

**Watertown Economic Development Authority**September 12<sup>th</sup>, 2019**Agenda Item: Business Façade Improvement Grant – China B1****Request for Action: Adopt Resolution #2019-03, Approving BFI Application****Department: Shane Fineran, City Administrator****Background:**

Staff recently met with the owner of China B1, Song Liu regarding the signage on the recently located restaurant at 220 Lewis Ave S. The existing signage on the building does not meet the city's regulations for building signage.

In reviewing the signage requirements with Mr. Liu, staff also discussed with him the Building Façade improvement (BFI) grant fund administered by the EDA. This grant makes up to \$2,500 available to property owners who wish to replace and upgrade signage on their buildings consistent with city code. In preparation for this discussion staff had a sample developed for illustrative purposes which is attached. Eligible signage could include a hanging sign and building sign. Mr. Liu completed a BFI application and was to engage with a sign company to develop a sign package that would meet city standards.

Staff is seeking approval of the BFI grant up to \$2,500, conditional upon submittal and approved sign permit application and installation.


**Funding Source:**

EDA Operating Grant Program

**Attachments:**

BFI Application

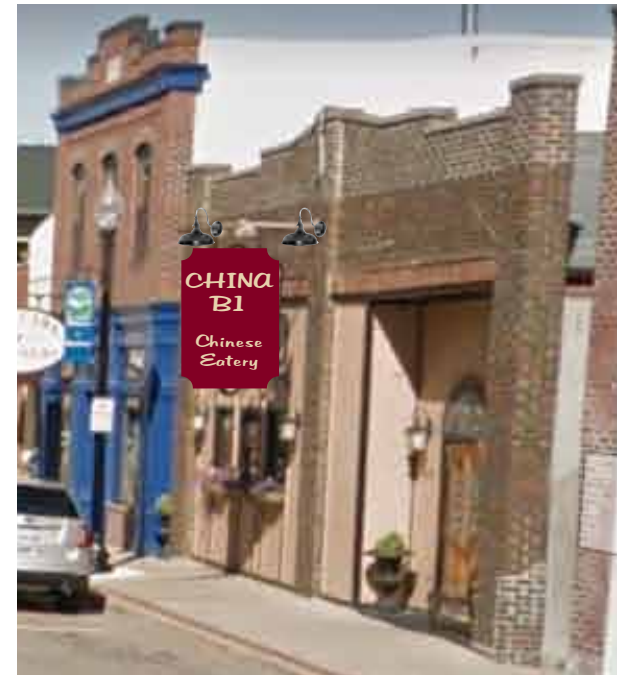
Signage Package Proposal

 <p><b>CD PRODUCTS Inc.</b> FULL SERVICE GRAPHICS PRODUCTION</p> <p>1330 MILL LANE • WACONIA, MN 55387 phone 952-442-7481 fax 952-442-7491 email cathy@cdproductsinc.com</p>	
<p>Pricing shown is for product only and does not include design, installation, shipping or sales tax charges, which are additional.</p>	
<p><b>PROOF DATE</b> 8/1/2019</p>	
<p><b>Job Description</b></p> <p>China B1 Signage</p>	
<p><b>Customer</b></p> <p>China B1</p>	
<p><b>Sales Person</b></p> <p>Catherine Nielsen</p>	
<p><b>Notes</b></p> <p>see ---&gt;</p>	
<p>file:</p>	
<p>This design is the property of CD Products, Inc. and may not be reproduced or manufactured without written permission from CD Products.</p>	

Building Sign  
shown with gooseneck lighting



Hanging Blade sign



**WATERTOWN EDA  
BUILDING FAÇADE IMPROVEMENT GRANT  
& LOAN FUND APPLICATION**



APPLICANT Song Liu

PERSONAL ADDRESS 117 Jackson Ave SW

CITY Watertown STATE MN ZIP 55388

BUSINESS ADDRESS 220 Lewis S

CITY Watertown STATE MN ZIP 55388

CONTACT PERSON(S) Song Liu

BUSINESS PHONE 952-683-1657 HOME PHONE 612-271-6933

CELL PHONE 612-271-6933 EMAIL Liu4us@yahoo.com

LOAN AMOUNT REQUESTED \_\_\_\_\_

GRANT AMOUNT REQUESTED \_\_\_\_\_

SOCIAL SECURITY NUMBER 128-92-8469 or FED. ID# 47-2584754

STATE ID # 3820 889

1. Describe Project:

Sign Package for 220 Lewis Ave S  
\_\_\_\_\_  
\_\_\_\_\_

2. Purpose of Loan:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Cost of Project:

- A) Window/Door Replacement \$ \_\_\_\_\_
- B) Exterior Painting \$ \_\_\_\_\_
- C) Tuck Pointing \$ \_\_\_\_\_
- D) Awning Replacement \$ \_\_\_\_\_
- E) Sign Replacement \$ TBD
- F) Streetscape Improvements \$ \_\_\_\_\_

TOTAL COSTS \$ \_\_\_\_\_

4. Proposed Financing:

<u>SOURCE</u>	<u>NAME</u>	<u>TERMS</u>	<u>AMOUNT</u>
A) State Grant/Loan	_____	_____	\$ _____
B) Fed Grant/Loan	_____	_____	\$ _____
C) Bank Loan	_____	_____	\$ _____
D) Bank Loan	_____	_____	\$ _____
E) Other Private	_____	_____	\$ <u>up to \$5,000</u>
F) BFI Grant	<u>CITY OF WATERTOWN</u>	<u>N/A</u>	\$ <u>up to \$2,500</u>
G) BFI Loan	<u>CITY OF WATERTOWN</u>	_____	\$ _____
H) Applicant Contribution			\$ _____
TOTAL FINANCING/SOURCES			\$ <u>7,000.00</u>

5. Collateral to be assigned (described and show lien position):

- A. To State \_\_\_\_\_
- B. To Federal Govt. \_\_\_\_\_
- C. To Bank \_\_\_\_\_
- D. To Bank \_\_\_\_\_
- E. To Private \_\_\_\_\_
- F. To Other \_\_\_\_\_
- G. To City (this Loan) \_\_\_\_\_

6. Value of Collateral:

	<u>COST</u>	<u>BOOK VALUE</u>	<u>EXISTING LIENS</u>
A) Land	\$ _____	\$ _____	\$ _____
B) Buildings	\$ _____	\$ _____	\$ _____
C) Mach. & Equip.	\$ _____	\$ _____	\$ _____
D) Other _____	\$ _____	\$ _____	\$ _____
E) Other _____	\$ _____	\$ _____	\$ _____

8. \*EMPLOYMENT:

Present Number of Employees \_\_\_\_\_ Total Payroll \$ \_\_\_\_\_  
After Project # of Employees \_\_\_\_\_ Total Payroll \$ \_\_\_\_\_

\*If Loan is for Job Retention only, explain in the Business Plan.

9. Attorney, Accountant (Names, Addresses, Phone):

---

---

---

---

10. Bank and Other References (Names, Addresses, Phone):

---

---

---

---

11. Attach and include the following:

A) Written Business Plan:

1. Description of Business
2. Ownership
3. Date Established
4. Products/Services
5. Management
6. Employment Statistics (# of Employees, Projected # of Employees, Wages, etc.)
7. Future Plans

B) For Existing Business:

1. Provide Financial Statements or Tax Statements for Past Three Years.

C) For New Business:

1. Provide Personal Financial Statements or Tax Statements of Parties for Past Three Years.

D) Financial Projections for Five Years

E) Resume of Owner/Management

F) Letter of Commitment from Applicant Pledging to Complete during the Proposed Project Duration

G) Letter of Commitment from Other Sources of Financing, Stating Terms and Conditions of Their Participation in Project

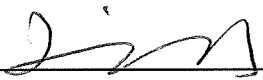
H) Other \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I) Other \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

J) \$50 BFI Loan Application Fee (Non-Refundable/Not Due for BFI Grant Funds)

I/We certify that all information provided in this application is true and correct to the best of my/our knowledge. I/We authorize the City of Watertown and the Watertown Economic Development Authority to check credit references and verify financial and other information. I/We agree to provide any additional information as may be requested by the City of Watertown and the Watertown Economic Development Authority.

DATE: 9/6/2019


APPLICANT NAME: 

(Please Print)

Song Liu

By

By

Received By: 

Date: 9/6/19

**CITY OF WATERTOWN  
ECONOMIC DEVELOPMENT AUTHORITY  
RESOLUTION NO. 2019-03EDA**

**RESOLUTION APPROVING BUILDING FAÇADE IMPROVEMENT APPLICATION FOR  
CHINA B1**

**WHEREAS**, the City of Watertown Economic Development Authority (the “EDA”) supports local economic development and investment within the community through the provision of loan and grant programs; and

**WHEREAS**, the EDA has received an application from Song Liu of China B1 restaurant for the Building Façade Improvement program (BFI) in the amount up to \$2,500.00 in grant funds; and

**WHEREAS**, the grant funds will be used to complete exterior signage replacement consistent with BFI policy and municipal regulations; and

**WHEREAS**, grant funds will be disbursed upon application and issuance of applicable zoning permits and confirmation that the project is complete and paid for; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Economic Development Authority of the City of Watertown, Minnesota, hereby approves the application for BFI grant funds.

Adopted by the EDA of the City of Watertown this 12th day of September, 2019.

\_\_\_\_\_  
Ken Grotbo, Chairperson

ATTEST: \_\_\_\_\_  
Lynn Tschudi, Secretary