



"Wild Goose Center of Wisconsin"



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, January 11, 2017

The Waupun Business Improvement District met Wednesday, January 11, 2017 in the City Hall Council Chambers with Chairperson Wayne Buteyn presiding.

City Staff present is City Clerk Angela Hull and Economic Development Planner Kathy Schlieve.

Waupun Chamber Director Charlene Becker is absent and excused.

No audience is present.

The meeting was to order at 7:00am.

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

Motion Theune, second Bishop to approve the minutes of the December 14, 2016 meeting of the Business Improvement District. Motion carried 9-0.

Prior Business- Outstanding Applications

Ruth Sanders of Perfectly Polished submitted a Façade Improvement Program application for the property of 8 S. Mill Street, Waupun on November 22, 2016. Renovation to the façade includes signage. Total project cost is estimated at \$1,593.04, which the Board approved a 50% matching grant not to exceed \$2,000.00. This project completion expires February 22, 2017.

Kate Gysbers, Gysbers Jewelry, submitted a Façade Improvement Program application for the property of 305 E Main Street, Waupun on December 14, 2016. Renovation to the façade includes signage. Total project cost is estimated at \$3,200.00, which the Board approved a 50% matching grant not to exceed \$2,000.00. This project completion expires March 14, 2017.

Financial Statement Review

The 2017 BID Financial report provides a fund balance on January 1, 2017 of \$5,983.95 with \$4,000 outstanding-prior approved applications waiting completion and deposits yet to be received of \$16,912.35 from the City of Waupun.

Motion Verhage, second Matravers to approve the 2017 Business Improvement District Financial Report. Motion carried 9-0.

New Business:

Jamie Marwitz, Judson's LLC, submitted a Façade Improvement Program application for the property 416 E. Main Street, Waupun. Renovation to the façade includes replacement of a front window. Total project cost is estimated at \$920.00.

Motion Bishop, second Karsten to approve a 50% matching grant of \$460.00, to Jamie Marwitz of Judson's LLC for façade improvements to the property of 416 E. Main Street, Waupun. Motion carried 9-0.

Randa Strook, Roadside Relics, submitted a Façade Improvement Program application for the property 425 E. Main Street, Waupun. Renovation to the façade includes signage. Total project cost is estimated at \$755.83.

Motion Theune, second Verhage to approve a 50% matching grant of \$377.92 to Randa Strook of Roadside Relics for façade improvements to the property of 425 E. Main Street, Waupun. Motion carried 9-0.

Schlieve Report:

Ad Advantage, the entity hired for branding Waupun, will be here for a site visit on February 15, 2017.

No audience wishes to address the Board.

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

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

Angela J. Hull, City Clerk