



City of Waupun

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Waupun Business Improvement District Minutes of Meeting Wednesday, June 13, 2018

The Waupun Business Improvement District met Wednesday, June 13, 2018, in the City Hall Council Chambers.

City Staff present is City Clerk Hull and Administrator Schlieve.

Waupun Chamber Representative Tyler Schulz is absent.

Audience present is Tyler Sturzl, Mike Mueller, and Doug Duer.

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

Members present are, Jack Dunham, Krista Bishop, Jan Harmsen, Teresa Ruch, Wayne Buteyn, and Rich Matravers.

Members absent are Jeff Riel, John Theune, John Karsten and Al Verhage.

Recognition of Jan Harmsen to the BID Board is heard.

Motion Harmsen, second Matravers to appoint Wayne Buteyn as President of the BID Board. Motion carried.

Board agrees to continue with the second Wednesday at 7:00am for holding the monthly meeting.

Bishop wishes for a revision to the April 11, 2018 minutes. For the Rohn Bishop application, Bishop abstained from voting and Karsten had made the motion.

Motion Bishop, second Matravers to approve the minutes of the April 11, 2018 meeting of the Business Improvement District with the revisions of Karsten making the motion for the Rohn Bishop application and Bishop abstained from voting. Motion carried.

Prior Business- Outstanding Applications

Jeff Collien, ABB & J Investments, submitted a Façade Improvement Program application for the property of 310 E Main Street, Waupun at the November 8, 2017 BID meeting. 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 which the Board approved 50% of the BID related expenses not to exceed \$2,000. At the January 10, 2018, the Board extended the application expiration date to May 8, 2018.

Jeff Collien, Club Fitness, submitted a Façade Improvement Program application for the property of 306 E Main Street, Waupun at the November 8, 2017 BID meeting. Renovation to the façade includes siding and downspouts to the rear of the building. Total project cost is estimated at \$8,750.00 which the Board approved 50% of the BID related expenses not to exceed \$2,000. At the January 10, 2018, the Board extended the application expiration date to May 8, 2018.

Schlieve spoke with Collien regarding his projects. Construction continues but there have been delays with product. Schlieve recommends extending the applications until July.

Motion Krista, second Ruch to extend the application expiration to July 31, 2018 for Jeff Collien's BID applications for 306 and 310 E Main Street. Motion carried.

Lynsey Fiedler of Body Logic's application expires July 11, 2018. She recently received approval from the Plan Commission and received her building permit. Construction continues.

Motion Matravers, second Harmsen to approve the 2018 BID Financial report which provides a fund balance for June 2018 of \$19,089.92 with \$4,487.94 outstanding-prior approved applications waiting completion. Motion carried.

Kate Bresser of Gysbers Jewelry submitted a Façade Improvement Program application for the property of 305 E Main Street, Waupun. Renovation to the façade includes a new store front to include windows, doors, lighting, and an awning. Total project cost is estimated at \$22,835.

Motion Harmsen, second Bishop to approve a 50% matching grant not to exceed \$2,000 to Kate Bresser of Gysbers Jewelry for façade improvements of 305 E Main Street, Waupun. Motion carried.

Doug Duer of Front Edge submitted a Façade Improvement Program application for the property of 316 E Main Street, Waupun. Renovation to the façade includes a new roof. Total project cost is estimated at \$15,800.

Motion Harmsen, second Ruch to approve a 50% matching grant not to exceed \$2,000 to Doug Duer of Front Edge for façade improvements of 316 E Main Street, Waupun. Motion carried.

Mike Mueller of Automatic Transmission Specialists submitted a Façade Improvement Program application for the property of 510 E Main Street, Waupun. Renovation to the façade includes building tuck pointing. Total project cost is estimated at \$5,300.

Motion Matravers, second Bishop to approve a 50% matching grant not to exceed \$2,000 to Mike Mueller of Automatic Transmission Specialists for façade improvements of 510 E Main Street, Waupun. Motion carried.

Schlieve Report:

The City will be the home to a soybean crushing facility in the near future. Placement to be in the 66.5 acres of the Industrial Park. Schlieve stated she has visited another facility like this in another state and there was no odor or noise issues. Public informational meetings will be held in June. Creation of a historical district continues. CGI Communications is in the City and shooting promotional videos which will be incorporated on our website. Parking study is being complied and will be presented to the CDA for review. BID Plan is to be reviewed annually. A copy of the plan is provided for review and discussion at a future meeting.

No member of the Chamber is present to provide and update.

No audience wishes to address the Board.

The next meeting of the Business Improvement District is scheduled for Wednesday, July 11, 2018 at 7:00am at the Waupun City Hall.

Motion Bishop, second Harmsen duly carried the BID Board adjourned at 7:30am.

Angela J. Hull, City Clerk