

Winnebago County Industrial Development Board

Meeting Minutes – February 25, 2009

Human Resources Conference Room, Orrin King Administration Bldg, Oshkosh

Members Present: Stan Kline, Kathy Lennon, Mark Harris, Dave Albrecht, George Dearborn, Ken Robl, Tim Hamblin, Elizabeth Hartman, John Bodnar

Members Excused: Mary Krueger, Steve Volkert

Others Present: Jerry Bougie (IDB Coordinator), Nancy Jo Dietzan (Chamco), Jesse Koonce (C. Omro), Dan Lenz (C. Omro), Susan Nester-Huebner (T. Clayton), Bob Buckingham (C. Neenah), Marlene Lenz (V. Winneconne), Jaci Stelzner (V. Winneconne), Greg Keil (C. Menasha), Steve Spanbauer (T. Neenah)

Meeting called to order at 1:00 pm by Chairman Kline.

Introductions were held.

1. Minute Approval: Motion by D. Albrecht, seconded by K. Robl to approve the minutes from the Board's August 21, 2008 meeting. Motion passed 8-0.
2. Review and Decision on 2009 Per Capita Funding Applications

Town of Clayton: Susan Nester-Huebner provided a summation on Clayton's application for funding. They propose to update the Town website to promote the Town for business. Motion by G. Dearborn, second by Dave Albrecht to approve Clayton's application for funding in the amount of \$1,545.00. Motion passed 8-0.

City of Menasha: Greg Keil provided a summation of Menasha's application. They propose to update promotional materials for economic development and to assist with funding for administrative activities related to economic development. Motion by D. Albrecht, second by K. Robl to approve the City of Menasha's application for funding in the amount of \$6,814.00. Motion passed 8-0.

Town of Menasha: George Dearborn provided a summation of the Town's application. They propose to update economic development related promotional materials and to update the Town's website that promotes business for the Town. Motion by D.

Albrecht, second by K. Lennon to approve the Town's application for funding in the amount of \$7,505.00. Motion passed 7-0 (George Dearborn abstained).

City of Neenah: Bob Buckingham provided a summation of the City's application. They propose to update economic development related promotional materials, to work with business prospects, and to provide funding for administrative services related to economic development. Motion by G. Dearborn, second by K. Lennon to approve the City's application in the amount of \$11,876.00. Motion passed 8-0.

Town of Neenah: Steve Spanbauer provided a summation of the Town's application. They propose to update the Town's website related to promoting business in the Town. Motion by K. Robl, second by T. Hamblin to approve the Town's application for funding in the amount of \$1,258.00. Motion passed 8-0.

City of Omro: Dan Lenz provided a summation of the City's application. They propose to update economic development related promotional materials and to provide funding assistance for administrative activities related to economic development. Motion by D. Albrecht, second by M. Harris to approve the City's application for funding in the amount of \$3,604.00. Motion passed 8-0.

City of Oshkosh (Chamco): Elizabeth Hartman provided a summation of the City's application. They propose to update economic development related promotional materials and provide funding assistance for administrative activities related to their economic development efforts. Motion by K. Robl, second by G. Dearborn to approve the City's (Chamco) funding application in the amount of \$34,168.00. Motion passed 7-0. Elizabeth Hartman abstained.

Village of Winneconne: Jaci Stelzner provided a summation of the Village's application. They propose to update economic development related promotional materials and to provide some funding assistance for administrative activities related to economic development. Motion by D. Albrecht, second by K. Robl to approve the Village's application for funding in the amount of \$2,858.00. Motion passed 8-0.

3. Update on Revolving Loan Fund Programs:

Status of Loan Fund Programs: Stan Kline provided the Board with an update on the balances of the Loan Funds. Currently the IDB RLF contains a balance available to loan

out in the amount of \$1,377,263, with one loan outstanding to the City of Omro for \$125,000. He indicated that the Solid Waste Board loan pool currently has a total outstanding loan balance of \$2.7 million out of an original \$4 million dollar loan pool, but however he reminded the Board that this loan pool is no longer available to communities, as the SWMB requires this money to be available for landfill purposes. The other loan pool, the CDBG-ED fund, currently has a balance available for loaning out at nearly \$700,000. Discussion pursued on the types of things that can be funded through these loan programs. J. Bougie said that since the beginning of January he has received an unusual amount of calls regarding the loan funds and their availability, which may have something to do with the economy and the tight credit markets.

Approval of Contract with West Pointe Bank for Administrative Services for the CDBG-ED Revolving Loan Fund Program. John Bodnar arrived at the meeting. He and Jerry Bougie provided the Board with background information in regard to the purpose of contracting with a bank to conduct admin services for this loan program. John mentioned that the paperwork and expertise required for these loans necessitates contracting with a banker that has experience in managing a loan program like this. Unlike the IDB's primary Revolving Loan Fund whereby loans are given to communities who secure these loans with their taxing authority, the loans through this program would require security of tangible items such as property, equipment and buildings, which complicates the administrative responsibilities. Discussion pursued. Motion by D. Albrecht, seconded by K. Robl to approve the contract with West Pointe bank to conduct administration services for the CDBG-ED Revolving Loan Fund Program. Motion passed 8-0.

4. Set Next Meeting Date: S. Kline reported that the IDB's next meeting date is scheduled for March 18 at 1:00 pm. The meeting will tentatively be held at the Coughlin Center. Agenda items for the next meeting were also discussed and noted.

Adjournment: Motion by D. Albrecht, seconded by K. Robl to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 1:55 pm.

Submitted by,

Jerry L. Bougie, IDB Coordinator

