



City of Waupun

201 E. Main Street

WAUPUN, WISCONSIN 53963

Phone: 920-324-7900

Fax: 920-324-7939

"Wild Goose Center of Wisconsin"

July 8, 2010

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

The *Administrator E-Newsletter* is designed to keep community members up-to-date with the latest City news. We hope that you will find these updates informative. The objective with these reports is to provide the City Council and residents with a snap-shot view of major activities. Please feel free to contact the Administrator's office for any additional information or questions regarding projects, issues, or concerns not addressed by these reports.

City Administrator Recruitment

The City Administrator recruitment process is now complete. In a unanimous decision City Council selected Waupun Clerk-Treasurer Kyle Clark for the position. Kyle will officially take over as City Administrator on August 15, 2010. We wish him much success as he takes on this new role.

Strategic Planning

In June the City of Waupun held a strategic planning session. City Council identified the following 4 items as top priorities:

1. Consolidate Recreational Area
2. Streamline Process for Recruiting New Business
3. Bring in Large Business/Industry
4. 400 Block of East Main Street (south side)

Smoking Restrictions

The State law prohibiting smoking in public places, places of employment etc went into effect on July 5, 2010. City staff sought input from the Chamber of Commerce and tavern owners regarding the potential development of a City ordinance.

Proposed Recreation Trail

Members of the Chamber of Commerce, local citizens and business owners, and representatives of the City have come together to form the Waupun Area Recreation Program (WARP). The group meets to discuss the potential of creating a multi-purpose bike/walking/cross-country ski trail connecting Fond du Lac County's Waupun Park with the Wild Goose Trail. WARP is currently making preparations for a pledge drive, working on becoming a 501(c)(3) organization, and is seeking submissions from the community for a logo. WARP members have been in contact with the National Parks Service about potential consulting grant assistance and have started the application process for a Bikes Belong grant. On July 12 the group plans to meet with an aquatic firm and at the July 13 Council meeting WARP members will make a presentation on where the group is at in the planning stages.

Option to Purchase State Land

City Staff continues to work with Wisconsin Division of State Facilities representatives to finalize an option to purchase agreement for the purchase of the DOC land (approximately 250 acres) east of Highway 151 and north of Highway 49. When completed, the agreement will be presented to the City Council for its consideration. Regretfully, recent snags in the negotiations have delayed the agreement. However, City staff continues to be confident that this matter will conclude shortly. In conjunction with the above, City staff is completing a request for qualifications (RFQ) document to be used to attract potential developers to the site.

Business Improvement District Activities

At the June meeting of the BID Board, Board members approved two grants: window replacement for Jeff Riel's property at 425 E. Main and improvements to the back of Mr. Riel's property to 431 E. Main.

Administrative Assistant Activities

Administrative Assistant Michelle Kast has been actively involved in a number of projects including assisting in coordinating Administrator recruitment events; assisting with receipt, journal, and budget entries; attending CDA meetings and taking meeting minutes; broadcasting the June Council meeting on the PEG channel; and updating the PEG channel calendar of events.

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