



City of Waupun

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Waupun Business Improvement District
Minutes of Meeting
Wednesday, November 8, 2017

The Waupun Business Improvement District met Wednesday, November 8, 2017 in the City Hall Council Chambers.

City Staff present is City Clerk Hull and Administrator Schlieve.

Waupun Chamber Representative Tyler Schulz is present.

No audience is present.

The meeting was called to order at 7:00am.

Members present are Al Verhage, Larry Sullivan, Jeff Riel, John Karsten, John Theune, Krista Bishop, Teresa Ruch, Wayne Buteyn, Rich Matravers and Jack Dunham. No members are absent.

Motion Bishop, second Riel to approve the minutes of the October 11, 2017 meeting of the Business Improvement District. Motion carried 10-0.

Prior Business- Outstanding Applications

Kari Pattee, Thirsty Marlins, submitted a Façade Improvement Program application for the property of 428 E Main Street, Waupun at the August 23, 2017 BID meeting. Renovation to the façade includes removal of the front façade overhang and to replace with the same tin siding that is currently on the building directly above the overhang. Total project cost is estimated at \$1,700.00 which the Board approved 50% of the BID related expenses not to exceed \$2,000. This application expires November 23, 2017. Construction continues.

Jeff Riel submitted a Façade Improvement Program application for the properties of 314, 425, 427, 431E Main Street, Waupun at the August 23, 2017 BID meeting. Renovation to the façade includes replacement of windows. Total project cost is estimated at \$8,807.00 which the Board approved 50% of the BID related expenses not to exceed \$2,000. This application expires November 23, 2017. Construction continues.

The 2017 BID Financial report provides a fund balance on November 1, 2017 of \$11,914.24 with \$2,650.00 outstanding-prior approved applications waiting completion.

Jeff Collien, ABB & J Investments, submitted a Façade Improvement Program application for the property of 310 E Main Street, Waupun. Renovation to the façade includes new windows, new doors, awnings and stucco resurfacing the front of the property to match 306 E Main Street Total project cost is estimated at \$16,250.00. Due to Collien's absence, Schlieve provides information.

Motion Bishop, second Karsten to approve a 50% matching grant not to exceed \$2,000 to Jeff Collien for façade improvements to the property of 310 E Main Street, Waupun. Motion carried 10-0.

Jeff Collien, Club Fitness, submitted a Façade Improvement Program application for the property of 306 E Main Street, Waupun. Renovation to the façade includes siding and downspouts to the rear of the building. Total project cost is estimated at \$8,750.00. Due to Collien's absence, Schlieve provides information.

Motion Theune, second Matravers to approve a 50% matching grant not to exceed \$2,000 to Jeff Collien for façade improvements to the property of 306 E Main Street, Waupun. Motion carried 10-0.

Schlieve Report:

Ignite Program of Fond Du Lac County is an entrepreneurial resource. Tyra Walters of Reiki Essential and Wellness, located at 2 S Madison Street, provided a business plan and received a \$1,000 grant. Small Business Saturday will be held November 25, 2017. CDA has approved a consultant for creating a downtown historical district. Downtown planters being considered for replacement with hanging planters in 2018. CDA discussions of providing BID/CDA applications to all BID/CDA qualified businesses early in the year to be considered at one time. Applications can be submitted throughout the year as well, if funding available.

Chamber Representative Schulz informs the Board that the Chamber continues with the creation of a job description for a Chamber Director position and intends to advertise in the near future.

No audience wishes to address the Board.

The next meeting of the Business Improvement District is scheduled for Wednesday, December 13, 2017 at 7:00am at the Waupun City Hall.

Motion Bishop, second Sullivan duly carried the BID Board adjourned at 7:22a.

Angela J. Hull, City Clerk