



City of Waupun

201 E. Main Street
Waupun, WI 53963
Phone: 920-324-7900
Fax: 920-324-7939

"Wild Goose Center of Wisconsin"

Community Development Authority
Minutes of Working Meeting on July 15, 2014
Approved 8/20/14

The Waupun Community Development Authority met Tuesday, July 15, 2014 at 4:00pm in the Council Chambers.

Mayor Clark called the meeting to order at 4:00 PM.

Members present on roll call are John Karsten, Jill Vanderkin, Nancy Vanderkin, Mayor Kyle Clark and Sue VandeBerg. Member Cassandra VerHage arrived at 4:20pm. Member Derek Drews is excused.

City staff in attendance are City Attorney Dan VandeZande and Administrative Assistant Michelle Kast.

Audience present includes Rohn Bishop and Melanie Williams. No media present.

Motion N. Vanderkin, second J. Vanderkin to approve the minutes of the May 20, 2014 CDA meeting. Motion carried unanimously.

Rohn Bishop presented his grant request for the apartment located at 307 E. Main Street. They have plans for Beaver Plumbing to fix a crack in the shower in the apartment. Estimated cost is \$1,920. This is something that came up and is not tied to the downtown inspections.

Melanie Williams presented her grant request for work on her property at 311 E. Main Street. Project 4 includes work underneath the stairway between 311 E. Main and Radio Shack. Estimated cost is \$530. BID did not approve this interior work, which is a result of the fire inspection. Project 2 is estimated to cost around \$1,200 and includes replacing interior flooring and damaged drywall and baseboard located near a leaking doorway. BID did not approve this interior work. BID granted a maximum \$2,000 on 3 projects totaling approximately \$4,650 (including the \$1,200 for Project 2).

Mayor Clark explained that there were funds available for additional projects this year, and that the CDA would need to identify the direction to take in utilizing funds for the balance of the year and next year.

Kast presented the June financial reports. A \$500 donation was received for the trail. Expenses are approximately \$20,600 YTD.

Grant application discussion.

Motion VandeBerg, second Mayor Clark to approve up to 50% of expenses for Melanie Williams' Project 4 which includes work underneath the stairway between her property at 311 E. Main Street and Radio Shack. Project is estimated to cost \$530 and is tied to the downtown inspections. All members vote aye on roll call.

VerHage left at 4:58pm.

Members felt the application by Rohn Bishop for the apartment at 307 E. Main Street was unrelated to the inspection findings. No motion made.

Mayor Clark updated members on the cleaning and tuck-pointing progress. Meetings regarding paint selection with Harv and the N. side 300 block property owners tentatively begin next week. The S. side of the street will be painted later this year.

Discussion on the brick work of the former Slammer property.

Next meeting date: Tuesday, August 19, 2014 at 4:00pm

Agenda items: Tim Vanderkin Grant Application

Motion N. Vanderkin, second by Mayor Clark to call the meeting adjourned at 5:08pm. Motion carried unanimously.

Michelle Kast
Administrative Assistant