



City of Waupun

201 E. Main Street
WAUPUN, WISCONSIN 53963
Phone: 920-324-7900
Fax: 920-324-7939

"Wild Goose Center of Wisconsin"

Waupun Business Improvement District Minutes of Meeting Wednesday June 10, 2015

The Waupun Business Improvement District met Wednesday, June 10, 2015 in the City Hall Council Chambers with Chairperson Wayne Buteyn presiding.

Staff present is Mayor Kyle Clark and City Clerk Angela Hull.

Audience present is Kari Pattee.

Chairman Buteyn called the meeting to order at 7:00am.

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

No public comments are heard.

Motion Bishop, second Matravers to approve the minutes of the May 13, 2015 meeting of the Business Improvement District. Motion carried.

Prior Business- Outstanding Applications

Derek Drews of Fox Valley submitted an application in May 2014 and was approved for \$5,000 to be paid over two years due to completion in 2015. Fifty percent (50%) of the initial approved application (\$2500) was paid in 2014 as directed by the Board. The remainder of the approved payment will not be issued until December 2015.

Katrina Hoinacki of Katrina Ann Photography at 311 E Main Street submitted an application on February 11, 2015 for renovation of the façade to include a sign at the estimated cost of \$745.06. The Board approved a 50% matching grant not to exceed \$2,000.00. This application expired May 11, 2015. At the May 13, 2015 meeting, the Board extended the application for an additional 30 days, providing an expiration date of June 11, 2015. The Board stated they will review this at next month's meeting.

Jim Viola of Accel Automotive at 99 Fond Du Lac Street submitted an application on May 13, 2015 for renovation of the façade to include siding, windows, soffit, paving of the parking lot, and painting of overhead doors at an estimated cost of \$42,000. The Board approved a 50% matching grant not to exceed \$2,000. The expiration date of this application is August 13, 2015.

Financial Statement Review

BID Financial report provided with the agenda shows a current fund balance as of June 1, 2015 of \$15,278.93 with \$4,872.53 outstanding-prior approved applications waiting completion. \$10,406.40 funds remain available for 2015.

Motion Riel, second Bishop to approve the Financial Report for June 1, 2015. Motion carried.

New Business:

Kari Pattee of Thirsty Marlins submitted a Façade Improvement Program application for the property at 428 E Main Street, Waupun. Renovation to the façade includes a back deck. Total project cost is estimated at \$15,000-\$16,000. She is also applying to the CDA for possible funding.

Motion Theune, second Matravers to approve a 50% matching grant not to exceed \$2,000.00 to Kari Pattee of Thirsty Marlins for façade improvements to the building at 428 E Main Street. Motion carried.

The next meeting of the Business Improvement District is scheduled for July 8, 2015 at 7:00am at the Waupun City Hall.

Motion Riel, second Bishop duly carried the BID Board adjourned at 7:15a.

Angela J. Hull, City Clerk