



Downtown Grant Review Board Meeting Agenda

Wednesday, February 15, 2023 - 9:00 AM

City Offices (Building 18, Legacy Plaza) - Large Conference Room
403 W 4th St N, Suite 501
Newton, IA 50208

- I. Roll Call
- II. Review of Minutes of Previous Meeting: 12-12-2022
- III. Downtown Grant Application Review
 1. 120 1st Street North Restaurant Improvement Grant Request
 2. 118 North 2nd Avenue East Architectural Fees Grant
- IV. Adjourn

Members: Mike Sell, Fred Chabot, Corrine Coyle, Don Poynter, Rita Reinheimer, Marilyn Terlouw, Bonnie Terpstra

Minutes of Meeting Downtown Grant Review Board

Community Development/Community Services/Public Works Large Conference Room
401 West 4th Street North, Building 18, Suite 501
Newton, Iowa 50208

December 12, 2022

ROLL CALL: Board members present: Coyle, Sell, Reinheimer, Terlouw, Poynter

Board members absent: Chabot, Terpstra

STAFF PRESENT: Erin Chambers, Director of Community Development

OTHERS PRESENT:

A quorum being present, the meeting was called to order at 8:00 AM by Chair Coyle.

Minutes of the Previous Meeting. Minutes of the previous meeting for November 28, 2022 were reviewed and approved. **Motion** by Terlouw, **seconded** by Poynter, 5-0, Unanimous Approval.

New Business. Review of Grant Application.

A. 114-118 1st Avenue East Awning & Restaurant Grant Request

Staff reviewed the proposed project which includes updating the multi-storefront awning removal and new awning and restaurant improvements. Staff recommended considering the maximum grant allowable for the awning as if it were three stand-alone awnings, given the single awning spans 3 storefronts. Staff also suggested limiting the restaurant grant to the grease trap and hood ventilation system projects.

Motion by Terlouw to approve a \$1,080.00 grant for the awning removal, a \$4,482.50 grant for the awning rebuild, and \$14,169.00 for grease trap and hood system, provided a 1:1 match is met in each program area, **seconded** by Poynter, 5-0, Unanimous Approval.

Sell stated he thought the proposed awning will look very good.

Old Business.

A. Review of Number of Buildings at 225 1st Avenue West

Staff reviewed the question posed regarding the number of buildings associated with the address of 225 1st Avenue West. Staff shared information from the building file.

Coyle stated that she felt they really are like two different buildings. Reinheimer agreed.

Motion by Reinheimer to treat 225 1st Avenue West as two buildings for future grant availability considerations, **seconded** by Terlouw, 5-0, Unanimous Approval.

Set Next Meeting date/time. Staff noted not needed at this time.

Adjournment. **Motion** by Poynter to adjourn the meeting and **seconded** by Reinheimer, 5-0, Unanimous Approval. Meeting adjourned at 8:25 AM.

Downtown Grant Review Board - Staff Report

Location: 120 1st Street North
Applicant: Darin Leonard (April's Diner)
Owner: Hotel Maytag Investors
Program Area: Restaurant Improvements

Proposal: The applicant is requesting grant assistance in the restaurant improvement grants category for the following:

- Two-door Work Freezer:

< Counter Height Worktop Freezers
Avantco SS-WT-60F-HC 60" Two Door Worktop Freezer with 3 1/2" Backsplash
★★★★★ Item #: 178SSWT60FHC



Free Shipping

Only
\$2,199.00/Each

- Glass-door Refrigerator:

Beverage-Air MT12-1B 25" Marketeer Series Black Refrigerated Glass Door Merchandiser with LED Lighting
 Item #: 185MT12BHC MFR #: MT12-1B



Free Shipping

Custom Quote for Stickyfingersllc

\$1,858.00/Each

4 interest-free payments of \$464.50
[Prequalify >](#)

CREDIT KEY

Ships free with **plus**

- Prep Table:

Avantco A Plus APST-27-8 27" 1 Door Stainless Steel Refrigerated Sandwich / Salad Prep Table
 ★★★★★ Item #: 447APST27



Free Shipping

Only


\$1,349.00/Each

4 interest-free payments of \$337.25


CREDIT KEY

- Reach-in Refrigerator:

Avantco A-49R-HC 54" Solid Door Reach-In Refrigerator
★★★★★ Item #: 178A49RHC



A large stainless steel reach-in refrigerator with two solid doors and a pull-out drawer at the bottom. The unit is shown in a kitchen setting.



Free Shipping

Only
\$2,399.00/Each

4 interest-free payments of \$599.75
[Prequalify >](#)

 CREDIT KEY

Ships free with **plus**

- Sandwich Prep Table:

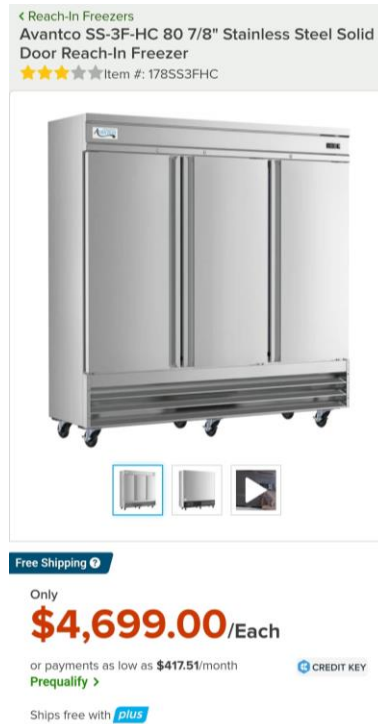
Avantco SS-PT-71M-HC 70" 3 Door Mega Top Stainless Steel Refrigerated Sandwich Prep Table
★★★★★ Item #: 178SSPT71MHC



Free Shipping

Only
\$3,149.00/Each

- Reach-in Freezer:



Building Background (Site Inventory Form, Key Information Highlighted): The business address of 120 1st Street North is part of the historic Hotel Maytag property, which includes several addresses.

The Hotel Maytag was commissioned by F.L. Maytag, founder of the Maytag (Washing Machine) Company and local philanthropist, to give Newton a nice hotel. The building was designed by architect Henry Raeder of Chicago, who also designed the Furniture Mart in Chicago. Lanning Construction Co, of Oskaloosa, IA, was the general contractor. Both Raeder and the Lanning brothers had been involved with Maytag for several years during construction of the Maytag Company's six-story machine shop and foundry.

As with everything Maytag did, quality was a requirement. The new hotel, located on north and east sides of the building, reportedly was the first hotel west of the Mississippi River whose rooms were fully air-conditioned. Each of the one hundred hotel rooms and fifth-floor apartments was equipped with connections to a centralized radio unit. Headphones in each room had two plugs: one allowed the traveler to listen to jazz; the other provided classical music. The hotel also boasted a grand ball room/banquet hall that would seat 366 diners, a mezzanine floor with glass-enclosed marquee room, an on-duty nurse under the supervision of doctors located elsewhere in the building, and a coffee shop that catered to both hotel visitors and local patrons. In approximately 1977 the hotel was sold to a private investment group, and the hotel guest rooms were converted into rental apartments.

For many years the north lobby of the hotel also served as the bus depot. A taxicab stand, barber/beauty shop, flower shop, and postal and telegraph stations were available on the north side of the hotel.

On the west side of the building, the second through fifth floors have provided office space for many of the town's most prominent doctors, dentists, and lawyers, as well as housing for the Jasper County Department of Human Services for a number of years. The hotel's centrally located restaurant was accessible from inside the hotel, as well as from the building's west-side offices.

The ground floor of the west side has provided retail and professional office space. Long-term tenants over the years have included the Doane Insurance Agency (68 years), jewelry stores (ca. 15 years), and Helma Cole's Style Shop (51 years). The Capitol Theater, which in its early days provided live musical entertainment as well as first-run movies, is the only original tenant still remaining in the building.

TOTAL GRANT RECOMMENDATION: In light of the board's recommendation and City Council approval of the restaurant grant for 114-118 1st Avenue East which excluded equipment as proposed, staff recommends the board remains consistent with past activity. No grant amount is advisable. The subject tenant space is already out-fitted with the necessary, permanent-to-the-building, equipment such as a hood ventilation system, grease trap, etc.

Downtown District Grant Programs Application		
Applicant Information		
Name: <u>Darin Leonard</u>		
Phone: <u>515) 867-8574</u>		
Address: <u>120 1st St N</u>		
City: <u>Newton</u>	State: <u>IA</u>	Zip Code: <u>50208</u>
E-mail: <u>seeyou@stickyfingersllc.net</u>		
(Circle One)	Owner	<input checked="" type="radio"/> Tenant
Property Information		
Business Name: <u>April's Diner</u>		
Business Address: <u>120 1st St N, Newton, IA 50208</u>		
Description of Business/Property Use: <u>Diner</u>		
Property Owner (if not applicant): <u>Hotel Maytag Investors</u>		
Owner Address: <u>105 N 2nd Ave E, Newton, IA 50208</u>		
City: <u>Newton</u>	State: <u>IA</u>	Zip Code: <u>50208</u>
E-mail: <u>alida@perennialproperties.com</u>		
Select Program (Circle)		
Sign or Sign Removal	Up to \$750 granted to property owners for the removal of old signage or the installation of new signage. 1:1 Match Required.	
Non-Historic Façade Removal	Up to \$2,000 granted for property owners for the removal of a non-historic façade. 1:1 Match Required.	
Historic Façade Renovation	Up to \$5,000 granted from property owners for the rehabilitation and preservation of a historic façade. 1:1 Match Required.	
New Awning or Awning Removal	Up to \$2,500 granted for awning removal and/or new awning installation. 1:1 Match Required.	
Painting or Paint Removal	Up to \$1,500 granted for painting and/or paint removal. 1:1 Match Required.	
Restaurant Improvements	Up to \$25,000 for semi-permanent equipment such as hood/ventilation system, grease interceptors 1:1 Match Required.	
Architectural Fees	Up to 7.5% of the total project costs, not to exceed \$3,750. 1:1 Match Required.	

I authorize the verification of the information provided on this form and have attached all required documentation as specified in the application materials. I also understand that my project may be used for marketing the program to other businesses. I acknowledge that I have read and agree to the program conditions outlined on the back of this form.

Signature of Property Owner:  Alida Anderson
manager Date: 1/16/23

Signature of Applicant:  Date: 1/16/23



Downtown Grant Review Board - Staff Report

Location: 118 North 2nd Avenue East
Applicant: Jerry Schwaller, Ex Nihilo LLC
Owner: Same as Applicant
Program Area: Architectural Fees

Proposal: The applicant is embarking on a \$1,000,000+ renovation of the Lederman Building (historically known as Montgomery Ward & Co. Building) at 118 North 2nd Avenue East. As he works through the necessary processes, it is expected that there will be several grant requests over the course of the project.

To begin, Jerry Schwaller is requesting grant assistance for Architectural Fees. See the attached scope of services from OPN Architects, which includes compensation amounts. The architectural fees alone will be approximately \$240,000.

Building Background (Site Inventory Form): The building's property record indicates that it was constructed in 1909 after the historic Lambert Hotel, one of the pioneer hostelries in Newton, had been moved from the site. Elmer E. Graber had the resource built as a two-story garage and he operated a garage, selling and servicing automobiles, at this site for 20 years. He remodeled the building starting in 1928 so that Montgomery Ward & Co. could lease the building for a department store. Montgomery Ward & Co. opened for business there on June 15, 1929 and, according to the Newton Daily News edition published on May 2, 1952, Herschel Goeble was the store's first manager.

Kramer Grocery shared the first floor with Montgomery Ward and Co. for a short period in the mid-1930's and the Independent Order of Odd Fellows occupied the second floor space for a short time during that era also. Mr. Graber sold the building to a Newton attorney, Larry L. Brierly, on December 27, 1945 and the latter took possession of the property on January 1, 1946. The Montgomery Ward and Co. store operated at this site until 1985.

The alteration of both the storefront and upper story, to make it look as it does at the present time, took place in 1963 according to a building permit on file with the City of Newton Public Works Department. The changes to the façade of the building were undertaken by Montgomery Ward & Co., the leaseholder, to give the business a modern look. In 1981 the interior of the first floor was

altered to create two leaseholds. After 1985 various businesses occupied the two sections going forward, including Newton Video Mart, Something Beautiful home furnishings, and Video Place through 2002. Lederman Bail Bonds purchased the building in 2000 and operated a bail bonding business out of half of the first floor through 2010. Book Trader/Tan America has leased the other half of the first floor from 2007 to present. The second floor of the building remained vacant from 1985 onwards until it was leased out successively by Show Time Dance Studio and Michelle's Dance Academy between 2002 and 2011.

During the 2010's the 1963 façade was removed to reveal the remnants of the art-deco era façade underneath.

Property Photos:



TOTAL GRANT RECOMMENDATION: Staff recommends a downtown improvement grant for architectural fees equal to the total maximum allowed in the program area, \$3,750



Newton



Newton

MAIN STREET

Downtown District Grant Programs Application

Applicant Information

Name: Jerry Schwaller
 Phone: 515-201-5496
 Address: 3111 SW 37th
 City: Des Moines State: IA Zip Code: 50321
 E-mail: jerry.schwaller@nm.com
 (Circle One) Owner Tenant

Property Information

Business Name: Ex Nihilo LLC
 Business Address: 118 N 2nd Ave E Newton, IA 50208
 Description of Business/Property Use: Market place
 Property Owner (If not applicant):
 Owner Address:
 City: State: Zip Code:
 E-mail:

Select Program (Circle)

Sign or Sign Removal	Up to \$750 granted to property owners for the removal of old signage or the installation of new signage. 1:1 Match Required.
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Signature of Property Owner: [Signature] Date: 2/6/23

Signature of Applicant: _____ Date: _____



Cedar Rapids

200 Fifth Avenue SE Ste. 201
Cedar Rapids, Iowa 52401
(319) 363-6018

Des Moines

100 Court Avenue Ste. 100
Des Moines, Iowa 50309
(515) 309-0722

Iowa City

24 ½ S. Clinton Street
Iowa City, Iowa 52240
(319) 363-6018

Madison

301 N. Broom Street Ste. 100
Madison, Wisconsin 53703
(608) 819-0260

opnarchitects.com

February 03, 2023

Jerry Schwaller
Ex Nihilo LLC
3111 SW 37th Street
Des Moines, IA 50321

RE: Proposal for Historical Architectural Services of the Market Place in Newton.

Jerry:

This proposal will provide you with a scope of services to conduct the work necessary for former Montgomery Ward & Company Building located at 118-120 North Second Avenue East, Newton, Iowa 50208. The following is a list of items included for the building:

1. We are proposing starting only with the Schematic Design Phase to be completed hourly to a guaranteed maximum price listed below, any costs will be savings back to you. Also included below are the possible full project fees as a guide for your reference.
2. Architectural/Structural/MEP recommendations and documentation for the exterior elevations, basement, first, mezzanine and second floor.
 - a. Structural Design by Raker Rhodes Engineering the actual scope to be determined. The preliminary scope; Miscellaneous issues during building survey and documentation. Construction Documents plan and associated structural details for the missing stairs, connections, roof capacity for mechanical systems and identify the floor loading. Structural Design fee included for the project.
 - b. Review and design of a Mechanical, Electrical and Plumbing to allow the building function as a Market Place for small businesses. Design Engineers will provide construction document plans and details.
 - c. OPN will provide base drawings for Raker Rhoades Engineering and Design Engineers.
 - d. OPN will complete a code review on the schemes and provide recommendations to the Owner.
3. Review and documentation of the south elevation street storefront, second floor windows and terracotta missing elements. With three schemes to review with the Owner and SHPO for tax credit review. Terracotta in situ repair and new replacement of missing elements with terracotta. Masonry repair on north elevation with the relocation of electrical services attached to the building. Addition of exhaust hoods for the west elevation to service the tenant spaces.
4. OPN will work with the Owner provided Architectural Historian on the Part 1, 1.5 meeting and Part 2 review the submissions provided to SHPO for the State and Federal historical tax credits. OPN will provide suggestions of the individuals that can complete the state and federal application process for historic tax credits.



5. OPN will provide a three-dimensional building scan of the interior and exterior of the building to build the construction documents set for construction. The exterior scanning will need temperatures above forty degrees Fahrenheit to operate the equipment.
6. Review and documentation of exterior coiling doors, steel swinging doors, pedestrian door and windows for repair on the north elevation.

The project will follow the “The Secretary of the Interior’s Standards for the Treatment of Historic Properties.”

Project Approach

The Montgomery Ward & Co. building is listed on the national register of the historic places as a contributing building in the district. The scope of this building is the interior and exterior envelope, doors, and windows. OPN will provide a three-dimensional building scan, the scan will be used to be efficient at drawing the existing plans and elevations for the proposed project. Two cost estimates will be by OPN and DCI Construction together at \$3,000 DCI cost as the costs for construction have been changing over the last few years. OPN/Design Engineers/Raker Rhodes Engineering will write specifications customized to the scope of work in the drawings.

Architectural Restoration and Rehabilitation Services Include:

- Architectural Services – OPN Architects.
 - OPN shall not add subconsultants or change these subconsultants without the Owner’s advance written approval.
 - Structural Engineering Services – Raker Rhodes Engineering.
 - MEP consultant - Design Engineers.
 - Cost estimator - DCI Construction and OPN Architects
-
- Documents – Completed by date to be determined after the 3D scan.
 - Project kick-off will have in person meetings.
 - Building survey will be in person with Raker Rhodes Engineering and OPN at the site.
 - Schedule will follow starting with three-dimension scan of two weeks, Schematic Design of four weeks. Design Development of six weeks and Construction Documents for eight weeks.
 - 100% Design Development review by Owner with OPN in person.
 - 100% Design Development with cost estimate by OPN and DCI Construction.
 - 90% Construction Documents review by Owner with OPN in person.
 - 90% Construction Documents cost estimate by OPN and DCI Construction.
 - Bidding and Negotiation phase for three weeks.
 - Construction Administration phase for thirty-six weeks.
 - Eighteen Construction Meetings.
 - Two meetings for the closeout with final substantial completion documents.

Assumptions:

- Structural engineering services are included in our proposal for floor loading in the Schematic Design phase.
- Design Engineers have proposed included:
 - Plumbing: Preliminary fixtures scheduled, general plumbing piping routing laid out with sizing for main services (distribution and branch pipe sizing excluded), preliminary selection of domestic water heaters and water softener (if required). Portion of the scope will be shown in Schematic Design Phase.
 - HVAC: Load calculations to determine building loads and ventilation requirements, preliminary rooftop unit selections with single-line duct mains, preliminary diffuser layouts, preliminary selection of exhaust fans and heated only make-up air units for owner furnished hoods. System options will be narrowed down to couple options for the Schematic Design Phase.
 - Electrical: Preliminary receptacle and device layouts, light fixture layout and schedule (final circuiting excluded), preliminary electrical gear and panel layouts, fire alarm device layouts, and data jack layouts. Excludes all active electronics and audio/video design. No electrical layouts in Schematic Design Phase included, these will follow in the later phases.
 - Divisions 22-28 outline specifications (specifications for common items such as piping, insulation, wiring devices for budgeting purposes; primary equipment such as roof top units, lighting, etc. will be as part of final CDs). No electrical specifications in Schematic Design Phase included, but narrative of the systems will be included.
 - AV services are excluded and therefore not included in the proposal.
 - Fire sprinkler coverage is required for fire suppression drawings and specifications (preliminary head layout, water service within building/backflow preventer location). New water service to be by civil engineer and is excluded from our fee. This scope will start in the Design Development to Construction Document Phase
- No Civil Engineering has been included in this proposal.
- OPN will endeavor to achieve barrier-free access to the building from the street side that combines compliance with local codes, ADA architectural guidelines, and great sensitivity to the historic building. New elevator will be placed in the existing elevator shaft and provide access to the Basement, First, Mezzanine and Second floor.
- Two mortar samples will be taken for material analysis with a laboratory specializing with the historic mortars. One sample will be taken on the south and north elevations for SHPO review during the part 2 process.
- Hazardous material testing has not been complete by the Owner. If suspicious materials are found during observations or construction, hazardous material sampling services will be provided by Owner's independent consultant.
- Cost for lead abatement and lead paint testing will be done by Owner and are not included in this proposal.
- An allowance for the printing of construction documents has been included under the reimbursable expense and shown in the attached work plan.



Proposal Summary

A. Schedule: OPN will meet a mutually agreed upon schedule for the preparation of the Newton Market Place documents:

- February 15, 2023 - kickoff the project
- April 7, 2023 – Schematic Design complete.
- May 19, 2023 - Design Development complete.
- July 14, 2023 – Construction Documents and Part 2 Applications complete.
- Fall of 2023 – Part 2 State and Federal Tax Credits Applications (Target Fall of 2023 for the next cycle, date has not been determined by the State of Iowa) provided Owner provided Architectural Historian.
- August 8, 2023 – Bid date to be determined due to Tax Credit Applications.
- March 25, 2023 – Final substantial completion for Construction.

B. Compensation: We have estimated our time for services to implement included our anticipated work plan. Professional fees to complete architectural and minor structural engineering as outlined in the scope of services of this proposal will be a lump sum by Phase as follows:

Schematic Design – Hourly not to Exceed:

Architecture – OPN Architects	\$ 20,880
Three Dimension Building scan – OPN Architects	\$ 5,000
Mortar Analysis (two samples)	\$ 700
Cost estimate with DCI Construction – DD and CD only	\$ 0
Design Engineers (DE)	\$ 6,720
Raker Rhodes Engineering - Structural Engineering	\$ 2,000
<u>*Allowance - Reimbursable expenses</u>	<u>\$ 200</u>
	\$ 35,500

Restoration Documents from Schematic Design to Construction Administration for full project reference (including Schematic Design amount above):

Architecture – OPN Architects	\$ 118,535
Three Dimension Building scan – OPN Architects	\$ 5,000
Mortar Analysis (two samples)	\$ 700
Cost estimate with DCI Construction – DD and CD only	\$ 3,000
Design Engineers (DE)	\$ 67,000
Raker Rhodes Engineering - Structural Engineering	\$ 10,000
<u>*Allowance - Reimbursable expenses</u>	<u>\$ 1,725</u>
	\$205,960

*The allowances shown above to be viewed as a not to exceed numbers.

C. Reimbursable Expenses: Reimbursable expenses of the allowance shown in the breakdown above will be invoiced at 1.1 times actual cost. Reimbursable expenses include authorized out-of-town travel, courier services, express mail, plan review fees, reproduction of project documents, photography, out-of-house digital processing, and mileage at the government standard rate.



- D. Owner - Architect Agreement: Should this proposal be acceptable OPN is prepared to begin work immediately with you. The agreement between you and the Architect is anticipated to be the *AIA B101 – 2017, Standard Form of Agreement Between the Owner and Architect*. Should you desire a different form agreement the Architect will assist in the preparation of the agreement at our standard hourly rates.

We are pleased you are considering OPN Architects to assist you with this significance Newton project and we look forward to advancing these improvements. Please don't hesitate to reach out if you need additional information or have any questions regarding this proposal.

OPN ARCHITECTS, INC.

A handwritten signature in black ink, appearing to read 'Scott C. Allen', is written over a horizontal line.

Scott C. Allen, AIA
Associate

cc:

Jack Topp
Jimi Peters

OPN Architects
OPN Architects