



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, May 17, 2016** at the Waupun City Hall Council Room.

AGENDA

1. Call to Order – Mayor Kyle Clark, Chairperson
2. Roll Call of All Members
3. Discussion and Possible Action on Grant Applications
 - a. Excel 2B Well Wellness Solutions, 2 E. Franklin
 - b. Green Collar Groomers, 23 S. Madison
4. Consider for Approval April 26, 2016 Minutes
5. Consider for Approval Financial Reports-April 2016
6. Recognition of CDA Community Member At Large appointment as approved by Common Council – Jill Vanderkin
7. Appointment of Vice Chairperson of the Community Development Authority
8. Other Business
9. Set Agenda Items for Next Meeting
10. Next Meeting Date: Tuesday, June 21, 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
Michael While, Excel 2B Well
Green Collar Groomers



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Community Development Authority
Minutes of Working Meeting on April 26, 2016
DRAFT

The Waupun Community Development Authority met April 26, 2016 at 4:00pm in the City Hall Council Chambers.

Mayor Clark called the meeting to order at 4:02 PM.

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

City Attorney Dan VandeZande, Economic Development Planner Kathy Schlieve, and Accountant Michelle Kast are also in attendance.

Todd, Kristine and Alaina Snow are present in the audience.

Todd Snow was present to review the grant application for Snow Links, 17 Fond du Lac Street. The project includes purchase and installation of a new compressor unit for central air conditioning, related electrical work and concrete pad installation. A/C is needed for the computer that runs their golf simulation software. Total project costs are estimated at \$3,814.

Motion N. Vanderkin, second Karsten to approve the minutes of the March 15, 2016 CDA meeting. Motion carried unanimously.

Kast presented the March 2016 financial reports. YTD expenditures are \$775. The trail grant payment arrived in April, totaling just over \$160,000. Outstanding grants and potential grant applications were discussed.

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

Schlieve provided an update on the Connect Communities Program. An application has been made. We are waiting for approval. Notification should be given sometime in June.

Discussed resumes on Snow Links grant application. No prior grants issued for this business, only a signage grant through the BID Board.

Motion N. Vanderkin, second Mayor Clark to approve Snow Links grant application for up to 1/3 of project expenses, not to exceed \$1,271.33, for completion of the project.

Other Business: The City was awarded 2 of the 3 grants they applied for through the East Central Wisconsin Regional Planning Commission. A downtown visioning session is being planned for this fall.

Agenda items for next meeting include possible grant applications.

Next meeting date: Tuesday, May 17, 2016 at 4:00pm

Motion N. Vanderkin, second by Karsten to call the meeting adjourned at 4:34pm.
Motion carried unanimously.

Submitted by Michelle Kast

DRAFT