

**MEETING MINUTES ECONOMIC DEVELOPMENT CORPORATION
EXECUTIVE COMMITTEE
January 8, 2024**

Members Present: Thomas Bauknecht, Warren Wagner, Tammy Walrath, Dillon Gretzinger

Members Present by Conference: Sarah Koszarek

Members Excused:

Others Present: Angie Close, Keri Beck

Meeting was called to order by President Thomas Bauknecht at 4:00 pm.

Public Comment: none

Minutes of Previous Economic Development Executive Committee Meeting: Motion by Walrath, second by Gretzinger, to approve the minutes from December 4, 2023. All Ayes. Motion Carried.

Langlade County Economic Development Corporation:

- A. Review and Approve Payments of Bill for December 2023:** Close reviewed the December 2023 LCEDC bills with the LCEDC Executive Committee. Close noted that the expenses paid to Langlade County Economic Development Corporation was for Dream Up and ETP admin fees for hours worked on each grant.

Motion by Gretzinger, second by Walrath to recommend to the LCEDC Board under the consent agenda to approve the December 2023 LCEDC invoices as presented. All Ayes. Motion Carried.

- B. Review Budget vs Actual/Financial Position Reports:** Close presented the first 2024 budget vs actual with 2023 carryover amounts to the LCEDC Executive Committee. The \$5,000 2023 LCEDC Emergency Fund Balance was included in the LCEDC Fund Balance carryover. The 2023 Emergency Fund deposit will be made in January. The grant carryovers are for expense accrued in 2023 but not paid for until 2024.

Motion by Gretzinger, second by Walrath to recommend to the LCEDC Board under the consent agenda to approve the 2024 carryovers for the Fund Balance at \$19,324.60, Entrepreneur Grant of \$6,070.37, Hotel Motel Tourism Grant of \$1,303.07, and Dream Up Grant of \$22,195.23. All Ayes. Motion Carried.

- C. Review RLF/CWED Loan Report:** Close updated LCEDC Executive Committee with the December 2023 LCEDC Loan Fund report. In 2023, there was 2 Revolving Loan Fund Loans that closed and two Emergency Response - Revolving Loan Fund Loans paid in full along with one Community Development Fund Loan. Two RLF recipients have reported good job creation in 2023. Discussion was held on interest rate of one RLF loan. The LCEDC Loan Review Board will review the loan for recommendations for future interest rate for this loan. Close reported that LCEDC is waiting to see if CWED proposed business startup loan pilot program is approved before perusing applying for the USDA Loan Program. The CWED program would provide business startup loans up to \$35,000 with low interest rates for 3 years with possible partially forgiveness.

- D. Accept 2024 Suick Family Foundation Entrepreneurial Hub Donation:** Close informed the LCEDC Executive Committee that the Suick Family Foundation has awarded the LCEDC Entrepreneurial Program \$15,000 for the 2024 Entrepreneurial Programs and Entrepreneurial Start-Up Grants. The next ETP Program will be starting February 27 with the Orientation Day on February 6.

Motion by Wagner, second by Walrath to recommend to the LCEDC Board under the consent agenda to approve accepting the Suick Family Foundation Grant donation for the 2024 Entrepreneurs Program. All Ayes. Motion Carried.

- E. LCEDC 2023 Audit Plan:** Close informed the LCEDC Executive Committee that the LCEDC financial review will be held on February 27, 2024. The anticipated cost is over the budgeted amount.
- F. LCEDC Operating Reserve Policy Review:** Close informed the LCEDC Executive Committee that LCEDC does have an Operating Reserve Policy. The policy was adopted in 2013 and revised in 2017. The Executive Committee reviewed and discussed the policy with no proposed changes.
- G. Award Business Plan Grants:** Close informed the LCEDC Executive Committee that \$5,000 can be awarded for the Fall 2023 Entrepreneurial Business Start Up Grants.

Motion by Wagner, second by Gretzinger to recommend to the LCEDC Board under the consent agenda to approve the Entrepreneurial Business Start-Up Grants to Kruser's Welding & Fabrication for \$2,500 and CB Trailer Rentals for \$2,500 contingent upon all requirement of the grant being met. All Ayes. Motion Carried.

- H. LCEDC 2024 Work Plan:** Close informed the LCEDC Executive Committee that she is working with the new City Administrator on aligning LCEDC's pillars with the City's plans. The City of Antigo is currently reviewing their Comprehensive Plan. LCEDC pillars will stay the same, but the initiatives may change so they can align with the County and City's plans.

- I. Update on LCEDC Tourism Activities:** Beck updated the LCEDC Executive Committee on the following:
- There were 7,757 people that signed up for the Mammoth Hike Challenge, which was a record! Of these registrations, 3,802 submitted Challenge completion information to earn a patch. Participants in their completion forms reported spending a total of \$460,424 at local businesses and communities during the

month of October! Of the responses, 211 people checked in at Antigo during the hike. More people potentially visited Antigo, but number is from the completion forms.

- Continued updating Travel Wisconsin's 12 Winter Snow reports.
- Promoted winter trail reports and Governor Evers Proclamation of December 17-21 as Learn to Ski and Snowboard week on the Breakfast Club.
- WAOV Channel 9 winter commercials finished running as of December 31st.
- Working with 5 Star Marketing on the 2024 Langlade County Recreation Map. Working on getting them print by the Green Bay RV Show on January 25.
- In December, LCEDC's 2024 marketing plan was approved by the City of Antigo's Hotel/Motel Commission. The 2024 Hotel Motel Funding will stay the same (75% LCEDC; 25% Chamber).
- In 2023, there were 3,230 people that came through the Welcome Center (2,432 reg, 232 school tours, and 566 Santa). There were 2,236 items taken from the Welcome Center; of these, there were 156 items taken between 12/1/23 to 1/5/24. The Welcome Center Assistant did resign as of December 30. LCEDC Staff will work with the Museum to staff the Welcome Center over the winter months.

J. Update on Other Economic Development Corporation Activities: Close updated the LCEDC Executive Committee on the following:

- **Dream Up Langlade County Grant Update:** There was \$44,500 that helped Langlade County licensed child care providers. Langlade County has received 8 family child care applications for staff retention bonuses, program supplies, minor renovations, curriculum supplies and safety materials equally \$16,000. Three group child care applications were received totaling \$15,000 for staff retention bonuses, program supplies, and minor renovations. Three application were received for startup and education grants totally \$2,000. There were three survey response that are interested in learning more about starting a child care business. Childcaring is the task force's contact to help these people start a business. Langlade County is being recognized for the Dream Up Task Force. Close will be presenting in Vilas County on Thursday about the partnership and task force. Shawano County has also reached out for information. There was a recent news story on the shared Dream Up marketing campaign utilizing Zarda Design with Lincoln County. The Dream Up grant ends in February. A roundtable event will be held to share the survey results, the needs, and asks going forward.
- **Broadband:** Cirrinity will be finished in late spring or early summer on the Polar/Rolling project. The Town of Peck, Summit, and Vilas project will start in the summer of 2024. The emergency tower is ready but the Town of Summit lawyer is reviewing the contract. The Town of Neva application made the first cut. The awards will be announced in March. An emergency radio tower is being looked at for the eastern part of Langlade County. The land has been secured but the height of the tower is being evaluated. BEAD Challenge is in the processes. More information will be provided in January.
- **WEDC Entrepreneurial Hub Grant:** LCEDC has been awarded \$62,000 WEDC Entrepreneurial Hub Grant. Close has met with SCORE mentor to offer an entrepreneurial event. A steering committee is being created for Langlade County's Entrepreneurial Hub.
- **Continuing Education:** Close will be attending the WEDA Governor's Conference January 31 thru February 2. Beck has registered for the Canva for Beginners class on January 25 & 26 along with the Wisconsin Governor's Conference on Tourism March 10-12.
- **Non-State Grant Update:** LCEDC did hold the December 14 meeting to see if any organizations need to use LCEDC to submit for a Non-State Grant. No organizations have come forward requesting to use LCEDC nonprofit status.
- **Thrive Rural Wisconsin Grant** was recently released. The grant is for \$25,000 per year for two years to prepare to advance a project for a state or federal grant application. LCEDC will be reviewing it to determine if Grant could be used for projects in either Elcho or White Lake.

Old Business: No old business was discussed.

New Business and set date for next meeting: The next LCEDC Executive Committee meeting will be at 4:00 pm on February 5, 2024.

Adjourn: Motion by Gretzinger, second by Walrath to adjourn at 5:05 pm. All Ayes. Motion Carried.

Respectfully submitted, Keri Beck, Recording Secretary

