

# REVOLVING LOAN PROGRAM APPLICATION



Project Name: Mena's Place LLC  
Project Address: 215 W Wisconsin Ave  
Contact Name: Shaila Lopez Martinez  
Contact Address: 128 Lamp Lighter Dr Apt 7,  
Telephone: 715-460-5114

Email: shailopez95@gmail.com

Year Business Established: 2022

Applicant Is:

Owner	<input type="checkbox"/>	Lessee of Property	<input checked="" type="checkbox"/>	Sole Proprietorship	<input type="checkbox"/>
Partnership	<input type="checkbox"/>	Corporation	<input type="checkbox"/>	Other Business Structure	<input type="checkbox"/>
Number of Employees:		Full Time		Part Time	

Brief Description of Business:

Mexican Style Restaurant with breakfast

List all owners, directors, or partners having 20% or greater interest:

Shaila Lopez Matinez

Project Description:

paint, purchase additional kitchen/bar equipment (inventory & dinnerware), operating expenses

In what ways will the project benefit the community?

Increase tax value	<input checked="" type="checkbox"/>		
Improve curb appeal/aesthetics	<input type="checkbox"/>		
Safety or security upgrades	<input checked="" type="checkbox"/>		
Accessibility improvements	<input type="checkbox"/>		
Job creation or retention	<input checked="" type="checkbox"/>	jobs created	<input checked="" type="checkbox"/> jobs retained
Improved building longevity	<input checked="" type="checkbox"/>		
New or retained business	<input checked="" type="checkbox"/>		
Energy efficiency upgrades/weatherization	<input type="checkbox"/>		
Creating services not currently available in a community	<input type="checkbox"/>		
Other:			

### Project Costs

Acquisition	
Exterior Renovation	
Interior Rehabilitation	\$2,946
Land/Site Improvements	
Utility Improvements	
Machinery/Equipment	\$14,660
Design Services	

### Project Financing

Personal Funds	\$5,000
Lender Funds	
RACK Funds Requested	\$12,756
Other	

### Existing Building Conditions

If building is owned by applicant:

Acquisition Date	
Purchase Price	
Existing Mortgage Balance	
Land Contract Balance	
Monthly Mortgage Payment(s)	
Recent Appraised Value	

If building is leased by applicant:

Annual Rent	\$26,400.00 plus taxes
Lease Termination Date	07/31/2023
Name of Building Owner	Jason Hurst, Riverside Property Management LLC
Address of Building Owner	PO Box 483, Kaukauna, WI 54130

## Application Agreement

The applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of obtaining a loan under the Commercial Revolving Loan Program and is true and complete to the best of the applicant's knowledge.

The applicant further certifies that they are the owner of the property described in this application, or the lessee with proof of the owner's consent to improve said property.

The applicant further certifies that the loan proceeds will be used for the work and materials identified in this application and will abide with all provisions and guidelines of the Commercial Revolving Loan Program.

The applicant further authorizes disclosure of all financial information submitted in connection with this application by and between the Redevelopment Authority of the City of Kaukauna and any lender agreeing to participate with the applicant's loan through this program.



Signature of Applicant

6/27/2022

Date

Signature of Applicant

Date

## Mena's Place LLC

<b>Identity</b> Mena's Place LLC is a family-owned restaurant with a focus on breakfast and Mexican food. The owner is Shaila Y Lopez.	<b>Problem</b> No authentic Mexican food in the area.
<b>Our solution</b> Setting up a diverse menu with the popular Mexican dishes and the always popular breakfast items.	<b>Target market</b> Fox Valley area individuals and families.
<b>The competition</b> Our area competition area few other local restaurants. El Jaripeo serves Mexican food and drinks and Jexis' serves breakfast.	<b>Revenue streams</b> Our revenue streams will come from dine in orders and take out orders.
<b>Marketing activities</b> Our current marketing activities are all done through social media profiles, my personal and business profile.  We would also like to have monthly breakfast for our local fire and police department employees.	<b>Expenses</b> <ul style="list-style-type: none"><li>• Rent and utilities</li><li>• Payroll</li><li>• Food and beverage products</li></ul>
<b>Team and key roles</b> Currently, the teams consist of two cooks, one waitress, and me. As profits increase, I will be looking to add two employees, it would be one waitress and one cook.	<b>Milestones</b> As business grows, we would like to have anniversary events

## Business Information:

Mena's Place is a family-owned restaurant that was established on May 22, 2022. The Owner is Shaila Lopez Martinez, with the help of her significant other and her mother she is committed to growing a successful restaurant.

The business is run by Shaila Y Lopez Martinez, who has over 5 years of experience in the hospitality business. She has help from her significant other in the kitchen, he has over 7 years of experience working in multiple restaurants in the Fox Valley and together are working to make the restaurant grow.

I would like to remodel the main dining area. I would be looking to replace the carpet and install new flooring; walls need to be repainted and replastered. The ceiling also needs to be painted to match the walls. I would like to turn the restaurant into a cozy place for everyone to come and enjoy time together.

I am looking to build a bar area and make it taller and install shelves to display the liquor bottles and glasses. Will be adding 2 to 3 coolers one small freezer, dish washer, and a sink.

I would like to do the remodel as soon as possible and we would have to close the restaurant between 3 to 7 days to complete all the work but will continue to do take-out orders while remodeling. I would like to have a grand reopening in August.

The main menu will have new food options and our hours of operation will be expanded to Monday through Saturday from 6am to 9pm and Sunday will be 6am to 2pm. With the increased hours of operation, revenue will increase. With the bar we will offer traditional house margaritas, craft cocktails, and a happy hour from Monday through Friday.

My goal is that with the change of atmosphere and mix of food that we can appeal to all ages.

Down the road I would like to arrange for local kids to come and help paint a mural on the side of the building and also offer support to our local police and fire department with breakfast once a month so we can grow and support our community in any way.

bar items

blender \$100

margarita glasses 12 Oz x 20 \$15 = \$300

marg glasses 16 Oz x 20 \$13 = \$260

marg glasses 22oz x 20 \$13 = \$260

pine glasses \$8 x 30 = \$240

bar dish washer system \$5000

alcohol items "beer, wine, liquor, mixers

flavors etc" \$3000

bar chairs \$250 x 10 \$2500

Mano de otra \$2000 -labor

new equipment for soda and bar gun

\$1000

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b

para la Barra gray mix planking

30 scuadras \$50      30sq @ \$50

\$1500

pasta para la pared - wall paste

2 botes de \$18

\$36

2x4x8 framing lumber \$6

50 PC. \$300

OSB handi panel

3/4 (23/32 cat) 2x8 \$34 each

10 PC x \$34 \$340

nails \$100

construction screws \$25

2 boxes \$50

6 gallon air compression \$150

metal connector nailer \$235

paint sprayer \$160





To Whom it May Concern,

On March 8<sup>th</sup>, 2022, Shaila Lopez called to inquire about the commercial loan application process here at Premier Community Bank. From what I recall, she was calling on behalf of her mother, Zola Martinez. They were looking to purchase a restaurant in Clintonville, WI.

Following up on our conversation, I sent Shaila and Zola an email on 3/8/2022 laying out the standard information I would need in order to take a formal loan application from them. This consisted of the following information:

- 3 years of historical federal and state tax returns
- Personal financial statement (template attached)
- Complete Business Plan including 2-3 years of projected income and expenses for the business
- Proof of record of down payment funds totaling \$20,000-\$25,000 (i.e., bank statement)
- Any other financial/supporting information

None of the information was provided and thus, I was unable to take a formal application from them.

Best,

A handwritten signature in black ink, appearing to read "Luke Vanden Heuvel".

Luke Vanden Heuvel  
Assistant Vice President  
Premier Community Bank

July 18, 2022

Mena's Place (Formerly La Patrona Restaurant)  
215 W Wisconsin Ave  
Kaukauna, WI 54130

To whom it may concern:

Shaila Lopez has permission to make improvements to the building, some of which include new carpeting, replacing or moving counters, painting, some plumbing and electric, ceiling tile improvement, etc.,

Tweet Hurst  
Property Manager  
PO Box 483  
Kaukauna, WI 54130  
920-759-9062 (w)  
920-810-4104 (C)

Agent for:  
Riverside Property Management, LLC: Elizabeth Hurst (Tweet)

Date: 7/18/2022

Riverside Property Management, LLC  
PO Box 483 Kaukauna, WI 54130  
(920) 759-9062