

CITY OF WEST ST. PAUL
Economic Development Authority
1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118

ECONOMIC DEVELOPMENT AUTHORITY MEETING

May 9, 2016

Immediately Following City Council Meeting
MUNICIPAL CENTER COUNCIL CHAMBERS

1. Call To Order
2. Roll Call
3. Adopt Agenda
4. EDA Consent Agenda Items

4.A. Minutes Of 4-25-16

Documents:

[4-25-16 EDA WS MINS.PDF](#)
[4-25-16 EDA MINS.PDF](#)

5. Commissioner Comments

6. New Business

6.A. Sign Replacement Grant Application

Documents:

[SIGN REPLACEMENT GRANT 5-9-16 \(2\).PDF](#)

7. Old Business

8. Adjourn

If you need an accommodation to participate in the meeting, please contact the ADA Coordinator at 651-552-4100, TDD 651-322-2323 at least 5 business days prior to the meeting

www.wspmn.gov EOE/AA

**City of West St, Paul
Economic Development Authority
Work Session Minutes
April 25, 2016 at 4:30 p.m.**

1. Open Work Session

President David Meisinger opened the work session at 4:30 p.m.

2. Roll Call

Present: President David Meisinger and Commissioners Pat Armon, Ed Iago, Jay Bellows, Dave Napier, Dick Vitelli and Jenny Halverson.

Others: City Manager Matt Fulton, Executive Director/Community Development Director Jim Hartshorn, City Attorney Korine Land, Finance Director/Treasurer Joan Carlson and City Clerk/Secretary Chantal Doriott. Stacie Kvilvang, Ehlers, Inc. Sr. Municipal Advisor, was also in attendance.

3. Agenda Items

3.A. Sherman Associates Amended Development Agreement

Executive Director Jim Hartshorn gave an overview of the EDA agreement with Sherman Associates to develop Phase II of their redevelopment project. Unfortunately, Sherman failed to complete certain items; therefore, Sherman is in default.

The main deficiency items include:

- The second commercial building was not constructed.
- The Minimum Assessment Agreement was not recorded.

Staff's proposal to correct the deficiencies includes:

- Sherman will record the Minimum Assessment Agreement by June 30, 2016.
- Sherman will re-plat and submit for lot combination for the commercial parcels (park dedication fees recommended to be waived. They did pay park dedication fees for phase I).
- EDA will deed EDA property to Sherman within thirty days after the first items are completed.
- Sherman will pay \$181,567 beginning on June 30, 2016 in \$10,000 monthly payments. The last payment will be due by December 31, 2017. This is an eighteen month repayment plan.
- Sherman does not need to build the second commercial building (Phase 11) .
- If Sherman fails to record the MMA, then Sherman has to pay a deficiency of \$357,467.00.

If the Board approves of the proposal, staff will present it at the regular scheduled EDA meeting following the Council meeting this evening.

EDA members discussed parking at the clinic. When the clinic closes, parking will be open to the public. Sherman will work with the clinic. It's never perfect when you share parking but we will try to make it work. This gives us flexibility if we allow them to park on the north and we hope there are no issues. All trees are part of the plan; and pond on corner is part of the plan. Sherman said he expects this to be their maintenance cost. Broken windows and litter seems to be an issue. There is someone on staff all day; a maintenance person comes every day. There seems to be a disconnect with both properties. As soon as lights are on in this building there will be full time maintenance and he believes it will alleviate the issues. Sherman will get something out regarding parking. The proposal will reviewed and voted on at the EDA meeting this evening. Commissioners are good with provisions and thanked George Sherman for coming.

3.B. Discussion regarding potential redevelopment project at Thompson and Robert Street

Executive Director Hartshorn said this is a spin off discussion from Town Center 1. Stacie Kvilvang added additional information and asked EDA Commissioners thoughtful questions. Additional information discussed.

Motion was made by Com. Napier and seconded by Com. Bellows to close the meeting pursuant to Minn. St. St. 13d.05 sub C3C to consider potential offers on the Maaco and Amoco properties.

Commissioners discussed the issue and will make a recommendation at the EDA meeting tonight held after the regular Council meeting.

Motion was made by Com. Napier and seconded by Com. Armon to open the meeting at 5:38 p.m. All members present voted in favor. The motion carried.

3.C. Town Center I Discussion

At the last EDA Work Session, staff presented a letter from Dave Carland, the developer that stated his desire to no longer continue as the developer for the project. The current preliminary development agreement expires on April 30, 2016.

If the Board is interested in moving forward with the project, then the immediate priority is to secure 68 Moreland before it sells to another party. City Attorney Land and staff met with Chuck Liesenfeld, owner of the Maaco property to discuss the possibility of the EDA purchasing the Maaco site. Mr. Liesenfeld stated that he will only put money down to secure 68 Moreland after a Purchase Agreement has been agreed to and signed with the EDA.

The agreement the EDA made with Mr. Liesenfeld (December 1st) states that he will receive \$15,000 for soft costs after he closes on 68 Moreland. Since he has already spent approximately \$8,000 (soft costs) he is requesting that we pay him the \$15,000 upfront, which he will then use to secure 68 Moreland.

Staff recommends that if the Board is still interested in acquiring this property that the EDA enter into a purchase agreement with Mr. Liesenfeld. The purchase and relocation total is \$1.2 million. A purchase agreement could be ready for approval at the next EDA meeting on May 9.

Breakdown of funding sources:

TIF 1-1	\$1.1 million
EDA Fund	\$115,000
Total \$	\$1.215 million
CDA Grant	- \$250,000 (reimbursed after demolition of Maaco)
Final Total	\$965,000

3.D. EDA Residential Lots Discussion

Director Hartshorn gave an overview of 5 lots the EDA owns. President suggested combining 5 and offering a discount. Commissioners are in favor of having Executive Director Hartshorn will work with a local realtor to sell lots in combination(s) for a discount.

Com. Napier would like to see EDA updates in a different form. He suggested listing every current project we are working on, in chronological order, with updates. If no work is being done then no info should be provided. Executive Director Hartshorn will put something together for this week's review.

4. Adjourn

The EDA work session adjourned at 5:40 p.m.

Chantal Doriott
City Clerk/Secretary
City of West St. Paul

**City of West St, Paul
Economic Development Authority Minutes
April 25, 2016 at 4:30 p.m.**

1. Call to Order

President David Meisinger opened the work session at 8:30 p.m.

2. Roll Call

Present: President David Meisinger and Commissioners Pat Armon, Ed Iago, Jay Bellows, Dave Napier, Dick Vitelli and Jenny Halverson.

Others: City Manager Matt Fulton, Executive Director/Community Development Director Jim Hartshorn, City Attorney Korine Land, Finance Director/Treasurer Joan Carlson and City Clerk/Secretary Chantal Doriott.

3. Adopt Agenda

The agenda was approved with the addition of Maaco Property discussion and consideration.

4. Commissioner Comments

Commissioners encourage everyone to “Please Shop Robert”. Our businesses along Robert Street are open for business. Also, shop at *Anytime Flowers* or *Precious Petals* for your Mother’s Day floral needs.

5. EDA Consent Agenda Items

5. A. March 2016 Budget Report

6. B. EDA Meeting Minutes for March 14 and March 28, 2016 regular meeting and work sessions.

Com. Bellows would like the minutes to reflect Jim Hartshorn’s EDA title of Executive Director and the Mayor as EDA President.

Motion was made by Com. Bellows and seconded by Com. Armon to amend minutes to reflect the correction as noted above. All commissioners present voted in favor. The motion carried.

6. New Business

6. A. Sherman Associates 6th Amended Development Agreement and 5th Amended TIF Agreement

Economic Development Director Jim Hartshorn gave an overview. This involves the Sherman Associates Emerson Park Commercial Building and involves a 9,000 commercial bldg. Staff has worked to correct some deficiencies which were outlined by Director Hartshorn.

For the record, Mr. Sherman agreed to the terms in person, during the Open Council Work Session held earlier this evening.

Motion was made by Com. Napier and seconded by Com. Iago to approve the amended TIF agreement and amended development agreement as presented. All commissioners present voted in favor. The motion carried.

6. B. Update to the Maaco Property

Executive Director Jim Hartshorn gave an overview. Staff has been working with Venture Pass Partners which includes redevelopment of a project called Town Center 1 (former Blockbuster site to Wentworth). The Board decided to end their working relationship with the developer and purchase the Maaco site. In order to make this work the owner of Maaco must secure purchase of 68 Moreland for relocation. The current development agreement we have with the Maaco owner states we will pay \$15,000.00 upon his purchase of the Moreland property for relocation of his business. The Maaco owner is requesting this \$15,000 up front and has already spent \$8,000 in “soft costs”

This is a good faith effort on our part and could be a slight gamble. The funding will come from TIF 1-1. This is TIF District funding and is no longer considered TIF and can be spent outside of the district at this time. There are no other funds available for this transaction and could impact future transactions. The soft costs (attorney, engineering, etc.) have been reviewed by Director Hartshorn.

Motion was made by Com. Vitelli and seconded by Com. Halverson to discontinue work with Mr. Carlin and deal directly with the Maaco owner to secure a purchase agreement subject to hazardous waste inspection agreement and release of \$15,000 so the Maaco owner can purchase 68 Moreland Ave. to be used for the Maaco relocation. Com. Armon, Vitelli, Halverson and Napier voted in favor. Com. Iago and Bellows voted nay. The motion carried.

The final Maaco purchase agreement will come before the EDA, for final approval, at a future meeting.

7. Old Business

There was no old business to discuss.

8. Adjourn

Motion was made by Com. Vitelli and seconded by Com. Armon to adjourn the EDA meeting at 8:41 p.m.

Chantal Doriott
Chantal Doriott
City Clerk/Secretary
City of West St. Paul

TO: EDA PRESIDENT AND BOARD
FROM: EXECUTIVE DIRECTOR
DATE: MAY 09, 2016



City of West Saint Paul

SUBJECT:

Sign Replacement Grant application – 992 Robert Street (Bernard Plaza).

BACKGROUND INFORMATION:

Last August, the Board approved a Sign Replacement program to provide an incentive for commercial property owners to replace their non-conforming pylon signs with conforming monument signs. There are currently 51 non-conforming free-standing signs in WSP. Staff budgeted for approximately 12 sign applications this year. The program offers matching grants between \$5,000 to \$10,000. The building owner must match the requested grant amount. There are funds available for approximately 12 monument signs this year.

Staff has reviewed the attached application and believes it meets the qualifications as detailed in the attached application guidelines. The total cost is \$12,213.00. The requested grant amount is \$6,106.50.

EXPENSES:

		Amount
Fund:	Econ. Dev. Fund	
Department:	Community Development	
Account:	209-41121-40495	\$6,106.50

STAFF RECOMMENDATION:

Approve the attached application for \$6,106.50 for a new monument sign for Bernard Plaza.

ATTACHMENTS:

- Sign Replacement Program Application
- Drawing of proposed monument sign
- Picture of current sign (attached to fence)
- Program Guidelines



City Hall
 1616 Humboldt Avenue
 West St. Paul, MN
 55118-3972
 651-552-4100
 FAX 651-552-4190
 TDD 651-322-2323
www.cityofwsp.org

COMMERCIAL SIGN REPLACEMENT GRANT APPLICATION

Business Information:		992 Robert Street South	
STS Properties, LLC		Address including zip code West St. Paul, MN 55118	
Business Name		Phone 651-895-3355	Email stjproperty@gmail.com
Property Owner Information: (if different)		Address including zip code	
Owner Name		Phone	Email
Sign Company Information: (Required)		9204 Packer Drive, Wausau, WI 54401	
Graphic House		Address including zip code	
Company Name		Phone 715-842-0402	Email chuck@graphichouseinc.com
Description of Project: Replace nonconforming metal sign @ parking lot entrance with new LED illuminated monument sign. Provide electrical service in existing conduit by licensed electrician.			
*Application requires submittal of a Sign Plan from a Sign Company providing depictions and dimensions of proposed signage - Please attach			

PROPERTY TAXES

Are real estate property taxes current? Yes No

Are there any assessments against the property? Yes No

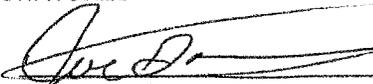
GRANT REQUEST

REQUESTED GRANT AMOUNT: \$ 6106.50
 (Min: \$5,000, Max: \$10,000)

APPLICANT CONTRIBUTION: \$ 6106.50
 (equal match required)

TOTAL ESTIMATED COSTS: \$ 12,213

SIGNATURES


 Signature of Owner (Required)

651-895-3355
 Phone Number

 Signature of Applicant (If different)

 Phone Number

PHIC HOUSE

CLIENT: **BERNARD PLAZA - S&I PROPERTIES**
 WEST ST. PAUL, MN
 www.graphicshouseinc.com

SALES REP: **CHUCK K**
 SALES AUTHORIZATION: _____

DATE: **9-30-2015**
 JOB NUMBER: **XXX**

QUOTE NUMBER: **CK-9097**
 REGION: **3-10-2016-G**

- SIGN SPECIFICATIONS**
- (1) 1/2" HTRN. ALUM. MONUMENT SIGN
 - SIGN CABINET IS TO BE FORMED OF ALUM. PAINTED TO MATCH BUILDING. FACES ARE TO BE WHITE POLYCARBONATE w/ 1/8" BAR DIVIDERS.
 - *BERNARD PLAZA™ GRAPHICS ARE TO BE WHITE w/ #330-69 DURL. BRONZE VINYL BACKGROUND.
 - * ALL SECONDARY TENANT GRAPHICS ARE TO BE STAINLESS OR 3M TRANSLUCENT VINYL.
 - * ALUM. FORMED CAP. REVEAL ARE TO BE PAINTED DARK DURL. BRONZE.
 - * ALUM. FORMED BASE CLADDING IS TO HAVE STUCCO FINISH & PAINTED DARK DURL. BRONZE.

APPROX. NIGHT VIEW



STUCCO FINISH ON
 BASE CLADDING
 ONLY

THE LOCATION IN WHICH THE SIGNAGE IS TO BE INSTALLED. THE CLIENT HAS THE SOLE RESPONSIBILITY FOR THE STRUCTURAL INTEGRITY OF ALL EXISTING STRUCTURES TO SUPPORT THE SIGNAGE.

THIS IS AN ORIGINAL DESIGN CREATED BY GRAPHIC HOUSE, INCORPORATED. THE SIGNAGE DESIGN IS ORIGINAL AND PROTECTED UNDER COPYRIGHT LAWS OF THE UNITED STATES. TITLE 17 UNITED STATES CODE. YOU CANNOT COPY OR REPRODUCE ANY PART OF THIS DESIGN WITHOUT OUR WRITTEN PERMISSION. ANY OTHER PARTY WHO WILL COPY OR REPRODUCE ANY PART OF THIS DESIGN WITHOUT OUR WRITTEN PERMISSION WILL BE HELD RESPONSIBLE FOR ANY VIOLATION OF COPYRIGHT LAWS. ANY OTHER PARTY WHO WILL COPY OR REPRODUCE ANY PART OF THIS DESIGN WITHOUT OUR WRITTEN PERMISSION WILL BE HELD RESPONSIBLE FOR ANY VIOLATION OF COPYRIGHT LAWS. ANY OTHER PARTY WHO WILL COPY OR REPRODUCE ANY PART OF THIS DESIGN WITHOUT OUR WRITTEN PERMISSION WILL BE HELD RESPONSIBLE FOR ANY VIOLATION OF COPYRIGHT LAWS.

	PMS 21
	PMS 2
	PMS 11
	PMS 21
	3630-2 Black
	8500-0 Intensi
	8500-0 Lime T
	3630-1 Plum F

KENT →
OPTICAL
651-451-6011



Progressive Electric, Inc.

286 Betty Lane - West St. Paul - MN – 55118

Phone: 651-330-4449
FAX: 651-330-4449

April 15, 2016

STJ Properties, LLC
2216 Copperfield Drive
Mendota Heights, MN 55118

Atten: Joe Geherts

Re: Install wiring to new monument sign.

Dear Joe,

We propose to furnish and install wiring to the new monument sign located at 992 Robert Street, W. St. Paul, MN 55118. This includes pulling wires from existing house panel in building out to sign, and making all connections in monument sign. Also installing disconnect, and time clock.

Base Bid: **\$975.00**

If you have any questions on this, or any other associated matter, please feel free to contact me at (651) 592-9261. We look forward to working with you on this project.

Sincerely,



Terry Pothen - Estimator
Progressive Electric, Inc.



7775 Main Street NE
Fridley, MN 55432
763-754-2899
www.albrechtsgncompany.com

Project: Robert & Bernard Crossings
Proposal To: Joe Gehrts
Phone: 651-895-3355
E-mail: stjproperty@gmail.com
Proposal Date: 3/14/16
Salesperson: Dave Albrecht
Job Address: 992 Robert St. S
West St. Paul, MN 55118

Albrecht Sign Company, Inc. proposes to furnish all labor and material as needed to complete the following scope of work:

- Fabricate and install one multi-tenant monument sign (includes excavation, pipe, concrete and electrical hookup to existing power at the sign location.

Total bid price: \$ 14,678.00

Notes:

- Sign Permit(s), Electrical Permit(s), and Office Staff fees are not included in bid price.
- Permit application will be submitted upon receipt of signed proposal & down payment.
- Production of project will begin after all permit(s) are approved from the city officials.
- Bid does not include final primary electrical connection unless otherwise noted.
- No private locates included unless otherwise noted.
- No solid or excess rock encounters included.
- No excessive dewatering included.
- No premium hours included unless otherwise noted, all work is to be performed on straight time, regular hours.
- ASC is not responsible for damages to existing utilities, private underground wires, sprinkler lines, etc. that have not been located.
- **Terms: 50% down; balance due upon completion**

I accept the prices, terms; conditions and or specifications listed here, and hereby authorize Albrecht Sign Company, Inc. to perform the work as specified.

Authorized signature from Albrecht Sign Company:

Authorized signature from Customer:

Note: This proposal may be withdrawn by Albrecht Sign Company, Inc. if not accepted in 30 days

Customer signature

Date accepted

TERMS AND CONDITIONS OF SALE
EXHIBIT A

In accordance with the usage of trade, assent to the terms and conditions set forth below shall be conclusively presumed from acceptance of all or any part of the sign(s) ("Sign(s)") ordered. All proposals, negotiations, and representations, if any, regarding this transaction made prior to the date of this acknowledgment are merged herein.

PAYMENT. Unless stated differently on the face of the invoice, terms are net thirty (30) days from the date of the invoice on approved credit. All invoices not paid within thirty days of invoice shall be subject to interest which shall accrue at the rate of 1.5% per month (18% annually), or the maximum rate allowed by law, whichever is less. Customer shall have no right of set off to Albrecht Sign in satisfaction of any claims asserted against Albrecht Sign by Customer. Albrecht Sign may at its sole discretion alter or suspend credit.

TITLE AND OWNERSHIP. The sale of the Sign to Customer constitutes a cash sale and title to and ownership of the Sign purchased under this Agreement shall pass to Customer upon Albrecht Sign Company's ("Albrecht Sign") receipt of payment in full for the Sign. Albrecht Sign shall retain all right, title and interest in the Sign until Customer's cash payment is received or its check honored, despite Albrecht Sign's delivery and Customer's possession of the Sign. All artwork or designs that are created by Albrecht Sign shall continue to be owned by Albrecht Sign and Customer may not use the artwork or designs without Albrecht Sign's written permission. Without limiting the generality of the foregoing, Customer may not reproduce or copy any artwork or design or transfer, assign, sublicense, loan, disclose or otherwise make available all or any portion of such artwork or design to any other person or entity, without the prior express written consent of Seller.

REMEDIES. If Albrecht Sign determines, in its sole discretion, that Customer is in default under any of its obligations under this Agreement, Albrecht Sign, with or without notice to Customer, shall have the right to use and Customer hereby consents to the use of any of the following remedies, concurrently or separately, without election of remedies being deemed to have been made: (a) Albrecht Sign may enter upon Customer's premises and without any court order or other process of law may repossess and remove the Sign, with or without notice to Customer; Customer hereby waives any trespass or right of action for damages by reason of such entry, removal or disabling; Customer further expressly consents to Albrecht Sign's entry of the premises; (b) Albrecht Sign may require Customer to return the Sign in good repair, by delivering the Sign packed and ready for shipment, to such place as Albrecht Sign may specify; (c) Albrecht Sign may cancel or terminate this Agreement and may retain any and all prior payments made by Customer; (d) Albrecht Sign may declare all sums due and to become due under this Agreement immediately due and payable, without notice or demand to Customer; (e) if the Sign is permanently affixed to real property, Customer acknowledges and agrees that the Sign shall constitute a lienable permanent improvement and Albrecht Sign may file a mechanic's lien on the improved real property for labor and material provided ; or (f) Albrecht Sign may pursue any other remedy available at law, by statute or equity. No single or partial exercise by Albrecht Sign or any right or remedy hereunder shall preclude any other or further exercise of any other right or remedy. If Albrecht Sign hires an attorney who is not a salaried employee to collect what is owed under this Agreement or to regain possession of the Sign, Customer agrees to pay Albrecht Sign's reasonable attorneys' fees and costs incurred therein.

CUSTOMER'S REPRESENTATIONS AND WARRANTIES. If Customer has entered into this agreement as a business entity and not as an individual, Customer represents, warrants and certifies that it is a business duly organized validly existing and in good standing and is licensed or qualified to transact business under the laws of the State of Minnesota. Customer further represents, warrants and certifies that it has all requisite power and authority to carry on its business, including authority to execute and deliver and to perform all of its obligations under this agreement. In the event that Customer breaches this warranty, the individual who has executed this agreement shall be solely liable to Albrecht Sign for all of Customer's obligations hereunder.

ALBRECHT SIGN'S WARRANTIES: Albrecht Sign agrees to warrant all Sign(s) in accordance with the terms of its standard warranty for each Sign, as modified from time to time in Albrecht Sign's sole discretion. Albrecht Sign's sole obligation to Customer shall be limited to the repair or replacement of the Sign, at Albrecht Sign's option, of defective products returned to Seller at the sole expense of Buyer or initial retail purchaser. THE FOREGOING REMEDIES ARE EXCLUSIVE. SELLER MAKES NO OTHER EXPRESS WARRANTY. SELLER DISCLAIMS, AND BUYER WAIVES ANY AND ALL IMPLIED WARRANTIES, INCLUDING, WITHOUT LIMITATION, IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

ALBRECHT SIGN LIABILITY: In no event shall Albrecht Sign's liability for breach under this Agreement exceed the amount of the invoice price of the Sign sold or the services provided. Albrecht Sign shall not have any obligation or liability to Customer for any incidental or consequential damages whatsoever sustained or alleged to have sustained by Customer (including any expenses incident thereto), arising out of or related to these Terms and Conditions. The "consequential damages" shall be deemed to include the following; loss of use, revenue, income, or anticipated profits; loss of Sign, materials or property handled or processed with the use of the Sign; and damage to, loss or destruction of property.

EFFECT OF AGREEMENT: All rights of Albrecht Sign shall inure to the benefit of its successors and assigns, and all obligations of Customer shall bind Customer's heirs, legal representatives, successors and assigns. If there is more than one Customer, obligations of such Customers shall be joint and several.

MISCELLANEOUS: If and to the extent that applicable law confers any rights or imposes any duties inconsistent with or in addition to any of the provisions of this agreement, the affected provisions shall be considered amended to conform thereto, but all other provisions hereof shall remain in full force and effect. The laws of Minnesota shall govern over the terms of this agreement. The exclusive jurisdiction for the resolution of any and all disputes between the parties shall be the State or Federal Courts located in Hennepin County, Minnesota. This writing is the full and complete agreement between the parties. Any modifications of this agreement must be made in writing and executed by both parties. Waiver by Albrecht Sign of a breach of any of the terms and conditions of this contract shall not be construed as a waiver of any other breach.

Initial : _____



PROPOSAL
Proposal #: 17468

9204 Packer Dr. Wausau, WI 54401
Ph: 715-842-0402 Fax: 715-848-9108 www.graphichouseinc.com

Proposal Date: 03/17/16
Customer #: 2965
Page: 1 of 4

SOLD TO:	JOB LOCATION:
STJ PROPERTIES 992 ROBERT STREET S WEST ST PAUL MN 55118-1447	STJ PROPERTIES 992 ROBERT STREET WEST ST PAUL MN 55118 REQUESTED BY: JOE

Graphic House, Inc. (HEREINAFTER CALLED THE "COMPANY") HEREBY PROPOSES TO FURNISH ALL THE MATERIALS AND PERFORM ALL THE LABOR NECESSARY FOR THE COMPLETION OF:

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	QUOTE #9097 6'-0" x 7'-0" double face formed aluminum cabinet, white polycarbonate faces, bronze vinyl background, white copy on header face, (4) tenant faces, (3) have four standard color vinyl on white background, "Farmers Insurance" graphics are imaged/laminated vinyl, illuminated with white LED's, photocell included, formed aluminum cap, reveal & cladding, cladding to have a painted stucco finish, sign is supported by one steel tube direct set at 9'-0" overall height, manufactured.	\$8,063.00	\$8,063.00
1	QUOTE #90971 Install (1) 9'-0" x 7'-0" double face formed aluminum monument sign is supported by one steel tube direct set into standard soil conditions at 9'-0" overall height.	\$3,175.00	\$3,175.00

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED, AND THE ABOVE TO BE IN ACCORDANCE WITH THE DRAWINGS AND OR SPECIFICATIONS SUBMITTED FOR THE ABOVE WORK AND COMPLETED IN A WORKMANLIKE MANNER FOR THE SUM OF:

TOTAL PROPOSAL AMOUNT: \$11,238.00

TERMS: 50.0% DOWN, BALANCE DUE ON COMPLETION
(INTEREST OF 1.5% PER MONTH WILL BE ADDED TO PAST DUE ACCOUNTS)

THIS PRICE DOES NOT INCLUDE ELECTRICAL HOOKUP, PERMITS, ENGINEERING OR TAX UNLESS SPECIFICALLY STATED.

WHO OWNS PROPERTY THE SIGN WILL BE INSTALLED ON? _____

ALL ACCOUNTS ARE DUE UPON INSTALLATION/DELIVERY

ALL SIGNS ARE WIRED AT 120 VOLTS UNLESS THE CLIENT IDENTIFIES OTHERWISE IN WRITING.

ALL WARRANTIES WILL BE NULL AND VOID IF FINAL INVOICE IS NOT PAID IN FULL WITHIN 45 DAYS FROM INVOICE DATE.

CHECKS RETURNED FOR NON-SUFFICIENT FUNDS WILL BE SUBJECT TO AN ADDITIONAL \$50.00 FEE.

COMPANY INITIALS _____

CUSTOMER INITIALS _____



9204 Packer Dr. Wausau, WI 54401
Ph: 715-842-0402 Fax: 715-848-9108 www.graphichouseinc.com

PROPOSAL
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ELECTRICAL TO SIGNAGE IS NOT PART OF THIS QUOTE. FINAL ELECTRICAL HOOK UP IS CLIENTS RESPONSIBILITY. ALL SIGNS WIRED TO UL SPECIFICATIONS, UNLESS OTHERWISE NOTED.

DELIVERY OF SIGNAGE IS BASED ON 8 TO 10 WEEKS FROM CLIENT AUTHORIZATION AND PERMIT APPROVAL. ADDITIONAL CHARGES WILL APPLY FOR DATE SPECIFIC AND EXPIDITED DELIVERY. ELECTRONICS WILL REQUIRE ADDITIONAL TIME FOR DELIVERY.

PERMIT TO BE OBTAINED BY: CLIENT GRAPHIC HOUSE, INC.
IF PERMIT IS TO BE OBTAINED BY G.H.I., ADDITIONAL FEES WILL APPLY.

NOTE: This proposal may be withdrawn by Graphic House, Inc. if not accepted within 45 days.

TERMS AND CONDITIONS

Client is responsible for flagging of property owner's utilities, such as, but not limited to: sprinkling/watering systems, parking lot lighting, landscaping lighting, storm/sanitary sewers, or any other utility that the customer may have buried, etc.

All in-ground bases are engineered for standard soil conditions. Non-standard conditions, such as: sandy soil, clay soil, rocky terrain, water, etc. which require additional concrete, labor, forming, etc. will be at an additional time and materials charge.

Client is responsible for providing Graphic House, Inc. with clear access to sign installation area(s) for all vehicles (trailers, backhoes, concrete trucks) required for proper installation of signage.

Client has identified the location in which the signage is to be installed. Client is responsible to have existing signage meet all state and local codes, and additional work to bring existing signage to code will be billed at time and materials. The client has the sole responsibility for the structural integrity of all existing structures to support the signage. Graphic House, Inc. is not responsible for any damage that may occur to sign installation areas such as (landscape, blacktop, etc. or otherwise). Graphic House, Inc. will not be responsible in any way for penetrations through roof membranes or wall materials or for any leakage or water damage resulting from any penetrations.

Graphic House, Inc. hereby warrants the sign display against defective workmanship in construction and assembly for a one year period from the date of the invoice. Lighting systems and all electrical components excluding light bulbs will also be under warranty. Light bulbs have a warranty for only ninety days. Graphic House, Inc. does not warranty flags. All labor for repair of electronic message centers or time and temperature units are covered under warranty for 90 days from date of installation. All components/parts for electronic message centers or time and temperature units are covered under warranty as outlined by manufacturer. No other warranties or guarantees are expressed or implied, either written or verbal. All warranties will be null and void if anyone other than Graphic House, Inc. services or maintains the signage specified on this proposal.

Our warranty, and warranties by stand-alone subassemblies manufactured by other companies, are based solely on the client's responsibility to properly maintain, service and clean these sign components at no longer than each six month interval. This warranty does not apply to vandalism, misuse, acts of God, and war.

Any deviation from prints or altered foundations will weaken the structure to the point that it may fail. This structure is engineered to hold only the signage specified. Do not add additional signage to the structure.

COMPANY INITIALS _____

CUSTOMER INITIALS _____



PROPOSAL
Proposal #: 17468

9204 Packer Dr. Wausau, WI 54401
Ph: 715-842-0402 Fax: 715-848-9108 www.graphichouseinc.com

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Page: 3 of 4

Any changes in the plans or specifications from the date this proposal and prints are approved and authorized will result in an administrative fee of \$100 per change plus the cost of the change. Any changes or extras may extend the time to complete the manufacturing and/or services specified.

Any alteration or deviation from the above specifications involving extra costs will be executed and will become an extra charge over and above the estimate, together with the terms and conditions set forth in the attached addendum which is incorporated herein in its entirety. All agreements contingent upon strikes, accidents or delays beyond our control.

As required by the Wisconsin construction lien law, Graphic House, Inc. hereby notifies the owner that the person or companies furnishing labor or materials for the construction on the owner's land, may have lien rights on the owner's land and building for unpaid costs. Those entitled to these lien rights, in addition to the undersigned contractor are those who contract directly with the owner or those who give the owner notice within sixty days after they first furnish labor or materials for the construction. Accordingly, the owner will probably receive notice from those who furnish labor or materials for the construction and should give a copy of each notice received to the mortgage lender, if any. The contractor agrees to cooperate with the owner and the owner's lender, if any, to see that all potential lien claimants are fully paid.

If collection action is required to collect a past due account, client agrees to pay the invoiced amount due, together with interest at the contract rate of (1.5%) per month, (18% annual) and costs of collection, including all attorney's fees incurred by Graphic House, Inc. in exercising its rights or remedies hereunder or enforcing any of the terms and conditions in this proposal. It is agreed that all legal disputes of any nature will be litigated in Marathon County, Wisconsin.

Graphic House, Inc. makes no representations and assumes no responsibility for compliance of signage with Federal, State or local signage regulations or ordinances, except as such requirements are specifically set forth in any permit issued for the signage. Client is solely responsible for determining the size, location and character of signage to Client's satisfaction and as permitted under applicable regulations and ordinances.

This proposal will be a binding contract upon written authorization by Client and written acceptance by Graphic House, Inc. and supersedes all prior negotiations and discussions, oral or written, between the parties.

THIS PROPOSAL DOES NOT BECOME EFFECTIVE UNTIL SIGNED AND DATED BY THE COMPANY; ONCE SIGNED THIS PROPOSAL WILL EXPIRE AFTER 30 DAYS.

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.

SALESPERSON: _____

DATE: _____

ACCEPTED BY: _____

TITLE: _____

SIGNATURE: _____

DATE: _____

COMPANY INITIALS _____

CUSTOMER INITIALS _____



9204 Packer Dr. Wausau, WI 54401
Ph: 715-842-0402 Fax: 715-848-9108 www.graphichouseinc.com

DEPOSIT INVOICE

Invoice #: DP17468

Inv Date: 03/17/16
 Customer #: 2965
 Page: 4 of 4

SOLD TO:	JOB LOCATION:
STJ PROPERTIES 992 ROBERT STREET S WEST ST PAUL MN 55118-1447	STJ PROPERTIES 992 ROBERT STREET WEST ST PAUL MN 55118 REQUESTED BY: JOE

ORDERED BY	PO NUMBER	SALESPERSON	ORDER DATE	PAYMENT TERMS	DUE DATE
JOE		CHUCK KNOECK	10/06/15	50.0% Due Upon Receipt	11/15/15

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	QUOTE #9097 6'-0" x 7'-0" double face formed aluminum cabinet, white polycarbonate faces, bronze vinyl background, white copy on header face, (4) tenant faces, (3) have four standard color vinyl on white background, "Farmers Insurance" graphics are imaged/laminated vinyl, illuminated with white LED's, photocell included, formed aluminum cap, reveal & cladding, cladding to have a painted stucco finish, sign is supported by one steel tube direct set at 9'-0" overall height, manufactured.	\$8,063.00	\$8,063.00
1	QUOTE #90971 Install (1) 9'-0" x 7'-0" double face formed aluminum monument sign is supported by one steel tube direct set into standard soil conditions at 9'-0" overall height.	\$3,175.00	\$3,175.00
TOTAL PROPOSAL AMOUNT			----- \$11,238.00
*** FINAL INVOICE AMOUNT MAY VARY UPON COMPLETION ***			

PLEASE PAY THIS DEPOSIT AMOUNT:	\$5,619.00
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