

Winnebago County Industrial Development Board

Meeting Minutes for February 10, 2014 meeting - CORRECTED

4th floor conference room (room 408), County Administrative Building, 112 Otter Ave.,
Oshkosh, WI

Board Members Present: David Albrecht, Mark Harris, Elizabeth Hartman, Ken Robl, George Dearborn, Tim Hamblin, Linda Kutchenriter

Board Members Excused: Mary Krueger, John Bodnar

Others Present: Jerry Bougie, Robert Keller, Matt Woods, Wendy Hielsberg, Rob Kleman, Kara Homan, Sue Drexler, Dana Racine, Allen Davis, Amy Barker, Chris Hardy, Chris Haese

Chairman Albrecht opened the meeting at 1:30 pm.

1. Approval of Minutes from October 14, 2014 meeting. K. Robl moved to approve the minutes as printed, seconded by G. Dearborn. Motion passed 6-0.

Linda Kutchenriter arrived to the meeting.

2. Review and Board action on 2014 Per Capita Funding allocations.

Town of Algoma: The Town is requesting \$4,417 to update the Town's plan to include economic development provisions. Sue Drexler provided the Board with an explanation on the scope of services received from a consultant that will conduct the study. G. Dearborn moved to approve the allocation as presented, seconded by M. Harris. Motion passed 7-0.

City of Menasha: The City is requesting \$15,108, of which \$2,500 is to be reallocated to the Fox Cities Chamber, for a net request of \$12,608. Kara Homan reported that the City will use the funds for developing and publishing marketing materials, staff time related to business retention, meeting with prospects, project development, program coordination and hiring of consultants to provide assistance with economic development initiatives. K. Robl moved to approve the allocation as presented, seconded by D. Albrecht. Motion passed 7-0.

City of Neenah: The City is requesting \$25,750. Chris Haese reported that the City will use the funds to conduct a downtown parking study, develop and disseminate

promotional and print advertising materials, web site enhancement, business recruitment expenses and other economic development administrative activities. D. Albrecht moved to approve the allocation as presented, seconded by K. Robl. Motion passed 7-0.

Town of Menasha: The Town is requesting \$18,582. George Dearborn reported that the Town will use the funds to offset a portion of administrative services provided by town staff for economic development purposes and to develop information and market analyses for town economic development activities. M. Harris moved to approve the allocation as presented, seconded by T. Hamblin. Motion passed 6-0-1, with George Dearborn abstaining.

City of Omro: The City is requesting \$10,032, which includes reallocations from the Towns of Nepeuskun, Nekimi, Rushford, Utica, Omro. Dana Racine reported that the City will use the funds to partially offset the City's economic development activities. The City will be expending funds for tourism ads, marketing/promotional materials, tradeshow activities, and administrative costs for economic development. K. Robl moved to approve the allocation as presented, seconded by M. Harris. Motion passed 6-0-1, with Linda Kutchenriter abstaining.

City of Oshkosh: The City is requesting \$66,300, of which \$28,387 is to be reallocated to CHAMCO, Inc. for a net request of \$37,913. Allen Davis reported that the City will utilize the funds to implement a strategy to streamline the development process for businesses and developers to build in Oshkosh, update the City's Comp. Plan Economic Development element, create new economic development financing alternatives, and to promote Oshkosh as a place to start, expand or move a business. K. Robl moved to approve the allocation as presented, seconded by G. Dearborn. Motion passed 7-0.

CHAMCO, Inc.: CHAMCO is requesting \$28,387. This funding was reallocated by the City of Oshkosh to CHAMCO. Elizabeth Hartman reported that CHAMCO will use the funds for administrative costs to: further the retention and expansion projects with area businesses, fostering development of new businesses in the area, and increasing collaboration and coordination of economic development efforts in the area. K. Robl moved to approve the allocation as submitted, motion seconded by T. Hamblin. Motion passed 6-0-1, with Elizabeth Hartman abstaining.

Fox Cities Chamber: The Fox Cities Chamber is requesting \$8,743, which is comprised of reallocations from the City of Menasha, Town of Clayton and Town of Neenah. The funds will be used to further the Chamber's economic development efforts for 2014. D. Albrecht moved to approve the allocation as submitted, motion seconded by M. Harris. Motion passed 7-0.

Future Neenah, Inc.: Future Neenah is requesting \$2,872, which is comprised of reallocations from the Towns of Neenah and Vinland. Amy Barker reported that Future of Neenah will use the funds to implement Neenah's new marketing brand and printing of Neenah area brochures to support employers in their efforts to recruit employees and relocation/transition of residents in the Neenah area. D. Albrecht moved to approve the allocation as presented, seconded by K. Robl. Motion passed 7-0.

Oshkosh Chamber/Oshkosh Area Development Corp.: This request is a combined request by the two groups for a total amount of \$8,050. The proposed funding is comprised of reallocations from the Towns of Black Wolf, Algoma, Oshkosh, and Utica. Rob Kleman reported that the Chamber will use the funds to support ongoing economic development objectives relative to business attraction, existing business development, marketing and promotion, entrepreneurship, regional partnerships, workforce development. M. Harris moved to approve the allocation as presented, seconded by G. Dearborn. Motion passed 7-0.

Village of Winneconne: The Village of Winneconne is requesting \$6,658, which includes reallocations from the Towns of Poygan, Winchester and Wolf River. Chris Hardy reported that the Village will use the funds to offset a portion of the administrative staff costs for economic development activities. M. Harris moved to approve the allocation as presented, seconded by T. Hamblin. Motion passed 7-0.

Town of Winneconne: The Town is requesting \$2,365. Matt Woods reported that the Town intends to use the funds to conduct a study for potential economic development opportunities in the Highway 45/116 interchange area. D. Albrecht moved to approve the allocation for the Town of Winneconne as presented, seconded by K. Robl. Discussion pursued. The Board requested the Town provide more details on the scope of the study before final approval can be made. Matt Woods requested a delay in the approval of the Town's funding request to a future IDB meeting so that he and the Town are able to provide better details for the study. D. Albrecht withdrew his motion and K. Robl withdrew his second. The town agreed to approach the IDB at a future meeting when they are ready to provide more details on the study.

International, Trade, Business and Economic Development Council (ITBEC): The funding request is for \$11,000 which is for the County's annual membership dues to this organization. It represents a direct allocation by the IDB. D. Albrecht provided a summary of the Council and its activities. D. Albrecht moved to approve the allocation as presented, seconded by K. Robl. Motion passed 7-0.

Oshkosh Convention and Visitors Bureau (CVB): The CVB is requesting \$10,000, and represents a direct allocation by the IDB. Wendy Hielsberg reported that the CVB will use the funds to provide countywide tourism promotion. She indicated that without the funding the CVB would need to limit its promotional activities to the Oshkosh area only. D. Albrecht moved to approve the allocation as presented, seconded by K. Robl. Motion passed 7-0.

Northeast Wisconsin Regional Economic Partnership (NEWREP): The funding request is for \$1,000 which represents the County's annual membership share in this organization. Rob Kleman provided a summary of the activities of NEWREP. The membership costs are shared with the Oshkosh Chamber. D. Albrecht moved to approve the allocation as requested, seconded by K. Robl. Motion passed 7-0.

3. Board action on contract renewal for administration services with Oshkosh Area Economic Development Corporation for County CDBG-ED Revolving Loan Fund Program.

Jerry Bougie reported that it is necessary to renew the contract for CDBG-ED RLF services for 2014, as the Regional Loan fund initiative remains on hold until further notice. The renewal will be for the same terms as prior years. D. Albrecht moved to approve the contract renewal as presented, seconded by K. Robl. Motion passed 7-0.

4. Board action on IDB website. Jerry Bougie reported that the IDB website is currently located offsite and it is difficult to maintain in its current state. The proposal is to have the site hosted in house (county) which would provide better service to it. K. Robl moved to have the IDB website relocated to the county server from its current offsite location, seconded by G. Dearborn. Motion passed 7-0.

5. Next Meeting: The Board will establish its next meeting on an as needed basis.

Adjournment: Motion by K. Robl, seconded by G. Dearborn to adjourn the meeting. Motion passed 7-0. Meeting adjourned at 2:25 pm.

Submitted by,

Jerry Bougie, Recording Secretary