



City of Waupun

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"Wild Goose Center of Wisconsin"

Community Development Authority
April 18, 2017 Meeting Minutes
Approved 5/9/17

The Waupun Community Development Authority met April 18, 2017 at 4:00pm in the City Hall Council Chambers.

Mayor Nickel called the meeting to order at 4:02 PM.

Members present on roll call are John Karsten, Jill Vanderkin, Nancy Vanderkin, Mayor Julie Nickel, Cassandra VerHage, Derek Drews.

Sue VandeBerg is excused.

City Administrator/Director of Economic Development Kathy Schlieve, City Attorney Dan Vande Zande, and Administrative Assistant/Accountant Michelle Kast are also in attendance. Steve Daute of The Other Bar, Rohn Bishop of Bishop's Detailing/Weaving It Up To You, and Ken Liebenow, 24 E. Main property owner, are present in the audience.

Minute Approval

Motion N. Vanderkin, second by Drews to approve the minutes of the March 21, 2017 Community Development Authority meeting. Motion carried unanimously.

Finance Reports

Motion VerHage second by J. Vanderkin to approve the financial reports. Motion carried unanimously.

Outstanding Grant Applications

Schlieve reviewed outstanding grant applications. Roadside Relics may not complete their sign project.

New Grant Applications

Steve Daute presented his grant application for The Other Bar, 105 W. Main. The project includes roof replacement, HVAC system replacement, and new siding and roof above rear entry at an estimated cost of \$55,590. Mr. Daute reported that the contractor lined up to do the roof raised their price. Discussion on large investment on repairs and property ownership. Mr. Daute is working with the property owner on a purchase agreement and will not put additional money into the building until the agreement's

worked out. Mr. Daute and his contractor will review other proposals and try not to increase the amount requested. Must do it right though and have a structurally sound building in the end. Authority members in favor of holding off on grant approval until purchase agreement is in place. A special meeting will be called if necessary. Mr. Daute will be in contact once purchase agreement is in place.

Ken Liebenow received grant approval for his window and door replacement project at 24 E. Main at the March CDA meeting. Since the time of the application he was able to negotiate prices and would like to request approval to expand the project. Original cost estimates were \$32,806 original bid from Omni. Hometown came in a lot lower. Total project cost is revised to \$34,050. Looking for project approval only, not requesting additional funds.

Motion N. Vanderkin second by J. Vanderkin to approve additional work within the existing grant application for 24 E. Main. No additional grant funds will be distributed. Motion carried unanimously.

Rohn Bishop was present to review his grant application for Bishop's Detailing / Weaving It Up To You!, located at 307 E. Main. Costs are estimated at \$13,207 for this roof replacement project. The roof is 25-30 years old and is leaking. Bishop's have owned building 13-14 years. Bishop's Detailing is in rear and wife's business moved in to the store when Waupun Pool and Spa moved out last year. Bishop's have moved into the upstairs apartment. Roofed Right is going to remove rubber and put down ISO insulation that Gysbers has. 20 year warranty.

Motion VerHage, second by N. Vanderkin to approve up to 50% of project costs estimated at \$6,603.50 for completion of the project. Motion carried unanimously.

Closed Session

Motion N. Vanderkin second by Drews to adjourn to closed session under Section 19.85(1)(e) of the WI Statutes for reasons of deliberating on the investing of public funds within TIF 3. Motion carried unanimously.

Open Session

Motion N. Vanderkin second by Drews to reconvene to open session under Section 19.85(2) of the WI Statutes. Motion carried unanimously.

No action from closed session

Other items tabled.

Motion J. Vanderkin, second by N. Vanderkin to call the meeting adjourned. Motion carried unanimously.

Submitted by Michelle Kast