



City of Waupun

201 E. Main Street

WAUPUN, WISCONSIN 53963

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"Wild Goose Center of Wisconsin"

July 10, 2009

MEMORANDUM

TO: Mayor & Council
FROM: Edward Madere, Interim City Administrator
CC: Website
RE: July Report to Common Council

Welcome Readers!

The *Administrator E-Newsletter* is an email designed to keep community members up-to-date with the latest City news. We hope that you will find these updates informative. This will also give Waupun business owners and residents another avenue to communicate their suggestions or concerns.

Please feel free to forward the newsletter to friends and family who you think would like to know what is happening in our City.

General Administration

As reported previously, work is in process to prepare for the 2010 Census. The Census Representative will be asked to come and address the City Council (Committee of the Whole) regarding the process and proposed changes.

A Public Forum on governance is scheduled for the evening of August 11, 2009. Information will be provided on local government structures including: full-time Mayor position, City Administrator position and City Manager position. Presenters include the Mayor of Beaver Dam, Fort Atkinson City Manager and the Wisconsin City/County Management Association Executive Director.

Economic Development

The State Building Commission, at its May meeting, opted to table a decision on providing an option that would allow the City of Waupun to purchase state-owned land managed by the Department of Corrections. The Department of Revenue is working on the various issues identified by the

Commission and has contacted the City regarding them. The City is optimistic that an agreement with the State allowing an option to purchase the property will be reached.

As reported previously, the Heritage Ridge property owner has provided an amended agreement to the City. The amendment, under review, provides for us a method to move forward with construction of infrastructure **if stimulus or grant funds** become available.

At its June 9, 2009, meeting, City Council members voted to approve the Waupun Industrial Development Corporation's (WIDC) counter offer to sell property in the industrial park to the City. It is anticipated that WIDC stockholders will address the proposed purchase in July or early August.

Business Improvement District board members approved grants to Jeff Riel for repairs to his property located at 314 E. Main, the site of Sager, Colwin, Samuelson & Associates; and Bob Barton for improvements to his building located at 435 E. Main, Waupun City Grille. Board members also voted to give monies to the Chamber to help pay for advertising for the new Farmers Market.

The Community Development Authority conditionally approved grant applications submitted by Joyce Fisher of Timeless Bridal for the purchase of wedding gowns at her retail store located at 2 S. Madison and Lee Jonet's application for tables and chairs for the dining area of Waupun City Grille, located at 435 E. Main. Authority members also approved the draft parking lot agreement presented and six (6) housing grant applications.

Administrative Assistant Activities

Attended Community Readiness Training, a Webinar on Low Cost/High Impact Designs for Downtowns and El Azteca Ribbon Cutting.

Updated PEG channel events calendar, broadcast WAHS "Pops" Concert. Met with representatives of the Boy Scouts to discuss recording future Council Meetings and City events.

Prepared CDA agenda, took meeting minutes, and posted on City website; a special CDA meeting was also held in June.

Coordinated flower replanting for large planters along Main Street.

Prepared various documents for City Administrator; assisted in rescheduling Public Forum presenters.

Assisted Public Works Department in Administrative Assistant's absence; issued building permits, street opening permits, assessment letters, etc.

The objective with these reports is to provide Council with a snap-shot view of department activities. Your questions regarding projects, issues, or concerns not addressed by these reports are appreciated.

If you have questions regarding any of the subjects or subjects not addressed, please let me or the appropriate department manager know.

Ec: Dan Vande Zande, City Attorney
Brenda Hicks-Sorensen, President FCEDC