



TOWN HALL FACILITY NEED ASSESSMENT

AUGUST 20, 2025



Objective

- Facility Condition Assessment of Town Hall
 - Identify functional, structural, and safety issues
 - Provide recommendations for improvement
- Review of space needs and design trends
 - Town Hall
 - Public Works
- Process
 - Kick off meeting
 - Facility condition assessment site visit
 - Define space needs and programming for current and future needs
 - Conceptual planning and estimating
 - Review of funding opportunities
- Findings and recommendations

Facility Condition Assessment

Facility Overview

- Size: 5,400 sq. ft.
- Construction:
 - Partial CMU with brick veneer
 - Partial wood stud with brick veneer
 - Wood joist framed shingled roof
- Timeline:
 - 1966 – Original School
 - 1979 – Addition
 - 1985 – New Roof Configuration
- Overall Condition: Fair to poor



Key Observations

- Accessibility:
 - Non-compliant doors/hardware
- Security:
 - No entry control
 - Limited visibility for staff
 - Public access to multiple areas
- Interior Finishes:
 - Damaged flooring, ceiling, doors
 - Possible hazardous materials
 - Antiquated finishes



Building Envelope Issues

- Inadequate wall insulation
- Single-pane windows
- Roof leaking
- Foundation separation in southeast corner
- Brick façade moisture infiltration



Building Systems

- Heating: boiler beyond life expectancy
- Electrical: outdated but functional
- Lighting: LED in good condition
- Plumbing: antiquated fixtures



Space Needs

Space Needs Summary

- Current: 5,400
- Recommended: 7,853
- Key Needs:
 - Secured lobby, meeting room, breakroom, and storage
 - Public Works garage and restroom
 - Expanded community and boardroom space
 - Properly sized offices

Solutions

Option 1

- **Minimal Upgrades to Existing Building**
- New efficient forced air heating system
- Roof repair / replacement
- Envelope repair:
 - Tuckpointing
 - Foundation separation
- New Public Works garage
- Cost:
 - Construction: \$934,000
 - Total: \$1,280,330
- Timeline: 15 months
 - Design: 6 months
 - Bidding/Contracts: 3 months
 - Construction: 6 months

Option 2

- **Full renovation of Existing Building**
- New efficient forced air heating system
- Envelope repair:
 - New Roof
 - New Windows
 - Tuckpointing
 - Foundation separation
- Security updates
- Reconfigure layout
- New Public Works garage
- Cost:
 - Construction: \$1,344,000
 - Total: \$1,897,040
- Timeline: 15 months
 - Design: 6 months
 - Bidding/Contracts: 3 months
 - Construction: 6 months



Option 3

- **New facility at current site**
- New 7,900 square foot Town Hall with Public Works Garage
- Demo existing building
- Cost:
 - Construction: \$2,336,100
 - Total: \$3,335,304
- Timeline: 21 months
 - Design: 6 months
 - Bidding/Contracts: 3 months
 - Construction: 12 months



Option 3A

- New facility at current site **with Fire**
- Option 03
- Plus, new **5,400 square foot Fire Station**
- Cost:
 - Construction: \$3,429,250
 - Total: \$4,907,828
- Timeline: 25 months
 - Design: 6 months
 - Bidding/Contracts: 3 months
 - Construction: 16 months



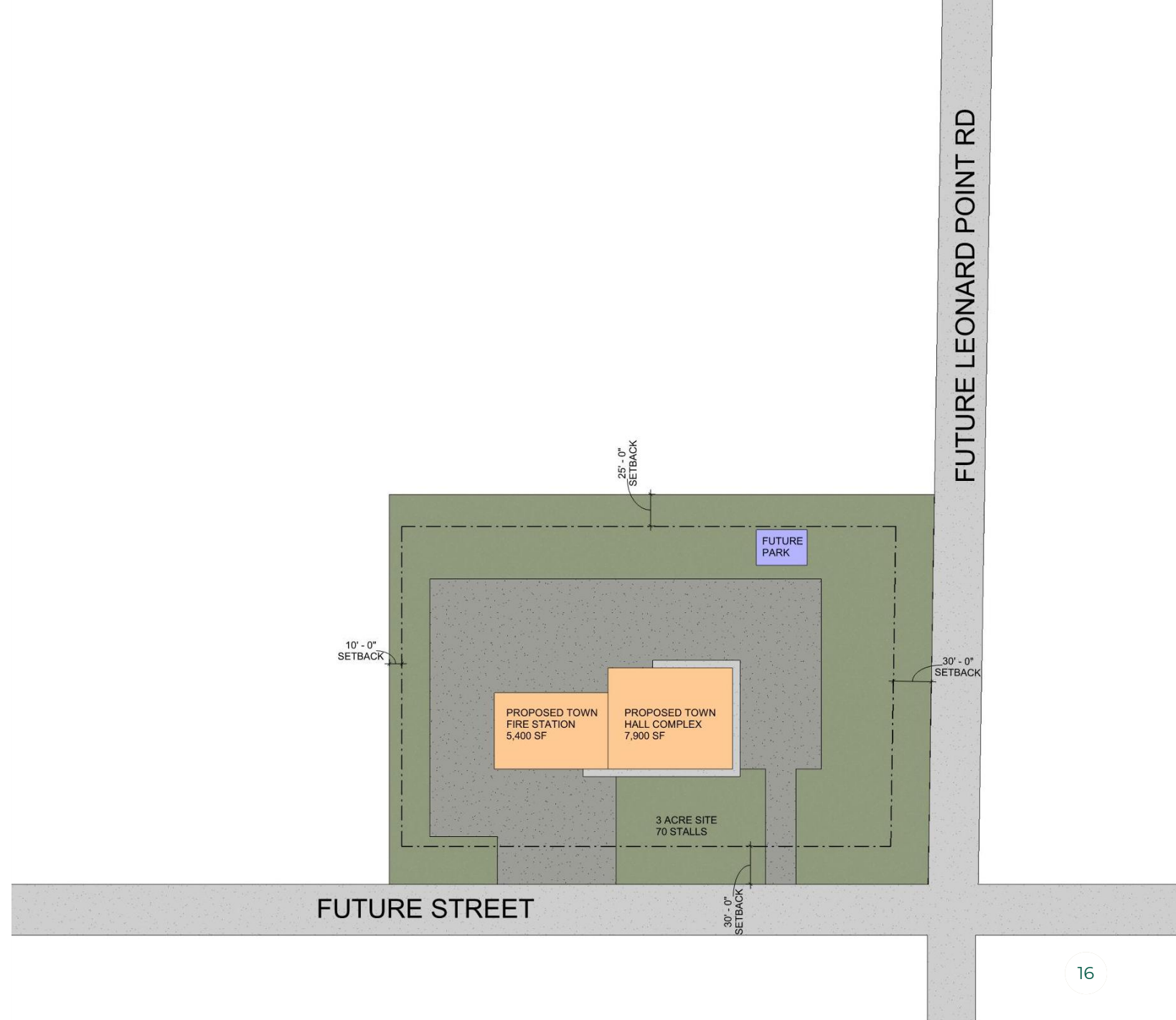
Option 4

- **New facility at new site**
- New 7,900 square foot Town Hall with Public Works Garage
- Centralized in future Town boundaries
- Sale of existing building and sale/develop of property
- Cost:
 - Construction: \$2,351,500
 - Total: \$3,377,403
- Timeline: 18 months
 - Design: 6 months
 - Bidding/Contracts: 3 months
 - Construction: 9 months



Option 4A

- New facility at new site **with Fire**
- Option 04
- Plus, new **5,400 square foot Fire Station**
- Sale of existing building and sale/develop of property
- Cost:
 - Construction: \$3,525,500
 - Total: \$5,045,465
- Timeline: 21 months
 - Design: 6 months
 - Bidding/Contracts: 3 months
 - Construction: 12 months



Funding Opportunities

Funding Opportunities

- Grants:
 - WI DOR Innovation Grant
- Loans:
 - USDA Community Facility Loans
 - BCPL Loans
 - USDA Direct Loan & Grant Program

Summary and Next Steps

Facility Condition Summary

- Outdated
- Inefficient
- Security issues
- Accessibility issues



Solutions

	Square Footage	Construction Cost	Total Project Cost	Timeline
Option 01	5,400	\$934,000	\$1,280,330	15 months
Option 02	5,400	\$1,344,000	\$1,897,040	15 months
Option 03	7,900	\$2,336,100	\$3,335,304	21 months
Option 03A	13,300	\$3,429,250	\$4,907,828	25 months
Option 04	7,900	\$2,351,500	\$3,377,403	18 months
Option 04A	13,300	\$3,525,500	\$5,045,465	21 months

Next Steps

- Option 1:
 - Hazardous materials review, prioritize upgrades
- Option 2-4:
 - Site Reviews, surveys, preliminary design
- Recommendation:
 - Option 4 comes at a higher cost however positions the Town well into the future.



THANK YOU



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