



## Department of Community Development

**Maria Muratori**  
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### **ECONOMIC DEVELOPMENT INCENTIVE COMMITTEE MEETING AGENDA February 13, 2018**

- I. Meeting called to order
- II. Approval of minutes 2 - 4
- III. Program financial update 5
- IV. Review of applications
  - a. H2 Property Management 6 - 39
  - b. Houdini's Great Adventures, LLC 40 - 69
  - c. MBC Services, Inc. (dba Sandusky Canvas) 70 - 99
  - d. Omeca, Inc (dba Cameo) 100 - 134
  - e. Peerless Stove & Manufacturing Co. 135 - 189
  - f. Renaissance Too, LLC 190 - 219
- V. Reminder of next meeting – March 13<sup>th</sup>, 2018
- VI. Public Participation
- VII. Meeting Adjournment

## Economic Development Incentive Committee

January 9, 2018  
Meeting Minutes

### **Call To Order**

Ms. Bemis called the meeting to order at 1:10 PM. The following members were present: Ms. Abbey Bemis, Mr. Paul Koch, Mr. Trevor Hayberger and Mr. Matt Lasko. Ms. Maria Muratori, Development Specialist and Debi Eversole, Clerk from Community Development were also present along with Sharon Johnson, Sandusky City Resident. There were 4 voting members present.

### **Approval Of Minutes**

Mr. Koch moved to approve the minutes from the November 14, 2017 meeting. Mr. Hayberger seconded the motion. The motion carried with a unanimous vote.

### **Program Financial Update**

Ms. Muratori presented the program financial update as of January 9, 2018:

| ECONOMIC DEVELOPMENT FUNDS                |                |                   |               |            |       |         |                |                    |                    |
|---|----------------|-------------------|---------------|------------|-------|---------|----------------|--------------------|--------------------|
|   | 2017 Carryover | Beginning Balance | Date Approved | Committed  | Spent | Revenue | Ending Balance | Total Project Cost | Estimated New Jobs |
|   | \$ 392         | \$ 450,392        |               |            |       |         | \$ 325,392     |                    | 0                  |
| Substantial Development                   |                | \$ 125,000        |               |            |       |         |                |                    |                    |
| SandCity, LLC                             |                |                   | 3/14/2017     | \$ 125,000 | \$ -  | \$ -    |                | \$ 6,645,872       | 32.5               |
|   |                |                   |               |            |       |         | \$ -           |                    |                    |
| Façade                                    |                | \$ 100,000        |               |            |       |         |                |                    |                    |
|   |                |                   |               |            |       |         | \$ 100,000     |                    |                    |
| Signage                                   |                | \$ 100,000        |               |            |       |         |                |                    |                    |
|   |                |                   |               |            |       |         | \$ 100,000.00  |                    |                    |
| Small Business Assistance                 |                | \$ 125,000        |               |            |       |         |                |                    |                    |
|   |                |                   |               |            |       |         | \$ 125,000     |                    |                    |
| Economic Development - Other Expenditures |                | \$ 392            |               |            |       |         |                |                    |                    |
|   |                |                   |               |            |       |         | \$ 392         |                    |                    |
| Total                                     |                |                   |               | \$ 125,000 |       |         |                | \$ -               |                    |
| Ex SandCity                               |                |                   |               | \$ -       |       |         |                |                    |                    |
| Leverage                                  |                | 0.0               |               |            |       |         |                |                    |                    |
| Ex SandCity                               |                | #DIV/0!           |               |            |       |         |                |                    |                    |
| 2018 Expenditure                          |                |                   |               |            |       |         |                |                    |                    |

Ms. Muratori stated that there was a minimal amount of carryover which was included in the beginning balance. She added that \$375,000 of the grant for SandCity LLC was dispersed in 2017 and \$125,000 will come out of 2018 funds. This will leave just over \$325,000 for 2018 funding.

Mr. Koch moved to approve the financial update as presented. Mr. Hayberger seconded the

motion. The motion carried with a unanimous vote.

### **Application Review**

Ms. Muratori stated that Robert Waldock, sole owner of BSL Holdings Ltd has applied for a Small Business Assistance grant for the property at 1517 Fifth Street. The purpose of the grant is to retain **an existing business, AVI Foodsystems, which is already located in Sandusky.** AVI's current landlord is not renewing its lease and the risk is that it relocates outside of Sandusky. The expected project completion date is 4/30/2018.

The project will retain a local business and will keep the estimated 29 people employed within the City of Sandusky.

Ms. Bemis stated that ECEDC had worked with the broker that represented AVI Foodsystems, and with their tight deadline, they have had no luck finding real estate within the city. The city is in jeopardy of losing this business.

Mr. Lasko stated that the cost per head is the least that **he'd ever seen within these applications.** Mr. Waldock is moving current tenants around to make this possible for AVI Foodsystems.

Mr. Koch stated that although it may seem that this program helps business owners that are already wealthy, it may be a reassurance that they are smart business owners. The money is well spent and there is most likely a low fail rate.

Mr. Hayberger moved to approve the recommended Small Business Assistance Grant in the amount of \$15,000. Ms. Bemis seconded the motion. With no further discussion, the motion carried with a unanimous vote.

Ms. Muratori stated that this application will go before City Commission for final approval on January 22, 2018.

### **Next Meeting**

The next meeting is scheduled for Tuesday, February 13, 2018. Ms. Muratori stated that she currently had two applications for review.

### **Public Participation**

- Ms. Johnson wondered how many employees AVI had. Ms. Muratori stated 29 employees.
- She wondered if Mr. Waldock was applying for a loan through Civista Bank. This would **negate Mr. Koch's vote. Ms. Muratori stated that he was not applying for a loan,** however, Civista was listed as a reference for Mr. Waldock.
- She stated that for all of the land that Mr. Waldock has, he is not utilizing it. Even if it were to put warehouses on, it would be something. Mr. Lasko stated that he and Mr. Waldock have had conversations regarding the estimated 11 acres and the possibilities of putting something on them. Ms. Bemis stated that on the commercial side of things, 11 acres is not as big as it seems.

**Adjournment**

Ms. Bemis adjourned the meeting at 1:25 PM

APPROVED:

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Debi Eversole, Clerk

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Abbey Bemis, Vice Chair



## ECONOMIC DEVELOPMENT FUNDS

[illegible]

**February 13, 2018**

**Economic Development Incentive Committee Summary**

**Meghan and Richard Hogrefe / H2 Property Management (“H2”)**

**APPLICANT:** Meghan and Richard Hogrefe  
5235 Castle Hills Drive  
San Diego, CA 92109

**CORPORATE STRUCTURE:** Limited Liability Company

**PRINCIPAL/% OWNERSHIP:** Meghan Hogrefe – Owner / 50%  
Richard Hogrefe – Owner / 50%

**PROGRAM APPLIED FOR:** Signage and Façade

**RECOMMENDATION:** \$35,000.00 Signage and Façade grant; contingent upon obtaining title reports, obtaining all relevant permits, submitting before and after photographs, and displaying temporary signs during construction and a sign for at least one year upon completion noting the City of Sandusky’s support. This project will be complete by 6/30/2018.

**\*\*Assistance greater than \$10,000 requires final approval by the Sandusky City Commission\*\***

This project helps maintain a large historic multi-use building in the business district with restorations compatible with the standards of the National Park Service for Historical Renovations.

**BACKGROUND**

H2 Property Management (“H2”) is owned by Meghan and Richard Hogrefe (the “Hogrefe’s”). The Hogrefe’s have purchased nine (9) buildings in downtown Sandusky and two (2) buildings in Bayview. The Hogrefe’s are investing a substantial amount of money to renovate and restore their properties. The building for which a grant is being requested is 225 West Water Street.

**PROJECT DESCRIPTION**

This project consists of replacing all of the existing windows in the building at 225 West Water Street. The windows being replaced are on the north, west and south elevations, covering the first, second, third and attic levels. The ground level storefronts along the Water Street side of the building will be painted to be compatible with the new window system. As part of the project, the previously installed vinyl and wood windows will be replaced with a historically appropriate replacement unit. All work has been previously approved by the City of Sandusky Landmarks Commission in August of 2017.

## **PROJECT FINANCING**

The project sources and uses are as follows:

|  |                      |
|--|----------------------|
| <b><u>Uses</u></b>                       |                      |
| Window Replacement                       | \$ 216,200.00        |
| Painting of the Ground Level Storefronts | \$ 7,455.00          |
| Architect and Engineering Fees           | \$ 8,500.00          |
| <b>Total</b>                             | <b>\$ 232,155.00</b> |
| <b><u>Sources</u></b>                    |                      |
| Owner Equity                             | \$ 197,155.00        |
| Grant Request - Signage and Façade       | \$ 35,000.00         |
| <b>Total</b>                             | <b>\$ 232,155.00</b> |
|  |                      |
| Leverage                                 | 6.6                  |

The recommended total grant amount of \$35,000.00 is equivalent to approximately 15% of the total project costs and will leverage private dollars about 6.6x.

In addition to the above, the Hogrefe's have already spent \$30,000.00-40,000.00 on a new roof at 225 West Water Street.

## **FINANCIAL SUMMARY – BUSINESS**

H2 is a new venture so no financials are available at this time. It is a Real Estate Property Management company.

## **RECOMMENDATION**

I recommend a \$35,000.00 Signage and Façade grant to support this restoration project. This grant will assist with a project that will enhance and maintain the historic character of the property while also preserving the historic building for decades.



# SANDUSKY CITY ECONOMIC DEVELOPMENT APPLICATION – SIGNAGE AND FACADE

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CITY OF SANDUSKY

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PROGRAM YEAR 2018



## **INTRODUCTION**

The Sandusky City Economic Development (ED) programs intend to spur and support economic development activities within the City of Sandusky (“the City”). Financial assistance is available for new or expanding businesses and/or property owners that will positively affect the economic and employment climates in the City and broader Firelands Region.

The City strongly believes that investments in economic development activities are vital to job creation and attracting and retaining a talented workforce to fill newly created or available positions. Increased economic development will also stimulate investments in underutilized or vacant buildings and sites – which will strengthen the real estate market, increase property values, create a more walkable community and improve overall quality of life.

## **SANDUSKY CITY ECONOMIC DEVELOPMENT PROGRAMS**

The City’s intention is for its programs to be fair, straightforward, and easy to navigate. **A pre-application meeting is a requirement of ED assistance.** If you have questions prior to the meeting, please do not hesitate to contact the City’s Development Specialist, Maria Muratori at (419) 627-5891 or [mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us). Please note this application and all related materials are subject to public records requests.

### **Section I - GENERAL TERMS:**

**FUNDING AVAILABILITY:** Approximately \$450,000 is available for calendar year 2018

**USE OF FUNDS:** ED Funds can be used for the following purposes:

Fixed Assets: examples include new construction or renovation of existing facilities

Non-Fixed Assets: examples include equipment and furnishings

Pre-Development: examples include architectural drawings, surveys, market studies and environmental due diligence.

**ELIGIBILITY REQUIREMENTS:** The business/property must be located in the City of Sandusky. ED funds are intended, in most instances, to serve as gap financing. In these cases, applicants, prior to application, should attempt to secure private financing, such as traditional bank financing, to finance the project. A Project is eligible to receive ED funds once every five (5) years; however, distinct phases of the same project are eligible. There will be a limited amount of ED funds available for non-profit organizations. All successful applicants/borrowers must provide proof of the ability to secure ownership of the real estate or (preferably) a two (2) year lease agreement in which the project is located. **All projects must meet applicable zoning requirements. All projects that need approvals from other departments, such as Planning and Zoning, must obtain these approvals prior to application review.**

**APPROVAL PROCESS:** Completed applications will be accepted at any time. The Department of Community Development reviews applications and provides recommendations for approval or denial of grants or loans monthly to the Economic Development Incentive Committee (EDIC) in the month after receiving a completed application. Applications for assistance greater than \$10,000 that are approved by the EDIC will require final approval by the Sandusky City Commission. In this case, we require the applicants to attend the City Commission meeting at which the project is reviewed.

**AVAILABLE FINANCING:** In most instances, ED assistance is intended to be a secondary financing source and is not intended to cover 100% of a potential project's cost. In these instances, **all other sources of funding must be documented and in place before any ED funds are disbursed.** Grant proceeds are provided directly to third party contractors or on a **reimbursable** basis to the applicant. The City will consider adjustments to the awarded grant amount for substantive changes in the project scope only.

**REQUIRED EQUITY:** A minimum of 5% owner equity is required, even when other third party sources have been secured. The Department of Community Development or the EDIC may, at its discretion, require a higher equity percentage.

**GRANT OR LOAN FEES:** **Upon recommendation of approval by the EDIC and prior to loan or grant disbursement, the applicant must remit a \$125 fee that will cover the cost of title and credit bureau reports.**

Applicants may be subject to personal background checks and credit reviews and must sign any waivers to allow the City of Sandusky to share information with relevant lending institutions and obtain credit reports. Requests for funding will be denied if applicants have outstanding collections, judgment liens, other court judgments, delinquent taxes or other tax liens. Any previous bankruptcy must be fully discharged prior to submitting an application.

No person shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with ED funds.

## **Section II – PROJECT EXCLUSIONS**

Individual program categories may have specific and more restrictive eligibility requirements than those listed in this section. The project exclusions outlined in this section generally apply to all applications and projects regardless of the type of financial assistance being requested.

**PROJECT EXCLUSIONS:** Projects will not be considered for financing assistance if they involve:

1. Financing of businesses that have not identified 100% of the remaining required financing to complete the project outlined in the application. Small businesses and/or startups may be exempt from this provision.
2. Refinancing of existing debts and training costs.
3. Financing of businesses that operate out of a personal residence.

4. Financing of speculative projects, buildings, or activities such as land banking or acquisition of real estate with no planned capital improvements or job creation.
5. Financing of historically unsuccessful ventures or projects with unresolved environmental problems. However, this exclusion does not apply to projects that will address/resolve environmental issues as part of the project scope of work.
6. Financing for businesses with a history of civil rights violations or unfair labor practices.
7. Financing to businesses which are not current with taxes or other loans.
8. Financing to businesses/applicants who are not in good standing on all outstanding forms of City assistance.
9. Financing to projects which cannot demonstrate an ability to repay the loan (if applicable), are intra-family transactions, or involve illegal activities.
10. Financing to projects in which the applicant has ever or currently owns entirely or in part, real estate that is tax delinquent, has code violations, contains non-registered rental units, or is in foreclosure.
11. Financing of projects in which the applicant has been convicted or has a pending conviction of a felony within seven (7) years from the date of application submittal.

## **Building Façade**

The intent of this program is to aid downtown and other neighborhood commercial/retail districts in becoming more attractive, economically viable, and diverse places to visit and shop by assisting in the design and funding of substantial rehabilitation of building facades and storefronts.

### **ELIGIBLE USES:**

- Comprehensive physical enhancements to primary building façade; non-primary façades will be considered on a case-by-case basis at the City's discretion
- A limited amount of funds will be available for non-comprehensive projects

### **REQUIREMENTS:**

- City assistance for façade enhancements cannot be in excess of 75% of total project costs and may be subject to a dollar cap, as determined by the EDIC.
- City assistance for non-comprehensive façade enhancements is limited to \$2,000 or 75% of total project costs, whichever is less.
- Applicants are required to seek approval of enhancements by other administrative bodies, including but not limited to, the Landmarks Commission or the Planning Commission. Applications will not be reviewed until approvals are obtained.
- The City may require renderings from design professionals in order to receive the maximum assistance.
- Contractors utilized must be registered with the City of Sandusky and permits may be required, where applicable.

**PREFERENCES:**

- Projects that involve the redevelopment of vacant, foreclosed or underutilized sites and buildings especially projects that focus on creating ready-to-lease commercial space.
- Minority or female owned business enterprises.
- Projects involving the beautification and enhancement of properties listed on the National Register of Historic Places
- Businesses and/or projects that promote goals and objectives of the City of Sandusky Comprehensive Masterplan and Strategic Plan.
- Commercial/retail and service businesses preferred

**TYPE OF FUNDING:** All projects funded under the Building Façade program will receive grant proceeds.

**TERM OF GRANT:** Provided directly to third party contractors or on a reimbursable basis to the applicant.

## **Signage Improvements**

The intent of this program is to aid downtown and other neighborhood commercial/retail districts in becoming more attractive, economically viable, and diverse places to visit and shop by assisting in the design and funding of signage.

**ELIGIBLE USES:**

- Installation of new or upgraded façade signage

**REQUIREMENTS:**

- City assistance for signage enhancements cannot be in excess of 75% of total project costs and may be subject to a dollar cap, as determined by the EDIC.
- Applicants are required to seek approval of enhancements by other administrative bodies, including but not limited to, the Landmarks Commission or the Planning Commission. Applications will not be reviewed until approvals are obtained.
- The City may require renderings from design professionals in order to receive the maximum assistance.
- Contractors utilized must be registered with the City of Sandusky and permits may be required, where applicable.

**PREFERENCES:**

- Projects that involve the redevelopment of vacant, foreclosed or underutilized sites and buildings especially projects that focus on creating ready-to-lease commercial space.
- Minority or female owned business enterprises.



- Projects involving the beautification and enhancement of properties listed on the National Register of Historic Places
- Businesses and/or projects that promote goals and objectives of the City of Sandusky Comprehensive Masterplan and Strategic Plan.
- Commercial/retail and service businesses preferred

TYPE OF FUNDING: All projects funded under the Signage program will receive grant proceeds.

TERM OF GRANT: Provided directly to third party contractors or on a reimbursable basis to the applicant.

**APPLICATION TO FOLLOW ON THE NEXT PAGE**

Applicant / Borrower Company:

Meghan and Richard Hogrefe

(Applicant Name)

Owners

(Title)

H2 Property Management

(Company Name – if different than Applicant Name)

5235 Castle Hills Drive

(Street Address)

(Suite, Apt, etc.)

San Diego, CA 92109

(City, State, Zip)

617-817-3261

Mhogrefe@h2productions.co

(Phone Number)

82-2009010

(Email)

(Federal Tax ID or last 4 of SSN)

(Fax Number)

**Existing Business Information:**

Type of Business: ☐ Commercial/Retail ☐ Service  
☐ Other Commercial/Retail Business  
 Legal Structure: LLC  
 Primary Product or Service: Real Estate Property Management  
 Date Established: 8/8/17 NAICS-SIC Code: \_\_\_\_\_  
 Website (if applicable): NA

**Principal Officers / Owners:**

Name / Title: Meghan Hogrefe/Owner  
 Email: Mhogrefe@h2productions.co Phone: 617-817-3261  
 SSN (last 4): 0014 % Ownership: 50

Name / Title: Richard Hogrefe/Owner  
 Email: Rhogrefe@h2productions.co Phone: 858-688-2874  
 SSN (last 4): 7415 % Ownership: 50

Name / Title: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
 SSN (last 4): \_\_\_\_\_ % Ownership: \_\_\_\_\_

Name / Title: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
 SSN (last 4): \_\_\_\_\_ % Ownership: \_\_\_\_\_

**Location of Proposed Project:**

225 West Water Street

(Address)

Sandusky, OH 44870

(City, State, Zip)

Erie

(County)

If a relocation, indicate from where

**Project Type:**



Renovation

☐ Expansion

☐ Start-Up/New

**Applicant / Business Background Information:**

Please provide a brief summary about your background and experience. Please also provide historical information regarding the building or property at which the business will operate, including but not limited to the most recent building use (attach additional page if necessary).

We have invested in 9 building in downtown Sandusky and 2 buildings in Bayview. We have the goal of renovating and restoring buildings to commercial and residential spaces.

**Project Description:**

Please provide a brief description of the project to be undertaken for which City assistance is being sought (attach additional page if necessary).

The scope of the project is replacement of all of the existing windows in the building. This includes those on the north, west and south elevations, covering the first, second, third and attic levels. The ground level storefronts along the South (Water Street) elevation will be painted, to be compatible with the new window system. The windows in all locations will remove the previously installed vinyl and wood units with a historically appropriate replacement unit that is typical of that approved by the National Park Service for Historical Renovations. All work has been previously approved by the City of Sandusky Landmarks Commission in August of 2017.

**Business/Personal References:**

Name / Title: Payne Nickles/Mike Miller  
 Email: Mikem@pncpa.biz Phone: 419-668-2552 x 241  
 Relationship: Accounting Firm for H2

Name / Title: Jeff Foster/Architect  
 Email: Jfoster@paytoarchitects.com Phone: 216-241-6800  
 Relationship: Architect Firm

Name / Title: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Relationship: \_\_\_\_\_

**Need for ED Funding (N/A for Signage):**

Applicants must document a need for ED funding in order to make the project occur. Select reason(s) why ED funds are needed for the project, and attach appropriate documentation.

- ☐ Inadequate equity/private lender financing (attach bank letter/documentation of equity unavailability).
- ☐ Unable to pay market interest rates for entire project (include projections showing market rates produce inadequate return on investment.)
- ☐ Incentive financing is needed in order to improve the economics of locating and expanding in Sandusky relative to other communities (show comparative costs analysis to undertake project in Sandusky versus other cities).

☒ Other (please specify): To receive funding enables us to continue to invest our money in downtown building restoration and renovation

**Project Source & Use Of Funds:**

Break out total project costs by use of funds and allocate each use cost by source (attach additional page if necessary).

Total Project Cost (itemize below): \_\_\_\_\_

Window replacement: \$216,200.00

Painting of the ground level storefronts: Approximately \$10,000

Architect and Engineering Fees: \$8,500.00

Construction Contingency (8%): \$18,000.00 (Allowance)

Total project cost: \$252,700.00

Owner Equity (dollars and source): \_\_\_\_\_

Total project cost.

Private Lending (dollars, source, and terms): \_\_\_\_\_

None

Request for City Assistance (dollars and type): \_\_\_\_\_

\$40,000.00 in grant funding.

**Project Timeline:**

Please outline the project timeline. Please include expected completion dates for items including but not limited to obtaining site control, obtaining financing, and construction.

|                     | <u>Start</u> | <u>Complete</u> | <u>N/A</u> |
|---------------------|--------------|-----------------|------------|
| <u>Site Control</u> |              |                 | X          |
| <u>Financing</u>    |              |                 | X          |
| <u>Construction</u> | 2/15/18      | 4/15/18         |            |
| <u>Other</u>        |              |                 |            |

**Project Impact and Employment (N/A for Signage):**

|                          | Current Year | Year One | Year Two | Year Three |
|--------------------------|--------------|----------|----------|------------|
| Annual Sales Revenue     |              |          |          |            |
| Annual Payroll           |              |          |          |            |
| Current Employment (FTE) |              |          |          |            |
| Average Pay Per Employee |              |          |          |            |



**Project Concept (N/A for Signage):** Use the space below to address the following:

- How does the proposed project relate to a strategic approach to revitalization of the surrounding area?
- Will the project contribute to a change in the market dynamics, economic status, physical appearance or perception of the area?
- Does the project address specific area needs or missing services?

The project represents an investment in the restoration of a key portion of landmark buildings along the waterfront of Downtown Sandusky. Due to years of deferred maintenance and poorly executed previous renovations, the condition of the existing building is in substandard condition.

The renovation approach is one that continues to enhance the and maintain the historic character of the district while ensuring that these assets are maintained for a generation to come.

**Attachments:**

The following should be submitted with your ED Application:

- ☒ Map showing location of Project or business
- ☐ Three years of historical financial statements (if applicable)
- ☐ Three years of projected financial statements (if applicable)
- ☐ Sources of financing including evidence of private funds and matching funds
- ☒ Third party cost estimates **INCLUDING RENDERINGS**
- ☐ Lease agreement, purchase agreement, or proof of ownership (if applicable)

**Attestation of Financial Condition:**

Do you or your business have any of the following:

|   | YES | NO |
|---|-----|----|
| Outstanding collections                             |     | X  |
| Judgement liens                                     |     | X  |
| Other court judgements                              |     | X  |
| Delinquent taxes                                    |     | X  |
| Delinquent loans                                    |     | X  |
| Other tax liens                                     |     | X  |
| Previous bankruptcy                                 |     | X  |
| If yes to bankruptcy, has it been fully discharged? |     |    |
| Real estate that is tax delinquent                  |     | X  |
| Code violations                                     |     | X  |
| Non-registered rental units                         |     | X  |
| Real estate that is in foreclosure                  |     | X  |

Submission Acknowledgment

The undersigned certifies that he/she is authorized to complete, sign and submit this application on behalf of the applicant/owner. Further, the undersigned certifies that the information contained in this application has been reviewed by him/her and that all information, including exhibits, are, to the best of his/her knowledge, complete and accurate and presents fairly the condition of the applicant and project accurately. Intentionally falsifying information in this document constitutes a criminal offense. The undersigned hereby authorizes the City of Sandusky to investigate the credit worthiness and of the undersigned, and/or applicant. The undersigned understands that information submitted to the City of Sandusky as part of this application is considered a public record. The undersigned also agrees to display signage showing City support on their property for up to one (1) year.

The undersigned understands that additional information may be required to finalize the approval process, and that, if the project is funded, **Economic Development funds cannot pay for projects completed before grant approval and notice of award.** The undersigned also understands that the submission of the application for financial assistance does not automatically constitute approval.

☒ By checking this box, I acknowledge that I have read, understand, and agree to the policies and procedures outlined in this document. I further agree to be interviewed, photographed and/or have my business photographed for Economic Development marketing purposes. If you have questions, please contact the Department of Community Development.

Company Name: H2 Property Management

By: Meghan Hogrefe  
(Print or type name and title)

Meghan Hogrefe  
(Signature)

1/8/18  
(Date)

**Inter-Office Use Only**

State the date, time, and City staff member(s) present at the pre-application meeting:

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Date of Completed Application Submittal: \_\_\_\_\_

Staff Reviewer: \_\_\_\_\_

Date of Committee Review: \_\_\_\_\_

Approve/Deny: \_\_\_\_\_

Amount Awarded and terms: \_\_\_\_\_

**CONTACT**

Ms. Maria Muratori, Development Specialist  
Department of Community Development  
222 Meigs Street  
Sandusky, Ohio 44870

Phone: 419.627.5891

Email: [mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us)



## CODE INFORMATION

THIS PROJECT IS DESIGNED UNDER AND COMPLIES WITH THE 2011 OHIO BUILDING CODE (OBC), WITH JANUARY 2017 AMENDMENTS.

THE PROJECT CONSISTS OF AN EXTERIOR WINDOW REPLACEMENT. MINOR RELATED WORK IS INCLUDED AT THE REAR OF THE BUILDING WHICH INCLUDES SIDING REPLACEMENT AND SOME EXTERIOR PAINTING. THERE ARE NO MODIFICATIONS OR CHANGES TO THE LIFE SAFETY OR EGRESS COMPONENTS OF THE BUILDING.

EXIST. USE GROUP: R-2 RESIDENTIAL, APARTMENT HOUSE PER 310.1  
PROPOSED USE GROUP: NO CHANGE  
TYPE OF CONSTRUCTION: 3-B CONSTRUCTION TYPE  
EXISTING STRUCTURE: THE EXISTING BUILDING IS LOAD BEARING MASONRY WITH WOOD FLOOR AND ROOF FRAMING.

## PAINTING SPECIFICATIONS

- ALL PREVIOUSLY PAINTED ITEMS TO BE PREPARED PER SHERWIN WILLIAMS SURFACE PREPARATION GUIDE FOR APPROPRIATE SURFACE.
- NEW DRYWALL AND WOOD TO BE PRIMED WITH (1) COAT SW PRO-MAR 200 INTERIOR LATEX PRIMER.
- PREVIOUSLY UN-PAINTED INTERIOR FERROUS METAL TO BE PRIMED WITH (1) COAT S-W INDUSTRIAL PRO-CRYL UNIVERSAL PRIMER.
- FINISH FOR ALL INTERIOR DRYWALL AND WOOD SURFACES TO BE (2) COATS OF SW PRO-MAR 200 IN EG-SHEL FINISH.
- FINISH FOR ALL INTERIOR EXPOSED CONCRETE MASONRY UNITS TO BE (1) COAT OF SW PREPRITE BLOCK FILLER, (1) COAT OF LOXON BLOCK SURFACER AND (2) COATS OF SW DURATION IN SEMI-GLOSS FINISH.
- ALL EXTERIOR FERROUS METAL TO BE PRIMED WITH (1) COAT OF SW INDUSTRIAL ENAMEL WITH (2) FINISH COATS OF SW SUPERPAINT EXTERIOR IN SEMI-GLOSS FINISH.

PT-1: TO MATCH WINDOW UNIT COLOR (PELLA HEMLOCK)  
PT-2: LIGHT TAN ACCENT COLOR TO BE SELECTED  
PT-3: COLOR TO MATCH EXISTING BRICK - TO BE SELECTED  
PT-4: ACCENT COLOR AT STOREFRONTS - TO BE SELECTED

## WINDOW SPECIFICATIONS:

BASIS OF DESIGN: PELLA ARCHITECT SERIES, ALUMINUM CLAD WOOD UNITS.

ALTERNATE MANUFACTURERS: ANDERSEN E-SERIES, MARVIN ULTIMATE MAGNUM, KOLBE HERITAGE SERIES. ALTERNATE MANUFACTURERS ARE TO BE PER THE FOLLOWING REQUIREMENTS AND MEET THE PERFORMANCE OF THE BASIS OF DESIGN PRODUCT.

- ALL UNITS, UNLESS NOTED OTHERWISE ARE TO BE SINGLE HUNG UNITS.
- WINDOWS TO BE WOOD UNITS WITH ALUMINUM CLAD EXTERIORS WITH ENDURA-CLAD FINISH, COLOR TO BE HEMLOCK.
- INTERIOR WOOD TO BE PINE, PRE FINISHED IN WHITE PAINTED FINISH.
- GRILLES ARE TO BE INTEGRAL LIGHT TECHNOLOGY, SEE INTERIOR GRILLES WITH PUTTY GLAZE CLAD ALUMINUM EXTERIOR GRILLES.
- ALL OPERABLE UNITS TO HAVE INSECT SCREENS IN METAL FRAMES.

GLAZING TO BE SUNDEFENSE LOW-E COATED, DOUBLE PANE GLASS WITH ARGON.

INTERIOR HARDWARE TO BE CLASSIC STYLE IN WHITE FINISH.

ALL WINDOWS ARE REPLACEMENT TYPE UNITS THAT ARE TO FIT INTO THE ORIGINAL WINDOW FRAMES. PROVIDE FACTORY FINISHED ALUMINUM FRAME EXTENDERS AT ALL SIDES OF OPENINGS TO ENCASE EXISTING FRAMES.

WHERE UNITS ARE SET WITHIN EXISTING MULLIONS, ALL EXTERIOR SURFACES TO BE CLAD WITH MATCHING BREAK METAL.

ALL INSTALLATION DETAILS ARE TO BE PER THE MANUFACTURER'S SPECIFICATIONS AND RECOMMENDATIONS.

ALL EXTERIOR SEALANT TO BE COLOR MATCHED TO WINDOW UNIT AND SUPPLIED BY THE WINDOW MANUFACTURER. INSTALL BACKER ROD AT ALL JOINTS.

## GENERAL NOTES

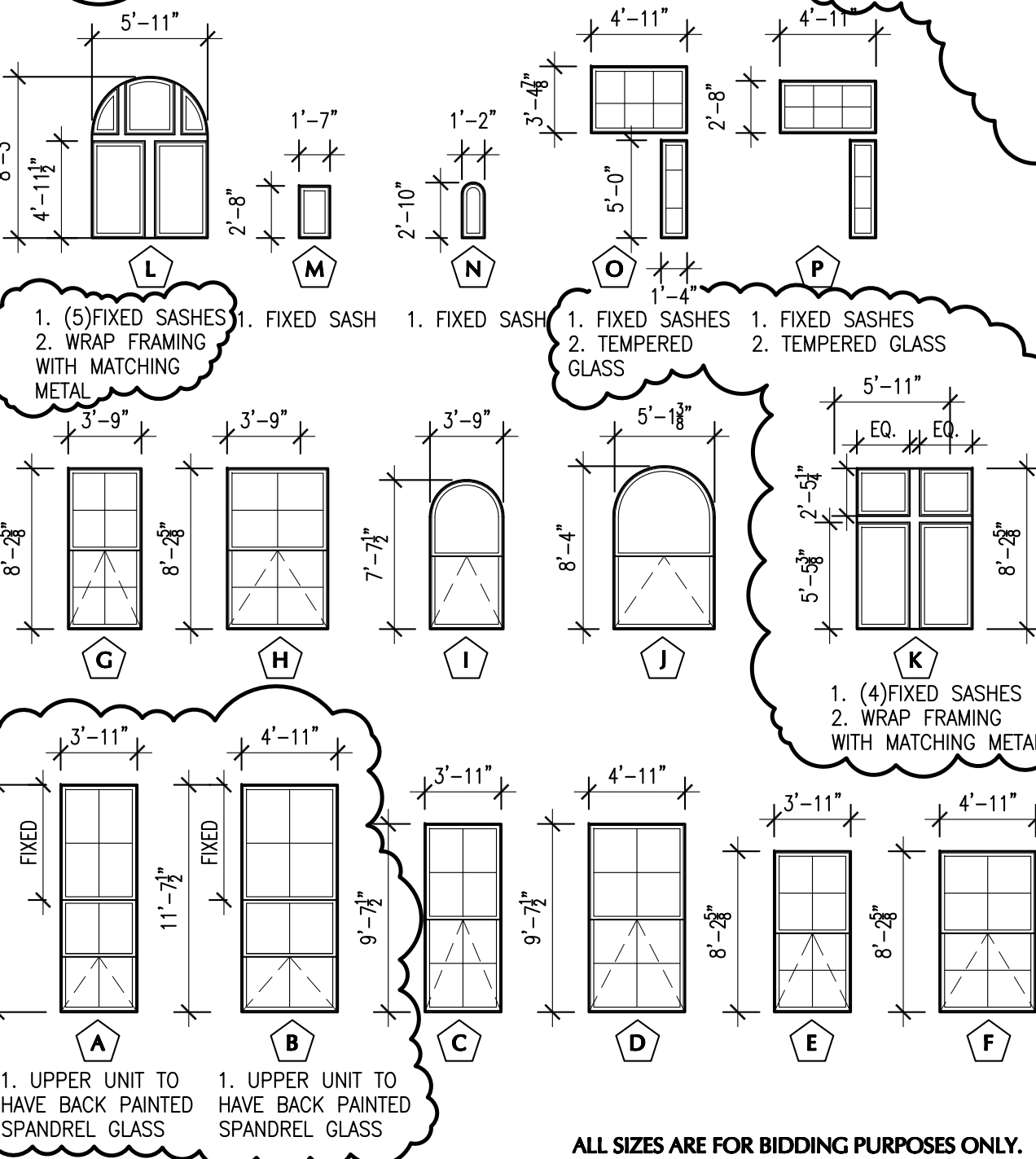
- CONTRACTOR(S) SHALL CHECK AND VERIFY ALL DIMENSIONS, CONDITIONS AND NOTES AT THE SITE AND NOTIFY THE ARCHITECT OF ANY AND ALL IRREGULARITIES, CONFLICTS, OR DISCREPANCIES BETWEEN THE CONTRACT DOCUMENTS AND EXISTING CONDITIONS PRIOR TO COMMENCEMENT OF ANY FABRICATION OR CONSTRUCTION.
- SHOULD THERE BE ANY CONFLICT OR DISCREPANCY BETWEEN THE CONSTRUCTION NOTES SHOWN ON THESE DRAWINGS AND THE TECHNICAL SPECIFICATIONS CONTAINED IN THE PROJECT MANUAL, THE MORE RESTRICTIVE CONDITION OF THE TWO SHALL APPLY.
- DO NOT SCALE DRAWINGS. ALL WRITTEN DIMENSIONS SHALL GOVERN. ALL INSTALLATIONS SHALL BE ACCURATELY FIELD MEASURED PRIOR TO FABRICATION.
- ALL WINDOW UNIT DIMENSIONS ARE TO BE VERIFIED IN FIELD PRIOR TO PROCUREMENT. MINOR ADJUSTMENTS LARGER OR SMALL TO THOSE LISTED HEREIN SHALL NOT CONSTITUTE A CHANGE IN COST.
- ALL MATERIALS AND PRODUCTS ARE TO BE FABRICATED AND INSTALLED PER THE MANUFACTURER'S RECOMMENDATIONS AND DIRECTION. ALL RELATED MATERIALS (FASTENERS, ADHESIVES, ACCESSORIES, ETC.) SHALL BE APPROVED BY THE MANUFACTURER. ANY FIELD ENGINEERING SHALL BE PERFORMED BY THE INSTALLING CONTRACTOR IF REQUIRED BY THE MANUFACTURER.
- INSTALLATION OF ALL MATERIALS SHALL PROVIDE FOR NECESSARY EXPANSION AND CONTRACTION PER THE MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS BASED ON THE PARTICULAR INSTALLATION SITUATION AND POSITION.
- ALL WORK TO BE CONTAINED IN SCOPE OF WORK AREA UNLESS PERMITTED BY THE OWNER. DEMOLITION AND OTHER MATERIALS SHALL BE KEPT WITHIN THE SCOPE OF WORK AREAS.
- PROMPTLY REPAIR DAMAGES CAUSED TO ADJACENT FACILITIES BY DEMOLITION WORK. EXTERIOR AREAS ARE TO BE RESTORED TO THEIR PRE-EXISTING CONDITION UPON COMPLETION.
- THE CONTRACTOR SHALL MAINTAIN DUST CONTROL MEASURES AT ALL TIME. ALL DUST MUST REMAIN CONTAINED WITHIN THE SCOPE OF WORK AREA. CARE TO BE TAKEN ON INTERIOR OF UNITS AND THEY ARE TO BE CLEANED AS WORK IS COMPLETED.
- PRIOR TO SUBMITTING A BID, ALL CONTRACTORS MUST VISIT AND BECOME FAMILIAR WITH THE PROJECT SITE.
- IN DEMOLITION NOTES, "AS REQUIRED" IS TO INCLUDE MATCHING EITHER EXISTING EXPOSED FINISHES OR NEW FINISHES WITH SIMILAR AND COMPATIBLE MATERIALS, WHICHEVER APPLIES.
- PROTECT REMAINING SURFACES, EQUIPMENT AND PROPERTY. CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIR OF ANY DAMAGE OCCURRING DURING CONSTRUCTION. PROVIDE PROTECTIVE MEASURES AS REQUIRED TO PROTECT THE OWNER'S PERSONNEL & THE GENERAL PUBLIC FROM INJURY DUE TO THE DEMOLITION.
- ALL WORK SHALL BE IN ACCORDANCE WITH ALL APPLICABLE LAWS, CODES, STANDARDS AND REGULATIONS. THE CONTRACTORS MUST COMPLY WITH ALL EPA AND OSHA REGULATIONS.
- BASED ON THE AGE OF THE EXIST. BUILDING, THE OWNER MAKES KNOWN TO ALL CONTRACTORS THAT LEAD PAINT IS SUSPECTED TO BE PRESENT IN THE FACILITY. RENOVATION AND DEMOLITION ACTIVITIES MUST BE PERFORMED IN ACCORDANCE WITH 29CFR1926.62 AND ALL OTHER APPLICABLE OSHA REGULATIONS.

## KEYNOTE LEGEND - ELEVATIONS

- HARDI-PANEL FIBER CEMENT SIDING PANELS WITH 1-1/2" AZEK TRIM AS SHOWN OVER TYKEX AND 8" EXT. GRADE SHEATHING. POST PAINT AFTER INSTALLATION. COLOR TO BE PT-1. REPLACE DETERIORATED 2X4 WOOD FRAMING AS REQUIRED.
- PREP, PRIME AND PAINT EXISTING CMU COLOR PT-3. FILL ALL CMU WITH (1) COAT OF SW EXTERIOR PREPRITE BLOCK FILLER. FINISH WITH (2) COATS OF SW DURATION EXTERIOR SATIN FINISH ACRYLIC LATEX.
- EXISTING STEEL DOOR AND FRAME TO BE PAINTED PT-1.
- EXISTING STOREFRONT FRAMING, TRANSOMS AND BULKHEADS TO BE PAINTED. COLORS TO BE PT-1 AND PT-2 PER THE COLOR RENDERING SHOWN ON THIS SHEET. SUBSTRATE MATERIALS VARY. PREP AS REQUIRED PRIOR TO PAINTING.
- EXISTING WOOD MULLIONS TO REMAIN. WRAP WITH BREAK METAL TO MATCH NEW WINDOW UNITS. NEW SEALANT AT PERIMETERS.
- EXISTING CEMENT BOARD SIDING AND TRIM TO REMAIN. PAINT TO MATCH NEW WINDOW AND DOOR UNITS.
- ALTERNATE #2: PAINT EXISTING CORNICE PT-1
- INTERIOR OF THIS UNIT HAS DRYWALL RETURNED TO THE SASH. REMOVE DRYWALL AND INSTALL NEW WOOD CASING AND SILL.
- REMOVE AND RE-INSTALL SIGNAGE AND AWNINGS UPON COMPLETION OF PAINTING WORK.
- REMOVE AND REPLACE EXISTING DOOR WITH PRE-HUNG INSULATED STEEL DOOR AND FRAME. STYLE AND TYPE TO MATCH EXISTING. HARDWARE TO BE REMOVED FROM EXISTING AND RE-INSTALLED ON NEW UNIT. PAINT TO MATCH WINDOWS.
- WINDOW UNIT TO HAVE TEMPERED SAFETY GLASS. SEE WINDOW TYPES FOR ADDITIONAL LOCATIONS



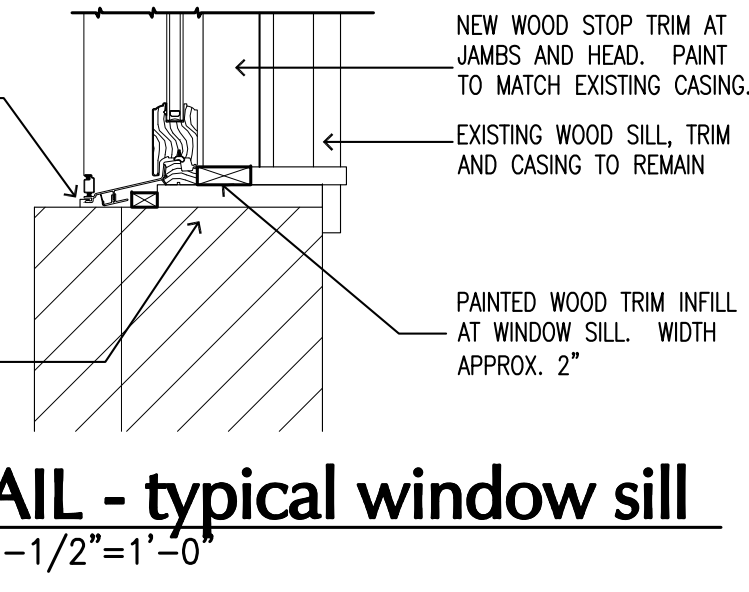
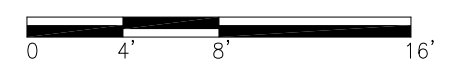
## C PAINT COLOR SCHEME



## 4 WINDOW TYPES

SCALE: 1/8" = 1'-0"

ALL SIZES ARE FOR BIDDING PURPOSES ONLY. CONTRACTOR TO FIELD MEASURE ALL UNITS PRIOR TO PROCUREMENT TO VERIFY SIZES OF ALL OPENINGS.



## D DETAIL - typical window sill

SCALE: 1-1/2" = 1'-0"



TYPICAL ARCHED UNITS

## B DETAILS / CLARIFICATIONS

A200 NO SCALE



AT INTERIOR, EXISTING LAY-IN CEILINGS TO REMAIN. REMOVE AND RE-INSTALL AT WINDOW REPLACEMENT AS REQUIRED.

## A DEMOLITION NOTES

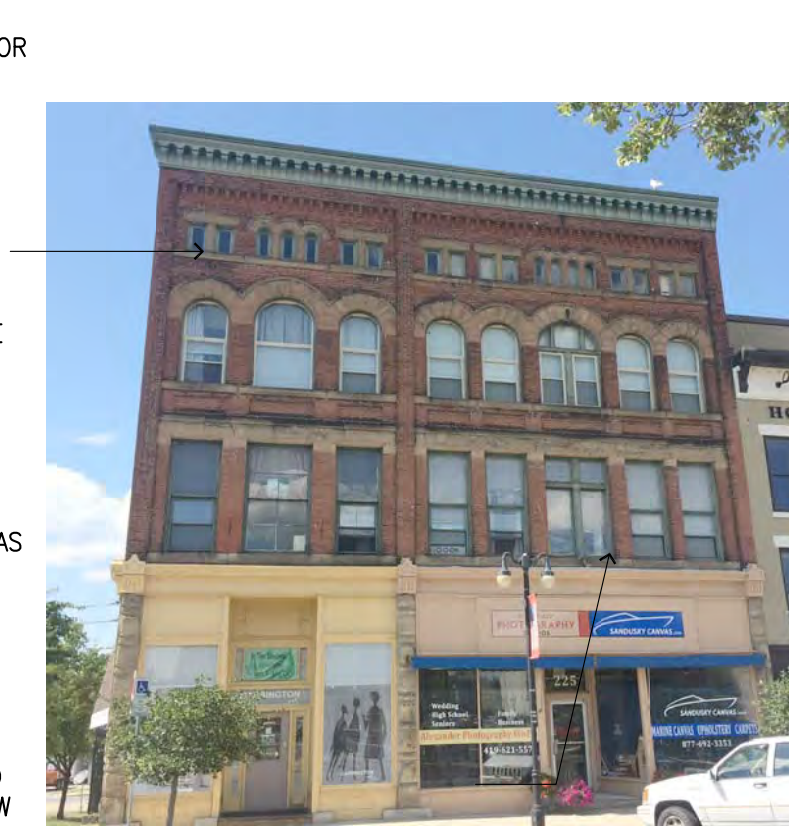
A200 NO SCALE



TYPICAL HEAD / JAMB AT RECTANGULAR UNIT



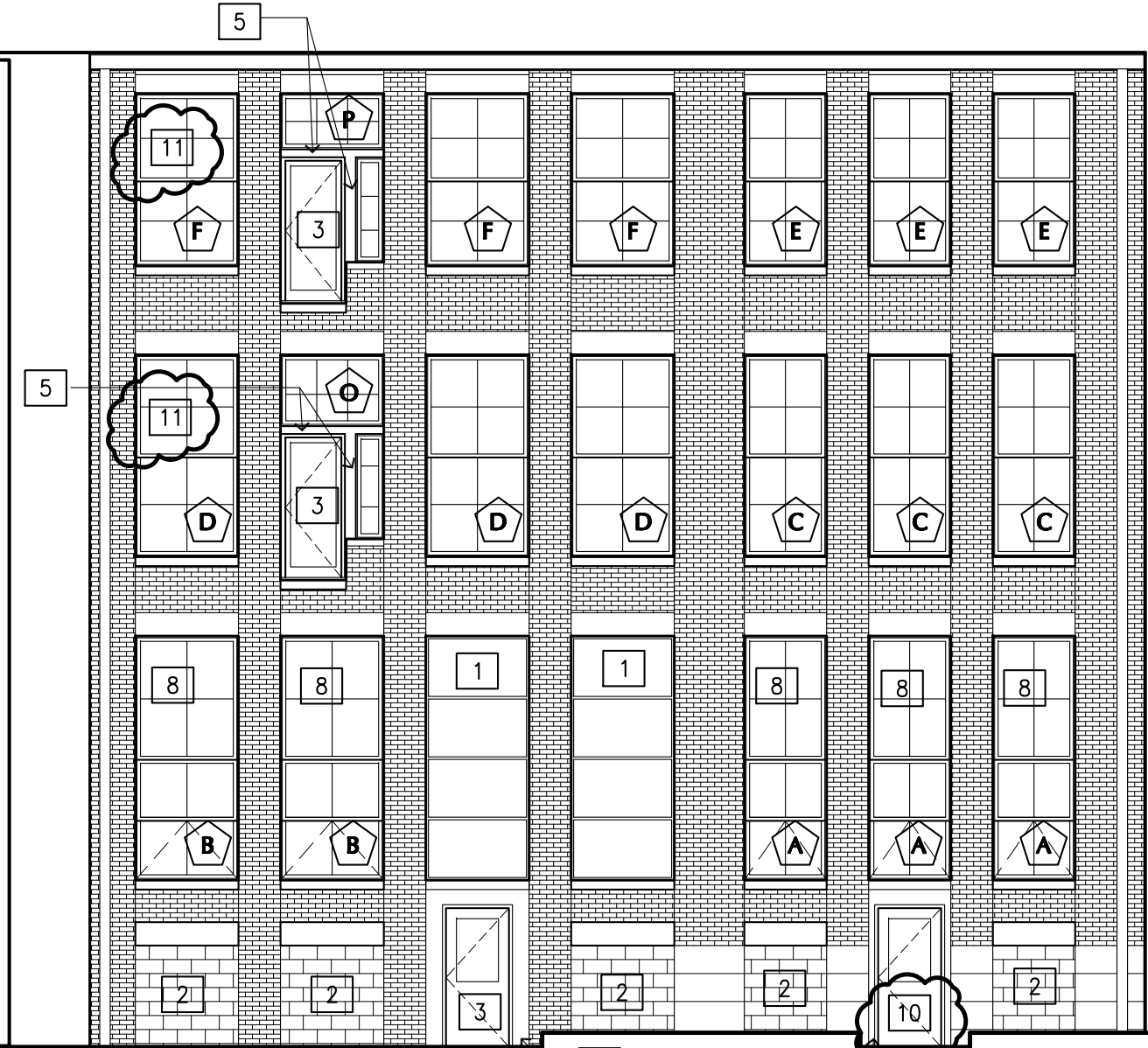
TYPICAL SILL / JAMB - ALL UNITS



REMOVE AND RE-INSTALL EXISTING SIGNAGE AND AWNINGS UPON COMPLETION OF ALTERNATE #1

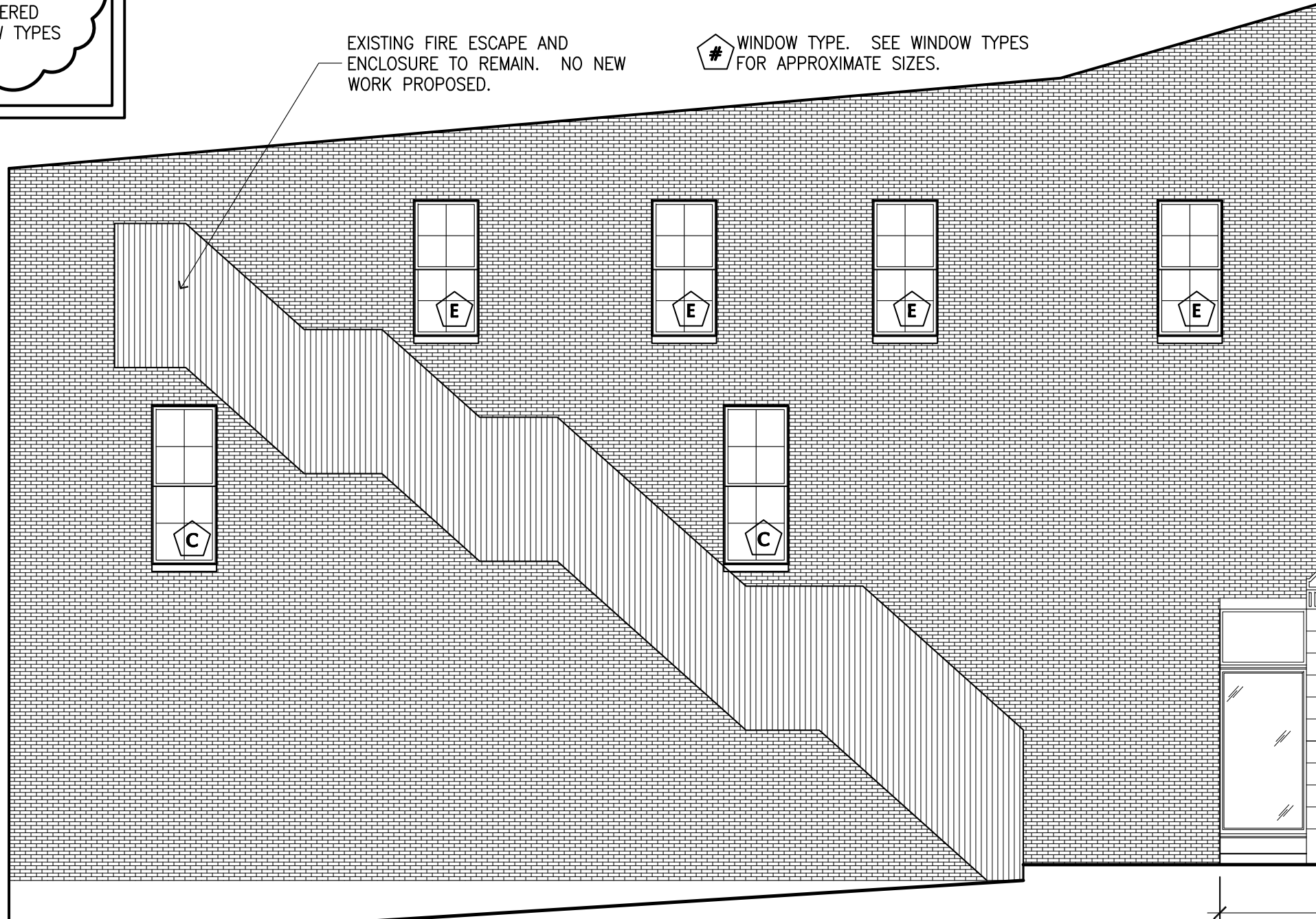
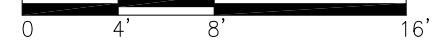
## CONSTRUCTION SEQUENCING:

- ALL APARTMENT UNITS WILL REMAIN OCCUPIED AT THE TIME OF WINDOW REPLACEMENT.
- THE BASEMENT AREA OF THE BUILDING, ALONG WITH THE BASEMENT AREA OF WATERS EDGE APARTMENTS WILL BE AVAILABLE FOR CONTRACTOR STORAGE AND STAGING.
- REPLACEMENTS ARE TO OCCUR IN A SEQUENCE THAT ENSURE THAT AT THE END OF EACH WORK DAY, EACH UNIT IS SECURE AND DRY. IF WINDOWS ARE REMOVED FROM ANYWHERE IN THE BUILDING, THEY ARE TO HAVE REPLACEMENT UNITS INSTALLED THAT DAY.
- INTERIOR TRIM AND FINISH REPLACEMENTS AND RELATED WORK MAY OCCUR OUTSIDE OF THE SEQUENCE OF WINDOW REPLACEMENT. IE MAY BE COMPLETED AFTER UNITS ARE REPLACED.
- COMMERCIAL (GROUND FLOOR) AND ATTIC WINDOWS MAY BE REPLACED AT ANY TIME. EXTERIOR PAINTING WORK MAY BE COMPLETED AT ANY TIME AND IN ANY SEQUENCE. EXTERIOR CEMENT BOARD WORK MAY OCCUR AT ANY TIME AND IN ANY SEQUENCE.



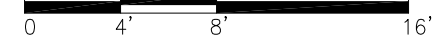
## 3 NORTH ELEVATION

A200 SCALE: 1/8" = 1'-0"



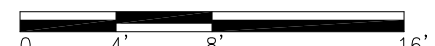
## 2 WEST ELEVATION

A200 SCALE: 1/8" = 1'-0"

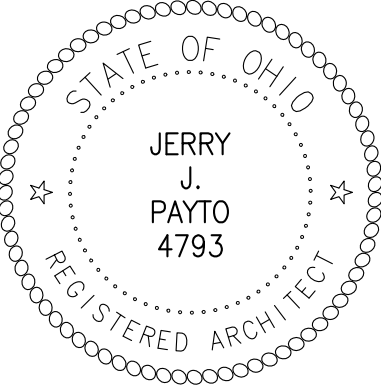


## 1 SOUTH ELEVATION

A200 SCALE: 1/8" = 1'-0"

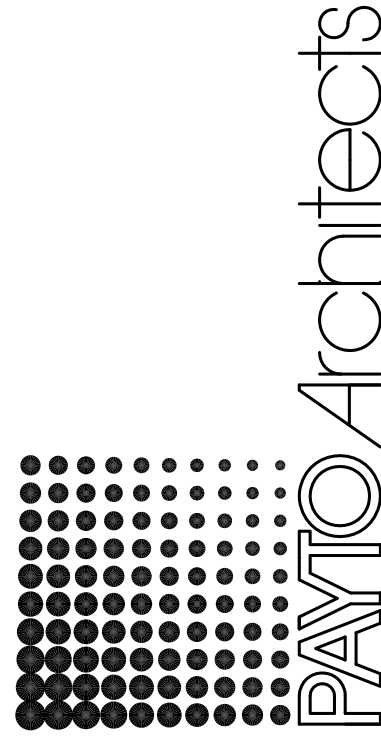


ISSUE DATE: 08.24.17  
ADDENDUM #1 09.05.17



JERRY PAYTO, LICENSE 4793  
EXPIRATION DATE: 12/31/17  
PRINTS FULL SCALE  
ON 24"X36" SHEET

THE SHORELINE BUILDING  
WINDOW REPLACEMENT  
225 WEST WATER STREET  
SANDUSKY, OH 44870



WINDOW  
REPLACEMENT SCOPE  
OF WORK

PA PROJECT NO. 2017-22  
CURRENT DATE

A200

BIDDING & CONSTRUCTION  
DOCUMENTS



September 13, 2017

THE SHORELINE BUILDING  
WINDOW REPLACEMENT  
225 West Water Street  
Sandusky, OH 44870

Bid for Material and Labor from:  
The Gunton Corporation  
26150 Richmond Road  
Bedford Heights, OH 44146

Exclusions from the bid include the following items:

1. Keynote Legend Note #1 – The **painting** of the Hardi-Panel Cement Siding Panels on the North Elevation. Material and installation of material is included.
2. Keynote Legend Note #2
3. Keynote Legend Note #3
4. Keynote Legend Note #4 (Alternate #1)
5. Keynote Legend Note #6
6. Keynote Legend Note #7 (Alternate #2)
7. Keynote Legend Note #9

## BID FORM – GENERAL CONTRACT FOR CONSTRUCTION

Bids shall be received by H2 Property Management, 225 ½ West Water Street, Sandusky, OH 44870 for:

**Shoreline Building Window Replacement**  
225 Water Street, Sandusky, OH 44870

Having read and examined the proposed Contract Documents prepared by the Architect for the above-referenced Project and the following Addenda:

Addendum Number

Date Received

#1

9-5-17

The undersigned Bidder proposes to perform all Work for the applicable Contract in accordance with the proposed Contract Documents, for the following sum(s):

## ITEM 1. GENERAL CONTRACT

BASE BID: ALL LABOR AND MATERIALS, for the sum of

\$

216,200<sup>00</sup>

Sum in words:

Two Hundred Sixteen Thousand Two Hundred

and /100 dollars.

ALTERNATE #1: STOREFRONT PAINTING (Circle appropriate choice below and insert amount)

If alternate is accepted, ADD TO / DEDUCT FROM base bid:

\$ NO BID

Sum in words:

and /100 dollars.

ALTERNATE #2: CORNICE PAINTING (Circle appropriate choice below and insert amount)

If alternate is accepted, ADD TO / DEDUCT FROM base bid:

\$ NO BID

Sum in words:

and /100 dollars.

## BIDDER SIGNATURE AND INFORMATION

Bidder's Authorized Signature:

Please print or type the following:

Name of Bidder's Authorized Signatory

STEVE VANONE

Title:

COMMERCIAL MANAGER

Company Name:

GUNTON CORP

Mailing Address:

26150 RIVINGTON RD

BEDFORD HTS, OH 44146

Telephone Number:

216-831-2420

Facsimile Number:

216-831-4931

E-Mail Address:

STEVE-VANONE@GUNTON.COM

Where Incorporated:

OHIO &amp; PENNSYLVANIA

Federal Tax Identification Number:

34-0766218

Contact person for Contract processing:

STEVE VANONE

President's or Chief Executive Officer's Name / Title:

MARK MEAD / PRES

END OF BID FORM



# PROPOSAL



Page # 1 of 1

**9501 U.S. Hwy. 250 N. Suite #1**

**Milan, Oh 44846**

**(419) 626-9613 TOLL FREE 1(800) 589-7850 Fax (419) 626-9611**

|  |             |                     |                      |
|--|-------------|---------------------|----------------------|
| Proposal Submitted To: Mr. Mike Salmon<br>H2 Property Management |             | Phone: 419-656-1872 | Date: 9/14/17        |
| Address: 225 1/2 West Water Street                               |             |                     |                      |
| City: Sandusky   | State: Ohio | Zip: 44870          | Date of Appointment: |

## Items and Description: Shoreline Building Window project

Supply and install, Labor and materials for the Shoreline Window Project per the print provided and addendum #1.

**PELLA ALUMINUM CLAD WOOD ARCHITECT SERIES RESERVE MONUMENTAL SINGLE HUNG WINDOWS**  
**PELLA ALUMINUM CLAD WOOD ARCHITECT SERIES RESERVE MONUMENTAL SPRINGLINE SINGLE HUNG**  
**PELLA ALUMINUM CLAD WOOD ARCHITECT SERIES RESERVE FIXED WINDOWS**

Quotation is based upon the following quantities:

(3) A, (2) B, (5) C, (3) D, (7) E, (3) F, (6) G, (1) H, (6) I, (1) J, (1) K, (1) L, (6) M – 2 units, (1) N – 3 units, (1) N – 4 units, (1) O, (1) P

Specifications for windows include:

- Pella Enduraclad finish. PR0110 HEMLOCK exterior aluminum clad color.
- Factory standard pre-finished painted interior wood surface.
  - Includes: Pella White, Bright White and Linen.
- 7/8" Integral Light Technology:
  - Exterior applied aluminum muntins / Spacer bar between the glass / Interior applied wood muntins.
- Pella SUNDEFENSE low 'e' argon-filled insulating glass.
- Screens.
- White hardware.
- 5-7/8" Overall frame depth for all hung windows.
- Exterior aluminum frame expander trim and mull covers.

All insulation, caulk and sealants included

Lifts, dumpster and porta toilet included

Interior trim and required installation materials included

Interior trim touch up as needed

Painting exterior items per print

Installation of cement plank siding as per print

Installation and painting of exterior steel door included(new)

Materials, Labor and tax included \$ 271,383.00 base window installation

Alternate #1 Storefront Painting \$ 3,150.00


Alternate #2 Cornice Painting \$ 4,305.00

**We Propose** hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:  
per proposal above Base bid Dollars ( \$ 271,383.00 ).

Payment to be made as follows: **To be determined at time of award of project**

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 the 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 Workman's Compensation Insurance.

Authorized Signature:

 9/14/17

Note: This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days

**Acceptance of Proposal - The** above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Any dispute, of whatever nature, arising in connection with, or in any way related to, this transaction, shall be decided exclusively by binding arbitration, to be conducted by the Better Business Bureau, or the American Arbitration Association. Each party hereto knowingly waives his right to have such a dispute decided by any court, and hereby consents to the sole and exclusive jurisdiction of the Better Business Bureau, or the American Arbitration Association.

Date:

Signature:

## BID FORM – GENERAL CONTRACT FOR CONSTRUCTION

Bids shall be received by H2 Property Management, 225 ½ West Water Street, Sandusky, OH 44870 for:

**Shoreline Building Window Replacement**  
225 Water Street, Sandusky, OH 44870

Having read and examined the proposed Contract Documents prepared by the Architect for the above-referenced Project and the following Addenda:

| Addendum Number | Date Received |
|-----------------|---------------|
| <u>1</u>        | <u>9/5/17</u> |
| _____           | _____         |
| _____           | _____         |

The undersigned Bidder proposes to perform all Work for the applicable Contract in accordance with the proposed Contract Documents, for the following sum(s):

## ITEM 1. GENERAL CONTRACT

BASE BID: ALL LABOR AND MATERIALS, for the sum of \$ 271,383.00  
Sum in words: Two Hundred Seventy One Thousand Three  
Hundred Eighty Three and 00 /100 dollars.

ALTERNATE #1: STOREFRONT PAINTING (Circle appropriate choice below and insert amount)

If alternate is accepted, ADD TO / DEDUCT FROM base bid: \$ 3150.00  
Sum in words: three Thousand One Hundred Fifty  
\_\_\_\_\_ and 00 /100 dollars.

ALTERNATE #2: CORNICE PAINTING (Circle appropriate choice below and insert amount)

If alternate is accepted, ADD TO / DEDUCT FROM base bid: \$ 4305.00  
Sum in words: Four Thousand Three Hundred Five  
\_\_\_\_\_ and 00 /100 dollars.

## BIDDER SIGNATURE AND INFORMATION

Bidder's Authorized Signature:

Please print or type the following:

Name of Bidder's Authorized Signatory

CHARLES D. HEMKER

Title:

VICE PRES.

Company Name:

Oude Towne Remodeling &amp; Restoration Inc

Mailing Address:

9501 US 250, STE 1

MILAN, OH 44846

Telephone Number:

419-626 9613

Facsimile Number:

N/A

E-Mail Address:

Chuck@OTWINDOWS.COM

Where Incorporated:

Ohio

Federal Tax Identification Number:

45-5511976

Contact person for Contract processing:

Chuck Hemker

President's or Chief Executive Officer's Name / Title:

Chuck Hemker

END OF BID FORM



July 14, 2017

Mr. Rick Hogrefe  
H2 Productions LLC  
5235 Castle Hill Dr.  
San Diego, CA 92109

Re: Proposal for Architectural Services for– 222 Shoreline Drive, Sandusky, OH

Dear Rick,

It has been a pleasure working with you and it is our pleasure to offer this proposal for full Architectural Services for the window replacement of Apartments Building located at 222 Shoreline Drive. What an amazing opportunity to bring back the grandeur of some architectural gems in the City of Sandusky. We are excited about this opportunity to work with you and help bring your vision to reality.

**DESCRIPTION OF PROJECT:**

The overall renovation scope of work for the property is to include the removal and replacement of the exterior windows at the second and third levels of the apartment building and the upper level attic windows. The window systems will be of a historic character, consistent with the detailing and design of the building and shall be approved by the Downtown Design District Review Committee.

**SCOPE OF WORK**

The scope of services is listed below as a guide to the project and describes services we are proposing to provide.

***Field investigations and documentations:***

- Meet with you and or your representatives, either in person or via teleconference to discuss the goals and direction of the project. (completed prior)
- Visit the proposed project site to field measure and photo document the existing building. (partially done to date)
- Field measurements to be converted into CAD background drawings. This includes Elevations of all 3 sides of the building.

***Construction, Bidding & Permit Documents Phase:***

- Full construction, permit and bidding documents for all work, including architectural elevations, sections, details and specifications.
- 2-3 different window manufacturers will be specified to ensure adequate competition during bidding.
- Documents will be submitted to the local building department for plan review and permit approval.

- We will present to and assist in obtaining design review approvals for the local review boards and commissions.

***Bidding Phase:***

- Assist the owner in soliciting bids from invited general contractors.
- Attend and lead a pre-bid meeting at the project site for perspective bidders.
- Prepare any necessary addendums to be issued during the bid period.
- Assist in the tabulation and evaluation of submitted bids.

***Construction Administration Services:***

- Participate in a scope review with the apparent low bidder.
- Review and approve all applicable submittals and shop drawings.
- Review and approve contractor pay requests.
- Respond to construction related issues, RFI and related items.
- Review and comment on the construction schedule and progress.
- Perform a project punch list at the completion of work.

**PROJECT SCHEDULE:**

Payto Architects and its consultants are immediately available to begin work on this project. The below dates assume an approval to proceed by July 17, 2017.

- Field investigations and documentation: Completed by 7/20/17
- CD / Bidding / Permit Documents Phase: Completed by 8/11/17
- Bidding Phase: Assume 2 weeks.
- Construction Phase: Fall 2017

**PROJECT ASSUMPTIONS:**

- No Engineering has been included and is assumed not to be required.
- Permit and plan review fees have not been included.
- Hazardous materials abatement and environmental assessments such as asbestos, chemicals, storage tanks, or lead paint are not included in our scope of work.
- A total of (2) meetings with the City commissions, boards and reviews have been included.
- Structural modifications and repairs are assumed to not be required.
- Contract shall be a single, general contract and shall be by invitation.
- No work has been assumed on the ground level storefronts

**PROPOSED CONSULTANTS:**

None anticipated

**PROFESSIONAL SERVICES FEE BREAKDOWN:**

|   |                          |
|---|--------------------------|
| Field Measuring & Documentation           | \$ 1,500.00              |
| Permit, Bidding & Construction Documents: | \$ 4,500.00              |
| City Design Review Presentations:         | \$ 1,500.00              |
| Bidding Phase:                            | Included in above phases |
| Construction Administration:              | \$ 1,000.00              |
| Total for services:                       | \$ 8,500.00              |

**REIMBURSABLES:**

An allowance of \$500 is assumed. Cost for printing, mileage, shipping, etc. are billed at cost with a 10% mark up. Attached is a schedule of reimbursable expenses. These costs will only be billed as expended.

**ADDITIONAL SERVICES**

Payto Architects will provide additional services for the project, when authorized verbally or in writing, in addition to those services set forth in Basic Services. Such services consist of anything not otherwise included in this Proposal and shall be billed at the attached rates.

**RATES**

The billable rates for this scope of work and additional services will be billed at the rate of \$125 per hour.

We look forward to working with you on this exciting project. We are confident that we can arrive at a fair and equitable contract, which best represents both parties.

Sincerely,

A handwritten signature in black ink, appearing to read 'JDF', is placed over a light gray rectangular background.

Jeffery D. Foster, AIA, LEED AP  
Project Manager / Architect  
Payto Architects, Inc.

K:\Proposals\H2 Productions\Proposal for Planning on Cooke Building.doc

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Authorized Signature of Approval

Date

## Maria Muratori

---

**From:** Jeff Foster <JFoster@paytoarchitects.com>  
**Sent:** Wednesday, February 7, 2018 10:08 AM  
**To:** Maria Muratori  
**Subject:** RE: Meghan and Richard Hogrefe - Reference

Good Morning Maria

I write this with candor and the utmost of sincerity. In response to your questions below, I have been an Architect for the Hogrefes on 7 projects so far, beginning in late spring of 2017. This being my 20<sup>th</sup> year practicing Architecture, I have worked with a lot of different clients and building owners on a wide array of projects. It is clear from the first meeting with an owner, what their goals are in developing projects. For some its turning a quick buck, others are a faithful stewardship and investment.

From the beginning, I have been impressed with Rick and Meghan's intense level of commitment and dedication on each project, no matter the size. It is clear to me that the projects we have developed together have an eye, not only for short term goals the properties, but also a eye for long term life cycle impact. Their definition of financial stewardship and investment goes beyond a particular ROI, but is rooted in how a project will spur additional growth, far beyond their project borders.

In particular reference to the window replacement at 225 Water Street, Rick and Meghan were clear from the beginning that the project needed to be as respectful of the existing historic fabric as possible and needed to be a 30+ year window replacement. With that approach we were able to develop a plan that will not only enhance the existing property, but the entire surrounding area.

It is clear that their commitment to jumpstarting re-development in the Bay area, in particular Downtown Sandusky, is a personal investment that goes beyond dollars invested, and translates into hearts that are committed not only to the current state of the City but also its long term viability. Being a native of Castalia myself, and having grown up in the Sandusky area, it is incredibly exciting to see the level of not only investment that the Hogrefe's have put forth but also their level of personal commitment to the people and long term viability of the area. I am proud to be associated with them and would highly recommend them as grant recipients.

Let me know if you need any additional information.

Thanks

Jeff

Jeffery D. Foster, AIA, LEED AP  
Project Manager / Architect  
Payto Architects Inc.  
405 Bradley Building  
1220 West Sixth St.  
Cleveland, OH 44113  
P: 216-241-6800  
M: 216-789-7662



**Think Green! Before printing this e-mail ask the question, is it necessary?**



**From:** Maria Muratori [mailto:mmuratori@ci.sandusky.oh.us]

**Sent:** Wednesday, February 07, 2018 9:35 AM

**To:** Jeff Foster <JFoster@paytoarchitects.com>

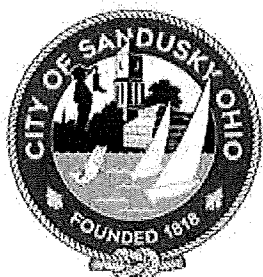
**Subject:** Meghan and Richard Hogrefe - Reference

Hello Mr. Foster,

Meghan and Richard Hogrefe indicated you as a reference on their economic development grant application with the City of Sandusky. Please speak to the following regarding their window replacement project at 225 West Water Street:

- What is your relationship with Meghan and Richard Hogrefe?
- What is your confidence in Meghan and Richard Hogrefe's ability to successfully complete the project?
- Is there any other information you would like to share regarding Meghan and Richard Hogrefe or the project?

Thank you for your help.



Maria Muratori | *Development Specialist*  
**COMMUNITY DEVELOPMENT**  
222 Meigs Street | Sandusky, OH 44870  
T: 419.627.5891 | F: 419.627.5713  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)



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## Maria Muratori

---

**From:** Mike Miller <mikem@pncpa.biz>  
**Sent:** Wednesday, February 7, 2018 10:23 AM  
**To:** Maria Muratori  
**Subject:** RE: Meghan and Richard Hogrefe - Reference

Hello Maria,

See my answers below.

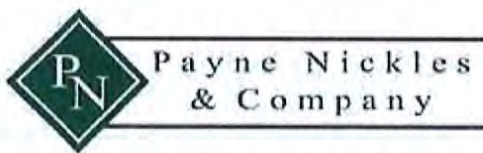
- What is your relationship with Meghan and Richard Hogrefe? **We are their CPA firm for all of their Ohio activities. In addition to year-end tax filings, we also pay bills, deposit funds, etc. throughout the year. I am the partner on the account and oversee all of the activity.**
- What is your confidence in Meghan and Richard Hogrefe's ability to successfully complete the project? **I am 100% confident that they will successfully complete all of their projects that they have going on.**
- Is there any other information you would like to share regarding Meghan and Richard Hogrefe or the project? **Rick and Meghan are extremely dedicated to the community, already investing significant amounts of money in downtown properties. And I know that they both are really eager to get projects completed so the community begins to see the benefits of all of the time and money they have invested in Sandusky.**

Let me know if I can help in any other way.

Thanks,

Mike

[Click here to send me files securely](#)



**Certified Public Accountants and Business Advisors**

**Michael K. Miller Jr. CPA, CVA | Payne Nickles & Company CPAs**

257 Benedict Ave. Bldg. D | Norwalk, Ohio 44857 U.S.A.

☎ (419) 668 - 2552 | Ext. 241 | ✉ [mikem@pncpa.biz](mailto:mikem@pncpa.biz)

☎ (800) 860 - 0152 | Fax: (419) 663-3637 | [www.pncpa.biz](http://www.pncpa.biz)

☎ (419) 656 - 0015 Cell

---

**From:** Maria Muratori [<mailto:mmuratori@ci.sandusky.oh.us>]

**Sent:** Wednesday, February 7, 2018 9:35 AM

**To:** Mike Miller

**Subject:** Meghan and Richard Hogrefe - Reference

Hello Mr. Miller,

Meghan and Richard Hogrefe indicated you as a reference on their economic development grant application with the City of Sandusky. Please speak to the following regarding their window replacement project at 225 West Water Street:

- What is your relationship with Meghan and Richard Hogrefe?
- What is your confidence in Meghan and Richard Hogrefe's ability to successfully complete the project?
- Is there any other information you would like to share regarding Meghan and Richard Hogrefe or the project?

Thank you for your help.



Maria Muratori | *Development Specialist*  
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**February 13, 2018**

**Economic Development Incentive Committee Summary**

**Jeff Danevich / Houdini's Great Adventures, LLC ("Houdini's")**

**APPLICANT:** Jeff Danevich  
134 East Adams Street  
Sandusky, Ohio 44870

**CORPORATE STRUCTURE:** Limited Liability Company

**PRINCIPAL/% OWNERSHIP:** Jeff Danevich – Owner / 100%

**PROGRAM APPLIED FOR:** Small Business Assistance

**RECOMMENDATION:** \$2,500.00 Small Business Assistance grant; contingent upon obtaining title reports, obtaining all relevant permits, submitting before and after photographs, and displaying temporary signs during construction and a sign for at least one year upon completion noting the City of Sandusky's support. This project will be complete by 7/31/2018.

This project helps an existing business with expansion. The applicant intends to add an employee as a result of the expansion.

**BACKGROUND**

Houdini's Great Adventures, LLC, dba Escape Rooms by Franknicky ("Franknicky") was established in April of 2016. The applicant has designed four (4) escape games for Franknicky in the last two (2) years. Additionally, Mr. Danevich has done work on props for Ghostly Manor in Sandusky and Clue Carre in New Orleans. Mr. Danevich has developed forty (40) props for escape games.

**PROJECT DESCRIPTION**

Franknicky is expanding by developing new rooms and props at its current location on East Adams Street. Each room is basically a movie set that has to be redesigned every six (6) to twelve (12) months at a cost of roughly \$5,000.00, the costs of a new room have escalated in the last two year, when a room was about \$1,500.00.

**PROJECT FINANCING**

The project sources and uses are as follows:



|                       |                    |
|-----------------------|--------------------|
| <b><u>Uses</u></b>    |                    |
| Props                 | \$ 1,920.00        |
| Tools                 | \$ 330.00          |
| Signage               | \$ 700.00          |
| Electronics           | \$ 1,050.00        |
| Buildout              | \$ 1,000.00        |
| <b>Total</b>          | <b>\$ 5,000.00</b> |
|                       |                    |
| <b><u>Sources</u></b> |                    |
| Owner Equity          | \$ 2,500.00        |
| Grant Request - SBA   | \$ 2,500.00        |
| <b>Total</b>          | <b>\$ 5,000.00</b> |

The recommended total grant amount of \$2,500.00 is equivalent to approximately 50% of the total project costs and will leverage private dollars about 2x.

The completion of this project will add one additional employee within the City of Sandusky.

#### **FINANCIAL SUMMARY – BUSINESS**

Franknicky is experiencing strong double digit sales growth.

Franknicky has been open for 21 months on Fridays and Saturdays – in this time frame, clients number 2,700 individuals. Historically about 80% of customers are not residents of the area (from Norwalk, Bellevue, Port Clinton, Cleveland) and are newly exposed to the offerings of the business district. Franknicky's business enhances foot traffic throughout the business district. Furthermore, Mr. Danevich is partnering with a local videographer to write storylines for Franknicky for an outdoor room, which will patronize other area businesses.

#### **RECOMMENDATION**

I recommend a \$2,500.00 Small Business Assistance grant to support this expansion project. Franknicky is committed to Sandusky and adds a unique family friendly and corporate entertainment option. This project will increase the Franknicky's programming, which will increase revenue and clients.

Applicant / Borrower Company:

Jeff Danevich

(Applicant Name)

Owner

(Title)

Escape Rooms by Franknicky Houdini's Great Adventures, LLC  
mm

(Company Name – if different than Applicant Name)

134. E. Adams St.

(Street Address)

(Suite, Apt, etc.)

Sandusky, OH 44870

(City, State, Zip)

567-219-0599

(Phone Number)

6462

escapefranknicks@gmail.com

(Email)

N/A

(Federal Tax ID or last 4 of SSN)

(Fax Number)

Existing Business Information:

Type of Business: ☐ Commercial/Retail

☒ Service

☐ Other \_\_\_\_\_

Legal Structure: LLC

Primary Product or Service: Escape Room - Entertainment

Date Established: 2016 April

NAICS-SIC Code: \_\_\_\_\_

Website (if applicable): Franknicky.com

Principal Officers / Owners:

Name / Title: Jeff Daneuich (owner)

Email: escapefranknicks@gmail.com Phone: (567) 219-0599

SSN (last 4): 6462

% Ownership: 100% mm

Name / Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

SSN (last 4): \_\_\_\_\_

% Ownership: \_\_\_\_\_

Name / Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

SSN (last 4): \_\_\_\_\_

% Ownership: \_\_\_\_\_

Name / Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

SSN (last 4): \_\_\_\_\_

% Ownership: \_\_\_\_\_

Location of Proposed Project:

134 E. Adams Street

(Address)

Sandusky, Ohio 44870

(City, State, Zip)

Erie

(County)

If a relocation, indicate from where \_\_\_\_\_

Project Type:

☒ Renovation

☒ Expansion

☐ Start-Up/New

Applicant / Business Background Information:

Please provide a brief summary about your background and experience. Please also provide historical information regarding the building or property at which the business will operate, including but not limited to the most recent building use (attach additional page if necessary).

Escape Room designer. I have designed four escape games for my business in the last 2 years and have done work on props for Ghostly Manor in Sandusky and Clue Carre in New Orleans.

I have also developed 40 props for escape games



**Project Description:**

Please provide a brief description of the project to be undertaken for which City assistance is being sought. For existing businesses, please specifically describe the business expansion associated with the project. For new businesses, describe the scope of the project (attach additional page if necessary).

We are expanding in developing new rooms for our location along with props. Each room is basically a movie set that has to be re-designed every six to twelve months at a cost of roughly thirty-five hundred dollars.

**Business/Personal References:**

Name / Title: Mike Meinzer

Email: \_\_\_\_\_ Phone: 419-656-7563

Relationship: Former Fire Chief

Name / Title: David Spear President of AFX Pro

Email: dspear@afxpro.com Phone: 504-415-2660

Relationship: My boss of 20 years

Name / Title: Todd Legando

Email: Legando1969@gmail.com mm Phone: 419-504-9006

Relationship: Supervisor at UPS

Need for ED Funding:

Applicants must document a need for ED funding in order to make the project occur. Select reason(s) why ED funds are needed for the project, and attach appropriate documentation.

- ☐ Inadequate equity/private lender financing (attach bank letter/documentation of equity unavailability).
- ☐ Unable to pay market interest rates for entire project (include projections showing market rates produce inadequate return on investment.)
- ☒ Incentive financing is needed in order to improve the economics of locating and expanding in Sandusky relative to other communities (show comparative costs analysis to undertake project in Sandusky versus other cities).
- ☐ Other (please specify): \_\_\_\_\_

Project Source & Use Of Funds:

Break out total project costs by use of funds and allocate each use cost by source (attach additional page if necessary).

Total Project Cost (itemize below):

1. (Prop) Edison Phonograph with personalized message for clue \$600.00 P
2. (Prop) Wooden wall phone circ 1904 used for lock box with clue \$100.00 P
3. (Tool) Porter Cable Dove Tail Jig for making wooden props \$180 P
4. (Tool) Porter Cable Router for making wooden props \$150 P
5. (Reclaimed Wood) for making era realistic props \$500 P
6. (Signage) Neon signage for business to help customers find us \$700 S
7. (Electronics) used for electronic working lock props DC dyno charging system \$320 E
8. (Electronics) used for electronic working lock human touch prop \$220 E
9. (Electronics) used for electronic working lock secret bookshelf activator \$110 E
10. (Materials) Items needed to transform room into early 20<sup>th</sup> century Edison workshop (wood, paint, 2x4's, drywall ect. \$1000.00 B
11. (Prop) mini projector used to tell story \$400 P
12. (Prop) morse code machine circ 20<sup>th</sup> century \$200 P
13. (Electronics) Arduinio products, relays and wireless transmitters for making electronic locks \$400 E
14. (Prop) Antique Switch board parts to make puzzle for lock \$120 P

Total \$5,000.00

Owner Equity (dollars and source):      \$2,500.00 money set aside from last years sales

Private Lending (dollars, source, and terms):      N/A

Request for City Assistance (dollars and type):      \$2,500.00 through grant

Project Timeline:

Please outline the project timeline. Please include expected completion dates for items including but not limited to obtaining site control, obtaining financing, and construction.

|                     | <u>Start</u>                    | <u>Complete</u>  | <u>N/A</u> |
|---------------------|---------------------------------|------------------|------------|
| <u>Site Control</u> | <u>We already have the site</u> |                  |            |
| <u>Financing</u>    | <u>As Soon As Possible</u>      |                  |            |
| <u>Construction</u> | <u>February 2018</u>            | <u>June 2018</u> |            |
| <u>Other</u>        | <u></u>                         |                  |            |

Project Impact and Employment:

|                          | Current Year<br>2017                               | Year One<br>2018     | Year Two<br>2019     | Year Three<br>2020   |
|--------------------------|--|----------------------|----------------------|----------------------|
| Annual Sales Revenue     | (\$39,592)<br><i>MTM + 56%<br/>apple to apples</i> | \$52,000<br>30%      | \$67,600<br>30%      | \$98,000<br>30%      |
| Annual Payroll           | N/A  | \$18,000<br>\$12/hr. | \$36,000<br>\$12/hr. | \$42,000<br>\$14/hr. |
| Current Employment (FTE) | N/A  | 1                    | 2                    | 2                    |
| Average Pay Per Employee | N/A  | \$18,000             | \$18,000             | \$21,000             |

ED Program Guidelines &amp; Application | 1/2018

Project Concept: Use the space below to address the following:

- How does the proposed project relate to a strategic approach to revitalization of the surrounding area?
- Will the project contribute to a change in the market dynamics, economic status, physical appearance or perception of the area?
- Does the project address specific area needs or missing services?

Escape Rooms by Franknicky is looking to expand on our business endeavors. We are very committed to the rebuilding of the city of Sandusky and have been good citizens of the city of Sandusky for 27 years.

Our proposed project relates to the growth of our business by adding more events in the same time frame increasing revenue and clients which will change the dynamics of the company.

With increase of volume in clients, the numbers will also support other local vendors and business growth.

Escape Rooms by Franknicky has been open for business for 21 months on Fridays and Saturdays.

Operations within the time frame given above show a client base of 2,700 individuals.

With the increase in volume we project that we should be able to double in volume in 3 years. Historically speaking 80% of our customers are not residents of the area and have no idea what the downtown district offers. This will lead to repeat customers for my business and other neighboring businesses as well.

Attachments:

Attachments:

The following should be submitted with your ED Application:

- ☐ Map showing location of Project or business
- ☐ Business plan (if applicable)
- ☐ Three years of historical financial statements(if applicable)
- ☐ Three years of projected financial statements(if applicable)
- ☐ Sources of financing including evidence of private funds and matching funds
- ☐ Third party cost estimates, **INCLUDING RENDERINGS** (if applicable)
- ☐ Lease agreement,purchase agreement, or proof of ownership (if applicable)

*Month w  
month now  
mym*

Attestation of Financial Condition

Do you or your business have any of the following:

|   | YES | NO |
|---|-----|----|
| Outstanding collections                             |     | X  |
| Judgement liens                                     |     | X  |
| Other court judgements                              |     | X  |
| Delinquent taxes                                    |     | X  |
| Delinquent loans                                    |     | X  |
| Other tax liens                                     |     | X  |
| Previous bankruptcy                                 |     | X  |
| If yes to bankruptcy, has it been fully discharged? |     | X  |
| Real estate that is tax delinquent                  |     | X  |
| Code violations                                     |     | X  |
| Non-registered rental units                         |     | X  |
| Real estate that is in foreclosure                  |     | X  |

Submission Acknowledgment

The undersigned certifies that he/she is authorized to complete, sign and submit this application on behalf of the applicant/owner. Further, the undersigned certifies that the information contained in this application has been reviewed by him/her and that all information, including exhibits, are, to the best of his/her knowledge, complete and accurate and presents fairly the condition of the applicant and project accurately. Intentionally falsifying information in this document constitutes a criminal offense. The undersigned hereby authorizes the City of Sandusky to investigate the credit worthiness and of the undersigned, and/or applicant. The undersigned understands that information submitted to the City of Sandusky as part of this application is considered a public record. The undersigned also agrees to display signage showing City support on their property for up to one (1) year.

The undersigned understands that additional information may be required to finalize the approval process, and that, if the project is funded, **Economic Development funds cannot pay for projects completed before grant approval and notice of award.** The undersigned also understands that the submission of the application for financial assistance does not automatically constitute approval.

☒ By checking this box, I acknowledge that I have read, understand, and agree to the policies and procedures outlined in this document. I further agree to be interviewed, photographed and/or have my business photographed for Economic Development marketing purposes. If you have questions, please contact the Department of Community Development.

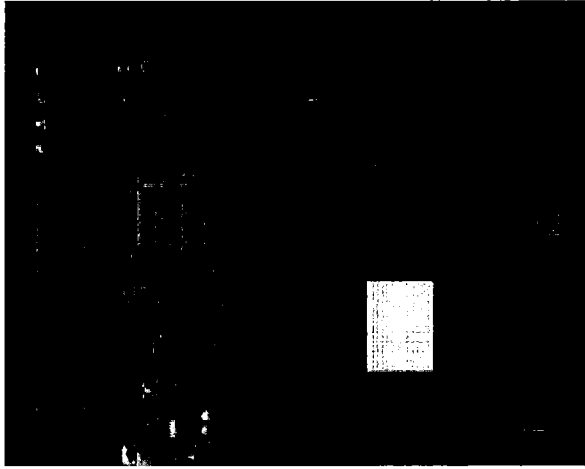
Company Name: Escape Rooms by Franknicky

By: Jeff Danevich (owner)

(Print or type name and title)

Jeff Danevich  
(Signature)

1/10/18  
(Date)



# Starter Pack for Arduino (Includes Arduino Uno)

PRODUCT ID: 68

Heard about Arduino but not sure how to start? Want to learn how to work with electronics and r the right place! This bundle is designed to get you started quickly and easily on your path of lear follow the introductory tutorials here on my site. But it's a great starter pack in general. It's design

ADD TO CART

**\$64.95**  
OUT OF STOCK



Search for anything

Category: Consumer Electronics > Radio Communication > Parts & Accessories > Code Keyers & Keys

## Antique Unbranded Telegraph Key Machine Sounder on Wc

Item condition: **Used**

*"very old, dirty, sold as collectible, not to use."*

Price: **US \$199.99**

**Buy It Now**

**Add to cart**

Best Offer:

**Make Offer**

2 watching

• Add to watch list

★ Add to collection

Located in **United States**

Best offer available

No re

Shipping:

**\$15.00** Economy Shipping | [See details](#)

Item location: Henderson, Nevada, United States

Ships to: United States and many other countries | [See details](#)

Delivery:

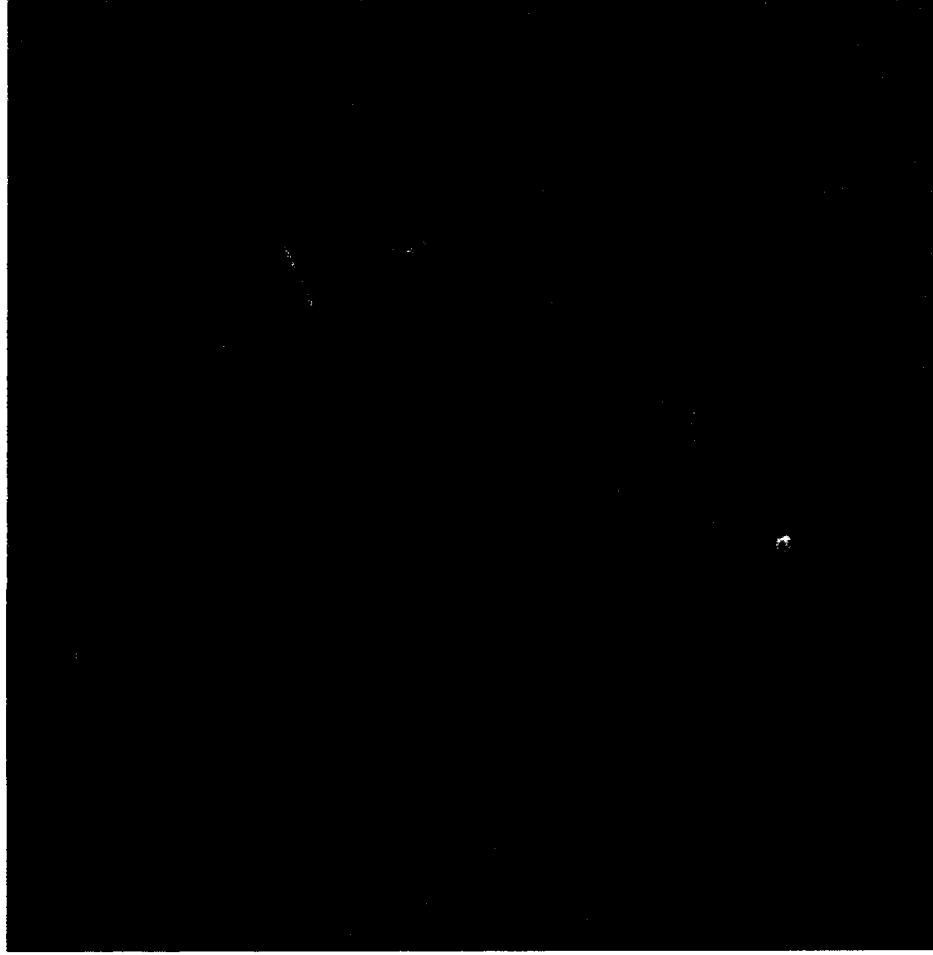
Estimated on or before **Fri. Feb. 02** to 44839 ●

Payments:



Credit Cards processed by PayPal

Locks & Actuator Props > A Secret Drawer/Bookshelf Electronic Escape Room Prop!



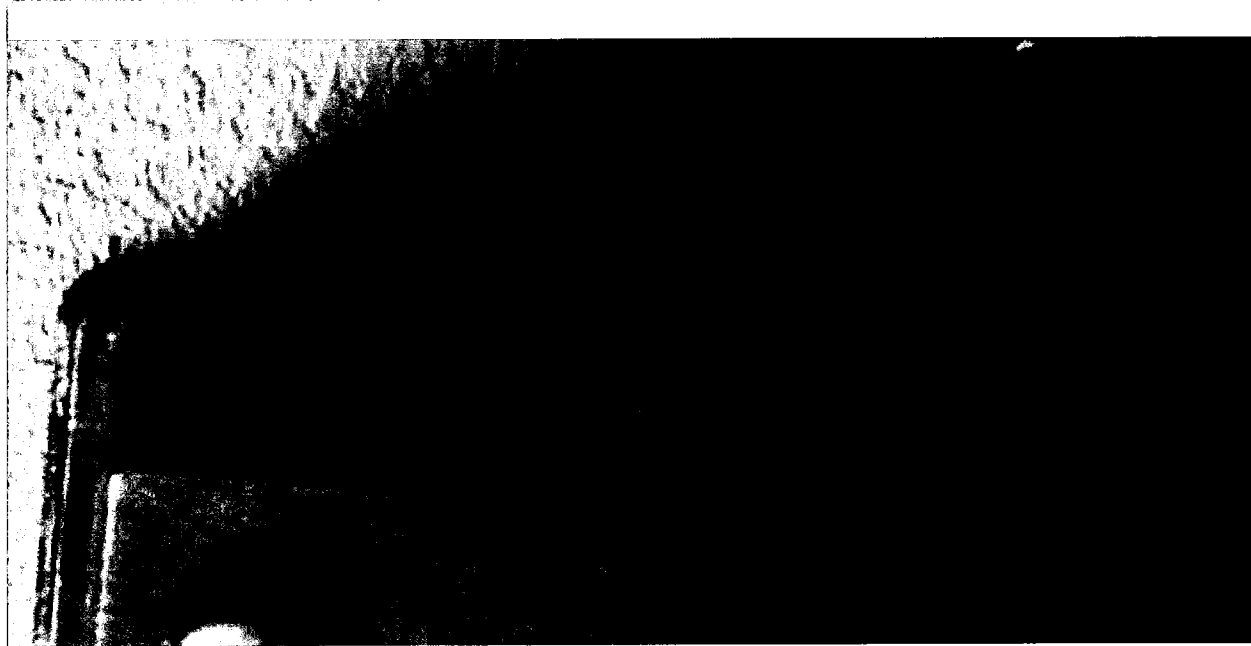
## A Secret Drawer/Bookshelf Electronic Room Prop!

**\$1110.00**

Quantity

1

**Add to Cart**



## ANTIQUE WOODEN WALL PHONE WESTERN ELECTRIC COMI

Item condition: **Used**

Time left: 2d 02h Friday, 12:48PM

Starting bid: **US \$149.99**

[ 0 bids ]

Enter US \$149.99 or more

**Place bid**

 [Add to watch list](#)

 [Add to collection](#)

100% positive feedback

Shipping: **\$107.82** Standard Shipping | [See details](#)

Item location: Chico, California, United States

Ships to: United States

Delivery: Estimated on or before **Mon. Feb. 05 to 44839** 

Payments:

**PayPal**

 **VISA**

 **MasterCard**

Credit Cards processed by PayPal

**PayPal CREDIT**

6 months to pay on \$99+. [See terms](#)

> Locks & Actuator Props > Charge The System To Open The Secret Compartment Escape Room Prop - v2.0



## Charge The System To Open The Secret Compartment Escape Room Prop - v2.0

\$320.00

Quantity

1

Add to Cart

## EDISON FIRESIDE MODEL A 2/4 MINUTE PHONOGRAPH WITH HORN

Item condition: **Used**

Time left: 6d 10h Tuesday, 9:00PM

Starting bid:

**US \$629.97**

[ 0 bids ]

**Place bid**

Enter US \$629.97 or more

• Add to watch list

★ Add to collection

Longtime member

30-day returns

Shipping:

**\$45.00** Economy Shipping | [See details](#)

Item location: Brockport, New York, United States

Ships to: Worldwide

Delivery:

Estimated on or before **Mon. Feb. 05** to 44839 •

Payments:

**PayPal** **VISA** **MasterCard** **Discover**

Credit Cards processed by PayPal

**PayPal CREDIT**

6 months to pay on \$99+. [See terms](#)

[See details](#)

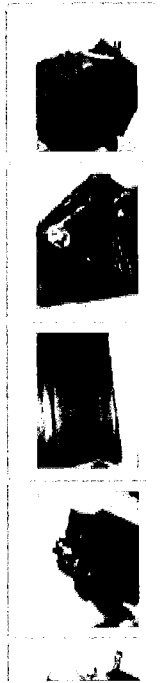
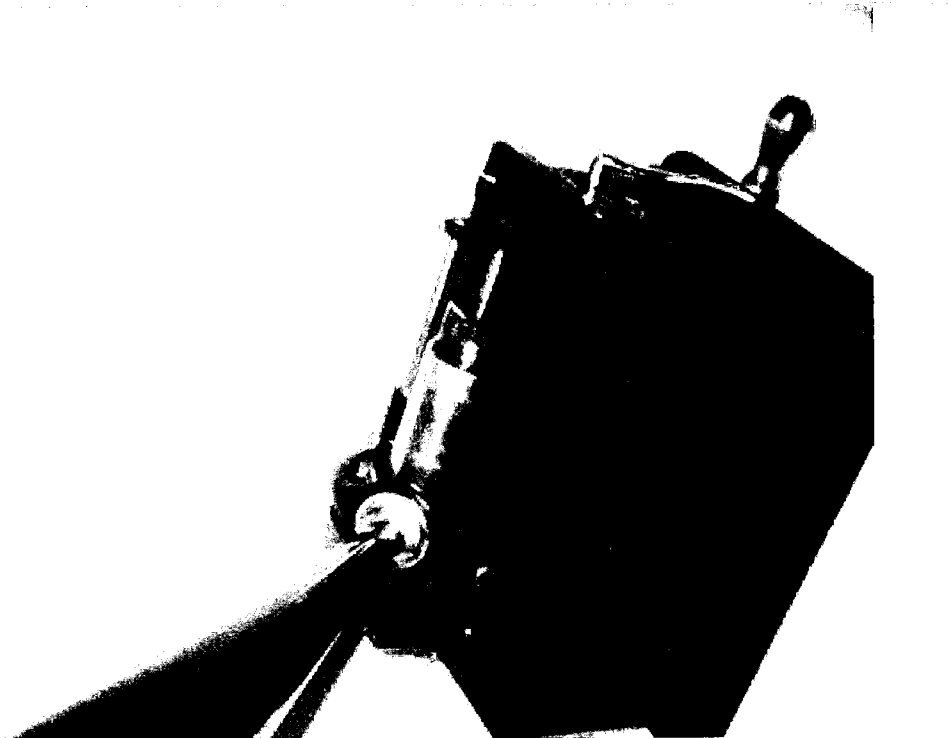
Returns:

30 day returns. Buyer pays for return shipping | [See details](#)

Guarantee:

**ebay MONEY BACK GUARANTEE** | [See details](#)

Get the item you ordered or get your money back.  
Covers your purchase price and original shipping.



> Locks & Actuator Props > The Human Connection Escape Room Prop!



## The Human Connection Escape Room

\$220.00

Quantity

1

Add to Cart



Open until 9PM!  
Sandusky Lowe's

Departments



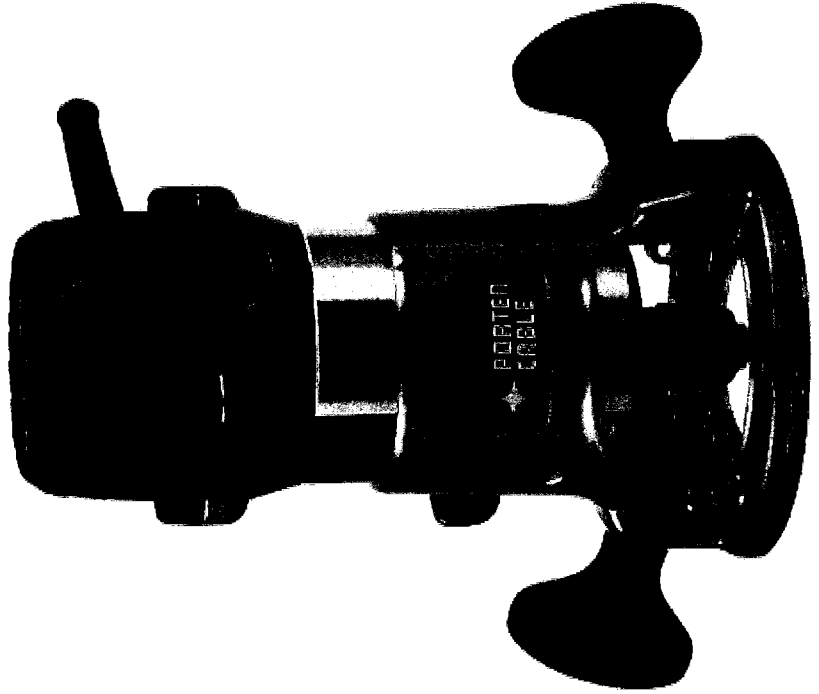
Search for it here...

Tools > Power Tools > Routers > Corded Routers

## PORTER-CABLE 2.25-HP Variable Speed Fixed Corded Router

Item # 517735 Model # 892

★★★★★ (2 Reviews)



\$189.00

Lowe's Replacement Plans Learn More

1 YEAR: \$19.97

2 YEAR: \$24.97



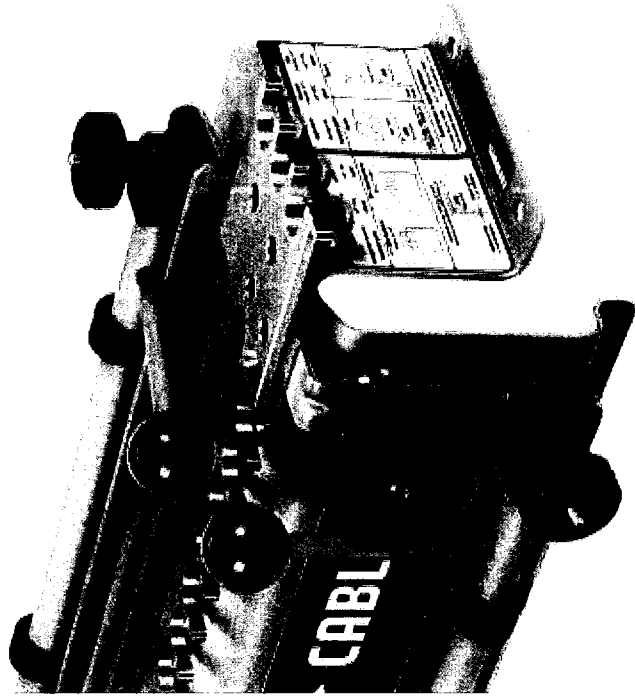
♡ SAVE



**Ships to Store FREE**

✓ Ready for pickup: Estimated  
by 02/03/2018

✓ Reserve  
on line



**Porter-Cable**

## 12 in. Deluxe Dovetail Jig Com

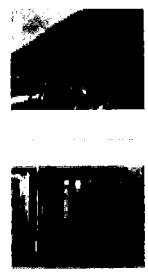
★★★★★ (73) [Write a Review](#) [Questions & Answer](#)

**\$179<sup>74</sup>** /box

### Overview

Ideal for woodworking, furniture and cabinet making, the Porter-Cable 12 in. Deluxe Dovetail Jig Combination Kit is ideal for cutting a wide variety of dovetail joints in boxes and furniture. Suitable for stock from 1/4 in. to 1-1/8 in.





## Northern Electric Telephone Switchboard Patchbay

1 viewed per hour

Item condition: Used

Price: **US \$300.00**

**Buy It Now**

**Add to cart**

Best Offer

**Make Offer**

◆ Add to watch list

★ Add to collection

Located in United States

Best offer available

No return

Shipping:

Free Local Pickup | [See details](#)

Item location: Chicago, Illinois, United States

Ships to: Local pick-up only

Delivery:

Varies

Payments:

**PayPal**

**VISA**



Credit Cards processed by PayPal

**PayPal CREDIT**

6 months to pay on \$99+. [See terms](#)

[See details](#)

Returns:

Seller does not accept returns | [See details](#)

Guarantee:

**ebay MONEY BACK GUARANTEE** | [See details](#)

Get the item you ordered or get your money back.

Covers your purchase price and original shipping

5 > Locks & Actuator Props > The "Secret Knock" Electronic Escape Room Prop With Electromagnetic Lock!



## The "Secret Knock" Electronic Escape Room Prop With Electromagnetic Lock!

\$220.00

Quantity

1

Add to Cart

by ▾  
Search for anything

isted in category: Crafts > Home Arts & Crafts > Woodworking > Wood & Project Materials > Woodworking Lumber

## Antique Reclaimed Heart Pine & Poplar Barn Wood Lu

Pre-Cut And Neatly Trimmed 1" X 3" X 3' 100 Square Ft.

Item condition: **Used**

Price: **US \$500.00**

**Buy It Now**

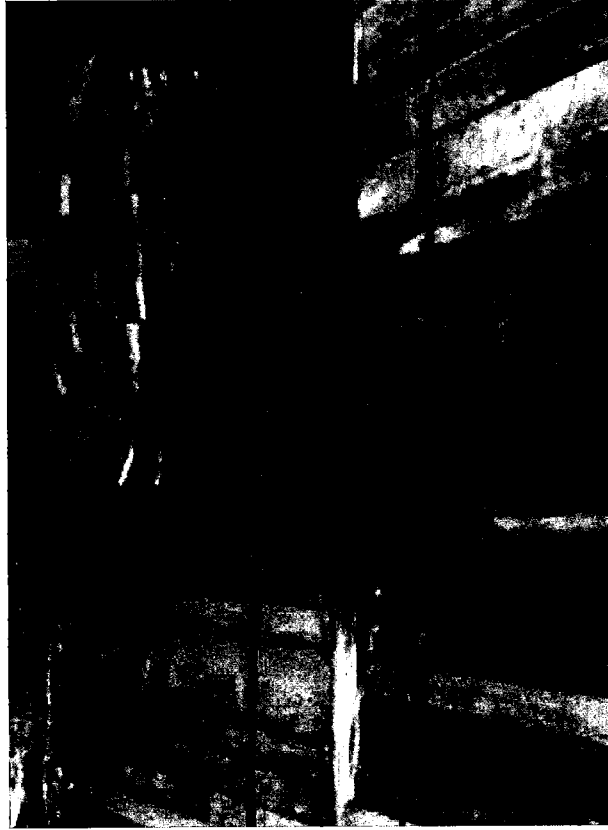
**Add to cart**

21 watching

• Add to watch list

★ Add to collection

Located in United States



Search for anything

category: Consumer Electronics > TV, Video & Home Audio > Home Theater Projectors > See more UO Smart Beam Laser Projector with Wi-Fi

## UO Smart Beam Laser, Video Projector 150 Inch Display 2 |

★★★★★ 16 product ratings

Item condition: **New**

Quantity:

2 available

Price:

**US \$495.41**

**Buy It Now**

**Add to cart**

🔍 Add to watch list

★ Add to collection

☐ 3-year protection plan from SquareTrade - \$69.98

Experienced seller

30-day returns

New c

Shipping: **FREE** Expedited Shipping | [See details](#)

Item location: US, United States

Ships to: United States and many other countries | [See details](#)

Delivery:

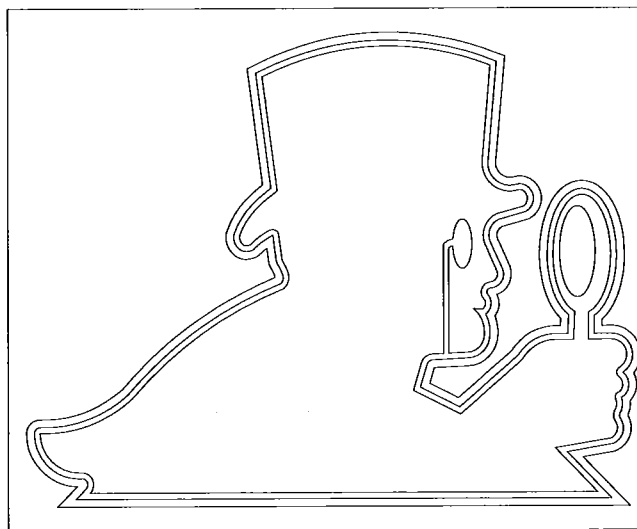
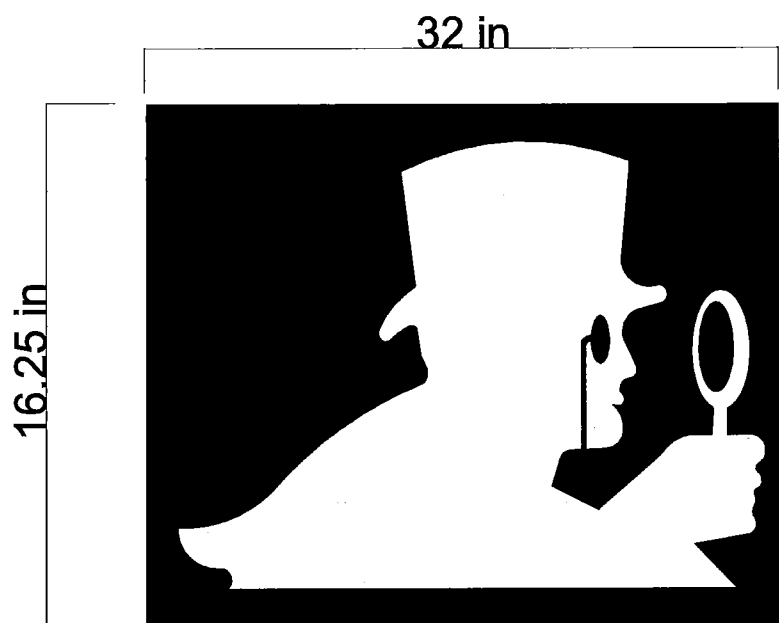
Estimated on or before **Wed. Jan. 31** to 44839 📍

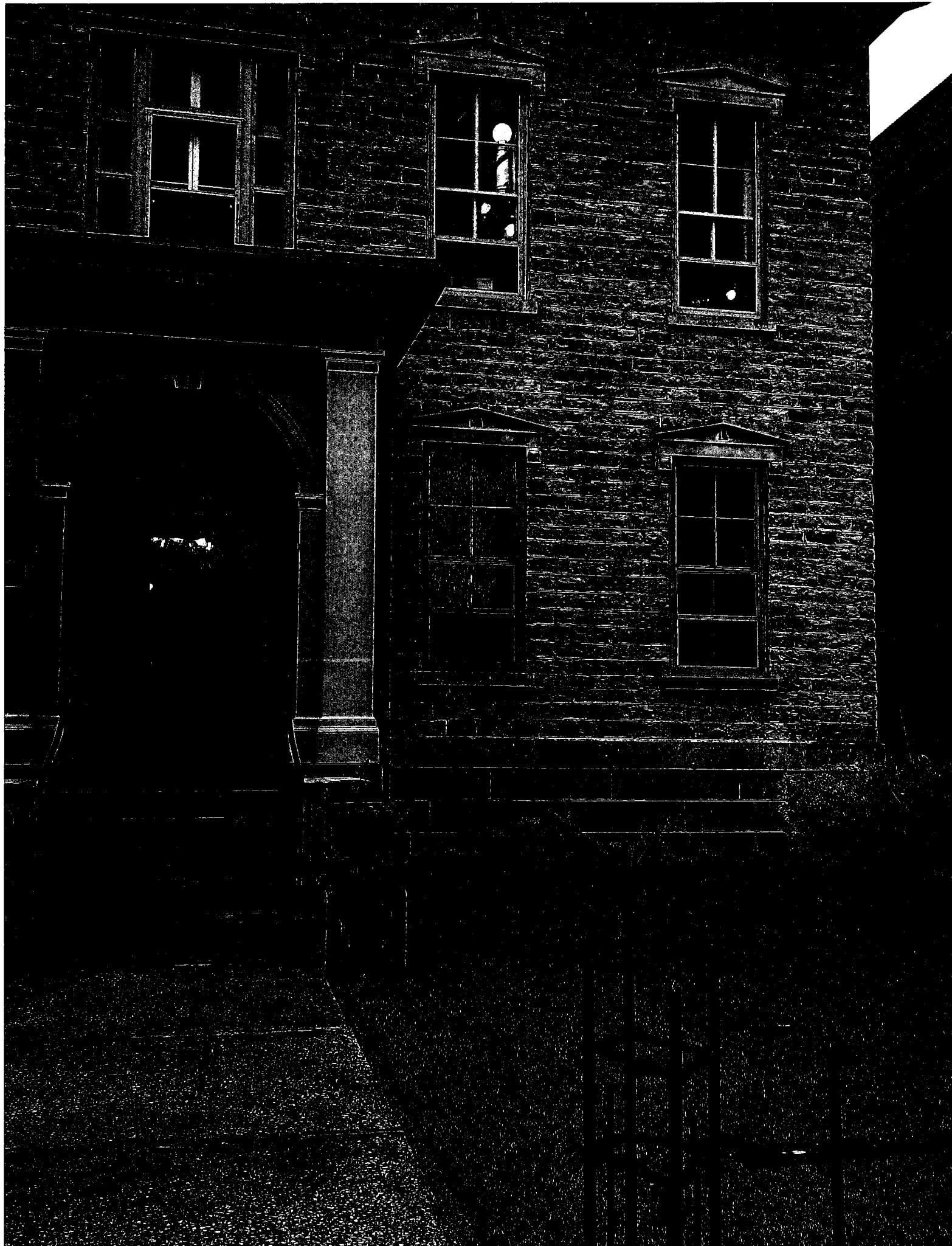
Payments:

**PayPal**

**VISA**







## Maria Muratori

---

**From:** Casey Sparks  
**Sent:** Monday, January 29, 2018 1:00 PM  
**To:** Maria Muratori; Greg Voltz  
**Cc:** Angela Byington  
**Subject:** RE: FW: Window Signs

Hey Maria,

Below is the section regarding window signs, as long as he is not exceeding 25% of the window area on which the sign is located he should be fine. For our internal purposes if anyone says anything about the building being historic, I believe we respond to state that that sign is internal and not located on the outside of the building, similar to Barra.

1) Window Signs. Window signs shall not require zoning clearance or a building permit. Window signs shall be permitted in any district subject to the following limitations:

- (1) Any sign, graphic or neon located within 24" of a window surface will be considered a window sign.
  - (2) The aggregate area of all such signs shall not exceed twenty-five percent of the window area on which such signs are displayed.
  - (3) Window signs shall not be assessed against the sign area permitted for other sign types.
- (Ord. 03-112. Passed 7-14-03.)

---

**From:** Maria Muratori  
**Sent:** Monday, January 29, 2018 8:39 AM  
**To:** Greg Voltz <gvoltz@ci.sandusky.oh.us>  
**Cc:** Angela Byington <abyington@ci.sandusky.oh.us>; Casey Sparks <csparks@ci.sandusky.oh.us>  
**Subject:** FW: FW: Window Signs

Please see below and attached for the Hubbard House window sign.

Let me know if it is OK from Planning's perspective.

Sincerely,  
Maria

**From:** Jeff Danevich [<mailto:whodinisgreatadventures@gmail.com>]  
**Sent:** Wednesday, January 24, 2018 12:11 PM  
**To:** Maria Muratori  
**Subject:** Re: FW: Window Signs

Maria,

The window dimensions are 84 inches by 36 inches that equals 3,024 square inches. The neon sign is 16.6 inches by 32 inches which equals 528 square inches. That puts me roughly at 17.5% coverage of the window.

I have attached some estimates of cost along with a photo of the window ( it will be either of the 2 bottom windows)

Thank you

Jeff

## Maria Muratori

---

**From:** legando1969 <legando1969@gmail.com>  
**Sent:** Tuesday, February 6, 2018 12:22 PM  
**To:** Maria Muratori  
**Subject:** Re: Jeff Danevich - Reference

I have been a work colleague of Jeff and am a devoted friend.

I have very high confidence in Jeff creating additional escape rooms, as Jeff is extremely creative and resourceful. His work ethic and attention to detail are simply impeccable.

Jeff is the most amazing firefighter, pilot, flight instructor, UPS driver, and entrepreneur I have ever been associated with. The whole community is better served with Jeff being a part of it.

Sent via the Samsung Galaxy S® 6, an AT&T 4G LTE smartphone

----- Original message -----

**From:** Maria Muratori <[mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us)>  
**Date:** 2/6/18 11:03 AM (GMT-05:00)  
**To:** [legando1969@gmail.com](mailto:legando1969@gmail.com)  
**Subject:** Jeff Danevich - Reference

Hello Mr. Legando,

Jeff Danevich indicated you as a reference on his economic development grant application with the City of Sandusky. Please speak to the following regarding his project at 134 East Adams Street – the development of new rooms at his escape room business:

- What is your relationship with Jeff Danevich?
- What is your confidence in Mr. Danevich's ability to successfully develop a new escape room at his business?
- Is there any other information you would like to share regarding Mr. Danevich or the project?

Thank you for your help.

Maria Muratori | *Development Specialist*  
**COMMUNITY DEVELOPMENT**  
222 Meigs Street | Sandusky, OH 44870



## Maria Muratori

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**From:** Cove Dwellers <covedwellersnorthcoast@gmail.com>  
**Sent:** Wednesday, February 7, 2018 2:10 PM  
**To:** Maria Muratori  
**Subject:** Re: Jeff Danevich - Reference

Maria,

Jeff and I have been friends for maybe 30 years. We were coworkers and later I was his supervisor.

I know Jeff to be very industrious and creative. I used to tease him about him being like a little kid at times, but he has discovered a way to put it to use. If anyone will be successful at a business concept that has to do with young people having a good time it is Jeff.

I know he works hard at his business. He travels the country as a consultant for others that have started the same type of operation. I think for his business to continue to be successful he will need to periodically renovate and revise the arrangement of the room.

I think that the City providing him with help from an economic development standpoint is very logical.

Mike

On Tue, Feb 6, 2018 at 10:01 AM, Maria Muratori <[mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us)> wrote:

Hello Mr. Meinzer,

Jeff Danevich indicated you as a reference on his economic development grant application with the City of Sandusky. Please speak to the following regarding his project at 134 East Adams Street – the development of new rooms at his escape room business:

- What is your relationship with Jeff Danevich?
- What is your confidence in Mr. Danevich's ability to successfully develop a new escape room at his business?
- Is there any other information you would like to share regarding Mr. Danevich or the project?

Thank you for your help.

**February 13, 2018**

**Economic Development Incentive Committee Summary**

**Michael Waddle and Diane Alexander / MBC Services, Inc., dba Sandusky Canvas**

**APPLICANT:** Michael Waddle and Diane Alexander  
300 Central Avenue  
Sandusky, Ohio 44870

**CORPORATE STRUCTURE:** Corporation

**PRINCIPAL/% OWNERSHIP:** Michael Waddle – Owner / 50%  
Diane Alexander – Partner / 50%

**PROGRAM APPLIED FOR:** Signage and Facade

**RECOMMENDATION:** \$645.75 Signage and Façade grant; contingent upon obtaining title reports, obtaining all relevant permits, submitting before and after photographs, and displaying temporary signs during construction and a sign for at least one year upon completion noting the City of Sandusky's support. This project will be complete by 5/31/2018.

This project helps to improve signage at an existing business as part of its relocation.

**BACKGROUND**

Mr. Waddle has operated a successful canvas business in Sandusky for the last ten (10) years. Sandusky Canvas creates and repairs boat canvases, awnings and automobile upholstery. Sandusky Canvas was previously located at 225 West Water Street. The building at 300 Central Avenue, which was recently purchased by the applicants, was once Murray & Murray's offices and most recently was occupied by the Red Cross. Currently half of the building is leased to businesses including Tri-Star Title Company and Sandusky Canvas. The applicants are seeking one additional business tenant (1,500 square feet available). The entire building is 8,500 square feet. Prior to opening the canvas business, Mr. Waddle was a teacher in Cleveland, Ohio.

**PROJECT DESCRIPTION**

The applicants would like to purchase and install signage for Sandusky Canvas at its new location.

**PROJECT FINANCING**

The project sources and uses are as follows:

|                                    |                  |
|------------------------------------|------------------|
| <b><u>Uses</u></b>                 |                  |
| North End Signage                  | \$ 285.00        |
| Front Signage                      | \$ 325.00        |
| Central Commons Signage            | \$ 251.00        |
| <b>Total</b>                       | <b>\$ 861.00</b> |
| <b><u>Sources</u></b>              |                  |
| Owner Equity                       | \$ 215.25        |
| Grant Request - Signage and Façade | \$ 645.75        |
| <b>Total</b>                       | <b>\$ 861.00</b> |
|                                    |                  |
| Leverage                           | 1.3              |

The recommended total grant amount of \$645.75 is equivalent to approximately 75% of the total project costs (in line with program guidelines) and will leverage private dollars just over 1x.

#### **FINANCIAL SUMMARY – BUSINESS**

N/A for signage.

#### **RECOMMENDATION**

I recommend a \$645.75 Signage and Façade grant to support this relocation project. This project will enhance the signage at Sandusky Canvas' new location.



# SANDUSKY CITY ECONOMIC DEVELOPMENT APPLICATION – SIGNAGE AND FACADE

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CITY OF SANDUSKY

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PROGRAM YEAR 2018



## **INTRODUCTION**

The Sandusky City Economic Development (ED) programs intend to spur and support economic development activities within the City of Sandusky (“the City”). Financial assistance is available for new or expanding businesses and/or property owners that will positively affect the economic and employment climates in the City and broader Firelands Region.

The City strongly believes that investments in economic development activities are vital to job creation and attracting and retaining a talented workforce to fill newly created or available positions. Increased economic development will also stimulate investments in underutilized or vacant buildings and sites – which will strengthen the real estate market, increase property values, create a more walkable community and improve overall quality of life.

## **SANDUSKY CITY ECONOMIC DEVELOPMENT PROGRAMS**

The City’s intention is for its programs to be fair, straightforward, and easy to navigate. **A pre-application meeting is a requirement of ED assistance.** If you have questions prior to the meeting, please do not hesitate to contact the City’s Development Specialist, Maria Muratori at (419) 627-5891 or [mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us). Please note this application and all related materials are subject to public records requests.

### **Section I - GENERAL TERMS:**

**FUNDING AVAILABILITY:** Approximately \$450,000 is available for calendar year 2018

**USE OF FUNDS:** ED Funds can be used for the following purposes:

Fixed Assets: examples include new construction or renovation of existing facilities

Non-Fixed Assets: examples include equipment and furnishings

Pre-Development: examples include architectural drawings, surveys, market studies and environmental due diligence.

**ELIGIBILITY REQUIREMENTS:** The business/property must be located in the City of Sandusky. ED funds are intended, in most instances, to serve as gap financing. In these cases, applicants, prior to application, should attempt to secure private financing, such as traditional bank financing, to finance the project. A Project is eligible to receive ED funds once every five (5) years; however, distinct phases of the same project are eligible. There will be a limited amount of ED funds available for non-profit organizations. All successful applicants/borrowers must provide proof of the ability to secure ownership of the real estate or (preferably) a two (2) year lease agreement in which the project is located. **All projects must meet applicable zoning requirements. All projects that need approvals from other departments, such as Planning and Zoning, must obtain these approvals prior to application review.**



**APPROVAL PROCESS:** Completed applications will be accepted at any time. The Department of Community Development reviews applications and provides recommendations for approval or denial of grants or loans monthly to the Economic Development Incentive Committee (EDIC) in the month after receiving a completed application. Applications for assistance greater than \$10,000 that are approved by the EDIC will require final approval by the Sandusky City Commission. In this case, we require the applicants to attend the City Commission meeting at which the project is reviewed.

**AVAILABLE FINANCING:** In most instances, ED assistance is intended to be a secondary financing source and is not intended to cover 100% of a potential project's cost. In these instances, **all other sources of funding must be documented and in place before any ED funds are disbursed.** Grant proceeds are provided directly to third party contractors or on a **reimbursable** basis to the applicant. The City will consider adjustments to the awarded grant amount for substantive changes in the project scope only.

**REQUIRED EQUITY:** A minimum of 5% owner equity is required, even when other third party sources have been secured. The Department of Community Development or the EDIC may, at its discretion, require a higher equity percentage.

**GRANT OR LOAN FEES:** **Upon recommendation of approval by the EDIC and prior to loan or grant disbursement, the applicant must remit a \$125 fee that will cover the cost of title and credit bureau reports.**

Applicants may be subject to personal background checks and credit reviews and must sign any waivers to allow the City of Sandusky to share information with relevant lending institutions and obtain credit reports. Requests for funding will be denied if applicants have outstanding collections, judgment liens, other court judgments, delinquent taxes or other tax liens. Any previous bankruptcy must be fully discharged prior to submitting an application.

No person shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with ED funds.

## **Section II – PROJECT EXCLUSIONS**

Individual program categories may have specific and more restrictive eligibility requirements than those listed in this section. The project exclusions outlined in this section generally apply to all applications and projects regardless of the type of financial assistance being requested.

**PROJECT EXCLUSIONS:** Projects will not be considered for financing assistance if they involve:

1. Financing of businesses that have not identified 100% of the remaining required financing to complete the project outlined in the application. Small businesses and/or startups may be exempt from this provision.
2. Refinancing of existing debts and training costs.
3. Financing of businesses that operate out of a personal residence.

4. Financing of speculative projects, buildings, or activities such as land banking or acquisition of real estate with no planned capital improvements or job creation.
5. Financing of historically unsuccessful ventures or projects with unresolved environmental problems. However, this exclusion does not apply to projects that will address/resolve environmental issues as part of the project scope of work.
6. Financing for businesses with a history of civil rights violations or unfair labor practices.
7. Financing to businesses which are not current with taxes or other loans.
8. Financing to businesses/applicants who are not in good standing on all outstanding forms of City assistance.
9. Financing to projects which cannot demonstrate an ability to repay the loan (if applicable), are intra-family transactions, or involve illegal activities.
10. Financing to projects in which the applicant has ever or currently owns entirely or in part, real estate that is tax delinquent, has code violations, contains non-registered rental units, or is in foreclosure.
11. Financing of projects in which the applicant has been convicted or has a pending conviction of a felony within seven (7) years from the date of application submittal.

## **Building Façade**

The intent of this program is to aid downtown and other neighborhood commercial/retail districts in becoming more attractive, economically viable, and diverse places to visit and shop by assisting in the design and funding of substantial rehabilitation of building facades and storefronts.

### **ELIGIBLE USES:**

- Comprehensive physical enhancements to primary building façade; non-primary façades will be considered on a case-by-case basis at the City's discretion
- A limited amount of funds will be available for non-comprehensive projects

### **REQUIREMENTS:**

- City assistance for façade enhancements cannot be in excess of 75% of total project costs and may be subject to a dollar cap, as determined by the EDIC.
- City assistance for non-comprehensive façade enhancements is limited to \$2,000 or 75% of total project costs, whichever is less.
- Applicants are required to seek approval of enhancements by other administrative bodies, including but not limited to, the Landmarks Commission or the Planning Commission. Applications will not be reviewed until approvals are obtained.
- The City may require renderings from design professionals in order to receive the maximum assistance.
- Contractors utilized must be registered with the City of Sandusky and permits may be required, where applicable.



**PREFERENCES:**

- Projects that involve the redevelopment of vacant, foreclosed or underutilized sites and buildings especially projects that focus on creating ready-to-lease commercial space.
- Minority or female owned business enterprises.
- Projects involving the beautification and enhancement of properties listed on the National Register of Historic Places
- Businesses and/or projects that promote goals and objectives of the City of Sandusky Comprehensive Masterplan and Strategic Plan.
- Commercial/retail and service businesses preferred

**TYPE OF FUNDING:** All projects funded under the Building Façade program will receive grant proceeds.

**TERM OF GRANT:** Provided directly to third party contractors or on a reimbursable basis to the applicant.

## **Signage Improvements**

The intent of this program is to aid downtown and other neighborhood commercial/retail districts in becoming more attractive, economically viable, and diverse places to visit and shop by assisting in the design and funding of signage.

**ELIGIBLE USES:**

- Installation of new or upgraded façade signage

**REQUIREMENTS:**

- City assistance for signage enhancements cannot be in excess of 75% of total project costs and may be subject to a dollar cap, as determined by the EDIC.
- Applicants are required to seek approval of enhancements by other administrative bodies, including but not limited to, the Landmarks Commission or the Planning Commission. Applications will not be reviewed until approvals are obtained.
- The City may require renderings from design professionals in order to receive the maximum assistance.
- Contractors utilized must be registered with the City of Sandusky and permits may be required, where applicable.

**PREFERENCES:**

- Projects that involve the redevelopment of vacant, foreclosed or underutilized sites and buildings especially projects that focus on creating ready-to-lease commercial space.
- Minority or female owned business enterprises.



- Projects involving the beautification and enhancement of properties listed on the National Register of Historic Places
- Businesses and/or projects that promote goals and objectives of the City of Sandusky Comprehensive Masterplan and Strategic Plan.
- Commercial/retail and service businesses preferred

TYPE OF FUNDING: All projects funded under the Signage program will receive grant proceeds.

TERM OF GRANT: Provided directly to third party contractors or on a reimbursable basis to the applicant.

**APPLICATION TO FOLLOW ON THE NEXT PAGE**

Applicant / Borrower Company:

Michael Waddle (minority Mexican descent)

(Applicant Name) Diane Alexander

Owner

(Title)

SANDUSKY CANVAS

(Company Name – if different than Applicant Name)

300 Central Ave

(Street Address)

-

(Suite, Apt, etc.)

Sandusky Ohio 44870

(City, State, Zip)

330-630-1468 duckcanvas@yahoo

(Phone Number)

(Email)

34 194 1755

(Federal Tax ID or last 4 of SSN)

(Fax Number)

**Existing Business Information:**

Type of Business: ☐ Commercial/Retail

☒ Service

☐ Other \_\_\_\_\_

Legal Structure: Commercial Bid

Primary Product or Service: CANVAS, Upholstery, Carpet Replace

Date Established: 2008

NAICS-SIC Code: ?

Repair

Website (if applicable): Sandusky canvas.com

**Principal Officers / Owners:**

Name / Title: Michael A. Waddle owner

Email: duckcanvas@yahoo.com

Phone: 330-630-1468

SSN (last 4): 8145

% Ownership: 50

Name / Title: Diane Alexander

\* Email: dalex3111@gmail.com \*

Phone: 216 215 2726

SSN (last 4): 1473

% Ownership: 50

Name / Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

SSN (last 4): \_\_\_\_\_

% Ownership: \_\_\_\_\_

Name / Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

SSN (last 4): \_\_\_\_\_

% Ownership: \_\_\_\_\_

**Location of Proposed Project:**

300 Central Ave

(Address)

Sandusky Ohio 44870

(City, State, Zip)

Erle

(County)

If a relocation, indicate from where From - 225 W. Water St.  
Downtown Sandusky

**Project Type:**

☐ Renovation

☒ Expansion

☐ Start-Up/New

**Applicant / Business Background Information:**

Please provide a brief summary about your background and experience. Please also provide historical information regarding the building or property at which the business will operate, including but not limited to the most recent building use (attach additional page if necessary).

Operated a successful canvas business in Sandusky  
for past 10 years at 225 West Water St. Previous  
teacher in Cleveland Ohio. Previous business ran  
to present from 1996 a telecommunication business  
as MBC Services. The building we purchased was once  
the Murray Murray Law offices and then the Red  
Cross building for last 22 years. Currently half of  
the building is leased totally for business. TriStar's  
Sandusky Canvas are current tenants. While we are  
seeking one additional business to lease. Eventually  
3 businesses total.



**Project Description:**

Please provide a brief description of the project to be undertaken for which City assistance is being sought (attach additional page if necessary).

Signage for businesses

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Business/Personal References:**

Name / Title: Cesare Avallone

Email: \_\_\_\_\_ Phone: 419 503 0934

Relationship: friend

Name / Title: George Poulos

Email: \_\_\_\_\_ Phone: 419 357 0217

Relationship: friend

Name / Title: Ben Byington

Email: \_\_\_\_\_ Phone: 419 656 6137

Relationship: \_\_\_\_\_

**Need for ED Funding (N/A for Signage):**

Applicants must document a need for ED funding in order to make the project occur. Select reason(s) why ED funds are needed for the project, and attach appropriate documentation.

- ☐ Inadequate equity/private lender financing (attach bank letter/documentation of equity unavailability).
- ☐ Unable to pay market interest rates for entire project (include projections showing market rates produce inadequate return on investment.)
- ☐ Incentive financing is needed in order to improve the economics of locating and expanding in Sandusky relative to other communities (show comparative costs analysis to undertake project in Sandusky versus other cities).
- ☐ Other (please specify): \_\_\_\_\_

**Project Source & Use Of Funds:**

Break out total project costs by use of funds and allocate each use cost by source (attach additional page if necessary).

Total Project Cost (itemize below):      \$861      MM

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Owner Equity (dollars and source):      \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Private Lending (dollars, source, and terms):      0      MM

\_\_\_\_\_

\_\_\_\_\_

Request for City Assistance (dollars and type):      75%      MM

\_\_\_\_\_

\_\_\_\_\_

**Project Timeline:**

Please outline the project timeline. Please include expected completion dates for items including but not limited to obtaining site control, obtaining financing, and construction.

StartCompleteN/ASite ControlFinancing

Completed by 3/31/18 mm

ConstructionOther**Project Impact and Employment (N/A for Signage):**

|                          | Current Year | Year One | Year Two | Year Three |
|--------------------------|--------------|----------|----------|------------|
| Annual Sales Revenue     |              |          |          |            |
| Annual Payroll           |              |          |          |            |
| Current Employment (FTE) |              |          |          |            |
| Average Pay Per Employee |              |          |          |            |



**Project Concept (N/A for Signage):** Use the space below to address the following:

- How does the proposed project relate to a strategic approach to revitalization of the surrounding area?
- Will the project contribute to a change in the market dynamics, economic status, physical appearance or perception of the area?
- Does the project address specific area needs or missing services?

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page.

**Attachments:**

The following should be submitted with your ED Application:

- ☐ Map showing location of Project or business
- ☐ Three years of historical financial statements (if applicable)
- ☐ Three years of projected financial statements (if applicable)
- ☐ Sources of financing including evidence of private funds and matching funds
- ☒ Third party cost estimates **INCLUDING RENDERINGS**
- ☒ Lease agreement, purchase agreement, or proof of ownership (if applicable)

**Attestation of Financial Condition:**

Do you or your business have any of the following:

|   | YES | NO |
|---|-----|----|
| Outstanding collections                             |     | X  |
| Judgement liens                                     |     | X  |
| Other court judgements                              |     | X  |
| Delinquent taxes                                    |     | X  |
| Delinquent loans                                    |     | X  |
| Other tax liens                                     |     | X  |
| Previous bankruptcy                                 |     | X  |
| If yes to bankruptcy, has it been fully discharged? |     | X  |
| Real estate that is tax delinquent                  |     | X  |
| Code violations                                     |     | X  |
| Non-registered rental units                         |     | X  |
| Real estate that is in foreclosure                  |     | X  |

Submission Acknowledgment

The undersigned certifies that he/she is authorized to complete, sign and submit this application on behalf of the applicant/owner. Further, the undersigned certifies that the information contained in this application has been reviewed by him/her and that all information, including exhibits, are, to the best of his/her knowledge, complete and accurate and presents fairly the condition of the applicant and project accurately. Intentionally falsifying information in this document constitutes a criminal offense. The undersigned hereby authorizes the City of Sandusky to investigate the credit worthiness and of the undersigned, and/or applicant. The undersigned understands that information submitted to the City of Sandusky as part of this application is considered a public record. The undersigned also agrees to display signage showing City support on their property for up to one (1) year.

The undersigned understands that additional information may be required to finalize the approval process, and that, if the project is funded, **Economic Development funds cannot pay for projects completed before grant approval and notice of award.** The undersigned also understands that the submission of the application for financial assistance does not automatically constitute approval.

☒ By checking this box, I acknowledge that I have read, understand, and agree to the policies and procedures outlined in this document. I further agree to be interviewed, photographed and/or have my business photographed for Economic Development marketing purposes. If you have questions, please contact the Department of Community Development.

Company Name: Sandusky Canvas

By: Michael A. Waddle  
(Print or type name and title)

Michael A. Waddle 1-9-18  
(Signature) (Date)

Inter-Office Use Only

State the date, time, and City staff member(s) present at the pre-application meeting:

1/16/18 8am Casey Sparks, Greg Veltz, Maria Muratori

Date of Completed Application Submittal: 1/16/18

Staff Reviewer: M Muratori

Date of Committee Review: \_\_\_\_\_

Approve/Deny: \_\_\_\_\_

Amount Awarded and terms: \_\_\_\_\_

CONTACT

Ms. Maria Muratori, Development Specialist  
Department of Community Development  
222 Meigs Street  
Sandusky, Ohio 44870

Phone: 419.627.5891

Email: [mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us)



**Fidelity National Title**  
Insurance Company

**FNTIC/Strategic Market Services**

7130 Glen Forest Drive, Suite 300

Richmond, VA 23226

Phone: 866-552-0129 Fax: 866-417-6213

**CLOSING STATEMENT**

SETTLEMENT DATE: **December 21, 2017**

ORDER NO.: **26295223**

CUSTOMER REF: **638926 OH SANDUSKY**

**PURCHASER:** Michael A. Waddle, a married man and  
Diane Alexander, his non-vested spouse  
222 West Shoreline Drive, Apt. D  
Sandusky, OH 44870

**SELLER:** The American National Red Cross, who acquired title  
as American National Red Cross  
9450 SW Gemini Drive, #75048  
Beaverton, OR 97008

**LENDER:** VacationLand Federal Credit Union  
2911 Hayes Ave.  
Sandusky, OH 44870

**PROPERTY:** 300 Central Ave  
Sandusky, OH 44870

| DESCRIPTION   | PURCHASER    |         | SELLER     |              |
|---|--------------|---------|------------|--------------|
|   | Charges      | Credits | Charges    | Credits      |
| <b>Purchase Price</b>   | \$210,000.00 |         |            | \$210,000.00 |
| <b>Loan Fees</b>  |              |         |            |              |
| <b>To VacationLand Federal Credit Union</b>   |              |         |            |              |
| Loan Fee  | \$393.75     |         |            |              |
| Appraisal POC(B) \$1,200.00   |              |         |            |              |
| Survey POC(B) \$325.00  |              |         |            |              |
| Wire Fee  | \$15.00      |         |            |              |
| <b>Title Charges</b>  |              |         |            |              |
| Title Coordination Fee (Multi-parcel)<br>To Fidelity National Title Insurance Company |              |         | \$1,425.00 |              |
| Closing Coordination Fee<br>To Fidelity National Title Insurance Company              | \$375.00     |         | \$375.00   |              |
| Courier Fee<br>To Fidelity National Title Insurance Company                           | \$32.50      |         | \$32.50    |              |
| Copy Costs<br>To Fidelity National Title Insurance Company                            |              |         | \$70.00    |              |
| Recording Service Fee<br>To Fidelity National Title Insurance Company                 | \$37.50      |         | \$37.50    |              |
| <b>Title Insurance - OP \$210,000.00 / LP \$157,500.00</b>                            |              |         |            |              |
| <b>To Fidelity National Title Insurance Company</b>                                   |              |         |            |              |
| Commitment  |              |         | \$50.00    |              |
| Owner's Basic Coverage  |              |         | \$1,132.50 |              |
| Mortgage-First (Issued w/OP)  | \$100.00     |         |            |              |
| ALTA 25 Same as Survey (LP)   | \$150.00     |         |            |              |

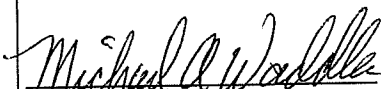
| DESCRIPTION   | PURCHASER           |                     | SELLER             |                     |
|---|---------------------|---------------------|--------------------|---------------------|
|   | Charges             | Credits             | Charges            | Credits             |
| <b>Governmental Recordation Charges:</b><br><b>Note-Any overages collected at closing will be refunded after recordation is completed.</b>                |                     |                     |                    |                     |
| Deed<br>To Erie County Recorder   | \$36.00             |                     | \$36.00            |                     |
| Mortgage<br>To Erie County Recorder   | \$240.00            |                     |                    |                     |
| <b>Disbursements to Others</b>  |                     |                     |                    |                     |
| Commission<br>To Jones Lang LaSalle Americas, Inc.  |                     |                     | \$10,500.00        |                     |
| Deed Prep Fee<br>To Price, Shaw & Testa, LLP.   | \$75.00             |                     | \$75.00            |                     |
| Earnest Money Deposit from Michael A. Waddle  |                     | \$20,000.00         |                    |                     |
| Loan Amount<br>From VacationLand Federal Credit Union   |                     | \$157,500.00        |                    |                     |
| Tax Proration - Taxes currently EXEMPT. Buyer herein agrees to be responsible for all taxes assessed following closing. VacationLand Federal Credit Union |                     |                     |                    |                     |
| <b>Sub Totals:</b>  | <b>\$211,454.75</b> | <b>\$177,500.00</b> | <b>\$13,733.50</b> | <b>\$210,000.00</b> |
| <b>Amount Owed by Purchaser</b>   | <b>\$33,954.75</b>  |                     |                    |                     |
| <b>Amount Due to Seller</b>   |                     |                     |                    | <b>\$196,266.50</b> |
| <b>Signatures to follow on next page</b>  |                     |                     |                    |                     |


**Purchaser/Seller understands the Closing or Escrow Agent has assembled this information representing the transaction from the best information available from other sources and cannot guarantee the accuracy thereof. The lender involved may be furnished a copy of this statement.**

**Purchaser/Seller understands that tax and insurance prorations and reserves were based on figures for the preceding year or supplied by others or estimates for the current year, and in the event of any change for current year, all necessary adjustments must be made between Purchaser and Seller direct.**

**The undersigned hereby authorizes FNTIC/Strategic Market Services to make expenditure and disbursements as shown above and approves same for payment. The undersigned also acknowledges receipt of Loan Funds, if applicable, in the amount shown above and a receipt of a copy of this Statement.**

**Purchaser:**

  
Michael A. Waddle

  
Diane Alexander, non-vested spouse

**Seller:**

The American National Red Cross

By: \_\_\_\_\_  
Joseph D. Ward, Executive Director,  
Real Estate Services

**Escrow Agent:**

FNTIC/Strategic Market Services

By: \_\_\_\_\_  
Name: Shelley Cottrell  
Title: Senior Escrow Officer





18"  
PARKING  
FOR  
CENTRAL  
COMMONS  
BUILDING  
AND  
SANDUSKY  
CANVAS CO.

12"  
PARKING  
FOR  
CENTRAL  
COMMONS  
APT.  
#1



48"



**SANDUSKY CANVAS.com**

**MARINE CANVAS UPHOLSTERY CARPETS**

**877-692-3353**

#3

96"



**SANDUSKY CANVAS.com**

**MARINE CANVAS UPHOLSTERY CARPETS**

**877-692-3353**

36"

#2

60"

6"

**CENTRAL COMMONS**

72"

#1



I would recommend the following;

North end of building a 3x6' aluminum signw/ Sandusky Canvas logo and info below \$285.

Front of Building a 4x8' aluminum sign w/ Sandusky Canvas logo and info on top . \$325

2- 18x24 aluminum Concord Commons parking signs \$38ea

1-Concord Commons routed HDPE sign 6-8"x72 above entry \$175.

*Jim Roth*



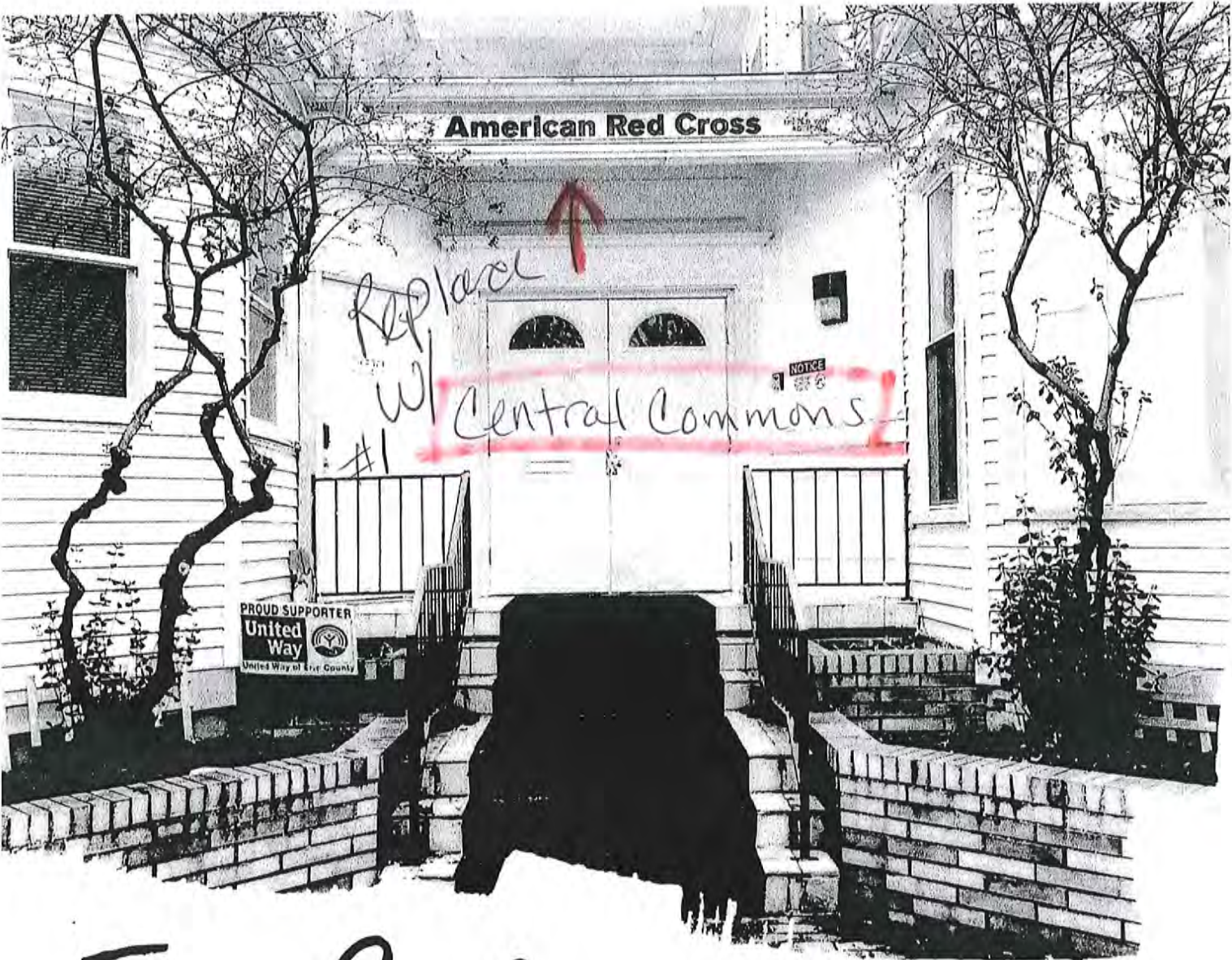
PRODUCTION MANAGER

[www.ability-works.com](http://www.ability-works.com)

419-626-1048 EXT. 3103

*"providing employment opportunities to individuals with developmental disabilities"*

*Confidentiality Notice: All or part of this electronic mail transmission may contain private health information (PHI). You are obligated to maintain it in a safe, secure and confidential manner. Any redisclosure without the individual's consent may subject you to federal and/or state penalties. If you are not the intended recipient, you are hereby notified that any retention or dissemination of this information is strictly prohibited. If you have received this e-mail in error, please call 419-626-1048 immediately and delete the e-mail from your system.*



# For Sale

**300 Central Avenue  
Sandusky, OH**

**Andrew Coleman**  
216 937 4390  
Andrew.Coleman@am.jll.com  
**Stephen Morris**  
216 937 4389  
Stephen.Morris@am.jll.com

[www.jll.com/cleveland](http://www.jll.com/cleveland)

- 8,500 SF
- .26 acres of land
- Multi-tenant office building
- 20 spaces (1.97/1,000 SF ratio)
- Great location off Washington Park
- Amenities include free standing parking garage with additional office space above

G gl 329 Central Ave



Image capture: Sep 2015 © 2018 Google

Sandusky, Ohio

Google, Inc.

Street View - Sep 2015



Replace

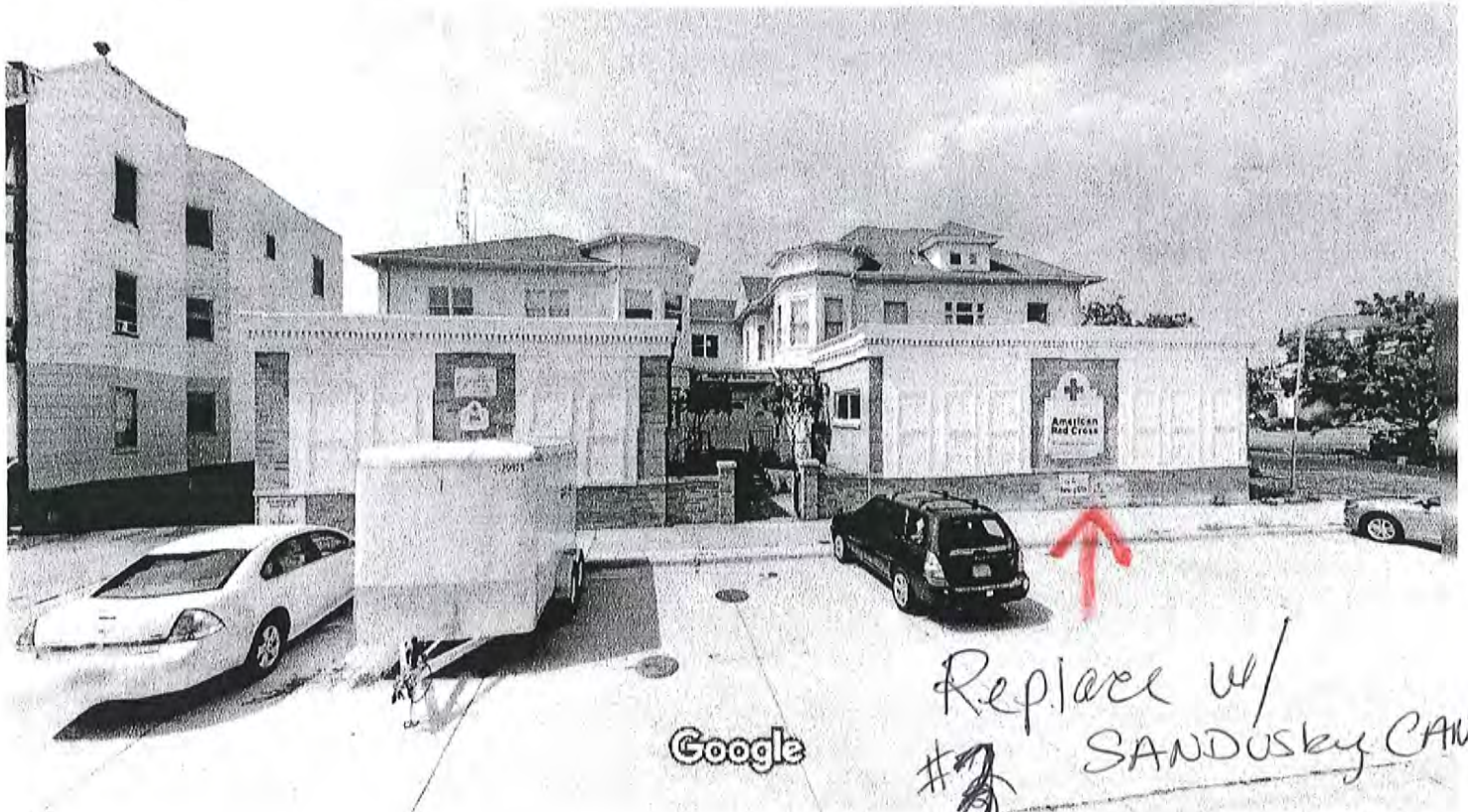
#2

w/  
(36" sign  
x60)

Washington  
Park  
300 Central



G gl 329 Central Ave



Replace w/  
#3 SANDUSKY CANVAS

Image capture: Sep 2015 © 2018 Google

Sandusky, Ohio

Google, Inc.

Street View - Sep 2015

Washington  
Park



G gl

329 Central Ave

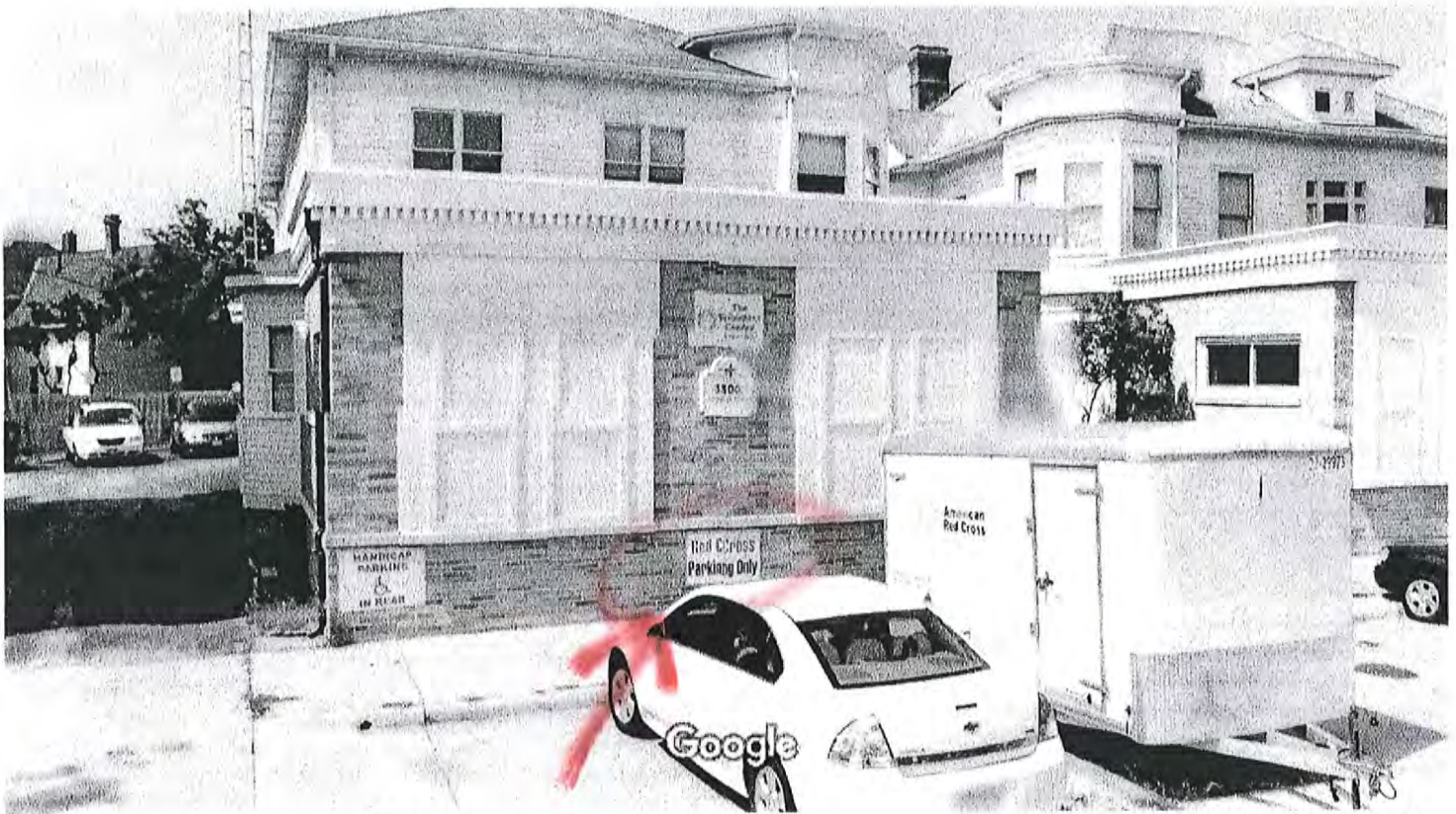


Image capture: Sep 2015 © 2018 Google

Sandusky, Ohio

Google, Inc.

Street View - Sep 2015

#4

Washington Park

↓

Replace  
w/ parking  
for  
Central  
Commons  
Building  
+  
Sand  
Canvas

## Maria Muratori

---

**From:** poulosarc <poulosarc@aol.com>  
**Sent:** Wednesday, February 7, 2018 10:46 AM  
**To:** Maria Muratori  
**Subject:** Re: Michael Waddle and Diane Alexander - Reference

I have known both thru the marine business and Diane as a professional photographer for my company for several years, maybe 12. I would highly recommend their success rate. GJP

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

**From:** Maria Muratori <[mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us)>  
**Date:** 2/7/18 10:22 AM (GMT-05:00)  
**To:** George Poulos <[gpoulos@ci.sandusky.oh.us](mailto:gpoulos@ci.sandusky.oh.us)>, [poulosarc@aol.com](mailto:poulosarc@aol.com)  
**Subject:** Michael Waddle and Diane Alexander - Reference

Hello Mr. Poulos,

Michael Waddle and Diane Alexander indicated you as a reference on their economic development grant application with the City of Sandusky. Please speak to the following regarding their signage project at 300 Central Avenue:

- What is your relationship with Michael Waddle and Diane Alexander?
- What is your confidence in Michael and Diane's ability to successfully complete the project?
- Is there any other information you would like to share regarding Michael and Diane or the project?

Thank you for your help.

Maria Muratori | *Development Specialist*  
**COMMUNITY DEVELOPMENT**

## Maria Muratori

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**From:** Cesare Avallone <chefcesare@gmail.com>  
**Sent:** Wednesday, February 7, 2018 4:41 PM  
**To:** Maria Muratori  
**Subject:** Re: Michael Waddle and Diane Alexander - Reference

Hello.

I know Mike and Diane on a personal level, mike has done custom canvas work for me and seems to have a lucrative business.

I'm sure that if the City of Sandusky engages Mike and Diane in a project, that the outcome will be a positive one.

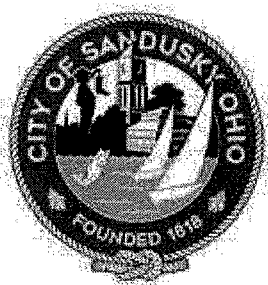
On Wed, Feb 7, 2018 at 10:21 AM, Maria Muratori <[mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us)> wrote:

Hello Mr. Avallone,

Michael Waddle and Diane Alexander indicated you as a reference on their economic development grant application with the City of Sandusky. Please speak to the following regarding their signage project at 300 Central Avenue:

- What is your relationship with Michael Waddle and Diane Alexander?
- What is your confidence in Michael and Diane's ability to successfully complete the project?
- Is there any other information you would like to share regarding Michael and Diane or the project?

Thank you for your help.



Maria Muratori | *Development Specialist*  
**COMMUNITY DEVELOPMENT**  
222 Meigs Street | Sandusky, OH 44870  
T: 419.627.5891 | F: 419.627.5713  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

**February 13, 2018**

**Economic Development Incentive Committee Summary**

**Matthew Keech / Omeca Inc., DBA Cameo Pizza**

**APPLICANT:** Odella Jane Keech / Matthew Keech  
702 West Monroe Street  
Sandusky, Ohio 44870

**CORPORATE STRUCTURE:** S-Corporation

**PRINCIPAL/% OWNERSHIP:** Odella Jane Keech, President – 100%  
Matthew Keech, Vice President

**PROGRAM APPLIED FOR:** Small Business Assistance

**RECOMMENDATION:** \$9,500 Small Business Assistance Grant; contingent upon obtaining title reports, obtaining all relevant permits, submitting before and after photographs, and displaying temporary signs during construction and a sign for at least one year upon completion noting the City of Sandusky's support.

The completion of this project meets several goals laid out in the Strategic Plan. Specifically, it helps to support a small business and to increase the utilization of a currently operating business.

**BACKGROUND**

This is a second phase of the Topside project from 2017. Specifically, the project addresses fire safety issues such as a second exit, alarm systems, firewalls and doors.

The first phase of the project was as follows:

The project had its origins in repairing the plaster ceiling on the first floor of the Cameo. It then evolved into insulation and new flooring throughout the entire upstairs and ultimately a full service dining room for 60-70 people upstairs. For reference, the current dine-in capacity is 90 seats and the bar capacity is 34 seats. This project will increase the dining capacity by over 70%, with a focus on larger tables. The history of the upstairs includes use as a white table cloth restaurant back in the 1950s. The owners intend for this space to be a full service bar and dining room for larger groups (four to ten people) providing extra seating and enhanced service during peak hours. The atmosphere will be similar to the downstairs – a sports bar with televisions. The goal for this project is to add more sales throughout the year and create jobs. The concept will be marketed as Topside at the Cameo.



## **PROJECT DESCRIPTION**

Phase two of Topside at Cameo consists of a code compliance review, fire alarm installation, new doors and improvements to the stairwell.

## **PROJECT FINANCING**

| <b><u>Uses</u></b>    |                     |
|-----------------------|---------------------|
| Feick Design Group    | \$ 5,622.25         |
| Byington Builders     | \$ 23,500.00        |
| ABCO Fire Alarm       | \$ 7,998.58         |
| CTE Electrical        | \$ 1,500.00         |
| <b>Total</b>          | <b>\$ 38,620.83</b> |
|                       |                     |
| <b><u>Sources</u></b> |                     |
| Civista Loan          | \$ 29,120.83        |
| Grant Request - SBA   | \$ 9,500.00         |
| <b>Total</b>          | <b>\$ 38,620.83</b> |

The costs of phase two equal almost \$39,000.00. Civista will provide a loan of over \$29,000. The grant request is \$9,500 – at this level, public funds will leverage private funds over 4x.

The project is expected to be complete by August 2018.

## **FINANCIAL SUMMARY – BUSINESS**

From previous application:

Cameo has annual sales revenue that exceeds \$1 million. The applicant anticipates this project could increase sales 10% in the first year with revenue growth stabilizing in the low single digits thereafter. The applicant provides evidence that larger dine-in tables have average gross sales that are over \$10 higher (per guest) than smaller bar tables. For the upstairs, the applicant is projecting average gross sales of \$25 per guest (between the average at smaller bar tables and larger tables). Furthermore, using a conservative analysis, the applicant provided support that the upstairs expansion could increase sales by \$175,000 on an annual basis (70 seats \* \$25 sales per guest \* 50 weeks per year \* 2 days per week [weekends] = \$175,000). This is relative to current annual dine-in sales of \$368,072.31.

Sales increased almost 8% in 2016 and the company is profitable.

## **RECOMMENDATION**

I recommend a \$9,500 Small Business Assistance grant to assist with this project, equal to about 25% of the project costs, with a total project cost to grant leverage ratio of over 4x.

Cameo is a local institution since 1936 – over 80 years. This project completes phase two of Topside at Cameo – greatly improving the physical structure.

CAMERA - TOPSIDE



# SANDUSKY CITY ECONOMIC DEVELOPMENT APPLICATION – SMALL BUSINESS ASSISTANCE

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CITY OF SANDUSKY

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PROGRAM YEAR 2018



## **INTRODUCTION**

The Sandusky City Economic Development (ED) programs intend to spur and support economic development activities within the City of Sandusky (“the City”). Financial assistance is available for new or expanding businesses and/or property owners that will positively affect the economic and employment climates in the City and broader Firelands Region.

The City strongly believes that investments in economic development activities are vital to job creation and attracting and retaining a talented workforce to fill newly created or available positions. Increased economic development will also stimulate investments in underutilized or vacant buildings and sites – which will strengthen the real estate market, increase property values, create a more walkable community and improve overall quality of life.

## **SANDUSKY CITY ECONOMIC DEVELOPMENT PROGRAMS**

The City’s intention is for its programs to be fair, straightforward, and easy to navigate. **A pre-application meeting is a requirement of ED assistance.** If you have questions prior to the meeting, please do not hesitate to contact the City’s Development Specialist, Maria Muratori at (419) 627-5891 or [mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us). Please note this application and all related materials are subject to public records requests.

### **Section I - GENERAL TERMS:**

**FUNDING AVAILABILITY:** Approximately \$400,000 is available for calendar year 2018

**USE OF FUNDS:** ED Funds can be used for the following purposes:

Fixed Assets: examples include new construction or renovation of existing facilities

Non-Fixed Assets: examples include equipment and furnishings

Pre-Development: examples include architectural drawings, surveys, market studies and environmental due diligence.

**ELIGIBILITY REQUIREMENTS:** The business/property must be located in the City of Sandusky. ED funds are intended, in most instances, to serve as gap financing. In these cases, applicants, prior to application, should attempt to secure private financing, such as traditional bank financing, to finance the project. A Project is eligible to receive ED funds once every five (5) years; however, distinct phases of the same project are eligible. There will be a limited amount of ED funds available for non-profit organizations. All successful applicants/borrowers must provide proof of the ability to secure ownership of the real estate or (preferably) a two (2) year lease agreement in which the project is located. **All projects must meet applicable zoning requirements. All projects that need approvals from other departments, such as Planning and Zoning, must obtain these approvals prior to application review.**



**APPROVAL PROCESS:** Completed applications will be accepted at any time. The Department of Community Development reviews applications and provides recommendations for approval or denial of grants or loans monthly to the Economic Development Incentive Committee (EDIC) in the month after receiving a completed application. Applications for assistance greater than \$10,000 that are approved by the EDIC will require final approval by the Sandusky City Commission. In this case, we require the applicants to attend the City Commission meeting at which the project is reviewed.

**AVAILABLE FINANCING:** In most instances, ED assistance is intended to be a secondary financing source and is not intended to cover 100% of a potential project's cost. In these instances, **all other sources of funding must be documented and in place before any ED funds are disbursed.** Grant proceeds are provided directly to third party contractors or on a **reimbursable** basis to the applicant. The City will consider adjustments to the awarded grant amount for substantive changes in the project scope only.

**REQUIRED EQUITY:** A minimum of 5% owner equity is required in most cases, even when other third party sources have been secured. The Department of Community Development or the EDIC may, at its discretion, require a higher equity percentage.

**GRANT OR LOAN FEES:** **Upon recommendation of approval by the EDIC and prior to loan or grant disbursement, the applicant must remit a \$125 fee that will cover the cost of title and credit bureau reports.**

Applicants may be subject to personal background checks and credit reviews and must sign any waivers to allow the City of Sandusky to share information with relevant lending institutions and obtain credit reports. Requests for funding will be denied if applicants have outstanding collections, judgment liens, other court judgments, delinquent taxes or other tax liens. Any previous bankruptcy must be fully discharged prior to submitting an application.

No person shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with ED funds.

## **Section II – PROJECT EXCLUSIONS**

Individual program categories may have specific and more restrictive eligibility requirements than those listed in this section. The project exclusions outlined in this section generally apply to all applications and projects regardless of the type of financial assistance being requested.

**PROJECT EXCLUSIONS:** Projects will not be considered for financing assistance if they involve:

1. Financing of businesses that have not identified 100% of the remaining required financing to complete the project outlined in the application. Small businesses and/or startups may be exempt from this provision.
2. Refinancing of existing debts and training costs.
3. Financing of businesses that operate out of a personal residence.

4. Financing of speculative projects, buildings, or activities such as land banking or acquisition of real estate with no planned capital improvements or job creation.
5. Financing of historically unsuccessful ventures or projects with unresolved environmental problems. However, this exclusion does not apply to projects that will address/resolve environmental issues as part of the project scope of work.
6. Financing for businesses with a history of civil rights violations or unfair labor practices.
7. Financing to businesses which are not current with taxes or other loans.
8. Financing to businesses/applicants who are not in good standing on all outstanding forms of City assistance.
9. Financing to projects which cannot demonstrate an ability to repay the loan (if applicable), are intra-family transactions, or involve illegal activities.
10. Financing to projects in which the applicant has ever or currently owns entirely or in part, real estate that is tax delinquent, has code violations, contains non-registered rental units, or is in foreclosure.
11. Financing of projects in which the applicant has been convicted or has a pending conviction of a felony within seven (7) years from the date of application submittal.

## Small Business Assistance

The intent of this program is to aid new or existing small business with access to capital that otherwise may not be available from traditional avenues. These resources aim to assist with start-up and due diligence costs and intend to help stabilize cash flow during the infancy stages of new businesses or expansion periods of existing businesses. **The City and / or the EDIC reserve the right to require job creation with Small Business Assistance grants.**

### ELIGIBLE USES:

- Physical construction costs (both new construction/expansion or rehabilitation)
- Signage and façade enhancements
- Predevelopment expenses, including, but not limited to:
  - Architectural drawings
  - Surveys
  - Market studies
- Purchase of capital equipment

### REQUIREMENTS:

- City assistance cannot be in excess of \$15,000 per project or 60% of total project costs – whichever is less.
- For small projects, City assistance may cover the entire project cost (up to \$2,500).



- City assistance is intended for brand new businesses or existing businesses seeking expansion opportunities.
- Applicants may be required to seek approval of enhancements and signage (if applicable) by other administrative bodies, including but not limited to, the Landmarks Commission or the Planning Commission.
- Contractors utilized must be registered with the City of Sandusky and permits may be required, where applicable.
- The City reserves the right to require applicants to utilize entrepreneurial support services such as RISE

**PREFERENCES:**

- Projects that involve the redevelopment of vacant, foreclosed or underutilized sites and buildings, especially projects that focus on creating ready-to-lease commercial space.
- Minority or female owned business enterprises.
- Projects which offer proportionately high opportunities to persons of low- and moderate-income households.
- Projects involving the beautification and enhancement of properties listed on the National Register of Historic Places.
- Businesses and/or projects that promote goals and objectives of the City of Sandusky Comprehensive Masterplan and Strategic Plan.
- Commercial/retail and service businesses preferred

**TYPE OF FUNDING:** All projects funded under the Small Business Assistance program will receive grant proceeds.

**TERM OF GRANT:** Provided directly to third party contractors or on a reimbursable basis to the applicant.

**APPLICATION TO FOLLOW ON THE NEXT PAGE**



Applicant / Borrower Company:

OMEGA INC - MATT KECH

(Applicant Name)

VP-

(Title)

(Company Name – if different than Applicant Name)

702 W Monroe St

(Street Address)

(Suite, Apt, etc.)

Sandusky OH 44870

(City, State, Zip)

419 626 0187

mk@ech13@gmail.com

(Phone Number)

34-1335721

(Email)

419 626 2881

(Federal Tax ID or last 4 of SSN)

(Fax Number)

Existing Business Information:

Type of Business: ☒ Commercial/Retail ☐ Service  
☐ Other \_\_\_\_\_  
 Legal Structure: CORPORATION  
 Primary Product or Service: RESTAURANT  
 Date Established: MAY 1 1981 NAICS-SIC Code: \_\_\_\_\_  
 Website (if applicable): WWW-CAMEOPIZZA.COM

Principal Officers / Owners:

Name / Title: ODELL JANE KOBEL  
 Email: \_\_\_\_\_ Phone: 419 656 1761  
 SSN (last 4): [REDACTED] 7710 % Ownership: 100

Name / Title: MATT KOBEL  
 Email: MKOBEL13 @ GMAIL.COM Phone: 419 656 1317  
 SSN (last 4): [REDACTED] 5408 % Ownership: \_\_\_\_\_

Name / Title: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
 SSN (last 4): \_\_\_\_\_ % Ownership: \_\_\_\_\_

Name / Title: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
 SSN (last 4): \_\_\_\_\_ % Ownership: \_\_\_\_\_

**Location of Proposed Project:**

702 W MONROE

(Address)

SANDUSKY OH 44870

(City, State, Zip)

UNITED STATES

(County)

If a relocation, indicate from where

**Project Type:**

☐ Renovation

☐ Expansion

☒ Start-Up/New

**Applicant / Business Background Information:**

Please provide a brief summary about your background and experience. Please also provide historical information regarding the building or property at which the business will operate, including but not limited to the most recent building use (attach additional page if necessary).

FAMILY RESTAURANT SINCE 1936

**Project Description:**

Please provide a brief description of the project to be undertaken for which City assistance is being sought. For existing businesses, please specifically describe the business expansion associated with the project. For new businesses, describe the scope of the project (attach additional page if necessary).

FIRE SAFETY ISSUES - 2ND EXIT,  
ALARM SYSTEM, FIRE WALLS & DOORS

TOP SIDE AT THE CAMPER - PHASE II

**Business/Personal References:**

Name / Title: CAVISTA - ROBY GRITHWOL

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: Bank

Name / Title: CITY OF SANDUSKY

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

Name / Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_



**Need for ED Funding:**

Applicants must document a need for ED funding in order to make the project occur. Select reason(s) why ED funds are needed for the project, and attach appropriate documentation.

- ☐ Inadequate equity/private lender financing (attach bank letter/documentation of equity unavailability).
- ☐ Unable to pay market interest rates for entire project (include projections showing market rates produce inadequate return on investment.)
- ☒ Incentive financing is needed in order to improve the economics of locating and expanding in Sandusky relative to other communities (show comparative costs analysis to undertake project in Sandusky versus other cities).
- ☐ Other (please specify): \_\_\_\_\_

Project Source & Use Of Funds:

Break out total project costs by use of funds and allocate each use cost by source (attach additional page if necessary).

Total Project Cost (itemize below):

\$ 38,620.83

FEICK DESIGN GROUP : \$5622.25

BYINGTON BUREAU \$23,500 -

ABCO FIREARM \$7,998.58

CLERKMAN - CTE \$1,500 -

Owner Equity (dollars and source):

Private Lending (dollars, source, and terms):

CEQUESTA \$29,120.83

Request for City Assistance (dollars and type):

\$9500

**Project Timeline:**

Please outline the project timeline. Please include expected completion dates for items including but not limited to obtaining site control, obtaining financing, and construction.

|                     | <u>Start</u>                                | <u>Complete</u> | <u>N/A</u> |
|---------------------|---|-----------------|------------|
| <u>Site Control</u> | _____                                       |                 |            |
| <u>Financing</u>    | _____ <i>Spring 2018</i> <i>Summer 2018</i> |                 |            |
| <u>Construction</u> | _____ <i>Apr 2018</i> <i>June 2018</i>      |                 |            |
| <u>Other</u>        | _____                                       |                 |            |

**Project Impact and Employment:**

*PLEASE Pull From PREVIOUS APP - PHASE I*

|                          | Current Year | Year One | Year Two | Year Three |
|--------------------------|--------------|----------|----------|------------|
| Annual Sales Revenue     |              |          |          |            |
| Annual Payroll           |              |          |          |            |
| Current Employment (FTE) |              |          |          |            |
| Average Pay Per Employee |              |          |          |            |



**Project Concept:** Use the space below to address the following:

- How does the proposed project relate to a strategic approach to revitalization of the surrounding area?
- Will the project contribute to a change in the market dynamics, economic status, physical appearance or perception of the area?
- Does the project address specific area needs or missing services?

FILE SAFETY ISSUES

2ND EXIT w/ APPROVED ENCROACHMENT & CITY

Attachments:

The following should be submitted with your ED Application:

- ☐ Map showing location of Project or business
- ☐ Business plan (if applicable)
- ☐ Three years of historical financial statements(if applicable)
- ☐ Three years of projected financial statements(if applicable)
- ☐ Sources of financing including evidence of private funds and matching funds
- ☐ Third party cost estimates, **INCLUDING RENDERINGS** (if applicable)
- ☐ Lease agreement,purchase agreement, or proof of ownership (if applicable)

Attestation of Financial Condition

Do you or your business have any of the following:

|   | YES | NO |
|---|-----|----|
| Outstanding collections                             |     |    |
| Judgement liens                                     |     |    |
| Other court judgements                              |     |    |
| Delinquent taxes                                    |     |    |
| Delinquent loans                                    |     |    |
| Other tax liens                                     |     |    |
| Previous bankruptcy                                 |     |    |
| If yes to bankruptcy, has it been fully discharged? |     |    |
| Real estate that is tax delinquent                  |     |    |
| Code violations                                     |     |    |
| Non-registered rental units                         |     |    |
| Real estate that is in foreclosure                  |     |    |

Attachments:

The following should be submitted with your ED Application:

- ☐ Map showing location of Project or business
- ☐ Business plan (if applicable)
- ☐ Three years of historical financial statements(if applicable)
- ☐ Three years of projected financial statements(if applicable)
- ☐ Sources of financing including evidence of private funds and matching funds
- ☐ Third party cost estimates, **INCLUDING RENDERINGS** (if applicable)
- ☐ Lease agreement,purchase agreement, or proof of ownership (if applicable)

Attestation of Financial Condition

Do you or your business have any of the following:

Outstanding collections

Judgement liens

Other court judgements

Delinquent taxes

Delinquent loans

Other tax liens

Previous bankruptcy

If yes to bankruptcy, has it been fully discharged?

Real estate that is tax delinquent

Code violations

Non-registered rental units

Real estate that is in foreclosure

| YES | NO |
|-----|----|
|     | ✓  |
|     | ✓  |
|     | ✓  |
|     | ✓  |
|     | ✓  |
|     | ✓  |
|     | ✓  |
|     | ✓  |
|     | ✓  |
|     | ✓  |
|     | ✓  |



Submission Acknowledgment

The undersigned certifies that he/she is authorized to complete, sign and submit this application on behalf of the applicant/owner. Further, the undersigned certifies that the information contained in this application has been reviewed by him/her and that all information, including exhibits, are, to the best of his/her knowledge, complete and accurate and presents fairly the condition of the applicant and project accurately. Intentionally falsifying information in this document constitutes a criminal offense. The undersigned hereby authorizes the City of Sandusky to investigate the credit worthiness and of the undersigned, and/or applicant. The undersigned understands that information submitted to the City of Sandusky as part of this application is considered a public record. The undersigned also agrees to display signage showing City support on their property for up to one (1) year.

The undersigned understands that additional information may be required to finalize the approval process, and that, if the project is funded, **Economic Development funds cannot pay for projects completed before grant approval and notice of award.** The undersigned also understands that the submission of the application for financial assistance does not automatically constitute approval.

☒ By checking this box, I acknowledge that I have read, understand, and agree to the policies and procedures outlined in this document. I further agree to be interviewed, photographed and/or have my business photographed for Economic Development marketing purposes. If you have questions, please contact the Department of Community Development.

Company Name: \_\_\_\_\_

OMEGA INC

By: \_\_\_\_\_

MATT KEECH - VP

(Print or type name and title)



(Signature)

1/1/18

(Date)



Submission Acknowledgment

The undersigned certifies that he/she is authorized to complete, sign and submit this application on behalf of the applicant/owner. Further, the undersigned certifies that the information contained in this application has been reviewed by him/her and that all information, including exhibits, are, to the best of his/her knowledge, complete and accurate and presents fairly the condition of the applicant and project accurately. Intentionally falsifying information in this document constitutes a criminal offense. The undersigned hereby authorizes the City of Sandusky to investigate the credit worthiness and of the undersigned, and/or applicant. The undersigned understands that information submitted to the City of Sandusky as part of this application is considered a public record. The undersigned also agrees to display signage showing City support on their property for up to one (1) year.

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☐ By checking this box, I acknowledge that I have read, understand, and agree to the policies and procedures outlined in this document. I further agree to be interviewed, photographed and/or have my business photographed for Economic Development marketing purposes. If you have questions, please contact the Department of Community Development.

Company Name: OMBLA INC

By: MATT KSECH - VP  
(Print or type name and title)

  
(Signature)

1/1/18  
(Date)



Inter-Office Use Only

State the date, time, and City staff member(s) present at the pre-application meeting:

11/13/17 Matt Lasko, Maria Muratori 11:30

Date of Completed Application Submittal: 1/25/18

Staff Reviewer: M. Muratori

Date of Committee Review: 2/13/18

Approve/Deny: \_\_\_\_\_

Amount Awarded and terms: \_\_\_\_\_

CONTACT

Ms. Maria Muratori, Development Specialist  
Department of Community Development  
222 Meigs Street  
Sandusky, Ohio 44870

Phone: 419.627.5891

Email: [mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us)

TOPSIDE PHASE II

JOHN FORDIC

ABCO

BYINGTON

CTE - ELECTRICAL  
(NOT RECEIVED YET)

\$ 5,622.25

\* 7,998.58

\$ 23,500 -

1,800 -

---

\$ 38,620.83

**Felck Design Group, Inc.**

224 E Water Street  
Sandusky OH 44870

(419)625-2554

**STATEMENT**

Date: 12/29/17

To: Cameo Pizza  
Matt Keech  
702 W Monroe Street  
Sandusky, OH 44870

| Reference | Invoice Date | JobId | Description       | Balance Due |
|-----------|--------------|-------|-------------------|-------------|
| 0000252   | 11/3/17      | 17087 | Cameo Code Review | 3,803.75    |
| 0000291   | 11/30/17     | 17087 | Cameo Code Review | 1,068.50    |

Notes:

|  |
|--|
|  |
|--|

Total Due:

4,872.25

758 -

4,114.25

# INVOICE

Feick Design Group, Inc.  
224 E Water Street  
Sandusky, OH 44870

Due date: 10/14/2017

**Project:**

Cameo Code Review  
Sandusky  
OH

**Bill To:**

Cameo Pizza  
Matt Keech  
702 W Monroe Street  
Sandusky, OH 44870

Invoice number: 0000219  
Invoice date: 9/29/2017  
Our JobId: 17087  
P.O. Number:  
Terms: Net 15 Days

| Qty | Units | Description   | Price | Amount |
|-----|-------|---|-------|--------|
|     |       | Architectural Preliminary Code Review and Meeting with the City of Sandusky |       | 750.00 |

Total due: 750.00

# INVOICE

Felck Design Group, Inc.

224 E Water Street  
Sandusky OH 44870

Due date: 12/15/2017

**Project:**

Cameo Code Review  
Sandusky  
OH

Invoice number: 0000291

Invoice date: 11/30/2017

Our JobId: 17087

P.O.Number:

Terms:

**Bill To:**

Cameo Pizza  
Matt Keech  
702 W Monroe Street  
Sandusky, OH 44870

| Qty | Units | Description                     | Price  | Amount |
|-----|-------|---------------------------------|--------|--------|
| 9   | EACH  | 24 x 36 Prints                  | 9.00   | 81.00  |
| 1   | HOUR  | Principal Architect Permit work | 125.00 | 125.00 |
| 1   | EACH  | Survey Plat & Legal Description | 862.50 | 862.50 |

*Thank You.  
Happy Holidays*

Due to the late mailing please extend due date 10 days

Total due: 1,068.50

# INVOICE

Feick Design Group, Inc.  
224 E Water Street  
Sandusky OH 44870

Due date: 11/18/2017

**Bill To:**

Cameo Pizza  
Matt Keech  
702 W Monroe Street  
Sandusky, OH 44870

**Project:**

Cameo Code Review  
Sandusky  
OH

Invoice number: 0000252  
Invoice date: 11/3/2017  
Our JobId: 17087  
P.O.Number:  
Terms:

| Qty | Units | Description   | Price | Amount   |
|-----|-------|---|-------|----------|
|     |       | Architectural/CAD-work for Second Floor Building Permit |       | 1,000.00 |
|     |       | Project Start - complete                                |       | 1,250.00 |
|     |       | Preliminary Design Phase - complete                     |       | 1,553.75 |
|     |       | Construction Documents - work to date                   |       |          |

Total due: 3,803.75

*Thank you*



# BYINGTON BUILDERS

3118 HULL ROAD  
HURON, OHIO 44839

**419-656-4494**

| DATE    | DESCRIPTION   | AMOUNT  |
|---------|---|---|
| 12/3/17 | <p>Work to be done at Cameo W. Monroe St.</p> <p>Middle corridor</p> <ul style="list-style-type: none"><li>- Install two steel doors.</li><li>- Install new drywall to east walls per plans.</li></ul> <p>Stairwell to upstairs area.</p> <ul style="list-style-type: none"><li>- Frame up half wall to the ceiling.</li><li>- Drywall half wall and ceiling in stairwell and finish.</li><li>- Frame in bathroom doorway and cut out new entry 5' to the right.</li><li>- Tear out top wall of stairs and frame in top landing.</li><li>- Drywall bottom side of stairwell and finish.</li><li>- Cut out doorway to outside from middle landing and install door.</li><li>- Build treated deck and stairwell down to outside sidewalk w/roof overhead per plans.</li><li>- Install doorway at the top of the stairwell.</li><li>- Frame in and drywall to finish opening at the top of the back stairwell.</li></ul> | <p>\$3,250.00</p> <p>\$300.00</p> <p>\$1,000.00</p> <p>\$1,500.00</p> <p>\$1,000.00</p> <p>\$2,000.00</p> <p>\$3,000.00</p> <p>\$2,500.00</p> <p>\$950.00</p> <p>\$250.00</p> |

|  |   |                                   |
|--|---|-----------------------------------|
|  | <ul style="list-style-type: none"> <li>- Install new steel door at the top of the back stairs.</li> </ul>   | \$950.00                          |
|  | <ul style="list-style-type: none"> <li>- Frame in new wall at the top of the north stairwell and cut out opening for new steel door to be installed.</li> </ul> | \$1,900.00                        |
|  | <ul style="list-style-type: none"> <li>- Paint entire ceiling upstairs bar area with proper fire rated paint.</li> </ul>  | \$2,500.00                        |
|  | <ul style="list-style-type: none"> <li>- Paint all walls and ceiling in the kitchen area with fire rated paint.</li> </ul>                                      | \$1,200.00                        |
|  | <ul style="list-style-type: none"> <li>- Install fire rated sealer to all wood walls around bar area.</li> </ul>  | \$1,250.00                        |
|  | <p>All descriptions of the scope of work are per plans from John Feick.</p>   |                                   |
|  |   | <p><b>TOTAL:</b><br/>\$23,500</p> |

*We appreciate your business. If you have any questions, please feel free to contact us.*



4545 W. 160<sup>th</sup> Street  
Cleveland, Ohio 44135  
Phone: 216.433.7200  
Fax: 216.433.7209

October 30, 2017

Attention: Matt Keech

**Project: Cameo Pizza**

**Location: 702 W Monroe Street  
Sandusky, Ohio 44870**

Thank you for giving ABCO Fire Protection the opportunity to provide you with a quote for the Fire Alarm System Installation:

**Scope of Work:**

**ABCO to Provide Equipment Design, and Labor for the Fire Alarm System.**

|               |   |   |
|---------------|---|---|
| 2W-B          | 1 | I <sup>3</sup> PHOTO DETECTOR, 2-WIRE, 12/24 VDC, PHOTO.                    |
| NBG-12L       | 8 | DUAL ACTION STATION, RED, TERMINAL BLOCK, NOTIFIER KEY LOCK.                |
| MCBL-7        | 1 | DACT PHONE CORDS -- 7 FOOT.   |
| P2RL          | 6 | HORN STROBE 2W RED WALL   |
| SRL           | 5 | STROBE RED WALL   |
| SFP-5UD       | 1 | 5 ZONE CONVENTIONAL FIRE CONTROL PANEL WITH DACT AND 3 AMP POWER SUPPLY.    |
| PS1270        | 2 | BATTERY 7AH   |
| N-ANN-80      | 1 | REMOTE LCD ANNUNCIATOR MIMICS THE FACP DISPLAY, 80 CHARACTER DISPLAY. BLACK |
| ANN-SB80KIT-B | 1 | BACKBOX KIT, SURFACE MOUNT, USED WITH N-ANN-80, BLACK                       |
| SSU00686      | 1 | Fire Alarm Document Storage FAD   |
| ELOCK-FA      | 1 | Circuit Breaker Lockout Kit   |
| 14/2          | 1 | FIRE CABLE ROLL   |
| LABOR         | 1 | Electrical Labor and Panel/DACT programming                                 |
| TESTING       | 1 | Pre/Acceptance Testing Assistance with AHJ                                  |
| ENG           | 1 | Fire Alarm Design Engineering   |

**Package Price: \$7,998.58**

**Alternate additional detection**

|       |   |  |
|-------|---|--|
| 2W-B  | 5 | I <sup>3</sup> PHOTO DETECTOR, 2-WIRE, 12/24 VDC, PHOTO. |
| 5601P | 1 | 135 °F (57° C) FIXED AND RATE-OF-RISE. (PLAIN)           |

**Package Price: \$1,357.06**

**Total Package Price: \$9,355.64**

***Please Note:***

- *This quote is valid for 45 days from the date of this document*
- *This quote is for the above listed items only, any additional devices required will be at an additional cost*



4545 W. 160<sup>th</sup> Street  
Cleveland, Ohio 44135  
Phone: 216.433.7200  
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| PS1270        | 2 | BATTERY 7AH   |
| N-ANN-80      | 1 | REMOTE LCD ANNUNCIATOR MIMICS THE FACP DISPLAY, 80 CHARACTER DISPLAY. BLACK |
| ANN-SB80KIT-B |   | BACKBOX KIT, SURFACE MOUNT, USED WITH N-ANN-80, BLACK                       |
| SSU00686      | 1 | Fire Alarm Document Storage FAD   |
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| 14/2          | 1 | FIRE CABLE ROLL   |
| LABOR         | 1 | Electrical Labor and Panel/DACT programming                                 |
| TESTING       | 1 | Pre/Acceptance Testing Assistance with AHJ                                  |
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**Package Price: \$7,998.58**

**Alternate additional detection**

|       |   |  |
|-------|---|--|
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**Package Price: \$1,357.06**

**Total Package Price: \$9,355.64**

***Please Note:***

- *This quote is valid for 45 days from the date of this document*
- *This quote is for the above listed items only, any additional devices required will be at an additional cost*

[www.abcofire.com](http://www.abcofire.com)

Akron

Ashtabula

Cleveland

Columbus

Sandusky

Toledo



4545 W. 160<sup>th</sup> Street  
Cleveland, Ohio 44135  
Phone: 216.433.7200  
Fax: 216.433.7209

- Terms C.O.D or NET 15 DAYS with approved credit.
- These prices do not reflect any sales tax. If applicable, sales tax will be added at time of billing.
- Monthly progressive billing for equipment purchased and services rendered.
- This quote does not include overtime hours, prevailing wages, or site specific special safety requirements.
- Walls, ceilings repairs or painting are not included.
- Any work to be done in area's containing Asbestos will be halted until area is properly abated (by others)
- This quote does not include fire watch.
- Clean up is limited to normal wire and installing debris. No dusting or vacuuming included.
- This quote is dependent on AHJ / Fire Department approval.
- This quote does not include 120v or phone lines for fire alarm equipment.
- This quote does not include monitoring services.
- Monitoring can be added if you choose to add the additional smoke detection for \$360.00 per year.

Please contact me if you should have any questions or need additional information. Thank you and we look forward to serving all of your fire protection needs.

Sincerely,

Mike Frantz

Account Manager  
[mfrantz@abcofire.com](mailto:mfrantz@abcofire.com)  
419-656-3143

To accept this quote and terms contained within, please sign below and fax to us at 419.797.8033.

Accepted By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

PO#: \_\_\_\_\_

[www.abcofire.com](http://www.abcofire.com)

Akron

Ashtabula

Cleveland

Columbus

Sandusky

Toledo

## Maria Muratori

---

**From:** Grathwol, Robin J. <rjgrathwol@civistabank.com>  
**Sent:** Tuesday, February 6, 2018 1:46 PM  
**To:** Maria Muratori  
**Subject:** RE: Matt Keech - Reference

Maria,

See my answers below. FYI.....I'm a he, not a she. LOL  
I'm Victoria Kurt Schaefer's uncle.

### **MR ROBIN J. GRATHWOL**

*Vice President / Commercial Lender*

**CIVISTA BANK** | [civistabank.com](http://civistabank.com) | 100 E Water St, Sandusky, OH 44870  
Office: 419.627.4503 | x10103

**CONFIDENTIALITY NOTICE:** This electronic mail message, including any files transmitted with it, is intended only for the named recipient(s) and may contain information that is confidential, privileged or exempt from disclosure under applicable laws. Any unauthorized review, use, printing, saving, copying, disclosure or distribution is prohibited. If you are not a named recipient, please immediately notify the sender by reply e-mail and delete all copies and any attachments.

**From:** Maria Muratori [<mailto:mmuratori@ci.sandusky.oh.us>]  
**Sent:** Tuesday, February 06, 2018 1:06 PM  
**To:** Grathwol, Robin J. <rjgrathwol@civistabank.com>  
**Subject:** Matt Keech - Reference

**This message originated from outside your organization**

---

Hello Ms. Grathwol,

Matt Keech indicated you as a reference on his economic development grant application with the City of Sandusky. Please speak to the following regarding his project at 702 W Monroe Street – the final phase of Topside at Cameo:

- What is your relationship with Matt Keech? I have been the commercial loan officer that handles the Omeca / Cameo accounts for probably close to 20 years now.
- What is your confidence in Mr. Keech's ability to successfully complete Topside? I'm very confident that remaining work needed to finish the upstairs (Topside) will be completed in a timely fashion. Being the loan officer for Omeca / Cameo for close to 20 years, I handled the loans used to purchase of the two adjacent properties to the Cameo, the demolition of said properties and the improvements to the exterior of the property, including the addition of the 47 car parking lot in the summer of 2015. I also handled the loan made to them in 2017 when they renovated the bar area as well as Topside.
- Is there any other information you would like to share regarding Mr. Keech or the project? Over the 30+ years the Keech family and their businesses have been customers of Civista Bank, they have been great to work with, always making their loan payments as agreed, if not accelerated as well as having their deposit accounts with Civista. I have never had to make a call, asking when they would have their payment made.

Thank you for your help.



## Maria Muratori

---

**From:** Eric Wobser  
**Sent:** Wednesday, February 7, 2018 7:59 AM  
**To:** Maria Muratori  
**Cc:** Leslie Mesenburg  
**Subject:** Re: Matt Keech - Reference

I have full confidence in him to do the project. My relationship with him includes having worked with him as a local business owner in my role as city manager. I am also a semi-regular customer of the Cameo. I think this is a good project.

Get [Outlook for iOS](#)

---

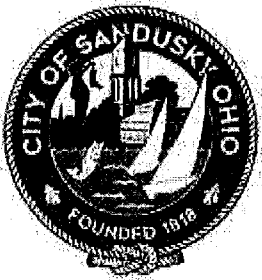
**From:** Maria Muratori  
**Sent:** Tuesday, February 6, 2018 1:07:14 PM  
**To:** Eric Wobser  
**Cc:** Leslie Mesenburg  
**Subject:** Matt Keech - Reference

Hello Mr. Wobser,

Matt Keech indicated you as a reference on his economic development grant application with the City of Sandusky. Please speak to the following regarding his project at 702 W Monroe Street – the final phase of Topside at Cameo:

- What is your relationship with Matt Keech?
- What is your confidence in Mr. Keech's ability to successfully complete Topside?
- Is there any other information you would like to share regarding Mr. Keech or the project?

Please respond by Thursday February 8<sup>th</sup>. Thank you for your help.



Maria Muratori | *Development Specialist*  
**COMMUNITY DEVELOPMENT**  
222 Meigs Street | Sandusky, OH 44870  
T: 419.627.5891 | F: 419.627.5713  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)



**February 13, 2018**

**Economic Development Incentive Committee Summary**

**Bryan Huntley / Peerless Stove & Manufacturing Co. ("Peerless")**

**APPLICANT:** Bryan Huntley  
334 Harrison Street  
Sandusky, Ohio 44870

**CORPORATE STRUCTURE:** Corporation

**PRINCIPAL/% OWNERSHIP:** Bryan Huntley – Owner / 100%

**PROGRAM APPLIED FOR:** Signage and Facade

**RECOMMENDATION:** \$9,215.19 Signage and Façade grant; contingent upon obtaining title reports, obtaining all relevant permits, submitting before and after photographs, and displaying temporary signs during construction and a sign for at least one year upon completion noting the City of Sandusky's support. This project will be complete by 6/30/2018.

This project helps to improve signage at an existing business in order to help it prepare for its 100<sup>th</sup> Anniversary.

**BACKGROUND**

Peerless is a manufacturer of commercial bake and pizza ovens. It has fifteen employees and has been in Sandusky for 76 years.

**PROJECT DESCRIPTION**

The applicant would like to purchase and install signage for Peerless.

**PROJECT FINANCING**

The project sources and uses are as follows:

|                                    |                     |
|------------------------------------|---------------------|
| <b><u>Uses</u></b>                 |                     |
| Signage                            | \$ 12,286.93        |
| <b>Total</b>                       | <b>\$ 12,286.93</b> |
|                                    |                     |
| <b><u>Sources</u></b>              |                     |
| Owner Equity                       | \$ 3,071.73         |
| Grant Request - Signage and Façade | \$ 9,215.19         |
| <b>Total</b>                       | <b>\$ 12,286.93</b> |
|                                    |                     |
| Leverage                           | 1.3                 |

The recommended total grant amount of \$9,215.19 is equivalent to approximately 75% of the total project costs (in line with program guidelines) and will leverage private dollars just over 1x.

#### **FINANCIAL SUMMARY – BUSINESS**

Peerless has approximately \$1.5 million in annual sales.

#### **RECOMMENDATION**

I recommend a \$9,215.19 Signage and Façade grant to support this project. This project will enhance the signage at a long-time Sandusky business and commemorate its 100<sup>th</sup> anniversary.

Applicant / Borrower Company:

Bryan Huntley  
(Applicant Name)

owner  
(Title)

Peerless Stone Co  
(Company Name – if different than Applicant Name)

334 Harrison St  
(Street Address)

Sandusky, Ohio 44870  
(Suite, Apt, etc.)

49-625-4514  
(City, State, Zip)

peerless@lscg.com  
(Phone Number) (Email)

34-4402-833  
(Federal Tax ID or last 4 of SSN)

49-625-4597  
(Fax Number)

**Existing Business Information:**

Type of Business: ☒ Commercial/Retail ☐ Service  
☐ Other \_\_\_\_\_  
 Legal Structure: S Corp  
 Primary Product or Service: Commercial Owens  
 Date Established: 1919 NAICS-SIC Code: 3489  
 Website (if applicable): www.pearlessowens.com

**Principal Officers / Owners:**

Name / Title: Bryan Hunter  
 Email: pearless@1563.com Phone: 419-625-4514  
 SSN (last 4): 2678 % Ownership: 100%

Name / Title: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
 SSN (last 4): \_\_\_\_\_ % Ownership: \_\_\_\_\_

Name / Title: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
 SSN (last 4): \_\_\_\_\_ % Ownership: \_\_\_\_\_

Name / Title: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
 SSN (last 4): \_\_\_\_\_ % Ownership: \_\_\_\_\_

Location of Proposed Project:

334 Harrison St  
 (Address)  
 Sandusky, Ohio 44870  
 (City, State, Zip)  
 Erie  
 (County)

If a relocation, indicate from where \_\_\_\_\_

Project Type:

☒ Renovation    ☐ Expansion    ☐ Start-Up/New

Applicant / Business Background Information:

Please provide a brief summary about your background and experience. Please also provide historical information regarding the building or property at which the business will operate, including but not limited to the most recent building use (attach additional page if necessary).

WANT TO CONSTRUCT A NEW SIGN IN  
 Front of Bldg. To prepare for our 100th  
 Anniversary.  
 Peerless is a manufacturer of Commercial  
 Bake + Pizza ovens. 15 employees, 1.5 mil  
 in annual sales. Been in Sandusky  
 for 76 years. Expect to stay and  
 continue to grow in 2018 19 & beyond



**Location of Proposed Project:**

334 Harrison St  
(Address)  
Sandusky, Ohio 44870  
(City, State, Zip)  
Erie  
(County)

If a relocation, indicate from where \_\_\_\_\_

**Project Type:**

☒ Renovation    ☐ Expansion    ☐ Start-Up/New

**Applicant / Business Background Information:**

Please provide a brief summary about your background and experience. Please also provide historical information regarding the building or property at which the business will operate, including but not limited to the most recent building use (attach additional page if necessary).

WANT TO CONSTRUCT A NEW SIGN IN  
FRONT of Bldg. To prepare for our 100th  
ANNIVERSARY.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Project Description:**

Please provide a brief description of the project to be undertaken for which City assistance is being sought (attach additional page if necessary).

Want to construct A new sign

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Business/Personal References:**

Name / Title: Cast Metals / Scott / owner

Email: CASTMETALSINC@EMBAQMAIL.COM Phone: 419-278-2010

Relationship: Vendor

Name / Title: Business Lake Shore Forms CRAIG Stahl

Email: CSTahl@Lakeshoregraphics.com Phone: 419-626-8631

Relationship: Cousin

Name / Title: Alro Steel / Tim Ogan

Email: TORSAN@ALRO.COM Phone: 419-720-5320

Relationship: Vendor

**Project Description:**

Please provide a brief description of the project to be undertaken for which City assistance is being sought (attach additional page if necessary).

Want to construct a new sign.

**Business/Personal References:**

Name / Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

Name / Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

Name / Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

Project Source & Use Of Funds:

Break out total project costs by use of funds and allocate each use cost by source (attach additional page if necessary).

Total Project Cost (itemize below): 10,000

Owner Equity (dollars and source): CASH

Private Lending (dollars, source, and terms):

Request for City Assistance (dollars and type): 7500



**Project Source & Use Of Funds:**

Break out total project costs by use of funds and allocate each use cost by source (attach additional page if necessary).

Total Project Cost (itemize below):

910,000

---

---

---

---

---

Owner Equity (dollars and source):

---

---

---

Private Lending (dollars, source, and terms):

---

---

---

Request for City Assistance (dollars and type):

---

---

---

**Project Timeline:**

Please outline the project timeline. Please include expected completion dates for items including but not limited to obtaining site control, obtaining financing, and construction.

|                     | <u>Start</u>        | <u>Complete</u> | <u>N/A</u> |
|---------------------|---------------------|-----------------|------------|
| <u>Site Control</u> | <u>Approx 1 mo.</u> |                 |            |
| <u>Financing</u>    |                     |                 |            |
| <u>Construction</u> |                     |                 |            |
| <u>Other</u>        |                     |                 |            |

**Project Impact and Employment (N/A for Signage):**

|                          | Current Year | Year One | Year Two | Year Three |
|--------------------------|--------------|----------|----------|------------|
| Annual Sales Revenue     |              |          |          |            |
| Annual Payroll           |              |          |          |            |
| Current Employment (FTE) |              |          |          |            |
| Average Pay Per Employee |              |          |          |            |



Attachments:

The following should be submitted with your ED Application:

- ☐ Map showing location of Project or business
- ☐ Three years of historical financial statements (if applicable)
- ☐ Three years of projected financial statements (if applicable)
- ☐ Sources of financing including evidence of private funds and matching funds
- ☐ Third party cost estimates **INCLUDING RENDERINGS**
- ☒ Lease agreement, purchase agreement, or proof of ownership (if applicable)

Attestation of Financial Condition:

Do you or your business have any of the following:

|   | YES | NO                                  |
|---|-----|-------------------------------------|
| Outstanding collections                             |     | <input checked="" type="checkbox"/> |
| Judgement liens                                     |     | <input checked="" type="checkbox"/> |
| Other court judgements                              |     | <input checked="" type="checkbox"/> |
| Delinquent taxes                                    |     | <input checked="" type="checkbox"/> |
| Delinquent loans                                    |     | <input checked="" type="checkbox"/> |
| Other tax liens                                     |     | <input checked="" type="checkbox"/> |
| Previous bankruptcy                                 |     | <input checked="" type="checkbox"/> |
| If yes to bankruptcy, has it been fully discharged? |     | <input checked="" type="checkbox"/> |
| Real estate that is tax delinquent                  |     | <input checked="" type="checkbox"/> |
| Code violations                                     |     | <input checked="" type="checkbox"/> |
| Non-registered rental units                         |     | <input checked="" type="checkbox"/> |
| Real estate that is in foreclosure                  |     | <input checked="" type="checkbox"/> |

Submission Acknowledgment

The undersigned certifies that he/she is authorized to complete, sign and submit this application on behalf of the applicant/owner. Further, the undersigned certifies that the information contained in this application has been reviewed by him/her and that all information, including exhibits, are, to the best of his/her knowledge, complete and accurate and presents fairly the condition of the applicant and project accurately. Intentionally falsifying information in this document constitutes a criminal offense. The undersigned hereby authorizes the City of Sandusky to investigate the credit worthiness and of the undersigned, and/or applicant. The undersigned understands that information submitted to the City of Sandusky as part of this application is considered a public record. The undersigned also agrees to display signage showing City support on their property for up to one (1) year.

The undersigned understands that additional information may be required to finalize the approval process, and that, if the project is funded, **Economic Development funds cannot pay for projects completed before grant approval and notice of award.** The undersigned also understands that the submission of the application for financial assistance does not automatically constitute approval.

☒ By checking this box, I acknowledge that I have read, understand, and agree to the policies and procedures outlined in this document. I further agree to be interviewed, photographed and/or have my business photographed for Economic Development marketing purposes. If you have questions, please contact the Department of Community Development.

Company Name: Peerless Stone + Mfg Co Inc

By: Bryan Huntley owner  
(Print or type name and title)

[Signature] 12/18/17  
(Signature) (Date)



Submission Acknowledgment

The undersigned certifies that he/she is authorized to complete, sign and submit this application on behalf of the applicant/owner. Further, the undersigned certifies that the information contained in this application has been reviewed by him/her and that all information, including exhibits, are, to the best of his/her knowledge, complete and accurate and presents fairly the condition of the applicant and project accurately. Intentionally falsifying information in this document constitutes a criminal offense. The undersigned hereby authorizes the City of Sandusky to investigate the credit worthiness and of the undersigned, and/or applicant. The undersigned understands that information submitted to the City of Sandusky as part of this application is considered a public record. The undersigned also agrees to display signage showing City support on their property for up to one (1) year.

The undersigned understands that additional information may be required to finalize the approval process, and that, if the project is funded, **Economic Development funds cannot pay for projects completed before grant approval and notice of award.** The undersigned also understands that the submission of the application for financial assistance does not automatically constitute approval.

☐ By checking this box, I acknowledge that I have read, understand, and agree to the policies and procedures outlined in this document. I further agree to be interviewed, photographed and/or have my business photographed for Economic Development marketing purposes. If you have questions, please contact the Department of Community Development.

Company Name: Peerless Store + MTG Co Inc

By: Bryan Huntley owner  
(Print or type name and title)

[Signature] 12/18/17  
(Signature) (Date)



— Sign Location  
\*Would maintain 15'  
setback requirement  
for monument signs  
from both property lines  
on Harrison and W Adams.



1721 Hancock Street  
Sandusky, OH 44870  
Phone: 419-626-5112  
Fax: 419-625-5985  
Web: bradysigns.com

These drawings are the exclusive property of Brady Signs. They represent chargeable time spent. They are submitted for your personal use under the agreement that the use of this design in its entirety or any part will not be reproduced, copied, lent or used for any purpose without written consent from Brady Signs.

|                  |                                     |            |           |
|------------------|-------------------------------------|------------|-----------|
| Customer:        | Peerless Ovens                      | Date:      | 11/28/17  |
| Location:        | 334 Harrison St. Sandusky, OH 44870 | File Name: | Dwg72088A |
| Client Approval: | Title: _____ Date: _____            |            |           |



— Sign Location  
\*Would maintain 15' setback requirement for monument signs from both property lines on Harrison and W Adams.



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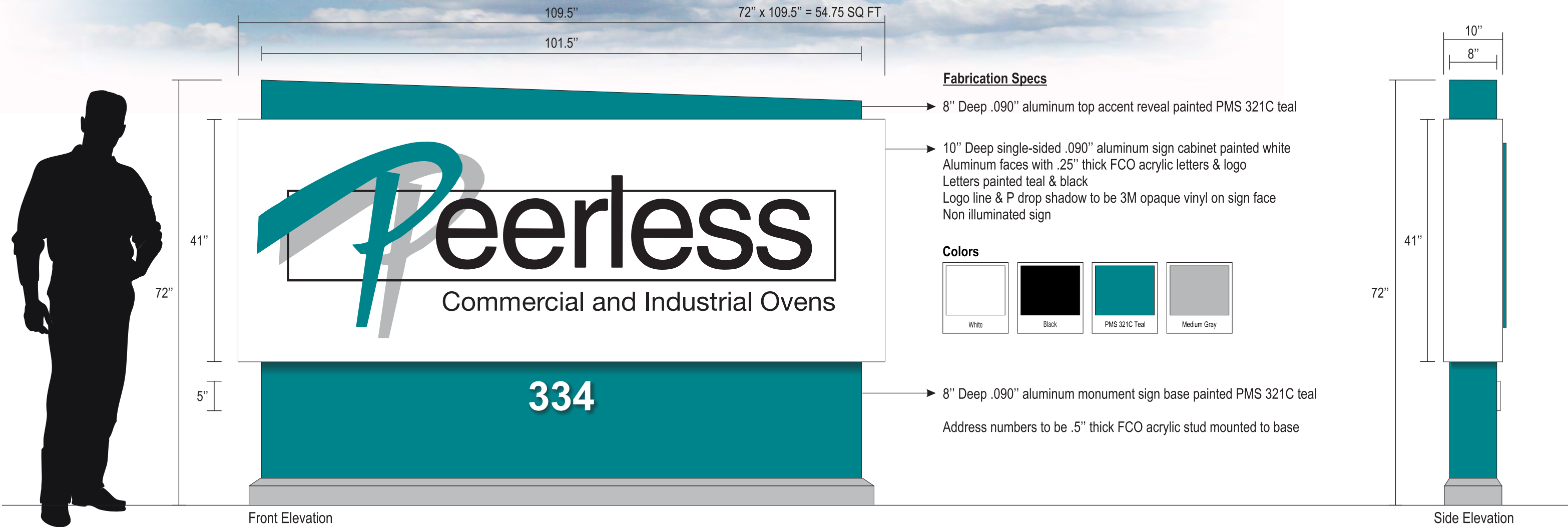
|                  |                                     |            |           |
|------------------|-------------------------------------|------------|-----------|
| Customer:        | Peerless Ovens                      | Date:      | 11/28/17  |
| Location:        | 334 Harrison St. Sandusky, OH 44870 | File Name: | Dwg72088A |
| Client Approval: | Title: Date:                        |            |           |



334 Harrison St. Sandusky, OH 44870



Monument Sign: Single Sided - Non Illuminated



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Sandusky, OH 44870  
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|                  |                                     |            |           |
|------------------|-------------------------------------|------------|-----------|
| Customer:        | Peerless Ovens                      | Date:      | 11/28/17  |
| Location:        | 334 Harrison St. Sandusky, OH 44870 | File Name: | Dwg72088A |
| Client Approval: | Title: Date:                        |            |           |



Newly Proposed Signage



1721 Hancock Street  
Sandusky, OH 44870  
Phone: 419-626-5112  
Fax: 419-625-5985  
Web: bradysigns.com

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|                  |                                     |            |           |
|------------------|-------------------------------------|------------|-----------|
| Customer:        | Peerless Ovens                      | Date:      | 11/28/17  |
| Location:        | 334 Harrison St. Sandusky, OH 44870 | File Name: | Dwg72088A |
| Client Approval: | Title: _____ Date: _____            |            |           |





Visit BradySigns.com  
 1721 Hancock Street - Sandusky, Ohio 44870  
 Phone (419)626-5112 Fax (419)625-5985

## Proposal and Purchase Contract

THIS PROPOSAL IS VALID FOR 30 DAYS FROM THE DATE OF THIS PROPOSAL

|  |  |                     |  |   |  |                               |  |
|--|--|---------------------|--|---|--|-------------------------------|--|
| CUSTOMER Peerless Ovens<br>334 Harrison St.<br>Sandusky, Ohio 44870<br>Attn: Bryan Huntley |  |                     |  | PROPOSAL / JOB SITE Peerless Ovens<br>334 Harrison St.<br>Sandusky, Ohio 44870<br><br><b>New Freestanding Monument Sign</b> |  |                               |  |
| Proposal Date 12/20/2017   |  | Drawing # Dwg72088A |  | Proposal # Quo72088A  |  | Sales Executive Ryan W. Brady |  |

THIS PROPOSAL AND PURCHASE CONTRACT IS SUBJECT TO THE WARRANTIES, WARRANTY DISCLAIMER, TERMS AND CONDITIONS APPEARING HEREON, ON THE REVERSE SIDE HEREOF AND IN FINAL ORDER ACKNOWLEDGMENT, AND PURCHASER AGREES TO BE BOUND THEREBY. NO MODIFICATIONS OR ADDITIONS THERETO SHALL BE BINDING UPON BRADY SIGN COMPANY. UNLESS EXPRESSLY CONSENTED TO IN WRITING IN EITHER THE PROPOSAL OR THE FINAL ORDER ACKNOWLEDGMENT. ANY CONFLICTING WARRANTIES, TERMS AND CONDITIONS IN ANY OF PURCHASER'S DOCUMENTS ARE SPECIFICALLY REJECTED BY BRADY SIGN COMPANY.

| Item | Description   | Amount       |
|------|---|--------------|
| 1a   | <b>Monument Sign</b> - Brady Signs to furnish and install (1) new single-sided, 72" x 109.5" non-illuminated monument sign. Cabinet build to be from aluminum with a combination of 1/4" flat out acrylic letters and logo and 3M applied opaque vinyl graphics. Package price also includes 1/2" thick flat cut out address numerals and decorative aluminum pole skirt base. Sign to be setup for a saddle mount. Basic excavation and concrete services included in proposal price.  | \$ 10,185.00 |
| 1b   | Same sign as above but double-sided.  | \$ 11,360.00 |
| 2    | Professional services related to permit procurement.  | \$ 150.00    |
| 3    | Permit fees (Passed on at cost).  | \$ -         |
|      | <p><i>*Location of sign TBD.</i></p> <p><i>Lead Time: 4 weeks, commencement upon paid deposit, signed contract, finalized customer approved art work and zoning approval. Art work which may be required by customer or to satisfy zoning or landlord requirements will be billed as an additional item at \$75.00 per hour.</i></p> <p><b>Any permit, variance or engineering costs (plus staff time) to be included on FINAL invoice</b></p> <p><i>Sale price does not include permits, freight, or any applicable sales taxes unless noted</i></p> |              |
|      | Sub total from above  | TBD          |
|      | Sales tax percentage  | 6.75%        |
|      | Sales tax   | TBD          |
|      | Total   | TBD          |
|      | Downpayment due at time of Order  | 50%          |
|      | Balance due upon completion of Contract   | 50%          |



## TERMS OF CONTRACT

The terms below are standard for the sign industry. If you have any questions, please contact our office and ask to speak to your project manager.

1. Estimates: Pricing is good for 30 days.
2. Electrical: Electrical power, if required, shall be brought to within 5' of a wall sign and stubbed at base for a monument sign by customer. Any additional electrical work to be done to accomplish this will be an additional charge to the customer for any and all time and material supplied for this purpose.
3. Price is based upon no rock excavation, no relocating any existing utilities, OUPS marks being present and current, having total access to the area, no dewatering, no traffic control or unforeseen obstructions. No concrete removal or rock excavation included in the quote. Price does not include any landscape restoration of any type.
4. Permits: Any permit(s) required for this job will be obtained by Brady Signs and will be billed at cost.
5. Site preparation: Customer shall be responsible for site preparation and access to site by Brady Signs and/or its subcontractors. In the event that Brady Signs is delayed by customer not having site ready, and additional trips are necessary to complete project, the customer will be charged for this time. Service and installations will be done during normal business hours and installers/subcontractors for Brady Signs shall be provided by customer with sufficient and easy access to the installation site(s) and customer shall insure that site(s) shall be free of surface and sub-surface obstruction. In the event during excavation that rock or other obstructions are encountered, there will be additional charges to the customer if blasting, jack hammering or extra equipment and/or time is required to prepare for installation.
6. Ownership: All signage will remain the personal property and shall not become a fixture to real property until such time as Brady Signs is paid in full for all sums owed by the customer. Ownership of all signage shall likewise not transfer to the customer until Brady Signs is paid in full, and the customer hereby grants Brady Signs a lien and the unconditional right to repossess its signage at the customer's expense for cause until such time as Brady Signs is paid in full.
7. Warranty: All signage work shall come with a 1 Year Warranty for labor and materials. Some signage components (i.e. LED modules and LED message centers) carry a longer term warranty. This warranty also applies for the material provided by the manufacturer. Labor charges will be incurred after the 1 Year Warranty period or replacement of these warranted components. There are no other warranties which extend beyond the description on the face hereof. If anyone else, other than Brady Signs or its agents, works on the signage, all warranties are void. If there is a default in payment to Brady Signs by customer, all warranties are void.
8. Insurance: Risk of loss for all signage shall shift to the customer upon delivery of signage to site(s). Therefore, the customer shall maintain sufficient insurance, including, but not limited to fire, windstorm, liability, and casualty, on the signage once it is installed. Brady Signs will insure that its workers are covered by workers' compensation coverage.
9. Additional Work: Any desired additional work or modifications to the proposed work (as set forth herein) shall be specified in writing by the customer, which agrees to pay Brady Signs for any such additional work which results in additional materials and/or labor being expended by Brady Signs. If cranes or lifting equipment are required, an additional charge will be incurred, for which the customer will be responsible.
10. Payment: Customer shall pay 50% of the Estimate amount to Brady Signs upon execution of the Estimate. Customer shall pay all remaining amounts due upon the primary installation, service, delivery or shipment.



11. Financial Penalty: Any payment due for work completed and not paid for within 30 days, shall accrue interest at the rate of 1.5% per month. Time is of the essence regarding payment to be made to Brady Signs.
12. Cost of Collection: Brady Signs shall be entitled to recover all costs of collections, including reasonable attorney's fees, regardless of whether incurred through demand, trial, appeal, or otherwise, from customer if payment is not made when due.
13. Not to exceed PO's: Brady Signs' estimate is based on normal working hours, specifications provided by client and normal installation methods. If at any point unforeseen circumstances should occur that goes above and beyond stated in the NTE price, then the client will be notified and change order requested.

Unforeseen circumstances include but are not limited to:

- A. Existing electrical is unsafe for installation of new signage and per code.
- B. If standard mounting methods do not apply due to unforeseen wall composition (i.e. Steel I or H beams, interior of store being disturbed) and special mounting is required.
- C. Not having access to wire and make final connections for all signs.

14. JURY WAIVER: THE UNDERSIGNED DOES WAIVE THE RIGHT TO A TRIAL BY JURY CONCERNING ANY AND ALL MATTERS ARISING OUT OF OR IN ANY WAY ASSOCIATED WITH THE PURCHASE OR FINANCE OF THE SIGNAGE DESCRIBED ABOVE.

By Signing Below, you are agreeing that you have read, understood, and voluntarily intend to contract all of the above:

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date:

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

**Payment terms:** PAYMENT IN FULL DUE UPON INSTALLATION/COMPLETION. THANK YOU.

### Client Reply Request

- ☐ Estimate Accepted "As Is". Please proceed with Order.
- ☐ Changes required, please contact me.
- ☐ Other: \_\_\_\_\_

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

## **LEASE AGREEMENT**

This Lease Agreement is made and entered into by and between the City of Sandusky, Ohio, an Ohio Charter Municipal Corporation with offices at 222 Meigs Street, Sandusky, Erie County, Ohio 44870, (hereinafter referred to as "Lessor"), and Peerless Stove and Manufacturing Co., an Ohio Corporation, located at 334 Harrison Street, Sandusky, Erie County, Ohio, 44870, (hereinafter referred to as "Lessee").

### **SECTION 1.**

#### **DESCRIPTION OF PREMISES**

Lessor does now lease to Lessee the building and land located at 334 Harrison Street, Sandusky, Erie County, Ohio 44870, consisting of .8924 acres, more or less, and more specifically described in Exhibit "A" which is attached to this Lease Agreement and specifically incorporated as if fully rewritten herein and collectively hereinafter referred to as the "Leased Premises".

### **SECTION 2.**

#### **TERM**

The term of this Lease shall commence on January 1, 2018, and shall end on December 31, 2021 unless otherwise terminated as provided in this Lease which shall be occupied and used by Lessee as the business premises for the purpose of manufacturing. This Lease may be extended for an additional one year term upon written agreement to extend executed by both parties.



### **SECTION 3.**

#### **TERMINATION**

**This Lease may be terminated by either party, for any reason, upon written notice thereof being provided to the persons and addresses provided in Section 22 below. In the event that the City determines to terminate this Lease, the Lessee shall have 2 years from the date of the notice of termination to vacate the property. In the event that this Lease is terminated with less than 2 years remaining in the lease term, this Lease shall automatically be extended to a date specific that allows for the expiration of two years from the notice of termination for the Lessee to vacate. For example, should the City properly send the notice of termination to the Lessee on December 31<sup>st</sup>, 2020, this Lease will automatically extend to December 31<sup>st</sup>, 2022 at which time the Lessee shall have vacated the property.**

### **SECTION 4.**

#### **RENT**

Lessee shall pay Lessor for the use of the leased premises \$1,050.60 per month for each month of the term of the Lease payable in advance on the first day of month during the entire term of the Lease at the following office address, City of Sandusky Finance Department, 222 Meigs Street, Sandusky, OH 44870 or at another place as Lessor may designate, without any set-off or deduction, except that Lessee shall pay the 1st monthly installation of rent upon the execution of this Lease.

## **SECTION 5.**

### **DELIVERY OF POSSESSION AT BEGINNING OF TERM / ACCEPTANCE**

Lessee acknowledges possession of the Leased Premises at the beginning of the term of this Lease and its responsibilities for the Leased Premises including rental payments as of January 1, 2018, despite any delay in the execution of this Lease Agreement. Lessee has occupied the premises under prior Lease Agreements since January 1, 2003, and knows the condition of the Leased Premises and accepts the same as being in a good state of repair and in sanitary condition.

## **SECTION 6.**

### **USE OF LEASED PREMISES**

Lessee agrees that the Leased Premises shall be used by Lessee exclusively for the operation and management of the Peerless Stove and Manufacturing Co. and for no other purpose and use shall comply with all Federal, State and Local laws, regulations and requirements. No other usage of the Leased Premises shall be allowed unless prior written consent is obtained from the City Manager or his/her designee of the City of Sandusky, Ohio, which shall be granted or not granted at the absolute discretion of Lessor, it being understood that it is the purpose of Lessor to maintain and preserve the buildings and property. Lessor warrants that the Premises is properly zoned/permitted for the intended use.

## **SECTION 7.**

### **INSURANCE / INDEMNIFICATION**

#### **A. PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE**

(i) Lessee at its sole cost shall maintain liability insurance acceptable to Lessor with liability limits of not less than Two Million Dollars (\$2,000,000.00) per occurrence combined single limit for its activities related to this Lease and the Premises. Insurance shall be on an 'occurrence' form. Deductible or retention shall be disclosed to Lessor. Policy terms must be acceptable to Lessor.

(ii) All liability insurance shall insure performance by Lessee of the indemnity provisions of this Section 6. Both Lessor and its employees, agents, officers, elected officials and representatives shall be named as additional insureds. The liability insurance policy shall not include a Cross Insured exclusion.

(iii) All insurance required in this section shall be issued by insurance companies authorized to do business in the State of Ohio with a financial rating of at least A- and at least VI as rated in the most recent A. M. Best Company report and shall provide that the coverage may not be reduced or materially cancelled unless thirty (30) days unrestricted prior written notice thereof is furnished to Lessor.

(iv) All insurance required in this section shall be primary and not contributory with regard to any other available insurance to Lessor and its employees, agents, officers, elected officials and representatives.

(v) Each certificate and applicable endorsement of the policy shall be deposited with Lessor at the commencement of the term of this Lease Agreement and on each renewal of the policy. Lessor's failure to request, review or object to the terms of such certificates or insurance shall not be deemed a waiver of Lessee's obligations or the rights of Lessor.

(vi) The minimum limits of the insurance required in the section shall in no way limit or diminish Lessee's liability under other provisions of this Agreement.

**B. INDEMNIFICATION**

(i) Lessee shall defend, indemnify and hold Lessor and its employees, agents, officers, elected officials and representatives, harmless from and against any and all claims, demands, suits, judgments, losses or expenses of any nature whatsoever arising directly or indirectly, in whole or in part, from or out of this Lease Agreement and the performance or non-performance, act or omission of any of the obligations, responsibilities or requirements in this Lease Agreement by Lessee its parent company, or any subsidiaries, related and affiliated companies of each and the officers, directors, shareholders, agents, employees, agents, subcontractors or invitees of each, except to the extent caused by the negligence of Lessor.

**C. ENVIRONMENTAL**

Lessee shall comply with all applicable State, Federal, and Local Air and Water Pollution Control and prevention laws and regulations regarding the use and occupancy of the Leased Premises.

Lessee shall not cause or permit any hazardous material to be brought upon, or used in or about the Leased Premises by Lessee, its agents, employees, contractors, invitees or guests except for such hazardous material as is necessary to the operation of the Lessee.

Any Hazardous Material permitted in the Leased Premises as provided above, and all containers therefore, shall be used, kept, stored and disposed of in a manner that complies with all federal, state, and local laws or regulations applicable to this Hazardous Material.

Lessee shall not discharge, leak or emit, or permit to be discharged, leaked or emitted, any material into the atmosphere, ground, sewer system, or any body of

water, that material (as is reasonably determined by a governmental authority) does or may pollute or contaminate the same, or may adversely affect (a) the health, welfare, or safety of persons, whether located in the Leased Premises or elsewhere, of (b) the condition, use or enjoyment of the water or any other real or personal property.

As used herein, the term "Hazardous Material" means (a) any "hazardous waste" as defined by the Resource Conservation and Recovery Act of 1976 as amended from time to time, and regulations promulgated thereunder; (b) any "hazardous substance" as defined by the Comprehensive and Liability Act of 1980, as amended from time to time. And regulations promulgated thereunder; (c) any oil, petroleum products, and their by-products; and (d) any substance that is or becomes regulated by any federal, state, or local governmental authority.

Lessee hereby agrees that it shall be fully liable for all costs and expenses related to the use, storage, and disposal of Hazardous Material utilized in the Leased Premises by the Lessee its agents, employees, contractors, invitees, or guests. Lessee shall defend, indemnify, and hold harmless Lessor and its officers, agents, elected officials, employees, any representatives from and against any claims, demands, penalties, fines, liabilities, settlements, damages, costs, or expenses (including, without limitation, attorneys' and consultants' fees, court costs, and litigation expenses) of whatever kind or nature, known or unknown, contingent or otherwise, arising out of or in any way related to (a) the presence, disposal, release, or threatened release of any such Hazardous Material that is on, from, or affecting the soil, water, vegetation, buildings, personal property, persons, animals, or otherwise; (b) any personal injury (including wrongful death) or property damage (real or personal) arising out of or related to that Hazardous Material; (c) any lawsuit

brought or threatened, settlement reached, or (d) any violation of any laws applicable thereto.

## **SECTION 8.**

### **MAINTENANCE AND REPAIR BY LESSEE**

Lessee shall take good care of the Leased Premises and the fixtures in the Leased Premises and shall keep the same in good working order and condition, including particularly the protection of water pipes, electrical systems, heating and air conditioning equipment, plumbing, fixtures, appliances, and utility lines and systems, and shall keep the Leased Premises and the approaches, sidewalks, and the parking lot adjacent to the premises clean and presentable (including policing the grounds if they are included in the Leased Premises), free from ice and snow and from fire hazard and any other nuisance. At the expiration of the term, Lessee shall surrender the Leased Premises broom clean, in as good condition as the reasonable use of the premises will permit. All damage or injury to the Leased Premises not caused by fire and other casualty, as set forth in Section 12 and all damage to glass shall be promptly repaired by Lessee.

Lessee shall provide routine maintenance and minor repair to the roof, exterior walls, gutters, and downspouts of the building leased, except as to damage arising from the negligence of Lessor. Lessor shall be responsible for major repair for damage not caused by Lessee. Any repairs, renovations, or modifications of the building must not change the exterior and must be approved by the City Manager or his/her designee of the City of Sandusky.

All building repairs, alterations, additions, improvements, installation, equipment, and fixtures, by whomsoever installed or erected (except such



business trade fixtures belonging to Lessee as can be removed without damage to or leaving incomplete the premises or building) shall belong to Lessor and remain on and be surrendered with the premises as a part of the premises, at the expiration of this Lease or any extension of it.

Lessor and Lessee agree that Lessor shall have no obligation to provide security in the form of or alarms or security personnel for the Leased Premises and that any such security desired by Lessee shall be obtained and paid for by Lessee.

## **SECTION 9.**

### **LESSOR'S RIGHT OF ENTRY**

Lessor or Lessor's agent may enter the Leased Premises at reasonable hours to examine the same, to do anything Lessor may be required to do under this Lease or which Lessor may deem necessary for the good of the Leased Premises.

## **SECTION 10.**

### **UTILITIES AND SERVICES**

Lessee shall furnish and pay for all electricity, gas, water, fuel, or any services or utilities used in or assessed against the Leased Premises unless otherwise expressly provided in this Lease Agreement. Lessee shall also be responsible for removal of garbage from the Leased Premises.

## **SECTION 11.**

### **SIGNS AND ADVERTISEMENTS**

Lessee shall not put upon or permit to be put upon any part of the Leased Premises any signs, billboards or advertisements whatever, without the prior

written approval of the City Manager or his/her designee of the City of Sandusky and in compliance with the Codified Ordinances of the City of Sandusky.

## **SECTION 12.**

### **DAMAGE TO PROPERTY ON LEASED PREMISES**

Lessee agrees that all property of every kind and description kept, stored, or placed in or on the Leased Premises shall be at Lessee's sole risk and hazard and that Lessor and its employees, agents, officers, elected officials and representatives shall not be responsible for any loss or damage to any of such property.

## **SECTION 13.**

### **DAMAGE BY CASUALTY**

In case the Leased Premises shall be destroyed or shall be so damaged by fire or other casualty, as to become untenable, then in such event, at the option of Lessor, this Lease shall terminate from the date of such damage or destruction and Lessee shall immediately surrender such premises and all interest in the premises to Lessor, and Lessee shall pay rent only to the time of such surrender. Lessor shall exercise such option to terminate this Lease by notice in writing delivered to Lessee within thirty (30) days after such damage or destruction. In case Lessor shall not elect to terminate this Lease in such event, this Lease shall continue in full force and effect and Lessor shall repair the Leased Premises with all reasonable promptness, placing the same in as good a condition as they were at the time of the damage or destruction and for that purpose may enter such premises, and rent shall abate in proportion to the extent and duration

of untenability. In either event, Lessee shall remove all rubbish, debris, merchandise, furniture, equipment, and other personal property, within thirty (30) days after the request of Lessor. If the Leased Premises shall be only slightly injured by fire or the elements, so as not to render the same untenable and unfit for occupancy, then Lessor shall repair the same with all reasonable promptness, and in that case the rent shall not abate. No compensation or claim shall be made by or allowed to Lessee by reason of any inconvenience or annoyance arising from the necessity of repairing any portion of the building or the Leased Premises, however the necessity may occur.

#### **SECTION 14.**

##### **PUBLIC REQUIREMENTS**

Lessee shall comply with all laws, orders, ordinances, and other public requirements now or later affecting the premises or the use of the premises, and save Lessor harmless from expense or damage resulting from failure to do so. The Leased Premises are not exempted from compliance with zoning or any other municipal codes or ordinances nor from any other requirements of law due to title being in the name of Lessor.

#### **SECTION 15.**

##### **ASSIGNMENT OR SUBLEASE**

Lessee shall not assign, transfer or encumber this Lease Agreement and shall not sublease the Leased Premises or any part of the Leased Premises or allow any other person to be in possession of the Leased Premises without the prior written consent of the Lessor.

## **SECTION 16.**

### **SURRENDER AT END OF TERM**

At the expiration of the term of this Lease, Lessor shall have the right to enter and take possession of the Leased Premises and Lessee agrees to deliver the same without process of Law. Lessee shall be liable to Lessor for any loss or damage including attorney's fees and court costs incurred as a result of Lessee's failure to comply with this obligation.

## **SECTION 17.**

### **RESTORATION OF LEASED PREMISES**

Lessee agrees that at the expiration of the term of this Lease Agreement, or upon the earlier termination of this Lease Agreement, or upon the Lessee's unlawful abandonment of the Leased Premises, whichever occurs first, Lessee will surrender the Leased Premises to Lessor in the same condition as when received, reasonable wear and tear, loss by fire or other casualty, and acts of God excepted.

## **SECTION 18.**

### **HOLDING OVER**

Any holding over by Lessee after the expiration of the term of this Lease Agreement or any extension of it shall be construed to be a tenancy from month to month at a monthly rental equal to the rent payable during the last month immediately prior to the expiration of the term and shall be subject to the terms and conditions of this Lease Agreement. Nothing in this Lease Agreement shall be construed to authorize any such holding over.

## **SECTION 19.**

### **DEFAULT**

If default is made in the payment of any installation of rent on its due date, or if Lessee shall default in the performance of any other agreement (other than payment of rent) continuously for ten (10) days after written notice of default, or if the premises be vacated or abandoned, then in any such event this Lease shall terminate, at the option of Lessor, and Lessor may re-enter the premises and take possession, with or without legal process and without notice or demand, other than the prior ten (10) days notice which shall include assertion the Lessor may take possession in ten (10) days if default remains uncured. The service of notice, demand, or legal process in such case is waived, and upon such entry by Lessor, this Lease shall terminate and Lessor may exclude Lessee from the premises, changing the lock on the door or doors if deemed necessary, without being liable to Lessee for any damages or for prosecution for the same. Lessor's rights in such event may be enforced by action in unlawful detainer or other proper legal action, and Lessee agrees, notwithstanding termination of this Lease and re-entry by Lessor that Lessee shall remain liable for a sum equal to the entire rental payable to the end of the term of this Lease and shall pay any loss or deficiency sustained by Lessor on account of the premises being let for the remainder of the original term for a less sum than before. Lessor, as agent for Lessee, without notice may re-let the Leased premises or any part of the premises for the remainder of the term or for any longer or shorter period as opportunity may offer, and at such rental as may be obtained, and Lessee agrees to pay the difference between a sum equal to the amount of rent payable during the

remainder of the term and the net rent actually received by Lessor during the term after deducting all expenses of every kind for repairs, recovering possession, and re-letting the same, which difference shall accrue and be payable monthly.

All property of Lessee which is now or may later be at any time during the term of this Lease in or upon such premises, whether exempt from execution or not, shall be bound by and subject to a lien for the payment of the rent reserved in this Lease, and for any damages arising from any breach by Lessee of any of the covenants or agreements of this Lease to be performed by Lessee. In the event of default by Lessee in the payment of rent or otherwise, Lessor may foreclose such lien and take possession of such property or any part of it and sell or cause the same to be sold, at such place as Lessor may elect, at public or private sale, with or without notice, to the highest bidder for cash, and apply the proceeds of such sale to pay the costs of taking possession of and selling such property, and then toward the debt and/or damages. Any excess of the proceeds of the sale over such costs, debt, and/or damages shall be paid to Lessee. Any such sale shall bar any right of redemption by Lessee.

If Lessor shall default in the performance of any of its obligations under this Lease, Lessee shall provide notice of the default to Lessor and should the default be substantial in nature so as to significantly affect Lessee's ability to perform its obligations pursuant to the Transportation Agreement between Lessor and continue for ten (10) days after written notice of default, the Lease shall terminate, at the option of Lessee. Should Lessor's default substantially affect Lessee's use (including but not limited to adequate function of all utilities), the rent due to Lessor may be withheld by Lessee until such time as the default is remedied.



## **SECTION 20.**

### **WAIVER**

The rights and remedies of Lessor and Lessee under this Lease Agreement, as well as those provided or accorded by law, shall be cumulative, and none shall be exclusive of any other rights or remedies under this Lease Agreement or allowed by law. A waiver by Lessor or Lessee of any breach or breaches, default or defaults, of the other party under this Lease Agreement shall not be deemed or construed to be a continuing waiver of such breach or default nor as a waiver of or permission, expressed or implied, for any subsequent breach or default, and it is agreed that the acceptance by Lessor of any installment of rent, subsequent to the date the same should have been paid under this Lease Agreement shall in no manner alter or affect the covenant and obligation of Lessee to pay subsequent installments of rent promptly upon the due date. The acceptance and use by Lessee of the any part of the premises subsequent to the date a default by Lessor should have been remedied shall in no manner alter or affect the covenant and obligations of Lessor pursuant to this Lease. No receipt of money by Lessor after the termination in any way of this Lease Agreement shall reinstate, continue, or extend the term above demised.

## **SECTION 21.**

### **INSOLVENCY / ENCUMBRANCES**

The occurrence of any of the following events shall constitute a breach of this Lease Agreement by Lessee and a default under this Lease Agreement: (1) the appointment of a receiver to take possession of all or substantially all of the

assets of Lessee; or (2) a general assignment by Lessee for the benefit of creditors; or (3) any action taken or suffered by lessee under any insolvency or bankruptcy act.

Any assignment, transfer, or conveyance by Lessee of any property rights arising out of this Lease shall not encumber, alienate, diminish, cloud, or impair in any way the title ownership and interests of Lessor in and to such property. Lessee shall promptly pay when due all obligations or indebtedness incurred under or by virtue of this Lease, including but not limited to taxes, labor, services, materials, supplies, utilities, furnishings, machinery, or equipment which may be secured by any mechanic's or materialmen's lien or any other lien against the premises leased. This Lease is subject to provisions of the City Charter, Ordinances, and State Statutes prohibiting alienation of title.

## **SECTION 22.**

### **NOTICES**

Notices, approvals, consents and other communications required or permitted under this Lease Agreement shall be in writing and be deemed effectively served by depositing in the United States certified mail, or express mail, postage prepaid, return receipt requested, and addressed to the Lessor and Lessee at the following addresses:

Lessor:                      City of Sandusky  
                                    c/o City Manager  
                                    222 Meigs Street  
                                    Sandusky, Ohio 44870

With copies by regular U.S. mail to:

Law Director  
City of Sandusky  
222 Meigs Street  
Sandusky, Ohio 44870

And Finance Director  
City of Sandusky  
222 Meigs Street  
Sandusky, Ohio 44870

Lessee: Peerless Stove and Manufacturing Co.  
c/o Bryan Huntley  
334 Harrison Street  
Sandusky, Ohio 44870

Either party may change its notice address by giving notice to the other in the foregoing manner.

#### **SECTION 23.**

##### **COVENANTS TO RUN WITH THE LEASED PREMISES**

The covenants contained in this Lease shall run with the Leased Premises, and shall bind the heirs, executors, administrators, assigns, and successors of Lessor and Lessee respectively. Consent of Lessor to assignment, and acceptance of rent from assignee of Lessee shall not release Lessee from the obligation to pay rent and comply with the other conditions of this Lease.

#### **SECTION 24.**

##### **ENTIRE AGREEMENT**

This Lease Agreement contains the entire agreement between the parties, and no modification of this Lease Agreement shall be binding upon the parties

unless evidenced by an Agreement in writing signed by Lessor and Lessee after the date of this Lease Agreement.

#### **SECTION 25.**

##### **SEVERABILITY**

The invalidity, illegality, or unenforceability of any provision of this Lease Agreement shall not render the other provisions invalid, illegal, or unenforceable.

#### **SECTION 26.**

##### **CAPTIONS**

The captions of this Lease Agreement are for convenience only and are not a part of this Lease Agreement and shall have no effect on the construction or interpretation of this Lease Agreement.

#### **SECTION 27.**

##### **CHOICE OF LAW**

This Lease Agreement shall be construed and interpreted in accordance with the laws of the State of Ohio.

**SIGNATURE PAGES TO FOLLOW**

IN WITNESS WHEREOF, Lessor and Lessee have duly executed this agreement, all as of the date hereinbefore written.

WITNESSES:

**LESSEE: PEERLESS STOVE AND  
MANUFACTURING CO.**

BRYAN HUNTLEY

STATE OF OHIO     )  
                             ) ss:  
ERIE COUNTY       )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2018, before me, a Notary Public in and for said County and State, personally appeared Bryan Huntley, Peerless Stove and Manufacturing Co., and acknowledged his execution of the foregoing instrument and by its authority and that the same is his voluntary act and deed on behalf of Peerless Stove and Manufacturing Co.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed by official seal on the day and year aforesaid.

Notary Public

My Commission Expires: \_\_\_\_\_



IN WITNESS WHEREOF, Lessor and Lessee have duly executed this agreement, all as of the date hereinbefore written.

WITNESSES:

**LESSOR: CITY OF SANDUSKY**

ERIC L. WOBSER  
CITY MANAGER

STATE OF OHIO     )  
                             ) ss:  
ERIE COUNTY       )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2018, before me, a Notary Public in and for said County and State, personally appeared Eric L. Wobser, City Manager of the City of Sandusky, Ohio, and acknowledged his execution of the foregoing instrument as said officer of said City on behalf of said City and by its authority and that the same is his voluntary act and deed as said officer on behalf of said City and the voluntary act and deed of said City.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed by official seal on the day and year aforesaid.

Notary Public  
My Commission Expires:

Approved as to Form:

Justin D. Harris (#0078252)  
Law Director, City of Sandusky



CITY MANAGER

222 Meigs Street  
Sandusky, Ohio 44870  
419.627.5844  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

February 2, 2018

To whom it may concern:

Peerless Stove & Manufacturing Company is permitted to install a sign on the property it leases from the City of Sandusky, assuming it adheres to all Planning and Zoning codes and other applicable codes and regulations of the City. This is a requirement of Section 11 of the lease agreement with the City.

Sincerely,

Eric Wobser  
City Manager, City of Sandusky, Ohio

LEGAL DESCRIPTION  
0.8924 ACRE PARCEL

Situated in the City of Sandusky, County of Erie, State of Ohio in the Fourth Ward, lot numbers (77 thru 79) Hitchcock and Williams Subdivision, part of outlot number 27, being described as follows:

Beginning at a point marking the southwesterly corner of lot number 79, in the northerly right-of-way of Adams Street;

(1.) Thence North  $05^{\circ}15'00''$  West along the easterly right-of-way line of Harrison Street a distance of 337.23 feet to a point;

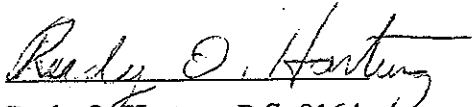
(2.) Thence North  $84^{\circ}45'00''$  East a distance of 115.09 feet to a point;

(3.) Thence South  $05^{\circ}19'00''$  East a distance of 337.15 feet to a point;

(4.) Thence South  $84^{\circ}42'37''$  West a distance of 115.48 feet to The Place of Beginning, containing 0.8924 acre more or less, but subject to all legal highways, easements and restrictions of Record.

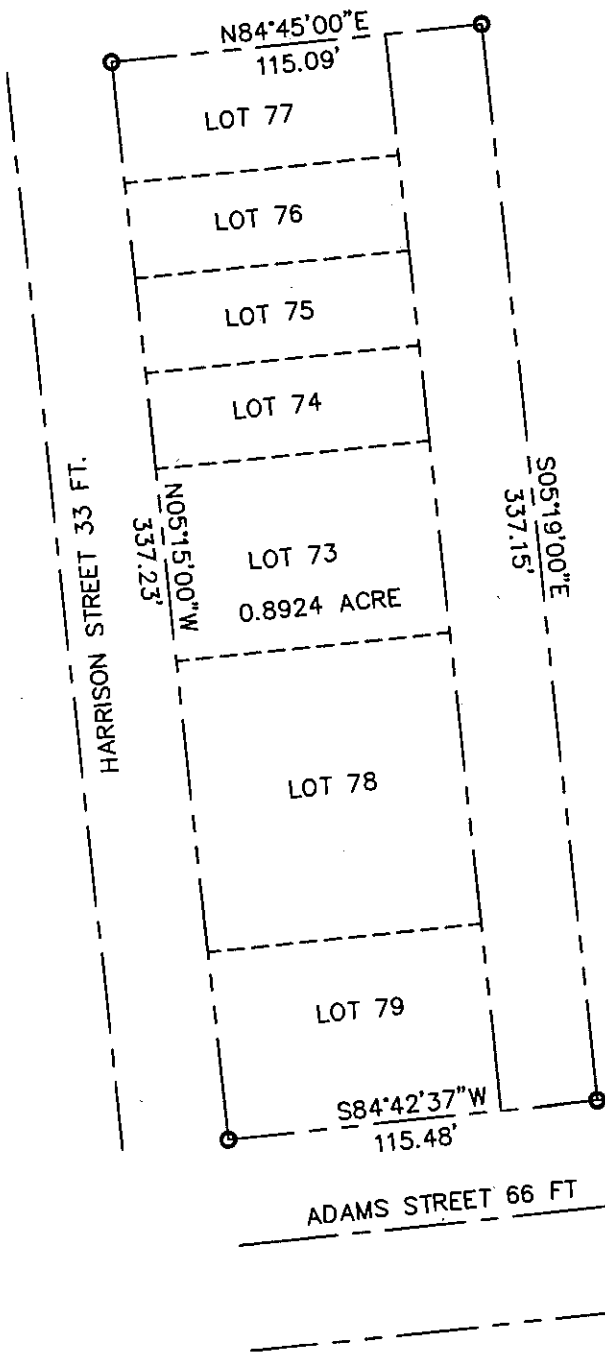
Bearings are assumed for the purpose of indicating angles only. The above description was based on record evidence only.

Prior Deed Reference: Rn 9903298



Rudy O. Hartung P.S. 8164  
March 2007.

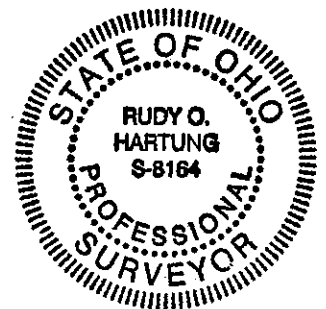
SKETCH OF SURVEY  
CITY OF SANDUSKY  
COUNTY OF ERIE  
STATE OF OHIO  
FOURTH WARD  
LOTS 73-74-75  
76-77-78-79  
HITCHCOCK AND WILLIAMS  
SUBDIVISON, PART OF  
OUTLOT NUMBER 27



LEGEND:  
● POINT

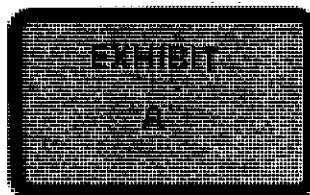
SCALE 1 INCH = 60 FT.

BEARINGS ARE BASED ON  
DEED RIGHT-OF-WAY  
BEARING (N05°15'00"W).  
RN 9903298



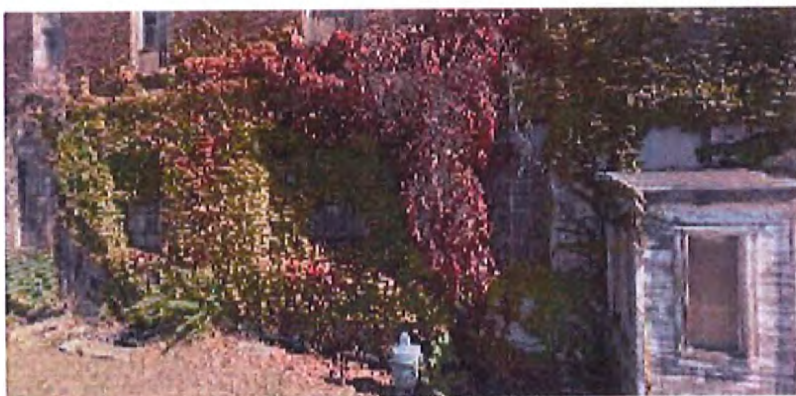
THE ABOVE SKETCH OF SURVEY  
WAS MADE FROM RECORD EVIDENCE  
ONLY. FEBRUARY 2007.

*Rudy O. Hartung*  
RUDY O. HARTUNG PS 8164





Imagery ©2017 Google, Map data ©2017 Google 50 ft



334 Harrison St  
Sandusky, OH 44870

## Maria Muratori

---

**From:** ryan@bradysigns.com  
**Sent:** Wednesday, December 20, 2017 6:16 PM  
**To:** Maria Muratori  
**Cc:** Casey Sparks; Greg Voltz; Angela Byington  
**Subject:** RE: FW: PEERLESS SIGN SUBMISSION - BRYAN HUNTLEY  
**Attachments:** Quo72088A Peerless Ovens Monument Sign RWB.pdf

Maria-

Please see attached for artwork and pricing on the new Peerless Ovens sign concept. I believe that \$10k price Bryan used in his application was from a budget price discussion we had a few weeks back. Good news for us is that we weren't too far off with the actual price after estimating finalized this for me today.

In previous discussions Bryan also mentioned being interested in the additional cost for graphics on both sides of the sign versus just one side so I included that as well.

Let me know if I can be of any further help on this one...thanks!

Ryan

**Ryan Brady**  
1721 Hancock Street  
Sandusky, OH 44870  
P: 419.626.5112  
C: 419.656.0006  
NEW WEBSITE and BLOG: BradySigns.com



--- Original message ---

**Subject:** RE: FW: PEERLESS SIGN SUBMISSION - BRYAN HUNTLEY  
**From:** Maria Muratori <mmuratori@ci.sandusky.oh.us>  
**To:** ryan@bradysigns.com <ryan@bradysigns.com>  
**Cc:** Casey Sparks <csparks@ci.sandusky.oh.us>, Greg Voltz <gvoltz@ci.sandusky.oh.us>, Angela Byington <abyington@ci.sandusky.oh.us>  
**Date:** Wednesday, 12/20/2017 2:29 PM

Thank you. Please send the final version to both me and Planning for their approval.



Sincerely,  
Maria

---

**From:** ryan@bradysigns.com [mailto:ryan@bradysigns.com]  
**Sent:** Wednesday, December 20, 2017 2:28 PM  
**To:** Maria Muratori  
**Subject:** Re: FW: PEERLESS SIGN SUBMISSION - BRYAN HUNTLEY

Hi Maria-

Yeah I have this one in estimating. Looks like he gave you the design for the non-illuminated version with dimensional logo/letters.

I'll get you numbers for that shortly...thanks.

Ryan

**Ryan Brady**  
1721 Hancock Street  
Sandusky, OH 44870  
P: 419.626.5112  
C: 419.656.0006  
NEW WEBSITE and BLOG: BradySigns.com

[ Image ]

On Wednesday 12/20/2017 at 2:19 pm, Maria Muratori wrote:

Hi Ryan,

Do you have an official estimate for Peerless? I have the rendering but no estimate except for the handwritten number on the rendering.

Thank you.

Sincerely,  
Maria

---

**From:** Maria Muratori  
**Sent:** Wednesday, December 20, 2017 11:12 AM  
**To:** 'Ian Bentley'  
**Cc:** 'Bryan Huntley'; Casey Sparks; Greg Voltz; Angela Byington; Matt Lasko  
**Subject:** FW: PEERLESS SIGN SUBMISSION - BRYAN HUNTLEY

Ian and Bryan,

Thank you for the submission. I like the rendering and we are excited to help; however, I still need some additional items to consider this a completed application, as detailed below. Additionally, I have copied our Planning department as their approval is required prior to the grant committee reviewing your request, as outlined on page 4 of the guidelines.

The items I still need include:

- We usually require a pre-application meeting for all applicants, as stated on page 1 of the guidelines. Given the time of year, the fact that I will be out on vacation beginning tomorrow afternoon and also that the request is strictly for signage, I will not require a pre-application meeting. However, if we do not have a meeting, I will still need more information and background on the business, as requested at the bottom of page 8 in the application. This information should include basic company history, high level financials (i.e. sales figures) and number of employees. The committee will ask me questions and if I am not equipped to answer, I will have a harder time awarding the grant.
- The application submitted is missing page 14 – please fill it out and submit, including all relevant attachments.
- The acknowledgement checkbox on page 15 will need checked – I cannot process the application without this box being checked.
- Thank you for submitting the rendering but I will also need a cost estimate submitted with the application.
- Related to the cost estimate, the sources and uses table on page 11 will also need filled out. This will include the total project cost, the portion you intend to pay (and how it will be financed – loan, equity, etc.) and the grant amount requested.
- I will need at least two business references as requested on page 9.

Please let me know if you have questions. This process is not meant to be cumbersome, but more information is always better.

Sincerely,  
Maria

---

**From:** Ian Bentley [<mailto:parts@peerlessovens.com>]  
**Sent:** Wednesday, December 20, 2017 10:17 AM  
**To:** Maria Muratori  
**Cc:** [bhuntley@peerlessovens.com](mailto:bhuntley@peerlessovens.com)  
**Subject:** PEERLESS SIGN SUBMISSION - BRYAN HUNTLEY

Maria,

Attached please find the sign submission form for Peerless, per Bryan's request.

Thank you!

Ian Bentley  
[parts@peerlessovens.com](mailto:parts@peerlessovens.com)  
 (419) 625-4514  
 [ Image ][ Image ]  
 [ Image ]

NOTICE: This electronic message transmission and all attachments transmitted with it are intended for the use of the individual or entity that is the intended recipient and may contain legally privileged, protected, or confidential information. If you are not the designated recipient please be aware that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this electronic transmission in error, please notify us by telephone (419.627.5844), collect,

or by reply electronic mail and promptly destroy the original transmission and any copies. Delivery of this message and any attachments to any person other than the intended recipient(s) is not intended in any way to waive confidentiality or a privilege. Thank you. Law Department, City of Sandusky, Ohio.

NOTICE: This electronic message transmission and all attachments transmitted with it are intended for the use of the individual or entity that is the intended recipient and may contain legally privileged, protected, or confidential information. If you are not the designated recipient please be aware that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this electronic transmission in error, please notify us by telephone (419.627.5844), collect, or by reply electronic mail and promptly destroy the original transmission and any copies. Delivery of this message and any attachments to any person other than the intended recipient(s) is not intended in any way to waive confidentiality or a privilege. Thank you. Law Department, City of Sandusky, Ohio.

## Maria Muratori

---

**From:** ryan@bradysigns.com  
**Sent:** Wednesday, December 27, 2017 3:12 PM  
**To:** Greg Voltz  
**Cc:** Maria Muratori; Casey Sparks; Angela Byington  
**Subject:** RE: FW: PEERLESS SIGN SUBMISSION - BRYAN HUNTLEY  
**Attachments:** Peerless Oven Monument Sign (Site Plan).pdf

Greg-

Thanks for your time just now on the phone. Per our conversation, please see attached for a proposed site plan for the Peerless Sign.

We would conform with the 15' property line setback as stated in the code.

Let me know if you guys need anything else...thanks again!

Ryan

**Ryan Brady**  
1721 Hancock Street  
Sandusky, OH 44870  
P: 419.626.5112  
C: 419.656.0006  
NEW WEBSITE and BLOG: BradySigns.com



--- Original message ---

**Subject:** RE: FW: PEERLESS SIGN SUBMISSION - BRYAN HUNTLEY  
**From:** Greg Voltz <gvoltz@ci.sandusky.oh.us>  
**To:** Maria Muratori <mmuratori@ci.sandusky.oh.us>, ryan@bradysigns.com  
<ryan@bradysigns.com>  
**Cc:** Casey Sparks <csparks@ci.sandusky.oh.us>, Angela Byington  
<abyington@ci.sandusky.oh.us>  
**Date:** Wednesday, 12/27/2017 11:52 AM

Good Morning Ryan,

Do you have a proposed site plan (location) for the Peerless Sign, so we can move this process along?

Let me know, thanks.

[ Image ] [ Image ]

Greg Voltz | *Assistant Planner*  
**Planning Department**  
222 Meigs Street | Sandusky, OH 44870  
T: 419.627.5973  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

[ Image ] [ Image ]

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**From:** Maria Muratori  
**Sent:** Thursday, December 21, 2017 1:15 PM  
**To:** ryan@bradysigns.com  
**Cc:** Casey Sparks <csparks@ci.sandusky.oh.us>; Greg Voltz <gvoltz@ci.sandusky.oh.us>; Angela Byington <abyington@ci.sandusky.oh.us>  
**Subject:** RE: FW: PEERLESS SIGN SUBMISSION - BRYAN HUNTLEY

Thank you Ryan.

Sincerely,  
Maria

---

**From:** ryan@bradysigns.com [mailto:ryan@bradysigns.com]  
**Sent:** Wednesday, December 20, 2017 6:16 PM  
**To:** Maria Muratori  
**Cc:** Casey Sparks; Greg Voltz; Angela Byington  
**Subject:** RE: FW: PEERLESS SIGN SUBMISSION - BRYAN HUNTLEY

Maria-

Please see attached for artwork and pricing on the new Peerless Ovens sign concept. I believe that \$10k price Bryan used in his application was from a budget price discussion we had a few weeks back. Good news for us is that we weren't too far off with the actual price after estimating finalized this for me today.

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Let me know if I can be of any further help on this one...thanks!

Ryan

**Ryan Brady**  
1721 Hancock Street  
Sandusky, OH 44870  
P: 419.626.5112  
C: 419.656.0006  
NEW WEBSITE and BLOG: [BradySigns.com](http://BradySigns.com)

[ Image ]

--- Original message ---

**Subject:** RE: FW: PEERLESS SIGN SUBMISSION - BRYAN HUNTLEY

**From:** Maria Muratori <[mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us)>

**To:** [ryan@bradysigns.com](mailto:ryan@bradysigns.com) <[ryan@bradysigns.com](mailto:ryan@bradysigns.com)>

**Cc:** Casey Sparks <[csparks@ci.sandusky.oh.us](mailto:csparks@ci.sandusky.oh.us)>, Greg Voltz <[gvoltz@ci.sandusky.oh.us](mailto:gvoltz@ci.sandusky.oh.us)>, Angela Byington <[abyington@ci.sandusky.oh.us](mailto:abyington@ci.sandusky.oh.us)>

**Date:** Wednesday, 12/20/2017 2:29 PM

Thank you. Please send the final version to both me and Planning for their approval.

Sincerely,  
Maria

---

**From:** [ryan@bradysigns.com](mailto:ryan@bradysigns.com) [<mailto:ryan@bradysigns.com>]

**Sent:** Wednesday, December 20, 2017 2:28 PM

**To:** Maria Muratori

**Subject:** Re: FW: PEERLESS SIGN SUBMISSION - BRYAN HUNTLEY

Hi Maria-

Yeah I have this one in estimating. Looks like he gave you the design for the non-illuminated version with dimensional logo/letters.

I'll get you numbers for that shortly...thanks.

Ryan

**Ryan Brady**

1721 Hancock Street

Sandusky, OH 44870

P: 419.626.5112

C: 419.656.0006

NEW WEBSITE and BLOG: [BradySigns.com](http://BradySigns.com)

[ Image ]

On Wednesday 12/20/2017 at 2:19 pm, Maria Muratori wrote:

Hi Ryan,

Do you have an official estimate for Peerless? I have the rendering but no estimate except for the handwritten number on the rendering.

Thank you.

Sincerely,



Maria

---

**From:** Maria Muratori  
**Sent:** Wednesday, December 20, 2017 11:12 AM  
**To:** 'Ian Bentley'  
**Cc:** 'Bryan Huntley'; Casey Sparks; Greg Voltz; Angela Byington; Matt Lasko  
**Subject:** FW: PEERLESS SIGN SUBMISSION - BRYAN HUNTLEY

Ian and Bryan,

Thank you for the submission. I like the rendering and we are excited to help; however, I still need some additional items to consider this a completed application, as detailed below. Additionally, I have copied our Planning department as their approval is required prior to the grant committee reviewing your request, as outlined on page 4 of the guidelines.

The items I still need include:

- We usually require a pre-application meeting for all applicants, as stated on page 1 of the guidelines. Given the time of year, the fact that I will be out on vacation beginning tomorrow afternoon and also that the request is strictly for signage, I will not require a pre-application meeting. However, if we do not have a meeting, I will still need more information and background on the business, as requested at the bottom of page 8 in the application. This information should include basic company history, high level financials (i.e. sales figures) and number of employees. The committee will ask me questions and if I am not equipped to answer, I will have a harder time awarding the grant.
- The application submitted is missing page 14 – please fill it out and submit, including all relevant attachments.
- The acknowledgement checkbox on page 15 will need checked – I cannot process the application without this box being checked.
- Thank you for submitting the rendering but I will also need a cost estimate submitted with the application.
- Related to the cost estimate, the sources and uses table on page 11 will also need filled out. This will include the total project cost, the portion you intend to pay (and how it will be financed – loan, equity, etc.) and the grant amount requested.
- I will need at least two business references as requested on page 9.

Please let me know if you have questions. This process is not meant to be cumbersome, but more information is always better.

Sincerely,  
Maria

---

**From:** Ian Bentley [<mailto:parts@peerlessovens.com>]  
**Sent:** Wednesday, December 20, 2017 10:17 AM  
**To:** Maria Muratori  
**Cc:** [bhuntley@peerlessovens.com](mailto:bhuntley@peerlessovens.com)  
**Subject:** PEERLESS SIGN SUBMISSION - BRYAN HUNTLEY

Maria,

Attached please find the sign submission form for Peerless, per Bryan's request.

Thank you!

Ian Bentley

[parts@peerlessovens.com](mailto:parts@peerlessovens.com)

(419) 625-4514

[ Image ][ Image ]

[ Image ]

NOTICE: This electronic message transmission and all attachments transmitted with it are intended for the use of the individual or entity that is the intended recipient and may contain legally privileged, protected, or confidential information. If you are not the designated recipient please be aware that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this electronic transmission in error, please notify us by telephone (419.627.5844), collect, or by reply electronic mail and promptly destroy the original transmission and any copies. Delivery of this message and any attachments to any person other than the intended recipient(s) is not intended in any way to waive confidentiality or a privilege. Thank you. Law Department, City of Sandusky, Ohio.

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**February 13, 2018**

**Economic Development Incentive Committee Summary**

**Robert Hare / Renaissance Too, LLC (“Renaissance”)**

**APPLICANT:** Robert Hare, Managing Member  
PO Box 1070  
Sandusky, OH 44871-1070

**CORPORATE STRUCTURE:** Limited Liability Company

**PRINCIPAL/% OWNERSHIP:** Robert Hare – Managing Member / 18.18%  
Benjamin Murcek – Member / 18.18%  
Paul Biedenbach – Member / 18.18%  
Cesare Avallone – Member / 18.18%  
Bryan Kasper – Member / 18.18%  
Mardi Murcek – Member / 9.09%

**PROGRAM APPLIED FOR:** Substantial Development

**RECOMMENDATION:** \$90,000.00 Substantial Development grant; contingent upon obtaining Lake Erie Shores and Islands (“LESI”) as a tenant, obtaining additional financial information, obtaining title reports, obtaining all relevant permits, submitting before and after photographs, and displaying temporary signs during construction and a sign for at least one year upon completion noting the City of Sandusky’s support. This project will be complete by 3/31/2019.

**\*\*Assistance greater than \$10,000 requires final approval by the Sandusky City Commission\*\***

This project is catalytic – attracting LESI as a tenant downtown will enhance downtown as a destination and increase employment in the business district (estimating nine new employees). Further, there will be greater opportunities for partnership on initiatives such as marketing and programming. The project also occupies a vacant a building in a prime location with a multi-use development.

**BACKGROUND**

In 2007-2008 Robert and Cindy Hare transformed the former Commercial Printing building at 212 East Water Street into a spacious and well-appointed residence with living space on the second floor and open storage for classic autos and seasonal items on the first floor. Mr. Hare, through his association with Sandusky Renaissance Properties, LLC (SRP) also orchestrated the financing, renovation and leasing of the current location of Zinc/Hearth Tavern at 213/215 E Water Street into a well-known and frequented dining location among locals and tourists, as well as significant improvements to the

adjacent building where Boomtown Coffee is located. Given the proximity of his residence to blighted buildings, Mr. Hare completed these restorations with the goal of eliminating blight and improving the 200 block of East Water Street in terms of visual perspective and commercial relevance. During 2017, Mr. Hare, through his affiliation with Warehouse Properties, LLC restored and redeveloped the back warehouse at 216 East Water Street to repair the old wood trusses and transform the interior for rental by CrossFit and eliminate the blighted look of the building visible from the Wayne Street Parking Lot. The exterior improvements included substantial demolition and replacement of a masonry wall, installation of new windows (including two glass garage doors for ventilation), a new entrance door off the Wayne Street parking lot and installation of a new brick façade using bricks salvaged from the American Crayon demolition site.

### **PROJECT DESCRIPTION**

Recently, Mr. Hare learned that the unimproved building at 125 East Water Street might be available for purchase. In addition, the potential for a substantial tenant became evident and the current owner of 125 East Water Street was not actively engaged in pursuing the tenant. Mr. Hare negotiated a purchase price for the building and secured an option to purchase the property.

The members of Renaissance have adequately capitalized it to enable the sale to close. The scheduled closing for the transaction is set for February 8, 2018. Prior to the closing, Mr. Hare intends to assign the rights for the Option Agreement to Renaissance. While the transaction closing is in process, Mr. Hare has engaged with the substantial entity that would like to occupy a portion of the building by determining anticipated lease terms and developing cost projections and revenue streams for the improvements. At this point, the prospective tenant would like to occupy the first and second floor of the space for its operations, plus basement space for storage. First floor improvements include installation of an elevator lobby and elevator (three floors), public restrooms, two offices, a “Business Hub” and an open reception area for visitors. The second floor will be improved with several offices, break area, a private bathroom and a conference room for meetings. Additionally, the tenant requests an entrance to the first floor from Shoreline drive and a secondary open stairway between the second floor offices and the reception area is under consideration. Other improvements include the various utility installations to support tenant operations. Outdoor improvements include restoration and renovation of the front and rear façade, cleanup and cover of the exposed masonry on the west wall (previously covered by the demolished 109 East Water Street building) and ADA accommodations at the Water Street entrance. The anticipated use of the third floor as residential will require the addition of a fire protection system (sprinklers) to the building.

### **PROJECT FINANCING**

The project sources and uses are as follows:

|   |                        |
|---|------------------------|
| <b><u>Uses</u></b>                      |                        |
| Building Acquisition                    | \$ 262,000.00          |
| Electrical                              | \$ 45,000.00           |
| Plumbing                                | \$ 38,000.00           |
| Framing                                 | \$ 20,000.00           |
| Finishes                                | \$ 60,000.00           |
| Windows                                 | \$ 40,000.00           |
| Exterior                                | \$ 50,000.00           |
| HVAC                                    | \$ 55,000.00           |
| Basement                                | \$ 10,000.00           |
| Sprinklers                              | \$ 50,000.00           |
| Elevator                                | \$ 110,000.00          |
| Third Floor Residential                 | \$ 260,000.00          |
| <b>Total</b>                            | <b>\$ 1,000,000.00</b> |
| <b><u>Sources</u></b>                   |                        |
| Owner Equity                            | \$ 275,000.00          |
| Potential Tax Credits (Monetized Value) | \$ 170,000.00          |
| Private Lending                         | \$ 435,000.00          |
| Grant Request - Substantial Development | \$ 90,000.00           |
| *Potential Grant - Housing*             | \$ 5,000.00            |
| <b>Total</b>                            | <b>\$ 975,000.00</b>   |
| Leverage                                | 7.8                    |

The recommended total grant amount of \$90,000.00 (and an **additional \$5,000.00 potential from the housing grant program**) is equivalent to approximately 9.5% of the total project costs (12.9% excluding acquisition) and will leverage private dollars almost 8x (excluding acquisition).

The requested funding will help fill the funding gap after bank and member funding and planned Historic Tax Credits from both Ohio and Federal tax credit programs and **local property tax abatement**. While the method of monetizing the tax credits has not yet been determined, several options are being considered, including but not limited to use by LLC members, sale to a third party, or via a financing package that would enable the lending entity to purchase the credits for their use.

The applicant believes that this project is not viable without significant local support given the current state of the building. Investors will need to fill any remaining financial gap.

## **FINANCIAL SUMMARY – BUSINESS**

Renaissance is a new venture so no financials are available at this time. Personal financials will be reviewed if all contingencies are met or, alternatively, the City will request a bank letter stating that it has reviewed the members' personal financials, per program guidelines.

## **RECOMMENDATION**

I recommend a \$90,000.00 Substantial Development grant. Please understand the applicant will also apply for a housing grant and tax abatement. Additionally, the tenant may also request assistance.

This project is catalytic. The project site is in the core of the business district. The project potentially attracts an important new business to the area from outside of Sandusky. The proposed project building has been vacant since approximately 1991 and is in a very visible and busy location in the downtown core. Its blighted condition continues to be an eye sore for current commercial activity in the area. The project will significantly improve the blighted appearance of the building which will improve market dynamics for development and occupancy of nearby buildings, likely increasing market values.

The prospective tenant for this location is symbolic of the renaissance occurring in the business district. The business district and the tenant will benefit from increased foot traffic, programming and marketing of the area – potentially also leading to a strengthened partnership with the City.





SANDUSKY CITY ECONOMIC  
DEVELOPMENT APPLICATION –  
SUBSTANTIAL DEVELOPMENT

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CITY OF SANDUSKY

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PROGRAM YEAR 2018



Applicant / Borrower Company:

Robert W. Hare

(Applicant Name)

Managing Member

(Title)

Renaissance Too LLC

(Company Name – if different than Applicant Name)

P O BOX 1070

(Street Address)

(Suite, Apt, etc.)

Sandusky, OH 44871-1070

(City, State, Zip)

419-277-0815

(Phone Number)

82-4067479

(Federal Tax ID or last 4 of SSN)

bharenet@gmail.com

(Email)

N/A

(Fax Number)

Existing Business Information:Type of Business: ☐ Commercial/Retail☐ Service☒ Other Real Estate Development/LeasingLegal Structure: LLCPrimary Product or Service: Real Estate Development/LeasingDate Established: December 4, 2017NAICS-SIC Code: 651900/655200

Website (if applicable): \_\_\_\_\_

Principal Officers / Owners:Name / Title: Robert W. Hare, Managing MemberEmail: bharenet@gmail.comPhone: 419-277-0815SSN (last 4): 5678% Ownership: 18.18%Name / Title: Benjamin W. Murcek, MemberEmail: bmurcek@gmail.comPhone: 419-239-4546

SSN (last 4): \_\_\_\_\_

% Ownership: 18.18%Name / Title: Paul S. Biedenbach, MemberEmail: phil@buckeye-express.comPhone: 419-271-5061

SSN (last 4): \_\_\_\_\_

% Ownership: 18.18%Name / Title: Cesare W Avallone, MemberEmail: chefcesare@gmail.comPhone: 419-503-0934

SSN (last 4): \_\_\_\_\_

% Ownership: 18.18%Name / Title: Bryan L. Kasper, MemberEmail: bkasper@kasperautomotive.comPhone: 419-366-3222

SSN (last 4): \_\_\_\_\_

% Ownership: 18.18%Name / Title: Mardi T. Murcek, MemberEmail: C/O Benjamin Murcek

Phone: \_\_\_\_\_

SSN (last 4): \_\_\_\_\_

% Ownership: 9.09%

Location of Proposed Project:

125 E. Water Street

(Address)

Sandusky, OH 44870

(City, State, Zip)

Erie

(County)

If a relocation, indicate from where Proposing to have LESI move from Perkins Twp to Downtown

Project Type:

☒ Renovation

☐ Expansion

☐ Start-Up/New

Applicant / Business Background Information:

Please provide a brief summary about your background and experience. Please also provide historical information regarding the building or property at which the business will operate, including but not limited to the most recent building use (attach additional page if necessary).

See Attached Applicant/Business Background

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Project Description:

Please provide a brief description of the project to be undertaken for which City assistance is being sought (attach additional page if necessary).

See attached Project Description

[illegible]Business/Personal References:

Name / Title: Brett Gerber

Email: [bgerber@vlfcu.org](mailto:bgerber@vlfcu.org)

Phone: 419-609-2709

Relationship: Business Loan Officer

Name / Title: Alan Griffiths

Email: alangriffiths1@me.com

Phone: 419-503-3512

Relationship: CrossFit Tenant

Name / Title: Scott Neifer

Email: eriscot ltd@yahoo.com

Phone: 419-261-7777

Relationship: Contractor (Carpenter)

Need for ED Funding:

Applicants must document a need for ED funding in order to make the project occur. Select reason(s) why ED funds are needed for the project, and attach appropriate documentation.

- ☒ Inadequate equity/private lender financing (attach bank letter/documentation of equity unavailability). **(See attached explanation)**
- ☐ Unable to pay market interest rates for entire project (include projections showing market rates produce inadequate return on investment.)
- ☒ Incentive financing is needed in order to improve the economics of locating and expanding in Sandusky relative to other communities (show comparative costs analysis to undertake project in Sandusky versus other cities). **(See Attached Explanation)**
- ☐ Other (please specify): \_\_\_\_\_





Project Source & Use Of Funds:

Break out total project costs by use of funds and allocate each use cost by source (attach additional page if necessary).

Total Project Cost (itemize below): \$1,000,000 (See Project Cost Detail Attached).

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Other Sources of funding                      Ohio and Federal Historic Tax Credits - \$170,000 (monetized value)

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Owner Equity (dollars and source): \$275,000, Members

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Private Lending (dollars, source, and terms): \$435,000 (See bank commitment letter)

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Request for City Assistance (dollars and type): \$120,000 City Grant (Substantial Project)

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Project Timeline:

Please outline the project timeline. Please include expected completion dates for items including but not limited to obtaining site control, obtaining financing, and construction.

|                                     | <u>Start</u> | <u>Complete</u> | <u>N/A</u> |
|-------------------------------------|--------------|-----------------|------------|
| <u>Site Control</u>                 | Jan. 2018    | Feb. 2018       |            |
| <u>Financing</u>                    | March 2018   | May 2018        |            |
| <u>Construction</u>                 | July 2018    | November 2018   |            |
| <u>Other (Historic Tax Credits)</u> | Feb. 2018    | July 2018       |            |

Project Impact and Employment: Lake Erie Shores and Islands (LESI) is funded by the Erie County Bed Tax. If LESI chooses to relocate to downtown, they will bring with them approximately 8 employees and the Board of Directors will use the project location for Board events. In addition, synergies with LESI and City marketing efforts can be achieved.

|                          | Current Year | Year One | Year Two | Year Three |
|--------------------------|--------------|----------|----------|------------|
| Annual Sales Revenue     |              |          |          |            |
| Annual Payroll           |              |          |          |            |
| Current Employment (FTE) |              |          |          |            |
| Average Pay Per Employee |              |          |          |            |



**Project Concept:** Use the space below to address the following:

- How does the proposed project relate to a strategic approach to revitalization of the surrounding area?
- Will the project contribute to a change in the market dynamics, economic status, physical appearance or perception of the area?
- Does the project address specific area needs or missing services?

See Attached Project Concept Description

[illegible]

Attachments:

The following should be submitted with your ED Application:

- X Map showing location of Project or business
- ☐ Three years of historical financial statements (if applicable)
- ☐ Three years of projected financial statements (if applicable)
- ☐ Interim financial statements, not more than 90 days old (if applicable)
- ☐ Personal financial statements for each equity holder **To be discussed.**
- ☐ Tax returns for most recent 2 years (business and personal)
- X Sources of financing including evidence of private funds and matching funds
- ☐ Third party cost estimates, INCLUDING RENDERINGS (if applicable) **Space layouts Currently being developed.**
- ☐ Lease agreement, purchase agreement, or proof of ownership (if applicable) **Under negotiation.**

Attestation of Financial Condition:

Do you or your business have any of the following:

|   | YES | NO |
|---|-----|----|
| Outstanding collections                             |     | X  |
| Judgement liens                                     |     | X  |
| Other court judgements                              |     | X  |
| Delinquent taxes                                    |     | X  |
| Delinquent loans                                    |     | X  |
| Other tax liens                                     |     | X  |
| Previous bankruptcy                                 |     | X  |
| If yes to bankruptcy, has it been fully discharged? |     | X  |
| Real estate that is tax delinquent                  |     | X  |
| Code violations                                     |     | X  |
| Non-registered rental units                         |     | X  |
| Real estate that is in foreclosure                  |     | X  |



Submission Acknowledgment

The undersigned certifies that he/she is authorized to complete, sign and submit this application on behalf of the applicant/owner. Further, the undersigned certifies that the information contained in this application has been reviewed by him/her and that all information, including exhibits, are, to the best of his/her knowledge, complete and accurate and presents fairly the condition of the applicant and project accurately. Intentionally falsifying information in this document constitutes a criminal offense. The undersigned hereby authorizes the City of Sandusky to investigate the credit worthiness and of the undersigned, and/or applicant. The undersigned understands that information submitted to the City of Sandusky as part of this application is considered a public record. The undersigned also agrees to display signage showing City support on their property for up to one (1) year.

The undersigned understands that additional information may be required to finalize the approval process, and that, if the project is funded, Economic Development funds cannot pay for projects completed before grant approval and notice of award. The undersigned also understands that the submission of the application for financial assistance does not automatically constitute approval.

☐ By checking this box, I acknowledge that I have read, understand, and agree to the policies and procedures outlined in this document. I further agree to be interviewed, photographed and/or have my business photographed for Economic Development marketing purposes. If you have questions, please contact the Department of Community Development.

Company Name: Renaissance Too LLC

By: Robert W. Hare, Managing Member

(Print or type name and title)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)



Inter-Office Use Only

State the date, time, and City staff member(s) present at the pre-application meeting:

\_\_\_\_\_

Date of Completed Application Submittal: \_\_\_\_\_

Staff Reviewer: \_\_\_\_\_

Date of Committee Review: \_\_\_\_\_

Approve/Deny: \_\_\_\_\_

Amount Awarded and terms: \_\_\_\_\_

CONTACT

Ms. Maria Muratori, Development Specialist  
Department of Community Development  
222 Meigs Street  
Sandusky, Ohio 44870

Phone: 419.627.5891

Email: [mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us)

Submission Acknowledgment

The undersigned certifies that he/she is authorized to complete, sign and submit this application on behalf of the applicant/owner. Further, the undersigned certifies that the information contained in this application has been reviewed by him/her and that all information, including exhibits, are, to the best of his/her knowledge, complete and accurate and presents fairly the condition of the applicant and project accurately. Intentionally falsifying information in this document constitutes a criminal offense. The undersigned hereby authorizes the City of Sandusky to investigate the credit worthiness and of the undersigned, and/or applicant. The undersigned understands that information submitted to the City of Sandusky as part of this application is considered a public record. The undersigned also agrees to display signage showing City support on their property for up to one (1) year.

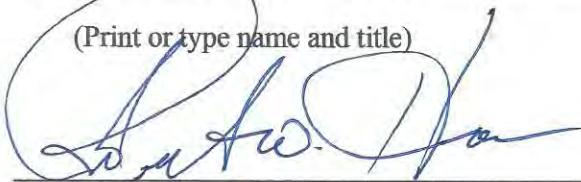
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☒ By checking this box, I acknowledge that I have read, understand, and agree to the policies and procedures outlined in this document. I further agree to be interviewed, photographed and/or have my business photographed for Economic Development marketing purposes. If you have questions, please contact the Department of Community Development.

Company Name: Renaissance Too LLC

By: Robert W. Hare, Managing Member

(Print or type name and title)



(Signature)

1-31-18

(Date)







## Maria Muratori

---

**From:** Scott <eriscot\_ltd@yahoo.com>  
**Sent:** Thursday, February 8, 2018 9:41 AM  
**To:** Maria Muratori  
**Subject:** Re: Bob Hare and Investor Group - Reference

Neifer Carpentry has built a solid working relationship with Bob Hare over the past year. My company has assisted in the construction of the CrossFit facility on Water Street. Bob is well organized in his planning, and I have no doubt that his next project will be completed with a high value.

Sent from my iPhone

On Feb 8, 2018, at 8:35 AM, Maria Muratori <[mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us)> wrote:

Sorry – Mr. Neifer, not Mr. Scott.

Sincerely,  
Maria

---

**From:** Maria Muratori  
**Sent:** Wednesday, February 7, 2018 6:16 PM  
**To:** 'eriscot\_ltd@yahoo.com'  
**Subject:** Bob Hare and Investor Group - Reference

Hello Mr. Scott,

Bob Hare indicated you as a reference on his economic development grant application with the City of Sandusky. Please speak to the following regarding his renovation of the property at 125 East Water Street:

- What is your relationship with Mr. Hare and the investor group?
- What is your confidence in Mr. Hare and the investor group's ability to successfully complete the project?
- Is there any other information you would like to share regarding Mr. Hare and the investor group or the project?

Thank you for your help.

<image001.jpg>  
<image002.png>

Maria Muratori | *Development Specialist*  
**COMMUNITY DEVELOPMENT**  
222 Meigs Street | Sandusky, OH 44870  
T: 419.627.5891 | F: 419.627.5713  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)

<image003.png> <image004.jpg>

## Maria Muratori

---

**From:** Alan Griffiths <alangriffiths1@me.com>  
**Sent:** Thursday, February 8, 2018 1:45 PM  
**To:** Maria Muratori  
**Subject:** Re: Bob Hare and Investor Group - Reference

Hi Maria,

Thanks for the email. My answers are below. Hope this helps.

Thanks

Alan

On Feb 7, 2018, at 6:15 PM, Maria Muratori <[mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us)> wrote:

Hello Mr. Griffiths,

Bob Hare indicated you as a reference on his economic development grant application with the City of Sandusky. Please speak to the following regarding his renovation of the property at 125 East Water Street:

- What is your relationship with Mr. Hare and the investor group?

I am a tenant of Mr. Hare's at 216 West Water St and serve on the Board of Downtown Sandusky Inc with him.

- What is your confidence in Mr. Hare and the investor group's ability to successfully complete the project?

I am not fully versed in the specifics of this particular project beyond the broad concept, but I can speak to Mr. Hare diligence in completing the project for CrossFit Sandusky at 216 E Water St. His work was thorough and completed to a very high standard, indeed much more so than I was expecting. It was clear that he was investing in the refurbishment for a long term ROI well beyond the 5 year term of our lease. He was responsive to ideas and while the work took longer than initially anticipated, the end result was definitely worth waiting for.

- Is there any other information you would like to share regarding Mr. Hare and the investor group or the project?

I believe Mr. Hare to be genuinely interested in the development of the downtown and fully expect his commitment to remain in the long term.

Thank you for your help.

<image001.jpg><image002.png>

Maria Muratori | *Development Specialist*  
**COMMUNITY DEVELOPMENT**  
222 Meigs Street | Sandusky, OH 44870

## Maria Muratori

---

**From:** Robert Hare <bharenet@gmail.com>  
**Sent:** Thursday, February 8, 2018 9:20 AM  
**To:** Maria Muratori  
**Subject:** Re: Question

The bank can/will improve the estimated appraised value for construction purposes (within reason), but in the end when it's converted to a mortgage, if the actual appraisal comes in at something less than what it was estimated, we will have to pony up the difference. With CrossFit VLFCU preferred to have the future building appraised based on drawings. My experience with that approach is the appraiser is more conservative in the value established. You can always get another appraisal after completed, but now you're paying another \$1200-\$1500 in the hopes the value will improve.

Are there any "forgivable" loan options available?

Let me know if you want to discuss.

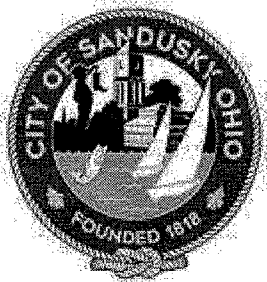
Bob

On Thu, Feb 8, 2018 at 8:54 AM, Maria Muratori <[mmuratori@ci.sandusky.oh.us](mailto:mmuratori@ci.sandusky.oh.us)> wrote:

Bob,

Can the loan from vacationland be higher than \$435,000 if the value is higher?

\$435,000 is 75% of \$580,000 – that seems like a conservative appraised value.



Maria Muratori | *Development Specialist*  
**COMMUNITY DEVELOPMENT**  
222 Meigs Street | Sandusky, OH 44870  
T: 419.627.5891 | F: 419.627.5713  
[www.ci.sandusky.oh.us](http://www.ci.sandusky.oh.us)





January 31, 2018

Renaissance Too LLC  
Robert Hare, Managing Member  
212 E. Water Street  
Sandusky, OH 44870

Re: Loan Commitment

Dear Mr. Hare,

I am please to advise you that Vacationland Federal Credit Union (VLFCU) has approved the following credit facility. This letter is issued subject to: a) the acceptance by the borrower in the manner hereinafter provided, b) the statutory and other requirements by which the Lender is governed, c) the borrower's compliance with all of the following terms and conditions:

**A. Commercial Real Estate Facility**

|                      |  |
|----------------------|--|
| <u>Borrower:</u>     | Renaissance Too LLC  |
| <u>Loan Amount:</u>  | \$435,000.00 (not to exceed 75% LTC/LTV)   |
| <u>Purpose:</u>      | Construction Line of Credit to Permanent Financing   |
| <u>Collateral:</u>   | First mortgage on 125 E. Water Street, Sandusky, OH 44870<br>Blanket Assignment of rents and leases                              |
| <u>Rate:</u>         | Construction Phase - Wall Street prime + 1.00%<br>Permanent Phase – 10 year Treasury + 3.00% (to be fixed at time of conversion) |
| <u>Fees:</u>         | ¼ point (\$1,087.50) one-time processing fee   |
| <u>Term:</u>         | Construction Phase – 12 months<br>Permanent Phase – 10 years from date of conversion   |
| <u>Amortization:</u> | Permanent Phase – 25 years   |
| <u>Prepayment:</u>   | No Prepayment Penalty  |
| <u>Payment:</u>      | Construction Phase – Interest only<br>Permanent Phase – Equal and consecutive monthly payments of principal and interest.        |
| <u>Costs:</u>        | All third party costs will be paid by the borrower   |
| <u>Guarantor:</u>    | All owners/members that have a 10% or greater ownership interest   |

**Conditions:**

- 1.) Receipt and satisfactory review of a state certified property appraisal. Loan amount not to exceed 75% of the appraised value.
- 2.) A Real Estate Environmental Review Questionnaire that indicates no environmental hazards on the subject property.
- 3.) Receipt and satisfactory review of all owners'/guarantors' tax returns and personal financial statements.
- 4.) Receipt and satisfactory review of executed construction contract.
- 5.) Receipt and satisfactory review of contractor's bond and insurance certificates.
- 6.) Receipt and satisfactory review of approval documents for grants totaling \$120,000 and historical tax credits totaling \$170,000.
- 7.) Receipt and satisfactory review of corporate documentation for Renaissance Too LLC including IRS letter showing the tax ID # and an operating agreement.
- 8.) Receipt and satisfactory review of executed lease with a viable tenant for the first two floors of the subject property.
- 9.) Receipt and review of a mandatory flood zone determination from a qualified firm selected by Vacationland Federal Credit Union. If the property is deemed to lie in a flood zone, Flood insurance will be required on the subject property at borrower's expense.
- 10.) Receipt and review of a site survey from a certified survey company selected by Vacationland Federal Credit Union (if applicable).
- 11.) Receipt and review of an ALTA title policy commitment from a title company selected by Vacationland Federal Credit Union.
- 12.) Receipt of verification of hazard insurance in an amount equal to or greater than the above loan amount, with Vacationland Federal Credit Union listed as loss payee.
- 13.) Receipt and review of annual tax returns from the borrower(s) within 15 days of filing date.
- 14.) Receipt and review of annual tax returns from the guarantors within 15 days of filing date end.
- 15.) Receipt and review of annual personal financial statement from the guarantors.
- 16.) Receipt and review of any future/updated leases due upon execution.
- 17.) Borrower to establish a membership account and depository relationship prior to loan closing.



### **Loan Documentation**

This letter is only intended to advise borrower of major terms and provisions of the Credit Facility and the loan documentation as discussed to date. The loan documentation will contain Borrower's representations, warranties, covenants and other provisions customarily employed by Lender and others in the banking industry for loan transactions similar in nature to this credit facility. Vacationland Federal Credit Union will prepare all necessary loan documents and papers which, in connection to the credit facility, may contain such covenants, terms and provisions a Lender and its counsel believe to be necessary with respect to this Credit Facility. In the event of any conflict between any such covenants, terms or conditions of this letter and the covenants, terms and conditions of the loan documents, the loan documents and papers shall be controlling.

### **Items To Be Supplied**

Lender's obligation to enter into the loan agreement is condition upon (i) the receipt by Lender, no less than three days prior to the closing, of such items as Lender may request in connection with this credit facility including but not limited to appraisals, title insurance, survey, environmental reports, flood determination, resolutions, incumbency certificates and opinion of counsel to Borrower, all of which shall be in form and content satisfactory to Lender and its counsel and shall be supplied to Lender at Borrower's sole cost and expense.

### **Costs and Expenses**

The Credit Facility shall be extended without cost or expense to Lender. All costs and expenses incident to the extension of the Credit Facility, including, but not limited to, those for title examination, title insurance premiums, record searches, appraisals, surveys, recording, recordation tax and the fees and expenses of our counsel, if any, shall be paid by Borrower whether or not the Credit Facility is closed and consummated.

### **Assignability, Survival and Brokerage**

This letter may not be assigned or in any way transferred by Borrower or any other party without the prior written permission of Lender. The terms and conditions of this letter shall survive the closing of the Credit Facility.

This commitment is open to acceptance by Borrower until **February 7, 2018**. If this commitment is not accepted, signed and returned to Lender by said date, the commitment will immediately become null and void without further notice.

Vacationland Federal Credit Union's obligation under this commitment will be subject to satisfaction of all of the conditions contained herein. This commitment will not be binding upon lender unless it is accepted in writing by Borrower as provided herein, and delivered to Lender before the Commitment Expiration. The terms of this commitment, both prior to and after acceptance by Borrower, may be waived or modified only by a written agreement signed by Lender and will survive the execution of the Loan Documents, to the extent not inconsistent therewith. This commitment will be governed by the laws of the State of Ohio, without regard to principles of conflicts of law.

Very truly yours,  
Vacationland Federal Credit Union



By: Brett Gerber  
Senior Vice President, Business Lending



### ACCEPTANCE OF COMMITMENT

The Undersigned hereby acknowledges receipt of the foregoing Commitment Letter this \_\_\_\_\_ day of \_\_\_\_\_ 2018 and does hereby accept all of the terms, conditions, and time limitations set forth in the Commitment Letter by the execution of same. Borrower acknowledges and agrees that once Borrower accepts this commitment, Lender is authorized to commence due diligence and the preparation of legal documents and will, therefore, incur expenses, including but not limited to document preparation as discussed above, and that Borrower is responsible for the payment of all such fees on demand by Lender whether or not Borrower actually executes the loan documents.

**BORROWER:**

**Renaissance Too LLC**

By: \_\_\_\_\_  
Robert Hare, Managing Member

## Applicant / Business Background Information

In 2007-2008 Robert and Cindy Hare transformed the former Commercial Printing building at 212 E Water Street into a spacious and well-appointed residence with living space on the second floor and open storage for classic autos seasonal items on the first floor. Mr. Hare, through his association with Sandusky Renaissance Properties LLC (SRP) also orchestrated the financing, renovation and leasing of the current location of Zinc/Hearth Tavern at 213/215 E Water Street into a well-known and frequented dining location among locals and tourists alike, as well as the significant improvements to the adjacent building where Boomtown Coffee is located. Given the proximity of the residence to blighted buildings, Mr. Hare completed these recent restorations with the goal of eliminating blight and improving the 200 block of Water Street in terms of visual perspective and commercial relevance.

During 2017, Mr. Hare, through his affiliation with Wharehouse Properties LLC restored and redeveloped the back warehouse at 216 E. Water Street to repair the old wood trusses and transform the interior for rental by CrossFit, and eliminate the blighted look of the building visible from the Wayne Street Parking Lot. The exterior improvements included substantial demolition and replacement of a masonry wall, installation of new windows (including two glass garage doors for ventilation), a new entrance door off the Wayne Street parking lot, and installation of a new brick façade using bricks salvaged from the American Crayon demolition site.

## **Project Description**

Recently, Mr. Hare learned that the unimproved building at 125 E. Water Street might be available for purchase. In addition, the potential for a substantial tenant became evident and the current owner of 125 E. Water St. was not actively engaged in pursuing the tenant. Mr. Hare negotiated a purchase price for the building and secured an option to purchase the property. Given the expressed desire of the City to secure the substantial tenant as a downtown entity, the efforts to secure the building by Mr. Hare were focused more on a successful procurement, rather than a drawn out negotiating process. Because of this, the purchase price of the building is likely higher than the market would normally support.

The members of LLC have adequately capitalized RToo to enable for the sale to close. The scheduled closing for the transaction is now set for February 8, 2018. Prior to sale closing, Mr. Hare intends to assign the rights for the Option Agreement to Renaissance Too LLC (RToo). At this writing, RToo LLC have adequately capitalized for a cash purchase of the property.

While the transaction closing is in process, Mr. Hare has been engaged with the substantial entity that would like to occupy a portion of the building by determining anticipated lease terms and developing cost projections and revenue streams for the improvements. At this point, the prospective tenant would like to occupy the first and second floor of the space for their operations, plus basement space for storage. First floor improvements include installation of an elevator lobby and elevator (three floors), public restrooms, two offices, a “Biz Hub”, and an open reception area for visitors to the building. The second floor would be improved with several offices, break area, a private bathroom, and conference room for meetings. In addition, access to the first floor from Shoreline drive is desired, and a secondary open stairway between the second floor offices and the reception area is under consideration. Other improvements include the various utility installations to support the tenants operations. Outdoor improvements include restoration/renovation of the front and rear façade, cleanup and cover of the exposed masonry on the west wall (previously covered by the demolished 109 E. Water building) and ADA accommodations at the entrance on Water Street. The anticipated use of the third floor as residential will require the addition of a fire protection system (sprinklers) to the building.

Requested funding is in the form of a Substantial Project ED grant in the amount of \$120,000 for façade improvements of the building, interior buildout, and infrastructure improvements (elevator, sprinklers, utility revisions, etc.) The requested funding will fill the funding gap after bank and member funding and planned Historic Tax Credits from both Ohio and Federal tax credit programs and local property tax abatement. While the method of monetizing the tax credits has not yet been determined, several options are being considered, including but not limited to use by LLC members, sale to a third party, or via a financing package that would enable the lending entity to purchase the credits for their use. This request would provide grant funding totaling approximately 12% of total project costs.

## **Need for ED Funding**

Other – The proposed project building is currently completely stripped of all partitions, finishes, and utilities. Substantial work and materials are needed to make the space tenable. Given this, the cost of improvements far exceeds cash investments and available financing. In order to make this project viable, both local grant funding AND Ohio and Federal Historic Tax Credits are necessary, as well as local property tax abatement are needed. This project is not viable without significant local support.

Incentive Financing Needed – The prospective tenant for this project has been determined to be a catalytic development by development staff. In order to make this location competitive with prospective tenants current location/rent structure, Significant local funding is needed to offer competitive rent rates without capital buildout incorporated into the offered rent. In addition, City support in the way of developing synergies with the prospective tenants activities and promotions are needed to further entice use of this location.

## Total Project Estimate

|                                |            |            |                     |
|--------------------------------|------------|------------|---------------------|
| <b>Building Purchase*</b>      | Basis      | Amounts    | <b>\$ 262,000</b>   |
| <b>Floors 1 &amp; 2</b>        |            |            |                     |
| Electrical                     | Experience | \$ 45,000  |                     |
| Plumbing                       | Experience | \$ 38,000  |                     |
| Framing                        | Experience | \$ 20,000  |                     |
| Finishes                       | Experience | \$ 60,000  |                     |
| Windows                        | Experience | \$ 40,000  |                     |
| Exterior                       | Experience | \$ 50,000  |                     |
| HVAC                           | Experience | \$ 55,000  |                     |
| basement                       | Experience | \$ 10,000  |                     |
| Sprinklers                     | Vendor**   | \$ 50,000  |                     |
| Elevator                       | Vendor**   | \$ 110,000 |                     |
| <b>Total Flrs 1+2</b>          |            |            | <b>\$ 478,000</b>   |
| <b>Third Floor residential</b> | Experience |            | <b>\$ 260,000</b>   |
| <b>Total Cost Estimate</b>     |            |            | <b>\$ 1,000,000</b> |

\* Inclusion of building purchase in project cost is appropriate given purchase was required to pursue substantial tenant

\*\* Vendor input was received via both verbal discussions and email correspondence with vendors.

## Use of Funds

|                                       |                  |
|---------------------------------------|------------------|
| Owner Capital                         | \$275,000        |
| Financed Improvements                 | \$435,000        |
| Monetized Tax Credits (State/Federal) | \$170,000        |
| Local ED Funding (Substantial)        | <u>\$120,000</u> |
| Total                                 | \$1,000,000      |

## **Project Concept**

The project site is in the core of the Downtown Improvement District and the Entertainment District which will continue to improve consumer traffic in the Wayne Street to Jackson and Shoreline to Market Street areas. The proposed project building has been vacant since approximately 1991 and is in a very visible and busy location in the downtown core. Its blighted condition continues to be an eye sore for current commercial activity in that area. The project will improve the bland and blighted appearance of the building which will improve market dynamics for development and occupancy of the other architecturally interesting buildings in this area. Completion of these improvements is considered catalytic to the current renaissance in downtown development and will improve the market value of downtown properties which ultimately improves the value of nearby buildings. This all should eventually allow owners to secure traditional financing for improvements in lieu of ED assisted funding.

The prospective tenant for this location will provide marked increases in pedestrian traffic and provide direct support to residents and visitors alike to the downtown and all that the area and shoreline have to offer.