

**Draft MINUTES  
ECONOMIC DEVELOPMENT COMMITTEE MEETING  
East Central Wisconsin Regional Planning Commission**

COMMITTEE MEMBERS: *Alice Connors (Chair), Jerry Bougie (Alt for Jon Doemel)- (Vice Chair), Sam Kaufman, Kara Homan (Alt for Jake Woodford)*

**Date:** Wednesday, January 4, 2023 - Virtual

**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  
Sam Kaufman ..... Fond du Lac County  
Kara Homan (Alt. for Jake Woodford) ..... Outagamie County  
Jerry Bougie (Alt. for Jon Doemel), Vice Chair..... Winnebago County

**Committee Members Absent:**

**ECWRPC Staff and Guests Present:**

Kevin Englebert ..... Deputy Director  
Colin Kafka ..... Associate Planner  
Leann Buboltz..... Administrative Coordinator

**3. Approval of Agenda / Motion to Deviate** A motion was made by Mr. Kaufman and second by Vice Chair Bougie to approve the Agenda as presented. Motion carried unanimously.

**4. Public Comment** - There was no public comment.

**5. Approval of the Minutes of the October 5, 2022 Economic Development Committee Meeting Minutes** A motion was made by Mr. Kaufman and second by Vice Chair Bougie to approve of the minutes as presented. Motion carried unanimously.

**6. Announcements**

A. **2023 Economic Development Committee Meeting Schedule.** The Committee members acknowledged the meeting schedule, agreeing with the dates listed.

**7. New Business/Action Items**

A. Approval of the 2023 Work Program & Budget – 1500 Element – Economic Development Program. Mr. Englebert highlighted a portion of the work program that staff will be working on in 2023. He noted that the Economic Development is divided into four categories; the Planning Partnership Grant, the Main Street Bounceback Grants Program (ended 12-31-22), the CARES Act Grant and Northeast Wisconsin Regional Economic Partnership (NEWREP) Administration. The primary deliverable will be the Comprehensive Economic Development Strategy (CEDS). Mr. Englebert stated that a five-year major update of the CEDS is due in 2023. Along with that he also shared the program outreach and technical assistance for communities and member counties will continue. It was noted that an addition to the deliverables is an economic development impact study to be completed for the Appleton International Airport. (Note-list of deliverables is not all inclusive).

A motion was made by Vice Chair Bougie and second was made by Mr. Kaufman to approve of the 2023 Work Program & Budget – 1500 Element - Economic Development Program. Motion carried unanimously.

**8. Informational/Discussion items**

A. Economic Development Program Update – presented by Mr. Englebert, Deputy Director.

i. EDA Grant Updates

1. Planning Partnership Grant - Mr. Englebert shared that in the month of December, the Commission hosted a visit of representatives from the Menominee Indian Tribe of Wisconsin, Menominee Tribal Enterprises, Wolf River Development Company, and Nijiji Capital Partners. He noted that staff presented on the various programs that East Central offers. Mr. Englebert stated that in January, staff will facilitate an economic development workshop in Menominee County which will be hosted by the Menominee Indian Tribe.
2. CARES Act Grant – Technical Assistance Program. Mr. Englebert presented on the Economic Development Technical Assistance program. He stated that with approval of an extension to the CARES Act Grant earlier in 2022, ECWRPC has continued the partnership with Ayres Associates to provide free technical assistance to communities within the region. Mr. Englebert shared that last year’s funding allowed four day-long workshops with selected communities. The technical assistance workshops took place the week of October 10th in the following locations; City of Shawano-Huckleberry Harbor Redevelopment Plan, City of New London-Wolf River Alleyway Pedestrian Access Plan, City of Berlin-Berlin Town Square Vision and the Village of Campbellsport-Eisenbahn Trailhead Design/Downtown Gateway. He noted that staff will be working with the communities after this initial visit assisting with applying for grants and implementation. With the success of this program, Mr. Englebert offered that efforts are being looked into on how to find a way to make these technical assistance visits a permanent program for our region.

- ii. Main Street Bounceback Program – Update. WEDC – Mainstreet Bounceback Grants Program. Mr. Englebert reported that staff awarded 900 grants to our region and received a total of at \$9.27 million to date in funding for awards and administration. He expressed that there will be a final report for the region which will contain information that was collected such as; business demographics, planned use of funds data, business product/service data, etc. The report will be finalized and released in April 2023. The GIS staff will be developing a map of the applicants receiving the awards, which will be included in the report. Mr. Englebert expressed his appreciation to the East Central team for the exemplary implementation of this program. Committee members appreciated the finalized reporting and look forward to the overview.

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

**9. Upcoming Meetings**

- A. **Economic Development Committee Meeting:** *The next Economic Development Committee meeting will take place on Wednesday-April 5, 2023 at 1:00 p.m. Further details will be forthcoming.*
- B. **Commission Meeting:** *The next Commission meeting will be held on Friday, January 27, 2023 at 10:00-Virtual. An agenda and meeting materials will be forthcoming.*

**10. Adjourn** A motion was made by Vice Chair Bougie and second by Mr. Kaufman to adjourn the meeting with the time noted at 1:23 p.m.

Respectfully submitted by  
Leann Buboltz – ECWRPC Administrative Coordinator