

MINUTES
ECONOMIC DEVELOPMENT COMMITTEE MEETING
East Central Wisconsin Regional Planning Commission

COMMITTEE MEMBERS: *Alice Connors (Chair), Jerry Bougie (Vice Chair), Sam Kaufman, John Jarvis, Karen Harkness (alt for Jake Woodford)*

Place: Virtual

Date: Wednesday, October 5, 2022

1. Welcome and Introductions

Chair Connors welcomed attendees to the meeting and called the meeting to order at 1:00 P.M.

2. Roll Call

Introduction of Alternates, Staff, and Guests.

Committee Members Present:

Alice Connors, Chair Calumet County
Karen Harkness (Alt. for Jake Woodford)..... Outagamie County
Jerry Bougie (Alt. for Jon Doemel), Vice Chair Winnebago County

Committee Members Absent:

Sam Kaufman Fond du Lac County
John Jarvis..... Waushara County

ECWRPC Staff and Guests Present:

Kevin Englebert Deputy Director
Colin Kafka Associate Planner
Tim Ludolph City of Berlin

3. Approval of Agenda / Motion to Deviate

Ms. Harkness motioned to approve the agenda, Chair Connors seconded the motion. The motion passed unanimously.

4. Public Comment

There was no public comment.

5. Approval of the Minutes of the July 6, 2022 Economic Development Committee Meeting Minutes

A motion was made by Ms. Harkness and second by Mr. Bougie to approve of the minutes as presented. Motion carried unanimously.

6. Business / Action Items

A. **Proposed Resolution 40-22:** Adopting the 2022 Comprehensive Economic Development Strategy (CEDS) Annual Performance Report presented by Mr. Englebert – Deputy Director. Mr. Englebert shared that EDA requires the Commission to complete a major update of the strategy every five years and a minor update to the strategy annually. He noted that East Central’s last major update to the CEDS was completed in 2018, with the next major update set to occur in 2023. East Central staff have updated the 2018 CEDS with current

information regarding socio-economic measures for our region and other economic development data.

A motion was made by Vice Chair Bougie and second by Ms. Harkness to approve of **Proposed Resolution 40-22**: Adopting the 2022 Comprehensive Economic Development Strategy (CEDS) Annual Performance Report. Motion carried unanimously.

7. Informational / Discussion Items

A. Staff Report - Economic Development Program Update presented by Mr. Englebert – Deputy Director

- i. WEDC – Mainstreet Bounceback Grants Program. Mr. Englebert reported that over the last 13 months, ECWRPC staff awarded almost 700 grants to our region and received a total of at \$8.27 million to date in funding for awards and administration. He shared that recently, WEDC sent a fifth contract amendment to increase the funding to a total of \$9.27 million. The contract amendment will go to the Steering Committee and Commission for review and approval. Mr. Englebert stated that there will be a final report for our region which will contain detailed information and highlight the program data collected such as; business demographics, planned use of funds data, business product/service data, etc. The report will be released in early 2023 after the December 31, 2022 completion of the Main Street Bounceback Grants Program.
- ii. CARES Act Grant – Technical Assistance Program presented by Mr. Englebert-Deputy Director. With approval of an extension to the CARES Act Grant earlier this year, ECWRPC was also approved for a second round of the economic development technical assistance program. This assistance allowed staff to continue the partnership with Ayres Associates to provide free technical assistance to communities within the region. Mr. Englebert shared that this year’s funding will allow for four day-long workshops with selected communities. Staff received a total of 14 applications with four projects selected. The technical assistance workshops will take place the week of October 10th in the following locations; City of Shawano – October 10th; City of New London – October 11th; City of Berlin – October 12th; and the Village of Campbellsport – October 13th
- iii. Planning Partnership Grant presented by Mr. Englebert. Mr. Englebert shared that staff attended and/or helped organize several economic developments events which include; an economic development focus group for the Fox Cities Tourism Master Plan, the InDevelopment Conference, the Wisconsin Economic Summit, and the Fox Cities Housing Forum. Mr. Englebert reported that staff specifically helped organize the Fox Cities Housing Forum as a follow-up to contributing on the steering committee for the Fox Cities and Greater Outagamie County Regional Housing Strategy. Also, Colin Kafka-Associate Planner, attended a four-day training called the Basic Economic Development Course through WEDA.

ECWRPC staff completed the 2022 Annual Performance Report for the CEDS as well as assisted Menominee County and MITW with their economic development grants. This is a new project through USDA Rural Development. Mr. Englebert shared that Menominee County was selected as a preliminary recipient of technical assistance from USDA Rural Development for a new program called the “Rural Partners Network”. The

Network aims to hire USDA staff to work in and with local stakeholders to develop and implement projects with federal assistance. It was noted that Menominee is awaiting final confirmation that technical assistance will be provided from USDA.

B. County Roundtable Discussion (*as time permits*) - None

8. Upcoming Meetings

- A. ***Economic Development Committee Meeting:*** *The next Economic Development Committee meeting will take place on Wednesday, January 4, 2023 at 1:00 p.m. Further details will be forthcoming.*
- B. ***Commission Meeting:*** *The next Commission meeting will be held on Friday, October 28, 2022 at 10:00. An agenda and meeting materials will be forthcoming.*

9. **Adjourn** Chair Connors adjourned the meeting with the time noted at 1:17 p.m.

Respectfully submitted by

Leann Buboltz – Administrative Coordinator
ECWRPC