



# 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, January 29, 2013** at the Waupun City Hall Council Room.

## AGENDA

1. Call to order – Mayor Jodi Steger, Chairperson
2. Roll call of all members
3. Consider for approval November 20, 2012 Minutes
4. Inspection Presentations, N. side 300 Block of E. Main – Johnson Inspection
5. Other Business
6. Set agenda items for next meeting
7. Next meeting date: Tuesday, February 19, 2013 at 4:00pm
8. 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  
Daniel Vande Zande, City Attorney

News Media  
Tracy Johnson, Johnson Inspection



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Community Development Authority  
Minutes of Working Meeting on November 20, 2012  
**DRAFT**

The Waupun Community Development Authority (CDA) met Tuesday, November 20, 2012 at 4:00 PM in the City Hall Council Chambers.

Mayor Steger called the meeting to order at 4:03 PM.

Members present on roll call are Ald. Nancy Vanderkin, Mayor Jodi Steger, Sue VandeBerg, Mike Ford and Derek Drews.

Member John Karsten is excused. Member Jill Vanderkin is absent.

City staff in attendance are City Administrator Kyle Clark and Administrative Assistant Michelle Kast.

No media representatives present.

Dave Eggers of 429 E. Main and Chad Veleke are present in the audience.

Motion by N. Vanderkin, second Ford to approve the minutes of the October 23, 2012 meeting. Motion carried unanimously.

Kast presented the October financial reports. Journal entries have been made to transfer trail related expenses totaling slightly under \$40,000 from TIF 3 to TIF 6. Cash balance is approximately -\$27,000. YTD Revenue is just under \$87,000 and October expenses were about -\$18,000 (due to the removal of trail project expenses). Year-to-date expenditures are just under \$111,000.

Motion by Drews, second VandeBerg to approve the October financial reports. Motion carried unanimously.

Dave Eggers and Chad Veleke were attendance to present the Façade Improvement Program Application for Mr. Egger's property at 429 E. Main Street. The project includes masonry work, glass replacement, entry door installation, awning installation, and upper window replacement. Estimated cost is \$40,358. A \$10,000 grant is requested. Anticipated project completion is 4/1/2013.

Motion VandeBerg, second by N. Vanderkin to approve up to \$10,000 in grant funds for the remodeling project at 429 E. Main Street, payable at the time of project completion, estimated to be April 1, 2013. Motion carried unanimously.

Future agenda items include but are not limited to: presentation of inspection findings.

Next meeting date: January 15, 2013 (No December meeting.)

Motion N. Vanderkin, second by VandeBerg to call the meeting adjourned at 4:22pm. Motion carried unanimously.

Michelle Kast  
Administrative Assistant

DRAFT