

## MEETING MINUTES ECONOMIC DEVELOPMENT CORPORATION

### EXECUTIVE COMMITTEE

August 5, 2019

**Amended**

**Members Present:** Andy Merry, Thomas Bauknecht, Warren Wagner, Ron Nye  
**Excused Absent:** Lynn D'Amato  
**Others Present:** Angie Close, Keri Beck

Meeting was called to order by President Andy Merry at 4:30 pm.

**Public Comment:** None

**Minutes of Previous Economic Development Executive Committee Meeting:** Motion by Bauknecht, second by Wagner, to approve the minutes from June 3, 2019. All Ayes. Motion Carried.

#### Langlade County Economic Development Corporation:

- A. LCEDC 2019 Budget vs Expense Report:** Close updated the LCEDC Executive Committee on the LCEDC 2019 budget vs expense report. Information only.
- B. LCEDC Funding Agreement Discussion:** Close presented the updated three year LCEDC service funding agreement (1/1/2020 to 12/31/2022) with Langlade County to the LCEDC Executive Committee. Close will be presenting the agreement to the Langlade County Executive Committee this week and then to the Langlade County Board on August 20, 2019. Close informed the LCEDC Executive Committee that the City of Antigo agreement with LCEDC for services is an ongoing agreement that has a notification of termination clause in the agreement.

**Motion by Bauknecht, second by Wagner to approve the three year economic development service agreement with Langlade County as presented. All Ayes. Motion Carried.**

- C. Loan Recipients Update:** Close updated the LCEDC Executive Committee on loan funds and recipients. Close updated the LCEDC Executive Committee on the potential auction on collateral items.
- D. RLF Loan Close Out Update:** Close updated to the LCEDC Executive Committee that the City of Antigo was denied the CDBG competitive grant due to a clerical error in the application. The City of Antigo had decided to go forth using the CDBG-RLF CLOSE money on the Downtown 5<sup>th</sup> Avenue Project. The City of Antigo will use alternative sources to pay for the project. The CDBG Close Out documentation was sent to the Department of Administration (DOA) on July 18, 2019. On July 25, 2019 a letter was received, accepting the documentation. The City of Antigo has bought out the accounts receivable. Currently waiting on a Langlade County resolution before funds are turned over to the DOA. When the Langlade County resolution is agreed upon, a new report will need to be sent to DOA. The CDBG-RLF-CLOSE funds are only able to be used a CDBG eligible project which was determined and agreed upon for the 5<sup>th</sup> Avenue reconstruction.
- E. LCEDC Board Retreat Discussion:** Close updated the LCEDC Executive Committee on the LCEDC Board retreat set for September 9 from 10 am to 3 pm. Pharos Management will be conducting the retreat to look at LCEDC's profile and purpose. Close handed out current LCEDC article of incorporation, bylaws, and mission/vision statements to be reviewed before the retreat.
- F. Award Spring ETP Program Graduates Awards and Update on Program:** Close reviewed three business plans that were presented at the 2019 Spring ETP graduation night with the LCEDC Executive Committee.

**Motion by Wagner, second by Bauknecht to recommend to the LCEDC Board to approve Entrepreneurial Business Start-Up Grants to Artistic Arrangements, LLC for \$2,500, A.P. Construction & Finishing, LLC \$2,500, and Northwood Blooms, LLC \$1,400 contingent upon all requirements of the grant being met. All Ayes. Motion Carried.**

There was one business that did not submit a business plan but presented on graduation night. The 2019 Fall Entrepreneurial Training Program (ETP) will be held on Thursdays from September 19 through November 14 from 5:30 to 8:30 pm in the LCEDC Conference Room. The ETP Orientation Day will be held on September 12 at 5:30 pm in the LCEDC Conference Room. Close has had three students signed up for the fall ETP class. Advertising for the fall will start next week. In addition, there will be two SBDC and three Northcentral Technical College business workshops offered in 2019.

- G. Welcome Center Update:** Close updated the LCEDC Executive Committee that the City of Antigo's Room Commission has been reformed to meet state statute. The Room Commission was presented the same two Welcome Center proposals and has voted to go with LCEDC proposal. Plans have been slowed due to legal deposition regarding the re-designation of the lead tourism entity. Close has met with the architect on space needs at the Langlade County Historical Society building. Close presented a plan to partner with 5 Star Marketing to develop a 2020 Langlade County Discovery Guide. Beck will be working with 5 Star Marketing on selling advertisements in the Discovery Guide. **LCEDC will receive Discovery Guide revenue after sales threshold are met to be used for Langlade County tourism development.**
- H. Update on Economic Development Corporation Activities:** LCEDC staff informed the LCEDC Executive Committee on the following activities:
- Close will be meeting with a site developer.
  - Close met with Impact 7 to learn more about new market tax credits to help open a new downtown business.

- Close will be presenting four applications to the City of Antigo Economic Development Committee for Façade Grants and Downtown Entrepreneurial Grants.
- Close participated in a Timber Tour.

**Old Business:** No old business was discussed.

**New Business & Meeting Date:** The next meeting will be after the LCEDC Board Retreat on Monday, September 9, 2019. The meeting is projected to start at approximately 3:00 pm.

**Adjourn:** Motion by Bauknecht, second by Wagner to adjourn at 5:34 pm. All Ayes. Motion Carried.

Respectfully submitted, Keri Beck, Recording Secretary

A handwritten signature in cursive script, appearing to read "Paul D. Murray". The signature is written in black ink and is positioned in the lower right quadrant of the page.