



MINUTES
CITY OF WAUPUN COMMUNITY DEVELOPMENT
AUTHORITY
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, April 15, 2025 at 7:45 AM

Meeting called to order by Chairperson Mayor Bishop at 7:45 am.

Roll call was taken. Members present include: Mayor Rohn Bishop; Cassandra Verhage; Derek Drews; Steve Daute (online); Gary DeJager; Bobbi Jo Kunz, Sue Vandenberg. Also present, Administrator Schlieve, and Assistant Administrator Langenfeld, Jason Whitford (online).

Motion Kunz, second Verhage to approve the consent agenda, including CDA meeting minutes from February 18, 2025, and February and March 2025 financials as presented. Carried unanimously.

Bobbi Jo Kunz is present to discuss her application for 432 E Main Street for Home Sweet Home Real Estate. The request supports replacement of the front door of the building in the amount of \$3,740. BID took action on a grant request, leaving \$1870 of unfunded expense for CDA to consider. Total grant request is \$935. Motion DeJager, second Verhage to approve a match grant in the amount of \$935 as presented. Carried unanimously.

Administrator Schlieve provides an update on the following:

- Janelle Kartechner and Lauren Tillema, owners of Stone & Suede, were recognized as Entrepreneur of the Year in Fond du Lac County. Make sure to congratulate them if you see them.
- WRNC Opportunity Fund announced. The WRNC Business Opportunity Fund is a regional financial assistance program designed to empower small businesses in the Cities of Waupun and Ripon and the Villages of North Fond du Lac and Campbellsport. This initiative—supported in part by a Small Business Development Grant from WEDC focuses on enhancing local economies through two targeted capital seed funds as follows:
 - WRNC Startup Fund: \$10,000 for new businesses with fewer than 25 employees (cannot relocate from another community)
 - WRNC Expansion Fund: \$25,000 to help growing businesses (fewer than 25 employees) that are ready to expand their footprint, add jobs, or invest in new equipment
 - Both tracks include a revolving low-interest loan and forgivable grant component for businesses that meet specific milestones like opening, job creation, or revenue growth
 - Applicants are required to receive technical assistance from Envision Greater Fond du Lac to ensure readiness of their business plans.
 - Each of the representative communities and a representative from Envision sit on the review board.
 - Funds need to be disbursed by 12/31/26 and we are working with several entrepreneurs who could benefit from this program now.
- IGNITE Rural, a business accelerator, focused on the rural areas of Fond du Lac County, was announced and will launch this fall with the opportunity for startups to pitch their idea and win significant prize money to support their business plan. Target start is mid-September. Marketing material is being finalized for this program now and I will share full details when that is available.
- First Fridays of Summer Downtown – food, entertainment, activities planned June 4, July 11 and August 1.
- North Alley Update: Acquiring 18A N Madison (block building in the center of parking lot; Engineering and will be meeting with building owners to discuss private improvements from alley to building.
- 301 E Main St (former senior center) sale is progressing slowly.
- City closed on Carver Flats land sale last week and anticipates ground breaking in June,
- Placemaking / public art installation

- Catch the Wind Sculpture – Food Truck Alley / History linkage to Shaler and his invention with kites.
 - Clarence A. Shaler, a notable industrialist and sculptor from Waupun, Wisconsin, is indeed associated with kite inventions. In 1917, Shaler was granted a patent for a kite design. This invention, detailed in patent US1222791A, describes a kite with specific structural features aimed at enhancing its flight stability and performance.
- Reviewed placemaking – mural ideas to create a Welcome to Waupun mural. Schlieve noted that we are seeking CDA's input at this point before determining next steps.

Motion DeJager, second Verhage to adjourn meeting. Carried unanimously. Meeting adjourned at 7:58 am.