

COUNCIL ACTION FORM

AGENDA ITEM: Discussion and Appropriate Follow up on Economic Development Program Application from William Turf Farms, Inc. for 6611 University Avenue

HISTORY:

On July 19, 2004, the City adopted an Economic Development Grant Program and on August 15, 2016, the City amended the program to include a Cost-Sharing Program for Grease Inceptors. See attached Windsor Heights Economic Development Program and Resolution No. 16-0861.

Upon research of programs and resolutions, none indicated a maximum dollar amount to request. The grease inception program indicates a maximum 50% match requirement must be met for funding.

On November 10, the Council Development Committee (Mayor Willits, Tony Timm, Zac Bales-Henry, David Dykstra, Steve Denking, Jim Egger, Michael Libby and City Administrator Hansen) met to hear a presentation and have a round table discussion with Tomorrow Plan Speaker David Fields. They also reviewed, discussed and recommended approval of the attached application from William Turf Farms, Inc. for 50% of the cost of installing three grease inceptors at 6611 University Avenue for the amount of \$30,750.00.

Staff is currently working with Bond Counsel to assist with setting up the program with long term financing so that the City can proactively market the program to businesses and developers.

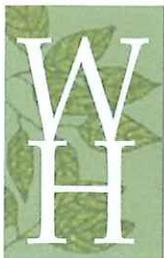
OPTIONS:

1. Accept the Development Committee Recommendation to approve the William Turf Farms Economic Development Grant in the amount of \$30,750 for the installation of two grease inceptors at 6611 University Avenue.
2. Approve another grant funding amount for the installation of grease inceptors.
3. Do nothing at this time and direct staff to consider other alternatives.

STAFF RECOMMENDATION:

The Council Development Committee reviewed and discussed the application from William Turf Farms, Inc. and believes it fits with the intent of the City Council when the program was established and recently amended; thus recommend approval. Additionally, the Committee agreed that staff should assist with setting up the program with long term financing so that the City can proactively market the program to businesses and developers.

Therefore, it is the recommendation of the City Administrator that Council approves Option #1, accepting the Development Committee Recommendation to approve the William Turf Farms Economic Development Grant in the amount of \$30,750 for the installation of two grease inceptors at 6611 University Avenue.



**Windsor
Heights**
the heart of it all

Mayor:
Jerry Sullivan

**Council
Members:**
Diana Willits (Mayor
Pro Tem)
Carole Tillotson
Flo Hunter
Steve Peterson
Charlene Butz

**City
Administrator:**
Marketa George Oliver

**Chief Financial
Officer:**
Colleen Pingrey

Community Services Director:
Josh Heggen

Fire Chief:
Christopher Cross

Police Chief:
Gary Walters

**Director of
Public Works:**
John Wiedman

**Administrative Support
Clerk/Code Enforcement:**
Judy Howard
Tammy Breese

City Attorney:
Matt Brick

1133 66th Street
Windsor Heights, IA 50311
515/279-3662
515/279-3664 fax
www.windsorheights.org

WINDSOR HEIGHTS ECONOMIC DEVELOPMENT PROGRAM

SECTION I GENERAL COMMUNITY AND ECONOMIC STRATEGY

The general strategy for the Economic Development Program and the effort to be undertaken pursuant to Chapter 15A of the Code of Iowa, is to build on the community's strength, to promote businesses, and to retain and create employment for the community. The City strives to maintain a superior quality of life for its citizens, develop a strong workplace, develop the community's resources, attract new capital investment, broaden the City's tax base and insure economic stability for the City of Windsor Heights.

Windsor Heights desires to accomplish these goals with a stronger city involvement and leadership role for future development, and by the use of Federal, State, City, and private resources.

SECTION II GENERAL INTENT OF WINDSOR HEIGHTS ECONOMIC PROGRAM

Windsor Heights is faced with the challenges of being a land-locked community, with little room for geographical growth. Therefore, the City must focus on enhancing the value of its homes and current businesses promoting growth in jobs and opportunities. Windsor Heights must, therefore, meet the challenge of this economic situation in order to replace and secure job opportunities within the community. Additional local dollars will be needed to compete with other sites available to industry and business and to garner financial participation of the State of Iowa and the Federal Economic Development Administration.

It will be necessary for the City of Windsor Heights to provide additional financial support to make it economically feasible to recruit, grow and expand industry and business for the community. It is the goal of this effort to secure essential local participation in the financial partnership required to carry out this Economic Development Program.

SECTION III ELIGIBLE ACTIVITIES

This Economic Development Program provides that monies may be used to fund any project or program providing direct or indirect financial assistance to a qualifying business, and the related costs and expenses as allowed by applicable City ordinances and State statutes.

Eligible activities under this program shall include:

1. Business and industry recruitment;
2. Incentives for business and industry investment and job creation;
3. Direct grants to qualifying business or industry;
4. Grants for public works and improvements essential to the location;
5. Grants for job training;
6. Purchase of real estate, or extension of such options;
7. Payment for salaries or support of City staff to implement the Economic Development Program or the contracting of such to an outside entity; and
8. Capital improvements to existing businesses; and
9. All other activities allowed by law and approved by the City Council.

The eligible activities described above are considered priority activities for the use of economic development funds. The City of Windsor Heights recognizes that the attraction of a new business or industry to a community or the expansion of an existing business takes place in a very competitive market place, and in the creation of jobs in the area, the City retains the right to include as eligible services, those additional activities allowable by law. In order to stay current with Iowa statutes, the City of Windsor Heights retains the right to amend the Economic Development Program when such amendment pertains to change in statutes that affect the Program. Such amendments can only be made by a majority vote of the City Council.

SECTION IV ELIGIBLE TYPES OF BUSINESSES

A qualifying business shall mean any corporation, partnership, or sole proprietorship, which derives its principal source of income from any of the following:

- a. The manufacture of articles of commerce;
- b. The conduct of research and development;
- c. The processing, storage, transport, or sale of goods or commodities, which are sold or traded in interstate commerce;
- d. The sale of services in interstate commerce;
- e. Headquarters facilities relating to eligible activities as listed in this section;
- f. Telecommunications activities;
- g. Tourism-related activities;
- h. Any business which creates or retains jobs in Windsor Heights; or
- i. Any other activity appropriate under State Law or deemed appropriate by the City Council.

SECTION V PROJECT REVIEW COMMITTEE

The Project Review Committee will be the Community Development Committee of the City Council. The Project Review Committee will recommend to the City Council that 1) the project be approved upon positive verification of applicant's information 2) the project be disapproved or 3) that the project be renegotiated and resubmitted for future consideration. The City Council may accept and follow the recommendation of the Project Review Committee. If disapproval is recommended, reasons may be cited.

The application process will be reviewed annually and updated as recommended by the Project Review Committee.

The City Administrator and Project Review Committee will be responsible for development of procedures to insure the confidentiality of business information received from applicants for financial assistance. These will include a restriction on the number of people with access to the files with the responsibility for their safe keeping and requiring personnel involved in the Program review to sign statements of confidentiality regarding all personal and private submission of applicants.

To be considered for direct financial assistance under the Economic Development Program an applicant must provide the following:

1. A detailed description of the proposed project.
2. A business plan, including employment and financial projects.
3. Current financial statements, financing requirements for the project, and total project cost.
4. A completed Economic Development Program Application for financial assistance.
5. Additional information, as necessary to determine the economic viability of all proposed project(s), may be requested by the Project Review Committee.

The Project Review Committee will review applications and requests for direct financial assistance in the order in which they are received. Applications received by the Project Review Committee will be reviewed based on project feasibility as determined by review of the applicant's plan and other requested information, and the potential future economic benefit to the community of Windsor Heights. Projects will be awarded assistance based on the availability of funds.

The Project Review Committee will be responsible for verification of information in the applications of those eligible businesses and industries that receive a recommendation for financial assistance. The City Council, based on the Project Review Committee's recommendation, has final say throughout the application process. A sample application form for prospective projects is attached hereto.

SECTION VI ADMINISTRATIVE SYSTEM

It is the intent of the City that the City Administrator will also administer the Economic Development Program.

The City Administrator will:

1. Provide the Project Review Committee with necessary information and advise the Committee on issues related to the Economic Development Program.
2. Review applications of qualifying business for direct financial assistance and making recommendations to the Project Review Committee.
3. Track employment figures or other community or economic impact for participating business or industry for two years as necessary or required by the agreement.
4. Additional responsibilities, as determined by the City, necessary to carry out the Program.

The City of Windsor Heights will retain the responsibility and final decision on purchase or sale of land and/or buildings. Existing City staff will carry out any additional administrative responsibilities related to the Economic Development Program.

SECTION VII PROCESS APPLICABLE LAWS

The City of Windsor Heights is responsible for ensuring that all applicable laws, regulations and requirements are met by the City and by any qualified business or industry. This process will include:

1. The City Administrator will be responsible for the procedures to ensure that the City and the qualifying businesses receiving assistance meet all applicable laws, regulations and requirements. These procedures will be subject to review and approval by the Project Review Committee.
2. The City will direct legal counsel to review all contracts, official documents, land transactions and other official actions related to the Economic Development Program to ensure compliance with existing laws and to monitor changes in the law to ensure future compliance.
3. The Project Review Committee will:
 - a. Review the function and programs of the Economic Development Program at regular meetings and advise the City Council with regard to the programs; and
 - b. Report to the City Council its findings and suggestions at a public hearing called for that purpose, at least once in every six-month period, or as requested by the City Council after the effective date of this Program.

**SECTION VIII
PURCHASE OF REAL ESTATE OR OPTION TO PURCHASE**

If and when land is to be purchased or optioned under the Economic Development Program, it should meet the following criteria:

1. Be properly zoned with no excessive easements, covenants, or encumbrances, and
2. Should conform to the City's Comprehensive Plan, and
3. If program site is for a future speculative business location, the City shall contact the Business Recruitment Division of the Iowa Department of Economic Development.

**SECTION IX
GRANT PROGRAM REQUIREMENTS**

The City Administrator, along with the Project Review Committee will make recommendations to the City Council, to determine

1. The maximum amount of financial assistance that will be provided to any single qualifying business and specifying the criteria that will be used to determine the appropriate level of assistance, and
2. The criteria and procedures that will be used to determine the necessary appropriations of permitting a qualifying business to participate in the Economic Development Program, and
3. The criteria for determining the time within which a qualifying business must meet the goals set for it under its participation agreement.

**SECTION X
SOURCE OF FUNDING**

The Windsor Heights Economic Development Program will be funded by proceeds from property taxes with an established amount each year as determined by the City Council.

**SECTION XI
AUDIT PROCEDURES**

The City shall annually provide for an annual, outside, independent audit of its Economic Development Program by a qualified private auditing business to be conducted during the City's annual audit.

**WINDSOR HEIGHTS
ECONOMIC DEVELOPMENT PROGRAM
GENERAL APPLICATION**

BUSINESS NAME: _____ TAX ID#: _____
BUSINESS REPRESENTATIVE: _____ SOC. SEC. #: _____
BUSINESS MAILING ADDRESS: _____ PHONE: _____
BUSINESS SITE/PHYSICAL LOCATION: _____

_____ NEW BUSINESS _____ EXISTING BUSINESS (How many years in operation? _____)

AMOUNT OF FUNDING REQUEST: _____

COMMUNITY/ECONOMIC IMPACT (#of local employees, community need,
noise/odor/pollution, etc.): _____

ALL FUNDING SOURCES AND AMOUNT (including Applicant and City of Windsor Heights):

REFERENCES (Please include name, address, and phone number):

Financial Institution _____ Acct # _____
Previous Employer _____
Personal/Character _____

PLEASE ATTACH THE FOLLOWING INFORMATION:

- **Business Program (including business history, expected profit/loss statement, customer base, budget summary, etc.)**
- **2 years of Federal Tax Records for Business and/or Applicant**
- **2 years of up-to-date Financial/Cash Flow Statements for Existing Business**
- **Signed Authorization for Credit History and Criminal Background Info.**

Some match may be required for grants.

Please return this application to the following address:

Marketa George Oliver, City Administrator
City of Windsor Heights
1133 66th Street
Windsor Heights, Iowa 50311
515/279-3662 phone
515/279-3664 fax

RESOLUTION NO. 16-0861

A RESOLUTION AMENDING THE WINDSOR HEIGHTS ECONOMIC DEVELOPMENT PROGRAM TO INCLUDE A COST-SHARING PROGRAM FOR GREASE INTERCEPTORS

WHEREAS, Chapter 15A of the State of Iowa Code states that economic development is a public purpose, for which a city may provide grants, loans or incentives or other financial assistance for the benefit of private persons; and

WHEREAS, Economic Development means private or joint public and private investment involving the creation of new jobs and income or the retention of existing jobs and income that would otherwise be lost; and

WHEREAS, on or about July 19, 2004, the City passed Resolution 04-180 approving the Windsor Heights Economic Development Program in an effort to build on the community's strength, to promote businesses, and to retain and create employment for the community; and

WHEREAS, the City continues to strive to maintain a superior quality of life for its citizens, develop a strong workplace, develop the community's resources, attract new capital investment, broaden the City's tax base and insure economic stability for the City of Windsor Heights; and

WHEREAS, the City has determined it to be in the best interest of the City to include a cost-sharing program to assist food service establishments within the City with the costs associated with installing grease interceptors, which are required by Windsor Heights Code Chapter 100.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Windsor Heights, Iowa, that the following cost-sharing program for grease interceptors be added and included in the Windsor Heights Economic Development Program.

Grease Interceptor Cost-Sharing Program

1. Purpose

The primary purpose of the Grease Interceptor Cost-Sharing Program is to assist the owners and/or tenants of eligible food service establishments in the installation of grease interceptors, by providing partial reimbursement of costs.

2. Location

The project must be located within the Windsor Heights Urban Renewal Area. The requested project must also further the Windsor Heights Economic Development Program, inclusive of any subsequent amendments.

3. Applicants

Applicants shall be owners or tenants of real property within the Windsor Heights Urban Renewal Area. Property must be considered non-residential (e.g. commercial, retail) unless it is a mixed use (residential being a clear secondary use). The use of the property must be for a food service establishment as that term is defined in Windsor Heights Code Chapter 100. Applicants for this program must be able to demonstrate financial capability to complete the project and long-term commitment to maintain the property in the condition to which it will be renovated.

4. Consistency with Governmental Regulations.

Eligible projects must demonstrate consistency with the City of Windsor Heights' Comprehensive Plan, land development standards, applicable zoning, and consistency with the Windsor Heights Urban Renewal Plan. The proposed project must meet all requirements of the City's building and safety code requirements, Comprehensive Plan and Zoning Code, upon completion of the project.

5. Cost-Sharing Grant

Approved applicants shall be eligible to receive a cost-sharing grant in an amount up to 50% of the actual costs for grease interceptor. The City Council shall have sole discretion with respect to the approved percentage of the grant. All such grants shall be in the form of a refund of the applicant's verified out-of-pocket expenses for the grease interceptor. The applicant must pay for any additional costs over and above the maximum grant amount.

6. Application

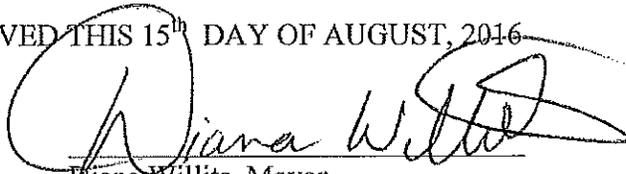
The grant application must be completed and submitted to the City with the following additional items:

- i. Photographs of the existing building and the proposed project area.
- ii. Schematic drawings illustrating all proposed work, or pictures with project description outlined. Include a description of materials and methods to be used, depending on the proposed project.
- iii. Cost estimates for each aspect of the project, including any bids received for grease interceptors.
- iv. Any other documentation required by the City.

7. Application and Grant Availability

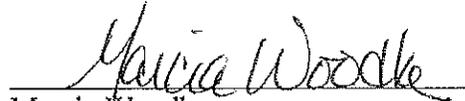
The applicant is advised that this grant is given at the sole discretion of the City of Windsor Heights and these criteria are used as a base to evaluate the Applicant's project, and does not create entitlement to funding. The application shall be reviewed by the City's Planning & Zoning Commission, the Project Review Committee and the City Council for completeness and eligibility prior to any approvals. All grant funds are subject to availability as authorized by, and at the sole discretion of the City.

PASSED AND APPROVED THIS 15th DAY OF AUGUST, 2016



Diana Willits, Mayor

ATTEST:



Marcia Woodke
Interim City Clerk



City of Windsor Heights

www.windsorheights.org

1145 66th Street, Suite 1 • Windsor Heights, Iowa 50324 • 515-279-3662 • Fax 515-279-3664

ECONOMIC DEVELOPMENT PROGRAM APPLICATION

Date of Submission: 9-19-2016

Fee Amount: \$ _____

Application No. _____

The purpose of this Application is to apply for City grant money pursuant to the City's Economic Development Program. The Application will be reviewed by the City's Planning and Zoning Commission, the Project Review Committee and the City Council for completeness and eligibility prior to approval. All grant funds are subject to availability as authorized by, and at the sole discretion of, the City.

Type of Project:

- | | | |
|---|--|---|
| <input type="checkbox"/> Façade improvements | <input type="checkbox"/> Job creation or training | <input type="checkbox"/> Utility upgrades |
| <input type="checkbox"/> Building or land acquisition | <input checked="" type="checkbox"/> Grease Interceptor | <input type="checkbox"/> Site development |
| <input type="checkbox"/> Capital Improvements | <input type="checkbox"/> Accessibility improvements | <input type="checkbox"/> Other |

A. General Information and Instructions

1. Before filling out this application form, please review the City's Economic Development Program and arrange for a pre-application meeting with staff. The Economic Development Program describes the purpose and basic terms and conditions of the grant program.
2. If an agent is acting for the property owner, please ensure that the required authorization is completed and signed by the owner as provided in the attached Authorization form.
3. If you find insufficient space on this form to respond to questions, please provide additional information on a separate page and attach to your completed application form.
4. Please attach to the application the required supporting documents as indicated in the Required Documents list as set forth in Section G. An application will not be considered complete until all required documents have been submitted.
5. Please ensure that the application form is complete and that all required signatures have been supplied.
6. Please print (black or blue ink) or type the information requested on the application form.
7. You may deliver your application in person, via electronic mail or send it by mail to: City of Windsor Heights, Economic Development Program, 1145 66th Street, Suite 1, Windsor Heights, Iowa 50324.

If you have any questions about this program, please contact the City's Planning Director at 515-279-3662.

B. Applicant Information

Name of Registered Property Owner:	Williamus Turf Farms, Inc.
Mailing Address of Property Owner:	P.O. Box 447, Waukee, IA 50263
Telephone Number of Property Owner:	Bill Main (515) 249-0836 Mike Billings (515) 664-6559
Tax ID Number of Property Owner:	42-1143863
Email Address of Property Owner:	wr4mzn@comcast.com; mbillings@denay-clu-ell-company.com

Name of Applicant if different from Property Owner:			
Mailing Address of Applicant:			
Telephone Number of Applicant:			
Tax ID Number of Applicant:			
Email Address of Applicant:			
Names, titles and ownership percentage of all Applicant business owners:	<u>Name</u>	<u>Title</u>	<u>Ownership %</u>
	1.		
	2.		
	3.		
	4.		
5.			

C. Property Information

Property Address:	1111 University Avenue, Windsor Heights, IA 50324												
Legal Description:	-EX BEG SE COR L9 64 THN N 20.76F SW 25.41F W 351.84F S 3.16F E TO POB LTS 64 THRU 69- LTS 64 & 65 & -EX N66F & S74F N 140F W 10F- LT 66 & S 150F LTS 67 & 68 & S 150F E 24F LT 69 & ALL LT 81 & E 50F S20F LT 82 COLBY ACRES PLAT NO 3												
Describe Existing Property Use:	Retail												
Size of Property (acres):	1.921 Acres												
Existing Buildings on Property	Bldg 1: 23,351 sq. feet												
	Bldg 2: 9,450 sq. feet												
	Bldg 3: _____ sq. feet												
Are Property Taxes Paid in Full:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, reason for nonpayment:												
Is the Property up to City Code and in compliance with existing zoning, land use and/or building code requirements?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No												
List all existing businesses that occupy the building(s) on the property:	<table border="1"> <thead> <tr> <th>Business</th> <th># of Years at Property</th> </tr> </thead> <tbody> <tr> <td>1. Schott Mass & Associates</td> <td>14</td> </tr> <tr> <td>2. Barbora's Bake Shoppe</td> <td>13</td> </tr> <tr> <td>3. Brezuce chiropractic & wellness</td> <td>6</td> </tr> <tr> <td>4. Gate House Pictures</td> <td>1</td> </tr> <tr> <td>5.</td> <td></td> </tr> </tbody> </table>	Business	# of Years at Property	1. Schott Mass & Associates	14	2. Barbora's Bake Shoppe	13	3. Brezuce chiropractic & wellness	6	4. Gate House Pictures	1	5.	
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4. Gate House Pictures	1												
5.													
List all businesses proposed to occupy the building(s) on the property upon completion of the project	<table border="1"> <thead> <tr> <th>Business</th> </tr> </thead> <tbody> <tr> <td>1. Saison Kitchen & Pub</td> </tr> <tr> <td>2. New restaurant tenant (Potential)</td> </tr> <tr> <td>3.</td> </tr> <tr> <td>4.</td> </tr> <tr> <td>5.</td> </tr> </tbody> </table>	Business	1. Saison Kitchen & Pub	2. New restaurant tenant (Potential)	3.	4.	5.						
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Describe any recent improvements the Owner/Applicant has made to the property or buildings, if any:	Landlord recently replaced concrete parking panels in parking lot. Total cost for replacement was \$22,000. The former restaurant space that is being back-filled by a new tenant is undergoing an extensive renovation that costs in excess of \$50,000.												

D. Project Description

Provide a description of the project that is eligible for the economic development program grant:	Landlord is back-filling a former restaurant space with a new tenant. This space did not have a grease interceptor system because the property was constructed and this space was leased prior to the code changes in 2007. The new tenant is a restaurant which requires a grease interceptor system. Landlord is installing a 10,000 gallon system that will make not only this space but the entire west building code-complaint for restaurant use.												
Cost Summary for Project: (based on at least 2 detailed cost estimates from bona fide contractors)													
Describe your sources of project funds (bank loan, lease financing, cash equity, grants, etc):	<table border="1"> <thead> <tr> <th data-bbox="792 716 873 743">Source</th> <th data-bbox="1166 722 1252 749">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="711 743 732 770">1. Cash</td> <td></td> </tr> <tr> <td data-bbox="711 770 732 798">2.</td> <td></td> </tr> <tr> <td data-bbox="711 798 732 825">3.</td> <td></td> </tr> <tr> <td data-bbox="711 825 732 852">4.</td> <td></td> </tr> <tr> <td data-bbox="711 852 732 879">5.</td> <td></td> </tr> </tbody> </table>	Source	Amount	1. Cash		2.		3.		4.		5.	
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1. Cash													
2.													
3.													
4.													
5.													
Amount of City grant financing requested:	50% of installation cost =												
Approximate start date of project construction:	Already commenced on 9-8-2016.												
Approximate end date of project construction:	9-28-2016												
Describe how the project will improve economic development in the City:	The grease interceptor system will allow us to bring more restaurant and bar businesses to the City of Windsor Heights. As before mentioned we are back-filling a former restaurant space that includes a patio with a new tenant. The new tenant is an experienced restaurateur with a concept that will provide for an entertainment location for the residents of Windsor Heights as well as attract people from surrounding communities. The more people brought or kept within the area will benefit businesses and the City of Windsor Heights.												

E. Employment Information

Current number of full-time employees:	
Number of current employees that are Windsor Heights residents:	
Number of full-time jobs expected to be created by the project:	

F. Property Indebtedness

Mortgages on the Property:	<table border="1"> <thead> <tr> <th data-bbox="792 1738 878 1766">Creditor</th> <th data-bbox="1170 1745 1256 1772">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="673 1766 699 1793">1. First National Bank</td> <td data-bbox="1105 1772 1370 1820">\$2,769,256.35</td> </tr> <tr> <td data-bbox="673 1793 699 1820">2.</td> <td></td> </tr> <tr> <td data-bbox="673 1820 699 1848">3.</td> <td></td> </tr> <tr> <td data-bbox="673 1848 699 1875">4.</td> <td></td> </tr> <tr> <td data-bbox="673 1875 699 1902">5.</td> <td></td> </tr> </tbody> </table>	Creditor	Amount	1. First National Bank	\$2,769,256.35	2.		3.		4.		5.	
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Outstanding Property Taxes:													

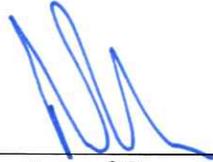
AUTHORIZATION

I, _____, am the registered Property Owner of the property that is the subject of this application and I hereby authorize the agent/applicant, _____, to make this application and act on my behalf in regard to this application.

Dated this ___ day of _____, _____.

MARK MAW For WILLIAMS TURF FARMS

Name of Owner



Signature of Owner

SWORN DECLARATION

I/WE HEREBY apply for a grant under the City of Windsor Heights Economic Development Program.

I/WE HEREBY agree to comply with the terms and conditions of the grant program.

I/WE HEREBY agree to enter into a grant agreement with the City that specifies the terms and conditions of the grant.

I/WE HEREBY certify that the information contained in this Application is true, correct and complete in every respect and may be verified by the City by such inquiry as it deems appropriate, including inspection of the property for which this Application is being made.

I/WE HEREBY understand that if any statements or information in this Application or submitted in support of this Application is untrue, misleading or there is a material omission, the Application may be rejected, or the grant may be delayed, reduced or cancelled.

I/WE HEREBY grant permission for the City or its agents to inspect the property that is the subject of this Application.

I/WE HEREBY agree that the grant may be delayed, reduced or cancelled if the work is not completed, not completed as approved, or if contractors or subcontractors are not paid timely.

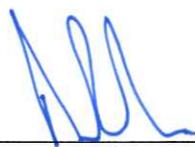
I/WE HEREBY agree that the program for which application has been made is subject to cancellation and/or change at any time by the City, in its sole discretion, subject to the terms and conditions specified in the program.

I/WE HEREBY agree that all grants will be calculated and awarded in the sole discretion of the City. Regardless of any conversations with City staff or agents thereof, no right to any grant arises until it has been duly authorized by the City Council, subject to the applicant meeting the terms and conditions of the program and the grant agreement.

I/WE HEREBY agree that the City is not responsible for any costs incurred by the Owner/Applicant in any way relating to the program, including, without limitation, costs incurred in anticipation of a grant.

Dated this ___ day of _____, _____.

MARK MAIN FOR WILLIAMS TURF FARMS
Name of Owner/Applicant



Signature of Owner/Applicant

Other Encumbrances (liens, covenants, judgments, etc.)	Creditor	Amount
	1. NONE	
	2.	
	3.	
	4.	
	5.	

G. Required Documents to Accompany Application.

1. A detailed description of the proposed project.
2. Photographs of the existing building and the proposed project area.
3. Schematic drawings illustrating all proposed work, or pictures with project description outlined. Include a description of materials and methods to be used, depending on the proposed project.
4. A business plan, including employment and financial projects.
5. Current financial statements, financing requirements for the project, and total project cost.
6. Cost estimates for each aspect of the project, including a minimum of two (2) project estimates, to include labor and material.
7. Sworn Declaration.
8. Authorization from Property Owners if Applicant is not the owner.
9. Additional information, as necessary to determine the economic viability of all proposed project(s), may be requested by the Project Review Committee.



WILLIAMS TURF FARMS INC.

1620 NW 78th Street - Clive, Iowa - 515-277-1690

August 3rd, 2016

To: City of Windsor Heights
Attn: Mayor Diana Willits
1145 66th Street
Windsor Heights, IA 50324

From: Williams Turf Farms, Inc.
1620 NW 78th Street
Clive, IA 50325

Dear Diana,

I have prepared this request letter in regards to the cost for the installation of a code-compliant grease interceptor system at Windsor Heights Town Center (WHTC). As you know unfortunately Mustard's Restaurant, whom was a main tenant located in Suite 100 of WHTC, recently went out of business on June 1st, 2016. This restaurant was an original occupant of WHTC when it was constructed in 2002. At that time an in-floor interceptor tank, that was only approximately 50 gallons in size, was required per health and building code. As you know since that time the codes have changed and much larger in-ground systems ranging from 1,000 gallons to 10,000 gallons in size are required for restaurants and other food-related businesses. This has become a burden in re-leasing former restaurant locations that do not already have a code-compliant system in-place because the cost to install these systems is expensive. Unfortunately sometimes it can thwart and kill a lease agreement.

Thankfully we have been able to connect with a local restaurateur named David Baruthio to lease the former Mustard's Restaurant end cap. We are excited about David as he has extensive experience as a restaurant developer and operator as well as experience in Windsor Heights through his Baru 66 establishment. David and his business partner Michael Crownover are going to open a restaurant called Saison Eat + Drink in the former Mustard's end cap which is a restaurant concept that specializes in American cuisine with a European twist. We are excited about this concept as we believe it will be a wonderful amenity for the residents and businesses located in Windsor Heights. To learn more about Saison Eat + Drink please review packet that is included with this letter that provides information on the restaurant concept.

The gallons that are required by the Wastewater Reclamation Authority (WRA) are determined by a formula that is primarily based upon the seating capacity of the business and the equipment used. For more information on the WRA requirements please visit their website at: <http://www.dmmwra.org/>. Our initial estimate based upon the floor plan for Saison Eat + Drink is approximately 8,000 gallons. An entire building can be maxed-out per code at 10,000 gallons.





1620 NW 78th Street - Clive, Iowa - 515-277-1690

Since we are already at 8,000 gallons we believe it would be wise to install a 10,000 gallon system in order to provide for code-compliance for any other restaurants or food-related businesses that could potentially land within the building or if one of our current restaurants / food-related businesses wants to expand. The cost to add this additional 2,000 gallons will be much more efficient to do now rather than later. This 10,000 gallon system would make the west building of WHTC which has an address of 6611 University Avenue fully code-compliant. It would not satisfy any WRA needs for the east building which has an address of 6601 University Avenue.

We have put the installation of a 10,000 gallon interceptor system out to bid with several reputable contractors. The most competitive bid has come from H&H Plumbing at \$55,500.00. Please see the attached bids. This bid will place the interceptor system on the west side of the building which will cause the least amount of disturbance to the current tenants at WHTC. Through our previous discussions we understand that the City of Windsor Heights will support property owners and developers in the installation of grease interceptor systems in order to help bring more restaurants and other food-related establishments to the area to service their residents and businesses. Due to wear and tear over time the interior finish of the Mustard's Restaurant end cap has worn out and become very tired in appearance. The trends and design that were popular have changed over time and the end cap floor plan has become very out of date. As part of the agreement with David Baruthio we are going to invest a substantial amount of money to renovate and update the end cap. This investment coupled with the cost to install the 10,000 gallon interceptor system has placed a financial stress on completing the lease and bringing Saison Eat + Drink to Windsor Heights. In order to alleviate this burden we respectfully request that the City of Windsor Heights consider providing \$35,000 towards the installation of the grease interceptor system. We believe Saison Eat + Drink will be mutually beneficial as it will become a main tenant within WHTC and provide an entertaining establishment for lunch, dinner, and drinks for the residents and businesses of Windsor Heights.

Please review all of the included information and let me know of any questions that you may have. I appreciate your consideration in advance as well as your help through this entire process. Thanks and we look forward to your feedback.

Respectfully,
Michael S. Billings
Commercial Property Manager
Cell: 515-664-6559
Email: mbillings@dennyselwellcompany.com



Saison

Eat + Drink

Inspirational Summary:

Saison Eat + Drink is a restaurant concept that specializes in American cuisine, with a European twist, to create a fun and unique take on a neighborhood styled grill. When deciding on a concept, two questions came to mind: What kind of restaurant is needed in such a diverse and eclectic neighborhood, as is Windsor Heights? Second, what style of cuisine would best showcase Chef David Baruthios's ability to create casual yet contemporary culinary creations? Thus Saison Grill + Bar was formed.

Saison, French for "Season", embodies the idea to create a menu around seasonal favorites from American grills and add an extra touch of Chef David's creativity. The menu will contain classic grill items such as burgers, pizzas, sandwiches and comfort foods taken to a new level of flavor and quality. A portion of the menu will consist of staple favorites enjoyed by all guests no matter age or occasion. The remainder will consist of items that embody ingredients and flavors that are perfect for the current season, designed to add appeal for the more eclectic diners.

The restaurant itself will be formatted to fit many different occasions. The majority of the establishment will be sectioned off for a dining room space aimed to provide seating from family gatherings to quick power lunches. The remainder will be designed in a comfortable bar setting to appeal to an adult crowd for evening outings with friends or after work festivities. Saison Eat + Drink is intended to be the go-to neighborhood establishment for all Windsor Heights and surrounding residents.

Layout:

The 5,175 square foot area will be divided into two areas separated by a partition wall with access to both areas from each corner. Approximately 3,000 square feet on the East side of the space will be remodeled for use as the primary dining room. This space is expected to seat up to 60 guests in a table and chair set up. The décor of this area will be modern in design with a white washed walls and paintings of all seasons giving the space a bright and lively feel throughout. Entrance to the dining room for guests will be through the main door on the Northeast side of the building.

The remaining square footage of the space to the West will be converted into a bar styled establishment. A large bar top will stretch along the Western wall with cozy couches and chairs to create a welcoming atmosphere. Reclaimed barn woods, subway tiles and varnished metals will convert the décor of this area in a warm and comfortable environment. A separate door to the Northwest will allow for this space to be affiliated with the main dining room but have it's own entrance for later night use and access.

The patio to the South of the establishment will remain and be used throughout kitchen service as an addition to the dining room. After kitchen hours, the patio will also be utilized as additional bar availability. A new canopy system will be added to bring a modern touch to the outside seating area.

Menu:

The culinary menu will be designed to offer the same items throughout both lunch and dinner timeframes. The main focus will be on American grill items and will have specific sections for appetizers, pizzas, sliders, sandwiches, salads and entrees. (Please refer to sample menu.) Approximately two-thirds of the menu will be fixed items offered year-in, year-out. The other third will be rotated seasonally to offer items with ingredients that are specialized to specific times and availability throughout the year.

A separate bar menu will be available in the bar area and for late night service. This menu will consist of the same offerings as on the culinary menu but slimmed down for easier service and for clientele looking for lighter dining options.

The cocktail menu will consist of primarily wine but also specialty cocktails and craft beer. This menu will be offered in all areas: dining room, bar and patio. This menu will also transition seasonally to allow for uniqueness throughout the year.

Executive Summary:

The ownership of Saison Eat + Drink will consist of David Baruthio and Michael Crownover. Baruthio will act as President and Treasurer while Crownover will act as Vice President and Secretary. Baruthio will oversee all kitchen operations and menu development. Crownover will be responsible for front of house operations, bar development and day-to-day operations. An additional sous chef and assistant manager will be hired to assist in operation needs and oversight.

Location and Competition:

6611 University Avenue sits in the iconic Windsor Heights neighborhood between 63rd street and 73rd Street. This area of University Avenue is also known for being a shopping destination for Windsor Heights and the surrounding area supported by local shopping stores and nationally branched grocery and retail chains. A Hy-Vee grocery store is within 4 blocks of the location on University Avenue and Sam's/Wal-Mart is within a mile off of 73rd Street. The location itself sits in a shopping district consisting of multiple local businesses such as Grounds for Celebration, The Bake Shoppe, Absolute Skin & Body Wellness, and Schott Mauss & Associates as well as other nearby offices.

Direct competition is limited in this area for restaurant establishments. Within a mile radius there are only restaurants seven restaurants: Baru 66, China Star, B-bops, Namaste India, Burger King, Subway, and Grounds for Celebration. None offering direct competition or style concept that Saison Eat + Drink plans to bring to the community. For bar competition, there is only one direct competitor, The Front Row, which is sports bar themed and does not offer the same atmosphere or product offered by Saison Eat + Drink.

Promotion and Marketing:

Saison Eat + Drink plans to create its marketing program around the theme of a neighborhood grill. Our first intensions are to affiliate with city events and local fundraisers to not only market our establishment, but also give back to the community. Discounts on product will be offered to local business owners and clients of those establishments. (Example: We plan to partner with Absolute Skin & Body to offer a 10% discount to their ownership, staff and clients.) We also would like to create events, at the establishment and outside of the establishment, to build community experience in Windsor Heights. Traditional promotional and marketing techniques will also be utilized in the means of digital media, print, and television.

Additional Information:

Kitchen Hours:	Mon.	Closed
	Tues.	11:00 AM – 9:00 PM/*11:00 PM
	Wed.	11:00 AM – 9:00 PM/*11:00 PM
	Thur.	11:00 AM – 9:00 PM/*11:00 PM
	Fri.	11:00 AM – 10:00 PM/*12:00 AM
	Sat.	11:00 AM – 10:00 PM/*12:00 AM
	Sun.	11:00 AM – 9:00 PM/*11:00 PM

*Bar menu offered 2 hours longer than dining menu.

Bar Hours:	Mon.	Closed
	Tues.	11:00 AM – *12:00 AM
	Wed.	11:00 AM – *12:00 AM
	Thur.	11:00 AM – *12:00 AM

Fri. 11:00 AM – 1:45 AM
Sat. 11:00 AM – 1:45 AM
Sun. 11:00 AM – *12:00 AM

*May stay open to 1:45 AM based on customer needs.

Saison Eat + Drink will be closed for all major holidays and selected reflection days based on customer demand. Private events or restaurant rental will be available under restrictions to ensure adequate awareness to other patrons.

Contacts:

Michael Crownover
515-556-1899
crownoverma@gmail.com

David Baruthio
515-360-1630
david@baru66.com

Sara Hill
515-360-2109
sara@baru66.com

STARTERS

Cajun Chicken Quesadilla \$10

Refried Black Beans, Chive Sour Cream, Corn Salsa, Jack & Cheddar Cheeses

Fried Calamari \$12

Spicy Remoulade

Lump Crab Cakes (3) \$12

Roasted Pepper Coulis & Caper Dill Remoulade

BBQ St. Louis Ribs \$14

House Made Cole Slaw

Entree (with Fries) \$22

Beer Battered Popcorn Shrimp \$10

Jalapeno Remoulade

4-Layer Dip \$8

House-made Chips, Black Beans, Corn, Avocado & Plum Tomato Salsa

Potato Skins \$8

Cheddar, Bacon, Chive Sour Cream

Buffalo Chicken Wings \$9

Carrots, Celery & Blue Cheese Dip

SALADS

(Add Protein to Any Salad: Chicken, \$5; Crab Cakes (2), \$8; Salmon, \$6; Shrimp, \$5)

Mixed Field Greens Salad \$7

Grape Tomatoes, Julienne Carrots & Cucumbers, Balsamic Vinaigrette

Caesar Salad \$7

Romaine, Reggiano & Croutons

Warm Goat Cheese Salad \$8

Organic Greens & Toasted Walnuts in a Sherry Walnut Vinaigrette

Iceberg Wedge \$8

Tomatoes, Bacon, Bermuda Onions, Aged Red Wine Vinaigrette & Crumbled Maytag Blue

Chopped Salad \$10

Arugula, Apple, Bacon, Cranberries, Pecans, Roquefort Cheese and Citrus Cider Vinaigrette

Sugar Cane Glazed Scallop Salad \$14

Butter Lettuce, Sweet Corn, Crisp Bacon, Carrots, Grape Tomato, Avocado & Orange Miso Vinaigrette

PIZZA

Margarita \$12

Tomato, Fresh Basil, Mozzarella & Parmesan Cheese

Sweet Italian Sausage \$14

Roasted Garlic, Mozzarella & Tomato Sauce

White Clam \$14

Crisp Bacon, Parmesan, Fresh Thyme

Portobello Mushroom & Goat Cheese \$12

Fresh Herbs

Three Cheese & Broccoli Rabe \$12

Mozzarella, Parmesan & Salata Ricotta

SLIDERS

(3 per order; mix and match \$10)

Hamburger \$8

Pickles, Crispy Rings

Cheese \$1

Turkey Burger \$8

Swiss Cheese, Mustard, Plum Tomato Salsa

Lobster Roll \$10

Mixed Greens

Meatball \$8

Fresh Mozzarella, Marinara Sauce

Hot Dog \$8

Mustard, Sauerkraut, Relish

Crab Cake \$10

House Made Cole Slaw, Spicy Remoulade

Pulled Pork \$9

House Made Cole Slaw, Pickles

SANDWICHES

(Sub different side, \$2)

Grilled Angus Burger \$12

Bun, Crispy Onion Rings & French Fries

Add Cheese, Bacon, Mushrooms or Onions \$1

Grilled Salmon Club \$12

Black Bread, Bacon, Lettuce, Tomato, Onions, Dill Caper Mayo, French Fries

Oven Roasted Turkey Wrap \$11

Avocado, Sprouts, Bacon, Plum Tomato Salsa & Roasted Garlic Mayo, Fries

Grilled Chicken Sandwich \$10

Portuguese Roll, Grilled Zucchini, Roasted Peppers, Mixed Greens, Melted Fontina, French Fries

Turkey Burger \$10

English Muffin, Salsa Fresca & Low Fat Swiss, Balsamic Dressed Mixed Greens

Grilled Petite Filet Mignon \$16

Baguette, Brie, Crispy Onions, Burgundy Mushrooms & Fries

ENTREES

NY Sirloin Steak \$28

Sauteed French Beans, Baked Potato & Melted Gorgonzola

Farfalle \$20

Hot Italian Sausage, Kalamata Olives, Sauteed Spinach, Light Tomato Cream Sauce

Scottish Salmon \$26

Sauteed Spinach, Sweet Potato Hash & Champagne Vinaigrette

Pan Roasted Filet Mignon \$32

Mashed Potatoes, Roasted Vegetables, Crispy Onions & Roasted Garlic Sauce

Short Rib Ravioli \$22

Sauteed Mushrooms, Sweet Peas, Plum Tomatoes, Brown Butter Sauce, Shaved Pecorino

Idaho Brook Trout \$24

Crab Meat Stuffing, Roasted Vegetables, Beurre Blanc

Pot Chicken \$24

Slow Roasted with Garlic, Cremini Mushrooms, Capers, Pearl Onions, Carrots & Roasted Potatoes

Grilled Blackened Swordfish Steak \$28

Grilled Asparagus, Mashed Potatoes & Sofrito Salsa

Louisiana Shrimp & Grits \$18

Sweet Corn & Parmesan Grits, Pancetta, Green Onions, Pecan Butter Sauce

SIDES

Mac & Cheese \$4

Grilled Asparagus \$5

Sautéed Spinach \$5

Sweet Potato Fries \$4

Crispy Rings \$4

Roasted Vegetables \$4



32411 170th St.
Granger, IA 50109
277-5755

Proposal

Date	Estimate #
8/1/2016	8838

Name / Address

BROWN AND BILLINGS
MICHAEL BILLINGS
PO BOX 447
WAUKEE IA
50263

Project	Rep
6611 UNIVERSITY AVE	TMH

Description	Qty	Cost	Total
INTERIOR WORK- CUT AND REMOVE CONCRETE TO CONNECT ALL FLOOR SINKS AND MOP SINK TO NEW GREASE DISCHARGE LINE COMING IN FROM WEST SIDE OF BUILDING. EXISTING INTERIOR GREASE TRAP WILL BE REMOVED AND EXISTING GREASE LINE WILL BE CAPPED OFF UNDER FLOOR. CONCRETE WILL BE POURED BACK AFTER CITY INSPECTION.		13,800.00	13,800.00
CUT AND REMOVE PARKING AREA CONCRETE TO INSTALL TWO 5000 GALLON GREASE INTERCEPTORS. DIRT AND CONCRETE WILL BE REMOVED AND DISPOSED OF. PARKING AREA WILL NEED TO BE CLEARED FOR EQUIPMENT PLACEMENT. FOUR MANHOLE COVERS WILL BE EXPOSED AT CONCRETE LEVEL ALONG WITH A TEST PORT AND CLEAN OUT ON DISCHARGE SIDE OF INTERCEPTORS. CONCRETE WILL BE POURED BACK, DOES NOT INCLUDE PARKING STRIPES.		26,500.00	26,500.00
DISCHARGE PIPING TO BE DUG THROUGH GRASS AREA TO SIDEWALK. SIDEWALK PANELS TO THE EAST OF INTERCEPTOR WILL BE REMOVED TO DIG TRENCH FOR GREASE PIPING TO EXISTING SANITARY SEWER LINE ON SOUTHEAST SIDE OF BUILDING. DITCH WILL BE COMPACTED BEFORE INSTALLATION OF NEW SIDEWALK. COST INCLUDES SIDEWALK REPLACEMENT, DOES NOT INCLUDE SEEDING OR SODDING.		15,200.00	15,200.00
sales tax		6.00%	0.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Subtotal	\$55,500.00
Total	\$55,500.00

Signature _____







Invoice



PLUMBING INC.

32411 170th St
 Granger, IA 50109
 (515) 277-5755

Date	Invoice #
9/29/2016	22465

Bill To

BROWN AND BILLINGS
 MICHAEL BILLINGS
 PO BOX 447
 WAUKEE IA
 50263

JOB ADDRESS	Terms	Rep
6611 UNIVERSITY AVE	Net 30	FP

Quantity	Description	Rate	Amount
1	INTERIOR WORK- CUT AND REMOVE CONCRETE TO CONNECT ALL FLOOR SINKS AND MOP SINK TO NEW GREASE DISCHARGE LINE COMING IN FROM WEST SIDE OF BUILDING. EXISTING INTERIOR GREASE TRAP WILL BE REMOVED AND EXISTING GREASE LINE WILL BE CAPPED OFF UNDER FLOOR. CONCRETE WILL BE POURED BACK AFTER CITY INSPECTION.	13,800.00	13,800.00
1	FLOOR SINKS NOT CONNECTED TO OLD GREASE INTERCEPTOR AS ANTICIPATED. BREAK UP LARGER AREA OF CONCRETE AND REPIPE FLOOR SINKS CURRENTLY DRAIN TO SANITARY AND CONNECT THEM TO THE GREASE LINE. POUR BACK CONCRETE AFTER INSPECTION.	6,000.00	6,000.00
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TERMS: PAYMENT DUE UPON RECEIPT. Finance charge of 2% per month will be assessed on account balances over 30 days past due. Any balance over 60 days past due is subject to collection, with all costs of collection, including but not limited to, mailing fees, filing fees, and attorney fees will be borne by the customer. Returned check fee is \$30.00 per check.

Total	\$61,500.00
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1181

WILLIAMS TURF FARMS, INC
PO BOX 447
WAUKEE, IA 50263

FIRST NATIONAL BANK
72-227/739

10/10/2016

PAY TO THE ORDER OF **H&H Plumbing Inc** \$**30,750.00

Thirty Thousand Seven Hundred Fifty and 00/100 ***** DOLLARS

H&H Plumbing Inc,
32411 170th St
Granger, IA 50109

Meo Bley
AUTHORIZED SIGNATURE

MEMO invoice 22485

⑈001181⑈ ⑆073902274⑆ 45 207 5⑈

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0110010058 002 10-21-16 03 >073911061< CITY STATE BAN

FOR DEPOSIT ONLY
H&H PLUMBING, INC.

ENDORSE HERE

WILLIAMS TURF FARMS, INC
 PO BOX 447
 WAUKEE, IA 50263

FIRST NATIONAL BANK
 72-227/739

1190

10/21/2016

PAY TO THE ORDER OF **H&H Plumbing Inc** \$ **30,750.00

Thirty Thousand Seven Hundred Fifty and 00/100 ***** DOLLARS

H&H Plumbing Inc
 32411 170th St
 Granger, IA 50109

Mike B...
 AUTHORIZED SIGNATURE

MEMO

⑈001190⑈ ⑆073902274⑆ 45 207 5⑈

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0120010056.002 10-25-16.03 >073911061<CITY STATE BAN

FOR DEPOSIT ONLY
 H&H PLUMBING, INC.

ENDORSE HERE

DO NOT WRITE BELOW THIS LINE



32411 170th St.
Granger, IA 50109
277-5755

Proposal

Date	Estimate #
8/1/2016	8838

Name / Address

BROWN AND BILLINGS
MICHAEL BILLINGS
PO BOX 447
WAUKEE IA
50263

Project	Rep
6611 UNIVERSITY AVE	TMH

Description	Qty	Cost	Total
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sales tax		6.00%	0.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Subtotal	\$61,500.00
Total	\$61,500.00

Signature _____

Halbrook Excavating
 4807 SE Rio Court
 Ankeny, IA 50021
 www.halbrookexcavating.com

Proposal



Phone: 515-208-8934
 Fax: 515-289-4540

Proposal: 16JV0177
Date: 7/22/2016

To: Denny Elwell Company Attn: ALL BIDDERS P.O. Box 187 Ankeny, IA 50021	Project: Elwell Co Grease Traps
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Salesperson Josh Vandusseldorp		
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Reference	Description	Quantity	UOM	Unit Price	Extended Price
03 Sanitary Sewer					
03.01	Mobilization Utility Crew - Sanitary	1.0000	EA		
03.02	Plumbing Permit Sanitary	1.0000	EA		
03.03	ROW Permit Sanitary	1.0000	EA		
03.04	Traffic Control	1.0000	LS		
03.05	PCC Removal HEI SY	186.0000	SY		
03.06	5000 Gal Grease Trap	2.0000	EA		
03.07	4" PVC sanitary lateral	80.0000	LF		
03.08	Vac / HR	8.0000	HR		
03.09	Connect to Sanitary Main	1.0000	EA		
03.10	Sanitary Testing Complete	1.0000	LS		
03.11	Backfill	1.0000	LS		
03.12	Export Suitable Fill (Clay)	230.0000	CY		
03.13	DSM Street Repair	50.0000	SY		

Total 03 Sanitary Sewer 92,040.00

Proposal Total:	92,040.00
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Acceptance	
Accepted by:	_____
Title:	_____
Date:	_____

Scope of Work

Replacement of removed PCC by others.

Exclusions

NOTE: This proposal may be withdrawn by us if not accepted within 10 days One mobilization included for initial site grading. Grade is to be approved by general contractor before demobilization. Any additional grading or mobilization will be billed on an hourly basis. This bid is for suitable soils, any over-excavation or excavation of debris, trash, etc. is extra. Bid reflects stubbing utilities to within five feet of buildings. Any additional work will not be done



COOK PLUMBING CORP. Plumbing Contractors

1425 Fuller Road
West Des Moines, IA 50265
(515) 225-9532 Fax (515) 225-9590
www.cookplumbing.com

May 16, 2016

Denny Elwell Co.
Attn: Mike Billings
Email: mbillings@dennyelwell@company.com
Cell: 664-6559

RE: Estimate – 6611 University, Suite #101, Windsor Heights, Iowa

Based on existing sewer in building 15' from back wall
 Remove and replace concrete inside and outside for grease trap and restroom

Grease Traps:	2 – 5,000 gallon grease traps back of building – connect to sewer inside building
Restroom:	1 – Stool
	1 – Wall hung lavatory
Bar:	1 – Floor sink – no hookups, no water lines
Water Heater:	Use existing for new restroom
Existing Restroom:	No work

PRICE: \$87,846.00

Terms: 50% down, 50% on completion.

Sign here to approve price, scope, and terms: _____ Date: _____

Mark Cook
515-225-9532 Ext. #11

