



A G E N D A
CITY OF WAUPUN COMMUNITY DEVELOPMENT
AUTHORITY MEETING
Video & Teleconference Meeting
Tuesday, August 18, 2020 at 8:00 AM

Video & Teleconference Meeting

Join Zoom Meeting:

<https://us02web.zoom.us/j/85293721940?pwd=eHBiYlBUdkxVQVVGU2dQWHJtN2JBQT09>

Meeting ID: 852 9372 1940

Passcode: 792827

-OR-

Phone: 312 626 6799 US (Chicago)

CALL TO ORDER

ROLL CALL

PERSONS WISHING TO ADDRESS THE COMMUNITY DEVELOPMENT AUTHORITY--*State name, address, and subject of comments. (2 Minutes)*

CONSIDERATION - ACTION

- [1.](#) July 21, 2020 Community Development Authority Minutes
- [2.](#) July 2020 Financial Statement

NEW GRANT APPLICATIONS

- [3.](#) Katrina Hoinacki - K's Boutique (317 E. Main St.)
- [4.](#) Rich Oosterhouse - Finishing Touches by Rich (432 E. Main St.)
- [5.](#) Kate Bresser - Gysbers Jewlery (305 E. Main St.)

STATUS OF OUTSTANDING GRANT APPLICATIONS

6. The Golden Cup - (400 E. Main St.)
7. House of Handcrafters - (11 N. Madison St.)

DISCUSSION ITEMS

8. Status of City of Waupun COVID-19 Business Relief Program
9. Streetscaping Update
10. Future CDA Strategy & Priorities
11. Administrator Report

FUTURE MEETINGS

12. Possible Future Agenda Items
13. Date of Next Scheduled Meeting - September 15, 2020

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.



MINUTES
SPECIAL CITY OF WAUPUN – COMMUNITY
DEVELOPMENT AUTHORITY MEETING
Waupun City Hall – 201 E. Main Street, Waupun WI
Friday, April 24, 2020 at 9:00 AM

Committee Members Present:

- Gary DeJager
- Derek Drews
- Mayor Julie Nickel
- Nancy Vanderkin (arrived at 8:10 a.m.)
- Sue VandeBerg
- Cassandra VerHage

Committee Members Absent:

- Jill Vanderkin

Staff Present:

- Kathy Schlieve Administrator
- Sarah Van BurenCommunity & Economic Development Coordinator
- Dan VandeZande City Attorney

Call to order

Mayor Nickel called the virtual and teleconference meeting of the Community Development Authority to order at 8:00 a.m.

Roll Call of Board Members

Roll call and quorum determined

Public Comment

None.

CONSIDER APPROVAL OF THE FOLLOWING AGENDA ITEMS

- 1. Recognition of Mayoral Appointment of Members to the Community Development Authority**
Recognition of Mr. DeJager for his appointment for the CDA as the BID Board representative.
- 2. Nominations and Appointment of Vice-Chair of the Community Development Authority**
A motion to appoint Ms. VandeBerg as Vice-Chair of CDA was made by Ms. Nickel and seconded by Mr. Drews, passing unanimously.
- 3. Selection of Day of Month and Time of Community Development Authority Meetings**
A motion to continue with the third Tuesday at 8:00a.m. for the holding of the monthly meeting was made by Ms. VerHage and seconded by Ms. Nickel passing unanimously.
- 4. Approval of April 24, 2020 Special Community Development Authority Minutes**
A motion to approve the April 24, 2020 minutes was made by Ms. VerHage and seconded by Ms. Nickel passing unanimously.
- 5. Approval of June 2020 Financial Statement**
A motion to approve the June Financial Statement, as presented, was made by Mr. Drews and seconded by Ms. VandeBerg, passing unanimously.
- 6. Rescinding of COVID-19 Downtown Business Support Program and Reinstatement of Various Programs**

Ms. Schlieve updated the group on the COVID-19 Downtown Business Support Program. In total, twenty-eight (28) businesses received funding. Staff has been receiving numerous inquiries regarding needed façade work and, since demand for the program has dwindled, it is recommended that the support program be rescinded and the

remaining funds be reallocated back to items originally identified in the budget. If approved, staff will prepare a new budget for review at the next meet.

A motion to rescind the COVID-19 Downtown Business Support Program and reinstate various programs in the original CDA budget was made by Mr. DeJager and seconded by Ms. VandeBerg, passing unanimously.

7. New Grant – House of Handcrafters (11 N. Madison St.)

Victoria Tripp, House of Handcrafters, submitted a Downtown Revitalization Grant application for the property located at 11 N. Madison St. to prepare the surface for the repainting of the building façade. The total project cost is \$1,424.09.

A motion to approve up to 50% of eligible, non-BID funded expenses, not to exceed \$356.02. Motion made by Ms. VerHage and seconded by Ms. VandeBerg passing unanimously.

DISCUSSION ITEMS

8. Administrator Report

- a. The Council adopted Resolution 06-09-20-04 which provides Common Council in-person meetings to begin after July 27, 2020. The first in-person meeting to be held will be the Committee of the Whole on July 28, 2020. The wearing of facemasks is requested. Other Boards, Committees, and Commission members may continue virtual meetings or in-person as well as Department Staff. New technology has been installed in the Council Chambers to provide the continuation of Zoom meetings of those who attend at City Hall.
- b. In response to COVID-19 impacts to capacity of restaurants and bars, the Council approved a revision to the ordinances at their July 14, 2020 meeting that would allow outdoor seating and beer gardens. Restaurants and bars that are interested will need to apply for a conditional use permit through the Plan Commission.
- c. Staff assisted 39 business apply for WEDC's "We're All In" grant program.
- d. The recent Connect Communities award announcement has brought additional attention to our downtown from small businesses looking to locate to the community.
- e. Details for the Pop-Up program are being finalized and staff will be touring one additional property. An update will be provided at next month's meeting.
- f. The amendment to the TID 6 boundaries has been approved allowing for redevelopment opportunities to occur in the upcoming months.
- g. The multi-family housing development near the Brittan House are on track to be completed in the fall and have already been rented.

9. Housing Program Summary Report (January-June 2020)

Ms. Van Buren reviewed the summary document included in the agenda packet. Ms. Van Buren reached out to As a reminder MSA does not feel it is necessary to provide the housing program informational session traditionally done in the spring due to low turnout at such events. MSA will continue to relay on the City to hang flyers in the Library and post information on the City's Facebook page.

Moving forward, if CDA members would like more information provided by MSA to accompany this biannual report to please let Ms. Van Buren know.

FUTURE MEETINGS AND GATHERINGS

10. Possible Future Agenda Items

- a. Grant requests (if any)

11. Next Schedule Meeting

- a. The next scheduled meeting will be August 18, 2020

ADJOURNMENT

The motion to adjourn was made by Ms. N. Vanderkin and seconded by Ms. VandeBerg, passing unanimously. The meeting adjourned at 8:22.a.m.



Community Development Authority Financial Statement
For the Month Ending: 7/31/2020

BUDGET

Budget Category	Original 2020 Budget	Revised 2020 Budget	YTD Expense*	Budget Balance
Grants	\$30,000	\$80,000	\$69,868	\$10,132
Market Study	\$5,000	\$0		\$0
Streetscape	\$59,000	\$17,000	\$1,611	\$15,389
Targeted Building Improvements	\$20,000	\$20,000		\$20,000
Miscellaneous	\$1,000	\$1,000	\$150	\$850
Audit	\$1,200	\$1,200	\$831	\$369
TID Analysis	\$3,000	\$0	\$0	\$0
	\$119,200	\$119,200	\$72,460	\$46,740
Cash Reserve (prior year unspent budget)	\$20,000	\$20,000	\$0	\$20,000

*YTD Expense totals include funds committed for approved grants that have not yet been paid out

GRANT EXPENSE DETAILS

Mtg Date	Applicant	Expiration	Date Paid	Grant Amount
2/18/2020	The Golden Cup, 400 E Main	8/18/2020	outstanding	\$5,000.00
4/24, 5/19, 7/21/2020	Various - COVID Business Support Pgm		4/23, 5/21, 7/23	\$64,512.02
7/21/2020	House of Handcrafters, 11 N. Madison	1/21/2021	outstanding	\$356.02
Year-to-Date Approved Grants				\$69,868.04

NON-GRANT EXPENSE DETAILS

Date Paid	Payment Description	Vendor Name	Amount
3/26/2020	Audit Fee	BAKER TILLY VIRCHOW KRAUSE LLP	\$627.00
3/12/2020	Annual TID Fee-TID 3	WISCONSIN DEPARTMENT OF REVENUE	\$150.00
4/16/2020	Audit Fee	BAKER TILLY VIRCHOW KRAUSE LLP	\$204.00
7/23/2020	Banner brackets for downtown banners	TRAFFIC & PARKING CONTROL CO.	\$3,610.80
outstanding	BID Contribution to banner brackets	Waupun Business Improvement District	-\$2,000.00
Year-to-Date Non-Grant Expenses			\$2,591.80
Total YTD Expenses			\$72,459.84

Waupun Community Development Authority
Downtown Revitalization Grant Application

Applicant Name: Katrina A. Hoinacki

Applicant Address: 317 E. Main St.

Phone: 608.332.5869 Fax: _____ Email: ShopKatrinaBoutique@gmail.com

Name of Business/Property: Ks Boutique LLC

Property Address: 735 S. Grove St.

Property Use: retail

For Tenants:

The CDA requires you to work with your landlord to obtain project approval indicated by signature below. If you are the owner of the building, you can leave this section blank.

Property Owner Name: _____

Phone: _____ Email: _____

Property Owner Address _____

Property Owner Signature: _____ Date _____

Expiration Date of Current Lease Agreement: _____ Owner Initials _____

Project Summary: (Provide a brief project summary)

Projecting Sign at building

Estimated Start Date: ~~XXXXXXXXXX~~ Estimated Completion Date: ~~XXXX~~ TBD

City Building Inspector Approval: See Below Date: 7-17-2020

Plan Commission Approved 7/15/2020
Projecting Sign

Required Attachments:

- Cost Estimates
- Project plan(s) drawn to ¼-inch scale, if applicable
- Current photo(s) of property
- Paint color(s) or material sample(s), if applicable

Project Budget:

Projects located in the Business Improvement District: (CDA will consider non-BID covered expenses only)

Did you apply for BID's Façade Improvement Grant? Yes No

If yes, BID Meeting Date: 8/12/20 BID Grant Awarded: \$ 880 requested

Total Estimated Cost of Application: \$ 1740.⁰⁰

Total CDA Grant Request: \$ 440.⁰⁰ (50% of non-BID covered expenses)

Release of Information:

I hereby authorize the Waupun Community Development Authority (CDA) permission to share all application materials with CDA members who will be reviewing my application. I acknowledge that information provided to the CDA may be released upon request in compliance with the open record requirements and in accordance with the freedom of information act. I acknowledge that I am to attend the CDA meeting in which this request will be reviewed and that the City of Waupun will notify me of that meeting.

Applicant Name (print): Katrina A. Hoinacki

Applicant Signature: Katrina A. Hoinacki Date: 03.05.20

Submit application and attachments to:

Waupun Community Development Authority - City of Waupun
201 E. Main Street, Waupun WI 53963
Kathy@cityofwaupun.org

City Staff Use Only:

Date application received: 3/5/20

Application reviewed for completeness by SV (initials). Date: SV

Property reviewed for delinquency by SV (initials). Date: SV

Applicant notified of scheduled CDA meeting by SV (initials). Date: _____

METALWORKS

210 WASHINGTON ST., RIPON, WI 54971 Ph: 920-748-2133 C: 920-299-1784

annpahas@gmail.com

Nov. 14, 2019

K's Boutique

Katrina,

Here is a new sketch of the sign ideas we discussed. This sign would be fabricated out of 1 1/2" thick Sign Foam, which, when sandblasted, looks like carved stone. The circle would be framed in a 1/4" x 1 1/2" flat steel ring. The mounting hardware can be welded to this ring, and then bolted to the sign hanger. The sign hanger would be in the forged steel, primed and painted.

- 1) Two sided sandblasted sign, out of 1 1/2" thick Sign foam, 2" diameter circle
 - K's Boutique logo sandblasted in to both sides of sign
 - Logo in black, background and border in rose, to match business card
 - Sign framed with 1/4" x 1 1/2" flat steel ring
 - Mounting hardware welded to ring, and bolted to hanger

- 1) Wrought Iron Sign Hanger, as drawn
 - Primed and painted black
 - Price does not include installation

SIGN & HANGER: \$1,760.00

TERMS: 50% down with order, balance due

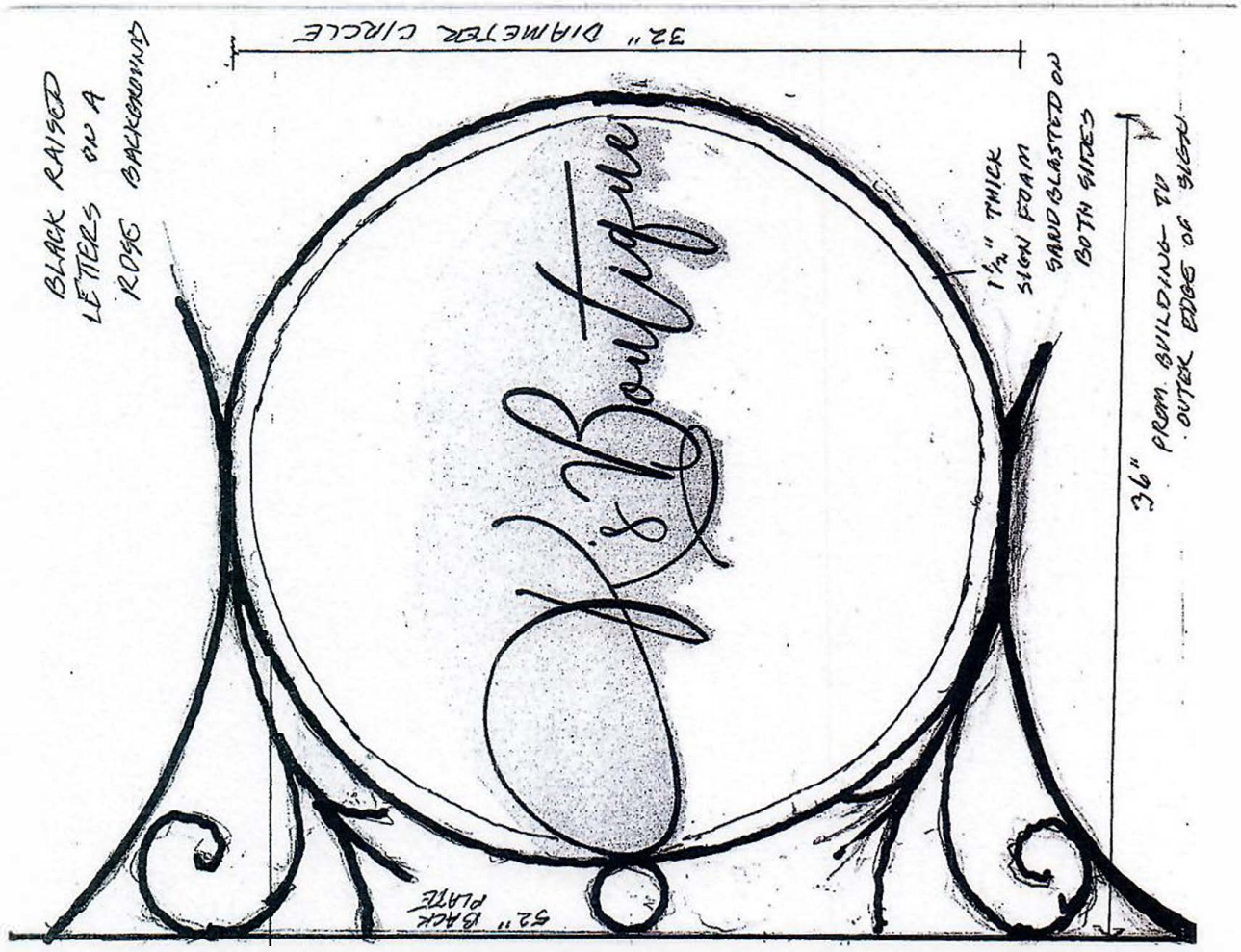
Upon delivery of sign and hanger

Please let me know if you have any questions about this quote.

It was great to meet you and see your lovely, creative shop!

Thanks much,





BLACK RAISED
LETTERS ON A
ROSE BACKGROUND

32" DIAMETER CIRCLE

1 1/2" THICK
SIGN FOAM
SAND BLASTED ON
BOTH SIDES

36" FROM BUILDING TO
OUTER EDGE OF SIGN

52" BACK
PLATE

MOUNTING PLATE
OF HANGER



52"

Waupun Community Development Authority
Downtown Revitalization Grant Application

Applicant Name: RICH Osterhouse
Applicant Address: 220 W Summit Str MARKESAN
Phone: 920-296-3533 Fax: 920-324-5597 Email: FINISHING TOUCHES RICH@GMAIL.COM
Name of Business/Property: FINISHING TOUCHES BY RICH
Property Address: 432 E MAIN Str
Property Use: CABINET + FLOORING SALES

For Tenants:

The CDA requires you to work with your landlord to obtain project approval indicated by signature below. If you are the owner of the building, you can leave this section blank.

Property Owner Name: Pam Fuller Dean Fuller Agent
Phone: 920-539-8645 -Dean Email: dntfuller2@gmail.com
Property Owner Address PO Box 357 waupun, WI 53963
Property Owner Signature: X Pamela S. Fuller Date 7/14/20
Expiration Date of Current Lease Agreement: NO LEASE Owner Initials _____

Project Summary: (Provide a brief project summary)

Put new sign on front of Building
Flat sign approx 24" x 16', photos attached

Estimated Start Date: ABOUT 4 WEEKS Estimated Completion Date: _____
AFTER APPROVAL

City Building Inspector Approval: Swank Leahy Date: 7-17-2020

Required Attachments:

- Cost Estimates
- Current photo(s) of property
- Project plan(s) drawn to 1/4-inch scale, if applicable
- Paint color(s) or material sample(s), if applicable

Project Budget:

Projects located in the Business Improvement District: (CDA will consider non-BID covered expenses only)

Did you apply for BID's Façade Improvement Grant? Yes No

If yes, BID Meeting Date: 8/12/20 BID Grant Awarded: \$ 1503.38 requested

Total Estimated Cost of Application: \$ 3006.75

Total CDA Grant Request: \$ 751.69 (50% of non-BID covered expenses)

Release of Information:

I hereby authorize the Waupun Community Development Authority (CDA) permission to share all application materials with CDA members who will be reviewing my application. I acknowledge that information provided to the CDA may be released upon request in compliance with the open record requirements and in accordance with the freedom of information act. I acknowledge that I am to attend the CDA meeting in which this request will be reviewed and that the City of Waupun will notify me of that meeting.

Applicant Name (print): Rich Osterhouse

Applicant Signature: Rich Osterhouse

Date: 7-14-20

Submit application and attachments to:

Waupun Community Development Authority - City of Waupun
201 E. Main Street, Waupun WI 53963
Kathy@cityofwaupun.org

City Staff Use Only:

Date application received: 7/15/20

Application reviewed for completeness by SV (initials). Date: 7/16/20

Property reviewed for delinquency by SV (initials). Date: 7/16/20

Applicant notified of scheduled CDA meeting by SV (initials). Date: _____

* up-to-date on
utilities;
remaining property
taxes due 7/31/20;
no assessments

CLIENT: FINISHING TOUCHES BY RICH
 LOCATION: 432 EAST MAIN STREET WAUPUN WI
 DRAWN BY: TIMOTHY P
 SALESPERSON: KEVIN H
 DATE: 08/15/20
 DESIGN #: 016781
 PAGE: 2

REVISION LOG: INTL DATE DESCRIPTION
 TP 07/13/2020 COLOR CHANGE

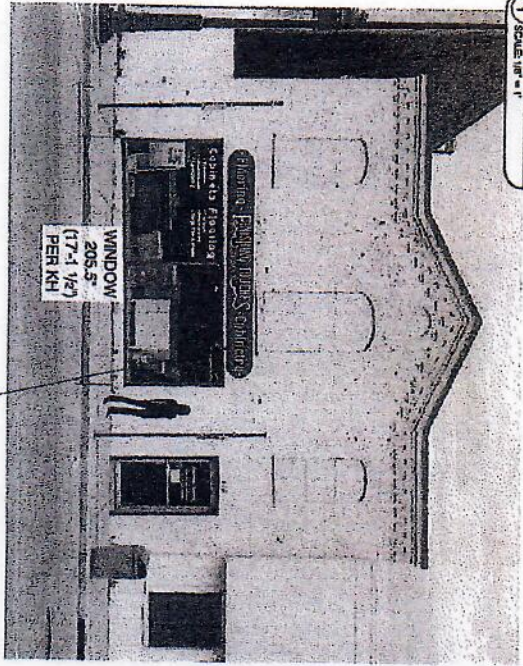
WALL MOUNT FLAT PANEL

- QUANTITY: 1
- SIZES: 3/8"
- LIGHTING: NONE
- MATERIAL: 3MM WHITE DIABOND
- GRAPHICS: DIRECT PRINT, 1ST SURFACE
- FONT: CONVERSION
- MOUNTING: FLUSH TO BUILDING WITH VISIBLE NON-COMPOSITIVE MECHANICAL FASTENERS
- INSTRUCTION: REMOVE & DISPOSE OF EXISTING FLAT MOUNT SIGN, PRODUCE & INSTALL NEW PANEL

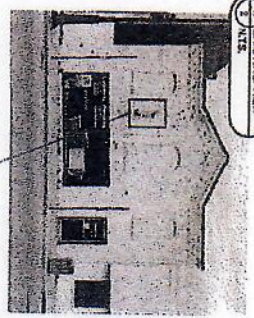
- COLORS:**
- C-1 MARCH SW R329 PINKWEB
 - C-2 WHITE
 - C-3 MARCH SW R386 HAZERY

CUSTOMER SIGNATURE FOR DESIGN APPROVAL:
 SIGNATURE _____ DATE _____

LOCATION VIEW (AFTER)
 SCALE: 1/8" = 1'-0"



EXISTING VIEW
 SCALE: 1/8" = 1'-0"



CENTER HORIZONTALLY WITH WINDOW BELOW
 & VERTICALLY IN SPACE BETWEEN WINDOWS ABOVE & BELOW

DETAIL VIEW
 SCALE: 1/8" = 1'-0"



.040 ALUMINUM TABS ON BACK TO REINFORCE SEAM

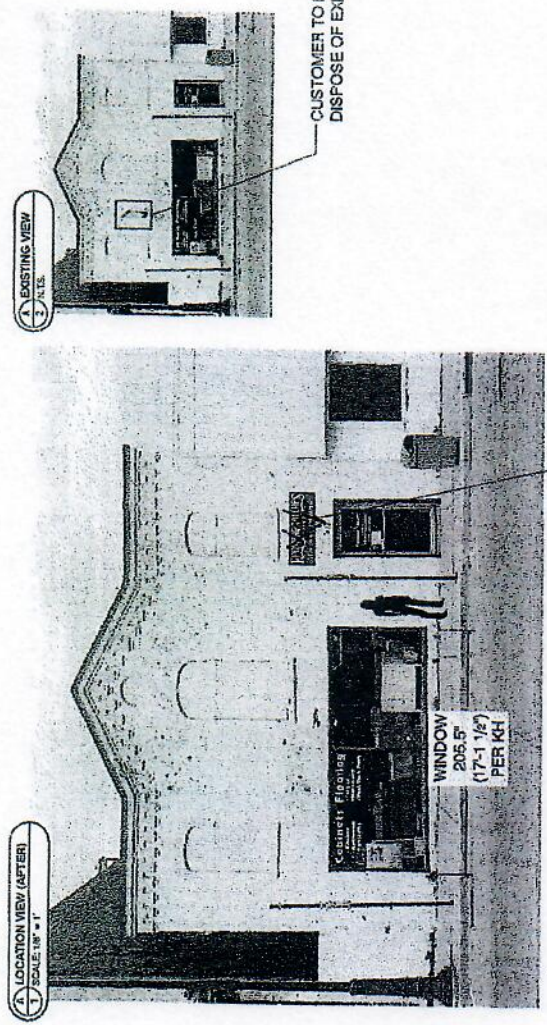
THIS DRAWING IS THE PROPERTY OF CREATIVE SIGN CO., INC.
 This is an original, unpublished drawing by Creative Sign Co., Inc. It is to be used for your personal use, in conjunction with a project that you have contracted with Creative Sign Co., Inc. It is to be shown to anyone outside of your organization only with the written consent of Creative Sign Co., Inc. It is to be returned to Creative Sign Co., Inc. upon completion of the project. No part of this drawing may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the expressed written permission of Creative Sign Co., Inc. A tabular by law and terms a civil forfeiture of up to 25% of the purchase price of the sign.
 CONTACT YOUR SIGN CONSULTANT TO PURCHASE THE RIGHTS TO THIS DESIGN.

CONCEPTUAL DRAWING ONLY
 All sizes and dimensions are intended for conceptual purposes only. Final design and dimensions of the project may vary due to site conditions, local codes, and other factors. Final design and dimensions are subject to change without notice. All dimensions are in feet and inches, unless otherwise specified.

CUSTOMER RESPONSIBILITIES
 Please review all drawing details carefully. Creative Sign Co., Inc. will provide signs as approved drawings. Customer is responsible for providing all necessary information, including but not limited to, site conditions, local codes, and other factors. Customer is responsible for obtaining all necessary permits and approvals. Customer is responsible for ensuring that the sign is properly installed and maintained. Customer is responsible for ensuring that the sign is properly displayed and visible. Customer is responsible for ensuring that the sign is properly protected from damage and theft. Customer is responsible for ensuring that the sign is properly removed and disposed of when no longer needed.

PNL-1: LOC-1
OPTION A

PNL-1: LOC-1
OPTION B



CENTER HORIZONTALLY WITH DOOR
& VERTICALLY IN SPACE BETWEEN
ADDRESS LETTERS & WINDOW



605 LAWRENCE DR. DE PERE, WI 53415
920.335.8950 GREENBAYSIGNS.COM

CLIENT: FINISHING TOUCHES BY RICH
LOCATION: 432 EAST MAIN STREET WAUPIAN, WI
DRAWN BY: TIMOTHY P
SALESPERSON: KELSY H
DATE: 09/15/20
DESIGN #: D16781
PAGE: 3

REVISION/LOG	INTL	DATE	DESCRIPTION

WALL MOUNT FLAT PANEL

QUANTITY: 1
SIZES: SF
LIGHTING: NONE
MATERIAL: 3MM WHITE DIBOND
GRAPHICS: DIRECT PRINT, 1ST SURFACE
FONT: COVINGTON
MOUNTING: FLUSH TO BUILDING WITH VISIBLE
NON-CORROSIVE MECHANICAL FASTENERS

INSTRUC TION: CUSTOMER TO REMOVE & DISPOSE OF EXISTING FLAMMOUNT SIGN. CSC TO PRODUCE & INSTALL NEW PANEL.

COLORS:
 D1 PMS 7622C
 C2 WHITE

CUSTOMER SIGNATURE FOR DESIGN APPROVAL:

SIGNATURE

DATE

THIS DRAWING IS THE PROPERTY OF CREATIVE SIGN CO., INC.
This is an original, unpublished drawing of Creative Sign Co., Inc. It is for your personal use, in conjunction with a project being planned for you by Creative Sign Co., Inc. It is not to be reproduced, copied or exhibited in any fashion. Use of this design or the salient elements of this design in any sign, done by any other company, without the expressed written permission of Creative Sign Co., Inc. is strictly prohibited. If you are not the owner of the rights to the sign, you must contract with the owner of the rights to the sign before you can purchase the rights to this design.
CONTRACT YOUR SIGN CONSULTANT TO PURCHASE THE RIGHTS TO THIS DESIGN.

CONCEPTUAL DRAWING ONLY
All sizes and dimensions are illustrated for informational purposes only. Some changes may occur based on production needs. While Creative Sign will make every effort to closely match colors, including PMS, where specified, we cannot guarantee exact matches due to varying compatibility of surface materials and print used.

CUSTOMER RESPONSIBILITIES
Please review all drawing details closely as Creative Sign will produce signs as approved drawing. Some changes may occur based on production needs. While Creative Sign will make every effort to closely match colors, including PMS, where specified, we cannot guarantee exact matches due to varying compatibility of surface materials and print used.



Creative Sign Company Inc.

505 Lawrence Dr.
DePere, WI 54115
Phone: 920.336.8900
www.greenbaysigns.com

Proposal

CLIENT: Finishing Touches by Rich

LOCATION: 432 East Main St

Waupun, WI 53983
United States

Proposal #: 16894

Proposal Date: 07/09/20

Page 1 of 2

Item	Part Number	Description	Revision	Quantity	Price
1		LOGO DESIGN NEW COMPANY LOGO. PROVIDE CUSTOMER WITH VARIOUS FILE TYPES.		1	\$250.00 /EA
2		OPT. 1 FLAT PANEL SIGN PRODUCE AND INSTALL NON-ILLUMINATED DIRECT PRINTED GRAPHICS ON NEW ALUMINUM PANEL. (Sign: \$2,000.00 Install: \$400.00) #D16791 PAGE 2		1	\$2,400.00 /EA
5		PERMITTING PERMITTING FEES NOT INCLUDED. CITY PERMIT FEE + \$85 PROCUREMENT FEE.		1	\$0.00 /EA
6		TAX DODGE COUNTY TAX 5.5%.		1	\$156.75 /EA
7		REMOVE EXISTING REMOVE & RECYCLE EXISTING FLAG MOUNT SIGN.		1	\$200.00 /EA
Total:					\$3,006.75

Waupun Community Development Authority
Downtown Revitalization Grant Application

Applicant Name: Kate Bresser
Applicant Address: 305 E. Main St. WAUPUN, WI 53963
Phone: 920-324-5261 Fax: - Email: Katebresser@yahoo.com
Name of Business/Property: Gysbers Jewelry
Property Address: 305 E. Main St. Waupun, WI 53963
Property Use: Retail/Service

For Tenants:

The CDA requires you to work with your landlord to obtain project approval indicated by signature below. If you are the owner of the building, you can leave this section blank.

Property Owner Name: _____

Phone: _____ Email: _____

Property Owner Address _____

Property Owner Signature:  Date _____

Expiration Date of Current Lease Agreement: _____ Owner Initials KB

Project Summary: (Provide a brief project summary)

Building a repair shop - expansion of existing facility. Will add 1-3 jobs over time.

Estimated Start Date: 9-1-20 Estimated Completion Date: 12-1-20

City Building Inspector Approval: _____ Date: _____

Required Attachments:

- Cost Estimates
- Project plan(s) drawn to 1/4-inch scale, if applicable
- Current photo(s) of property
- Paint color(s) or material sample(s), if applicable

Project Budget:

Projects located in the Business Improvement District: (CDA will consider non-BID covered expenses only)

Did you apply for BID's Façade Improvement Grant? Yes No

If yes, BID Meeting Date: 8/12/20 BID Grant Awarded: \$ 2,000

Total Estimated Cost of Application: \$ 98,000

Total CDA Grant Request: \$ 15,000 - (50% of non-BID covered expenses)

Release of Information:

I hereby authorize the Waupun Community Development Authority (CDA) permission to share all application materials with CDA members who will be reviewing my application. I acknowledge that information provided to the CDA may be released upon request in compliance with the open record requirements and in accordance with the freedom of information act. I acknowledge that I am to attend the CDA meeting in which this request will be reviewed and that the City of Waupun will notify me of that meeting.

Applicant Name (print): Kate Bresser

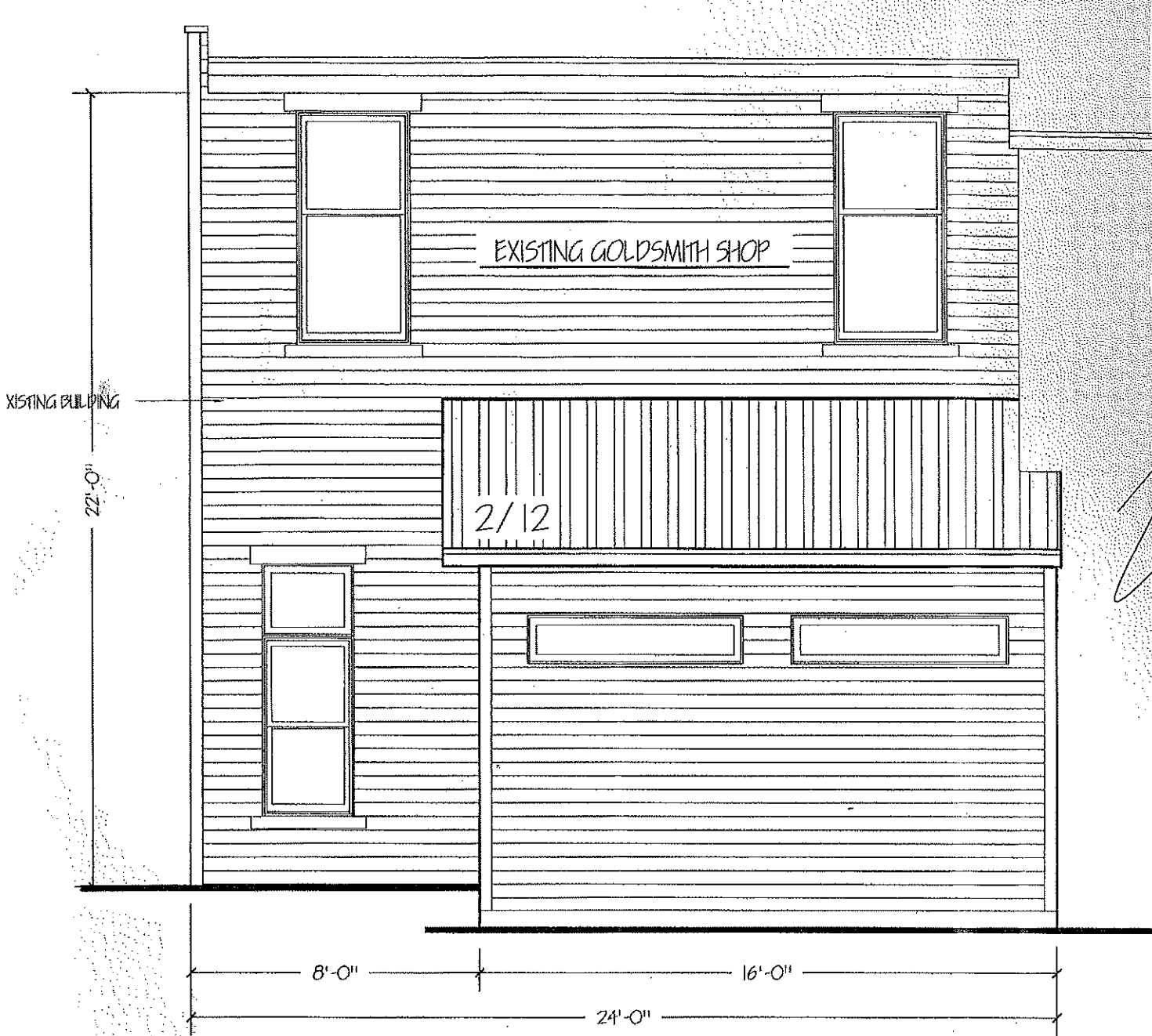
Applicant Signature: [Signature] Date: 8-7-20

Submit application and attachments to:
Waupun Community Development Authority - City of Waupun
201 E. Main Street, Waupun WI 53963
Kathy@cityofwaupun.org

City Staff Use Only:

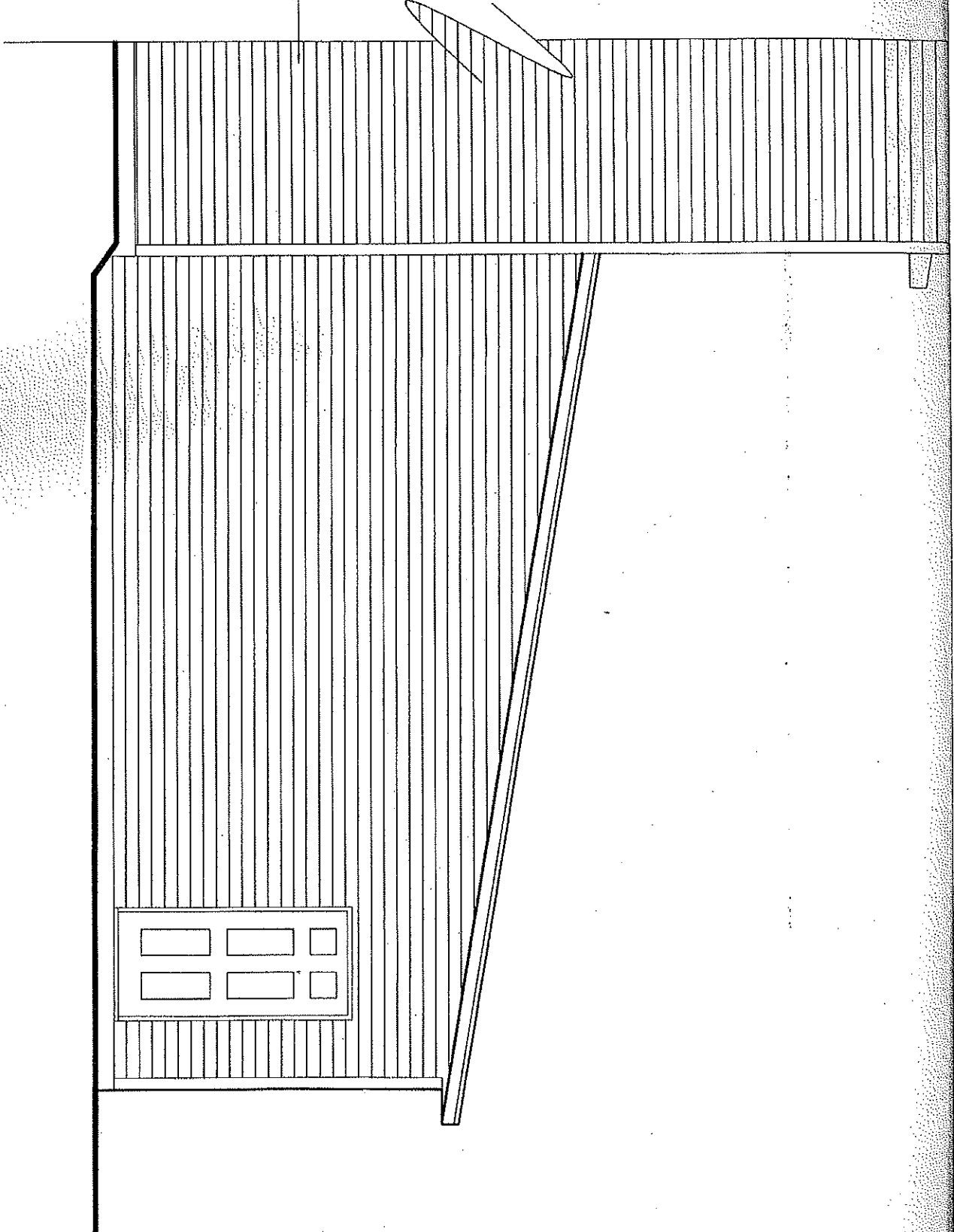
- Date application received: _____
- Application reviewed for completeness by _____ (initials). Date: _____
- Property reviewed for delinquency by _____ (initials). Date: _____
- Applicant notified of scheduled CDA meeting by _____ (initials). Date: _____





REAR ELEVATION

VINYL SIDING EXISTING BUILDING



RIGHT ELEVATION

EXISTING JEWELRY STORE

EXISTING WINDOW

EXISTING STONE WALL

3'-0"
STEP

GOLDSMITH SHOP ADDITION

TRUSS CORE LINED

TYP. ROOF SYSTEM
11 7/8" PJI RAFTERS @ 16" O.C.

24'-0"
18'-9 1/2"

3'-0"
3'-7 1/2"

VINYL TRANS 6014
6'-0" X 1'-4"

2 X 6 WALL @ 9'-11/8" TALL

VINYL TRANS 6014
6'-0" X 1'-4"

8'-0"

1'-4"

6'-0"

1'-4"

6'-0"

1'-4"

16'-0"

24'-0"

TOP PLATE 2 / 12 PITCH



WAYNE QUADE & SONS
CONSTRUCTION

PROPOSAL
7/30/2020

W12034 County Road T
Brandon, WI 53919-9788

Cell: 1-920-960-8675
Office: 1-920-346-2369
Fax: 1-920-346-2309

Gysbers Jewelry
ATTN- Kate Bresser

24 feet by 16 feet addition

The price is for cutting out old concrete, digging foundation walls and footings on two sides, taking block down on one side, and reforming with concrete. Pouring new slab, building 2x6 walls with 1 Joist on top, and plywood. Roof would be 8 inches of foam by existing building and 2 inches by parking lot, with rubber membrane on it. Gutters and downspout on parking lot side, two windows high up, one door, insulation walls, and ceiling electrical, heating air and heat combined in new unit, vinyl siding on outside, new concrete outside where we disturb areas. New 2x4 wall up against existing wall to clean up old block wall, with sheetrock walls, with a knock down light finish and trim.

All Materials & Labor- \$18,000.⁰⁰
No cabinets or countertops figured in this price. Flooring would be concrete.

Thank you, _____

We hereby propose to furnish labor and materials – complete in accordance with the above specifications, for the sum of: _____

Payment terms: Payments to be made following job completion.

Authorized signature: _____

THIS ACCEPTED PROPOSAL MUST BE SIGNED AND RETURNED – KEEP ONE COPY FOR YOUR RECORDS.

ACCEPTED: Date: _____ Signature: _____