



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, August 23, 2017

The Waupun Business Improvement District met Wednesday, August 23, 2017 in the City Hall Council Chambers.

City Staff present is City Clerk Hull and Mayor Nickel.

Administrator/Economic Development Director Schlieve and Waupun Chamber Director is absent and excused.

Audience present is Kari Pattee and Jeff Riel.

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

Members present are Al Verhage, Larry Sullivan, Jeff Riel, John Karsten, John Theune, Krista Bishop, and Teresa Ruch. Wayne Buteyn, Rich Matravars and Jack Dunham is absent and excused.

Motion Karsten second Riel to approve the minutes of the June 14, 2017 meeting of the Business Improvement District. Motion carried 7-0.

Prior Business- Outstanding Applications

Kari Pattee, Thirsty Marlins, submitted a Façade Improvement Program application for the property 428 E. Main Street, Waupun at the June 14, 2017 BID meeting. Renovation to the façade includes re-roofing the front façade overhang. Total project cost is estimated at \$1,200 which the Board approved 50% of the BID related expenses not to exceed \$2,000 contingent upon meeting downtown guidelines.

Pattee is before the Board and as the proposed remodeled overhang was questioned about returning the building to its original stature, Pattee has made a request to terminate the prior-proposed application as she has made revisions and will be resubmitting and new application for consideration.

Motion Riel, second Sullivan to terminate the Business Improvement District Application submitted and approved on June 14, 2017 by Kari Pattee for the property of 428 E Main Street. Motion carried 7-0.

Kari Pattee, Thirsty Marlins, submitted a Façade Improvement Program application for the property of 428 E Main Street, Waupun. 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.

Mayor Nickel informs the Board that the CDA approved this application at a prior meeting.

Motion Theune, second Riel to approve a 50% matching grant to Kari Pattee of Thirsty Marlins for façade improvements provided in the application to the property of 428 E. Main Street, Waupun. Motion carried 7-0.

Jeff Riel submitted a Façade Improvement Program application for the properties of 314, 425, 427, 431E Main Street, Waupun. Renovation to the façade includes replacement of windows. Total project cost is estimated at \$8,807.00.

Mayor Nickel informs the Board that the CDA tabled this application at a prior meeting as it was being reviewed for meeting downtown guidelines. It is questioned if the proposed windows are bringing the building to its original stature. The windows were questioned if tempered glass should be brought to the top.

Motion Karsten, second Theune to approve a 50% matching grant not to exceed \$2,000 contingent upon approval of the CDA Board to Jeff Riel for façade improvements to the properties of 314, 425, 427, 431E Main Street, Waupun. Riel abstains from voting. Motion carried 5-1 with Bishop voting nay.

Discussion continued as Riel informed the Board that he paid \$150 for a variance which was granted at the Zoning meeting. Due to this information that Board did not have earlier, the Board requests to strike the prior motion and revote.

Motion Karsten, second Bishop to approve a 50% matching grant not to exceed \$2,000 to Jeff Riel for façade improvements to the properties of 314, 425, 427, 431E Main Street, Waupun. Riel abstains from voting. Motion carried 6-0.

The 2017 BID Financial report provides a fund balance on August 1, 2017 of \$12,649.24 with \$1,100.00 outstanding-prior approved applications waiting completion.

Motion Theune, second Bishop to approve the 2017 Business Improvement District Financial Report provided. Motion carried 7-0.

Schlieve Report: The Board that the Chamber Director was removed from her position.

No audience wishes to address the Board.

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

Motion Karsten, second Theune duly carried the BID Board adjourned.

Angela J. Hull, City Clerk