



MINUTES
CITY OF WAUPUN BUSINESS
IMPROVEMENT DISTRICT MEETING
Waupun City Hall – 201 E. Main Street,
Waupun WI
Wednesday, July 10, 2019 at 7:00 AM

Committee Members Present:

- Krista Bishop
Gary DeJager
John Karsten
Rich Matravers
Teresa Ruch
John Theune
Tyler Schulz
Al Verhage

Committee Members Absent:

- Jack Dunham
Jan Harmsen

Staff Present:

- Kathy Schlieve..... Administrator
Sarah Van Buren..... Community & Economic Development Coordinator

Waupun Chamber of Commerce Present:

- Casey Despres... Interim Executive Director

Audience Present:

- Rohn Bishlop Weaving It Up To You
Jill Vanderkin CDA
Cassandra Verhage..... CDA
Errin Welty WEDC

Call to Order

Chair Bishop called the meeting to order at 7:02 a.m.

Roll Call of Board Members

Roll call and quorum determined.

Public Comment

1. Approval of Consent Agenda

A motion to approve the consent agenda was made by Mr. DeJager and seconded by Ms. Matravers, passing unanimously.

Mr. Schultz arrives at 7:05 a.m.

2. New applications for Review and Consideration

- A. Rohn Bishop, Weaving It Up To You, submitted a Façade Improvement Program application for the property located at 307 E. Main St. for the installation of uplighting under the storefront signage to promote better visibility. The total project cost is \$575. Staff recommends approval. Motion made by Mr. Karsten and

seconded by Ms. Ruch to approve 50% of the total project cost, not to exceed \$287.50, passing unanimously.

3. Discussion Items

A. Visioning Session

- I. Ms. Welty, Downtown Development Program Manager at WEDC, led the BID and CDA members through a visioning exercise to assist both groups in setting priorities for the upcoming year. A summary will be included in the agenda packet for next month's meeting.

Mr. Thune and Mr. Karsten left at 7:30 a.m.

Mr. Schulz left at 7:45 a.m.

Mr. Matravers left at 8:00 a.m.

- II. Ms. Van Buren stated the discussion today would provide the framework for the development of the 2020 Operating Plan and budget.

- III. Ms. Ruch, Ms. Despres, Mr. DeJager volunteered to assist with the development of the 2020 Operating Plan and budget. Ms. Bishop stated Rohn Bishop would like to continue being involved from the property owner perspective.

4. Advanced Planning

A. Possible future agenda items

- I. New application(s)

B. Date of next schedule meeting

- I. The next meeting is scheduled for August 14, 2019

5. Adjourn

The motion to adjourn was made and the meeting adjourned at 8:30 a.m.