



City of Waupun

201 E. Main Street
WAUPUN, WISCONSIN 53963
Phone: 920-324-7900
Fax: 920-324-7939

Waupun Business Improvement District
Minutes of Meeting
Wednesday, October 11, 2017

The Waupun Business Improvement District met Wednesday, October 11, 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 Larry Sullivan, Jeff Riel, John Karsten, John Theune, Krista Bishop, Teresa Ruch, Wayne Buteyn, Rich Matravers and Jack Dunham. Al Verhage is absent and excused.

Motion Riel, second Karsten to approve the minutes of the August 23, 2017 meeting of the Business Improvement District. Motion carried 9-0.

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.

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.

The 2017 BID Financial report provides a fund balance on October 1, 2017 of \$12,649.24 with \$3,150.00 outstanding-prior approved applications waiting completion.

The 2018 BID Budget was reviewed. 2018 Bid assessments provide a value of \$16,912.35 for Dodge and Fond Du Lac County properties.

Motion Bishop, second Sullivan to approve the 2018 Budget as allocated: \$500 for advertisement, \$1500 for Beautification, \$2000 for Connect Communities and Ignite Programs, and remaining funds of \$12,912.35 for Improvement Grants. Motion carried.

With the Board approving funds for beautification, the downtown planters were discussed. Schlieve informs the Board that the CDA Committee is considering replacing these planters and the waste receptacles'' with hanging baskets and metal, decorative waste receptacles'.

To provide their support for the removal of these items in the downtown area, a motion by Bishop, and second by Sullivan to recommend to the CDA Committee for the removal of the planters and waste receptacles' with consideration of replacement of hanging baskets and metal, decorative waste receptacles'. Motion carried.

Schlieve informs the Board of the possible creation of creating a historic district which may provide tax credits to those business owners. RPF is being created for building inspection and zoning administration. MVP building will be going out for bid for demolition. Small Business Saturday will be held November 25, 2017.

Chamber Representative Schulz informs the Board that the Chamber will soon be providing applications for candidates to consider the Chamber Director position.

No audience wishes to address the Board.

The next meeting of the Business Improvement District is scheduled for Wednesday, November 8, 2017 at 7:00am at the Waupun City Hall.

Motion Theune, second Karsten duly carried the BID Board adjourned at 7:35a.

Angela J. Hull, City Clerk