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# City of Waupun

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

*“Wild Goose Center of Wisconsin”*

A regular monthly meeting of the Waupun **Community Development Authority** will be called to order at **4:00 P.M. on Tuesday, March 15, 2016** at the Waupun City Hall Council Room.

## AGENDA

1. Call to Order – Mayor Kyle Clark, Chairperson
2. Roll Call of All Members
3. Consider for Approval January 19, 2016 Minutes
4. Consider for Approval Financial Reports-February 2016
5. Discussion and Possible Action on Connect Communities Program
6. Adjourn to closed session under Section 19.85(1)(e) of the WI Statutes
  - a. Deliberation on the purchase of public property
7. Reconvene to open session under Section 19.85(2) of the WI Statutes
  - a. Action from closed session
8. Other Business
9. Set Agenda Items for Next Meeting
10. Next Meeting Date: Tuesday, April 19, 2016 at 4:00pm
11. Adjourn

It is possible that members of, and possibly a quorum of members of other government bodies of the municipality, may be in attendance at the above-mentioned meeting to gather information. No action will be taken by any governmental body at the above-mentioned meeting other than the governmental body specifically referred to in this notice.

Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, call the City Clerk's office at (920) 324-7900.

CC:

Community Development Authority  
City Council  
Department Heads  
City Attorney

News Media



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Community Development Authority  
Minutes of Working Meeting on January 19, 2016  
**DRAFT**

The Waupun Community Development Authority met January 19, 2016 at 4:00pm in the City Hall Conference Room.

Mayor Clark called the meeting to order at 4:05 PM.

Members present on roll call are Nancy Vanderkin, John Karsten, Mayor Kyle Clark, Sue VandeBerg and Derek Drews. Cassandra VerHage and Jill Vanderkin are excused.

Economic Development Planner Kathy Schlieve and Accountant Michelle Kast are also in attendance. Andy Soodsma is present in the audience.

Andy Soodsma was present to request a grant extension for his parking lot paving project at 1-7 W. Main Street. Prices are down and he will return with updated estimates.

Motion N. Vanderkin, second by Karsten to approve the extension request, designating funds for the parking lot project at 50% of costs, up to \$8,000 for the completed project.

Motion N. Vanderkin, second VandeBerg to approve the minutes of the July 28, 2015 CDA meeting. Motion carried unanimously.

Kast presented the December 2015 preliminary financial reports. Expenses for the year were just under \$115,000, with about \$93,000 related to the trail project near the intermediate school.

Motion Drews, second Karsten to approve the financial reports. Motion carried unanimously.

Discussion on housing program bankruptcies and foreclosures.

Motion Karsten, second N. Vanderkin to approve housing program write-offs of \$59,640.57 and bad debt allowances totaling \$34,201.00, as recommended by the Housing Sub-Committee. Motion carried unanimously.

Discussion on housing program loans.

Motion Karsten, second N. Vanderkin to approve housing program loans of \$9,300-HO #154, \$8,650-HO #159 and \$18,750-HO #161, as recommended by the Housing Sub-Committee. Motion carried unanimously.

Discussed 2015 projects. Grant payouts went to Club Fitness, Thirsty Marlins, Accel Automotive, and L&G Properties, totaling \$18,500.

Discussed 2016 budget and projects. Anticipated revenue is about \$114,500, plus an additional \$160,000 in grant revenue for the trail project. Economic Development Planner Kathy Schlieve will meet with some business and discuss potential improvements, and will follow up on the Corner Restaurant property in regards to their outstanding grant.

Agenda items for the next meeting include: Projects.

Next meeting date: Tentatively Tuesday, February 16, 2016 at 4:00pm

Motion N. Vanderkin, second by VandeBerg to call the meeting adjourned. Motion carried unanimously.

Submitted by Michelle Kast

DRAFT