. The Comp Plan recommends careful disposition of vacant City-owned land, to meet community needs and achieve identified goals. The commercial proposal received will provide a new food based use with a mix of outdoor seating, event/private party space, and sit down dining to serve a wide array of Ashland residents and visitors. This will also benefit the City's TID #9, helping to stabilize the City's finances in this failing TID as recommended in the Comp Plan.

SUMMARY STATEMENT:

El Tarasco, LLC has submitted a proposal for construction of a new restaurant on the commercial redevelopment portion of the Timeless Timber site. Attached in the packet for consideration are a conceptual site plan for the restaurant, a cover letter from the developer, and an overview of the total project budget. El Tarasco, LLC is owned by Jose Alvarez, the current owner of El Dorado's restaurant in Ashland (among other locations in Wisconsin and Michigan).

The total project cost is estimated to be approximately \$1.2 million. The request from the developer for City support is contributing the land for no fee, which has an appraised value of \$331,000. The City will also work with the developer over the winter to apply for an Idle Sites Grant through Wisconsin Economic Development Corporation (WEDC) to assist with costs of utilities buildout prior to transfer of the property to the developer for construction in spring 2021. An additional item the developer would be responsible for as part of the development process, and was identified in the RFP, would be extending center turn lane on U.S. Highway 2. The City will assist with this process, but costs will be the responsibility of the developer.

If the proposed concept plan is approved, the City would move forward with drafting a Development Agreement with the developer, and preparing the WEDC grant application. The Development Agreement will specify the City's donation of the land, the developer performance milestones, and a reversion clause in the event that the development would not move forward for some reason. This proposed use would be a permitted use for the site, and therefore would only require a Development Permit through the Planning & Development Department and Site Plan approval from Plan Commission.



STAFF REPORT

Plan Commission – October 20, 2020

**Agenda Item #5b: Discussion & Recommendation on Proposal for
Timeless Timber Commercial Redevelopment Site**

Existing Zoning: Regional Commercial (RC)

Property Address: 2200 Lake Shore Drive East

Parcel #: 201-03611-0200

Applicant: EI TARASCO LLC

Staff Contact: Megan McBride

Background

El Tarasco, LLC has submitted a proposal for construction of a new restaurant on the commercial redevelopment portion of the Timeless Timber site. Attached in the packet for consideration are a conceptual site plan for the restaurant, a cover letter from the developer, and an overview of the total project budget. El Tarasco, LLC is owned by Jose Alvarez, the current owner of El Dorado's restaurant in Ashland (among other locations in Wisconsin and Michigan).

The total project cost is estimated to be approximately \$1.2 million. The request from the developer for City support is contributing the land for no fee, which has an appraised value of \$331,000. The City will also work with the developer over the winter to apply for an Idle Sites Grant through Wisconsin Economic Development Corporation (WEDC) to assist with costs of utilities buildout prior to transfer of the property to the developer for construction in spring 2021. An additional item the developer would be responsible for as part of the development process, and was identified in the RFP, would be extending center turn lane on U.S. Highway 2. The City will assist with this process, but costs will be the responsibility of the developer.

If the proposed concept plan is approved, the City would move forward with drafting a Development Agreement with the developer, and preparing the WEDC grant application. The Development Agreement will specify the City's donation of the land, the developer performance milestones, and a reversion clause in the event that the development would not move forward for some reason. This proposed use would be a permitted use for the site, and therefore would only require a Development Permit through the Planning & Development Department and Site Plan approval from Plan Commission.

Development Goals for Site

Development goals identified in the RFP which the Plan Commission should consider in relation to this proposal include selecting a proposal which will:

- 1) Be compatible with the existing and future residential development;
- 2) Take advantage of the site's prime location on U.S. Highway 2;
- 3) Create taxable value which will benefit Tax Incremental District (TID) #9;
- 4) Facilitate urban infill development that creates additional commercial and economic development activity along with green space, landscaping and other amenities. The development should draw residents and/or visitors
- 5) Be feasible and demonstrate the developer's ability to complete the project and succeed in Ashland's market; and
- 6) Positively contribute to the local economy and overall community.

Summary of October 20, 2020 Plan Commission Discussion Timeless Timber Commercial RFP

Megan McBride provided background regarding the RFP process , explaining that the site had previously been marketed as one whole lot, but for the 2020 RFP it has been split into two pieces. The 4.75 acre area adjacent to Hwy 2/Lake Shore Drive was marketed for commercial redevelopment, and is the site currently under consideration. The southern portion of the lot has been simultaneously marketed for residential development, and the proposal received will be reviewed by the Housing Committee at their October 21, 2020 meeting. Megan explained that this site is located within the TID #9, which is struggling, so taxable value is a consideration, in addition to the prime location of the site.

The proposed development is located on the northern portion of the site, taking advantage of the location on U.S. Highway 2 and adding to this regional commercial corridor of the City. The new restaurant proposed would include a large seating area, a private room for events, a bar area with seating, and an outdoor covered seating area. The total estimated cost of construction approximately \$1.181 million, and the taxable value will be based on this value. McBride explained that the Plan Commission is being asked to provide a recommendation to City Council on the proposal's compatibility with the site and City development plans, or if the site should be re-advertised for an alternative use.

Katie Gellatly asked if the developer has any connection to the new Mexican restaurant that opened in the former Links building just outside of City limits. Jose Alvarez, the applicant (owner of El Tarasco, LLC), stated that he is not involved with the new restaurant in the former Links building, but that he is a part owner of El Dorado. The restaurant proposed for the Timeless Timber site would be separate from the existing El Dorado restaurant.

John Beirl asked if there was a staff recommendation for the proposal, and Megan McBride explained that past RFPs have not included a staff recommendation, so she has not provided one.

John Beirl requested clarification regarding the City's possibility of giving the land to the developer.

Megan McBride explained that the possible contribution of the land by the City as a development incentive had been identified in the RFP. Since the site is located within a failing TID, offering the land allows the City to leverage this valuable resource for desirable development without providing any other incentives which would further impede the City's ability to pay back its debt on TID #9. The City will benefit by the increase in taxable value and the redevelopment of this idle site.

John Beirl asked if the City will incur any additional costs, and Megan McBride explained that the only additional costs on the City's part will be staff time to work on the Development Agreement, DOT approval for extension of the U.S. Highway 2 center turn lane, and application for a WEDC Idle Sites grant to support development of utilities on the site.

John Beirl requested that a reversionary clause be considered that would allow the city to reclaim the land if the development does not move forward within a certain period of time. Megan McBride answered that it is standard practice to include a reversionary clause within the Development Agreement.

Mayor Lewis asked when the developer would be planning to start construction. Jose Alvarez answered that they are hoping to start construction in the spring, using the winter to obtain state and local plan approvals and permits.

Laurie Gregor asked if the developer had already obtained bids for the project, and if so how recently, with consideration to construction costs that have increased greatly in recent months. Jose Alvarez explained that the projected costs came from C&S Design, the architects, and that they are waiting to see if they receive support from the City on this concept plan before soliciting bids. He stated that he has spoken to a few plumbing and electric companies, as well as a general contractor, and that he plans on hiring local contractors to support the local economy as much as possible.

Several commission members expressed support for the project, especially given the current economic situation. They emphasized how nice it is to see a local company come forward with this type of proposal, and that they thought it would be a good addition to this site.

For context regarding the larger site, Mayor Lewis requested that Megan McBride quickly review the proposed residential development for the southern portion of the site, which will be discussed tomorrow at Housing Committee. Megan McBride provided a brief overview and site plans for the proposed 50-unit, multi-family development.

Ana Tochtermann asked for clarification regarding ingress/egress of the restaurant site, and Megan McBride showed on the site plan that the existing portion of 23rd Ave E will be utilized for this. There will not be additional ingress/egress onto Highway 2. This is the reason for the DOT requirement that the Highway 2 center turn lane be extended from where it currently terminates at Kwik Trip to serve 23th Ave E as well. The City has already retained the right-of-way to do so, but the costs of roadway expansion to accommodate the turn lane will be the responsibility of the developer.

Ana Tochtermann requested more information regarding the parking requirements on this lot, and Megan McBride explained that the parking is required to be set behind the building. The maximum number of parking stalls will be calculated through site planning when exact square footage and staffing levels are determined.

Megan McBride stated that the commercial and residential parts of the site have relatively low impervious surface percentages, so that there will be plenty of green space to ensure stormwater management is prioritized in this waterfront location.

Ana Tochtermann requested special consideration be given to the connection between the residential developments and commercial developments at this site, as well as connections between existing pedestrian infrastructure. Megan McBride stated that she has discussed this with the developers and they are very excited to have connections to pedestrian infrastructure, and that the City's Waterfront Development Plan recommends prioritization of safer pedestrian crossings across Highway 2 in this area.

Motion to approve the proposal for redevelopment and forward on to City Council by Ana Tochtermann. Seconded by Katie Gellatly. Passed unanimously.

EI TARASCO LLC
819 MacArthur Avenue
Ashland, WI 54806

October 12, 2020

Megan McBride
City of Ashland
601 Main Street West
Ashland WI 54806

Dear Megan,

I am writing this letter to request consideration from the City to enter into an agreement to redevelop the former Timeless Timber site, located at 2200 Lakeshore Drive East. I am planning to redevelop the site to build a new restaurant.

I am requesting the land be given by the City as development incentive. I understand that I will be responsible for all other development costs. I have been working with C&S Design in Ashland and they have designed the building. The cost of the total project is estimated to be \$1,252,338. I have been working with Embers Credit Union in Marquette, MI and have tentative financing approval contingent on selection of this proposal by the City for redevelopment of the site.

I am currently a co-owner of the El Dorado restaurant in Ashland where we have been very successful for many years. The market supports the need for a larger restaurant that can seat more customers and provide a fine dining experience where it is relaxed and not rushed due to overcrowding. I would like to make this investment in Ashland and develop another business that will have success for many years to come.

I would intend to begin this project in the spring of 2021. Preliminary site plans and designs are included.

Thank you for consideration,

Jose J Alvarez
EI TARASCO LLC

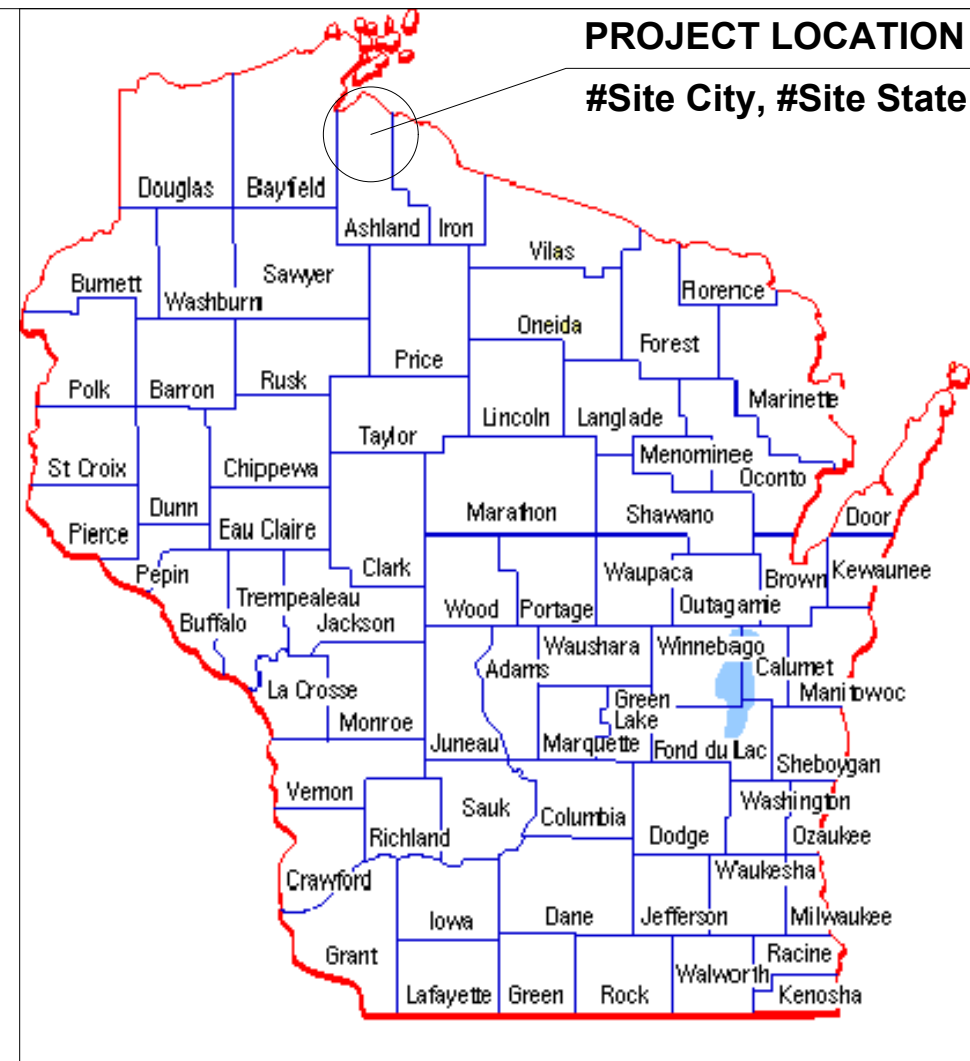
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PROPOSED FOR:

Ashland Area Development

2200 Lake Shore Drive East
Ashland, WI

PROJECT NUMBER: #20-3419



PROJECT TEAM

OWNER:	Jose Alvarez 715-292-2354
ARCHITECT:	C&S DESIGN & ENGINEERING, INC. 803 LAKE SHORE DRIVE WEST ASHLAND, WI 54806 P: 715-682-0330
STRUCTURAL ENGINEER:	C&S DESIGN & ENGINEERING, INC. 803 LAKE SHORE DRIVE WEST ASHLAND, WI 54806 P: 715-682-0330
CONSULTANT:	N/A
PLUMBING DESIGNER:	N/A
HVAC ENGINEER:	N/A
ELECTRICAL ENGINEER:	N/A

SYMBOLS

	KEY NOTE
	ROOF SLOPE & DIRECTION
	WINDOW TAG
	DOOR TAG
	SLOPE OF SLAB
	INTERIOR ELEVATION TAG
	STEP/ELEVATION CHANGE
	ELEVATION MARKER
	WALL TYPE (SEE PLAN OR LEGEND FOR ADD. INFO)
	ROOF SLOPE
	GRID LINE
	BUILDING ELEVATION
	BUILDING SECTION
	WALL SECTION
	DETAIL/ENLARGED PLAN CALLOUT
	DETAIL CALLOUT

PROJECT DATA

PROJECT NAME:	ASHLAND AREA DEVELOPMENT
PROJECT ADDRESS:	2200 LAKE SHORE DRIVE EAST ASHLAND, WI 54806
OWNER:	CITY OF ASHLAND
PARCEL NUMBERS:	201-03611-0200
LEGAL DESCRIPTION:	LOTS 3 THROUGH 12, BLOCK 49, ASHLAND PROPER & THE SOUTH 62 FEET OF VACATED 4TH STREET WEST ADJACENT TO LOTS 6 AND 7, CITY OF ASHLAND, ASHLAND COUNTY, WISCONSIN
LAND AREA:	29.27 ACRES
ZONING DISTRICT:	RC - REGIONAL COMMERCIAL GATEWAY OVERLAY
GOVERNING CODES:	2015 INTL. BUILDING CODE 2015 INTL. ENERGY CONSERVATION CODE 2015 INTL. EXISTING BUILDING CODE 2015 INTL. FUEL GAS CODE 2015 INTL. MECHANICAL CODE ANSI A117.1-2009 ACCESSIBILITY CODE CITY OF ASHLAND UNIFIED DEVELOPMENT ORDINANCE
OCCUPANCY GROUP:	
CONST TYPE:	
BLD GROSS AREA:	
PROJECT NET AREA:	
BLD VOLUME:	
# OF STORIES:	
ALLOWABLE AREA:	
ALLOWED STORIES:	
OCC. SEPARATION:	
REQ SEPARATION:	
SPRINKLERED:	
FIRE ALARM SYS:	
OCCUPANT LOAD:	
EXITS REQ'D:	
EXIT TRAVEL MAX:	
PLUMBING FIXTURES:	
PARKING:	N/A
STRUCTURAL LOADS:	
BALANCED SNOW LOAD:	41.6 psf
UNBALANCED SNOW LOAD:	79.7 psf
ROOF LOAD (DESIGN USE):	80 psf
FLOOR LIVE LOAD:	125 psf
WIND LOAD (HORIZONTAL):	21 psf
WIND LOAD (UPLIFT INTERIOR):	20 psf
WIND LOAD (UPLIFT AT EAVES):	28 psf
WIND EXPOSURE:	C FULLY EXPOSED
SNOW EXPOSURE FACTOR Ce:	0.9
SNOW IMPORTANCE FACTOR I:	1.1
THERMAL FACTOR Ct:	
SOIL BEARING CAPACITY:	2,000 PSF (CLAY SAND FILL)
CONCRETE COMP. STRENGTH:	4,000 PSI @ 28 DAYS
REINFORCING STEEL:	60,000 PSI TENSILE (GRADE 60)

GENERAL NOTES

- THE CONTRACTORS ARE TO KEEP A SET OF STATE APPROVED PLANS AT THE JOB SITE AT ALL TIMES.
- A PRE-CONSTRUCTION CONFERENCE WILL BE HELD WITH THE CONTRACTORS BEFORE ANY WORK COMMENCES.
- ALL WORK IS TO BE PERFORMED IN ACCORDANCE WITH STATE BUILDING, PLUMBING, ELECTRICAL, AND HVAC CODE CURRENTLY IN EFFECT.
- ALL STATE & LOCAL BUILDING PERMITS WILL BE OBTAINED BY OWNER & BE POSTED AT JOB SITE BY THE CONTRACTOR, U.N.O.
- THE GENERAL CONTRACTOR IS RESPONSIBLE FOR CHECKING ALL CONTRACT DOCUMENTS FOR THEIR ACCURACY AND CONFIRMING THAT WORK IS BUILDABLE AS SHOWN BEFORE PROCEEDING WITH CONSTRUCTION. IF THERE ARE ANY QUESTIONS REGARDING THESE, OR OTHER COORDINATION QUESTIONS, THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING CLARIFICATION FROM THE ARCHITECT BEFORE PROCEEDING WITH THE WORK IN QUESTION OR RELATED WORK.
- THE OWNER SHALL INDEMNIFY AND HOLD HARMLESS THE DESIGN PROFESSIONAL FROM ANY CLAIM OR SUIT WHATSOEVER ARISING FROM, OR ALLEGED TO HAVE ARISEN FROM, THE CONTRACTOR'S PERFORMANCE OR THE FAILURE OF THE CONTRACTOR'S WORK TO CONFORM TO THE DESIGN INTENT OF THE CONTRACT DOCUMENTS.
- THE WORK UNDER THE CONTRACT SHALL INCLUDE ALL LABOR, MATERIALS, TOOLS, FEES, INSURANCE, TAXES, ETC. FOR GENERAL CONSTRUCTION, INCLUDING MECHANICAL, PLUMBING AND ELECTRICAL CONSTRUCTION, AS APPLICABLE, FOR THE COMPLETE CONSTRUCTION OF THIS PROJECT.
- ALL PRODUCTS AND MANUFACTURERS OF MATERIALS/FINISHES/ETC PER ARCHITECTURAL DRAWINGS OR SPECIFICATION. SUBSTITUTIONS OF EQUAL QUALITY AND PERFORMANCE PERMITTED AS APPROVED BY DESIGN PROFESSIONAL IN CHARGE.
- ALL MATERIALS, SUPPLIES, AND EQUIPMENT SHALL BE INSTALLED AS PER MANUF. SPECIFICATIONS AND AS PER LOCAL CODES AND REQUIREMENTS, LOCATED PER PLAN.
- THE CONTRACTOR MUST VERIFY ALL EXISTING CONDITIONS AT THE JOB SITE.
- THE DESIGN PROFESSIONAL WILL NOT HAVE CONTROL OVER, OR CHARGE OF, AND WILL NOT BE RESPONSIBLE FOR THE CONSTRUCTION MEANS, METHODS, SEQUENCE OR PROCEDURES IN REGARDS TO THE MANNER IN WHICH THE STRUCTURE IS BUILT.
- ALL PROPERTY LINES ARE ASSUMED UNLESS A CERTIFIED SURVEY MAP HAS BEEN PROVIDED FOR THE PROPERTY.
- ALL BUILDING SETBACKS ARE MEASURED FROM THE EAVE LINE OF THE BUILDING.
- THE CONTRACTOR IS TO HAVE ALL THE UTILITY LINES VERIFIED BY THE APPROPRIATE UTILITY LOCATING SERVICE. THE CONTRACTOR SHALL BE RESPONSIBLE TO HAVE A LOCATE DONE PRIOR TO BREAKING OF GROUND.
- THE CONTRACTOR SHALL BE AWARE OF ALL PRIVATE UTILITIES LOCATIONS SUCH AS WATER, SEWER, AND GAS.
- ALL DAMAGE TO EXISTING DRIVEWAYS, ROADWAYS, STREETS, CONCRETE SIDEWALKS, LAWNS, ETC. MUST BE RESTORED TO THE CONDITION THEY WERE BEFORE CONSTRUCTION COMMENCED.
- PROVIDE A MINIMUM OF 2% DRAINAGE SLOPE AWAY FROM ENTIRE PERIMETER OF BUILDING FOR THE FIRST 20 FEET, U.N.O.
- THE GENERAL CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR THE DESIGN, ADEQUACY, & SAFETY OF ERECTING BRACING, SHORING & TEMPORARY SUPPORTS, ETC. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR THE STABILITY OF THE STRUCTURE PRIOR TO THE APPLICATION OF ALL SHEAR WALLS, ROOF SHEATHING, STRUCTURAL ELEMENTS & FINISH MATERIALS.
- THE GENERAL CONTRACTOR SHALL PERFORM HIGH QUALITY PROFESSIONAL WORK, JOIN MATERIALS TO UNIFORM, ACCURATE FITS SO THAT THEY MEET WITH NEAT, STRAIGHT LINES, FREE OF SMEARS OR OVERLAPS; INSTALL EXPOSED MATERIALS APPROPRIATELY LEVEL, PLUMB AND AT ACCURATE RIGHT ANGLES OR FLUSH WITH ADJOINING MATERIALS. WORK OF EACH TRADE SHALL MEET ALL NATIONAL STANDARDS PUBLISHED BY THAT TRADE, EXCEPT IN THE CASE WHERE THE CONTRACT DOCUMENTS ARE MORE STRINGENT.
- ALL EXISTING BUILDING DIMENSIONS MUST BE FIELD VERIFIED.
- WRITTEN DIMENSIONS TO PREVAIL OVER SCALING OF DRAWINGS. CONTRACTOR(S) TO VERIFY ALL DIMENSIONS PRIOR TO CONSTRUCTION AND IMMEDIATELY NOTIFY DESIGNER OF ANY DISCREPANCIES.
- ALL DIMENSIONS TO FACE OF STUD OR CONCRETE WALLS, U.N.O.
- SEE SITE PLAN FOR NOTES AND DIMENSIONS NOT SHOWN.
- SEE ELEVATIONS, INTERIOR ELEVATIONS AND FINISH SCHEDULE FOR MATERIALS NOT CALLED OUT.
- IF APPLICABLE, THE FIRE RATING OF WALLS AND CEILINGS MUST BE MAINTAINED BEHIND ALL INSTALLED FIXTURES (BATH UNITS, VANITIES, CEILING FANS, ELECTRICAL BOXES, EXHAUST FANS, ETC).
- THE CONTRACTOR SHALL TAKE ABSOLUTE CARE TO PROTECT NEWLY INSTALLED MATERIALS, MILLWORK, BUILT-INS & FINISHES.
- THE CONTRACTOR SHALL PROVIDE ALL OPERATING AND MAINTENANCE DATA AND ALL MANUFACTURERS, INSTALLERS AND APPLICATOR'S GUARANTEES, BONDS, WARRANTIES AND SERVICE INSTRUCTIONS.
- CONFIRM WINDOW OR DOOR NUMBER WITH MFR. AND SITE CONDITIONS. ALL OPERABLE WINDOWS AND DOORS SHALL HAVE REMOVABLE SCREENS.
- CONTRACTOR TO VERIFY R.O. REQUIREMENTS FOR WINDOWS & EXTERIOR DOORS WITH WINDOW MANUFACTURER PRIOR TO ORDERING.
- REFERENCE ELEVATIONS AND/OR BUILDING SECTIONS FOR WINDOW OPERATIONS.
- REFER TO ENGINEERED TRUSS DRAWINGS, IF APPLICABLE, FOR PLACEMENT OF TRUSS COMPONENTS. CONTRACTOR IS TO FIELD VERIFY ALL TRUSS DIMENSIONS BEFORE PRODUCTION OF TRUSSES.
- ALL GAS PIPING INSTALLATIONS SHALL COMPLY WITH NFPA 54-2015, NATIONAL FUEL GAS CODE.

INDEX TO DRAWINGS

ATS TITLE SHEET

C100 SITE PHOTOS
C101 SITE OVERLAYS
C102 CONCEPT SITE PLAN
A101 CONCEPT FLOOR PLAN
A102 CONCEPT MODEL
A103 CONCEPT ELEVATIONS

PROPOSED FOR:
2200 LAKE SHORE DRIVE EAST

ASHLAND, WI 54806

TITLE SHEET



803 Lake Shore Drive West, Ashland, WI 54806
Telephone (715) 682-0330
www.csdesignengineering.com

DESIGNED:	LED
DRAWN:	LED
SCALE:	AS NOTED
DATE:	February 18, 2020
PROJECT NO.	20-3419

REVISIONS:

APPROVED:

NOT FOR
CONSTRUCTION
OR FINAL PRICING

SHEET NO.

ATS

STANDARD ABBREVIATIONS

ABOVE FINISH FLOOR ACOUSTICAL CEILING TILE ADDITIONAL ADJUSTABLE ALIGN WITH BELOW ALTERNATE ALUMINUM AMERICAN DISABILITIES ACT APPROXIMATELY	A.F.F. ACT. ADD. ADJ. A.W.B. ALUM. ADA APPROX.	CONTRACTOR CONTROL JOINT COURSES CUBIC FOOT(AGE)	CONTR. C.C. C.C. CF	FIRE EXTINGUISHER FIRE EXTINGUISHER CABINET FIRE RATED FIXTURE FLASHING FLOOR FLR. FLR.G FLOOR PLAN DISP FOUNDATION FLUORESCENT DOOR	F.E. F.E.C. FR. FIX. FLASHG FLR. FLRG F.P. FTG. FNDT. FLOOR	JANITOR JOINT JOIST	JAN. JT. JST	OVERFLOW DRAIN	O.F.D.	STEEL STORAGE STREET STRUCTURAL SUSPEND (ED)	STL. STOR. ST. STRUCT. SUSP. (D)
BASEMENT BEAM BELOW BITUMINOUS BLOCK BLOCKING BOARD BOTTOM BOTTOM OF BRICK COURSE BUILDING BUILT-UP ROOFING	BSMT. BM. BELOW BIT. BLK. BLKG. BD. BOT. B.O. B.C. BLDG. B.U.R.	DOWN DOWNSPOUT DRAWING (S) DRINKING FOUNTAIN	DN. DN. DR. DN. DN. D.W.G. (S) D.F.	GALVANIZED GAUGE GENERAL CONTRACTOR GL. GYPSUM GYPSUM WALLBOARD	GALV. GA. G.C. GL. GYP. GWB.	MANUFACTURER MASONRY MASONRY OPENING MATERIAL MAXIMUM MECHANICAL MEMBRANE METAL MINIMUM MISCELLANEOUS MOUNTED NON-COMBUSTIBLE NOT APPLICABLE NOT IN CONTRACT NOT TO SCALE NUMBER	MFR. MAS. M.O. MAT. MAX. MECH. MEMB. METAL MIN. MISC. MOUNTED H.P. H.C. H.C. H.M. HORIZ. HOUR	QUANTITY QUARRY TILE RADIUS REINFORCING REQUIRED RESILIENT FLOORING RETURN AIR REVISION RISER ROOM ROUGH OPENING RUBBER	QTY. Q.T. R. REINF. REQ'D. RSL. R.A. REV. R.O. RUBR.	TELEPHONE THERMOPLASTIC POLYOLEFIN THK T.O. T.O.P. T.O.F. T.O.R. TOP OF TOP OF CONCRETE TOP OF FOOTING TOP OF RAIL TOP OF STEEL TOP OF WALL TREAD TREATED TRENCH DRAIN TYPICAL	TEL. TPO THK T.O. T.O.C. T.O.F. T.O.R. T.O.S. T.O.W. T.Q.T. TRT T.D. TYP.
CARPET CAST-IN-PLACE CAST IRON CATCH BASIN CEILING CEMENT CENTER LINE CERAMIC TILE CLEARANCE CLOSET COLUMN CONCRETE CONCRETE MASONRY UNIT CONSTRUCTION CONTINUOUS	CPT. C.I.P. C.I. C.B. CLG. CEM. CL. C.T. CL.R. C.L.O. COL. CONC. CMU CONST. CONT.	EXPANSION EXPANSION JOINT EXH. EXIST. EXP. E.J. EXP. EXT. F.O. FACE OF FACE OF CONCRETE FACE OF FINISH FACE OF MASONRY FEET FINISH FLOOR ELEVATION FINISH GRADE FINISH SURFACE	EXP. EXP. E.J. EXP. EXT. F.O. F.S.	HANDICAP ACCESSIBLE HEATER HEATING, VENTING, AND AIR CONDITIONING HEIGHT HIGH POINT HOLLOW CORE HOLLOW METAL HORIZONTAL HOUR	H.C. HDW. HTR. HVAC HGT. H.P. H.C. H.C. H.M. HORIZ. HOUR	INCANDESCENT INCH INCL. INCLUDING INSIDE DIAMETER INSULATION INTERIOR	INCAN. IN. INCL. I.D. O.H. INS. INT.	OCCUPANT / OCCUPANCY ON CENTER OPENING OPPOSITE OPPOSITE HAND OUTSIDE DIAMETER	O.C. O.C. OPNG. OPP. O.P. O.D.	WATER CLOSET W.P. WELDED WIRE FABRIC WIDE FLANGE WITH WITHOUT WOOD	W.C. W.P. W.W.F. W.F. WDW. W.F. W.O. W.D.

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2 View from the East
NTS



1 View from the North
NTS



4 View from the South
NTS



3 View from the West
NTS

PROPOSED FOR:
2200 LAKE SHORE DRIVE EAST
ASHLAND, WI 54806

SITE PHOTOS



803 Lake Shore Drive West, Ashland, WI 54806
Telephone (715) 682-0330
www.csdesignengineering.com

DESIGNED: **LED**

DRAWN: **LED**

SCALE: **AS NOTED**

DATE: **February 18, 2020**

PROJECT NO.:
20-3419

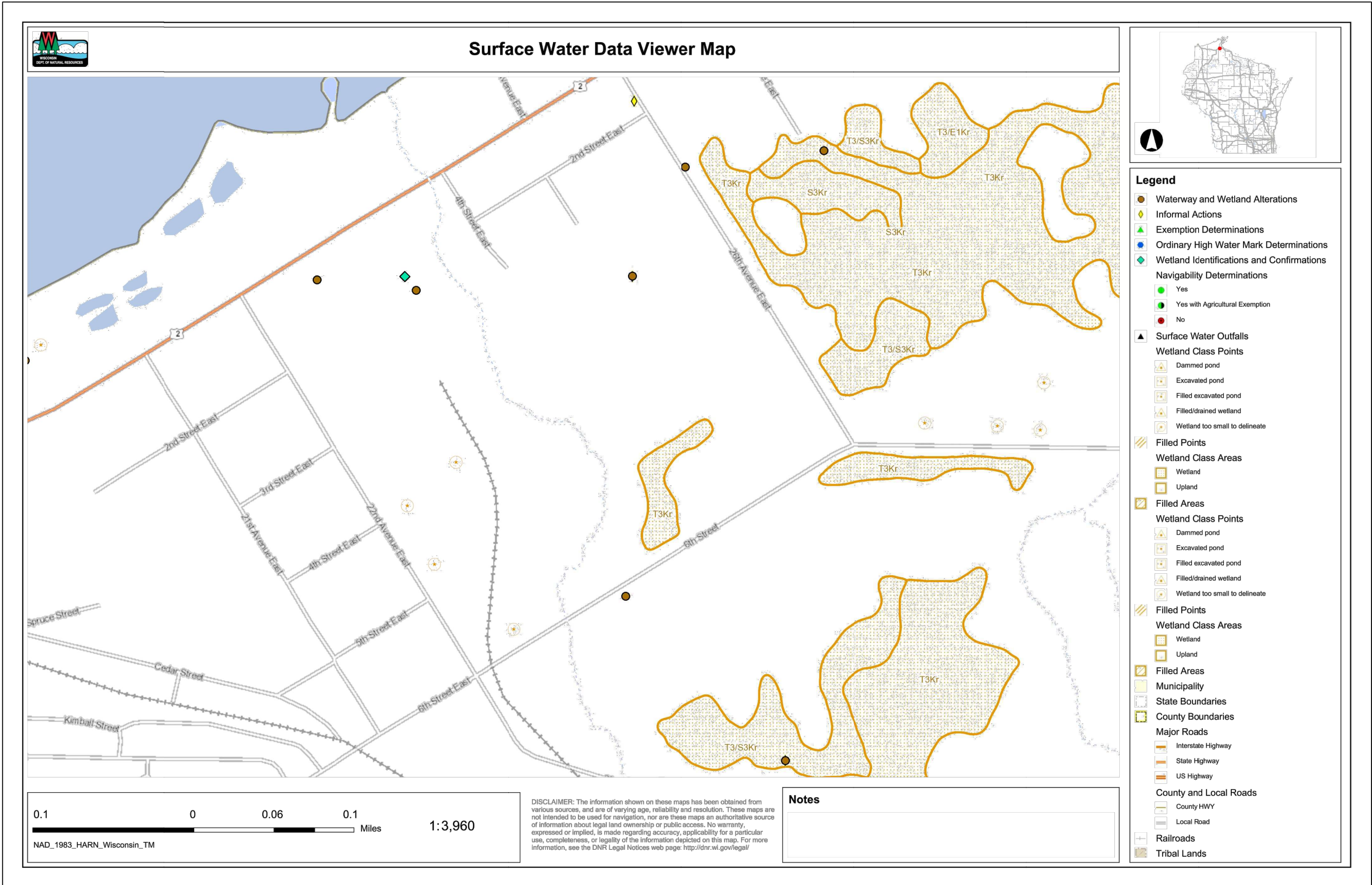
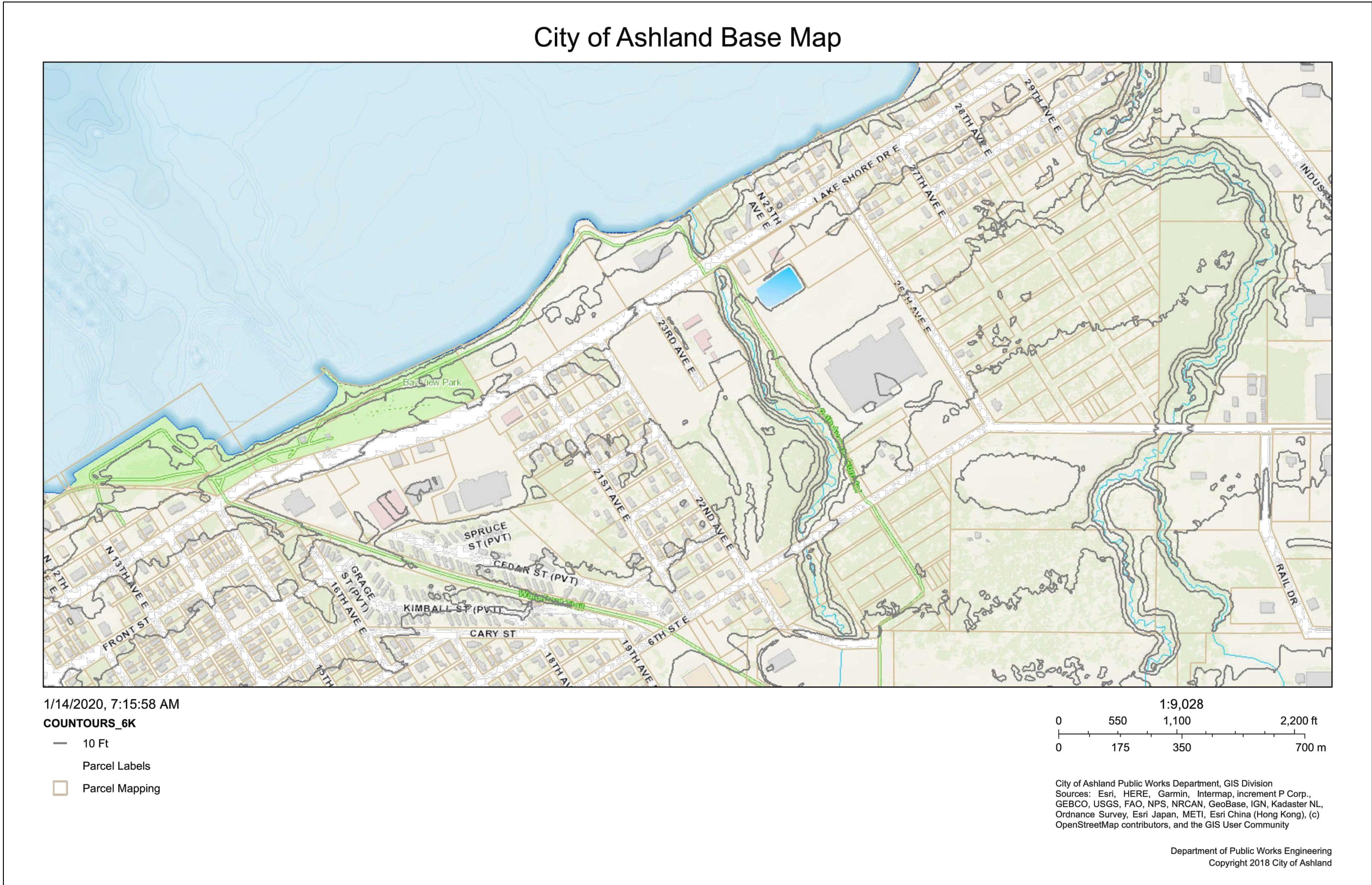
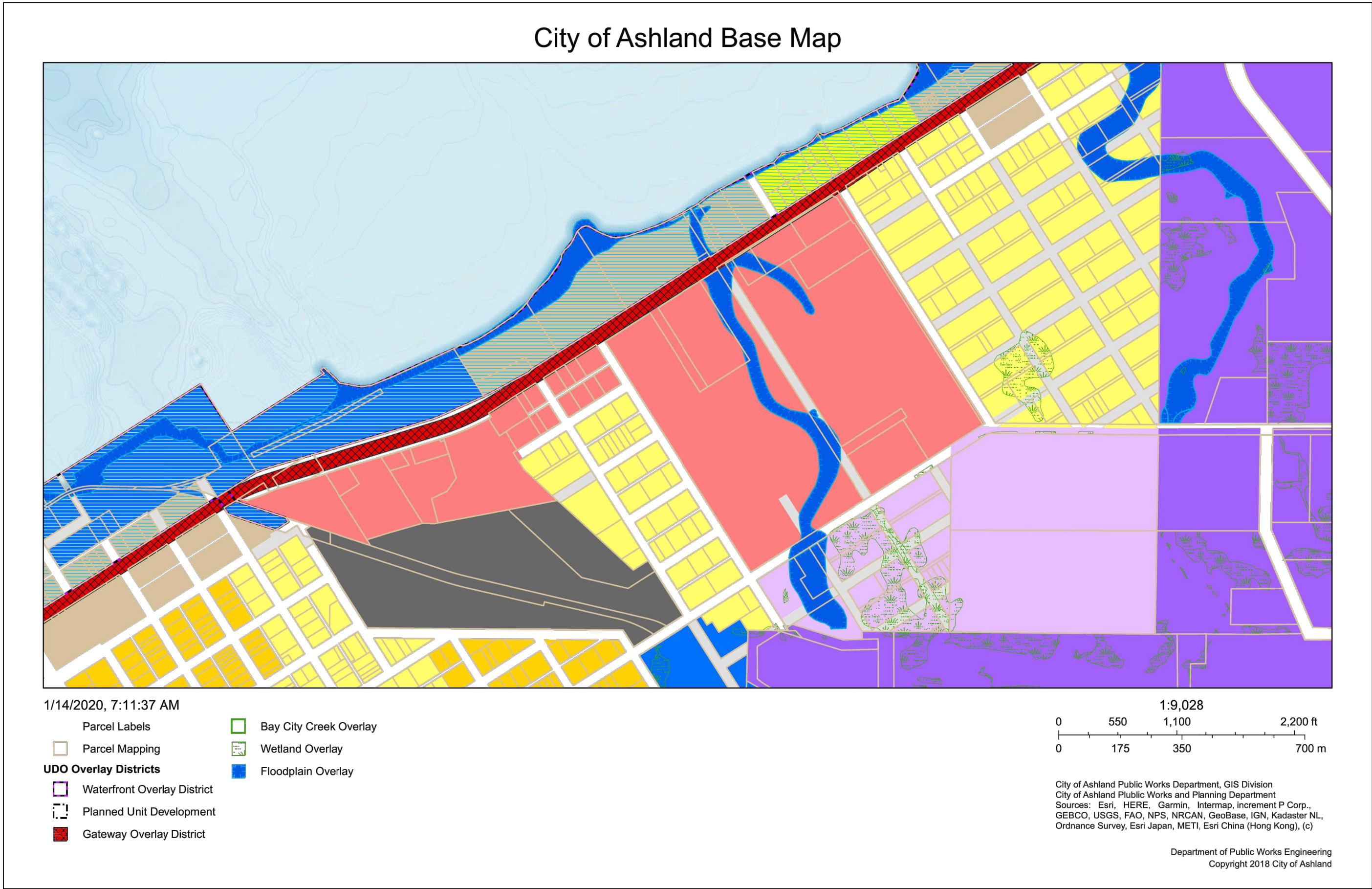
REVISIONS:

APPROVED:

**NOT FOR
CONSTRUCTION
OR FINAL PRICING**

SHEET NO.

C100



PROPOSED FOR:
2200 LAKE SHORE DRIVE EAST
ASHLAND, WI 54806

SITE OVERLAYS

DESIGN & ENGINEERING
with framework design inc

803 Lake Shore Drive West, Ashland, WI 54806
Telephone (715) 682-0330
www.csdesignengineering.com

DESIGNED: **LED**

DRAWN: **LED**

SCALE: **AS NOTED**

DATE: **February 18, 2020**

PROJECT NO.: **20-3419**

REVISIONS:

NO.	DESCRIPTION	DATE

APPROVED:

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SHEET NO.: **C101**

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1 Siteplan
1" = 50'-0"

PROPOSED FOR:
2200 LAKE SHORE DRIVE EAST
ASHLAND, WI 54806

CONCEPT SITE PLAN

DESIGN & ENGINEERING
with framework design inc

803 Lake Shore Drive West, Ashland, WI 54806
Telephone (715) 682-0330
www.csdesignengineering.com

DESIGNED:	LED
DRAWN:	LED
SCALE:	AS NOTED
DATE:	February 18, 2020
PROJECT NO.	20-3419

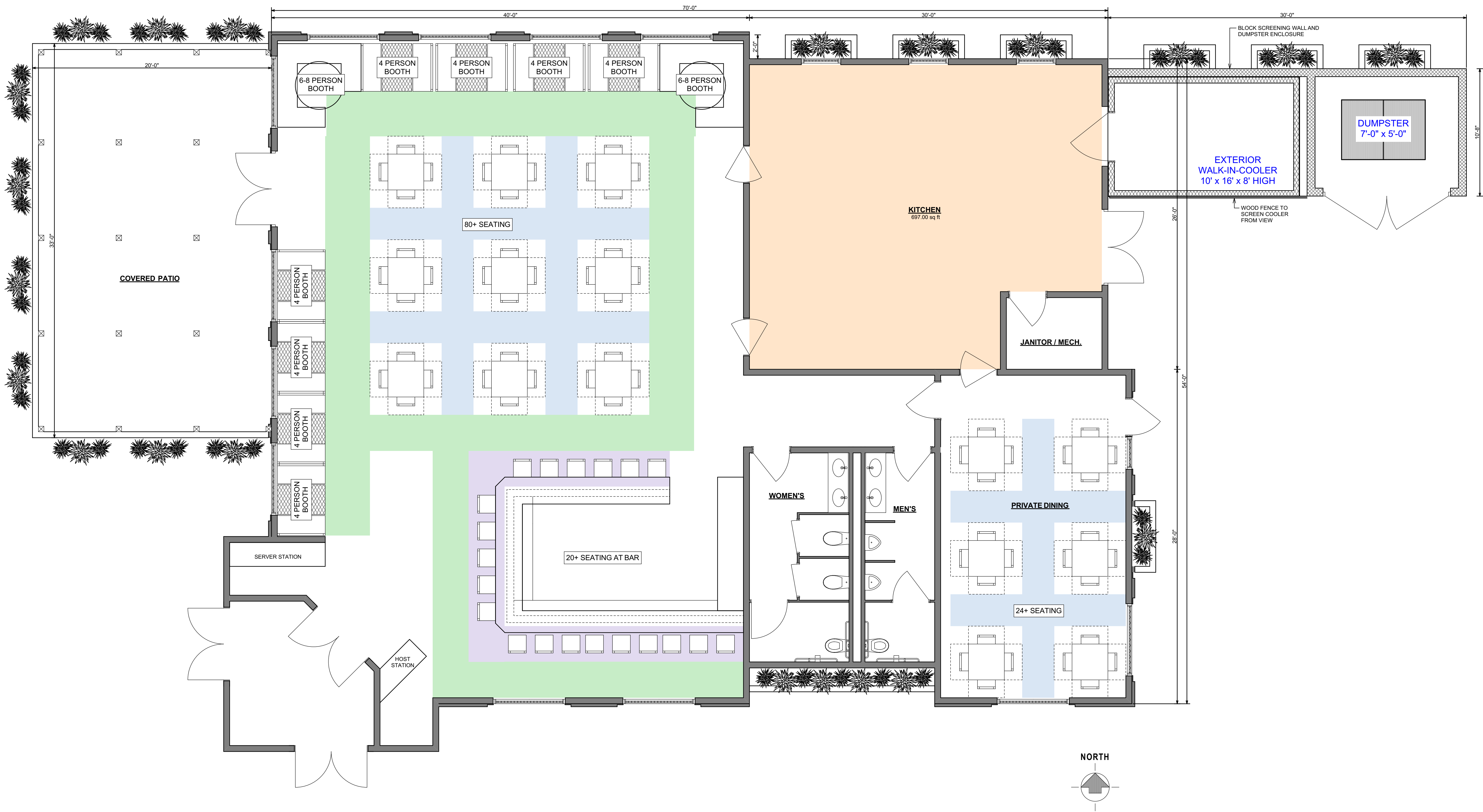
REVISIONS:

APPROVED:

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CONSTRUCTION
OR FINAL PRICING**

SHEET NO.

C102



FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

PROPOSED CONSTRUCTION FOR:

ASHLAND AREA DEVELOPMENT

2200 LAKE SHORE DRIVE EAST, ASHLAND, WI 54806

CONCEPT FLOOR PLAN



2023 6th Street West, Ashland, WI 54806
Telephone (715) 682-0330 www.csdesignengineering.com

DESIGNED: **LED**

DRAWN: **A.D.E.**

SCALE: **AS NOTED**

DATE: **February 18, 2020**

PROJECT NO.

20-3419

REVISIONS:

APPROVED:

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SHEET NO.

A101



VIEW OF SITE



BUILDING ENTRANCE



WALL DETAILS AND WINDOW / DOOR TRIM



FRONT ENTRANCE

SCALE: 1:142.86



PATIO COVERING



CORNER & WINDOW / DOOR TRIM

KEY NOTES:

- SOUTHWEST STYLE
- CLEAN LINES
- COVERED PATIO
- 4,000 SF BUILDING
- 660 SF PATIO



STREET VIEW (PATIO AREA)

PROPOSED CONSTRUCTION FOR:

ASHLAND AREA DEVELOPMENT

2200 LAKE SHORE DRIVE EAST, ASHLAND, WI 54806

MODEL VIEWS

DESIGN & ENGINEERING

with framework design inc

CS

2023 6th Street West, Ashland, WI 54806
Telephone (715) 682-0330 www.csdesignengineering.com

DESIGNED: LED

DRAWN: A.D.E.

SCALE: AS NOTED

DATE: February 18, 2020

PROJECT NO. 20-3419

REVISIONS:

APPROVED:

NOT FOR CONSTRUCTION OR FINAL PRICING

SHEET NO. A102



WEST ELEVATION (PATIO SIDE)
SCALE: 3/16" = 1'-0"



EAST ELEVATION (DELIVERY SIDE)
SCALE: 3/16" = 1'-0"



NORTH ELEVATION (HIGHWAY SIDE)
SCALE: 3/16" = 1'-0"



SOUTH ELEVATION (PARKING LOT SIDE)
SCALE: 3/16" = 1'-0"

PROPOSED CONSTRUCTION FOR:

ASHLAND AREA DEVELOPMENT

2200 LAKE SHORE DRIVE EAST, ASHLAND, WI 54806

CONCEPT ELEVATIONS



DESIGNED:	LED
DRAWN:	A.D.E.
SCALE:	AS NOTED
DATE:	February 18, 2020
PROJECT NO.	20-3419

REVISIONS:



SHEET NO.
A103

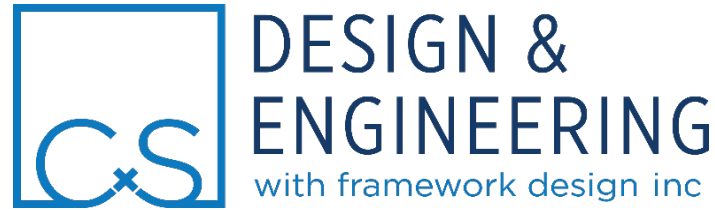
2200 Lake Shore Drive East

Ashland, WI

Date:

February 18, 2020

Prepared By:



Note: These estimates have been provided to the best of our knowledge based on historical data, similar projects, current general practice, RSMeans Cost Estimating Software. These numbers are not intended to be used beyond providing cost estimates as a guideline. Other funding and/or wage requirements may alter the below estimates. In addition, these estimates do not account for carrying costs, legal fees, environmental reviews, etc. A complete, construction bid based on buildable drawings and cost estimate would provide the most accurate and detailed information.

Project Budget Estimate	Percentage	TOTAL	Avg Cost/SF	Notes/Comments
SOV BREAKDOWN				
New, single story, 4,000sf restaurant building with patio and parking on an unimproved site. Based on concept plans dated 02/18/20			4,000 SF	
Division 01 - General Requirement	6.00%	\$ 62,731.91	\$ 15.68	Temp power, rentals, final cleaning, other items not included elsewhere
Division 03 - Concrete	5.84%	\$ 69,000.00	\$ 15.00	Foundation/Footings, Footing Excavation, Slab
Division 04 - Masonry	1.17%	\$ 13,800.00	\$ 3.00	Keystones, corner stones, decorative work
Division 05 - Metals	1.27%	\$ 15,000.00	\$ -	Decorative metal work allowance
Division 06 - Wood, Plastics, and Composites	12.85%	\$ 151,800.00	\$ 33.00	Framing, cabinets, countertops
Division 07 - Thermal and Moisture Protection	10.51%	\$ 124,200.00	\$ 27.00	Cladding, roofing, insulation, waterproofing
Division 08 - Door and Windows	2.03%	\$ 24,000.00	\$ 6.00	Assumed non-operable windows, no grilles
Division 09 - Finishes	9.73%	\$ 115,000.00	\$ 25.00	
Division 10 - Specialties	0.68%	\$ 8,000.00	\$ 2.00	Hardware, restroom accessories, signage
Division 11 - Equipment	0.00%	\$ -	\$ -	Per Owner
Division 12 - Furnishings	0.00%	\$ -	\$ -	Per Owner
Division 13 - Special Construction	0.41%	\$ 4,800.00	\$ 1.20	Fire Sprinkler
Division 21 - Alarm	0.68%	\$ 8,000.00	\$ 2.00	Security alarm (no fire)
Division 22 - Mechanical and Plumbing	10.16%	\$ 120,000.00	\$ 30.00	HVAC, ductwork, plumbing, fixture allowance
Division 26 - Electrical	8.57%	\$ 101,200.00	\$ 22.00	rough and finish electrical, fixture allowance
Division 33 - Utilities and site work	19.30%	\$ 228,000.00	\$ 57.00	New laterals, grading, asphalt paving and striping, landscape allowance
Subtotal:	88.50%	\$ 1,045,531.91	\$ 238.88	
Bonding	0.00%	\$ -	\$ -	Not included unless required by funding
Overhead/Profit	8.00%	\$ 83,642.55	\$ 20.91	
Contingency	5.00%	\$ 52,276.60	\$ 13.07	
Subtotal:	11.50%	\$ 135,919.15	\$ 33.98	
TOTAL BUILDING COST ESTIMATE	100.00%	\$ 1,181,451.06	\$ 272.86	
Soft Costs			4,000 SF	
A&E Fees	6.00%	\$ 70,887.06	\$ 17.72	Architecture, engineering, civil, MEP, construction administration
Permit Fees		\$ 2,460.00	\$ 0.62	State review, DNR (if applicable), City of Ashland
TOTAL PROJECT COST ESTIMATE		\$ 1,252,338.13		

SUBJECT: Approve to Accept a Residential Proposal for Redevelopment of the Southern Portion of the Timeless Timber Site from The Commonwealth Companies (*Planning*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Planning & Development

CLEARANCES: Planning and Development Department
Housing Committee (unanimously recommended approval on October 21, 2020)

EXHIBITS:

1. 2020 Timeless Timber Residential Redevelopment RFP
2. Summary of October 21, 2020 Housing Committee Discussion Timeless Timber Residential RFP
3. The Commonwealth Companies Request for Proposals: Timeless Timber Residential Redevelopment

EXPENDITURES REQUIRED: None at this time. Donation of land would be facilitated through a Development Agreement.

AMOUNT BUDGETED: N/A

APPROPRIATION REQUIRED: N/A

TREASURER'S CERTIFICATE: The Treasurer's Office has certified on October 21, 2020, that The Commonwealth Companies is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH ORDINANCE 51:

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN OF RECORD: The proposed concept plan for development of affordable multi-family housing on the southern portion of the Timeless Timber site conforms to the goals and principles of the City's Comprehensive Plan. The Comp Plan recommends careful disposition of vacant City-owned land, to meet community needs and achieve identified goals. The residential proposal received meets community goals of supporting development of affordable housing, increasing supply of accessible, first-story housing options, and diversifying Ashland's existing housing stock to provide additional new-build rental options. Additionally, the proposed development provides a large buffer from the existing Bay City Creek, and also minimizes overall impervious surface coverage to promote the community goals of prioritizing water quality through preservation and expansion of green infrastructure.

SUMMARY STATEMENT:

The Commonwealth Companies are proposed to build 50 units of affordable housing on the southern portion of the Timeless Timber site, as detailed in the attached proposal. This would consist of 5, 10-unit, single-story buildings with surface parking. Also included in the proposed concept plan are a playground at the northern

end of the development, and a clubhouse on the southwestern corner of the site which would include shared workout facilities, kitchen and seating area for family parties/events, and office space for property management staff. The total project cost will be approximately \$12 million, with a request for donation of the land from the City (appraised at \$158,000 in 2020).

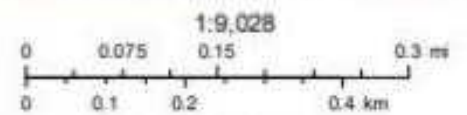
See attached proposal for preliminary site plan, demonstration of developer credibility, and financial viability of proposed project activities.



2020 Timeless Timber Residential Redevelopment RFP



6/5/2020, 2:41:10 PM



City of Ashland Public Works Department, GIS Division
PICTOMETRY INTL.

RESIDENTIAL DEVELOPMENT GOALS FROM RFP

- Appropriate density of urban infill development;
- To provide housing that meets the diverse needs of the City, offering options for a mix of ages and incomes with priority given to developments that incorporate affordable housing;
- Increases diversify Ashland's existing housing stock in terms of density, accessibility, affordability and populations served;
- Creates additional housing to support identified community needs;
- Design approach that integrates with the surrounding neighborhood area and anticipated commercial development, enhances community character, and provides connectivity;
- Provide a development that is sustainable, including environmentally sensitive, energy efficient, and with appropriate stormwater management to protect water quality of the existing floodway on site which leads to Lake Superior; and
- Generate additional tax base

2020 Residential RFP Proposal: Commonwealth Companies





An approximate unit mix and rent levels are as follows:

30%

1 Bedroom - \$344 – 3 units

2 Bedroom - \$409 – 3 units

3 Bedroom - \$469 – 6 units

50%

1 Bedroom - \$609 – 6 units

2 Bedroom - \$728 – 9 units

3 Bedroom - \$837 – 9 units

80%

1 Bedroom - \$742 – 3 units

2 Bedroom - \$887 – 8 units

3 Bedroom - \$1021 – 13 units



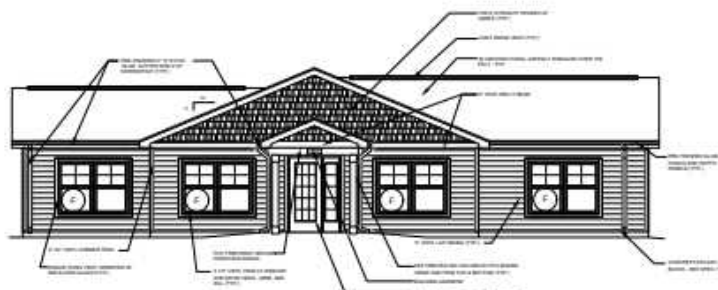
BUILDING #1, #2, #3, #4 & #5
ELEVATIONS
SCALE: 1/8" = 1'-0"



BUILDING #1, #2, #3, #4 & #5
ELEVATIONS
SCALE: 1/8" = 1'-0"



BUILDING #1, #2, #3, #4 & #5
ELEVATIONS
SCALE: 1/8" = 1'-0"



SOUTH ELEVATION CLUBHOUSE
SCALE: 1/8" = 1'-0"



EAST ELEVATION CLUBHOUSE
SCALE: 1/8" = 1'-0"

Capital Stack

Permanent Financing Resources Expected to be Used for Project:

Development Uses:

- \$9,000,000 hard costs
- \$1,800,000 soft costs (fees included)
- \$900,000 Lending and Legal Costs
- \$300,000 Reserves

Total Cost (approximate): \$12,000,000

Development Sources:

- Federal LIHTC Equity - \$3,300,000
- State Tax Credit Equity - \$5,400,000
- First Mortgage - \$2,500,000
- AHP Funds - \$700,000
- HOME Funds - \$100,000

Total Sources (approximate): \$12,000,000

Summary of October 21, 2020 Housing Committee Discussion Timeless Timber Residential RFP

Megan McBride reviewed the residential development goals stated in the Request For Proposals (RFP) before giving an overview of the submission received for this RFP. The proposal was received from Commonwealth Companies out of Middleton, WI.

Henry Houden from Commonwealth gave an overview of the proposed 50-unit, cottage-style development. He stated that all of their projects in Wisconsin are Wisconsin Green Building certified, and their staff has extensive experience in working to make developments as environmentally friendly as possible. Commonwealth is the largest affordable housing developer in the state. This proposal features 50 units, but has the potential to expand to more units, should there be a need, on the remaining 8 acres in the east-central portion of the site.

Liz Franek asked if any single-family homes would be for sale as part of this development. Henry Houden explained that Commonwealth does not specialize in single-family housing development, but it is possible that Commonwealth would sell a portion of the remaining undeveloped site for single-family housing construction in the future. Since their affordable housing model centers on assisting individuals and families to become financially stable enough to transition to homeownership, partnering with a single-family housing developer for the remainder of the site may be a good fit in the future.

Kaas Baichtal said that there is a high demand for one and two bedroom apartments, and there is often a single-family home occupied by just a few people, so this development will help create more opportunities for homeownership within the community as well.

Kathy Beeksma asked about the possibility of including garages for these properties due to its proximity to the lake and concerns around snow. Henry Houden explained that in order to qualify for the WHEDA low income housing tax credits, there is a total cost cap. He said that he can speak with his architects to see if they could be creative, but most likely including garages would cause the project to exceed these levels and disqualify their LIHTC application.

Kaas Baichtal asked if snow plowing would be included at this property, and Henry Houden said that their current budget does include snow plowing, and the site was designed to be easy to plow.

Mayor Lewis asked how the property will be managed after it is built. Henry Houden explained that one of Commonwealth's founders has his own property management company, so a member of their staff who is familiar with the project will be involved with managing the property after construction. Kathy Beeksma pointed out the office space included in the proposed Clubhouse, and expressed support for this type of accessibility of the property manager.

Kaas Baichtal asked if Commonwealth has experience in towns like Ashland where the quantity of renters is high, but the qualifications as tenants can be lower. Henry Houden explained that they make their tenant qualifications flexible to fit the community's needs, but they do have an on-site vetting process that will address the needs of the tenant profiles in the specific community. They also have

experience in other rural communities which are even smaller than Ashland (with populations around 2,000), all the way up to Madison, Milwaukee and the Minneapolis area. Therefore, they are well equipped to adapt to identify and adapt to the specificities of the communities they serve.

Mayor Lewis explained that the City was connected with Commonwealth through a strong recommendation from Senator Janet Bewley, and stated that she is grateful for their proposal.

Motion to recommend approval of the proposed residential proposal for the Timeless Timber site by The Commonwealth Companies to City Council by Ana Tochtermann, seconded by Liz Franek. Passed unanimously.

Request for Proposals: Timeless Timber Residential Redevelopment



The Commonwealth Companies

October 12th, 2020

TAB 1:

Interest and Qualifications



Cover Letter & Statement of Interest

Commonwealth Development Corporation (“Commonwealth”) appreciates the opportunity to respond to the Timeless Timber Residential Redevelopment RFP. We believe that Commonwealth’s expertise and capacity make us an excellent choice as a developer of a 100% LIHTC multi-family development. We are confident that we will achieve the desired results of building an exciting housing development that is both relevant and successful in the Ashland housing market, and adding much needed quality, safe, and affordable housing to its residents.

Commonwealth prides itself in creating affordable housing that exceeds the expectations for both our partners and the municipalities in which we work and develop. This is evidenced by our development team, comprised of housing experts who have completed multi-family developments all over the state of Wisconsin and understand the expectations and requirements of the City of Ashland. Commonwealth has received an award of Low-Income Housing Tax Credits (LIHTC) from WHEDA every year since 2001 and understands the unique nature of the competitive application process. We understand the importance of securing other sources of funds in order to deliver on the expectation that all individuals deserve a high-quality place to call home.



Commonwealth is one of the largest affordable housing developers in the country receiving 10 low income housing tax credit (LIHTC) awards in 2020 alone. We have achieved this success through thinking creatively and leveraging multiple sources of financing for each project we develop. Commonwealth’s qualifications will be demonstrated in more detail in Tab 2 of this proposal. In addition to Commonwealth’s development expertise, we also have a tenured and creative

architecture team that we utilize for a majority of our deals. M+A Design has worked extensively in and around Wisconsin and has designed cutting-edge developments throughout the area. We are fortunate to be able to collaborate on this project. Detailed resumes and company overviews for this partner are also included in Tab 2. We can assure you that this team of design professionals will execute and deliver a quality development that the City of Ashland will be proud of for decades to come.

Our proposed development will also be Wisconsin Green Built Home certified, which means that the residents will have lower utility costs. By keeping utility costs low, we know that residents will have increased discretionary money to spend, which will help to support the surrounding

community. We take great pride in the fact that all of the residents of the Timeless Timber development will be able to benefit from high-quality design, materials and construction. From the minute a resident enters their home, he or she will appreciate the considerate planning and design elements selected by our design team.

Commonwealth Companies is based in Fond du Lac, Wisconsin, however, the development office is located in Middleton, Wisconsin. The project team will be led by Henry Houden, Development Associate, and will be supported by the Development Services Team also located in the Middleton office. A detailed list of the project team is included Tab 2.

The following response to your Request for Proposal will outline our concept for a 100% affordable development for people of all ages. Our past experience as a developer and owner of affordable housing has allowed us to create a concept that we know will be successful in the Ashland market. Throughout this response we will share information about our company and experience developing dynamic projects in both Wisconsin and other areas around the country. We assure you that this type of development is what our team of professionals do every single day, and we are proud of our ability to provide affordable housing to individuals and families.

TAB 2:

Experience/Expertise of Developer



Commonwealth Development Corporation Summary of Experience, Qualifications & Bios

Years of LIHTC and Multifamily Experience

Commonwealth was formed in 2001 and it has always been our mission to build or renovate housing stock that provides high-quality, affordable properties for people to not just live, but to call home. The Commonwealth group recently merged with Mirus Partners which only strengthens our ability to successfully fulfill our mission. The three principals of Commonwealth, Kristi Morgan, Louie Lange, and Chris Jaye, have a combined 63 years of tax credit experience. In addition, the Commonwealth team consists of highly experienced developers, contractors, and property managers that bring extensive knowledge of unique and sophisticated financial structures inherent in the development of affordable housing. We consistently develop housing that exceeds expectations, adds value and enhances the lives of the residents we serve as well as the communities in which we work. We pursue and achieve these goals as a community partner – working closely with neighborhood leaders, urban planners, preservationists, as well as local and state organizations and governments.

Successful Completion of LIHTC Properties

The Commonwealth group has successfully completed 62 total projects throughout Wisconsin, with an additional 25 projects completed in other states. In addition, there are 23 projects in either the construction or pre-development stage which brings our current project portfolio total to 110. Please see the attached "Development Portfolio" for a detailed listing of projects.

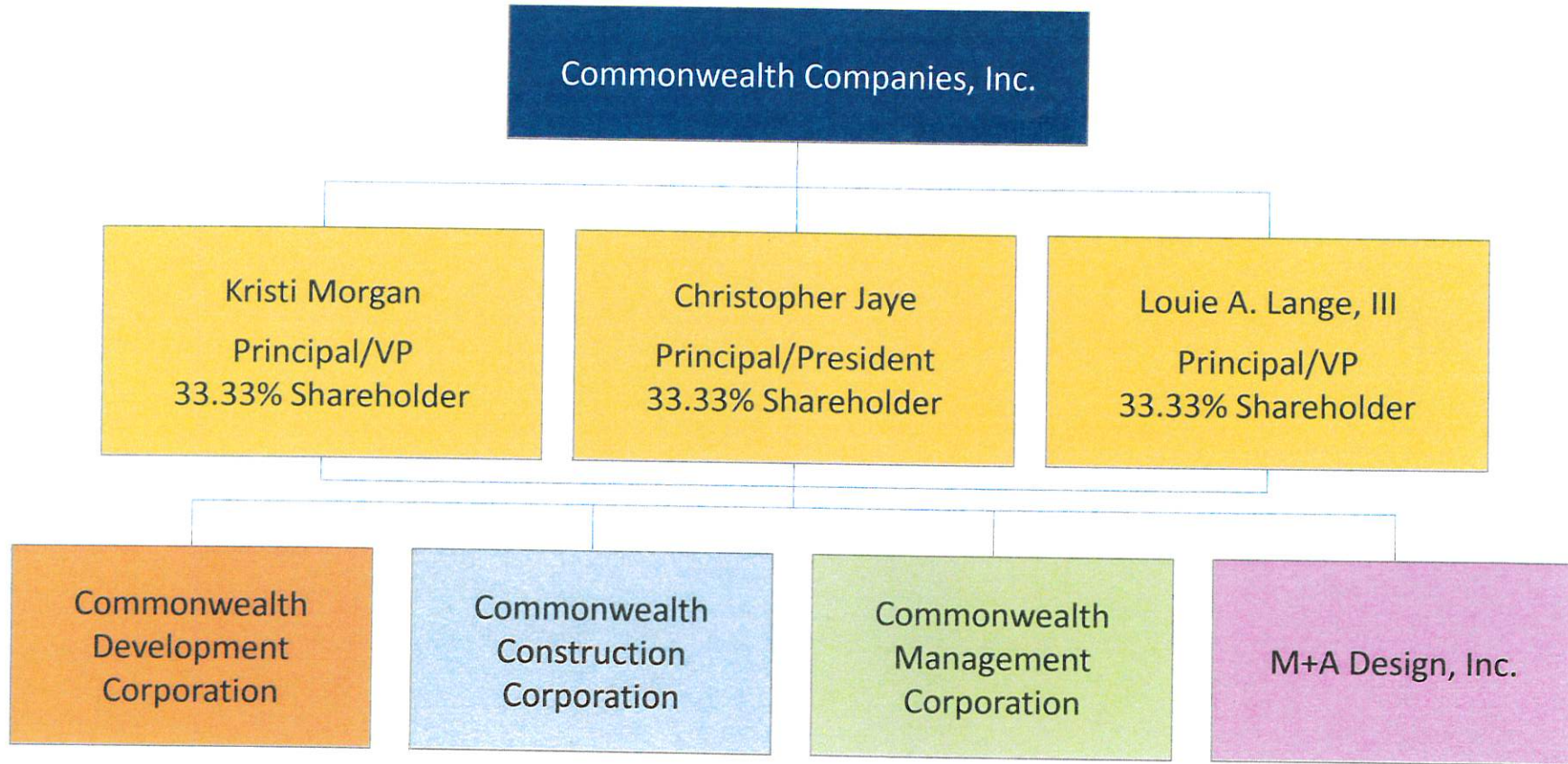
Performance of LIHTC Properties

Commonwealth's development portfolio has an average physical occupancy of 96.03% for the past 3 years and has received the highest score from Wisconsin Housing and Economic Development Authority for performance and occupancy percentage. Furthermore, all our properties are in good standing with no deficiencies.

Evaluation of Capacity

Commonwealth has built a track record based on delivering quality projects that meet or exceed the goals of our agency partners. We take great pride in ensuring that each project is delivered on time, on budget, and with an attention to detail that Commonwealth can take pride in for years to come. Having extensive experience in Wisconsin (over 65 completed projects), WHEDA has consistently ranked Commonwealth as one of the top developers in the state, and based on our success in Wisconsin we have become nationally recognized as one of the top affordable housing developers in the country (recently Ranked #11 by Affordable Housing Finance magazine).

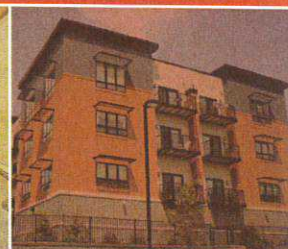
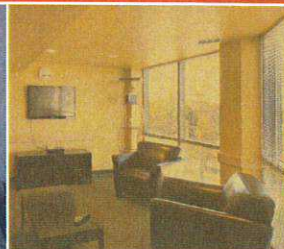
With 87 completed projects and a total development portfolio of 110, we believe our track record clearly displays our capacity to deliver on each commitment we make in a timely manner. We consistently deliver projects ahead of the IRS Placed in Service date requirements and are consistently one of the first developers to start construction on projects that receive a LIHTC award.



Development



It's more than just
development—
we call it inspiring a
community



Since 2001, it's been our mission to develop quality, affordable housing. The Commonwealth Development team is unique in our breadth of knowledge, experience and ability to deliver housing that exceeds expectations which also adds value and enhances the lives of the residents we serve and the communities in which we work. We pursue these goals as a community partner by working closely with neighborhood leaders, urban planners, state and local organizations and governments.



For more information, go to:

www.commonwealthco.net/development

920.922.8170

info@commonwealthco.net

DEVELOPMENT

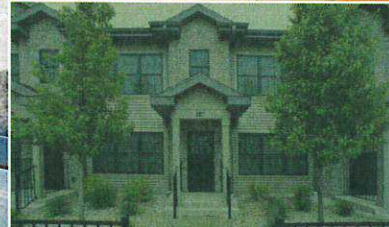
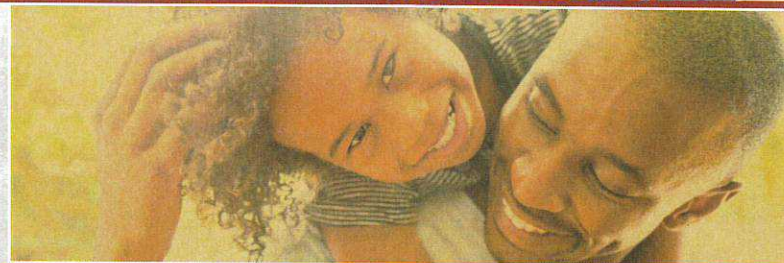
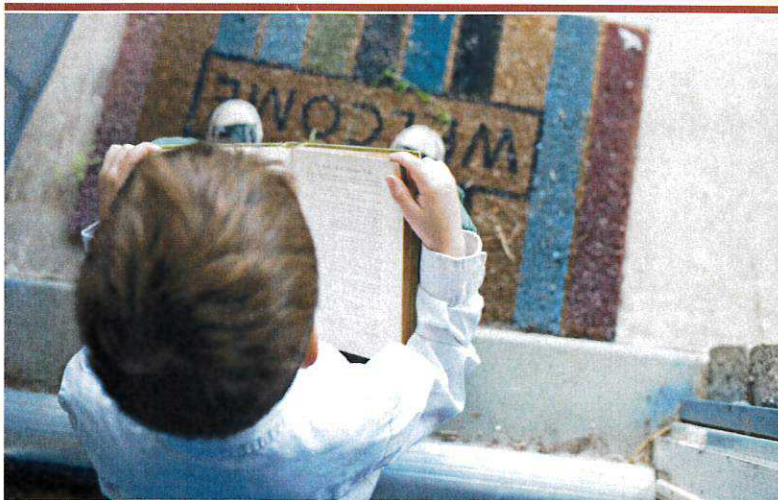
A team of highly experienced developers, contractors and property managers, Commonwealth brings extensive knowledge of unique and sophisticated financial structures inherent in the development of affordable housing, superior and cost-efficient construction processes, and state-of-the-art property operations to bear upon any project we develop and operate.

It's our mission to build or renovate housing stock that provides high-quality, affordable places for people to live. We seek to preserve and restore the architectural legacy of the communities in which we work.

Our team is unique in our breadth of knowledge, experience and ability to deliver housing that exceeds expectations, adds value and enhances the lives of the resident we serve and the communities we work in. We pursue these goals as a community partner; working closely with neighborhood leaders, urban planners, preservationists, as well as state and local organizations and governments.

FEATURED PROJECTS

● AUXILIARY COURT	West Bend, WI	60 Units for Seniors
● BLUE BELL LOFTS	Columbia City, IN	52 Units for Seniors
● MISSION VILLAGE OF GREELEY	Greeley, CO	50 Units for Families
● MISSION VILLAGE OF SHEBOYGAN	Sheboygan, WI	76 Units for Families
● NEWBURY PLACE	Ripon, WI	40 Units for Families
● WESTERN TOWNHOMES	Neenah, WI	68 Units for Families
● WILLIAM A. PASSAVANT	Milwaukee, WI	51 Units for Seniors



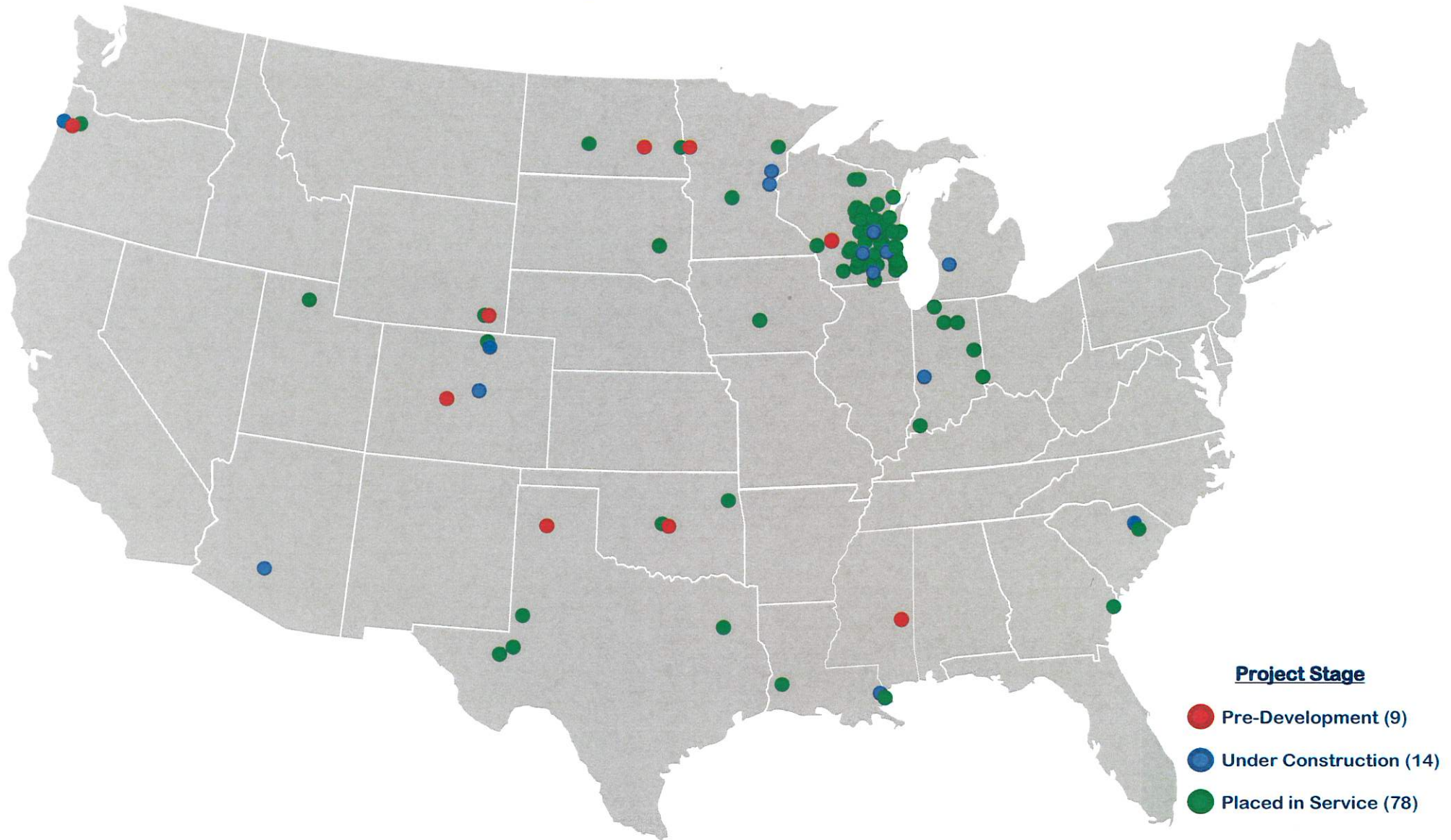
For more information, go to:

www.commonwealthco.net/development

920.922.8170

info@commonwealthco.net

Commonwealth Development Corporation Project Track Record



DEVELOPMENT PORTFOLIO

COMPLETE PROJECTS (PIS)	LOCATION	NUMBER OF UNITS	NUMBER OF LIHTC UNITS	TYPE OF PROPERTY	BUILDING TYPE
1 2 OAKS	NEW ORLEANS, LA	400	388	FAMILY	Midrise
2 15TH STREET FLATS	WILLMAR, MN	47	47	FAMILY	Midrise
3 ALGONQUIN MANOR	BROWN DEER, WI	80	34	SENIOR	Midrise
4 ATTWOOD POINTE APARTMENTS	FLORENCE, SC	52	52	FAMILY	Midrise
5 AUXILIARY COURT	WEST BEND, WI	59	55	SENIOR	Midrise
6 AVENUE COMMONS	ANDREWS, TX	60	50	FAMILY	Midrise
7 BARTON SCHOOL APARTMENTS	WEST BEND, WI	40	34	FAMILY	Historic School & Townhomes
8 BEACON AVENUE APARTMENTS	NEW LONDON, WI	40	34	FAMILY	Cottages
9 BROOKSTONE COMMONS	NEENAH, WI	52	48	SENIOR	Midrise
10 CORNERSTONE COMMONS	JOHNSTON, IA	62	62	SENIOR	Midrise
11 COTTAGES ON MAIN	HORTONVILLE	40	34	FAMILY	Cottages & Townhomes
12 CRAFTSMAN VILLAGE OF APPLETON	APPLETON, WI	64	64	FAMILY	Townhomes
13 CRAFTSMAN VILLAGE OF PLOVER	PLOVER, WI	40	39	SENIOR	Cottages & Townhomes
14 DUNBAR COMMONS	OKLAHOMA CITY, OK	52	52	SENIOR	Historic School
15 EASTLAND APARTMENTS	EVANSVILLE, IN	161	161	FAMILY	Midrise
16 ELEMENTARY SCHOOL APARTMENTS	SCHOFIELD, WI	36	33	FAMILY	Historic School & Townhomes
17 FAIRVIEW CROSSING	LAKE CHARLES, LA	275	275	FAMILY	Midrise
18 FOND DU LAC CENTER	MILWAUKEE, WI	24	24	FAMILY	Midrise
19 FOND DU LAC TOWNHOMES	FOND DU LAC, WI	48	48	FAMILY	Cottages
20 FOURTEEN91 LOFTS	MUNCIE, IN	72	72	FAMILY	Townhomes
21 FRIAR HOUSE FLATS	GREEN BAY, WI	40	34	FAMILY	Historic Adptv Reuse & Twnhomes
22 GARDEN VIEW SENIOR APARTMENTS	ELKHART, IN	55	55	SENIOR	Historic Factory
23 HARBORSIDE COMMONS	KENOSHA, WI	89	81	SENIOR	Midrise
24 HISTORIC APARTMENTS ON 4TH	MANDAN, ND	39	39	FAMILY	Historic School
25 HISTORIC BERLIN SCHOOL APTS.	BERLIN, WI	40	34	FAMILY	Historic School
26 HISTORIC BLUE BELL LOFTS	COLUMBIA CITY, IN	52	52	SENIOR	Historic Adaptive Reuse
27 HISTORIC LINCOLN SCHOOL	SHAWANO, WI	24	24	FAMILY	Historic School
28 INDIANHEAD COTTAGES	MOSINEE, WI	24	23	FAMILY	Cottages
29 JEFFERSON STREET APARTMENTS	RIPON, WI	24	23	FAMILY	Midrise & Townhomes
30 LAWLER SCHOOL LOFTS	PRAIRIE DU CHEIN, WI	40	34	FAMILY	Historic School
31 LISBON TERRACE	MILWAUKEE, WI	24	24	FAMILY	Midrise
32 LITTLE CROW APARTMENTS	WARSAW, IN	42	42	FAMILY	Historic Adaptive Reuse
33 LYNNDALE VILLAGE	GRAND CHUTE, WI	60	52	SENIOR	Midrise & Cottages
34 MADISON PLACE	BEAVER DAM, WI	62	55	SENIOR	Midrise
35 MARQUETTE MANOR	MILWAUKEE, WI	74	32	SENIOR	Midrise
36 MEADOWLAWN PLAZA	MITCHELL, SD	105	105	FAMILY	Midrise
37 MISSION VILLAGE OF CHEYENNE	CHEYENNE, WY	41	41	FAMILY	Midrise
38 MISSION VILLAGE OF DODGEVILLE	DODGEVILLE, WI	40	34	FAMILY	Cottages
39 MISSION VILLAGE OF GREELEY	GREELEY, CO	50	50	FAMILY	Cottages & Townhomes
40 MISSION VILLAGE OF KAUKAUNA	KAUKAUNA, WI	60	51	FAMILY	Cottages
41 MISSION VILLAGE OF JACKSONVILLE	JACKSONVILLE, TX	48	48	FAMILY	Cottages
42 MISSION VILLAGE OF MENASHA	MENASHA, WI	66	66	SENIOR	Cottages
43 MISSION VILLAGE OF MONAHANS	MONAHANS, TX	49	44	FAMILY	Cottages
44 MISSION VILLAGE OF PECOS	PECOS, TX	60	49	FAMILY	Cottages
45 MISSION VILLAGE OF PLOVER I	PLOVER, WI	36	35	FAMILY	Cottages & Townhomes
46 MISSION VILLAGE OF PLOVER II	PLOVER, WI	24	22	FAMILY	Cottages
47 MISSION VILLAGE OF SHEBOYGAN	SHEBOYGAN, WI	76	73	FAMILY	Cottages
48 MISSION VILLAGE OF TAHLEQUAH	TAHLEQUAH, OK	24	21	SENIOR	Cottages
49 MONROE STREET APARTMENTS	WATERLOO, WI	24	22	FAMILY	Midrise
50 NEW VILLAGE	MILWAUKEE, WI	24	24	FAMILY	Townhomes
51 NEWBURY PLACE APARTMENTS	RIPON, WI	40	40	FAMILY	Adaptive Reuse & Townhomes
52 PARISH SCHOOL APARTMENTS	FOND DU LAC, WI	47	40	FAMILY	2 Historic Schools & Townhomes
53 PARK PLACE	REEDSBURG, WI	48	43	SENIOR	Midrise
54 PARKCREST APARTMENTS	MADISON, WI	128	128	FAMILY	Garden-Style
55 PIONEER RIDGE	WISCONSIN DELLS, WI	72	61	FAMILY	Cottages
56 PLEASANT VIEW TOWNHOMES	PLYMOUTH, WI	24	23	FAMILY	Townhomes
57 PRESERVE AT CHATHAM PARKWAY	SAVANNAH, GA	144	144	FAMILY	Midrise
58 PRINCE HALL VILLAGE	MILWAUKEE, WI	24	24	FAMILY	Midrise & Townhomes
59 RIDGECREST APARTMENTS	MADISON, WI	127	127	FAMILY	Garden-Style

60	RIVERSIDE	FOND DU LAC, WI	46	41	SENIOR	Midrise
61	SEDGEMEADOW	ELKHORN, WI	48	43	SENIOR	Midrise
62	ST. PETER'S RCAC	FOND DU LAC, WI	46	43	SENIOR	Historic Adaptive Reuse
63	STATION SQUARE	ROY, UT	31	25	SENIOR	Midrise
64	SUNSET VILLAGE	ALBANY, OR	40	40	FAMILY	Midrise
65	THE EDGE ARTIST FLATS	FARGO, ND	42	42	FAMILY	Midrise
66	THE ELEMENT	SUN PRAIRIE, WI	240	174	FAMILY	Garden-Style
67	THE GLOBE	WATERTOWN, WI	48	44	FAMILY	Midrise
68	THE LANDINGS	MITCHELL, SD	31	13	FAMILY	Townhomes
69	THE ROYAL	MADISON, WI	48	40	FAMILY	Midrise
70	THE VILLAGE ON WATER	MARINETTE, WI	49	42	FAMILY	Cottages
71	TOWNHOMES AT CRAFTSMAN VLG	PLOVER, WI	44	44	FAMILY	Townhomes
72	TRINITY ARTIST SQUARE	FOND DU LAC, WI	35	35	FAMILY	Townhomes
73	UNION SQUARE APARTMENTS	APPLETON, WI	50	50	FAMILY	Midrise & Townhomes
74	WATERVIEW APARTMENTS	LAWRENCEBURG, IN	64	64	FAMILY	Garden-Style
75	WESTERN TOWNHOMES	NEENAH, WI	68	64	FAMILY	Townhomes
76	WHITE PINES	CLOUQUET, MN	35	35	FAMILY	Midrise
77	WILLIAM A. PASSAVANT	MILWAUKEE, WI	51	51	SENIOR	Historic Adaptive Reuse
78	WOODSIDE TERRACE	BELOIT, WI	120	116	FAMILY	Garden-Style
COMPLETED PROJECTS: 78		COMPLETED UNITS:	4910	4531		
PROJECTS UNDER CONSTRUCTION		LOCATION	NUMBER OF UNITS	NUMBER OF LIHTC UNITS	TYPE OF PROPERTY	BUILDING TYPE
79	CHEROKEE PLACE	NORTH BRANCH, MN	48	48	FAMILY	Cottages
80	HISTORIC WALNUT SQUARE	TERRE HAUTE, IN	40	40	FAMILY	Historic Adaptive Reuse
81	LYNNE VILLAGE	PHOENIX, AZ	96	96	FAMILY	Midrise
82	MAGNOLIA POINTE APARTMENTS	FLORENCE, SC	24	24	SENIOR	Cottages
83	MISSION VILLAGE OF EVANS	EVANS, CO	68	68	FAMILY	Townhomes & Cortages
84	MUSKEGO SCHOOL APARTMENTS	MUSKEGO, WI	40	34	SR. & FAMILY	Historic School & Townhomes
85	SURF VIEW VILLAGE	NEWPORT, OR	110	110	FAMILY	Midrise
86	RIVER FLATS	JANESVILLE, WI	92	92	FAMILY	Midrise
87	THE EDGE FLATS ON SEWARD	GRAND RAPIDS, MI	34	34	FAMILY	Midrise
88	THE REVEAL	NEW ORLEANS, LA	150	150	FAMILY	Midrise
89	THE RIDGE	COLORADO SPRINGS, CO	60	60	FAMILY	Midrise
90	HORICON SCHOOL APARTMENTS	HORICON, WI	40	40	FAMILY	Historic School
91	THE ACE APARTMENTS	MADISON, WI	70	59	FAMILY	Midrise & Townhomes
92	HILLTOP COTTAGES	PINE CITY, MN	35	35	FAMILY	Cottages
PROJECTS UNDER CONSTRUCTION: 14		UNITS UNDER CONSTRUCTION:	907	890		
PREDEVELOPMENT		LOCATION	NUMBER OF UNITS	NUMBER OF LIHTC UNITS	TYPE OF PROPERTY	BUILDING TYPE
93	CONFLUENT PARK	SALIDA, CO	48	48	FAMILY	Midrise
94	NORTH MOORHEAD VILLAGE	MOORHEAD, MN	46	46	FAMILY	Cottages
95	DELL RANGE SENIOR APTS.	CHEYENNE, WY	40	40	SENIOR	Midrise
96	EAGLE FLATS	JAMESTOWN, ND	33	33	FAMILY	Midrise
97	HULETT HOUSE	MERIDIAN, MS	32	26	FAMILY	Historic Adaptive Reuse
98	SOUTHERN COMMONS	OKLAHOMA CITY, OK	97	97	SENIOR	Midrise
99	SPARTAN LOFTS	SPARTA, WI	40	40	FAMILY	Historic School
100	53RD FLATS	CORVALLIS, OR	100	100	FAMILY	Midrise
101	THE COMMONS AT ST ANTHONY'S	AMARILLO, TX	124	124	SENIOR	Historic Adaptive Reuse
PREDEVELOPMENT PROJECTS: 9		PREDEVELOPMENT UNITS:	560	554		
TURNKEY PROJECTS		LOCATION	NUMBER OF UNITS	NUMBER OF LIHTC UNITS	TYPE OF PROPERTY	BUILDING TYPE
102	EVERGREEN MANOR	RHINELANDER, WI	50	50	SENIOR	Midrise
103	HISTORIC WEST ELEMENTARY	RHINELANDER, WI	24	24	SENIOR	Historic School
104	PARK VIEW APARTMENTS - RAD	ANTIGO, WI	84	84	SENIOR	Preservation/Rehab
TURNKEY PROJECTS: 3		TURNKEY UNITS:	158	158		
COMPLETED & SOLD		LOCATION	NUMBER OF UNITS	NUMBER OF LIHTC UNITS	TYPE OF PROPERTY	BUILDING TYPE
105	COLUMBIA SQUARE	MILWAUKEE, WI	22	22	SENIOR	Midrise

106	LAKEFRONT MANOR	OSHKOSH, WI	66		SENIOR	Midrise & Cottages
107	RIVER BEND SENIOR VILLAGE	WEST BEND, WI	52		SENIOR	Midrise
108	SPRINGBROOK VILLAGE	BURLINGTON, WI	48		SENIOR	Midrise
109	SUNRISE VILLAGE	SOUTH MILWAUKEE, WI	48		SENIOR	Midrise
110	WOODVIEW SENIOR APARTMENTS	MUSKEGO, WI	24		SENIOR	Midrise
COMPLETED & SOLD PROJECTS: 6		TURNKEY UNITS:	260	22		
TOTAL PROJECTS: 110		TOTAL UNITS	6795	6155		

Development Team

- **Developer: Commonwealth Development Corporation**
 - Henry Houden, Development Associate
h.houden@commonwealthco.net
(608) 627-5667
- **General Contractor: Commonwealth Construction Corporation**
 - Christopher Kyte, Senior VP of Construction
c.kyte@commonwealthco.net
(920) 214-8235
- **Property Manager: Commonwealth Management Corporation**
 - Jennifer Yeagley, Senior VP of Management
j.yeagley@commonwealthco.net
(920) 579-1029
- **Architect: M+A Design Incorporated**
 - Ben Marshall, Senior VP of Architecture
b.marshall@madesigninc.net
(608) 225-6805
- **Attorney: Reinhart Boerner Van Deuren S.C.**
 - William Cummings, Attorney at law, Shareholder
wcummings@reinhartlaw.com
(414) 298-8330



Meet Henry Houden



DEVELOPMENT ASSOCIATE

Commonwealth Development
Corporation

📍 Middleton, WI

📞 Phone: 608.824.2290

✉️ h.houden@commonwealthco.net

Commonwealth is...

“a place that takes care of their employees as people before anything else.”

Focus: Procure new development opportunities, secure debt and tax credit equity packages, and assist with on-going project management to ensure project plans are being met. Also, provides in-depth involvement with on-going projects, as well as new-site analysis.

Experience: Henry previously worked on a development and acquisitions team in the Twin Cities area, where he primarily focused on underwriting new 4% tax-exempt bond acquisitions and developments, project management and assisted in securing over \$50 million worth of new business. Henry also helped secure the on-going 4th Internal Freddie Mac Securitization utilizing a fixed-income structure, valued at an estimated \$130 million.

Impressive Facts: Henry played football at the University of Wisconsin-Madison, and was named to an all-academic Big Ten team.

Fun Stuff: Henry comes from a family of five, who enjoys skiing, golfing, football, and basketball. One of his favorite things to do as a family is snow skiing in Montana every winter.



For more information, go to:

www.commonwealthco.net/development

📞 920.922.8170

✉️ info@commonwealthco.net

Meet Kristi Morgan



PRINCIPAL & PRESIDENT

The Commonwealth Companies
Commonwealth Development
Corporation

📍 Middleton, WI

📞 Phone: 920.238.3701

✉️ k.morgan@commonwealthco.net

Commonwealth is...

“a company that prides itself on providing safe affordable housing for families in need.”

Focus: Provides strategic leadership and oversight to the company to establish long-term goals, maximize revenues, and advance the company. Formulates and manages the company's strategic and organizational tactics with a specific focus on Commonwealth Development Corporation. Cultivates relationships to improve Commonwealth's success by making a sound commitment to the team, long-term partners, and relationships with lenders, investors, professional partners, and the communities we serve.

Experience: Kristi has over 25 years of extensive experience in real estate management, development, real estate feasibility analysis, IRS Section 42 Tax Credit Program, HUD Section 8 housing, Tax Exempt Bond Financing Programs on local, state, and federal levels, capital and operational budgeting, property inspection and evaluation. She received her Bachelor's degree in Business from the University of Wisconsin-Madison.

Impressive Facts: Kristi has personally developed more than \$305 million dollars in affordable housing, netting over 2,900 units.

Fun Stuff: Kristi loves to travel, spend time with family and friends, being challenged and finding a way to overcome the challenge. She is also an avid reader.



For more information, go to:

www.commonwealthco.net/development

📞 920.922.8170

✉️ info@commonwealthco.net



Meet Christopher Jaye



PRINCIPAL & PRESIDENT

The Commonwealth Companies
Commonwealth Management
Corporation

📍 Middleton, WI

📞 Phone: 608.824.2294

✉️ c.jaye@commonwealthco.net

Commonwealth is...

“an opportunity to make a difference in our communities.”

Focus: Oversees and leads the development services and asset management areas of the company, including portfolio performance and dispositions.

Experience: Chris has over 20 years of experience in multifamily finance with a focus on affordable housing. Prior to concentrating on real estate development in 2007, Chris spent 12 years involved in the acquisition and syndication of affordable housing developments, most recently as a Vice President of Acquisitions for a national provider of debt and equity financing. He received his degree in Political Science from the University of Wisconsin – Madison.

Impressive Facts: Before focusing on development, Chris served two terms on the Affordable Housing Investors Council Board of Governors.

Fun Stuff: Chris enjoys spending time with his wife, three children, and one of his two dogs.



For more information, go to:

www.commonwealthco.net/management

📞 920.922.8170

✉️ info@commonwealthco.net



Meet Louie Lange III



PRINCIPAL & PRESIDENT

The Commonwealth Companies
Commonwealth Construction
Corporation

📍 Fond du Lac, WI

📞 Phone: 920.238.3701

✉️ l.lange@commonwealthco.net

Commonwealth is...

“a true community partner who works with everyone from urban planners and government agencies to neighborhood leaders and preservationists.”

Focus: Continuing to grow the firm that started in his basement, to a team in excess of 300 people and \$100 million in annual revenue. Louie has a keen eye for maximizing revenue opportunities from every opportunity in the development, construction and property management of real estate. Many times, this desire has led to horizontal and vertical integration of Commonwealth's business through partnerships, acquisitions and the “start-up” of new ventures. More recently, shifted his main leadership focus to capitalize on opportunities and strengths within Commonwealth Construction Corporation.

Experience: Louie Lange III received his Bachelor of Science degree in Business Administration and Management from Marquette University and an MBA from the University of Notre Dame – Mendoza College of Business. A former officer in the United States Marine Corps, Louie is the founder of The Commonwealth Companies, which was established in 2001.

Impressive Facts: Commonwealth has received the Wisconsin Builder's Association Developer-of-the-Year Award in 2008, the Avenues West Association Community Investment Award in 2012, the Marian University Economic Development Award in 2012 and the Wisconsin Main Street Award for Best New Building Project 2013, the Wisconsin Main Street Award for Best Adaptive Reuse Project 2013.

Fun Stuff: Louie loves to travel and experience new places especially with his family and friends – throw in outdoor activities such as hiking, skiing or hunting followed up with a drink around a fire and he is in his happy place.



For more information, go to:

www.commonwealthco.net/construction

📞 920.922.8170

✉️ info@commonwealthco.net

Meet Daniel Kroetz



SENIOR VICE PRESIDENT - DEVELOPMENT

Commonwealth Development
Corporation

📍 Middleton, WI

📞 Phone: 608.438.8415

✉️ d.kroetz@commonwealthco.net

Commonwealth is...

“a team of talented individuals collectively focused on changing the lives of others by providing a safe, secure, and affordable place to call home.”

Focus: Providing leadership and oversight of development operations. Dan works closely with developers and the development services staff to facilitate all phases of the development process in an efficient and successful manner.

Experience: Dan has over 18 years of real estate experience. In his previous role, he was involved with the acquisition and development of over \$500 million of affordable housing, totaling approximately 3,500 units. Dan attended the University of Wisconsin – Madison where he earned his Bachelor's degree in Finance, Investment & Banking and Real Estate & Urban Land Economics.

Impressive Facts: Prior to joining Commonwealth, Dan was involved with a dozen permanent supportive housing developments that garnered numerous awards. These developments addressed affordability while also providing the supportive services necessary to ensure that residents remained housed. These facilities provided housing options for veterans, persons recovering from mental illness, persons with hearing or vision loss, and the homeless.

Fun Stuff: Dan enjoys spending time with his wife and their two young children. Traveling to new places, boating, campfires, and cheering on the Wisconsin Badgers are a few of his favorite things.



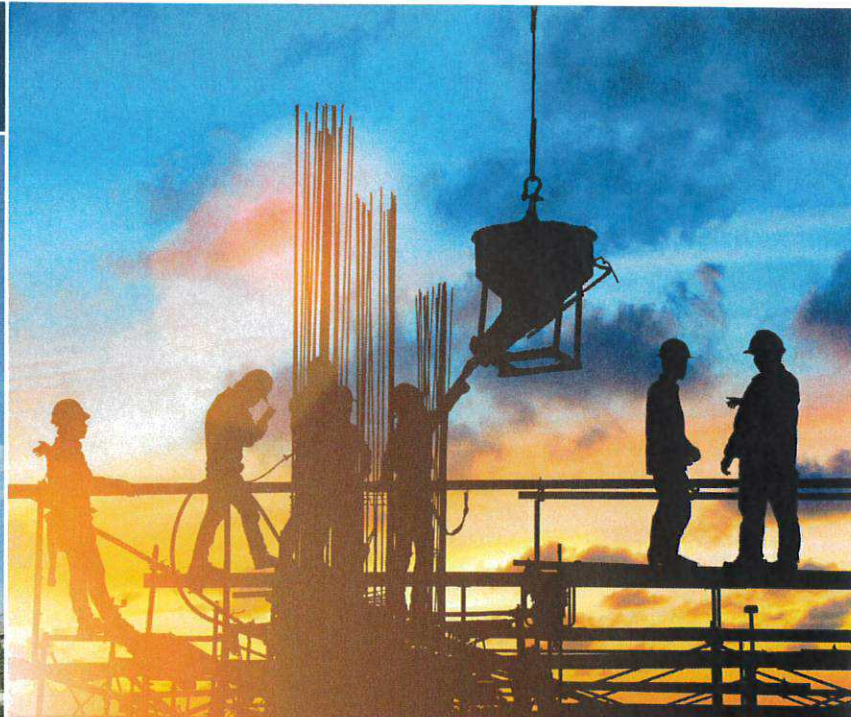
For more information, go to:

www.commonwealthco.net/development

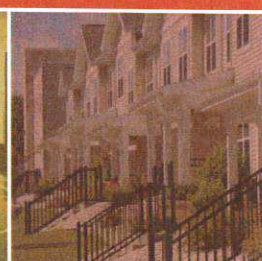
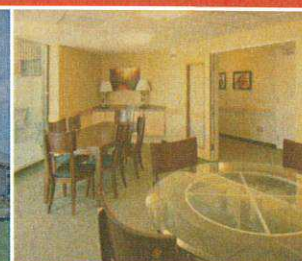
📞 920.922.8170

✉️ info@commonwealthco.net

Construction



**We build to last
and have lifelong
impact**



Commonwealth is unique in our breadth of knowledge, experience and ability to deliver housing that exceeds expectations, adds value and enhances the lives of the residents we serve and the communities in which we work. Our new construction developments are constantly evolving to provide our residents with the amenities and design features that they are looking for in the place they call home.



For more information, go to:

www.commonwealthco.net/construction

920.922.8170

info@commonwealthco.net

CONSTRUCTION



COMMERCIAL

Commercial construction is an ever-changing and fast-paced field that requires experience to keep projects on time and on budget. Commonwealth Construction's team of knowledgeable and conscientious managers give the customer an advantage over our competitors. Our diverse experience, both at the management level and in the field, makes us the right choice for all commercial construction projects.

CONSTRUCTION MANAGEMENT

Commonwealth Construction's goal is to work effectively with all members of the construction team to ensure a quality project that is on time and on budget. From the very beginning stages of any project, Commonwealth ensures that our customers' desires are the top priority. We pride ourselves on customer satisfaction on all projects. Whether it's design/build or hard bid, Commonwealth strives to complete the project with the owner's best overall value in mind without compromising quality.

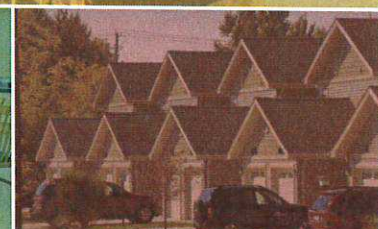
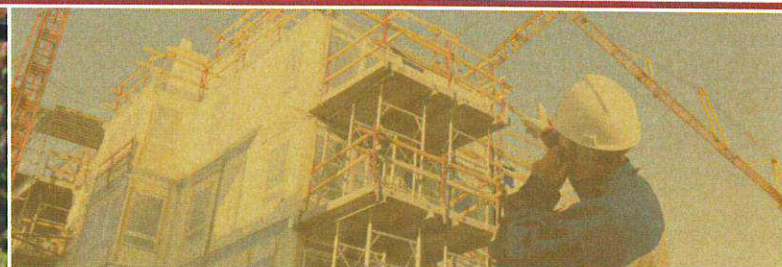
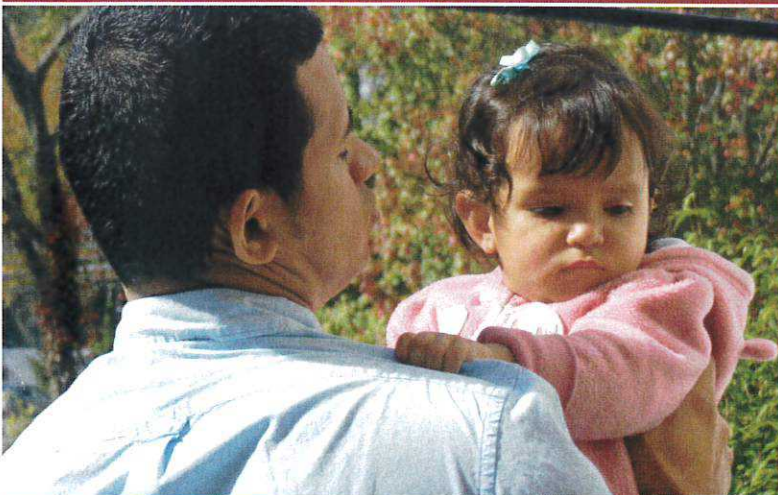
MULTI-FAMILY

Commonwealth Construction's expertise in multi-family construction offers the customer a superior advantage on all levels. From design to construction, value engineering to efficiency, we can provide an end product that will provide the owner with marketable units a cut above the rest. Multi-family construction can be challenging, but Commonwealth is prepared to help you with all aspects to successfully complete the project.

FEATURED PROJECTS

- 2 OAKS
- MADISON ON BROADWAY
- BEACON AVENUE COTTAGES
- BLUE BELL LOFTS
- MISSION VILLAGE OF GREELEY
- PORTER HOUSE
- MISSON VILLAGE OF PECOS
- EXCHANGE @ 104
- WILLIAM A. PASSAVANT
- IMMEL INSURANCE BUILDING
- AMNICON FALLS VISITOR CENTER

New Orleans, LA	400 Units for Families
Madison, WI	48 Units for Families
New London, WI	40 Units for Families
Columbia City, IN	52 Units for Seniors
Greeley, CO	50 Units for Families
Greeley, CO	100 Units for Families
Pecos, TX	60 Units for Families
Fond du Lac, WI	48 Units for Families
Milwaukee, WI	51 Units for Seniors
Taycheedah, WI	New Office Building
Amnicon, WI	Visitor Center



For more information, go to:

www.commonwealthco.net/construction

920.922.8170

info@commonwealthco.net

COMMONWEALTH CONSTRUCTION CORPORATION

COMPLETED PROJECTS

DEVELOPMENT NAME	LOCATION	CONST. TYPE	# OF UNITS	PROPERTY TYPE
Auxiliary Court	West Bend, WI	New Construction	59	Elderly
Attwood Pointe Apartments	Florence, SC	New Construction	52	Family
Barton School Apartments	West Bend, WI	Adaptive Reuse	40	Family
Beacon Avenue Cottages	New London, WI	New Construction	40	Family
Cottages on Main	Hortonville, WI	New Construction	40	Family
Craftsman Village of Appleton	Appleton, WI	New Construction	64	Family
Craftsman Village of Plover	Plover, WI	New Construction	40	Elderly
Elementary School Apts.	Schofield, WI	Adaptive Reuse	36	Family
Evergreen Manor	Rhineland, WI	NC & Rehab	50	Elderly
Fond du Lac Center	Milwaukee, WI	New Construction	24	Family
Fond du Lac Townhomes	Fond du Lac, WI	New Construction	48	Family
Fourteen91 Lofts	Muncie, IN	Adaptive Reuse	72	Family
Friar House Flats	Green Bay, WI	Adaptive Reuse	40	Family
Garden View Senior Apts.	Elkhart, IN	Adaptive Reuse	55	Elderly
Historic Apartments on 4th	Mandan, ND	Adaptive Reuse	39	Family
Historic Berlin School Apts.	Berlin, WI	Adaptive Reuse	40	Family
Historic Blue Bell Lofts	Columbia City, IN	Adaptive Reuse	52	Elderly
Historic Lincoln School	Shawano, WI	Adaptive Reuse	24	Family
Historic West Elementary	Rhineland, WI	Adaptive Reuse	24	Elderly
Indianhead Cottages	Mosiness, WI	NC & Rehab	24	Family
Jefferson Street Apartments	Ripon, WI	New Construction	24	Family
Lawler School Lofts	Prairie du Chein, WI	Adaptive Reuse	40	Family
Lisbon Terrace	Milwaukee, WI	New Construction	24	Family
Little Crow Lofts	Warsaw, IN	Adaptive Reuse	42	Family
Lynndale Village	Grand Chute, WI	New Construction	60	Elderly
Mission Village of Cheyenne	Cheyenne, WY	New Construction	41	Family
Mission Village of Dodgeville	Dodgeville, WI	New Construction	40	Family
Mission Village of Greeley	Greeley, CO	New Construction	50	Family
Mission Village of Jacksonville	Jacksonville, TX	New Construction	48	Family
Mission Village of Kaukauna	Kaukauna, WI	New Construction	60	Family
Mission Village of Menasha	Menasha, WI	New Construction	66	Elderly
Mission Village of Monahans	Monahans, TX	New Construction	49	Family
Mission Village of Pecos	Pecos, TX	New Construction	60	Family
Mission Village of Plover I	Plover, WI	New Construction	36	Family
Mission Village of Plover II	Plover, WI	New Construction	24	Family
Mission Village of Sheboygan	Sheboygan, WI	New Construction	76	Family
Mission Village of Tahlequah	Tahlequah, OK	New Construction	24	Elderly
New Village	Milwaukee, WI	New Construction	24	Family
Newbury Place Apartments	Ripon, WI	Adaptive Reuse	40	Family
Parish School Apartments	Fond du Lac, WI	Adaptive Reuse	47	Family

Park View Apartments-RAD	Antigo, WI	Rehab	84	Elderly
Pleasant View Townhomes	Plymouth, WI	New Construction	24	Family
Prince Hall Village	Milwaukee, WI	New Construction	24	Family
Riverside Apartments	Fond du Lac, WI	New Construction	46	Elderly
St. Peter's RCAC	Fond du Lac, WI	NC & Rehab	46	Elderly
Station Square	Roy, UT	New Construction	31	Elderly
Sunset Village Apartments	Albany, OR	New Construction	40	Family
The Edge Artist Flats	Fargo, ND	New Construction	42	Family
The Village on Water	Marinette, WI	New Construction	49	Family
Townhomes at Craftsman Vlg.	Plover, WI	New Construction	44	Family
Trinity Artist Square	Fond du Lac, WI	NC & Rehab	35	Family
Union Square Apartments	Appleton, WI	New Construction	50	Family
Western Townhomes	Neenah, WI	New Construction	68	Family
William A. Passavant	Milwaukee, WI	NC & Rehab	51	Elderly

Completed Projects: 54

of Completed Units: 2372

UNDER CONSTRUCTION PROJECTS

DEVELOPMENT NAME	LOCATION	CONST. TYPE	# OF UNITS	PROPERTY TYPE
Horicon School Apartments	Horicon, WI	Adaptive Reuse	40	Family
Lynne Village	Phoenix, AZ	New Construction	96	Family
Magnolia Point Apartments	Florence, SC	New Construction	24	Elderly
Mission Village of Evans	Evans, CO	New Construction	68	Family
Muskego School Apartments	Muskego, WI	Adaptive Reuse	40	Elderly/Family
River Flats	Janesville, WI	New Construction	92	Family
Surf View Village	Newport, OR	New Construction	110	Family
The Ace	Madison, WI	New Construction	70	Family
The Edge Flats on Seward	Grand Rapids, MI	New Construction	34	Family
The Ridge Apartments	Colorado Springs, CO	New Construction	60	Family

Projects Under Construction: 10

of Units Under Construction: 634

THIRD PARTY PROJECTS

DEVELOPMENT NAME	LOCATION	CONST. TYPE	# OF UNITS	PROPERTY TYPE
Appleton Heights Townhomes	Milwaukee, WI	New Construction	18	Family
Exchange @ 104	Fond du Lac, WI	Adaptive Reuse	48	Family
Garfield Park	Milwaukee, WI	Adaptive Reuse	69	Family
Glendale Heights Townhomes	Milwaukee, WI	New Construction	18	Family
Meadowlawn Plaza	Mitchell, SD	Rehab	105	Family
Parkcrest Apartments	Madison, WI	Rehab	128	Family
Pioneer Ridge	Wisconsin Dells, WI	New Construction	72	Family
Porter House Apts.	Greeley, CO	New Construction	100	Family
The Element	Sun Prairie, WI	Rehab	240	Family
The Royal	Madison, WI	New Construction	48	Family

Third-Party Projects: 10

of Third-Party Units: 846

TOTAL PROJECTS: 74

TOTAL UNITS: 3852

Updated 7/23/2020

Meet Brent Schumacher



EXECUTIVE VICE PRESIDENT

Commonwealth Construction
Corporation

📍 Fond du Lac, WI

📞 Phone: 920.238.3745

✉️ bschumacher@commonwealthco.net

Commonwealth is...

“knowing that our projects are truly helping people.”

Focus: Working together with development, construction, and management in all aspects of the business.

Experience: Brent has over 20 years experience in the construction industry and development. He received his bachelor's degree in Business Administration from Marquette University. Prior to joining Commonwealth in 2008, working for a family construction business gave Brent the expertise to work in the development part of the industry on many commercial and residential projects.

Impressive Facts: Brent loves his role at Commonwealth because it is both very challenging and rewarding. You cannot only see the tangible successes daily, but you can see the good that they do for the final customer as well. The other part of his role that Brent loves is the work environment and the people he works with. Brent says, "I could not ask for a better family-orientated environment to work in."

Fun Stuff: Brent finds enjoyment in hunting and fishing with friends and family.



For more information, go to:

www.commonwealthco.net/construction

📞 920.922.8170

✉️ info@commonwealthco.net

Meet Christopher Kyte



SENIOR VICE PRESIDENT - CONSTRUCTION

Commonwealth Construction
Corporation

📍 Fond du Lac, WI

📞 Phone: 920.214.8235

✉️ c.kyte@commonwealthco.net

Commonwealth is...

“a company having dignity and purpose,
with a team collectively focused on
providing a great product and
enhancing the communities we serve.”

Focus: In providing general leadership and oversight of construction operations for The Commonwealth Companies, Chris is responsible for the seamless execution of our projects in the field. Chris provides support to project and site management staff during construction, ensuring all phases and partners involved in the development of our facilities are successful.

Experience: Chris received his Bachelor of Science degree in Civil & Environmental Engineering from the University of Wisconsin-Madison, with an emphasis in Construction Management and a Certificate in Business. Prior to joining Commonwealth, Chris worked in design-phase and project management for 18 years with a commercial building contractor, focused primarily on the construction of healthcare facilities and corporate headquarters.

Impressive Facts: Chris has been responsible for management and oversight of \$500M+ in construction projects throughout his career, impacting the landscape of many Wisconsin communities. Many of these projects received multiple awards in various publications.

Fun Stuff: When Chris and his wife are not “decompressing” by keeping up with their twin boys and their activities, he enjoys spending time with his five brothers and sisters along with his father in the Milwaukee area. A pair of running shoes and a bike are about all Chris needs in life besides that!



For more information, go to:

www.commonwealthco.net/construction

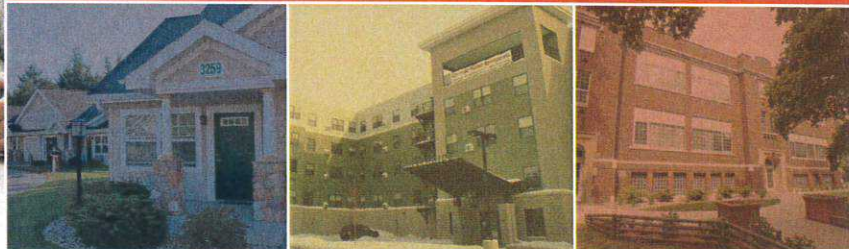
📞 920.922.8170

✉️ info@commonwealthco.net

Management



**We offer communities
a chance to develop,
grow, and inspire**



Management is key

Commonwealth Management Corporation is a national real estate investment management firm headquartered in Fond du Lac, Wisconsin, providing multi-family residential and commercial real estate owners and investors with a broad scope of realty services, including rehabilitation, property management, and repositioning of real estate assets.



For more information, go to:

www.commonwealthco.net/development

920.922.8170

info@commonwealthco.net

MANAGEMENT

THIRD PARTY MANAGEMENT

At Commonwealth, people are our priority. When we provide third party management, we know it has to be more than a "one-size-fits-all" approach. Way more. Our team develops relationships with our partners and clients to tailor a third party management solution that addresses specific community needs. We'll listen, collaborate, and develop a plan that accomplishes your goals. Then, together, we'll create a home unlike any other.

ASSET RENOVATION

Commonwealth Management has worked closely with Commonwealth Construction on numerous renovation projects. These projects have involved both the adaptive reuse of an existing building of historic significance and the renovation of existing housing stock. Commonwealth Management Corporation has the experience to position properties so they flourish in their respective marketplace.

ASSET REPOSITIONING

Knowledge of the marketplace and implementing creative ideas has helped Commonwealth become an industry leader in asset reposition. Commonwealth is able to use its understanding of the market area and trends in order to maximize a property owner's investment and long-term goals.

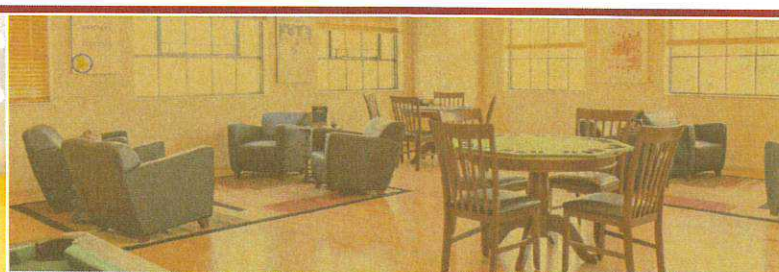
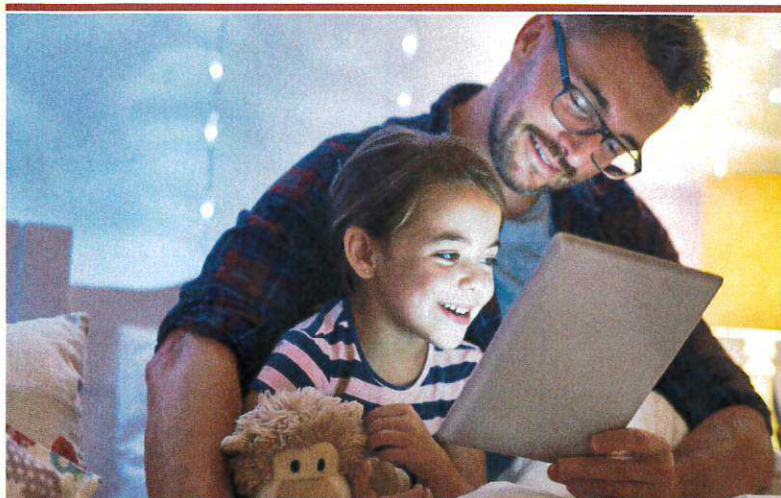
LEASE-UP CAMPAIGN

Commonwealth's team has a track record of success with lease-up campaigns, new products, recycled products or distressed products being brought back from the brink. Our extreme diligence and proactive approach has proven to be a valuable asset that ends up saving owners money.

FEATURED PROJECTS

Commonwealth has a total of over 4,100 units under management in the United States.

● AUXILIARY COURT	West Bend, WI	60 Units for Seniors
● BLUE BELL LOFTS	Columbia City, IN	52 Units for Seniors
● MISSION VILLAGE OF GREELEY	Greeley, CO	50 Units for Families
● MISSION VILLAGE OF MONAHANS	Monahans, TX	49 Units for Families
● MISSION VILLAGE OF SHEBOYGAN	Sheboygan, WI	76 Units for Families
● WILLIAM A. PASSAVANT	Milwaukee, WI	51 Units for Seniors



For more information, go to:

www.commonwealthco.net/development

920.922.8170

info@commonwealthco.net

COMMONWEALTH MANAGEMENT PORTFOLIO

PROPERTY	LOCATION	NUMBER OF UNITS	NUMBER OF LIHTC UNITS	TYPE OF PROPERTY
ALGONQUIN MANOR	BROWN DEER, WI	80	34	SENIOR
ATTWOOD POINTE APARTMENTS	FLORENCE, SC	52	52	FAMILY
AUXILIARY COURT	WEST BEND, WI	59	55	SENIOR
AVENUE COMMONS	ANDREWS, TX	60	50	FAMILY
BARTON SCHOOL APARTMENTS	WESTBEND, WI	40	34	FAMILY
BEACON AVENUE APARTMENTS	NEW LONDON, WI	40	34	FAMILY
BROOKSTONE COMMONS	NEENAH, WI	52	48	SENIOR
CORNERSTONE COMMONS	JOHNSTON, IA	62	62	SENIOR
COTTAGES ON MAIN	HORTONVILLE, WI	40	34	FAMILY
CRAFTSMAN VILLAGE OF APPLETON	APPLETON, WI	64	64	FAMILY
CRAFTSMAN VILLAGE OF PLOVER	PLOVER, WI	40	39	SENIOR
DUNBAR COMMONS	OKLAHOMA CITY, OK	52	52	SENIOR
EASTLAND APARTMENTS	EVANSVILLE, IN	161	161	FAMILY
ELEMENTARY SCHOOL APARTMENTS	SCHOFIELD, WI	36	33	FAMILY
FAIRVIEW CROSSING	LAKE CHARLES, LA	275	275	FAMILY
FRIAR HOUSE FLATS	GREENBAY, WI	40	34	FAMILY
FOND DU LAC CENTER	MILWAUKEE, WI	24	24	FAMILY
FOND DU LAC TOWNHOMES	FOND DU LAC, WI	48	48	FAMILY
FOURTEEN91 LOFTS	MUNCIE, IN	72	72	FAMILY
GARDEN VIEW SENIOR APARTMENTS	ELKHART, IN	55	55	SENIOR
GARFIELD PARK	MILWAUKEE, WI	69	69	FAMILY
HARBORSIDE COMMONS	KENOSHA, WI	89	81	SENIOR
HISTORIC BERLIN SCHOOL APTS.	BERLIN, WI	40	34	FAMILY
HISTORIC BLUE BELL LOFTS	COLUMBIA CITY, IN	52	52	SENIOR
HISTORIC LINCOLN SCHOOL	SHAWANO, WI	24	24	FAMILY
INDIANHEAD COTTAGES	MOSINEE, WI	24	23	FAMILY
JEFFERSON STREET APARTMENTS	RIPON, WI	24	23	FAMILY
LAWLER SCHOOL LOFTS	PRAIRIE DU CHEIN, WI	40	34	FAMILY
LISBON TERRACE	MILWAUKEE, WI	24	24	FAMILY
LITTLE CROW LOFTS	WARSAW, IN	42	42	FAMILY
LYNNDALE VILLAGE	GRAND CHUTE	60	52	SENIOR
MADISON PLACE	BEAVER DAM, WI	62	55	SENIOR
MARQUETTE MANOR	MILWAUKEE, WI	74	32	SENIOR
MISSION VILLAGE OF CHEYENNE	CHEYENNE, WY	41	41	FAMILY
MISSION VILLAGE OF DODGEVILLE	DODGEVILLE, WI	40	34	FAMILY
MISSION VILLAGE OF GREELY	GREELY, CO	50	50	FAMILY
MISSION VILLAGE OF JACKSONVILLE	JACKSONVILLE, TX	48	48	FAMILY
MISSION VILLAGE OF KAUKAUNA	KAUKAUNA, WI	60	51	FAMILY
MISSION VILLAGE OF MENASHA	MENASHA, WI	66	66	SENIOR
MISSION VILLAGE OF MONAHANS	MONAHANS, TX	49	44	FAMILY
MISSION VILLAGE OF PECOS	PECOS, TX	60	49	FAMILY
MISSION VILLAGE OF PLOVER I	PLOVER, WI	36	35	FAMILY
MISSION VILLAGE OF PLOVER II	PLOVER, WI	24	22	FAMILY
MISSION VILLAGE OF SHEBOYGAN	SHEBOYGAN, WI	76	73	FAMILY
MISSION VILLAGE OF TAHLEQUAH	TAHLEQUAH, OK	24	21	SENIOR
NEW VILLAGE	MILWAUKEE, WI	24	24	FAMILY

NEWBURY PLACE APARTMENTS	RIPON, WI	40	40	FAMILY
PARISH SCHOOL APARTMENTS	FOND DU LAC, WI	47	40	FAMILY
PARK PLACE	REEDSBURG, WI	48	43	SENIOR
PARKCREST APARTMENTS	MADISON, WI	128	128	FAMILY
PIONEER RIDGE	WISCONSIN DELLS, WI	72	61	FAMILY
PLEASANT VIEW TOWNHOMES	PLYMOUTH, WI	24	23	FAMILY
PRESERVE AT CHATHAM PARKWAY	SAVANNAH, GA	144	144	FAMILY
PRINCE HALL VILLAGE	MILWAUKEE, WI	24	24	FAMILY
RIDGECREST APARTMENTS	MADISON, WI	127	127	FAMILY
RIVERSIDE	FOND DU LAC, WI	46	41	SENIOR
SEDGEMEADOW	ELKHORN, WI	48	43	SENIOR
ST. PETER'S RCAC	FOND DU LAC, WI	46	43	SENIOR
THE ELEMENT	SUN PRAIRIE, WI	240	174	FAMILY
THE VILLAGE ON WATER	MARINETTE, WI	49	42	FAMILY
TOWNHOMES AT CRAFTSMAN VLG	PLOVER, WI	44	44	FAMILY
TRINITY ARTIST SQUARE	FOND DU LAC, WI	35	35	FAMILY
TWO OAKS	NEW ORLEANS, LA	400	388	FAMILY
UNION SQUARE APARTMENTS	APPLETON, WI	50	50	FAMILY
WATERVIEW APARTMENTS	LAWRENCEBURG, IN	64	64	FAMILY
WESTERN TOWNHOMES	NEENAH, WI	68	64	FAMILY
WILLIAM A. PASSAVANT	MILWAUKEE, WI	51	51	SENIOR
WOODSIDE TERRACE	BELOIT, WI	51	51	FAMILY
TOTAL PROJECTS: 68	TOTAL UNITS:	4420	4083	



Meet Jenni Yeagley



SENIOR VICE PRESIDENT - PROPERTY MANAGEMENT

Commonwealth Management
Corporation

📍 Fond du Lac, WI

📞 Phone: 920.579.1029

✉️ j.yeagley@commonwealthco.net

Commonwealth is...

“a company of caring people coming together to provide quality affordable housing and excellent customer service.”

Focus: Through collaboration with the Commonwealth Management team, we are focused on providing exceptional affordable housing for our residents and the communities we serve.

Experience: Jenni has over 25 years in the multifamily housing industry. Prior to joining Commonwealth, Jenni was the Regional Vice President with Wallick Communities and Regional Vice President with Herman & Kittle Properties. She received her MBA in Applied Management from Indiana Wesleyan University, Bachelor of Science with an emphasis in Organizational Leadership and Supervision from Purdue University, and also holds an HCCP (Housing Credit Certified Professional), CPM (Certified Property Manager) and BOS (Blended Occupancy Specialist).

Impressive Facts: Jenni has experience with establishing management companies from the ground up by implementing policies, procedures, training programs, and support platforms while building a strong and engaged team.

Fun Stuff: Jenni enjoys spending quality time with her husband and children. If they are not fishing, she is usually waiting for them to return from a fishing trip. As a family, they enjoy many sports—including tennis, baseball and softball, and reluctantly spend time pulling weeds out of their vegetable garden.



For more information, go to:

www.commonwealthco.net/management

📞 920.922.8170

✉️ info@commonwealthco.net



Meet Cally Guyer



DIRECTOR OF PROPERTY MANAGEMENT

Commonwealth Management
Corporation

📍 Fond du Lac, WI

📞 Phone: 920.543.3814

✉️ c.guyer@commonwealthco.net

Commonwealth is...

“a company where everyone has the same goal of providing affordable homes and everyone works together to make this happen.”

Focus: Directly manages market rate and affordable housing apartment communities that allows her to talk with different people every day and provide them with a beautiful place to call home.

Experience: Cally graduated from Madison College with a Paralegal Degree. She has experience with managing all levels of apartment communities. Prior to joining Commonwealth, she was a Regional Manager, overseeing Section 8 apartments in Madison, WI.

Impressive Facts: Cally is passionate about making a difference for people, stating that even just one person can influence her in her work approach by making her live in the moment and know she can make a difference in the next person she encounters.

Fun Stuff: Outside of work, Cally enjoys spending time with friends and family, just enjoying life!



For more information, go to:

www.commonwealthco.net/management

📞 920.922.8170

✉️ info@commonwealthco.net



CORINNA EIDEN

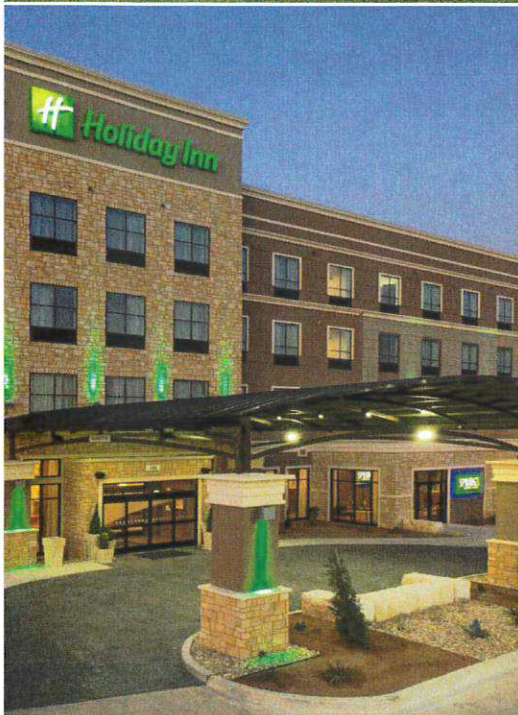
SENIOR CONTROLLER • COMMONWEALTH MANAGEMENT CORPORATION



As Senior Controller, Corinna is responsible for financial and managerial accounting for each of the individual properties managed by Commonwealth Management Corporation.

Prior to joining Commonwealth Management Corporation, Corinna served as the Treasurer/Controller of a large Green Bay based construction, real-estate development and property management corporation. It was there that she gained an extensive background in the management of residential and commercial accounts as well as finances for estate properties. In addition, her 25 years of experience has made her proficient in communicating financial information to managers, owners, shareholders and investors to give them necessary information in making key business decisions.

Corinna graduated from Northcentral technical College with an Associate's Degree in Accounting and furthered her education at the University of Wisconsin–Green Bay.



Let us bring
your vision
to life.



M+A Design, Inc. delivers exceptional architectural design ideas and solutions that enrich people's lives and help organizations succeed. The outcomes we produce reflect our beliefs in value creation, quality, functionality, style, and environmental stewardship.

Licensed in 28* states, we have had great success with our commercial, historic adaptive reuse, hospitality & multifamily housing projects across the country. We are attentive in the operational and design features that make each building beautiful and embody its own identity. Our architects and project designers capture and express building character through thoughtful and fully functional designs.

OUR PORTFOLIO

The professionals at M+A Design, Inc. partner with clients to ensure we completely understand their vision and goals. We believe that team cohesiveness, concise communication, and the ability to implement inventive problem-solving skills are the keys to making each project successful in style, function, and cost.

FEATURED PROJECTS

COMMERCIAL

● ENVISION GREATER FOND DU LAC	Fond du Lac, WI	Commercial Space
● IMMEL INSURANCE & FINANCIAL SERVICES	Fond du Lac, WI	Commercial Space
● MODERN DENTAL CARE	Appleton, WI	Commercial Space
● THE GÄRTEN FACTORY	Fond du Lac, WI	Commercial Space, Adaptive Reuse

HISTORIC & ADAPTIVE REUSE

● GARDENVIEW SENIOR APARTMENTS	Elkhart, IN	55 Senior Units
● HISTORIC BERLIN SCHOOL APARTMENTS	Berlin, WI	40 Family Units
● HISTORIC BLUE BELL LOFTS	Columbia City, IN	52 Senior Units
● NEWBURY PLACE APARTMENTS	Ripon, WI	40 Family Units

HOSPITALITY

● HOLIDAY INN	Grand Chute, WI	121 Rooms
● HOME 2 STAY SUITES	Rapid City, SD	107 Rooms
● RADISSON HOTEL	Normal, IL	158 Rooms & Conference Center
● TOWNPLACE SUITES	Cedar Rapids, IA	96 Rooms

MULTIFAMILY HOUSING

● BEACON AVENUE COTTAGES	New London, WI	40 Family Units
● MISSION VILLAGE OF GREELEY	Greeley, CO	50 Family Units
● STATION SQUARE APARTMENTS	Roy, UT	31 Senior Units
● UNION SQUARE APARTMENTS	Appleton, WI	31 Family Units

**Licensed in 28 states: Alabama, Arizona, Arkansas, Colorado, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Minnesota, Montana, Nevada, New Mexico, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, South Carolina, South Dakota, Texas, Utah, Washington, Wisconsin, Wyoming.*



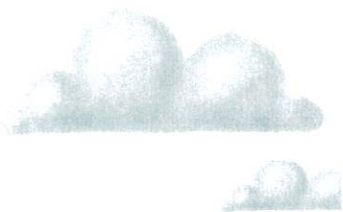
For more information, go to:
www.madesigninc.net

920.322.5147 Ext. 28 info@madesigninc.net

M+A DESIGN PORTFOLIO				
COMPLETED PROJECTS	CITY	STATE	# OF UNITS	BUILDING TYPE & # OF STORIES
15th Street Flats	Willmar	MN	47	4-Story Midrise
Avenue Commons	Andrews	TX	60	Townhomes
Barton School Apartments	West Bend	WI	40	2-Story Historic School
Beacon Avenue Cottages	New London	WI	40	Cottages
Cherokee Place	North Branch	MN	48	Cottages
Cottages on Main	Hortonville	WI	40	Cottages & 2-Story Townhomes
Dunbar Commons	Oklahoma City	WI	52	2-Story Historic School
Elementary School Apartments	Schofield	WI	36	3-Story Historic School & Townhomes
Fourteen91 Lofts	Muncie	IN	72	2-Story Historic Factory & Townhomes
Friar House Flats	Green Bay	WI	40	4-Story Historic Friary
Garden View Senior Apartments	Elkhart	IN	55	2-Story Historic Factory
Historic Apartments on 4th	Mandan	ND	39	4-Story Historic School
Historic Berlin School Apartments	Berlin	WI	40	3-Story Historic School
Historic Blue Bell Lofts	Columbia	IN	52	3-Story Historic Factory
Lawler School Lofts	Prairie du Chien	WI	40	4-Story Historic School
Little Crow Lofts	Warsaw	IN	42	4-Story Historic Factory
Meadowlawn Plaza	Mitchell	SD	105	2-Story Apartment Rehab
Mission Village of Cheyenne	Cheyenne	WY	41	Cottages
Mission Village of Dodgeville	Dodgeville	WI	40	Cottages
Mission Village of Evans	Evans	CO	68	Cottages
Mission Village of Greeley	Greeley	CO	50	Cottages & Townhomes
Mission Village of Kaukauna	Kaukauna	WI	60	Cottages
Newbury Place	Ripon	WI	40	3-Story Hospital Rehab & Townhomes
Parish School Apartments	Fond du Lac	WI	47	2-Story Historic School
Pioneer Ridge	Wisconsin Dells	WI	72	Cottages
Station Square Apartments	Roy	UT	31	2 & 3-Story Midrise
Sunset Village	Albany	OR	40	4-Story Midrise
The Edge Artist Flats	Fargo	ND	42	4-Story Midrise
Union Square Apartments	Appleton	WI	50	3-Story Midrise & Townhomes
White Pines Apartments	Cloquet	MN	35	3-Story Midrise
COMPLETED RPOJECTS: 30		# UNITS	1464	
PROJECTS UNDER CONSTRUCTION	LOCATION	STATE	# OF UNITS	BUILDING TYPE & # OF STORIES
Horicon School Apartments	Horicon	WI	40	3-Story Historic School
Lynne Village	Phoenix	AZ	96	3-Story Midrise
Muskego School Apartments	Muskego	WI	40	3-Story Historic School & Townhomes
River Flats	Janesville	WI	92	6-Story Midrise
Surfview Village	Newport	OR	110	3-Story Midrise
The Reveal	New Orleans	LA	150	2-Story Garden Style

The Ridge	Colorado Spring	CO	60	3-Story Midrise
UNDER CONSTRUCTION: 7		# UNITS	588	
TOTAL PROJECTS: 37	TOTAL UNITS		2052	

Updated 7/23/20



Meet Ben Marshall



SENIOR VICE PRESIDENT OF ARCHITECTURE

M+A Design, Inc.

📍 Fond du Lac, WI | Middleton, WI

📞 Phone: 608.225.6805

✉️ b.marshall@madesigninc.net

Commonwealth is...

“a true collaboration of development, design and construction along with our community partners to deliver housing solutions that make a difference.”

Focus: Providing leadership and oversight of project design. Ben works closely with the architectural team and outside vendors to ensure delivery of high-quality design to our projects.

Experience: Ben received his Bachelor's degree in Architecture from the University of Wisconsin – Milwaukee. He has over 25 in architectural design and construction, encompassing a wide range of commercial and residential building types. The past 15 years of his career have been focused on multi-family and affordable housing.

Impressive Facts: Ben has been involved with the design of over 5,000 units of housing including new construction, preservation of existing housing and historic adaptive reuse. Many of these projects have received awards for their design at the local and national level.

Fun Stuff: Ben enjoys spending time with his family, traveling and time on the boat. There is no such thing as a bad day on the water!



For more information, go to:
www.madesigninc.net

📞 920.322.5147

✉️ info@madesigninc.net



Meet Lucas Petrie



DIRECTOR OF PROJECT MANAGEMENT

M+A Design, Inc.

📍 Fond du Lac, WI

📞 Phone: 920.238.3343

✉️ l.petrie@madesigninc.net

M+A Design...

“communication, collaboration, cohesiveness and problem solving that make each project successful in style, function and cost.”

Focus: Design solutions that make sense while maintaining environmental and energy efficiencies that provide healthy and comfortable environments for the residents.

Experience: Lucas began his architectural career in 2005, completing his formal education in 2009 with a degree in Architecture and Urban Design from the University of Wisconsin – Milwaukee. His expertise is taking preliminary concepts to construction documents focusing on high quality, cost-effective design.

Impressive Facts: Lucas has extensive experience with hospitality and LIHTC project design and excels in new construction adaptive reuse and historic preservation.

Fun Stuff: Lucas enjoys spending time with his family by going to Brewer games and time on the lake. He also enjoys golf, all Wisconsin sporting events, and doing woodworking projects.



For more information, go to:
www.madesigninc.net

📞 920.322.5147

✉️ info@madesigninc.net

TAB 3:

Examples of Completed Development Projects and References

Relevant Completed Development Projects

In this section we have provided a sample of townhouse and cottage style developments similar to what we are proposing to develop on the Timeless Timber site. Also included is our portfolio that highlights all the townhouse projects. As evidenced by the number of highlighted projects, it clearly shows the Commonwealth team has vast experience with this type of construction in development of affordable family housing.

Townhomes



Modern
amenities,
exceptional
style.



For more information, go to:

www.commonwealthco.net/development

920.922.8170

info@commonwealthco.net

Newbury Place

📍 935 Newbury Street
Ripon, Wisconsin 54971



Newbury Place is an exciting renovation that repurposed the old Ripon Memorial Hospital into apartment homes. In addition to the hospital, Newbury Place also includes new construction two-story townhomes.

This unique project lends itself to a variety of distinct apartment layouts within the historic hospital building with spacious floor plans. Our townhome plan includes a variety of wonderful features including: private entrances, attached garages, individual furnaces with central air, fully-equipped kitchens which include a range, refrigerator, dishwasher, and disposal.

Developer: Commonwealth Development Corporation

Contractor: Commonwealth Construction Corporation

Property Manager: Commonwealth Management Corporation



For more information, go to:

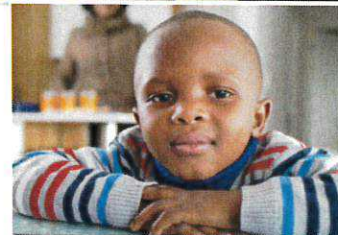
www.commonwealthco.net/development

📞 920.922.8170

✉ info@commonwealthco.net

Western Townhomes

📍 140 N Western Avenue
Neenah, Wisconsin



Western Townhomes is a 68-unit family housing development located in Neenah, Wisconsin. Formerly a blighted industrial site surrounded by residential, single-family homes, the redevelopment of this site into townhomes for working families has improved an entire neighborhood. Western Townhomes offers, large, two-story units, individual garages, a sustainably built clubhouse for resident use.

Developer: Commonwealth Development Corporation

Contractor: Commonwealth Construction Corporation

Property Manager: Commonwealth Management Corporation



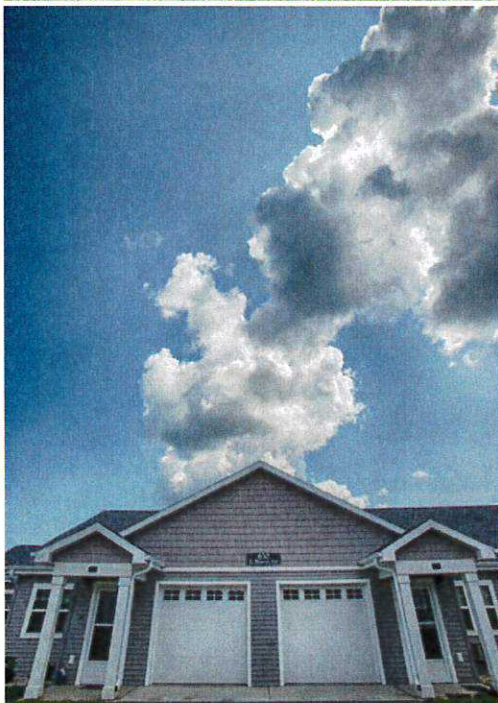
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Cottages



Everything
you need
is all right
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info@commonwealthco.net

Mission Village of Greeley

📍 320 23rd Avenue
Greeley, Colorado 80631



Mission Village of Greeley offers 50 units of family housing centrally located in Greeley, CO. The property consists of 2, 3 and 4-bedroom units. Mission Village of Greeley's amenities include a community room, fitness center, computer room and all units have garages and washers and dryers.

Mission Village of Greeley was awarded Best Residential - City of Greeley Excellence in Community Design 2016.

Developer: Commonwealth Development Corporation

Contractor: Commonwealth Construction Corporation

Property Manager: Greeley Housing Authority



For more information, go to:

www.commonwealthco.net/development

📞 920.922.8170

✉ info@commonwealthco.net

DEVELOPMENT PORTFOLIO

COMPLETE PROJECTS (PIS)	LOCATION	NUMBER OF UNITS	NUMBER OF LIHTC UNITS	TYPE OF PROPERTY	BUILDING TYPE
1 2 OAKS	NEW ORLEANS, LA	400	388	FAMILY	Midrise
2 15TH STREET FLATS	WILLMAR, MN	47	47	FAMILY	Midrise
3 ALGONQUIN MANOR	BROWN DEER, WI	80	34	SENIOR	Midrise
4 ATTWOOD POINTE APARTMENTS	FLORENCE, SC	52	52	FAMILY	Midrise
5 AUXILIARY COURT	WEST BEND, WI	59	55	SENIOR	Midrise
6 AVENUE COMMONS	ANDREWS, TX	60	50	FAMILY	Midrise
7 BARTON SCHOOL APARTMENTS	WEST BEND, WI	40	34	FAMILY	Historic School & Townhomes
8 BEACON AVENUE APARTMENTS	NEW LONDON, WI	40	34	FAMILY	Cottages
9 BROOKSTONE COMMONS	NEENAH, WI	52	48	SENIOR	Midrise
10 CORNERSTONE COMMONS	JOHNSTON, IA	62	62	SENIOR	Midrise
11 COTTAGES ON MAIN	HORTONVILLE	40	34	FAMILY	Cottages & Townhomes
12 CRAFTSMAN VILLAGE OF APPLETON	APPLETON, WI	64	64	FAMILY	Townhomes
13 CRAFTSMAN VILLAGE OF PLOVER	PLOVER, WI	40	39	SENIOR	Cottages & Townhomes
14 DUNBAR COMMONS	OKLAHOMA CITY, OK	52	52	SENIOR	Historic School
15 EASTLAND APARTMENTS	EVANSVILLE, IN	161	161	FAMILY	Midrise
16 ELEMENTARY SCHOOL APARTMENTS	SCHOFIELD, WI	36	33	FAMILY	Historic School & Townhomes
17 FAIRVIEW CROSSING	LAKE CHARLES, LA	275	275	FAMILY	Midrise
18 FOND DU LAC CENTER	MILWAUKEE, WI	24	24	FAMILY	Midrise
19 FOND DU LAC TOWNHOMES	FOND DU LAC, WI	48	48	FAMILY	Cottages
20 FOURTEEN91 LOFTS	MUNCIE, IN	72	72	FAMILY	Historic Adaptive Reuse & Townhomes
21 FRIAR HOUSE FLATS	GREEN BAY, WI	40	34	FAMILY	Historic Adptv Reuse & Townhomes
22 GARDEN VIEW SENIOR APARTMENTS	ELKHART, IN	55	55	SENIOR	Historic Factory
23 HARBORSIDE COMMONS	KENOSHA, WI	89	81	SENIOR	Midrise
24 HISTORIC APARTMENTS ON 4TH	MANDAN, ND	39	39	FAMILY	Historic School
25 HISTORIC BERLIN SCHOOL APTS.	BERLIN, WI	40	34	FAMILY	Historic School
26 HISTORIC BLUE BELL LOFTS	COLUMBIA CITY, IN	52	52	SENIOR	Historic Adaptive Reuse
27 HISTORIC LINCOLN SCHOOL	SHAWANO, WI	24	24	FAMILY	Historic School
28 INDIANHEAD COTTAGES	MOSINEE, WI	24	23	FAMILY	Cottages
29 JEFFERSON STREET APARTMENTS	RIPON, WI	24	23	FAMILY	Midrise & Townhomes
30 LAWLER SCHOOL LOFTS	PRAIRIE DU CHEIN, WI	40	34	FAMILY	Historic School
31 LISBON TERRACE	MILWAUKEE, WI	24	24	FAMILY	Midrise
32 LITTLE CROW APARTMENTS	WARSAW, IN	42	42	FAMILY	Historic Adaptive Reuse
33 LYNNDALE VILLAGE	GRAND CHUTE, WI	60	52	SENIOR	Midrise & Cottages
34 MADISON PLACE	BEAVER DAM, WI	62	55	SENIOR	Midrise
35 MARQUETTE MANOR	MILWAUKEE, WI	74	32	SENIOR	Midrise
36 MEADOWLAWN PLAZA	MITCHELL, SD	105	105	FAMILY	Midrise
37 MISSION VILLAGE OF CHEYENNE	CHEYENNE, WY	41	41	FAMILY	Midrise
38 MISSION VILLAGE OF DODGEVILLE	DODGEVILLE, WI	40	34	FAMILY	Cottages
39 MISSION VILLAGE OF GREELEY	GREELEY, CO	50	50	FAMILY	Cottages & Townhomes
40 MISSION VILLAGE OF KAUKAUNA	KAUKAUNA, WI	60	51	FAMILY	Cottages
41 MISSION VILLAGE OF JACKSONVILLE	JACKSONVILLE, TX	48	48	FAMILY	Cottages
42 MISSION VILLAGE OF MENASHA	MENASHA, WI	66	66	SENIOR	Cottages
43 MISSION VILLAGE OF MONAHANS	MONAHANS, TX	49	44	FAMILY	Cottages
44 MISSION VILLAGE OF PECOS	PECOS, TX	60	49	FAMILY	Cottages
45 MISSION VILLAGE OF PLOVER I	PLOVER, WI	36	35	FAMILY	Cottages & Townhomes
46 MISSION VILLAGE OF PLOVER II	PLOVER, WI	24	22	FAMILY	Cottages
47 MISSION VILLAGE OF SHEBOYGAN	SHEBOYGAN, WI	76	73	FAMILY	Cottages
48 MISSION VILLAGE OF TAHLEQUAH	TAHLEQUAH, OK	24	21	SENIOR	Cottages
49 MONROE STREET APARTMENTS	WATERLOO, WI	24	22	FAMILY	Midrise
50 NEW VILLAGE	MILWAUKEE, WI	24	24	FAMILY	Townhomes
51 NEWBURY PLACE APARTMENTS	RIPON, WI	40	40	FAMILY	Adaptive Reuse & Townhomes
52 PARISH SCHOOL APARTMENTS	FOND DU LAC, WI	47	40	FAMILY	2 Historic Schools & Townhomes
53 PARK PLACE	REEDSBURG, WI	48	43	SENIOR	Midrise
54 PARKCREST APARTMENTS	MADISON, WI	128	128	FAMILY	Garden-Style
55 PIONEER RIDGE	WISCONSIN DELLS, WI	72	61	FAMILY	Cottages
56 PLEASANT VIEW TOWNHOMES	PLYMOUTH, WI	24	23	FAMILY	Townhomes
57 PRESERVE AT CHATHAM PARKWAY	SAVANNAH, GA	144	144	FAMILY	Midrise
58 PRINCE HALL VILLAGE	MILWAUKEE, WI	24	24	FAMILY	Midrise & Townhomes
59 RIDGECREST APARTMENTS	MADISON, WI	127	127	FAMILY	Garden-Style
60 RIVERSIDE	FOND DU LAC, WI	46	41	SENIOR	Midrise

61	SEDGEMEADOW	ELKHORN, WI	48	43	SENIOR	Midrise
62	ST. PETER'S RCAC	FOND DU LAC, WI	46	43	SENIOR	Historic Adaptive Reuse
63	STATION SQUARE	ROY, UT	31	25	SENIOR	Midrise
64	SUNSET VILLAGE	ALBANY, OR	40	40	FAMILY	Midrise
65	THE EDGE ARTIST FLATS	FARGO, ND	42	42	FAMILY	Midrise
66	THE ELEMENT	SUN PRAIRIE, WI	240	174	FAMILY	Garden-Style
67	THE GLOBE	WATERTOWN, WI	48	44	FAMILY	Midrise
68	THE LANDINGS	MITCHELL, SD	31	13	FAMILY	Townhomes
69	THE ROYAL	MADISON, WI	48	40	FAMILY	Midrise
70	THE VILLAGE ON WATER	MARINETTE, WI	49	42	FAMILY	Cottages
71	TOWNHOMES AT CRAFTSMAN VLG	PLOVER, WI	44	44	FAMILY	Townhomes
72	TRINITY ARTIST SQUARE	FOND DU LAC, WI	35	35	FAMILY	Townhomes
73	UNION SQUARE APARTMENTS	APPLETON, WI	50	50	FAMILY	Midrise & Townhomes
74	WATERVIEW APARTMENTS	LAWRENCEBURG, IN	64	64	FAMILY	Garden-Style
75	WESTERN TOWNHOMES	NEENAH, WI	68	64	FAMILY	Townhomes
76	WHITE PINES	CLOUQUET, MN	35	35	FAMILY	Midrise
77	WILLIAM A. PASSAVANT	MILWAUKEE, WI	51	51	SENIOR	Historic Adaptive Reuse
78	WOODSIDE TERRACE	BELOIT, WI	120	116	FAMILY	Garden-Style
COMPLETED PROJECTS: 78			COMPLETED UNITS: 4910	4531		
PROJECTS UNDER CONSTRUCTION		LOCATION	NUMBER OF UNITS	NUMBER OF LIHTC UNITS	TYPE OF PROPERTY	BUILDING TYPE
79	CHEROKEE PLACE	NORTH BRANCH, MN	48	48	FAMILY	Cottages
80	HISTORIC WALNUT SQUARE	TERRE HAUTE, IN	40	40	FAMILY	Historic Adaptive Reuse
81	LYNNE VILLAGE	PHOENIX, AZ	96	96	FAMILY	Midrise
82	MAGNOLIA POINTE APARTMENTS	FLORENCE, SC	24	24	SENIOR	Cottages
83	MISSION VILLAGE OF EVANS	EVANS, CO	68	68	FAMILY	Townhomes & Cottages
84	MUSKEGO SCHOOL APARTMENTS	MUSKEGO, WI	40	34	SR. & FAMILY	Historic School & Townhomes
85	SURF VIEW VILLAGE	NEWPORT, OR	110	110	FAMILY	Midrise
86	RIVER FLATS	JANESVILLE, WI	92	92	FAMILY	Midrise
87	THE EDGE FLATS ON SEWARD	GRAND RAPIDS, MI	34	34	FAMILY	Midrise
88	THE REVEAL	NEW ORLEANS, LA	150	150	FAMILY	Midrise
89	THE RIDGE	COLORADO SPRINGS, CO	60	60	FAMILY	Midrise
90	HORICON SCHOOL APARTMENTS	HORICON, WI	40	40	FAMILY	Historic School
91	THE ACE APARTMENTS	MADISON, WI	70	59	FAMILY	Midrise & Townhomes
92	HILLTOP COTTAGES	PINE CITY, MN	35	35	FAMILY	Cottages
PROJECTS UNDER CONSTRUCTION: 14			UNITS UNDER CONSTRUCTION: 907	890		
PREDEVELOPMENT		LOCATION	NUMBER OF UNITS	NUMBER OF LIHTC UNITS	TYPE OF PROPERTY	BUILDING TYPE
93	CONFLUENT PARK	SALIDA, CO	48	48	FAMILY	Midrise
94	NORTH MOORHEAD VILLAGE	MOORHEAD, MN	46	46	FAMILY	Cottages
95	DELL RANGE SENIOR APTS.	CHEYENNE, WY	40	40	SENIOR	Midrise
96	EAGLE FLATS	JAMESTOWN, ND	33	33	FAMILY	Midrise
97	HULETT HOUSE	MERIDIAN, MS	32	26	FAMILY	Historic Adaptive Reuse
98	SOUTHERN COMMONS	OKLAHOMA CITY, OK	97	97	SENIOR	Midrise
99	SPARTAN LOFTS	SPARTA, WI	40	40	FAMILY	Historic School
100	53RD FLATS	CORVALLIS, OR	100	100	FAMILY	Midrise
101	THE COMMONS AT ST ANTHONY'S	AMARILLO, TX	124	124	SENIOR	Historic Adaptive Reuse
PREDEVELOPMENT PROJECTS: 9			PREDEVELOPMENT UNITS: 560	554		
TURNKEY PROJECTS		LOCATION	NUMBER OF UNITS	NUMBER OF LIHTC UNITS	TYPE OF PROPERTY	BUILDING TYPE
102	EVERGREEN MANOR	RHINELANDER, WI	50	50	SENIOR	Midrise
103	HISTORIC WEST ELEMENTARY	RHINELANDER, WI	24	24	SENIOR	Historic School
104	PARK VIEW APARTMENTS - RAD	ANTIGO, WI	84	84	SENIOR	Preservation/Rehab
TURNKEY PROJECTS: 3			TURNKEY UNITS: 158	158		
COMPLETED & SOLD		LOCATION	NUMBER OF UNITS	NUMBER OF LIHTC UNITS	TYPE OF PROPERTY	BUILDING TYPE
105	COLUMBIA SQUARE	MILWAUKEE, WI	22	22	SENIOR	Midrise
106	LAKEFRONT MANOR	OSHKOSH, WI	66		SENIOR	Midrise & Cottages
107	RIVER BEND SENIOR VILLAGE	WEST BEND, WI	52		SENIOR	Midrise

108	SPRINGBROOK VILLAGE	BURLINGTON, WI	48		SENIOR	Midrise
109	SUNRISE VILLAGE	SOUTH MILWAUKEE, WI	48		SENIOR	Midrise
110	WOODVIEW SENIOR APARTMENTS	MUSKEGO, WI	24		SENIOR	Midrise
COMPLETED & SOLD PROJECTS: 6		TURNKEY UNITS:	260	22		
TOTAL PROJECTS: 110		TOTAL UNITS	6795	6155		

List of References

- **Antigo Housing Authority:** Commonwealth worked with Antigo Housing Authority on the Park View Apartment project in Antigo. The project was completed in 2015 and brought 85 units to the community.
 - Mary Pavek, Executive Director
535 3rd Avenue
Antigo, WI 54409
(715) 623-5768, mpavek@antigohousingauthority.org
- **City of Fond du Lac Community Development Department:**
Commonwealth has partnered and worked closely with the City of Fond du Lac on five affordable housing developments, as well as community office space.
 - Dyann Benson, Community Development Director
160 S. Main Street
Fond du Lac, WI 54936
(920)322-3440, dbenson@fdl.wi.gov
- **National Equity Fund (NEF):** Commonwealth has partnered with NEF as an equity provider on numerous projects.
 - Rachel Rhodes, VP – Midwest Region
10 S. Riverside Plaza, Suite 1700
Chicago, IL 60606
(312) 697-8255, rrhodes@nefinc.org
- **Red Stone Equity Partners:** Commonwealth has partnered with Red Stone as an equity provider on numerous projects.
 - Chris Murray, Director of Acquisitions
126 E. 56th Street, 18th Floor
New York, NY 10022
(212) 225-8299, chris.murray@redstoneequity.com
- **Wisconsin Housing and Economic Development Authority (WHEDA):**
 - Matt Childress, Commercial Lending Product Manager
201 W. Washington Avenue, 7th Floor
Madison, WI 53703
(608) 264-6843, matt.childress@wheda.com





City of Fond du Lac First on the Lake

Website: www.fdl.wi.gov

City-County Government Center
160 S. Macy Street – P.O. Box 150 – Fond du Lac, WI 54936-0150

October 7, 2020

City of Ashland
Timeless Timber
Residential Redevelopment
Ashland, Wisconsin

Re: The Commonwealth Companies

Dear Sir/Madam:

The City of Fond du Lac has worked with Commonwealth Companies and their team to facilitate redevelopment projects throughout our community. Commonwealth has had the vision and creativity to undertake eight projects in Fond du Lac, including the adaptive reuse of four historic schools, a former theater, and a former factory, as well as multiple new construction projects. Commonwealth respects the character of the surrounding neighborhood as they undertake each project, ensuring that the final product is not only a re-use of a blighted property but one that complements its environment. Upon completion, Commonwealth has shown its commitment to maintaining its properties and setting an example that the City can reference in conversations with other multi-family developments.

Commonwealth's substantial investment in our city has led to the successful addition of five high-quality affordable housing developments and the adaptive re-use of an historic church and theater both into office space in the heart of downtown. Commonwealth's vision for a former factory building, a site that the City thought it would have to raze, demonstrates their commitment to and collaboration with the community as part of the City's long-range plans for the Brooke Street Corridor.

Commonwealth has had the foresight to tackle properties that may have been a challenge for others. As they moved through each planning phase of the development, their ability to think outside of the box and problem solve issues that can arise from adaptive re-use projects provided confidence and assurance that the project would be completed on schedule and meet expectations. Their partnerships within the community, and long-term commitment to their properties results in a great opportunity for any local government.

Commonwealth's desire to work together for the mutual benefit of the community and its residents and their desire to honor the property's history will make Van Brunt Elementary a bright spot in Horicon for years to come.

Best regards,

A handwritten signature in black ink, appearing to read "Dyann Benson", with a long horizontal flourish extending to the right.

Dyann Benson, AICP
Community Development Director



October 5, 2020

City of Ashland
RFP for Timeless Timber
Residential Redevelopment

Re: The Commonwealth Companies

Dear Sir/Madam:

I am the CEO of the Kosciusko County Community Foundation, and after working with Commonwealth on an adaptive reuse of a historic food factory in Warsaw, Indiana, I am excited to give my full support of their ability to understand a city's needs and deliver results that exceed expectation. Prior to working with Commonwealth on this project, my only experience with the company was when I traveled to Fond du Lac for the Common Wealth Classic, a criterium bicycle race that was part of the Tour of America's Dairy Land, an annual 11 days event taking place though Wisconsin, in 2010 through 2015. The redevelopment of downtown buildings and the revitalization of a church into a culinary arts academy and restaurant were amazing. I recall speaking with a member of the church congregation that sold the building to Common Wealth; the older gentleman was volunteering for the Commonwealth Classic as a corner marshal, helping alert spectators when it was and was not safe to cross the street. We had the best 20 minute chat about how their church had declining membership and they were not able to maintain and care for that beautiful old church building. The church congregation was able to relocate thanks to Common Wealth and through relocation, increased membership. The church members were very happy their former home was being used in a manner that was an asset to the community, rather than an empty derelict and community eyesore. Every year, I'd come home to Warsaw, Indiana and say "you need to see what is happening in Fond du Lac!" Just as Commonwealth's projects drew my eye as a tourist in Fond du Lac because of their high level of care for their properties, the project in Warsaw has brought a lot of life to a site that was sitting vacant for three years before their arrival.

Beyond the properties themselves, the partnerships that Common Wealth have formed with the city makes them a gift that keeps on giving. Warsaw is known as the "Orthopedic Capital of the World" because of our numerous orthopedic device manufacturers in our community that drive a large portion of the local economy. From the start, Commonwealth understood the importance of the medical device industry to Warsaw and reached out to OrthoWorx to partner with them to provide residents, and anyone in the community a space in their Little Crow Loft project for training and seminars. Commonwealth's commitment to improving not only the property, but the city as a whole, was apparent during every step of the planning process. Their partnerships within the community, and long term commitment to their properties is a winning combination for any municipality.

102 East Market Street
Warsaw, IN 46580

p: 574-267-1901
f: 574-268-9780

e: kcf@kcfoundation.org
www.kcfoundation.org

Yours sincerely,

Suzanne Light, Chief Executive Officer
Kosciusko County Community Foundation, Inc.

TAB 4:

Project Description

Project Description

We propose a single phase 50-unit Cottage style development utilizing the approximately 16 acres suitable for residential development. Due to the size of the parcel we are also proposing a community building for the on-site staff as well as a community space for the tenants. In our opinion, this will be the best way to facilitate the appropriate density in this specific location.



Commonwealth has a long tenure of new construction projects and have a unique and sophisticated way of utilizing the existing greenery as part of the development. We see the south-western corner as the most suitable for development due to the tenants then having their own secluded living environment separate from the parcels to the north and the east, while still providing connectivity to the entire surrounding environment.

Our primary demographic for this development would include families whose incomes do not exceed 60% AMI net max rents, and for at least 60% of the total units will be limited to 50% AMI and below tenants. These tenants could be fireman, city staff, local manufacturing workers, teachers, etc. This allows us to provide housing that meets the diverse needs of Ashland so that we can target a wide variety of incomes and ages. Some of the target demographics we likely will serve are young families, low-tenured workers, and even an elderly population.

Due to the size of the site, Commonwealth would also be open to a potential second phase of development, sometime in the future, provided the market could support this.

An approximate unit mix and rent levels are as follows:

30%

- 1 Bedroom - \$344 – 3 units
- 2 Bedroom - \$409 – 3 units
- 3 Bedroom - \$469 – 6 units

50%

- 1 Bedroom - \$609 – 6 units
- 2 Bedroom - \$728 – 9 units
- 3 Bedroom - \$837 – 9 units

80%

- 1 Bedroom - \$742 – 3 units
- 2 Bedroom - \$887 – 8 units
- 3 Bedroom - \$1021 – 13 units

An approximate development timeline would be as follows:

Development Timeline:

- December 11th, 2020 – Submit Application to WHEDA
- April-May 2021 – Receive Reservation of tax credits from WHEDA
- May 2021-April 2022 – Complete all necessary due diligence and city requirements for pre-construction such as utility maps, surveying, Phase I and II, etc.
- April 2022 – Start Construction
- October 2022 – Being pre-leasing units
- April 2023 – Construction completion and occupancy.

Development Uses:

- \$9,000,000 hard costs
- \$1,800,000 soft costs (fees included)
- \$900,000 Lending and Legal Costs
- \$300,000 Reserves

Total Cost (approximate): \$12,000,000

Development Sources:

- Federal LIHTC Equity - \$3,300,000
- State Tax Credit Equity - \$5,400,000
- First Mortgage - \$2,500,000
- AHP Funds - \$700,000
- HOME Funds - \$100,000

Total Sources (approximate): \$12,000,000

TAB 5:

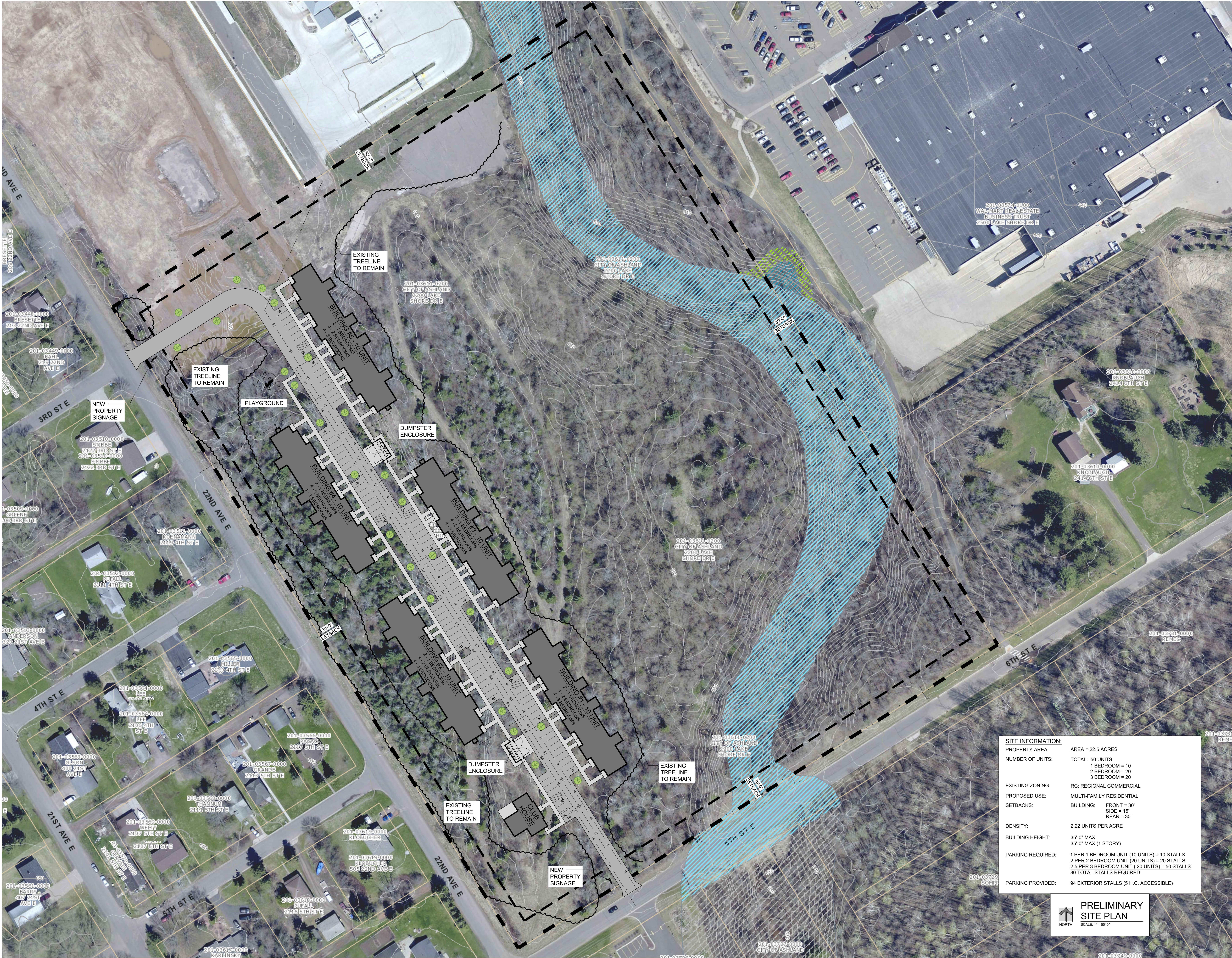
Purchase Price

Purchase Price

Commonwealth proposes that the City contribute the land to the project at zero cost. WHEDA, as the main funding source for affordable housing in our State, awards funding to various projects throughout Wisconsin via a competitive process. This land contribution will demonstrate to WHEDA a concerted effort by both the City of Ashland and Commonwealth to do what is necessary to secure affordable housing for local residents. This type of public/private collaboration will help leverage resources and contain costs, thereby increasing the overall competitiveness of this project's application for funding. Additionally, in exchange for the land contribution the City stands to generate property tax revenue long-term that is consistent with multimillion-dollar affordable housing projects.

TAB 6:

Site Plan, Elevations, Floor Plans



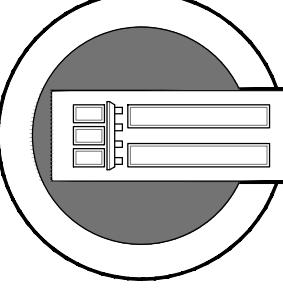
SITE INFORMATION:	
PROPERTY AREA:	AREA = 22.5 ACRES
NUMBER OF UNITS:	TOTAL: 50 UNITS 1 BEDROOM = 10 2 BEDROOM = 20 3 BEDROOM = 20
EXISTING ZONING:	RC: REGIONAL COMMERCIAL
PROPOSED USE:	MULTI-FAMILY RESIDENTIAL
SETBACKS:	BUILDING: FRONT = 30' SIDE = 15' REAR = 30'
DENSITY:	2.22 UNITS PER ACRE
BUILDING HEIGHT:	35'-0" MAX 35'-0" MAX (1 STORY)
PARKING REQUIRED:	1 PER 1 BEDROOM UNIT (10 UNITS) = 10 STALLS 2 PER 2 BEDROOM UNIT (20 UNITS) = 20 STALLS 2.5 PER 3 BEDROOM UNIT (20 UNITS) = 50 STALLS 80 TOTAL STALLS REQUIRED
PARKING PROVIDED:	94 EXTERIOR STALLS (5 H.C. ACCESSIBLE)

 **PRELIMINARY
SITE PLAN**
SCALE: 1" = 50'-0"

PRELIMINARY
SHEET DATES:

10-08-2020

COMMONWEALTH
COMPANIES


24 S. BROOK STREET
FOND DU LAC, WISCONSIN 54935
(920) 922-8170 FAX: (920) 922-8171

TIMBERLESS TIMBER REDEV.

6TH ST. E AND 22ND AVE E
ASHLAND, WISCONSIN

2020 © M+A DESIGN, INC.

JOB NUMBER:
2020.42

SHEET
C1.0

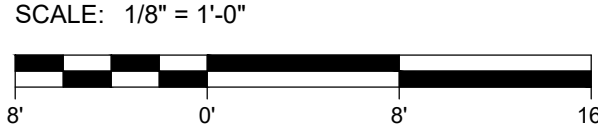
M+A DESIGN, INC.

24 SOUTH BROOK STREET
FOND DU LAC, WISCONSIN 54937
l.petrie@madesigninc.net (920) 922-8170

PRELIMINARY DRAWING - NOT FOR CONSTRUCTION



BUILDING #1, #2, #3, #4 & #5
FLOOR PLAN



PRELIMINARY DRAWING - NOT FOR CONSTRUCTION

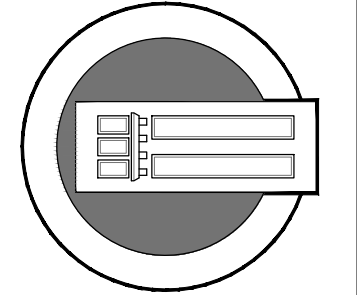
PRELIMINARY SHEET DATES:

M+A DESIGN, INC.

24 SOUTH BROOKE STREET
FOND DU LAC, WISCONSIN 54937
l.petrie@madesigninc.net (920) 922-8170

COMMONWEALTH COMPANIES

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FOND DU LAC, WISCONSIN 54935
(920) 922-8170 FAX: (920) 922-8171

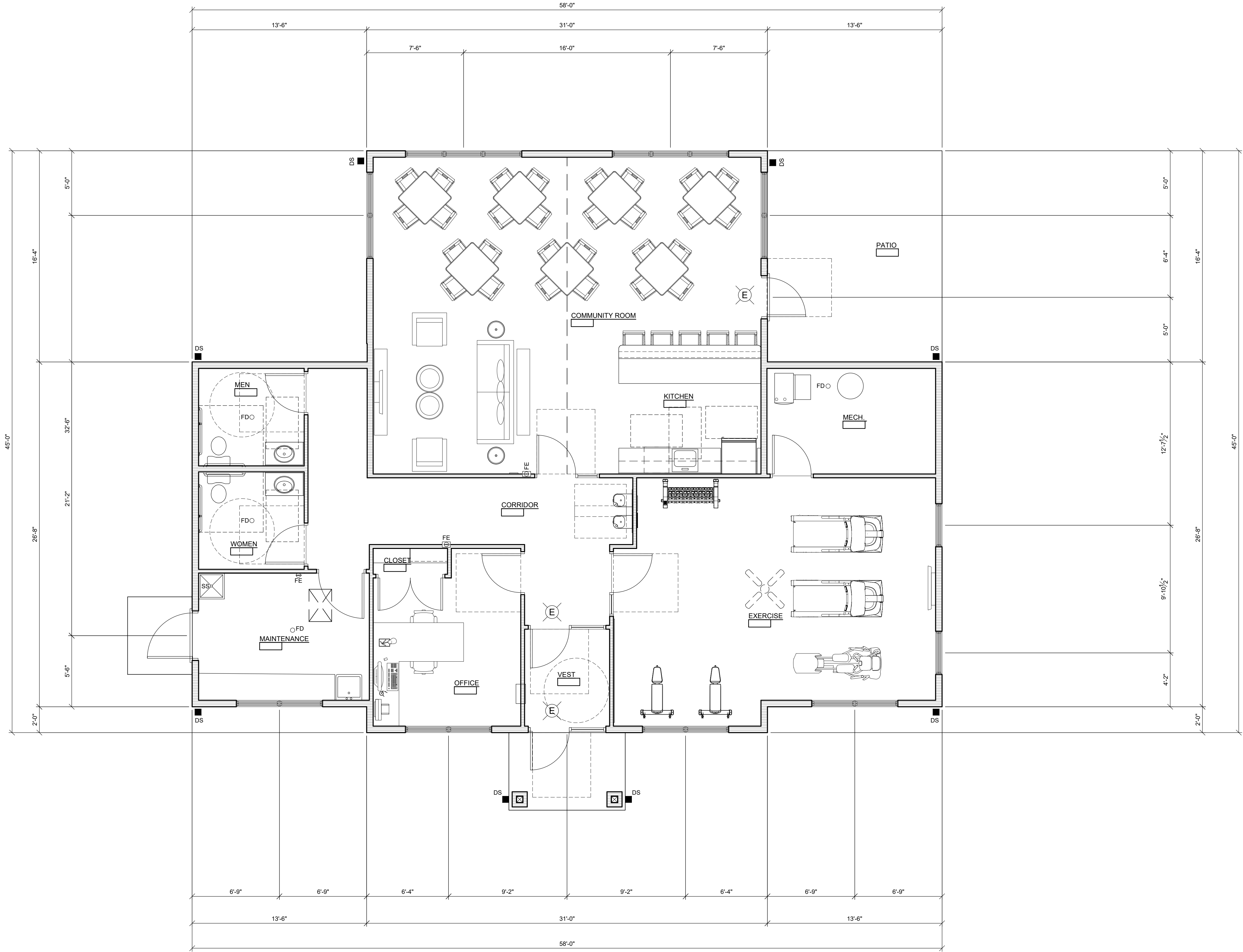


TIMBERLESS TIMBER REDEV.

6TH ST. E AND 22ND AVE E
ASHLAND, WISCONSIN

JOB NUMBER:	2020.42
SHEET	A1.1

2020 © M+A DESIGN, INC.



CLUBHOUSE
FLOOR PLAN
SCALE: 1/4" = 1'-0"
4' 0' 4' 8'

PRELIMINARY DRAWING - NOT FOR CONSTRUCTION

PRELIMINARY SHEET DATES:

M+A DESIGN, INC.

24 SOUTH BROOKE STREET
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l.petrie@madesigninc.net (920) 922-8170

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TIMBERLESS TIMBER REDEV.

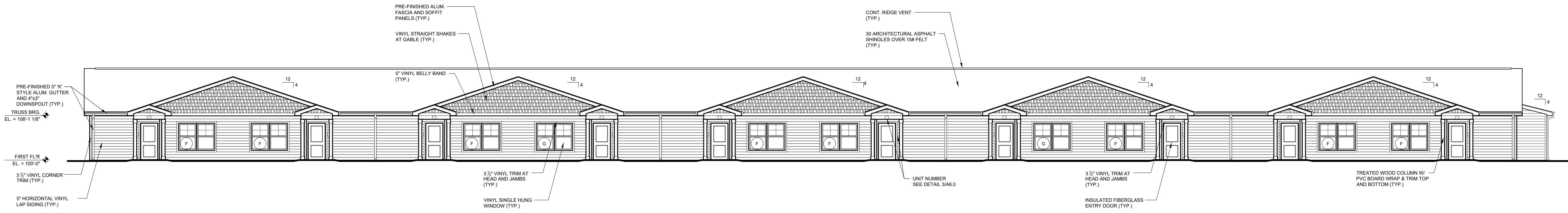
6TH ST. E AND 22ND AVE E
ASHLAND, WISCONSIN

2020 © M+A DESIGN, INC.

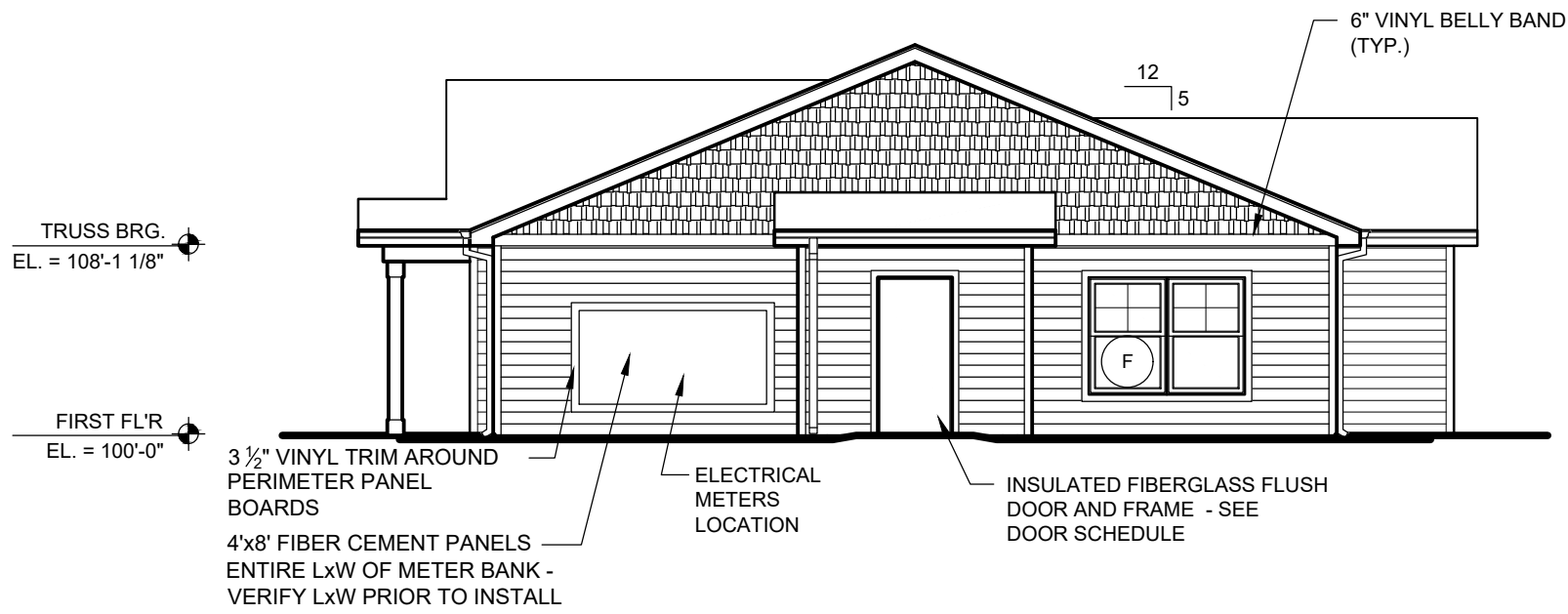
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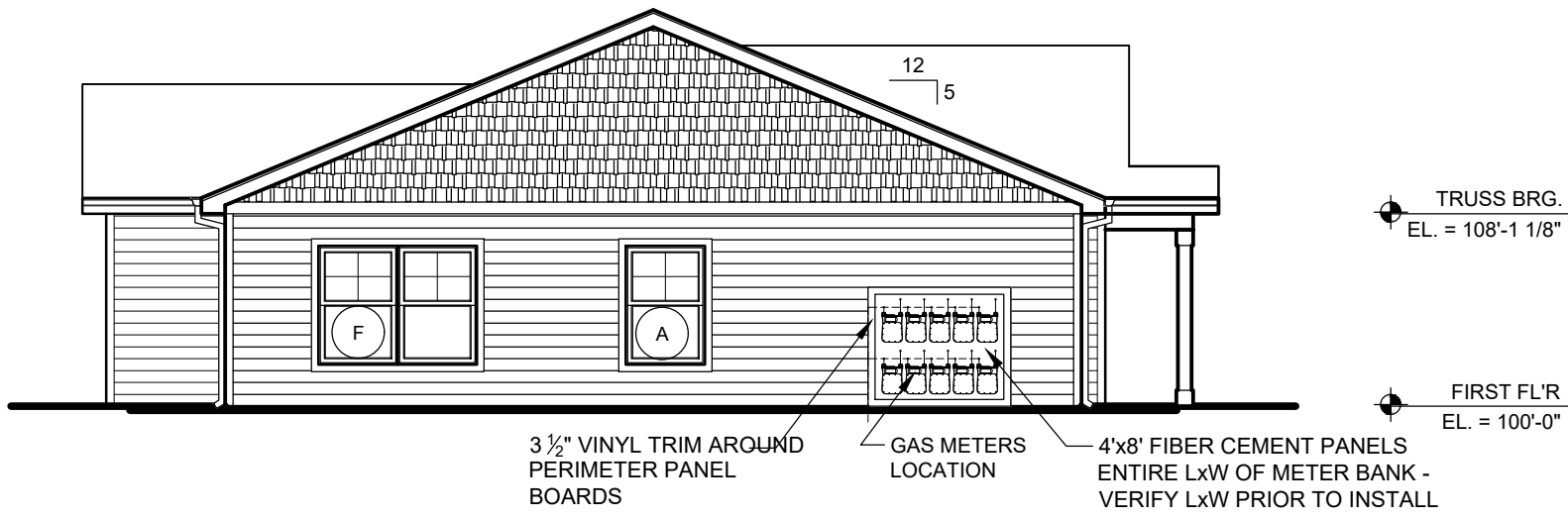
Page 142 of 148



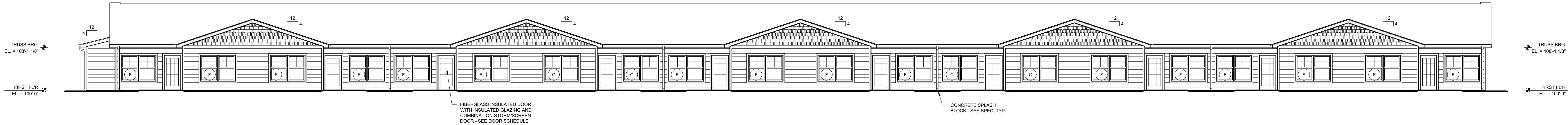
BUILDING #1, #2, #3, #4 & #5
ELEVATIONS
SCALE: 1/8" = 1'-0"



BUILDING #1, #2, #3, #4 & #5
ELEVATIONS
SCALE: 1/8" = 1'-0"



BUILDING #1, #2, #3, #4 & #5
ELEVATIONS
SCALE: 1/8" = 1'-0"



BUILDING #1, #2, #3, #4 & #5
ELEVATIONS
SCALE: 1/8" = 1'-0"

PRELIMINARY
SHEET DATES:

M+A DESIGN, INC.

24 SOUTH BROOKE STREET
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I.petrie@madesigninc.net (920) 922-8170

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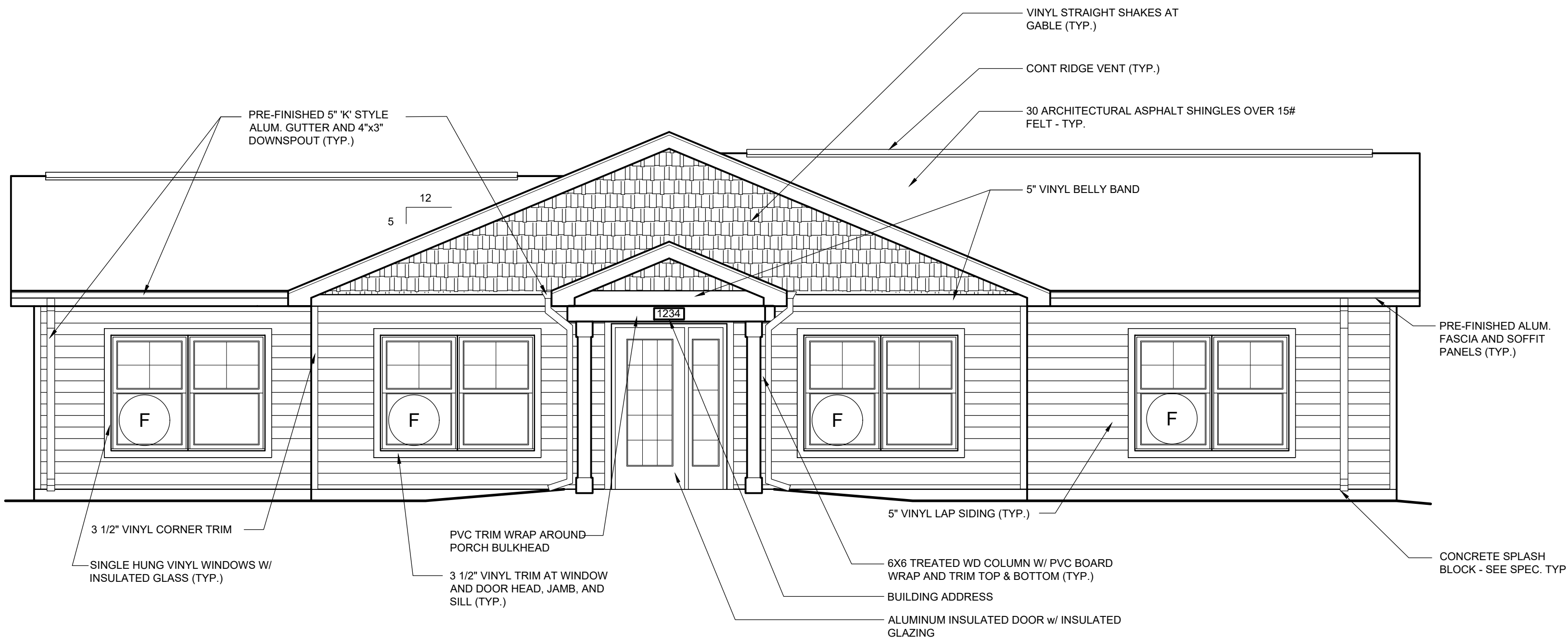
TIMBERLESS TIMBER REDEV.

6TH ST. E AND 22ND AVE E
ASHLAND, WISCONSIN

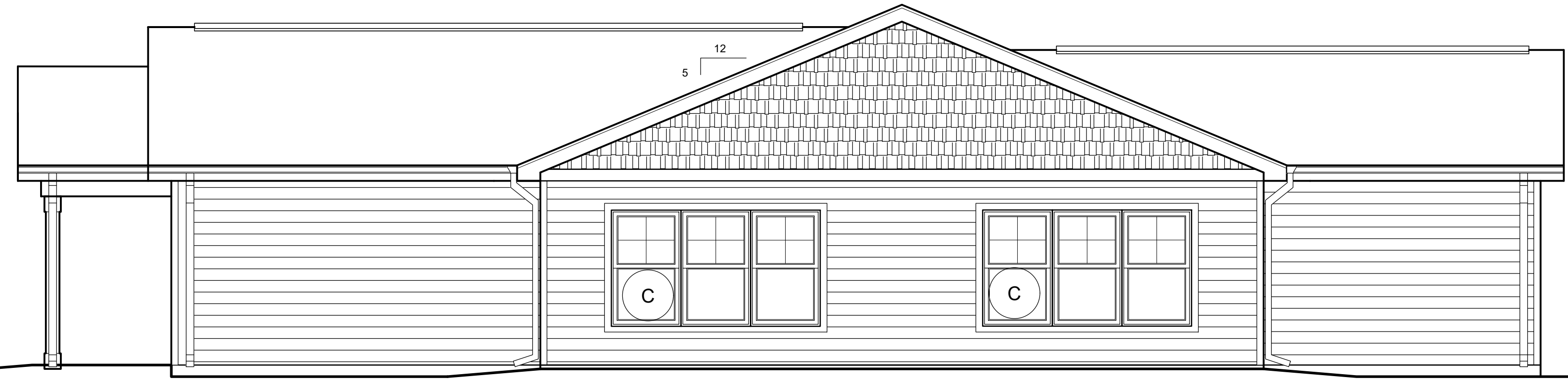
2020 © M+A DESIGN, INC.

JOB NUMBER:
2020.42

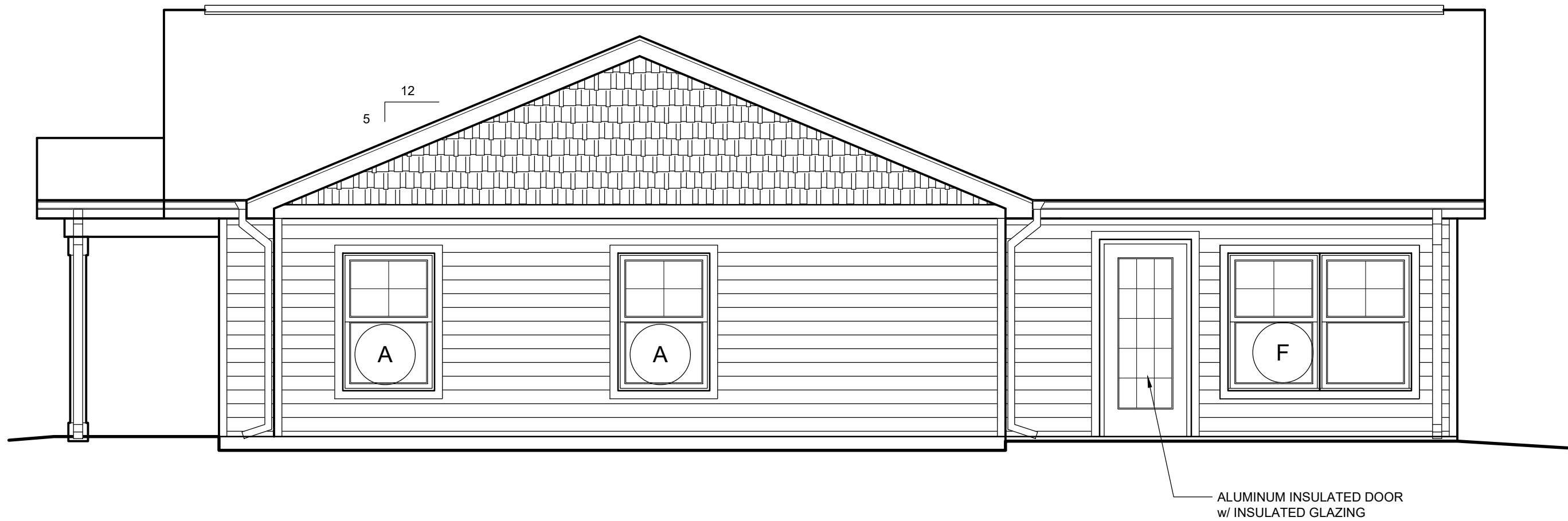
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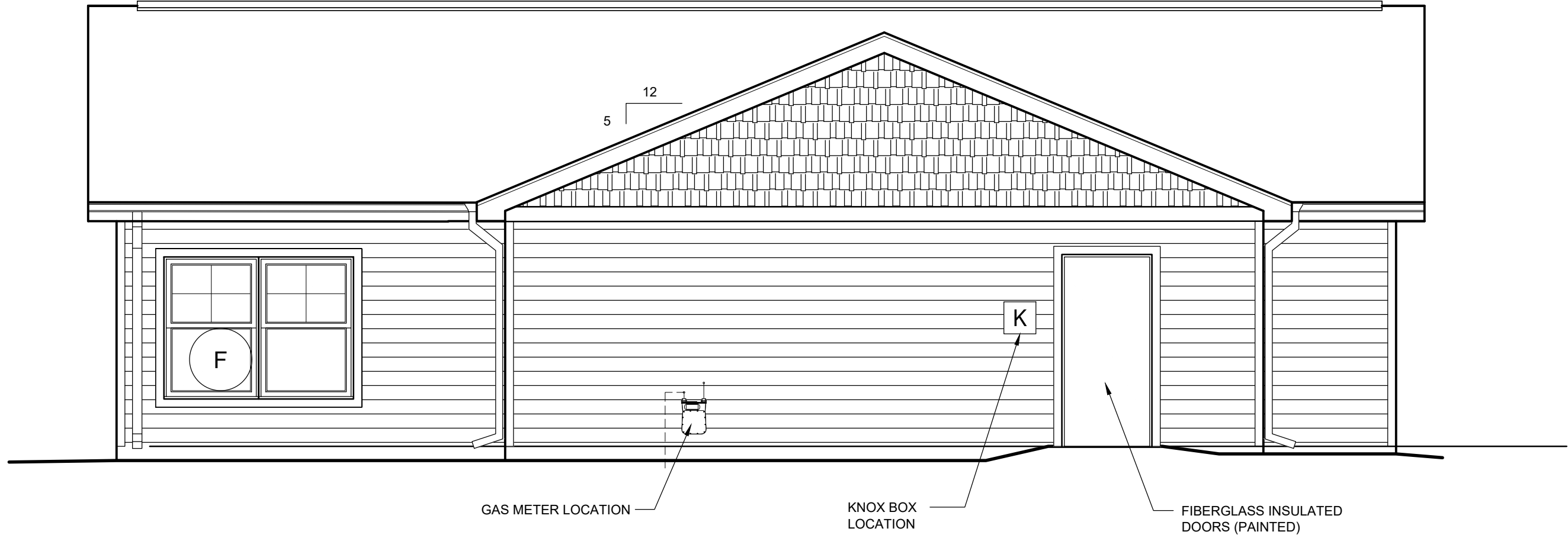
SOUTH ELEVATION CLUBHOUSE
SCALE: 1/4" = 1'-0"



NORTH ELEVATION CLUBHOUSE
SCALE: 1/4" = 1'-0"



EAST ELEVATION CLUBHOUSE
SCALE: 1/4" = 1'-0"



WEST ELEVATION CLUBHOUSE
SCALE: 1/4" = 1'-0"

PRELIMINARY SHEET DATES:

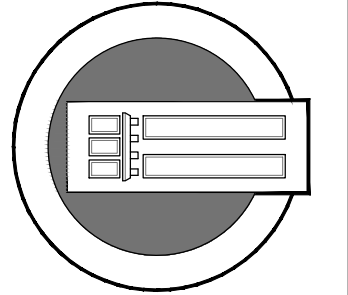
M+A

DESIGN, INC.

24 SOUTH BROOKE STREET
FOND DU LAC, WISCONSIN 54937
l.petrie@madesigninc.net (920) 922-8170

COMMONWEALTH COMPANIES

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(920) 922-8170 FAX: (920) 922-8171



TIMBERLESS TIMBER REDEV.

6TH ST. E AND 22ND AVE E
ASHLAND, WISCONSIN

2020 © M+A DESIGN, INC.	JOB NUMBER: 2020.42
	SHEET A2.1

TAB 7:

Financial Information

Capital Stack

Permanent Financing Resources Expected to be Used for Project:

Development Uses:

- \$9,000,000 hard costs
- \$1,800,000 soft costs (fees included)
- \$900,000 Lending and Legal Costs
- \$300,000 Reserves

Total Cost (approximate): \$12,000,000

Development Sources:

- Federal LIHTC Equity - \$3,300,000
- State Tax Credit Equity - \$5,400,000
- First Mortgage - \$2,500,000
- AHP Funds - \$700,000
- HOME Funds - \$100,000

Total Sources (approximate): \$12,000,000

Commonwealth currently has over 110 multifamily complexes either completed, or under construction, or in the pre-development stage. We are one of the largest affordable housing developers in the state of Wisconsin. Our diversified and tenured team allows us to craft creative solutions for any and all financial situations. We have the financial ability to garner the resources needed for this project and will earn the city significant tax base with a constructed project.

Confirmation of Commonwealth's financial ability is included in this tab.



August 27, 2020

To Whom It May Concern:

RE: Financial Strength of Commonwealth Development Corporation

Dear Sir/Madam

Please accept this letter as a statement of financial strength on behalf of Commonwealth Development Corporation ("Commonwealth"). We can attest to Commonwealth's financial ability to fulfill their obligations and complete the proposed housing development.

If you would like to discuss further, please contact me at 608-842-5012.

Sincerely,

SETTLERS BANK

A handwritten signature in black ink, appearing to read 'David M. Fink', written over a faint circular stamp.

David M. Fink
Founder & President

TAB 8:

**Not Applicable
(Sub-Contracts)**