



MINUTES
CITY OF WAUPUN ECONOMIC DEVELOPMENT
COMMITTEE MEETING
Video, Teleconference, and In Person (Waupun City
Hall-201 E. Main Street, Waupun WI)
Tuesday, September 28, 2021 at 4:30 p.m.

Committee Members Present:

Steve Brooks	Waupun Utilities
Rohn Bishop	City Council
Jim Cleveland	Envision Great Fond du Lac
Pete Kaczmariski.....	City Council
Julie Nickel	Mayor
Jason Westphal	City Council

Staff Present:

Jeff Daane (left at 5:21 p.m.)	Public Works Director
Kathy Schlieve	Administrator
Sarah Van Buren	Community & Economic Development Coordinator
Dan VandeZande	City Attorney

Guest:

Gene Eggert

CALL TO ORDER:

Mr. Kaczmariski called the meeting of the Economic Development Committee meeting to order at 4:32 p.m.

ROLL CALL OF BOARD MEMBERS:

Roll call and quorum determined.

PUBLIC COMMENT:

None.

CONSIDER APPROVAL OF THE FOLLOWING AGENDA ITEMS:

1. Approval of Agenda/Motion to Deviate

Administrator Schlieve requested a revision to the order of the closed session items be made. Due to the presence of Mr. Eggert, the recommend order be item, 8, item 6, item 5, and then item 7.

A motion to approve the agenda, as modified, was made by Mayor Nickel and seconded by Mr. Bishop, passing unanimously.

2. Approval of July 27, 2021 Economic Development Committee Minutes

A motion to approve the July 27, 2021 Economic Development Committee minutes was made by Mayor Nickel and seconded by Mr. Bishop, passing unanimously.

3. Approval of July 27, 2021 Economic Development Committee Closed Session Minutes

A motion to approve the July 27, 2021 Economic Development Committee Closed Session minutes was made by Mayor Nickel and seconded by Mr. Bishop, passing unanimously.

DISCUSSION

4. Discuss Federal Grant Readiness and Public Infrastructure Facilities

With the amount of grant opportunities that have been announced, Administrator Schlieve discussed the important of being shovel ready. The City has identified numerous priorities but we need to move beyond that to determine what will actually be implemented. Since the City Council felt a top priority was the public safety building, staff is looking for concurrence regarding the recommendation to entire into a contract with Cedar Corporation for \$30,000 to conduct a space analysis of the current public safety building. Administrator Schlieve stated \$100,000 have been allocated to additional work in 2022.

Mr. Westphal asked if the design would be for a new building or a multi-use building. Administrator Schlieve

explained there is a process to go through to determine site and space needs. Once that the “what” and “where” are determined, design will be conducted.

Mayor Nickel asked about the timing of the grant opportunities the City is seeking. Staff stated the turnaround time is very quick, hence the need to be “shovel ready”.

The group agreed to the approach presented and recommends it proceed to Council for consideration.

ADJOURN TO CLOSED SESSION:

A motion was made by Mayor Nickel and seconded by Mr. Bishop to adjourn into closed session under Section 19.85 (1) of the WI Statutes for:

(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Motion was unanimously approved.

- 5. Investing Public Funds in Waupun Industrial Park**
- 6. Investing Public Funds at 103 Gateway Drive**
- 7. Investing Public Funds in TID 3 at 417 E. Main**
- 8. Investing Public Funds in TID 6 at 520 McKinley Street**

RECONVENE TO OPEN SESSION

A motion was made by Mayor Nickel and seconded by Mr. Bishop to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion unanimously approved.

ACTION FROM CLOSED SESSION

None

ADVANCED PLANNING:

9. Potential Agenda Items

- Will be determined, as needed.

10. Date of Next Scheduled Meeting

The next meeting will be August 31, 2021 at 4:30 p.m. Due to the pace of opportunities presented, the members are willing to be flexible with future meeting dates and times.

ADJOURNMENT

The motion to adjourn was made by Mr. Bishop and seconded by Mayor Nickel, passing unanimously. The meeting adjourned at 5:37 p.m.