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, March 13, 2024 at 6:00 PM

Municipal Building Board Room
138 E. Main Street
Mount Horeb, WI

1) Call to order
   a. Roll Call
2) Consent Agenda
   a. Consideration of February 14, 2024 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. Consider Building Improvement Grant: 100 S 1st Street, Brickpoint Properties LLC
   b. Consider Building Improvement Grant 132 E Main Street, Issac's Antiques
   c. Economic Development Topic Presentation: Affordable Housing
   d. Follow up on Parking Study Analysis and Recommendations
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, February 14, 2024 at 6:00 PM

DRAFT MEETING MINUTES

1) Call to order

Marc Schellpfeffer called the meeting to order at 6:00 pm. Members present were Todd Fritz, Ben Vondra, Ryan Czyzewski, Marc Schellpfeffer, Barb Case and Karen Tetzlaff. Also present were Village Administrator, Nic Owen, Kristin Fish-Peterson and Utility Office Coordinator, Sara Alderson. Andy Baber was absent.

2) Consent Agenda

There were no comments or questions regarding the information provided. Motion by Vondra to approve the Minutes & Consent Agenda, seconded by Tetzlaff. Motion carried.

a. Consideration of January 10, 2024, Meeting Minutes

b. Economic Development Director's report

c. Mount Horeb Area School District report

d. Mount Horeb Area Chamber of Commerce report

e. Residential Exterior Improvement Program

3) Agenda Items

a. Economic Development Presentation:

Fish-Peterson gave an update on the current housing market environment as it pertains to the 2021 Housing Task Force Report. In 2022 and 2023, 64 housing units were built in the Village; 46 single family units and 18 duplexes. There were also 51 income qualified workforce rental units constructed in 2023. Discussion was had regarding the need for affordable senior housing and smaller infill development projects. Discussion was also had about identifying land for larger development projects such as the Lukken property. The idea of small scale real estate ownership projects was also discussed.

b. Discussion on Available Commercial Spaces

Fish-Peterson gave an update on what is available for commercial space. There are 8 commercial spaces available in the downtown area; 1 for sale and 7 for lease. There are also 2 available spaces for lease outside the downtown area.

c. Discussion: Creation of TID 6 - Karakahl

Nic Owen presented the possibility of the creation of TID 6 for the site at 101 Perimeter Road, the Karakahl Country Inn. Owen gave an update on the repair or raze order on that property. The owners have 30 days to get contracts to repair the building or the Village has the option to issue a raze order. There are a few developers interested in the site. Creating a Tax Increment Financing District (TID) for this site could help with funding to assist in the redevelopment of the site. The process for creating a TID usually takes 60-90 days.

4) Meeting adjournment.

Tetzlaff moved to adjourn at 6:51 pm, Fritz seconded.

REDEVELOPMENT RESOURCES

March 10, 2024

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. Good Morning Mount Horeb for February
    d. Emails, virtual meetings, and phone calls with prospective new business and new property owners
    e. Chamber Business Advocacy Committee
    f. Retention calls on two Mount Horeb (downtown) businesses
    g. Parking study steering committee meeting and follow up
    h. Emails with MSA regarding parking study
    i. Discussions with two housing developers for opportunities in Mount Horeb
    j. Meeting with developers for First Choice Dental
    k. Meeting with Chamber and Village staff re: mapping for Chamber marketing materials
2. Research
    a. Preparation of training segment and reporting for CDA
    b. Review Lukken counteroffer and appraisal
    c. Housing market and affordability in Mount Horeb

3. Prep, attendance and follow up at CDA and Village Board meetings.

VILLAGE OF
MOUNT HOREB

AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
March 13, 2024	Nicholas Owen, Administrator

AGENDA ITEM # 3.a

Consider Building Improvement Grant: 100 S 1st Street, Brickpoint Properties LLC

BACKGROUND

The new owners of the Innovation Center are applying for energy efficiency upgrades to the building. Upgrades include installing LED lighting and boiler upgrades. The application is complete and all costs listed are eligible under the program.

RECOMMENDATION

ATTACHMENTS

1. MTH Improvement Grant App Brickpoint

Village of Mount Horeb
Façade/Building Improvement Grant and Loan Application

VILLAGE OF MOUNT HOREB

Date: 1-17-24

Program (circle all that apply): Façade Grant (Bldg. Rehab Grant) Bldg. Rehab Loan

Project Name: Efficiency Upgrade at 100 S. 1st St.

Applicant Name: Brickpoint Properties LLC

Project Address: 100 S. 1st St. Mt Horeb WI 53572

Applicant Phone Number: (608) 512-8906 **Email:** bakken8563@gmail.com

Property Owner (if other than applicant): SAME

Lease Term (if applicable): N/A

General Project Description: Applying for 25% Grant for Efficiency upgrades to LED Lighting and Commercial Boilers for entire building to better serve tenants.

Estimated Start Date: 5-1-24 **Estimated Completion Date:** 7-15-24

Total Project Cost (hard and soft costs): 82,465.30

Total Grant Requested ($): 20,616.32 **Total Loan Requested ($):** N/A

Project Budget (attach additional pages if necessary):

List Individual Project Elements	Total Cost	Grant/Loan Request	Applicant Match (cash)*	Applicant Match (in-kind)*
LED UPGRADE	24,309.19	6,077.30		
BOILER EFF. UPGRADE	58,156.11	14,539.02		
TOTALS	82,465.30	20,616.32		

*Total applicant match must equal at least 75% for façade and/or building rehabilitation grants, or 10% equity for rehabilitation loans. Matching funds may be in the form of cash for grant/loan-eligible project costs, or qualifying costs incurred as part of a building rehabilitation project ("in-kind", for grant program only). See corresponding program information sheet for complete lists of funding- and match-eligible items.

-SUB1-THE ELECTRICINN

General Contractor: Brickpoint Properties LL SUB2 - AirTemperature Svcs, Inc

Contractor Contact Name: Tyler Marks **Phone Number:** 608-512-8906

Selected Bank (for Building Rehab Loan): Farmers Savings Bank

Bank Contact Name: Casey McClyman **Phone Number:** 608-437-2265

Applicant Remarks: The balance of the cost will be financed by Farmers Saving Bank. Upgrades will provide considerable upgrades to efficiency and assist building to maintain tenants as these costs increase.

Applicant's Certification:
The Applicant certifies that all information in this application and all documents submitted in support of this application are given for the purpose of obtaining a grant and/or loan under the Village of Mount Horeb Façade/Building Improvement Program and is true and complete to the best of the applicant's knowledge.

Signature of Applicant: Tyler Marks **Date:** 1-17-24

Signature of Property Owner: **Date:** 1-17-24

Required Attachments:
- ✓ Site/building photos
- ✓ Copy of property lease, land contract or deed
- ✓ Written authorization from building owner (if applicant is tenant)
- ✓ Proof of property insurance
- ✓ Application fee ($50.00 for each type of funding request), payable by check or money order to "Village of Mount Horeb"

Additional attachments, as appropriate
- ☒ Bids, estimates and/or contracts
- ☐ Site plans, building floor plans, elevations, or other conceptual designs, including colors/materials for façade work
- ☐ Business information, marketing materials, or other relevant documents demonstrating project viability and planned future uses of site/building

Note: Selected bank will require full financial statements and disclosure to evaluate the loan request. Please check with your bank to determine the required information, but submit it only to the bank, not the Village.

Please send this completed application and accompanying materials to:

Village of Mount Horeb
138 E. Main Street
Mount Horeb, WI 53572
(608) 437-6884

The Electrician INC
29 Venture Ct. | P.O. Box 930286 | Verona, WI 53593
(608) 848-4977

QUOTE

Quote Number:
40219

Work Order Id:

Date:
12/29/2023
Expiration Date:
01/28/2024
Submitted By:
Adam G

Proposal To:
Marks, Tyler
8563 Bakken Road
Mount Horeb WI 53572

Service Location:
Marks, Tyler
100 S. 1st St.
Mount Horeb WI 53572
23672

Option # LED Conversion

1.) Fluorescent to LED Conversion:
- a.) 2'x4' Drop-in Fixtures:
  - 1.) Remove the (3) fluorescent lamps in up to (185) drop-in tray lights.
  - 2.) Remove the ballasts and rewire the fixtures to be 120V at the end pins.
  - 3.) Provide and install (3) new LED lamps in each fixture for a total of (555) lamps.
- b.) Art Lights in Great Room:
  - 1.) Remove the (1) 2' and (1) 3' T5 lamps for each fixture. Up to (3) fixtures in total.
  - 2.) Remove the ballasts and rewire the fixtures to be 120V at the end pins.
  - 3.) Provide and install (3) new LED 2' T5 and (3) new LED 3' T5 lamps.
- c.) Miscellaneous T8 4-lamp Fixtures around the building:
  - 1.) Remove up to (56) fluorescent 4' T8 lamps in random fixtures in random areas.
  - 2.) Remove the ballasts and rewire the fixtures to be 120V at the end pins.
  - 3.) Provide and install up to (56) LED 4' T8 lamps.
- d.) Stairwell Lights:
  - 1.) Remove the (2) 4' T5 lamps in up to (8) stariwell fixtures.
  - 2.) Remove the ballasts and rewire the fixtures to be 120V at the end pins.
  - 3.) Provide and install up to (16) LED 4' T5 lamps.
- e.) Post Office:
  - 1.) Remove the (4)T8 fluorescent lamps in up to (10) 2'x4' drop-in fixtures.
  - 2.) Remove the ballasts and rewire the fixtures to be 120V at the end of the pins.
  - 3.) Provide and install up to (40) LED 4' T8 lamps.
- f.) Post Office Back Room:
  - 1.) To be determined once access is gained.

Initial:_____ **Total** **24,309.19**

Total Prices (including all options) **24,309.19**

Accepted By: _____ **Date:** _____

Air Temperature Services, Inc.

Mechanical Engineering ■ Contractors ■ Refrigeration ■ Heating ■ Air Conditioning

January 17, 2024

Facility Gateway
Attn: Tyler Marks

Email: tmarks@facilitygateway.com

Re: Boiler Replacements
100 S. 1st Street
Mount Horeb, WI 53572

We propose the following:

- Shut down (3) boilers, drain down system, disconnect supply and return mains, gas piping, venting and line/low voltage wiring
- Provide (3) high efficiency 399,000 BTU input boilers
- Labor to remove (3) existing boilers and install (3) new boilers
- PVC labor and material to vent (3) new boilers
- Gas piping labor and materials to hookup (3) new boilers
- Provide and install (3) boiler pumps with check valves and isolation valves
- Provide and install (1) 80-gallon boiler buddy with necessary piping to tie into existing system
- Supply and return main piping adaptations to tie existing supply and return mains to (3) new boilers
- Line and low voltage adaptions
- Installation labor
- Apparatus, hangers
- Pressure check system
- Fill system
- Setup, startup
- Cycle through operation, complete

100% Turn Key Total Installed, Tax Included: $58,156.11

If you have any questions, please feel free to contact me.

Truly,

Lindsey Schmitz

Lindsey Schmitz
Commercial Service Sales Manager

All materials are guaranteed as specified and provided with a standard warranty of one (1) calendar year from the date of installation. All work will be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon expressed written orders and will become an extra charge over and above the quoted amount(s). All agreements are contingent upon strikes, accident, or delays beyond the control of The Electrician, Inc. This proposal is subject to acceptance within seven (7) calendar days, and it is void thereafter at the option of The Electrician, Inc.

Pricing provided above is based upon market conditions at the time this proposal was provided. Due to the volatile nature of material commodity prices, the future cost of the materials provided for the work described above may increase or decrease from the quoted amount. Adjustments to the quoted amount may be necessary only to take into account a change in the market prices, not to benefit The Electrician, Inc.

Customer acknowledges and agrees that any time durations for completion of work included above or construction schedules set forth by others and the labor and material costs included in this proposal do not include all cost and schedule impacts associated with events beyond The Electrician Inc.'s control, including without limitation, (i) material, equipment and labor shortages, (ii) supply chain disruptions, (iii) Covid-19 and other epidemic related illness and related costs, (iv) government orders, shelter-in place orders, closures, changes in law or other directives or restrictions that impact the work, and (v) fulfillment of The Electrician Inc.'s contractual obligations regarding safety specific to Covid-19 or other epidemics. If The Electrician, Inc.'s work is delayed, suspended, disrupted, made more expensive, or otherwise adversely impacted, directly or indirectly, by such events beyond The Electrician Inc.'s control, the time for completion of the work and any additional associated costs will be equitably adjusted for the time and costs increases caused by such events. The Electrician, Inc. will use commercially reasonable efforts to notify the customer, general contractor, or building owner in a timely manner of any such increases in cost or time that may result on delays of completion of the work.

Any changes, modifications or delays by the owner or owner's representative before, during, or after the completion of the above-described installation shall require the expressed written consent of both the owner/owner's representative and The Electrician, Inc. Work to complete the changes shall be performed on a time and material or quoted basis at the discretion of The Electrician, Inc.

The following items are not included in this proposal unless otherwise stipulated elsewhere in this document:

- Any fees or costs associated with utility supply lateral or drop, connections, inspections, permits, or any other municipal, state, or federal requirements.
- No receptacles, switches, light fixtures, or other devices will be installed on or within tile, wood, or other, non-drywall wall finishes. Additional labor and material charges may apply to install devices on or within these types of wall or ceiling finishes.
- Any phone, data, or other communications or multimedia installation other than those specified above.
- Any HVAC control wiring or ventilation, fixed electric space heating equipment and associated controls.
- Any fire protection installation other than those specifically referenced above.
- Any local, state, or federal requirements for a supplemental Fire Fighter Radio Amplifier (BDA system) within the building
- Any installation and wiring of door strikes, card readers, security, and the like, other than those specifically referenced above. Door hardware is entirely excluded in this scope of work.
- Any Emergency, Optional Standby, or Legally Required Standby System equipment, distribution, or generating source.
- Any costs associated with state approved lighting and/or power plan.
- Any structural and/or cosmetic work beyond that described above required to complete the project. This includes, but is not limited to: drywall installation, repair, or replacement; concrete cutting, patching, or replacement; steel and/or timber framing, trim work, and paint.
- Any landscaping installation, repair, or replacement.

SUBJECT PROPERTY

Location and Legal Description

The subject property is comprised of three adjacent existing parcels located in downtown Village of Mount Horeb, Dane County, Wisconsin with key identifying attributes shown in the following chart.

#	Address	Parcel #	Legal Description
1	100 S FIRST ST	0606-123-2116-5	BOECK'S, CARL SURVEY & PLAT MT HOREB STATION PLAT OF BLK 1-11 BLOCK 2 LOTS 6,7, & 8 EXC W 14 FT THF
2	100 S FIRST ST	0606-123-2094-2	BOECK'S, CARL SURVEY & PLAT MT HOREB STATION PLAT OF BLK 1-11 LOT 4 EXC W 14 FT & EXC S 4 FT OF E 90 FT THF & LOT 5 EXC W 14 FT THF BLOCK 2
3	100 S FIRST ST	0606-123-2071-9	BOECK'S, CARL SURVEY & PLAT MT HOREB STATION PLAT OF BLK 1-11 PLAT LOTS 1, 2 & 3 EXC W 14 FT THF S 4 FT OF E 90 FT LOT 4 BLOCK 2

An aerial from Dane County's DCiMap (2022) follows, with the subject parcels' boundaries approximately outlined in red. The Parcel #'s shown below correspond to the preceding chart.

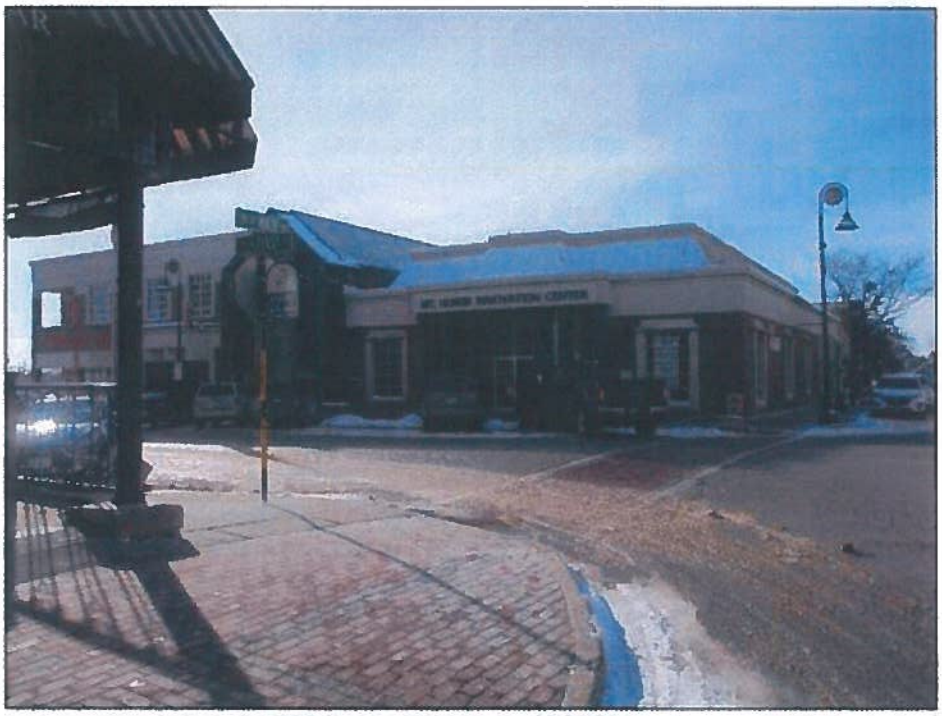
Improvement Description

Known as Mt. Horeb Innovation Center, the existing improvements are summarized in the following chart.

Existing Building Improvements				
Year Built / Remodeled	1967 & 1993 / 1993 & 2014			
Building Size (SF):	Gross Building Area	Leasable Area	Efficiency Ratio	
Mostly Finished Basement	8,545			
Above Grade Area	19,405			
Total	27,950	19,860	71%	
Building Dimensions:	# Stories	Clear Height	Length x Width	Site Coverage Ratio
	1 & 2	7'-12'+ Atrium	irregular	52%
Frame & Foundation:				
Frame	Steel			
Slab/Foundation	Concrete or CB			
Exterior Finish:				
Exterior Wall	Brick, EIFS			
Roof	Primarily flat with EPDM membrane; some metal gable w/skylight			
Interior Finish:				
Floor Finish	Carpet, CT, LVT, vinyl			
Wall Finish	TPSR, WPSR, CT, CB			
Ceiling Finish	SAT, TPSR			
Lighting	Fluorescent, LED			
MEP:				
Plumbing / Fire Protection	Adequate / Partial wet sprinkler system (basement level only)			
Heat / Air Conditioning	Boiler w/VAV and FWA furnace / Central AC			
Electrical	Adequate			
Attachments:				
Elevator	Passenger elevator reaching all levels			
Loading Dock	Attached covered exterior concrete loading dock area			
Site Improvements:	~12,000 sf asphalt-concrete for parking/drive/walks; 20 surface parking spaces, or parking ratio of 0.7 spaces /1,000 sf			

Old Boiler Systems – 1974

PHOTOGRAPHS OF THE SUBJECT



View of Northeast Corner of Subject Building

View of Northwest Corner of Subject Building

View of Southwest Corner of Subject Building

View of Southeast Corner of Subject Building

VILLAGE OF
MOUNT HOREB

AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
March 13, 2024	Nicholas Owen, Administrator

AGENDA ITEM # 3.b

Consider Building Improvement Grant 132 E Main Street, Issac's Antiques

BACKGROUND

Janelle Holmstrom, owner of Isaac's Antiques building is applying for reimbursement for an emergency furnace repair. The grant program requires that projects not start until after the grant has been awarded, but when we created the program we did not consider emergency work, such as replacement of a failed furnace. Holmstrom came to me when she knew she had to replace the furnace and asked about an application for work that would be completed prior to consideration of the application. I thought the safest thing was to have her complete the application and let the CDA and Board decide how to handle this situation. HVAC is an allowable cost under the grant. If the CDA and Board are in favor of allowing this type of application, we can edit the program to allow for similar circumstances in the future.

RECOMMENDATION

ATTACHMENTS

1. Issacs HVAC Building Grant App

Village of Mount Horeb
Façade/Building Improvement Grant and Loan Application

Date: 2-27-24

Program (circle all that apply): Façade Grant (Bldg. Rehab Grant) Bldg. Rehab Loan

Project Name: New furnace / Issa's Antiques

Applicant Name: Janelle Holmstrom / Isaac's Antiques

Project Address: 132 E Main St, Mt Horeb WI 53572

Applicant Phone Number: 608-575-6994 **Email:** isaacsantiquesshop@gmail.com

Property Owner (if other than applicant): Same

Lease Term (if applicable): n/a

General Project Description: Our furnace of 23 yrs DIED! We have an urgent replacement need.

Estimated Start Date: 2-27-24 **Estimated Completion Date:** ~~2-28~~ March 5, 2024

Total Project Cost (hard and soft costs): $9,300.00

Total Grant Requested ($): $2,325.00 **Total Loan Requested ($):** n/a

Project Budget (attach additional pages if necessary):

List Individual Project Elements	Total Cost	Grant/Loan Request	Applicant Match (cash)*	Applicant Match (in-kind)*
See attached		bid		
TOTALS				

*Total applicant match must equal at least 75% for façade and/or building rehabilitation grants, or 10% equity for rehabilitation loans. Matching funds may be in the form of cash for grant/loan-eligible project costs, or qualifying costs incurred as part of a building rehabilitation project ("in-kind", for grant program only). See corresponding program information sheet for complete lists of funding- and match-eligible items.

General Contractor: Modern Heating and Cooling

Contractor Contact Name: Jason Myers **Phone Number:** 608-767-2689

Selected Bank (for Building Rehab Loan): n/a

Bank Contact Name: _____ **Phone Number:** _____

Applicant Remarks: Thank you for considering an immediate emergency approval. It's not a project that we can put off. Surely WI winter is not done. We'd be so very grateful if we could benefit from the grant refund on such short notice.

Applicant's Certification:

The Applicant certifies that all information in this application and all documents submitted in support of this application are given for the purpose of obtaining a grant and/or loan under the Village of Mount Horeb Façade/Building Improvement Program and is true and complete to the best of the applicant's knowledge.

Signature of Applicant: [signature] **Date:** 2-27-24

Signature of Property Owner: Same **Date:** _____

Required Attachments:

- ✓ Site/building photos
- ✓ Copy of property lease, land contract or deed
- ✓ Written authorization from building owner (if applicant is tenant)
- ✓ Proof of property insurance
- ✓ Application fee ($50.00 for each type of funding request), payable by check or money order to "Village of Mount Horeb"

Additional attachments, as appropriate

- ☐ Bids, estimates and/or contracts
- ☐ Site plans, building floor plans, elevations, or other conceptual designs, including colors/materials for façade work
- ☐ Business information, marketing materials, or other relevant documents demonstrating project viability and planned future uses of site/building

Note: Selected bank will require full financial statements and disclosure to evaluate the loan request. Please check with your bank to determine the required information, but submit it only to the bank, not the Village.

Please send this completed application and accompanying materials to:

Nicholas Owen, Village Administrator
138 E. Main Street
Mount Horeb, WI 53572
(608) 437-9409

MODERN HEATING & COOLING
EST. 1985

10050 U.S. HIGHWAY 14
BLACK EARTH, WI 53515
OFFICE 608-767-2689
FAX 608-767-3958
www.modernheatinginc.com

ISAAC'S
132 EAST MAIN ST
MT HOREB WI 53572

DATE: 2/22/2024
PHONE: 608-437-6151
EMAIL: GHOLSTROM1@GMAIL.COM
JOB: FURNACE REPLACE & RELOCATE
LOCATION: SAME
DESIGNER: JASON MYERS

****** Modern Heating & Cooling proposes the following. After 30 days, pricing subject to change and bid may be withdrawn******
******Large projects may require money down for advanced equipment purchases******
******Please pay promptly to avoid late fees and interest charges******

1	234	HORIZONTAL KIT
1	241	CARRIER 59SC5B100E21-20 95% EFFICIENT SINGLE STAGE FURNACE
1	263	DRAIN LINE - REPAIR MAIN TRAP
1	264	DRAIN PAN
1	265	WET SWITCH
1	269	EXTEND VENTING
1	276	EXTEND GAS PIPING
1	316	ACR PIPE/ FITTINGS / ARMAFLEX - EXTEND & CLEAN UP LINESET
1	326	CENTRAL RETURN - 20 X 25 FILTER GRILL
1	331	HANGING MATERIALS
1	333	SUPPLY AIR PLENUM
1	334	RETURN AIR ASSEMBLY
5	336	SUPPLY DUCT
10	337	RETURN AIR DUCT
2	338	FABRICATED SHEET METAL FITTINGS
1	341	EXTEND LOW VOLT WIRING
1	345	HVAC PERMIT
1	351	LIFT DELIVERY

WORKSCOPE **TOTAL** **$6,800**

MOVE EXISTING FURNACE LOCATION TO ATTIC SPACE ALONG WITH NEW FURNACE - EXTEND: GAS LINE, FURNACE VENTING, LOW VOLTAGE WIRING, DRAIN PIPING, REFRIGERANT LINES, SUPPLY AND RETURN DUCTWORK.

OPTION - REPLACE SUPPLY DUCTING WITH SPIRAL AND NEW REGISTERS___$2,500.00 ACCEPTED

NEW TOTAL_____$9,300.00

Thanks for your consideration!
Respectfully, Jason Myers
MHC Project Manager

Contractor / Owner acceptance of proposal:_____Date:_____

Don't compromise .... Modernize! ***Visit us at WWW.ModernHeatingInc.com***

NOTICE OF LIEN RIGHTS

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, MODERN HEATING & COOLING, INC. HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO MODERN, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH SUCH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. MODERN AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

Terms & Conditions

A. SCOPE OF SERVICE

1. Unless indicated otherwise in the Proposal/Contract ("Contract"), ModernHeating & Cooling, Inc. ("Modern") will perform such services as directed by the Customer, or if the Contract is for a firm price Modern will provide such services to the extent called for in the Contract. Labor and supervision, shop facilities and other suppliers may be involved in the full performance of the work, to the extent required by the contract. Modern reserves the right at any time, and from time to time, to substitute any of its personnel.

2. If the service is performed at the Customer's business facility, Modern representatives and others employed by Modern shall comply with the Customer's rules for visitors pertaining to safety & protection.

3. It is recognized that the nature of service is such that changes in the scope of the work as originally contemplated often occur, Modern will undertake additional work within the normal scope of such service but reserves the right to require the Customer to confirm in writing any extension of the work originally ordered. Pending receipt of requested written confirmation, Modern shall be entitled to rely upon oral orders, including instructions of Customer=s representatives. Any additional services performed by Modern pursuant to such written or oral orders or instructions shall be paid for on the basis set forth herein or as otherwise agreed to in writing between the parties.

B. CHARGES

1. General. If the price for performing the service if firm, such price shall apply only to the work called for in Modern's contract which shall be performed during ordinary business hours, unless otherwise agreed in writing. If the Customer requests changes in the scope of the work or an increase in the schedule of hours to be worked, additional charges will be made in accordance with the ordinary and customary practices of Modern for time and materials work, as noted below. Customer is responsible for payment of all added costs related to changes directed by the Customer or Customer's agent, whether reduced to writing or not. Unless a fixed price has been agreed upon in writing, the work shall be performed on a time and material basis, and the Customer shall pay Modern for the straight time and overtime expended in the performance thereof in accordance with those rates of Modern in effect at the time the work is performed and normally applicable to this type of work

2. Rates And Charges.

a. Straight Time Rates. The straight time rate will be charged for time worked on five eight hour workdays, Monday through Friday, each workday consisting of consecutive eight hours, exclusive of lunch time, beginning ordinarily at 8:00 a.m.

If the work is performed on the Customer's premises, travel to the work site from Modern's headquarters and return will be charged at the straight time rate.

b. Overtime Rates. The overtime rate shall be applicable to all time worked not otherwise within the Monday through Friday eight hour daytime period.

c. Minimum Charges. A minimum one-hour charge for each service call shall be charged. Sunday and holidays are double rate.

C. PARTS AND MATERIALS.

1. *Service Parts.* Service parts furnished by Modern will be invoiced to the Customer at Modern's current regular prices and under Modern's regularly prevailing terms and conditions.

2. *Purchased Service, Parts and Materials.* If, at the request of the Customer, Modern furnishes labor, parts or materials provided by outside contractors or suppliers or obtains service from machine or electrical shops, the charge to the Customer shall consist of the costs to Modern for such labor, parts, equipment, and service plus Modern's then current normal handling charges for such items.

D. PAYMENT.

1. Payment is due upon receipt of invoice. Penalty interest charges will be applied on all late payments under this Agreement. Penalty interest is 1.5% accrued monthly on the entire outstanding overdue balance, on commercial work, from date of invoice. "Late Payments" are defined as any payment not received within 30 days of the invoice date. Advance payment for materials to be stockpiled on site and progress payments may be required and invoiced. Credit is not being extended under this Contract. All payments on this obligation or any resulting judgment will be applied first to costs of collection, if any, next to accrued interest, and the balance to principal. The obligations of this paragraph shall continue to apply until actual payment in full, notwithstanding the reduction to judgment of the underlying obligation.

2. If at any time during performance of this contract, in the sole judgment of Modern, the financial condition of the Customer puts payment to Modern at risk, Modern may require full or partial payment in advance, regardless of the original terms of payment.

In the event of bankruptcy or insolvency of the Customer or in the event any proceeding is brought against the Customer, voluntarily or involuntarily, under the bankruptcy or any insolvency laws, Modern shall be entitled to cancel any order or ongoing service then outstanding at any time during the period allowed for lifting claims against the estate and shall receive reimbursement for its proper cancellation charges.

3. Any controversy or claim arising out of or related to this Agreement shall be brought and heard in Dane County Wisconsin Circuit Court, The laws of the State of Wisconsin shall govern interpretation of this contract. The substantially prevailing party in such proceeding shall be entitled to recover their costs of collection and actual costs of the action, including payment of their reasonable actual (a)attorney's fees, (b)expert witness fees, (c) witness expense (including employee time), (d) out of pocket costs, and (e) other litigation related expenses.

E. TAXES

The prices quoted for service, parts and materials do not include any sales, privilege, use, turnover, excise or other similar tax. The amount of any such tax which Modern shall be required to pay because of the furnishing of services or delivery of parts or materials hereunder, shall be reimbursed to Modern by the Customer upon presentation of invoice therefore or in lieu thereof the Customer shall furnish to Modern a tax exemption certificate acceptable to the taxing authorities.

F. COMMENCEMENT AND COMPLETION

Unless otherwise noted on the reverse side, the start date will be within 30 days of acceptance of this proposal, and the completion date will be within 180 days after the actual start date. If for reasons beyond the direct control of Contractor, start or completion is delayed, Customer shall not unreasonably refuse to execute a change order reflecting the delayed start or completion date.

G. WARRANTY

Modern warrants that all workmanship will be competent and conform to the recognized standards for the industry. Parts and materials shall be covered only by the warranty of the supplier or manufacturer thereof, if any. No warranty, expressed or implied, is given as to Customer supplied fixtures or work.

THE WARRANTY IS EXPRESSLY IN LIEU OF ALL OTHER WARRANTIES, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS AND CONSTITUTES THE ONLY WARRANTY OF MODERN WITH RESPECT TO THE SERVICES, PARTS AND MATERIALS SUPPLIED. MODERN'S LIABILITY TO CUSTOMER ARISING OUT OF THE SERVICES, PARTS AND MATERIALS WHETHER IN CONTRACT OR IN TORT OR UNDER ANY LEGAL THEORY AND WHETHER ARISING OUT OF WARRANTIES, REPRESENTATIONS, INSTRUCTIONS, INSTALLATION, OR DEFECTS FROM ANY CAUSE, SHALL BE LIMITED EXCLUSIVELY TO CORRECTING OR REPLACING OF THE PARTS, MATERIALS OR WORKMANSHIP AND IS FURTHER LIMITED TO A MAXIMUM COSTS EQUAL TO THE TOTAL CONTRACT PRICE FOR SERVICE RENDERED HEREUNDER.

H. LIABILITY

1. Modern will carry Worker's Compensation insurance to cover its employees and will require similar coverage from its subcontractors. If any, while involved in the subject work and will maintain public liability and property damage insurance in reasonable amounts to cover the liability arising from its activities. Any and all liability of Modern whether in contract, in tort, including negligence, or otherwise SHALL EXPIRE ONE YEAR AFTER THE SUBSTANTIAL COMPLETION OF MODERN'S WORK, and shall not, in any event, exceed the total contract price for services rendered hereunder.

2. NEITHER MODERN NOR ITS SUPPLIERS SHALL BE LIABLE, WHETHER IN CONTRACT OR IN TORT, (INCLUDING NEGLIGENCE), OR UNDER ANY OTHER LEGAL THEORY, FOR LOSS OF USE, REVENUE OR PROFIT, OR FOR COST OF CAPITAL OR OF SUBSTITUTE USE OR PERFORMANCE OR FOR INCIDENTAL, INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, OR FOR ANY OTHER LOSS OR COST OF SIMILAR TYPE, OR FOR CLAIMS BY CUSTOMER FOR DAMAGES OF CUSTOMER'S CUSTOMERS.

3. The Customer shall indemnify and hold Modern, together with its employees, agents and suppliers harmless from any loss, liability or claim resulting from exposure to hazardous materials, asbestos, or asbestos containing materials. Customer further represents and warrants that no hazardous materials, asbestos, or asbestos containing materials are present in the area of its property at which Modern will be performing its services.

Training Module 16

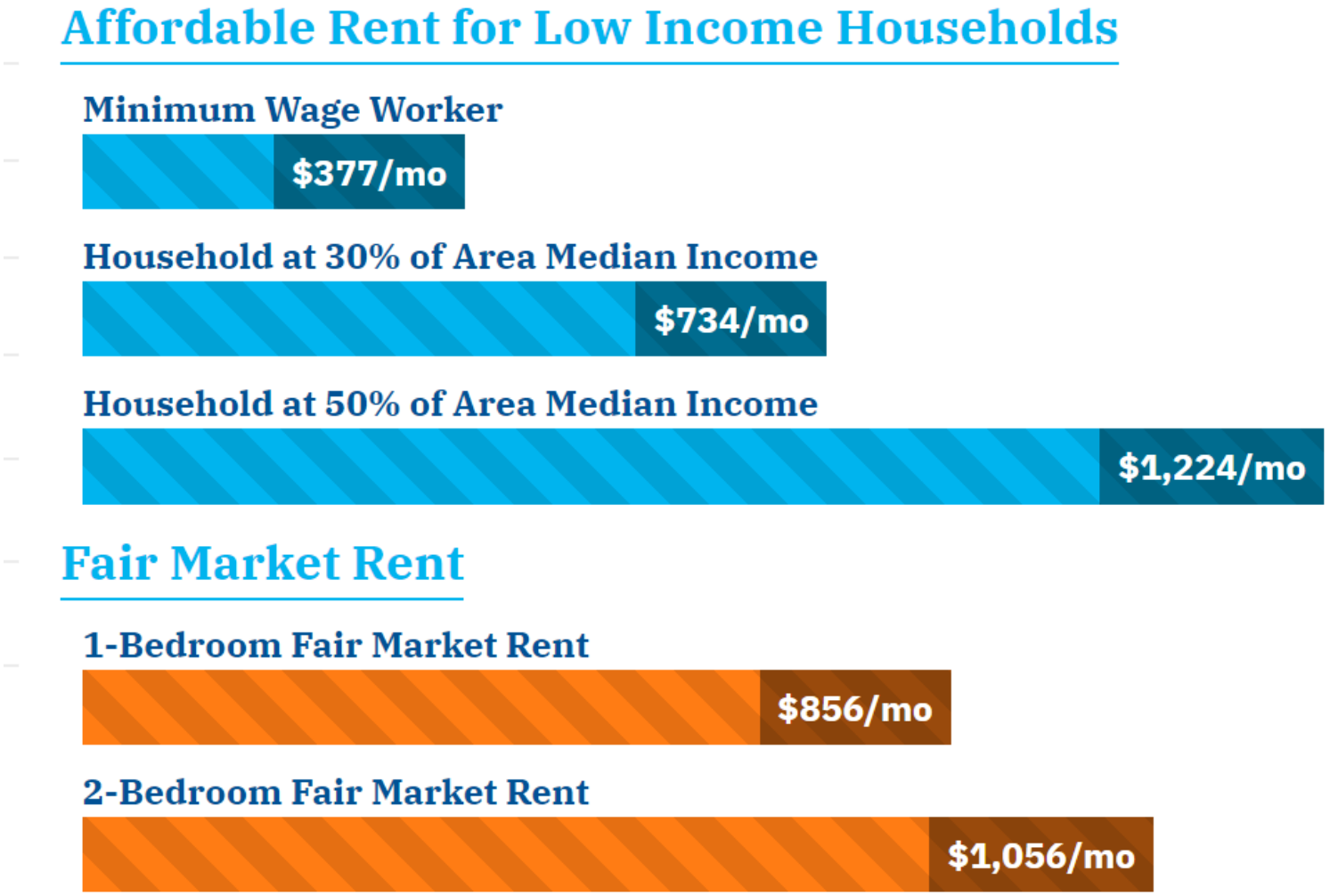
Housing Market and Affordability

Data from National Low Income Housing Coalition

State Facts

MINIMUM WAGE	$7.25
2-BEDROOM HOUSING WAGE	$20.32
NUMBER OF RENTER HOUSEHOLDS	782,114
NUMBER OF RENTER HOUSEHOLDS BELOW 30% AMI	183,834
PERCENT OF RENTER HOUSEHOLDS BELOW 30% AMI	24%
NUMBER OF RENTER HOUSEHOLDS BELOW 50% AMI	332,142
PERCENT OF RENTER HOUSEHOLDS BELOW 50% AMI	42%

Affordable and Fair Market Rent



Working for minimum wage

Working at minimum wage

$7.25/hr

Each week you have to work

91 HOURS

To afford a modest 1 bedroom rental home at Fair Market Rent

Renters and Housing Wages

Number of Households	Wisconsin	Dane County
TOTAL	2,401,818	236,036
RENTER	782,114	98,611
PERCENT RENTERS	33%	42%
Housing Wage		
0-BEDROOM	$14.37	$19.37
1-BEDROOM	$16.46	$22.75
2-BEDROOM	$20.32	$26.50
3-BEDROOM	$26.38	$34.81
4-BEDROOM	$29.10	$39.25

Fair Market Rent and Annual Incomes

Fair Market Rent	Wisconsin	Dane County
0-BEDROOM	$747	$1,007
1-BEDROOM	$856	$1,183
2-BEDROOM	$1,056	$1,378
3-BEDROOM	$1,372	$1,810
4-BEDROOM	$1,513	$2,041
Annual Income Needed to Afford		
0-BEDROOM	$29,897	$40,280
1-BEDROOM	$34,245	$47,320
2-BEDROOM	$42,258	$55,120
3-BEDROOM	$54,860	$72,400
4-BEDROOM	$60,532	$81,640

At Minimum Wage

Minimum Wage	WI	Dane
MINIMUM WAGE	$7.25	$7.25
RENT AFFORDABLE FOR A FULL-TIME WORKER AT MINIMUM WAGE	$377	$377
Work Hours/Week at Minimum Wage		
0-BEDROOM	79	107
1-BEDROOM	91	126
2-BEDROOM	112	146
3-BEDROOM	146	192
4-BEDROOM	161	217
Supplemental Security Income (SSI) Payment		
SSI MONTHLY PAYMENT	$998	$998
RENT AFFORDABLE TO SSI RECIPIENT	$299	$299

Occupation	Total Employment	Median Hourly Wage
FAST FOOD AND COUNTER WORKERS	54,770	$11.58
BARTENDERS	24,420	$11.74
CASHIERS	67,620	$14.15
FOOD PREPARATION WORKERS	20,360	$14.36
HOME HEALTH AND PERSONAL CARE AIDES	76,260	$14.64
WAITERS AND WAITRESSES	34,540	$14.68
RETAIL SALESPERSONS	63,560	$14.76
JANITORS AND CLEANERS, EXCEPT MAIDS AND HOUSEKEEPING CLEANERS	38,620	$15.39
STOCKERS AND ORDER FILLERS	51,370	$15.76
COOKS, RESTAURANT	23,830	$15.78
ONE-BEDROOM HOUSING WAGE		$16.46

Jobs which can afford a 1-bedroom unit

TEACHING ASSISTANTS, EXCEPT POSTSECONDARY	24,580	$17.30
FIRST-LINE SUPERVISORS OF FOOD PREPARATION AND SERVING WORKERS	21,480	$18.04
RECEPTIONISTS AND INFORMATION CLERKS	25,420	$18.21
NURSING ASSISTANTS	26,690	$18.45
MISCELLANEOUS ASSEMBLERS AND FABRICATORS	43,320	$19.17
OFFICE CLERKS, GENERAL	51,360	$19.23
LABORERS AND FREIGHT, STOCK, AND MATERIAL MOVERS, HAND	66,960	$19.24
CUSTOMER SERVICE REPRESENTATIVES	60,840	$19.62
TWO-BEDROOOM HOUSING WAGE		$20.32

Jobs which can afford a 2-bedroom unit

What does this mean for Mount Horeb?

- There must be options for people at all income ranges to house those who work in the community.
- We have opportunities as a community, to provide housing that is affordable to all income levels.

VILLAGE OF
MOUNT HOREB

AGENDA ITEM REPORT

MEETING DATE	PREPARED BY
March 13, 2024	

AGENDA ITEM # 3.d

Follow up on Parking Study Analysis and Recommendations

BACKGROUND

RECOMMENDATION

ATTACHMENTS

1. PPT Mt Horeb 3.6 Board Mtg_FINAL

VILLAGE OF
MOUNT HOREB

VILLAGE BOARD MEETING

downtown parking study

March 6th, 2024

MSA

project schedule

AUG. 22	Steering Committee Meeting #1 project kick-off
AUG. 31	Parking Audit #1 summer tourism
SEPT. 26	Parking Audit #2 regular day
OCT. 12	Parking Audit #3 Public Engagement Pop-Up event night
OCT. – NOV.	Stakeholder Interviews
OCT. 23	Public Engagement Open House
NOV. 2	Steering Committee Meeting #2 review initial results and recommendations
JAN. 9	**Steering Committee Meeting #3** recommendations and alternatives
FEB. 19	Steering Committee Meeting #4 prioritizing, phasing and financing
TODAY MAR 6	Village Board + CDA Meeting Presentation present results and recommendations
MARCH 2024	Project Completion

Parking Inventory + Assessment

Existing Infrastructure
Audit Results

929 SPACES

852 w/o Front Street Lot

- 377 Private Spaces
- 559 Public Spaces

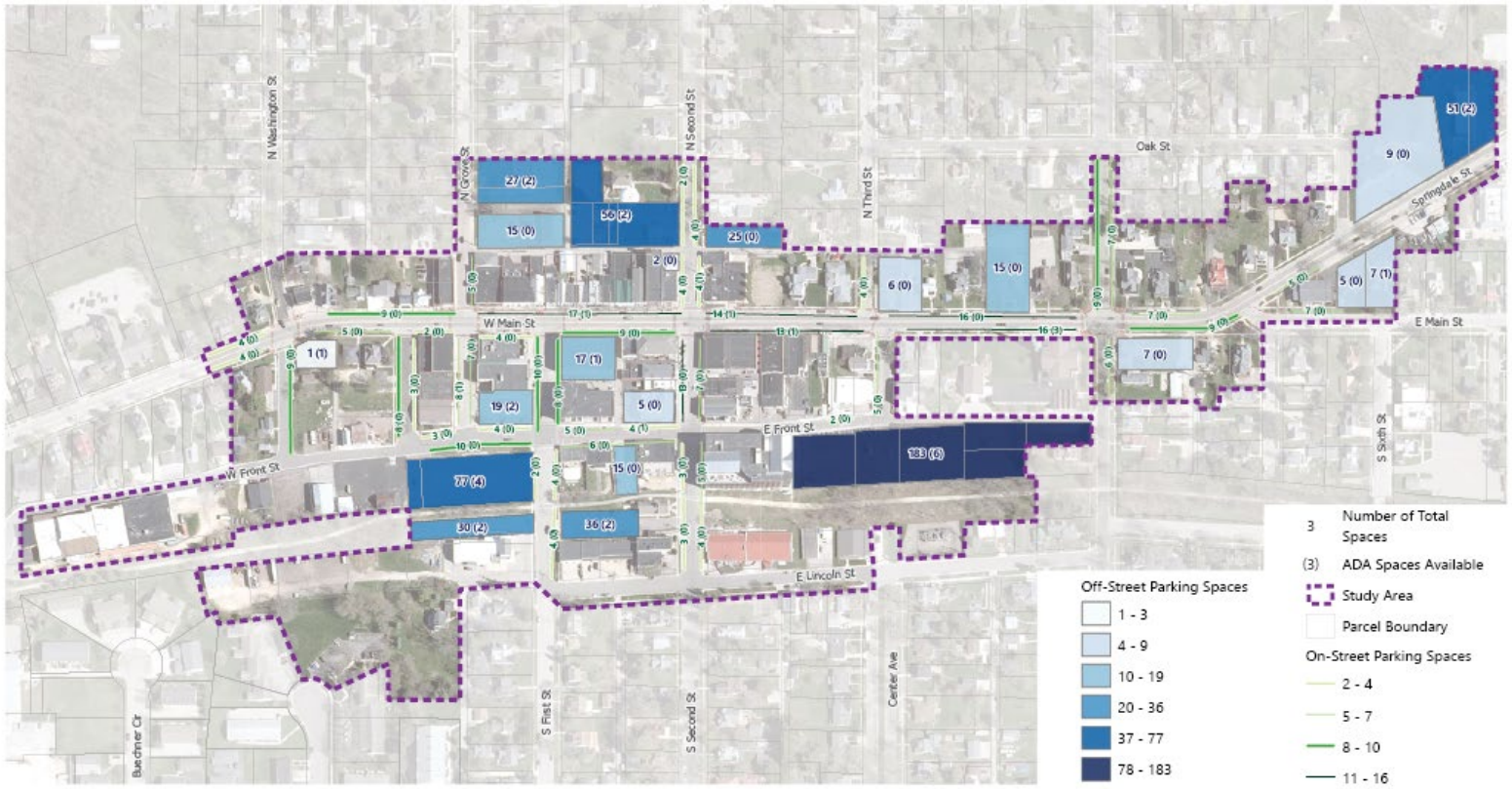
existing infrastructure

Network Supply

Source: MSA Professional Services

Parking Network - Supply Map

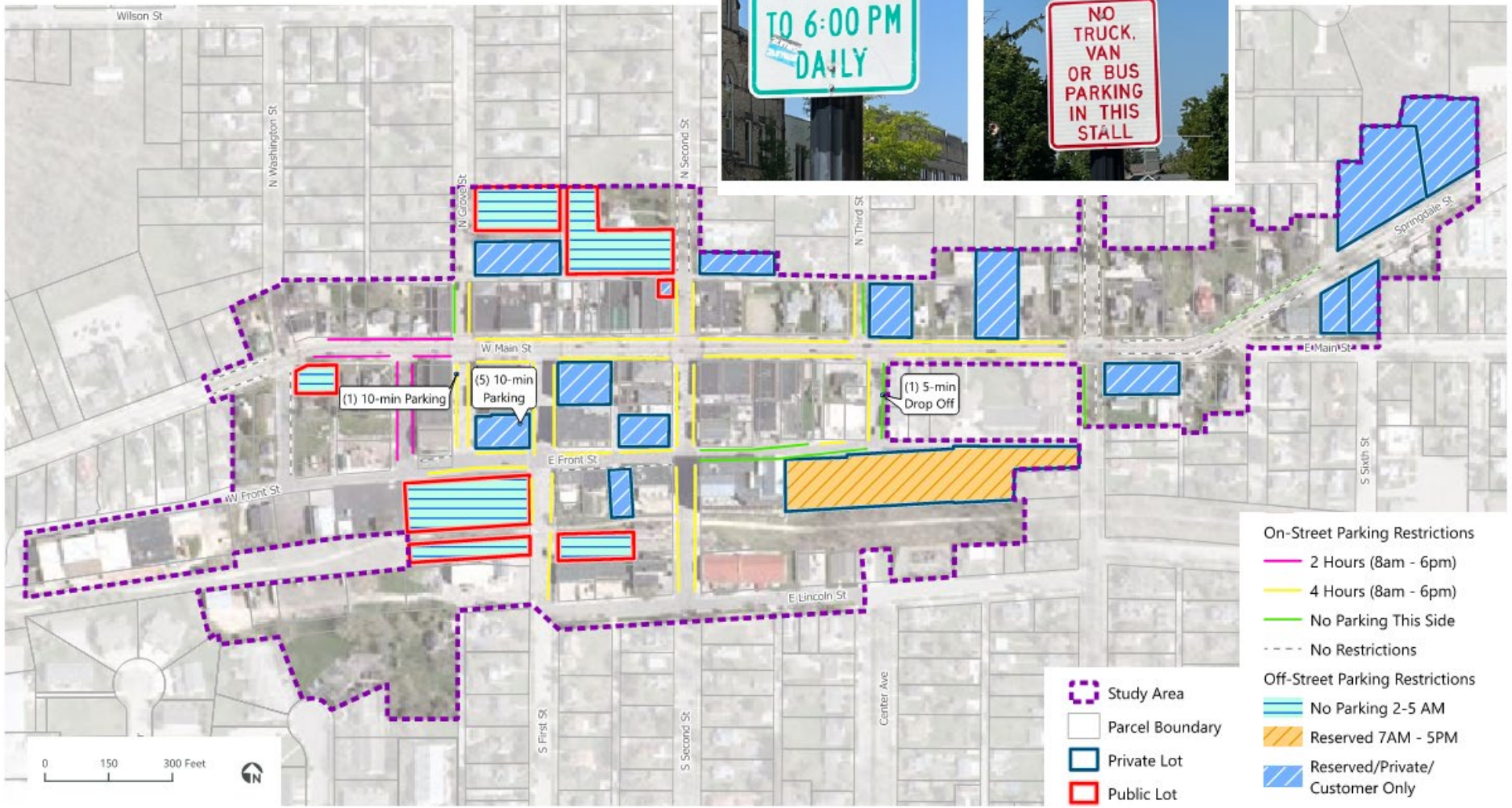
Source: MSA Professional Services



existing infrastructure

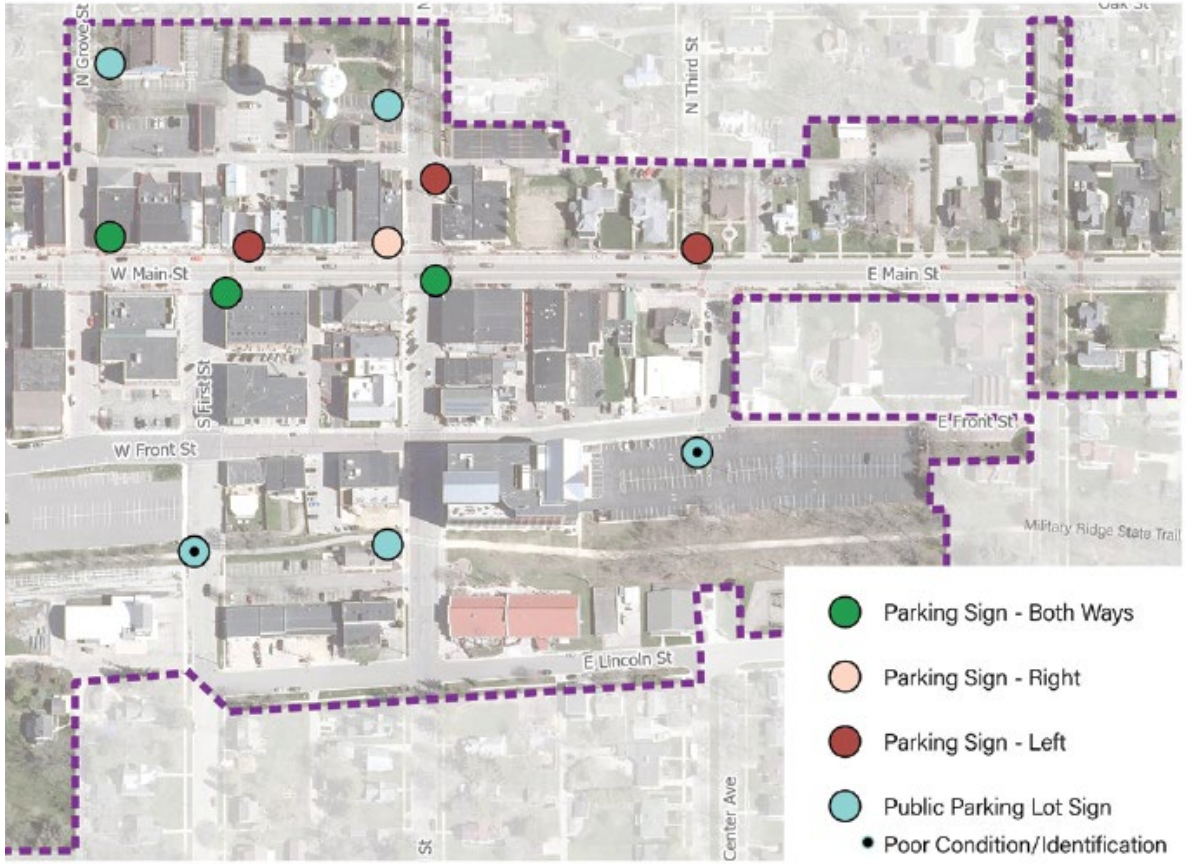
Parking Restrictions Map

Source: MSA Professional Services



existing infrastructure

Parking Signage Inventory

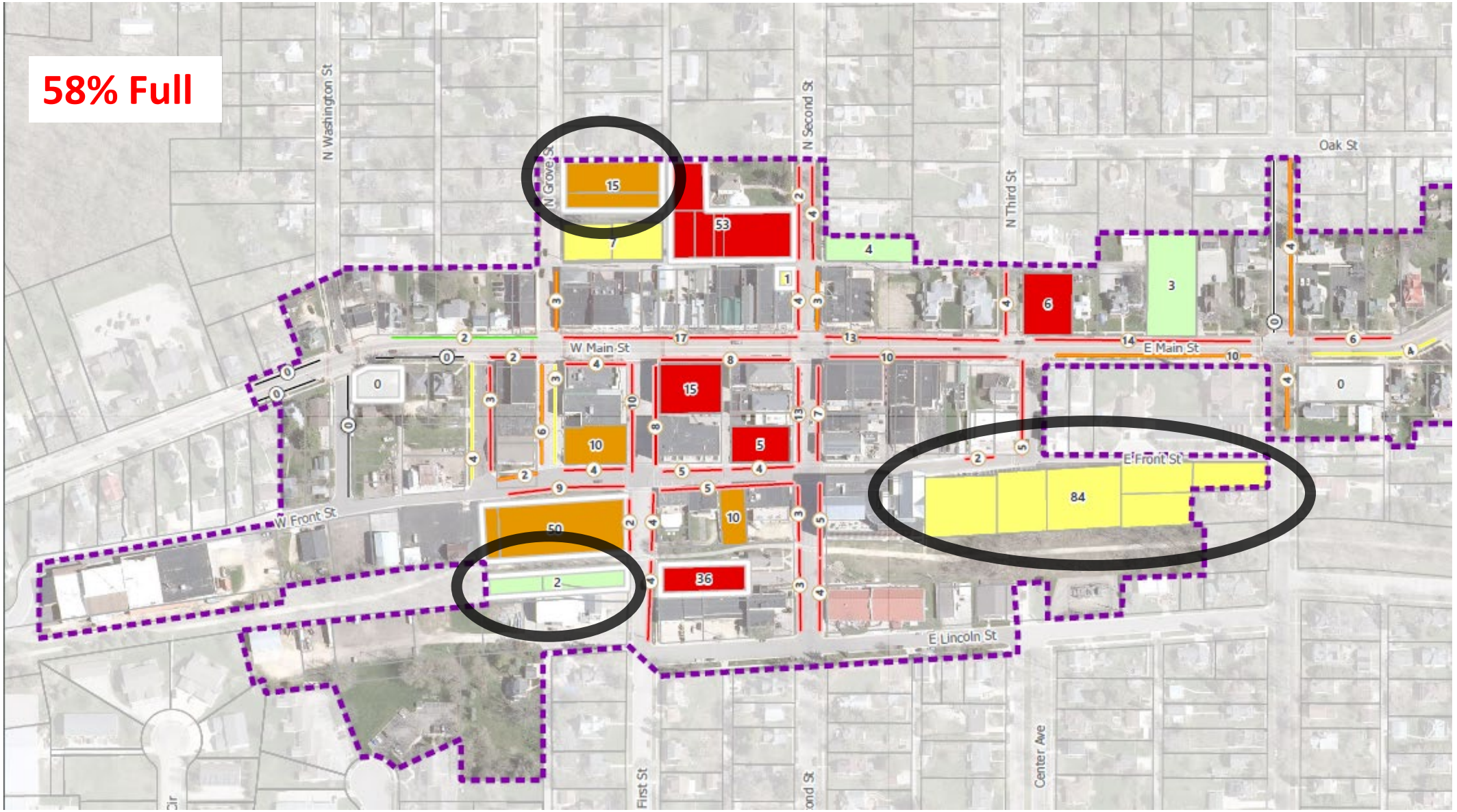


	WEEKDAY (SUMMER)		TYPICAL WEEKDAY		EVENT DAY		WEEKEND	
	August 31, 2023		*September 26, 2023*		*October 12, 2023*		*November 18, 2023*	
	Field Survey #1		Field Survey #2		Field Survey #3		Field Survey #4	
	#	%	#	%	#	%	#	%
Morning	**312**	**34%**	**369**	**40%**	**317**	**34%**	**189**	**20%**
On-Street	99	31%	102	32%	86	27%	91	28%
Off-Street Lot	213	36%	267	45%	231	38%	98	16%
Midday	**402**	**44%**	**434**	**47%**	**423**	**46%**	**334**	**36%**
On-Street	147	46%	133	41%	149	46%	176	54%
Off-Street Lot	255	43%	301	51%	274	45%	158	26%
Afternoon/Evening	**384**	**42%**	**244**	**27%**	**540**	**58%**	**261**	**28%**
On-Street	121	37%	109	34%	235	73%	124	38%
Off-Street Lot	263	45%	135	23%	305	50%	137	23%

AUDIT #3 - Village Event Day

Evening Audit: 5:15-6:00PM

58% Full



Study Area
Parcel Boundary
3 Number of Spaces Full

Parking Lot Ownership
Public Lot

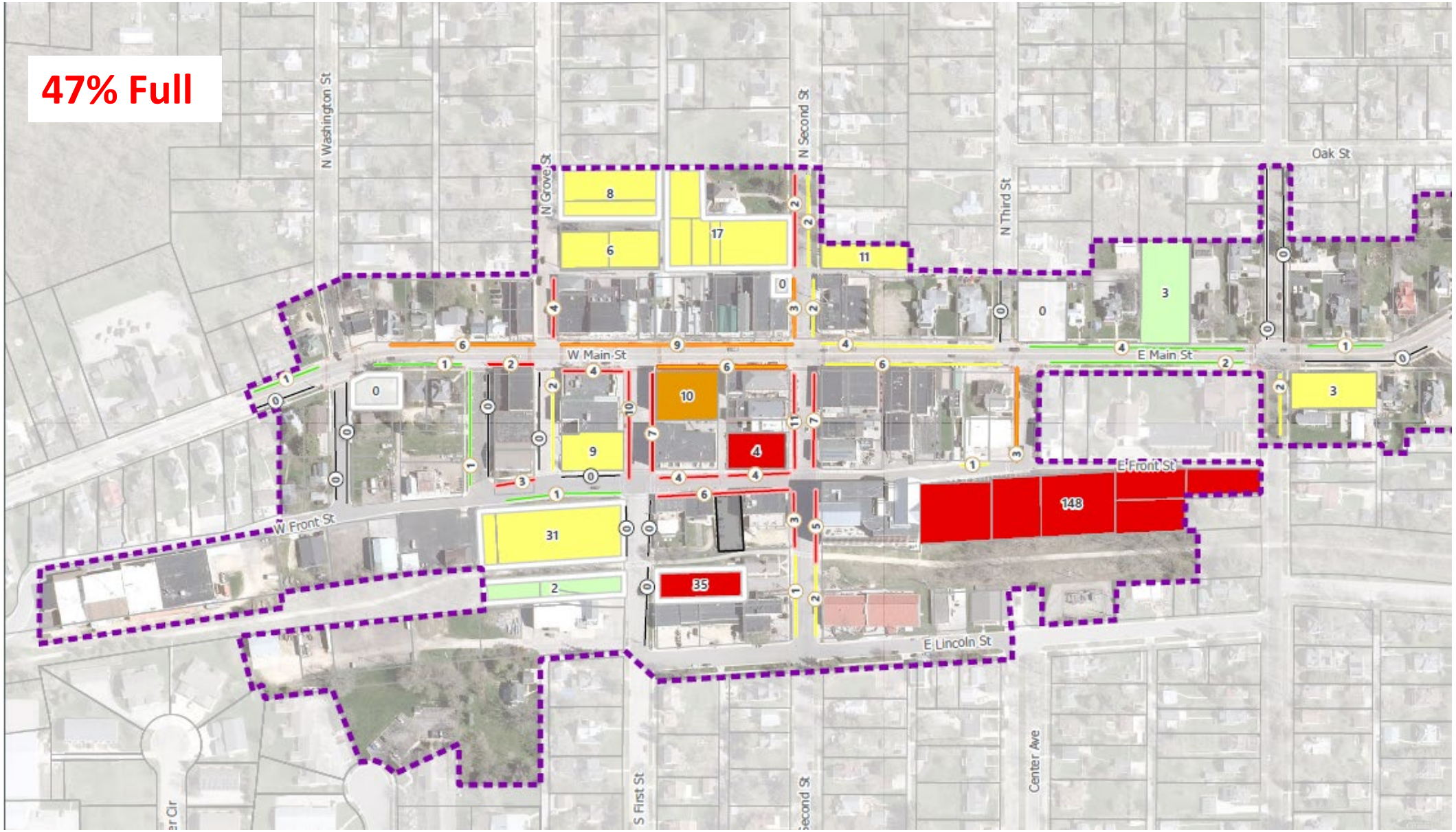
On-Street Parking Availability
All Spaces Empty
< 25% Full
25 - 50%
50 - 75%
75 - 100% Full

Off-Street Parking Availability
Lot Empty
< 25% Full
25 - 50%
50 - 75%
> 75% Full

AUDIT #2 - Typical Weekday

Midday Audit: 12:00-12:30PM

47% Full



Study Area
Parcel Boundary
3 Number of Spaces Full

Parking Lot Ownership
Public Lot

On-Street Parking Availability
All Spaces Empty
< 25% Full
25 - 50%
50 - 75%
75 - 100% Full

Off-Street Parking Availability
Lot Empty
< 25% Full
25 - 50%
50 - 75%
> 75% Full

Community Engagement

Online Survey
Open House
Event Booth
Stakeholder Interviews

public engagement

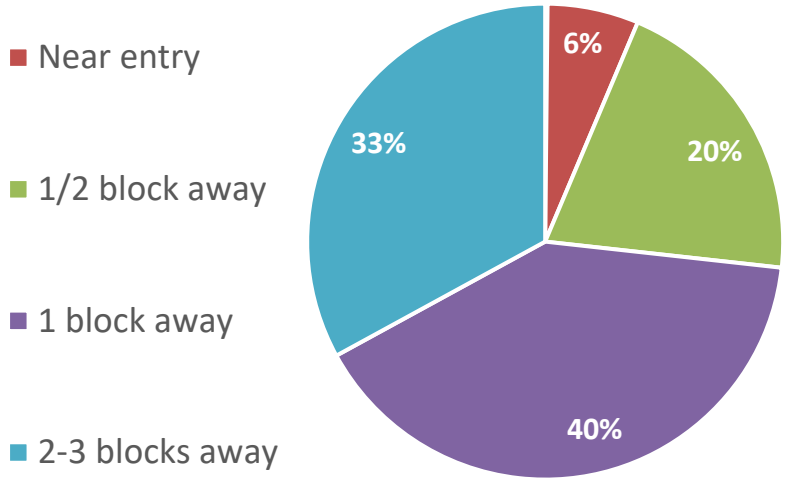
survey overview

664 total responses

- **14%** of respondents do not live in Mount Horeb
- **13%** own a property downtown, **6%** own a business downtown

- **66%** typically walk **no more than a block** to their destination
- **58%** feel safe parking **at night**, **71%** feel safe **during the day**
- **61%** feel there is not enough parking on non-tourist/event weekends
- **70%** not willing to pay a fee for parking near their destination

Typical Distance from Destination



Top 3 Supported Parking Improvements

1. Dedicate specific spaces in lots for employees (74%)
2. Buy land and construct new surface lots (65%)
3. Improve parking signage (63%)

public engagement

Open house ~46 attendees *(signed in)*

- Audit Concerns:
  - Front Street Lot, Sample size (no weekends), weather conditions, counting private lots on edges)
- Trailer Parking – summer months
- Safety: Parking lot south of bike trail is poorly lit – will get worse with new apartment

Event booth

- During events – hard to see backing out of driveway
- Electric Chargers
- More bike parking

Interviews Feedback/Takeaways

public engagement

- Removal of Steve Brown lot will create parking difficulty
  - Parking of **large vehicles or trailers** occurs in this lot
- **Signage** needs to be better
- More **bike parking** needed!
- Consider addition of **EV parking** in existing and new parking areas
- **Pedestrian safety is not of concern in general**, except for businesses w/ older staff (if dedicated employee parking is placed too far from the business)
- ***General buy-in to have 2-hr parking limit on Main Street with side streets at 4-hr limit***
- # of ADA stalls on Main Street is sufficient, but **accessibility in the winter** is to be improved (removal of snow, ice buildup, safety)
- **Duluth lot is empty Friday-Monday**

Stakeholders Interviews:

- The Mount Horeb Mail
- Sift & Winnow
- Duluth Trading Company (Retail and Corporate)
- Buck and Honeys (owner and manager)
- McFee's on Main
- Gallina Companies
- Olson's Floral
- Silk & Steel
- The Innovation Center
- Firefly Events
- Gemplers
- Kella
- Berge Jewelers
- Issacs and Jangle
- The Feedmill Owner
- Wyser Engineering

Future Demand Analysis

Future Demand Analysis

Future demand

Methodology

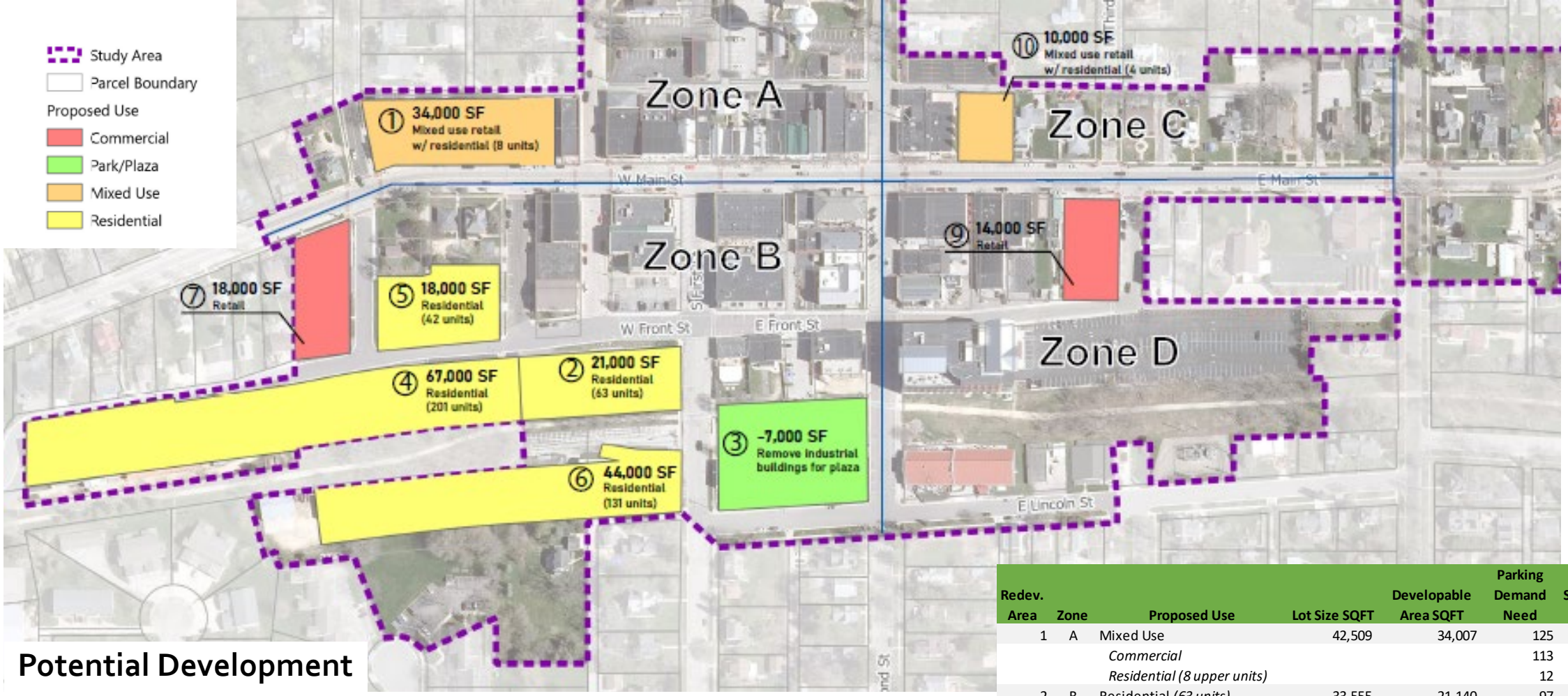
- Use **current demand** at the highest "non-event" peak demand audit **(midday on September 26th)**
- **Future need** based on implementation of **Downtown Development Plan**
- **Removed Front Street Lot in analysis but included displaced parked cars from the Front Street lot**

Assumptions:

- **Commercial** development **does not provide onsite spaces**, but factored in a need for 1 space per 300 square feet (per code).
- **Residential** developments provide **1.5 spaces per unit** onsite (per code).
- Includes **15% "cushion"** which accounts for illegally/misparked cars or other considerations

2017 Downtown Rehabilitation and Redevelopment Opportunities Map

Future demand



Potential Development

Total Parking Need

- 237 public spaces at full buildout
- **186 spaces available from current supply** (47% filled)
- **51 spaces short**

Redev. Area	Zone	Proposed Use	Lot Size SQFT	Developable Area SQFT	Parking Demand Need	Parking Supplied On Site
1	A	Mixed Use	42,509	34,007	125	12
		Commercial			113	0
		Residential (8 upper units)			12	12
2	B	Residential *(63 units)*	33,555	21,140	97	97
3	B	Downtown Park and Plaza	51,079	(7,040)	36	36
4	B	Residential *(206 units)*	106,961	67,385	309	309
5	B	Residential *(42 units)*	27,799	17,513	63	63
6	B	Residential *(135 units)*	69,815	43,983	202	202
7	B	Commercial	22,729	18,183	61	0
8	C	Mixed Use	12,469	9,975	39	6
		Commercial			33	0
		Residential (4 upper units)			6	6
9	D	Commercial	18,002	14,402	48	0
				Total	980	743
				Total Public Parking Need		237

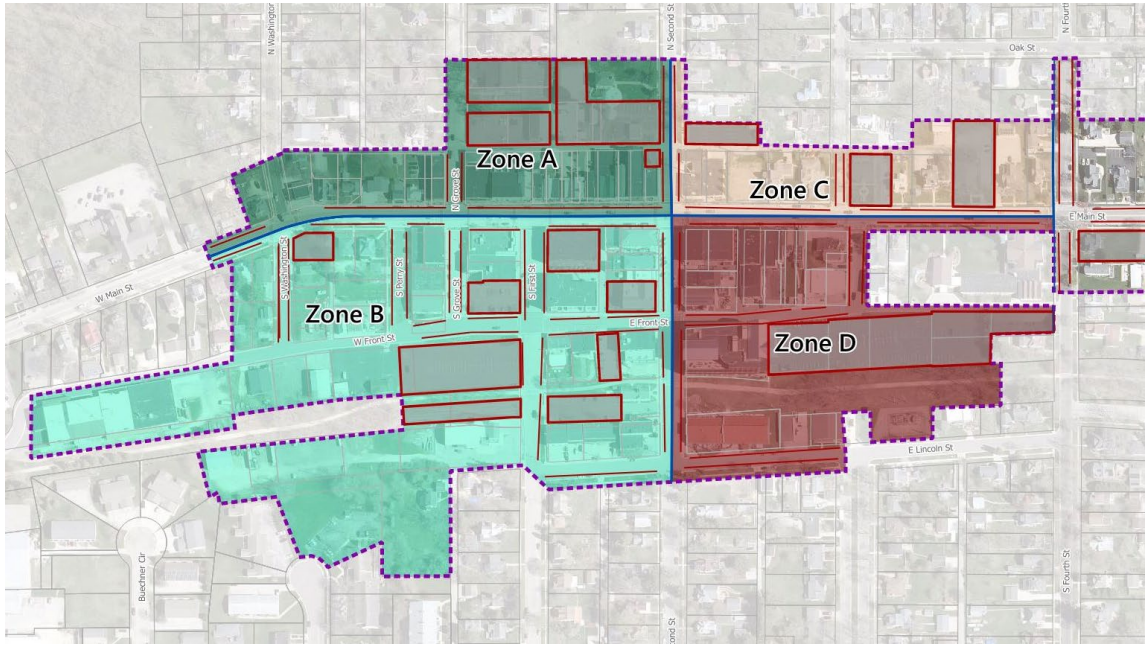
Future demand

Public Parking Surplus, By Zone

Source: MSA Professional Services

	Zone A	Zone B*	Zone C	Zone D
Total Spaces	141	261	88	235
On-Street	41	138	42	52
Off-Street Lot	100	123	46	183
Peak Demand	56	157	26	174
On-Street	25	66	12	26
Off-Street Lot	31	91	14	148
Reserve (15%)	21	39	13	35
On-Street	6	21	6	8
Off-Street Lot	15	18	7	27
Existing Surplus	64	65	49	26
On-Street	10	51	24	18
Off-Street Lot	54	14	25	8
Future Development	113	61	33	48
New Surplus (+)/Deficit (-)	-49	4	16	-22

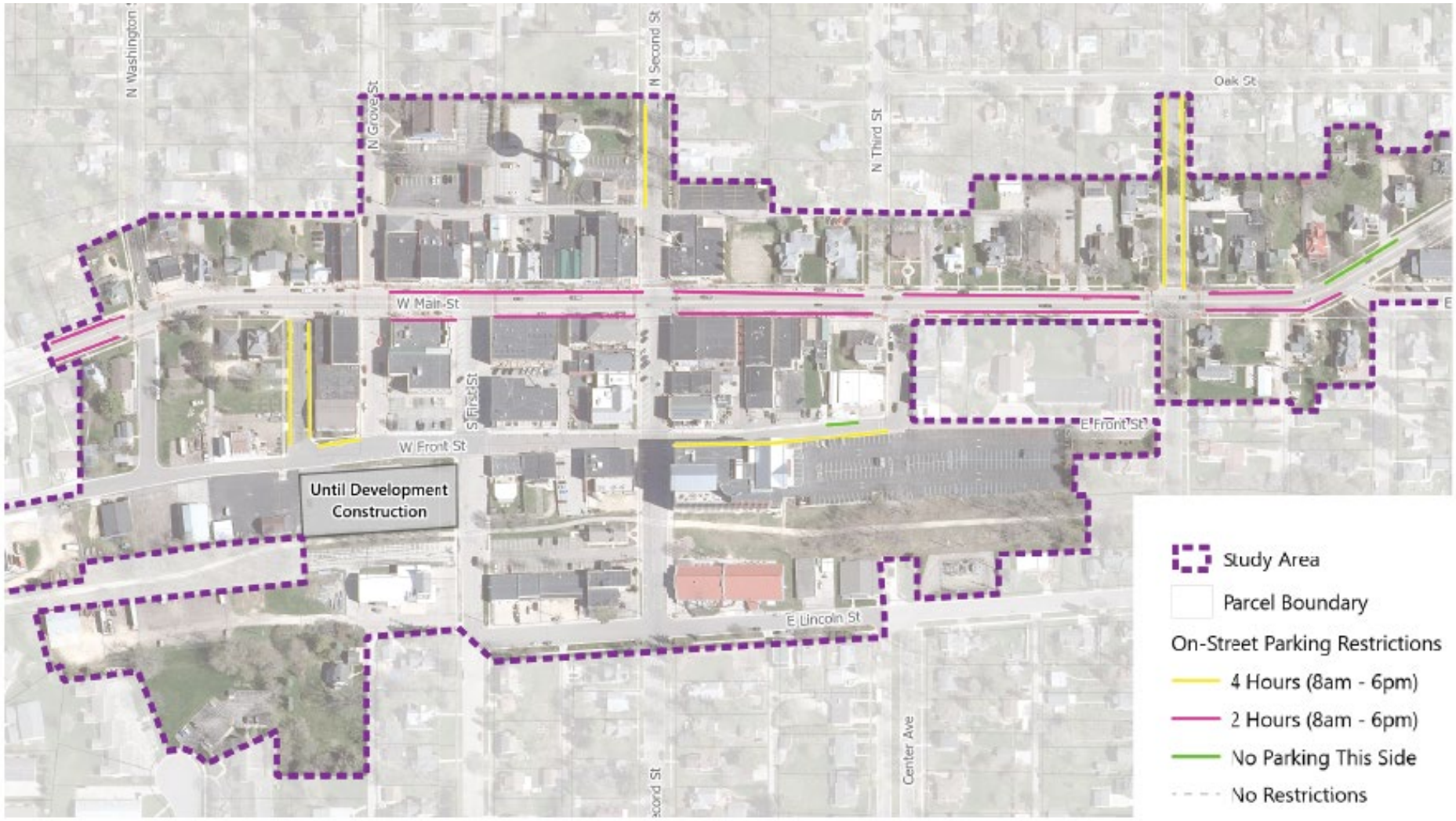
*Front Street Lot spaces are removed from total supply but demand count is still included.



Parking Strategies

Strategy 1.1: Review and Update Time Limits

parking limits



potential strategies

Strategy 1.2: ***Provide Short-Term Parking*** *(15-/ 30-minute Parking Stall)*

Strategy 1.3: ***Ongoing Employee Education***

Strategy 1.4: ***Develop Parking Literature***

Strategy 1.5: ***Downtown Ambassador Initiative***

On event days it may be beneficial to setup “Downtown Ambassadors” that perform frequent “tours” of the high-demand parking areas, be visible and friendly, and offer direction to nearby parking areas for long-term parking.

potential strategies

Strategy 1.6: New Development Required Parking and/or Fee-In-Lieu

- Require **New** development to provide (some) off-street parking, though not necessarily on the same site.
- Ideally limited on-site parking with fee-in-lieu-of remaining required spaces to support capital expenditures on downtown parking initiatives.

Strategy 1.7: Annual Data Collection

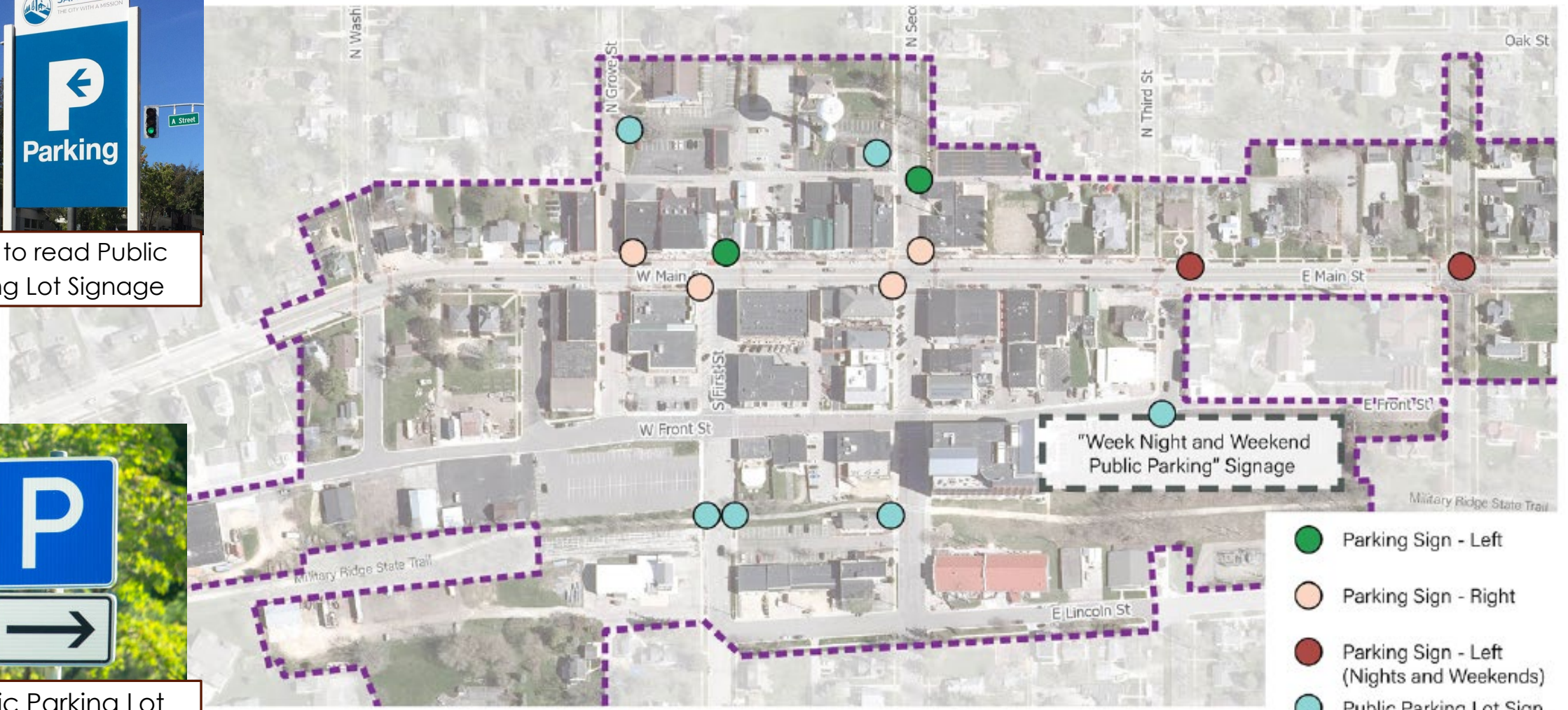
- Semi-annual or annually is suggested to establish a baseline trend.
- Annual public survey to gauge concerns with parking over time and whether any previous management adjustments are having a desired impact.

Strategy 2.1: Improved Parking Signage

parking signage

Easier to read Public Parking Lot Signage

Public Parking Lot Directional Signage



potential strategies

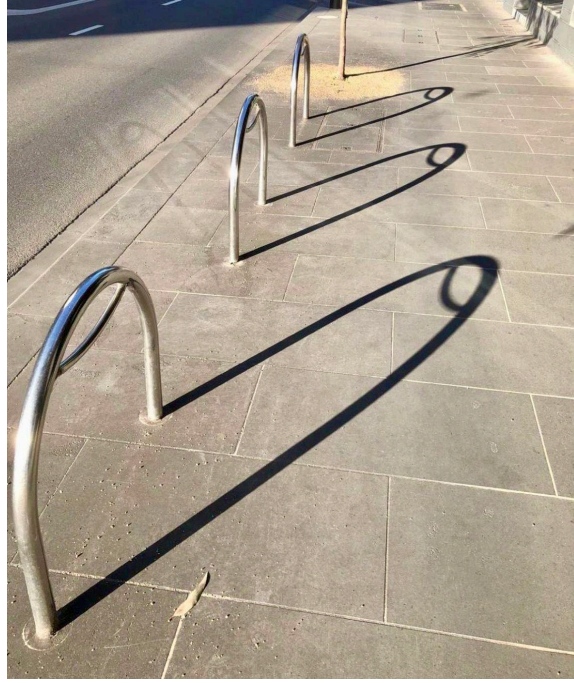
Strategy 2.2: ***Encourage Alternative Transportation Options***

- **Maintain safe sidewalks and crosswalks**. Maintain at least 4-ft clear path (from obstructions).

- **Consider marking and signing shared lanes along major biking routes.** *This indicates to bikers and drivers that bikes have the right to ride in the street.*

- **Install bike racks along Main Street.** *Placing these parallel to the street will along for proper space along the sidewalk. Add more as needed.*

- **Setup a Bicycle-Friendly Business program.** *One initiative of the program would be to offer discounts to patrons that bring their bike helmet into the business.*



potential strategies

Strategy 2.3: Use Parking Areas Efficiently

- **Gain additional spaces by marking "compact car" (16 feet), where feasible.** Remark and codify "compact car" near corners already restricted.

- **Consider public charging stations (or utilities to accommodate future installation)** with new public parking lots. This element can be retrofitted to existing parking spaces.

- Work with the property owner of 103 N. Grove parking lot to stripe parking along the alley. **As shown in the image below, there's an opportunity to mark 10 spaces around the overhead power pole and transformer.**

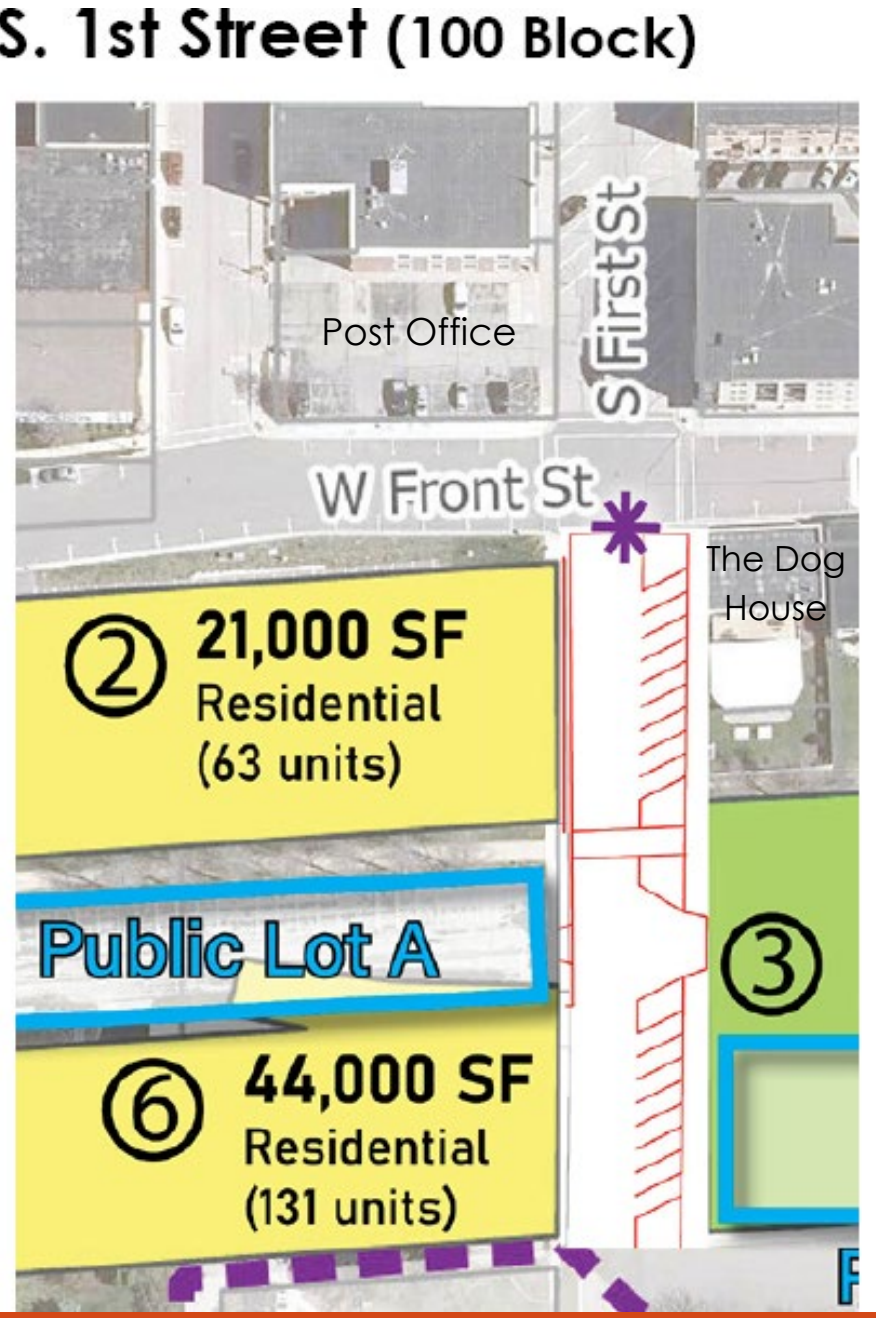
Codify "Compact Car Only" parking spaces

Duluth Retail Parking Lot

potential strategies

Strategy 2.3: *Use Parking Areas Efficiently (continued)*

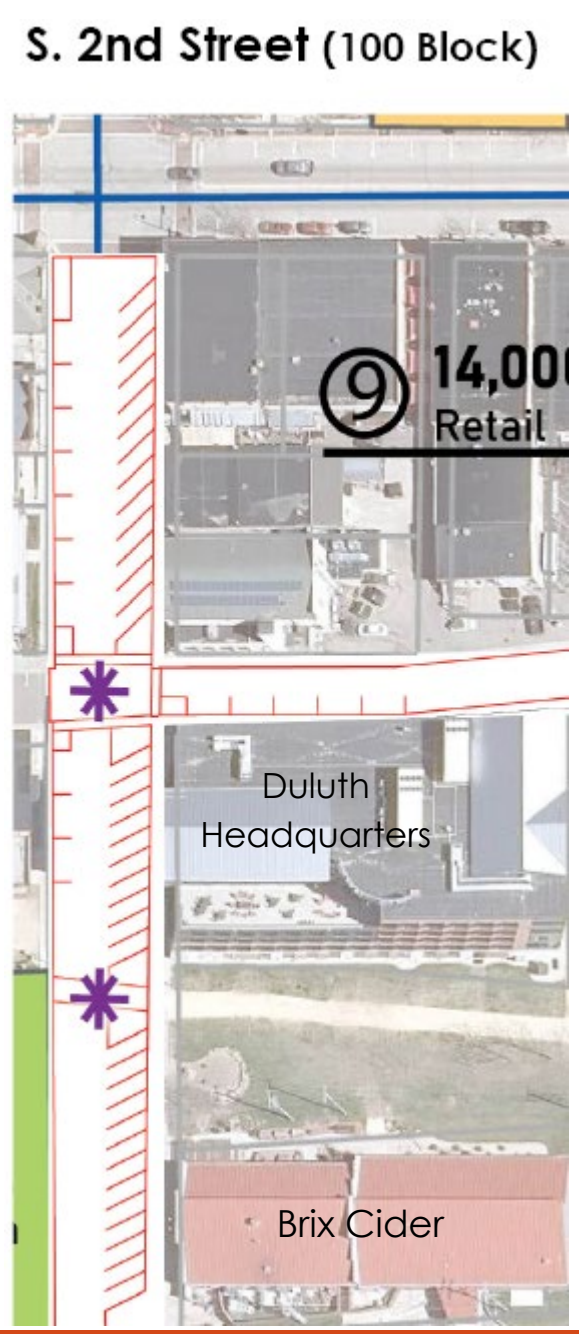
- ***S. 1st Street (100 Block):*** **Angled parking on the east side of the road (no parking west side).**
  - Angled parking on the east side is preferred with only one curb cut to workaround.
  - Angled parking is preferred by users.
  - Allows for potential bumpout at the trail crossing.
- **This design has net gain of 8 parking spaces.**



potential strategies

Strategy 2.3: Use Parking Areas Efficiently (continued)

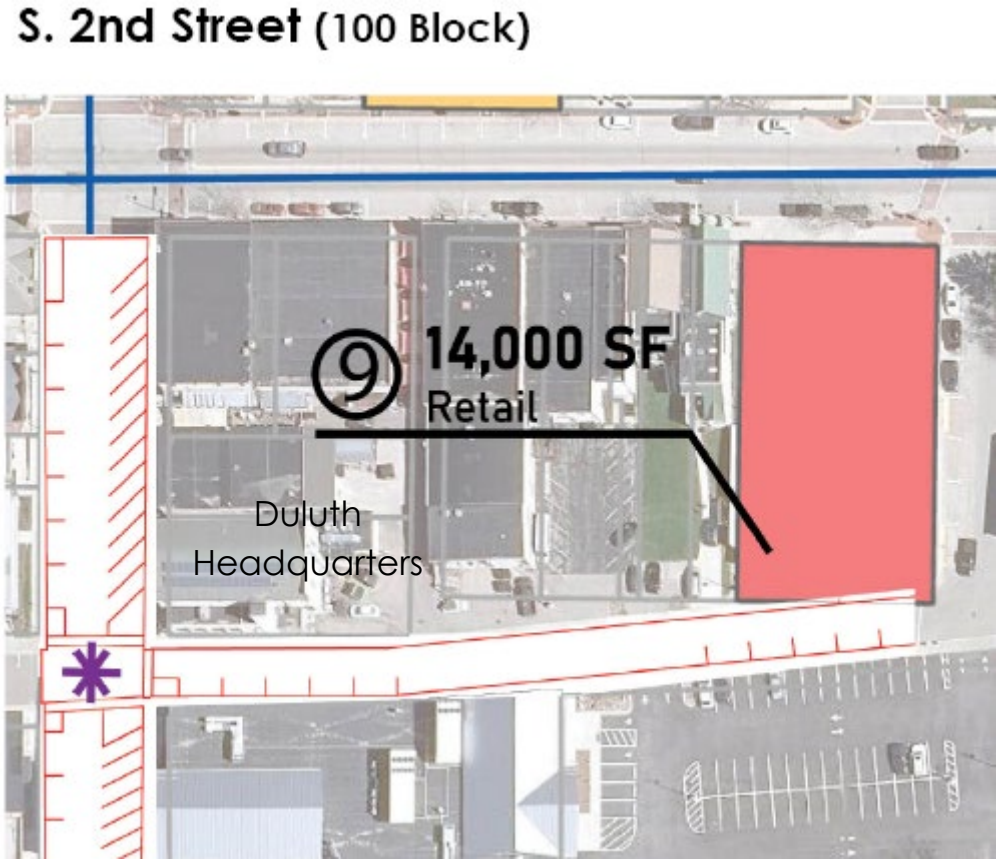
- ***S. 2nd Street (100 Block):*** Angled parking on the east side of the street and extend to Lincoln Street (maintain parallel spaces on west side, where feasible)
    - Angled parking on the east side is preferred with only one curb cut to workaround.
    - Improves safety for vehicles coming from Main Street heading southbound.
    - Angled parking is preferred by users.
- **This design has net gain of 9 parking spaces.**



potential strategies

Strategy 2.3: Use Parking Areas Efficiently (continued)

- **Front Street (conversion to one-way):** This street is one-way east of 3rd Street.
- Adds new parallel spaces on the south side of the road.
- **This design has net gain of 7 parking spaces.**



potential strategies

Strategy 2.4: Charge for (some) Parking

- All parking has a cost, including:
  - the value of the land required,
  - the opportunity cost of not using that land for development, and
  - the paving and maintenance of each parking space.

- Most communities like Mount Horeb, doing everything possible to attract customers and visitors to the downtown area and are reluctant to charge for parking.

- Assess future conditions to warrant charging for parking. ***However, not needed at this time.***

- ***Generally, you would charge for the most convenient parking locations (i.e., on-street in front of businesses). Lots on the edges should be cheaper or free to balance the parking demand during peak periods.***

potential strategies

Strategy 3.1: ***Ensure Nighttime Safety***

- **Adequate lighting should be provided along pedestrian routes, especially near parking lots (especially on side streets)**. *New lighting should be full cut-off, dark-sky compliant, to eliminate unnecessary glare.*

Strategy 3.2: ***Improve Walkability***

- Consider improving crosswalks with:
  - pedestrian bumpouts,
  - Pedestrian Hybrid Beacons (PHBs), and
  - differentiating crosswalks in high-traffic intersections and crossings.

potential strategies

Strategy 3.3: Create More Parking

- **If future developments result in parking concerns that are substantiated by occupancy audits and/or observations, reconsider need for additional surface lots.**
- **Structured parking** is a costly solution that should be pursued only if there is also a revenue stream from permits and meters to offset (in part, at least) the borrowing and maintenance costs for such facilities.
    - Avg. capital cost of about **$40,000 per parking space**.
    - Annual operating costs average **$100 per space for enforcement and $500 per space for lighting and maintenance.**
    - **Efficient layout/size that is economical is 300 spaces in a building 120’ x 284’ at 2.5/3 floors. Not a lot of locations will accommodate this size.**
- **Public structured not necessarily the right time.**
- **Private structured parking as part of redevelopment projects may be both feasible and necessary to the viability of those projects.**

summary of recommendations

Zone A

+10 Private Spaces - Remark Duluth retail lot

Zone B

+8 street spaces – Rearrange parking along First Street

Zone C

No parking spaces added, relining private parking may provide opportunity for better efficiency and partnership of parking

Zone D

+18 street spaces – Rearrange parking on Front and 2nd Street

TOTAL: 36 Spaces added

Parking Network Demand on Non-event Day	
Total Spaces	725
On-Street	273
Off-Street Lot	452
Peak Demand	413
On-Street	129
Off-Street Lot	284
Reserve (15%)	109
On-Street	41
Off-Street Lot	68
Existing Surplus	203
On-Street	103
Off-Street Lot	100
w/ Future Development	-52
w/ Recommendations	-16

Parking Network Demand on Event Day	
Total Spaces	725
On-Street	273
Off-Street Lot	452
Peak Demand	516
On-Street	215
Off-Street Lot	301
Reserve (15%)	109
On-Street	41
Off-Street Lot	68
Existing Surplus	100
On-Street	17
Off-Street Lot	83
w/ Future Development	-155
w/ Recommendations	-119

potential strategies

STRATEGY MATRIX
(Action Plan)

Operational Tools
» Annual Budget Process
» Capital Improvement Program

Regulatory Tools
» Zoning & Subdivision of Land Ordinances
» Site Plan Requirements
» Building and Housing Codes
» Official Map

Funding tools

Strategy Matrix (Action Plan)

#	Strategy	Timeframe
	LOW COST STRATEGIES (under $5,000)	
1.1	Review and Update Time Limits	Short Term
1.2	Provide Short-Term Parking	Review Semi-Annual
1.3	Ongoing Employee Education	Short Term
1.4	Develop Parking Literature	Short Term
1.5	Downtown Ambassador Initiative	Short Term
1.6	New Development Required Parking and/or Fee-In-Lieu	Mid Term
1.7	Annual Data Collection	Annual
	MODERATE COST STRATEGIES ($5,000 - $50,000)	
2.1	Improved Parking Signage	
	Remove parking on Wayfinding Signs + Install "P" signs	Short Term
	Replace Lot Signs	Short Term
2.2	Encourage Alternative Transportation Options	Mid Term
2.3	Use Parking Areas Efficiently	
	Compact car space only identification and codification	Short Term
	Stripe additional spaces off 103 N Grove St Lot	Short Term
	S. First Street Parking Improvements (3A)	Mid Term
	S. Second Street Parking Improvements (3B)	Mid Term
	Front Street Parking Improvements (3C)	Long Term
2.4	Charge for (some) Parking	Long Term
	HIGH COST STRATEGIES ($100,000+)	
3.1	Ensure Nighttime Safety	Mid Term
3.2	Improve Walkability	Mid Term
3.3	Create More Parking	Review Semi-Annual

VILLAGE OF
MOUNT HOREB

QUESTIONS?

downtown parking study

March 6th, 2024

MSA