



VILLAGE OF MOUNT HOREB

E. Main Street

Mount Horeb, WI 53572

Phone: (608) 437-6884 Fax: (608) 437-3190

Email: mhinfo@mounthorebwi.info Web: mounthorebwi.info

COMMUNITY DEVELOPMENT AUTHORITY AGENDA

Wednesday, November 8, 2023 at 6:00 PM

Municipal Building Board Room

138 E. Main Street

Mount Horeb, WI

- 1) Call to order
- 2) Consent Agenda
 - a. Consideration of October 11, 2023 Meeting Minutes
 - b. Economic Development Director's report
 - c. Mount Horeb Area School District report
 - d. Mount Horeb Area Chamber of Commerce report
- 3) Agenda Items
 - a. Economic Development Topic: Downtown Redevelopment Planning
 - b. Recommendation: Updates to Residential Improvement Program
 - c. Update/Discussion: Downtown Parking Study
 - d. Update: Downtown Property Purchase
- 4) Meeting adjournment.

UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE THE NEEDS OF DISABLED INDIVIDUALS THROUGH APPROPRIATE AIDS AND SERVICES. FOR INFORMATION OR TO REQUEST THIS SERVICE, CONTACT ALYSSA GAFFNEY, CLERK, AT 138 E MAIN STREET, MOUNT HOREB, WI (608) 437-9404.



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COMMUNITY DEVELOPMENT AUTHORITY AGENDA

Wednesday, October 11, 2023 at 6:00 PM

DRAFT MEETING MINUTES

- 1) Call to order
Marc Schellpfeffer called the meeting to order at 6:00 PM. Present were Ben Vondra, Ryan Czyzewski, Marc Schellpfeffer & Andy Baber. Also present were Kristin Fish-Peterson, Village Administrator, Nic Owen & Office Assistant, Katie Jelle. Members absent were Barb Case & Karen Tetzlaf.
- 2) Consent Agenda
There were no questions or comments regarding the information provided. Motion by Czyzewski to approve the Minutes & Consent Agenda, second by Baber.
 - a. Consideration of September 13, 2023 Meeting Minutes
 - b. Economic Development Director's report
 - c. Mount Horeb Area School District report
 - d. Mount Horeb Area Chamber of Commerce report
- 3) Agenda Items
 - a. Presentation: Downtown Redevelopment Planning Primary Research
Fish-Peterson presented on the Downtown Redevelopment. She discussed primary research and the types of primary research that the CDA could engage in. Types of Primary Research would include: Interviews, Focus Groups, Surveys & Visits to competitors/peer locations. She also discussed a strategy for conducting this research. Schellpfeffer would like Fish-Peterson to bring more info to the next meeting & begin mid November. Czyzewski would like to talk to other communities about what worked & what didn't work. Fish Peterson presented types of improvements. She included Small Scale Improvements, Impact Level Improvements & Transformative Improvements. She also gave examples of new policies that could be implemented with a new Improvement Program. The board discussed

creating a BID to fund improvements to Downtown Mt Horeb. Fish-Peterson will develop an interview process & summary of TID 5 & Downtown Plan. She will make a list of interviewees and potentially do comparisons with other communities.

Vondra suggested that Fish-Peterson include people that are less likely to be interviewed or are harder to reach in the interview/survey process.

b. Review Residential Improvement Program

Owen asked that the members review the program before the next meeting. Czyzewski made suggestions for creating a digitized form, a possible point system to determine the amount granted and address contractor stipulations. Schellpfeffer would like more specific documentation on the application.

c. Update on Parking Study

Owen gave an update on the Parking Study. Audits have been completed for August & September. A final audit is being done on 10/12/23. There is an open house on 10/23/23 to give a presentation on the initial findings and looking for feedback. There will be a Task Force meeting on 11/2/23. The survey will go live on 10/12/23.

4) Meeting adjournment.

Motion by Baber to adjourn, second by Vondra. Motion Carried.

November 4, 2023

To: Community Development Authority

From: Kristen Fish-Peterson, Economic Development Contracted Staff

Re: Report on work to date

What follows is a list of activities to date:

1. Meetings in person and virtual
 - a. Nic Owen individually (in person, phone and emails)
 - b. Village Board, CDA meetings
 - c. Emails, virtual meetings, and phone calls with prospective new downtown business
 - d. Chamber Community Coalition meeting
 - e. Chamber Business Advocacy Committee meeting
 - f. Ongoing conversations with potential prospects for redevelopment of Karakahl
 - g. Retention calls on two Mount Horeb businesses
 - h. Meeting with Jason Fields of MadREP
 - i. Parking Study Open House meeting
 - j. Emails with MSA regarding parking study interviews
 - k. Emails and phone calls with developer regarding prospects for filling downtown development
 - l. Meeting and concept development for future downtown redevelopment
 - m. Meeting regarding downtown property list and the process of gathering accurate data
 - n. Met with Ben Vondra to discuss ideas and present sessions from early CDA training
2. Research
 - a. Ongoing research for presentation at November CDA meeting
 - b. Preparation of training segment and reporting for CDA
3. Attendance at Fall NAIOP conference with discussions surrounding redevelopment, downtown parking, business recruitment to new business park, and conversion of existing space to multifamily residential.



Board of Education Recap

Resumen de la Junta de Educación

October 23, 2023

The Board of Education met last night to review progress made toward their strategic plan, [Vision 2023](#), and approve the levy and mill rate.

First, in action items, the Board did approve the same mill rate that was discussed at August 14's "Annual Budget Meeting." It amounts to \$8.11 per \$1,000 of equalized property value. Because equalized property values shot up approximately 14% (similar to 2022), the mill rate was less than the District projected when it sought last November's operational referendum. Even with the lower-than-expected mill rate, the Board will prepay approximately \$1.47 million in capital debt. We remain extremely grateful for the investment that has been made in your schools.

Information and Advocacy Report:

Director of Instruction **Sarah Straka** provided our latest data related to the number of students receiving professional certificates (e.g. CNA licensing), apprenticeships, work cooperatives, and/or work experiences. [Her entire report may be found here.](#)

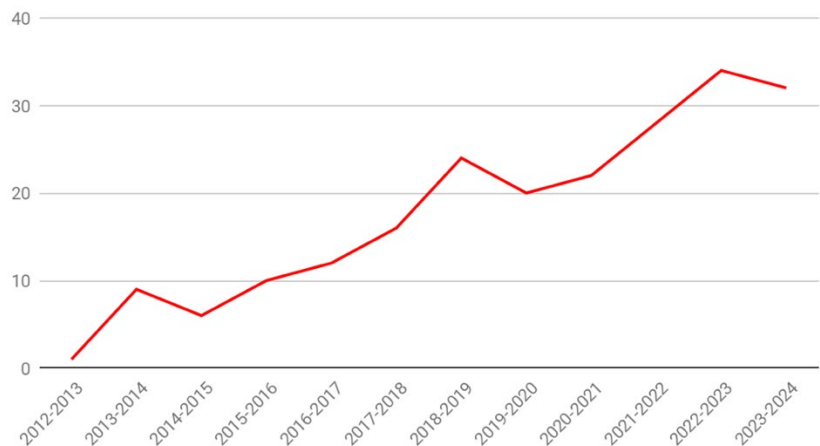
What is the difference between each of the opportunities offered to our students?

- Work Experience: Work opportunity not necessarily connected to a particular occupational area.
- Work Cooperative: Work opportunity tied to a particular career and technical education field.
- Youth Apprenticeship: Work opportunity with integration of school-based and work-based learning.

We are continuing to find rigorous and relevant career pathways for our post-high school students. If you or your business would like to partner with the District in sponsoring a work experience, cooperative, apprenticeship, or licensing program, won't you please drop me a line? salernosteve@mhasd.k12.wi.us or 608-437-7010.

I am proud to be a Viking and I hope you are too!

Youth Apprenticeship Participation





Board of Education Recap

Resumen de la Junta de Educación

16 de octubre de 2023

La Junta de Educación se reunió anoche para revisar el progreso realizado hacia su plan estratégico, [Visión 2023](#), y aprobar el impuesto y la tasa mil.

Primero, en los puntos de acción, la Junta aprobó la misma tasa de interés que se discutió en la “Reunión Anual de Presupuesto” del 14 de agosto. Ascende a \$8,11 por cada \$1.000 de valor de propiedad igualado. Debido a que los valores igualados de las propiedades se dispararon aproximadamente un 14% (similar a 2022), la tasa de interés fue menor de lo que proyectó el Distrito cuando solicitó el referéndum operativo de noviembre pasado. Incluso con una tasa de interés inferior a la esperada, la Junta pagará por adelantado aproximadamente \$1,47 millones en deuda de capital. Seguimos extremadamente agradecidos por la inversión que se ha realizado en sus escuelas.

Informe de Información y Promoción:

La directora de instrucción, **Sarah Straka**, proporcionó nuestros datos más recientes relacionados con la cantidad de estudiantes que reciben certificados profesionales (por ejemplo, licencias CNA), aprendizajes, cooperativas de trabajo y/o experiencias laborales. [Su informe completo se puede encontrar aquí.](#)

¿Cuál es la diferencia entre cada una de las oportunidades que se ofrecen a nuestros estudiantes?

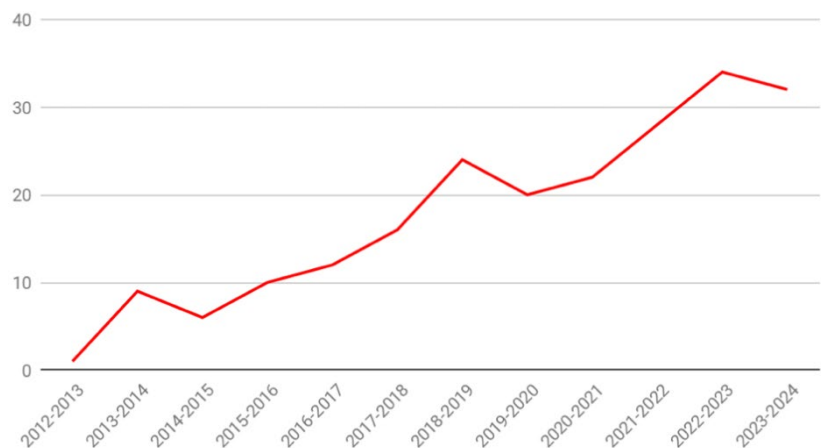
- Experiencia Laboral: Oportunidad laboral no necesariamente relacionada con un área ocupacional en particular.
- Cooperativa de Trabajo: Oportunidad laboral ligada a una carrera particular y campo de educación técnica.
- Aprendizaje juvenil: oportunidad laboral con integración del aprendizaje escolar y laboral.

Seguimos buscando trayectorias profesionales rigurosas y relevantes para nuestros estudiantes de educación post-secundaria. Si usted o su empresa desean asociarse con el Distrito para patrocinar un programa de experiencia laboral, cooperativa, aprendizaje o licencia, ¿podría escribirme?

salernosteve@mhasd.k12.wi.us o 608-437-7010.

¡Estoy orgulloso de ser vikingo y espero que tú también lo estés!

Participación en el aprendizaje de jóvenes





AGENDA ITEM REPORT

MEETING DATE

November 8, 2023

PREPARED BY

AGENDA ITEM # 3.a

Economic Development Topic: Downtown Redevelopment Planning

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. Downtown Redevelopment Planning TID 5 Deep Dive

*COMMUNITY
STORY. IMPACT.*

Downtown



Mount Horeb, WI

*VISION.
CREATIVE.
PRUDENT.*

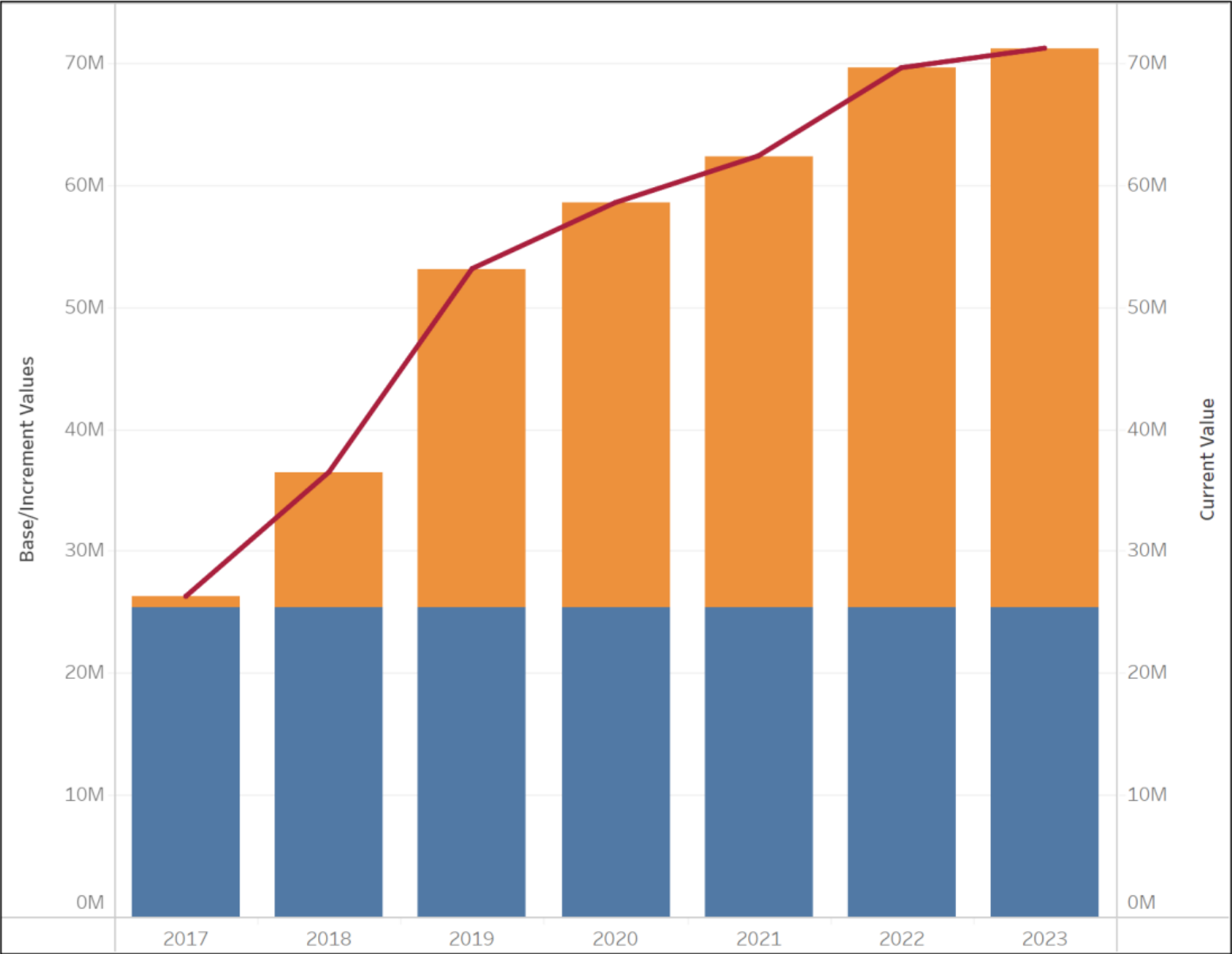


Downtown Valuation

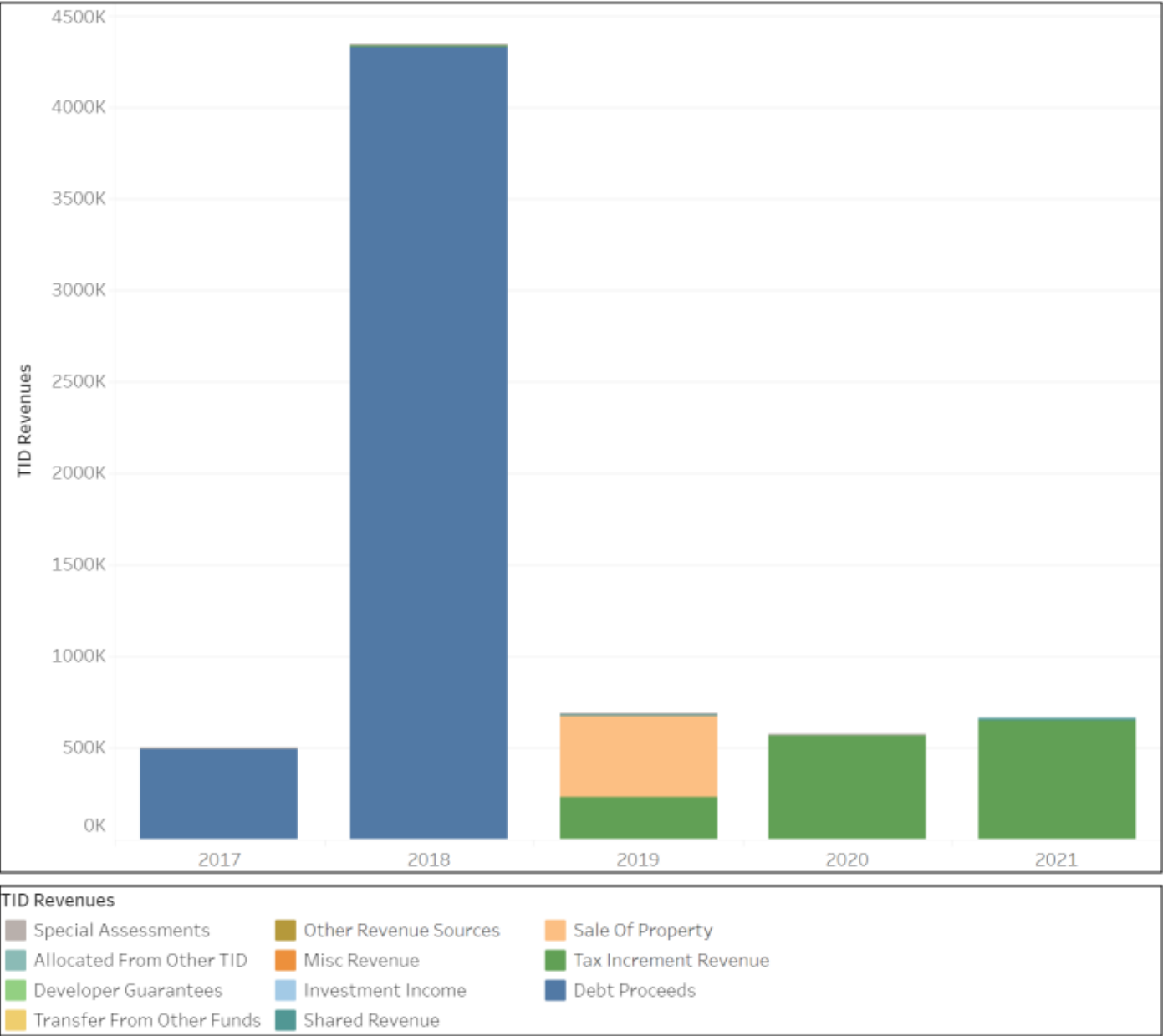
CNTASSDVAL	LNDVALUE	IMPVALUE	MFLVALUE	ESTFMKVALU
\$0	\$0	\$0	\$0	\$0
\$51,063,800	\$7,721,700	\$43,342,100	\$0	\$67,048,300



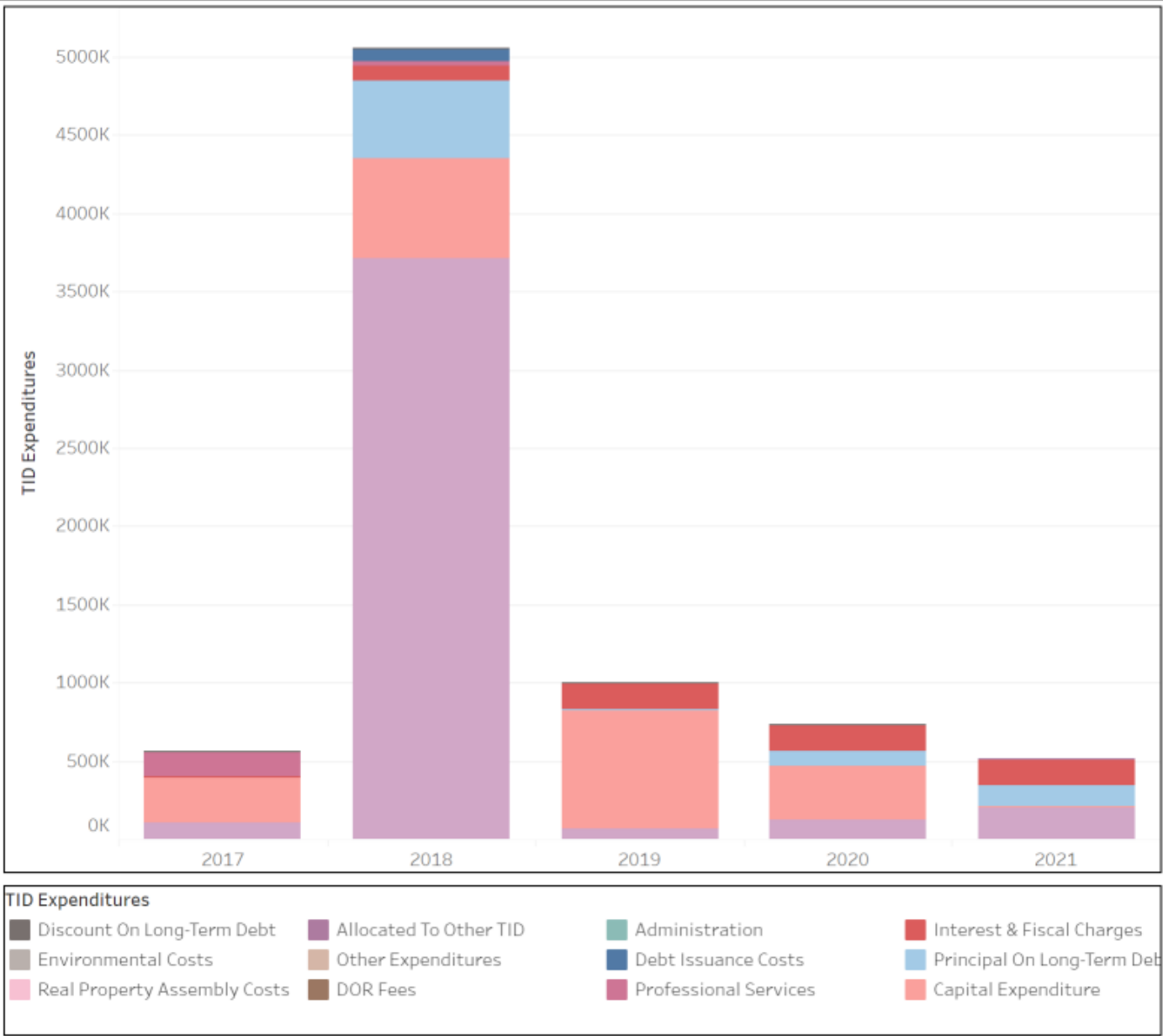
Downtown Valuation



TID 5 Revenues



TID 5 Expenditures



Village of Mount Horeb Tax Incremental District No. 5

Detailed Schedule of Sources, Uses and Status of Funds
From Date of Creation Through December 31, 2022

	2016	2017	2018	2019	2020	2021	2022	Total	Project Plan Estimate
Sources of Funds									
Tax increments	\$ -	\$ -	\$ 19,649	\$ 231,020	\$ 569,573	\$ 648,987	\$ 687,938	\$ 2,157,167	\$ 29,856,569
Exempt computer aid and personal property aid	-	84,971	223,596	23,424	5,471	10,896	5,471	353,829	-
Investment income	-	309	2,557	8,897	2,264	1,530	334	15,891	-
Miscellaneous revenue	-	-	-	-	-	-	64,953	64,953	-
Sale of property	-	-	-	444,934	-	-	-	444,934	-
Long-term debt issued	-	500,000	4,240,740	-	-	-	-	4,740,740	-
Total sources of funds	-	585,280	4,486,542	708,275	577,308	661,413	758,696	7,777,514	29,856,569
Uses of Funds									
Capital expenditures	-	292,198	643,599	759,978	348,381	2,188	2,518	2,048,862	9,630,000
Administration (in-house)	-	2,500	2,500	2,500	2,500	2,500	2,500	15,000	-
Professional services, planning, engineering, other	92,627	162,911	22,782	4,937	1,304	4,248	1,250	290,059	1,175,000
Developer grants	-	108,921	3,706,812	65,349	122,309	210,947	338,029	4,552,367	8,500,000
Interest and fiscal charges on long-term debt	-	-	94,998	171,068	169,343	165,018	159,518	759,945	7,832,931
Debt issuance costs	-	-	90,513	-	-	-	-	90,513	-
Principal on long-term debt	-	-	500,000	-	90,000	135,000	145,000	870,000	-
Total uses of funds	92,627	566,530	5,061,204	1,003,832	733,837	519,901	648,815	8,626,746	27,137,931
Excess (deficiency) of sources of funds over uses of funds	(92,627)	18,750	(574,662)	(295,557)	(156,529)	141,512	109,881	(849,232)	-
Fund Balance (Deficit), Beginning	-	(92,627)	(73,877)	(648,539)	(944,096)	(1,100,625)	(959,113)	-	-
Fund Balance (Deficit), Ending	\$ (92,627)	\$ (73,877)	\$ (648,539)	\$ (944,096)	\$ (1,100,625)	\$ (959,113)	\$ (849,232)	\$ (849,232)	\$ -



Section 5 - Ending Balance	Amount
TID fund balance at end of year	\$-849,232
Future costs	\$18,511,185
Future revenue	\$22,079,055
Surplus or deficit	\$2,718,638



Village of Mount Horeb Tax Incremental District No. 5

Detailed Schedule of Capital Expenditures
From Date of Creation Through December 31, 2022

	Actual	Project Plan Estimate
Overhead electrical line relocation and upgrades	\$ 166,610	\$ 660,000
Storm sewer and drainage improvements	-	470,000
Water main replacement	-	420,000
Sewer manhole, main and lateral replacement	2,405	1,730,000
Street reconstruction	1,122,107	600,000
Downtown streetscape, landscaping and ROW improvements	5,044	1,380,000
Bike path improvements (paving and lighting)	-	440,000
Public parks and plaza improvements	-	1,110,000
Public parking lot construction	752,696	720,000
Public art installation	-	500,000
Village land acquisition/easements for public infrastructure, parking and/or redevelopment	-	1,600,000
Total capital expenditures	\$ 2,048,862	\$ 9,630,000



There is much opportunity within TID #5

- To improve existing properties
- To replace existing properties
- To invest in, enhance and expand existing infrastructure
- To develop new programs and policies to support growth downtown



AGENDA ITEM REPORT

MEETING DATE

November 8, 2023

PREPARED BY

AGENDA ITEM # 3.b

Recommendation: Updates to Residential Improvement Program

BACKGROUND

Based on feedback after the last meeting, staff made a few minor edits to the program and prepared a scoring matrix to help with evaluation of the applications. Changes made to the program include further clarifying that applicants should only fill out one application for their entire project, clarifying that a change in contractors for any reason requires Village approval and I added retaining wall replacement and repair as an eligible item. Following CDA approval, the program will be forwarded on for Village Board approval.

RECOMMENDATION

ATTACHMENTS

1. Residential Exterior Improvement Program 2024
2. CDA Draft Scoring Rubric 110223

RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM

PURPOSE

The Village Board has authorized the creation of the Residential Exterior Improvement Program, (program). The purpose of the program is to encourage the upkeep and appearance of owner-occupied residential homes, as well as mitigate the presence of blighted properties, within the residential districts of the community.

The program provides matching grants up to \$5,000 for projects that help maintain and enhance the overall attractiveness and vitality of residential districts that are consistent with community expectations and neighborhood preservation; as well as removing blighting influences, which can diminish property values in and around the subject residence. The program is intended to provide financial assistance in order to spur individual investment into one's own home. The grant funds are meant to serve an important secondary role to private financing for improvement projects.

The Village Board has developed the following set of goals regarding the program's purpose.

1. Maintenance and Improvement
 - a. Encourage public and private efforts to maintain and improve the community.
 - b. Promote the attractiveness of Mount Horeb as a preferred location to live.
 - c. Encourage maintenance and improvements of existing residences.
2. Preserve Neighborhood Stability and Property Values.
 - a. Maintain the Village's neighborhood cohesiveness.
 - b. Maintain the Village's residential appeal and preserve property values by mitigating and/or eliminating blighting influences.

DEFINITIONS

Designated Area: The program applies to residential zoned properties within TID 5 or within a half-mile of the boundary of TID 5 that are located within the Village of Mount Horeb, as identified on the attached map.

Exterior Features: Areas of a home/property that are visible from the public right-of-way. Refer to "Eligibility" below for examples.

ELIGIBILITY

Available funds will be used to provide grant monies for the purpose of maintaining and improving the exteriors of residential properties within neighborhoods located within applicable TID proximities. The eligibility criteria are as follows:

1. Property / Applicant Eligibility
 - a. The home must be over 25-years old.
 - b. The home owner must have owned and lived in the home for at least 5-years.

- c. The assessed value of the home cannot be over 125% of the average assessed home value in the Village of Mount Horeb, as established by the Village Assessor on an annual basis.
2. Eligible Projects
- a. Any improvements must be visible from the public right-of-way.
 - b. Repair/replacement of the building's original materials and decorative details.
 - c. Replace exterior material with modern material (i.e. vinyl siding).
 - d. Cleaning of exterior building surfaces.
 - e. Tuck pointing and masonry repair.
 - f. Painting of exterior building surfaces.
 - g. Repair of entrances, doors, windows, transoms, or other public exterior elements that have fallen into disrepair (broken, damaged, missing, etc.). If repair isn't possible or cost prohibitive, the Community Development Authority will consider, with final approval from the Village Board, replacement rather than repair of these items.
 - h. Roof repairs
 - i. Replacement of non-hard surface driveways (gravel, grass, etc.) with hard surface materials (asphalt, concrete, pavers, etc.) or repair of hard surface driveways.
 - j. Removal of tree stumps that are located in the front or side setbacks, or terrace.
 - k. Retaining wall repair or replacement.
 - l. Other construction activities to improve the exterior of a building as approved by the Village Board.

PROGRAM REQUIREMENTS

1. Projects shall occur within the Designated Area as defined above.
2. Projects must commence and be diligently pursued to commencement within six (6) months of the grant approval date, with project completion within (1) year of approval. In rare cases, likely due to extenuating circumstances, the Village Board may allow completion extensions upon request of the applicant. The Village Board reserves the right to eliminate project funding if not completed within the specified time period and is not obligated to grant extensions.
3. Projects shall comply with all applicable Village zoning and development standards and requirements and must receive all applicable building permits and inspections throughout the construction process.
4. Projects shall be consistent with and further the stated goals and objectives of the program and TID project plans.
5. Applicants must include detailed drawings and specifications with application. A drawings/design plan must be submitted. The Village Board may require drawings to be submitted by an architect. The plans must include:
 - a. Detailed site plan using adequate scale to be easily and clearly understood. Ideally, said plan shall be drawn to a minimum scale of 1"= 100'.
 - b. Current condition photos to provide adequate "before and after" shots.
 - c. Construction / reconstruction time schedule, noting start and completion date.
6. **Applicants MUST submit at least two contractor proposals that MUST be used for construction/installation.** If the applicant has a difficult time obtaining two contractor proposals, they are encouraged to contact the Village Administrator to discuss possible solutions. The actual Village Board approved contractor proposal must be used for completion of the project. Any change in contractor does require additional approval by the Village as indicated below in number 9. The Village Board retains the right to request additional proposals.
7. **NO funding will be provided for purchased materials or labor provided personally by the applicant or any other party besides the contractor approved to complete the work.**
8. Applicants must take out the appropriate building permits. No license, registration, or permit in

the Village of Mount Horeb shall be issued or renewed until all delinquent Village taxes, assessments, and forfeitures from Village ordinance violations and all due bills of the Mount Horeb Utilities are paid in full.

9. Minor changes to the project will require submittal and approval by the Village Administrator. Significant project changes, as determined by Village Administrator, will require approval of the Village Board.
10. The Village Board reserves the right to cancel any grant agreement if conditions of the program guidelines and agreement are not met in any way, shape, or form.
11. Concurrent applications from the same applicant shall not be allowed. An applicant may re-apply for another project after any existing project by the same applicant is completed to the satisfaction of the Village Board.
12. Total grant funding for any single property may not exceed two (2) grants, regardless of dollar amount, within any four (4) year period.
13. The Community Development Authority will review each application and forward on a recommendation to the Village Board. The Village Board will have the ultimate authority to determine whether an application has met the criteria for approval, and may impose certain design conditions on approved projects.

PROCESS

1. Applicant submits **ONE** complete grant application for the entire project, contractor proposals/quotes, and site plan to Village Administrator, 138 E Main Street. If the project consists of multiple aspects and or contractors; the estimates should be combined into one application form.
2. The application is sent to the Community Development Authority for initial review and to make a recommendation to the Village Board.
3. Village Board reviews the application materials and approves or denies the funding request. If approved, the Village Board may place conditions on the proposed project. If denied, applicant may submit a revised application and repeat process.
4. Applicant submits building permit with final design plans as required by Village code.
5. Building Inspector reviews and approves permit.
6. A “letter of agreement” is drafted by Village staff that identifies the terms of the agreement. All parties execute said letter.
7. Construction/Installation begins. Applicant has six (6) months from the execution date of the agreement to begin implementation of approved improvements. Any plan changes would require approval according to number 11 in the Program Requirements section.
8. Construction/Installation is completed within one (1) year of grant award.
9. Applicant contacts the Village Administrator to request a project review to see if all code requirements and Village Board imposed conditions have been met. The Village staff member reviewing the work will sign the Project Close Out Form.
10. Applicant provides the completed Project Close Out Form with signatures from the property owner, contractor, and Village Staff member who reviewed the work; itemized invoices for the project; and proof of payment of their portion of the project costs to the Village Administrator, along with the completed Project Close-Out form. While a construction lien waiver is not required, it is recommended that the applicant consider obtaining appropriate construction lien waiver(s) from the contractor(s) for the project.
11. Once the Village Administrator has reviewed the Project Close-Out form and provided documentation, the Village Administrator will provide the documentation to Village Treasurer to review before issuing payment to the contractor or reimbursement to the property owner for their payment to the contractor.

GRANT CYCLE AND DUE DATES

The initial application deadline for grant requests will be the first Monday in April. The requests will then be reviewed in order of receipt by the Community Development Authority and the Village Board at their regularly scheduled meetings. Applications will continue to be accepted if funds are still available after the initial application deadline. All applications received by the first Monday of the following months after April will be reviewed by the Community Development Authority and Village Board at their regularly scheduled meetings in batches.

FUNDING AVAILABILITY

The program is specifically a matching grant program based on the criteria below:

1. The Village Board has available a limited amount of funding. Applications will be reviewed in batches as they are received. Grants may be awarded only if the Village Board has adequate funds available for this program.
2. Program funds may be used to grant up to 50% of the total project costs, not to exceed \$5,000. Therefore, to receive this maximum amount a project would require at least \$10,000 in total project cost. Actual project costs may be greater than this maximum amount; however, such costs shall be the sole responsibility of the applicant.
3. The Village shall only provide up to a maximum of \$25,000 worth of grants on an annual basis.

PROGRAM EXPIRATION

The residential exterior improvement program will expire if one of the following occurs:

1. When the allocated TID project plan funds have been spent, unless additional funding has been authorized by the Village Board up to a maximum of \$25,000 annually.
2. When the allowable TID expenditure period has expired.
3. When the Village Board chooses to eliminate or amend the program.



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RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM GRANT APPLICATION

(Please complete and submit one application for the complete project)

APPLICANT INFORMATION

Applicant Name _____

Property Address _____

Phone _____ Email _____

PROPERTY INFORMATION

Year Home Built _____ Purchase Year of Home _____

Assessed Value of Home \$ _____

PROJECT INFORMATION

Proposed Start Date _____ Proposed Completion Date _____

Contractor Name _____ Contractor License # _____

Contractor Address _____
Street City State Zip

Contractor Phone _____ Contractor Email _____

Total Project Estimate \$ _____ Grant Request \$ _____

Other funding sources that will be used: _____

Project Narrative (attach additional sheets if necessary).

Please include information related to the work that will be done, colors that will be used, why there is a need for the project, and other information that will be relevant to making a decision on the grant application.

DOCUMENTS TO INCLUDE

- ☐ Two contractor proposals
- ☐ Site plan
- ☐ Copy of Contractor License
- ☐ Proof of Insurance
- ☐ Photos of what will be repaired

Certification: The information provided above is true and accurate to the best of my knowledge and I have read and understand the guidelines of the Village of Mount Horeb Residential Exterior Improvement Program and agree to abide by its conditions. I acknowledge that the Village Board has the right to terminate this agreement under the Residential Exterior Improvement Program if I, as the applicant, am found to be in violation of any conditions set forth in the guidelines of the program. I understand this is a matching grant up to \$5,000.

Applicant Signature _____

Date _____

Office Use Only	
Date Application Received: _____	Does this applicant qualify for a building permit? ☐ Yes ☐ No
Community Development Authority Review Date: _____ ☐ Recommended approval without conditions ☐ Recommended approval with conditions ☐ Recommended denial Recommended conditions or reason for denial (if applicable): 	
Common Council Review Date: _____ ☐ Approved without conditions ☐ Approved with conditions ☐ Denied (reasons below) Conditions or reason for denial (if applicable): _____ _____ Authorized Grant Amount: _____	
Date Check Issued: _____	



HERITAGE
COMMUNITY
OPPORTUNITY

VILLAGE OF MOUNT HOREB

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RESIDENTIAL EXTERIOR IMPROVEMENT PROGRAM *PROJECT CLOSE-OUT*

Grant Recipient _____

Property Address _____

☐ Attach photos of completed project.

By signing below, you verify that all work on this project had been completed to the best of your knowledge and, in your opinion, is acceptable to you and completed in accordance with the requirements of the Residential Exterior Improvement Program and consistent with the nature of this application.

Contractor Signature

Date

Applicant Signature

Date

Village Staff

Date

Village Treasurer Signature

Date

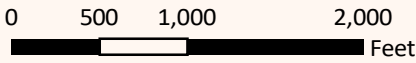
Village Administrator Signature

Date

Mt. Horeb - TID 5

-  TID 5
-  TID 5 - Half Mile Radius

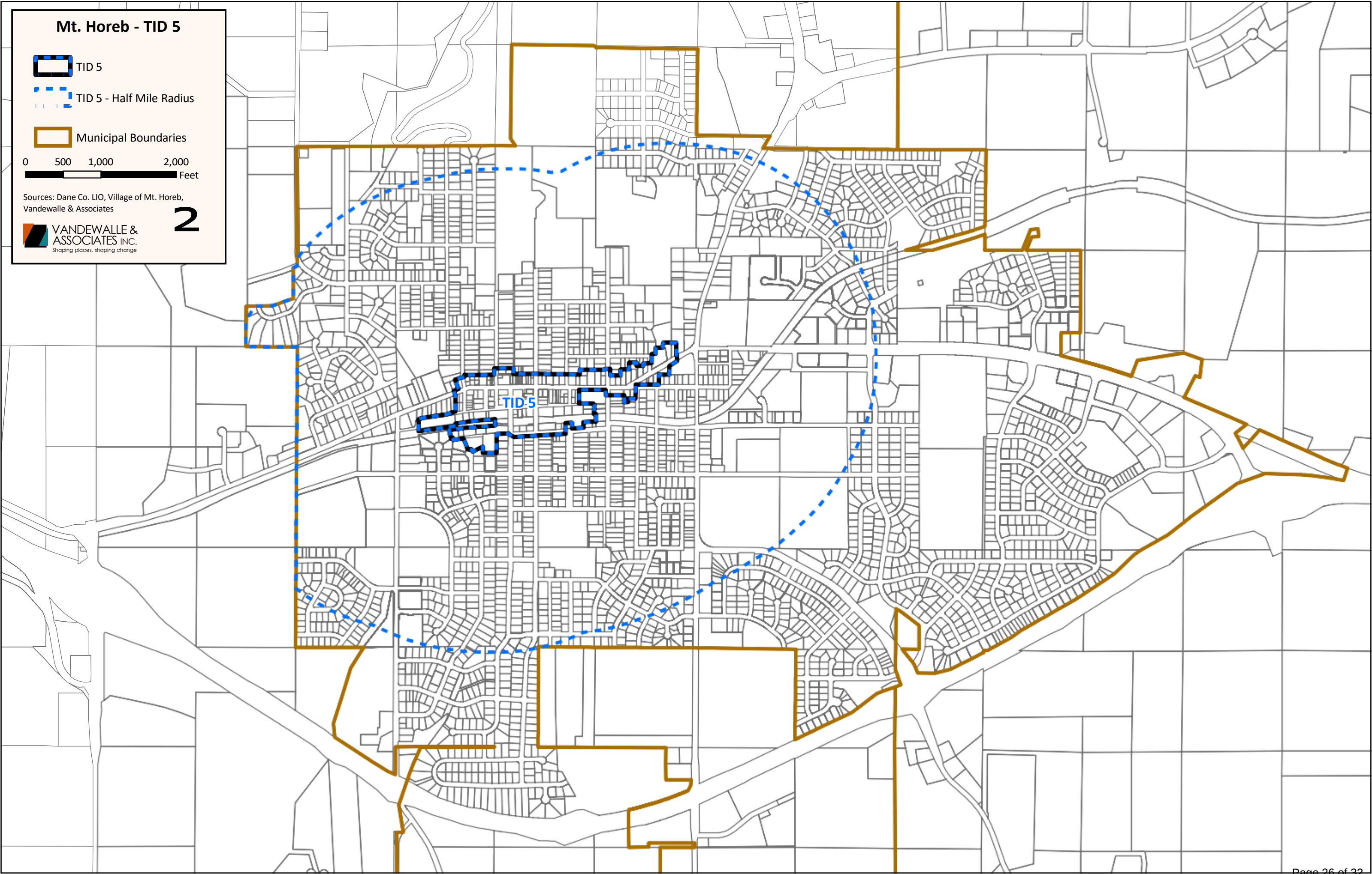
 Municipal Boundaries



Sources: Dane Co. LIO, Village of Mt. Horeb,
Vandewalle & Associates

 **VANDEWALLE &
ASSOCIATES INC.**
Shaping places, shaping change

2



Residential Improvement Pr	
Level of Performance	Strong
Score	10-7 Points
Property Condition	Code violations, health and safety concerns, structural integrity concerns
Age of home	75+
Percentage of Average Assessed Value	Less tan 100%
Percentage of Improvements of Assessed Value	Over 10%
Repair of historical elements	Restoring to original historical design
Quality of materials	High quality durable materials
Thoroughness of application	Quality pictures and plans and clear description
Sustainability, energy efficiency	Energy Star Standards

Quality of bids for work	Three bids from qualified contractors
Financial Hardship	Project would not proceed without grant
Application Score	
Score	
Total Overall Points for Grant Application	

Program Scoring	
Fair	Weak/Poor
6-4 Points	3 Point or Below
Obvious deterioration, significant rehab needed to preserve	Showing wear and age, in need of refresh
50-75	25-50
125%-100%	@125%
5-10%	Less than 5%
Bringing closer to historic look	No historic aspects
Medium quality but durable	Minimum quality and value
Adequate pictures of plans, basic project narrative	Application meets minimum requirements
Improves efficiency	No effect on efficiency

Two bids from qualified contractors	One bid from qualified contractor
Project delayed without grant.	Proects to likely proceed without grant, may be scaled back.
ore	
plication: 100 Points	



AGENDA ITEM REPORT

MEETING DATE

November 8, 2023

PREPARED BY

AGENDA ITEM # 3.c

Update/Discussion: Downtown Parking Study

BACKGROUND

RECOMMENDATION

ATTACHMENTS

None



AGENDA ITEM REPORT

MEETING DATE

November 8, 2023

PREPARED BY

AGENDA ITEM # 3.d

Update: Downtown Property Purchase

BACKGROUND

An appraisal has been ordered. We anticipate receiving the report in mid November.

RECOMMENDATION

ATTACHMENTS

None