CHIPPEWA COUNTY

ECONOMIC DEVELOPMENT COMMITTEE

REGULAR MEETING

FEBRUARY 2, 2022

CHIPPEWA COUNTY COURTHOUSE, RM 302

4:30 PM

1. CALL TO ORDER

2. ROLL CALL

Attendee Name	Organization	Title	Status	Arrived
Lee McMenamin	Chippewa County	District 4 (Chair)	Absent	
Ronald McGill	Chippewa County	District 15 (Vice-Chair)	Present	
Don Hauser	Chippewa County	District 6	Present	
James Ericksen	Chippewa County	District 5	Present	
Annette Hunt	Chippewa County	District 13	Present	

Others Present: Randy Scholz, Doug Clary, Todd Pauls, Dean Gullickson, Maureen Carlson, and Charlie Walker (by phone). Recorder: Lisa Merrell.

3. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

4. CONSENT AGENDA

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Don Hauser, District 6
SECONDER:	Annette Hunt, District 13
AYES:	McGill, Hauser, Ericksen, Hunt
ABSENT:	McMenamin

1. Approve the Agenda

2. Approve the Minutes

   Economic Development Committee - Regular Meeting - Nov 3, 2021 4:30 PM

   Economic Development Committee - Special Meeting - Dec 6, 2021 4:00 PM

3. Schedule Next Meeting Date - March 2, 2022 at 4:30 PM (Special Meeting)

5. REPORTS

1. Chippewa County Economic Development Corporation Report - Charlie Walker
   Walker provided a business attraction and business retention report. Walker reported that the two year project to get Charter Next to buy the baseball field in Bloomer has been successful, so they can do a $6 million expansion there. There were two major grants awarded to the Chippewa Valley. One was $10

million to Bloomer to build a 20,000 square foot training facility at PMI. They also partnered with UWEC to provide the rural aspect of a Mayo grant award involving UWEC's nursing program.

Walker provided an update on Farm Technology Days. He and Scholz met with the leaders in Madison and are in the investigation stage. They met with some of the leaders from Eau Claire to get best practices, and they have requested nominations for people for the Executive Committee. So far, they have about 35 members of the community but they could use an extra effort from the eastern side of the County to find some additional members. They are anticipating they will need a budget of $400,000 and the sooner they start raising that through sponsorships, the better.

Walker reported that the temporary manager that the CVIC had hired resigned yesterday, so they will need to address that.

Scholz asked about the UWEC nursing grant. Walker stated it is about $10 million, and Mayo Clinic is driving it and the Chancellor at UWEC. They want to solve the rural health care crisis. They are reaching out to rural areas that can take LPN's so they can get more training to get their RN degree. CCEDC identified school districts they could partner with, and assisted living facilities that they could work with as well.

6. BUSINESS ITEMS

1. The Committee will convene in Closed Session pursuant to Wisconsin State Statutes Sec. 19.85(1)(e) "Deliberating or negotiating the purchase of public properties . . . or conducting other specified business, whenever competitive or bargaining reasons require a closed session" (Discuss and take possible action on purchase of land by Project Environment).
Meeting convened in closed session at 4:47 PM.

Those present in closed session: Randy Scholz, Doug Clary, Todd Pauls, Charlie Walker (by phone), Lisa Merrell, representatives from Project Environment, Dean Gullickson, and all committee members.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Ericksen, District 5
SECONDER:	Don Hauser, District 6
AYES:	McGill, Hauser, Ericksen, Hunt
ABSENT:	McMenamin

The Committee will return to open session to continue with the agenda.
Meeting reconvened to open session at 6:01 PM.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Don Hauser, District 6
SECONDER:	James Ericksen, District 5
AYES:	McGill, Hauser, Ericksen, Hunt
ABSENT:	McMenamin

2. The Committee will convene in Closed Session pursuant to Wisconsin State Statutes Sec. 19.85(1)(e) "Deliberating or negotiating the purchase of public properties . . . or conducting other specified business, whenever competitive or bargaining reasons require a closed session" (Report on potential site location(s) for future business park).
   Meeting convened in closed session at 6:08 PM.

   Present in closed session: Doug Clary, Todd Pauls, Randy Scholz, Charlie Walker (by phone), Maureen Carlson, Lisa Merrell, representatives affiliated with the Future Business Park Report, and all committee members.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Don Hauser, District 6
SECONDER:	Annette Hunt, District 13
AYES:	McGill, Hauser, Ericksen, Hunt
ABSENT:	McMenamin

   The Committee will return to open session to continue with the agenda.
   Meeting reconvened to open session at 6:50 PM.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Ericksen, District 5
SECONDER:	Don Hauser, District 6
AYES:	McGill, Hauser, Ericksen, Hunt
ABSENT:	McMenamin

3. The Committee will convene in Closed Session pursuant to Wisconsin State Statutes Sec. 19.85(1)(e) "Deliberating or negotiating the purchase of public properties . . . or conducting other specified business, whenever competitive or bargaining reasons require a closed session" (Discuss and take possible action on Project Silver Dollar regarding land located within the Lake Wissota Business Park).
   Meeting convened in closed session at 6:51 PM.

   Present in closed session: Doug Clary, Todd Pauls, Randy Scholz, Lisa Merrell, and all committee members.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Annette Hunt, District 13
SECONDER:	James Ericksen, District 5
AYES:	McGill, Hauser, Ericksen, Hunt
ABSENT:	McMenamin

   The Committee will reconvene to open session to continue with the agenda.
   Meeting reconvened to open session at 7:12 PM.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Don Hauser, District 6
SECONDER:	Annette Hunt, District 13
AYES:	McGill, Hauser, Ericksen, Hunt
ABSENT:	McMenamin

4. Resolution to Rescind Resolutions and Policies Regarding Economic Development - Randy Scholz
   Scholz stated there is an economic development work group that has been working on this for a long time. It is complicated and there is a lot to it, because several policies and resolutions have been passed. The mission was to take all of those old policies and resolutions and rescind them all and write a new policy. The idea is to bring the policy first to the County Board, because they have to be read twice, and then at the second meeting the resolution and the policy would be presented. The resolution rescinds any other policies out there and moves forward with the new policy.

RESULT:	**FORWARD TO COUNTY BOARD [UNANIMOUS]**	**Next: 3/8/2022 6:00 PM**
MOVER:	Annette Hunt, District 13	
SECONDER:	James Ericksen, District 5	
AYES:	McGill, Hauser, Ericksen, Hunt	
ABSENT:	McMenamin	

5. New Economic Development Policy - Randy Scholz
   Scholz stated this is the new policy after rescinding all the previous ones. It includes things like incentives, flow of information, point of contact, oversight and authority, the lands they are responsible for, and the revolving loan fund.

RESULT:	**FORWARD TO COUNTY BOARD [UNANIMOUS]**	**Next: 2/8/2022 6:00 PM**
MOVER:	James Ericksen, District 5	
SECONDER:	Don Hauser, District 6	
AYES:	McGill, Hauser, Ericksen, Hunt	
ABSENT:	McMenamin	

7. AGENDA ITEMS FOR FUTURE CONSIDERATION

The Committee will discuss Project Silver Dollar and Project Clearwater in closed session at the March 2nd Special Meeting.

8. ADJOURN

Meeting adjourned at 7:26 PM.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Ericksen, District 5
SECONDER:	Annette Hunt, District 13
AYES:	McGill, Hauser, Ericksen, Hunt
ABSENT:	McMenamin

CHIPPEWA COUNTY

ECONOMIC DEVELOPMENT COMMITTEE

REGULAR MEETING

NOVEMBER 3, 2021

CHIPPEWA COUNTY COURTHOUSE, RM 302

4:30 PM

1. CALL TO ORDER

2. ROLL CALL

Attendee Name	Organization	Title	Status	Arrived
Lee McMenamin	Chippewa County	District 4 (Chair)	Present	
Tom Thornton	Chippewa County	District 5 (Vice-Chair)	Present	
Don Hauser	Chippewa County	District 6	Present	
Ronald McGill	Chippewa County	District 15	Present	
Annette Hunt	Chippewa County	District 13	Absent	

Others Present: Randy Scholz, Lori Zwiefelhofer, Charlie Walker, Doug Clary, and Rebecca Reinhardt (by phone). Recorder: Lisa Merrell.

3. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

4. CONSENT AGENDA

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Tom Thornton, District 5 (Vice-Chair)
SECONDER:	Don Hauser, District 6
AYES:	McMenamin, Thornton, Hauser, McGill
ABSENT:	Hunt

1. Approve the Agenda

2. Approve the Minutes

   Economic Development Committee - Regular Meeting - Aug 3, 2021 2:00 PM

   Closed Session Minutes of July 9, 2021

3. Schedule Next Meeting Date - February 2, 2022

5. REPORTS

1. Update on Rezone Petitions for Lake Wissota Business Park and County Farm Parcels - Doug Clary
   Clary stated he submitted the rezone applications for the parcels in the Lake Wissota Business Park, and they will be on the Plan Commission agenda for Chippewa Falls next Monday, and then on to the City Council in November or December. There were no issues that could be seen right now, except for the one large parcel they are creating, there is some concern from Brad at the City with the design of the building,

Minutes Acceptance: Minutes of Nov 3, 2021 4:30 PM (Consent Agenda) being along County I. They might be open to having design standards so the front appears as multiple businesses or a nice facade.

6. BUSINESS ITEMS

1. Revolving Loan Fund Application for Project Can - Rebecca Reinhardt/Charlie Walker/Lori Zwiefelhofer

Walker stated the Revolving Loan Fund pool of funds they are looking at utilizing is the County's money. When the County helped seed the Regional Business Fund they held this money back as its own revolving loan fund. They market to projects that are very safe, with less risk on the county's funds. They had an application from Project Can, and the committee that reviews that application is the same as the committee that reviews the Regional Business Fund loans. Rebecca Reinhardt will talk about the application.

Reinhardt stated she chairs the revolving loan fund committee and they met on September 23rd to discuss a loan of $125,000 for the expansion of a canning line for Project Can. It will definitely be more automated for them, which is crucial because of current labor shortages. Security Bank is leading the credit. They are asking for this committee to approve a 10-year loan for $125,000 at 4.95% interest. They would review this credit again in three years. Equipment would be their first security, then the building, and they also have a personal guarantee. The revolving loan fund committee recommended bringing this application forward to ask for approval from the County.

Walker explained that if they grant the loan, this committee would utilize Tobi LeMahieu from Regional Planning to handle the loan for them.

Zwiefelhofer noted that the applicant talked about the fact that even during 2020 when they were closed for several months, they had a 30% increase in sales. Their distributor feels that the addition of the canning line will increase their sales as well. Zwiefelhofer noted that one of their loans will be paid off this week, and they would then have 653,000 in the account. When it was started, there was $500,000 in the account.

Motion (Hauser/Thornton) to approve a 10-year loan for $125,000 at 4.95% interest. Passed without negative vote.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Don Hauser, District 6
SECONDER:	Tom Thornton, District 5 (Vice-Chair)
AYES:	McMenamin, Thornton, Hauser, McGill
ABSENT:	Hunt

2. Resolution to Authorize Chippewa County to Host Farm Technology Days in 2024 - Randy Scholz

Scholz was contacted about possible interest in having Chippewa County host Farm Tech Days. The last time the county hosted was in 2004. Scholz stated he was told it would bring 20-30,000 attendees. In 2021, it was in Eau Claire County, for 2022 it will be in Clark, and 2023 in Sauk. They would be looking at hosting in 2024. They are asking for it to be held in August instead of July due to the Fests that happen in Chippewa County, because law enforcement will be involved. The event needs 120 acres, 60 for tents and 60 for parking, and 1,500 volunteers will be needed. It is an opportunity to showcase our community. They are asking for $20,000 in seed money, and his recommendation is to do that through the Land Development Fund. They would receive it back at the end of the event. Any expenditures the County incurs for the Sheriff's Department and Highway Department they would be reimbursed for. There are usually remaining funds, and his recommendation would be to put whatever leftover funds there are into the Land Development Fund to build for the next Business Park. The CCEDC would be responsible and help the Farm Tech Executive Director do the committee that would run the Farm Tech Days event. The committee wouldn't be appointed by the County. The committee would run everything, but they do need clerical support, and Walker offered to handle that part of it.

Motion (McGill/Thornton) to forward the resolution to the County Board for approval. Passed without negative vote.

RESULT:	**FORWARD TO COUNTY BOARD [UNANIMOUS]**	**Next: 12/14/2021 6:00 PM**
MOVER:	Ronald McGill, District 15	
SECONDER:	Tom Thornton, District 5 (Vice-Chair)	
AYES:	McMenamin, Thornton, Hauser, McGill	
ABSENT:	Hunt	

3. Resolution to Designate County Owned Land for Economic Development Purposes and to Authorize the Economic Development Committee to Market and Sell the Properties - Randy Scholz
Scholz stated there are some properties the County owns that were lost in terms of who is responsible for them, who can sell them, etc. The Lake Wissota Business Park has been under this committee, but these outlying properties need a home.

Clary presented a map, and noted that when the Economic Development Committee was given authority to sell land, it was for the Lake Wissota Business Park, which is shown in yellow. They have never really received authorization to sell the parcels that are shown on the map in green. Clary gave a brief explanation of the seven parcels, labeled A through G. Any proceeds from the sale of any of these properties would go to the Land Development Fund.

Motion (Thornton/Hauser) to forward the resolution to the County Board for approval. Passed without negative vote.

RESULT:	**FORWARD TO COUNTY BOARD [UNANIMOUS]**	**Next: 12/14/2021 6:00 PM**
MOVER:	Tom Thornton, District 5 (Vice-Chair)	
SECONDER:	Don Hauser, District 6	
AYES:	McMenamin, Thornton, Hauser, McGill	
ABSENT:	Hunt	

4. The Committee will convene in Closed Session pursuant to Wisconsin State Statutes Sec. 19.85(1)(e) "Deliberating or negotiating the purchase of public properties . . . or conducting other specified business, whenever competitive or bargaining reasons require a closed session" (Discuss and take possible action on Project Silver Dollar regarding land located within the Lake Wissota Business Park).
The meeting convened in closed session at 5:05 PM.

Present in the closed session: Supervisors McMenamin, Hauser, Thornton and McGill, Randy Scholz, Lori Zwiefelhofer, Doug Clary, Charlie Walker and Lisa Merrell.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Tom Thornton, District 5 (Vice-Chair)
SECONDER:	Ronald McGill, District 15
AYES:	McMenamin, Thornton, Hauser, McGill
ABSENT:	Hunt

The Committee will reconvene to open session to continue with the agenda.
Meeting reconvened to open session a 5:20 PM.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Ronald McGill, District 15
SECONDER:	Don Hauser, District 6
AYES:	McMenamin, Thornton, Hauser, McGill
ABSENT:	Hunt

5. The Committee will convene in Closed Session pursuant to Wisconsin State Statutes Sec. 19.85(1)(e) "Deliberating or negotiating the purchase of public properties . . . or conducting other specified business, whenever competitive or bargaining reasons require a closed session" (Discuss and take possible action on Project Environment).
Meeting convened in closed session at 5:21 PM.

Present in closed session: Supervisors McMenamin, Hauser, Thornton, and McGill, Randy Scholz, Doug Clary, Lori Zwiefelhofer, Charlie Walker, and Lisa Merrell.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Tom Thornton, District 5 (Vice-Chair)
SECONDER:	Ronald McGill, District 15
AYES:	McMenamin, Thornton, Hauser, McGill
ABSENT:	Hunt

The Committee will reconvene to open session to continue with the agenda.
Meeting reconvened to open session at 5:41 PM.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Tom Thornton, District 5 (Vice-Chair)
SECONDER:	Don Hauser, District 6
AYES:	McMenamin, Thornton, Hauser, McGill
ABSENT:	Hunt

7. AGENDA ITEMS FOR FUTURE CONSIDERATION

8. ADJOURN

Meeting adjourned at 5:41 PM.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Tom Thornton, District 5 (Vice-Chair)
SECONDER:	Ronald McGill, District 15
AYES:	McMenamin, Thornton, Hauser, McGill
ABSENT:	Hunt

CHIPPEWA COUNTY

ECONOMIC DEVELOPMENT COMMITTEE

SPECIAL MEETING

DECEMBER 6, 2021

CHIPPEWA COUNTY COURTHOUSE, RM 302

4:00 PM

1. CALL TO ORDER

2. ROLL CALL

Attendee Name	Organization	Title	Status	Arrived
Lee McMenamin	Chippewa County	District 4 (Chair)	Present	
Tom Thornton	Chippewa County	District 5 (Vice-Chair)	Absent	
Don Hauser	Chippewa County	District 6	Present	
Ronald McGill	Chippewa County	District 15	Present	
Annette Hunt	Chippewa County	District 13	Present	

Others Present: Charlie Walker, Doug Clary, Todd Pauls, and Lori Zwiefelhofer. Recorder: Lisa Merrell.

3. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

4. CONSENT AGENDA

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Don Hauser, District 6
SECONDER:	Ronald McGill, District 15
AYES:	McMenamin, Hauser, McGill, Hunt
ABSENT:	Thornton

1. Approve the Agenda

2. Schedule Next Meeting Date - February 2, 2022 at 4:30 PM

5. REPORTS

1. Economic Development Corporation Update - Charlie Walker
Walker provided an update on the Main Street Bounce Back Program. The Governor allocated dollars from the state for small businesses that move into vacant spaces. Walker stated he was proud to report of all the counties in the state, Chippewa County is #9 in funds received, with 44 applications processed for $440,000 in grant money.

The Hatch event took place recently with 150 participants and 8 entrepreneurs pitching their ideas. The winner is in touch with local manufacturers to manufacture his product.

In regard to the CVIC, they are going back to square one. They will look at whether they need to modernize the management for the center. The City of Eau Claire would like to do that before they do a grant application.

Walker noted that 2022 is a strategic planning year for the CCEDC, along with this committee and other stakeholders. The strategic plan is the basis for the contract the CCEDC has with the County.

6. BUSINESS ITEMS

1. The Committee will convene in Closed Session pursuant to Wisconsin State Statutes Sec. 19.85(1)(e) "Deliberating or negotiating the purchase of public properties . . . or conducting other specified business, whenever competitive or bargaining reasons require a closed session" (Discuss and take possible action on Project Clear Water regarding land located within the Lake Wissota Business Park).
Meeting convened in closed session at 4:10 PM.

Present in the closed session: Supervisors McMenamin, McGill, Hauser and Hunt, Doug Clary, Todd Pauls, Charlie Walker, Lori Zwiefelhofer, Lisa Merrell, and a representative from Project Clearwater.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Annette Hunt, District 13
SECONDER:	Don Hauser, District 6
AYES:	McMenamin, Hauser, McGill, Hunt
ABSENT:	Thornton

The Committee will reconvene to open session to continue with the agenda.
Meeting reconvened to open session at 4:35 PM.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Don Hauser, District 6
SECONDER:	Ronald McGill, District 15
AYES:	McMenamin, Hauser, McGill, Hunt
ABSENT:	Thornton

7. AGENDA ITEMS FOR FUTURE CONSIDERATION

Walker stated he would like to update the committee on the status of the future industrial park in closed session.

8. ADJOURN

Meeting was adjourned at 4:35 PM.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Don Hauser, District 6
SECONDER:	Ronald McGill, District 15
AYES:	McMenamin, Hauser, McGill, Hunt
ABSENT:	Thornton

STATEMENT OF EXPLANATION
Resolution No. 11 - 22

RESOLUTION TO RESCIND CERTAIN RESOLUTIONS AND POLICIES PERTAINING TO ECONOMIC DEVELOPMENT - RANDY SCHOLZ AND DOUG CLARY

Passage of this resolution will rescind certain economic development resolutions and policies that have been previously adopted by the County Board. The Economic Development Committee has proposed an all-encompassing "Economic Development Policy" that will address the issues and goals that were addressed in the previous resolutions and policies. Once the new Economic Development Policy is adopted, it will be necessary to rescind the aforementioned economic development resolutions and policies so that there is no confusion or conflict between those documents and the Policy going forward. Passage of this resolution will accomplish that goal.

Resolution No. 11 - 22

RESOLUTION TO RESCIND CERTAIN RESOLUTIONS AND POLICIES PERTAINING TO ECONOMIC DEVELOPMENT - RANDY SCHOLZ AND DOUG CLARY

WHEREAS, the County Board previously passed Resolutions 33-98 (Attachment 1), 32-99 (Attachment 2), 04-05 (Attachment 3), 23-08 (Attachment 4) and 03-08 (Attachment 5), which granted certain duties to what is now known as the Economic Development Committee; and

WHEREAS, the County Board previously approved the Economic Development Contact and Information Coordination and Distribution Policy (Attachment 6) and the Economic Development Incentive and Small Business Disaster Relief Policy (Attachment 7); and

WHEREAS, the Economic Development Committee believes it is in the best interest of the County to incorporate the above mentioned resolutions and policies into one central location or economic development policy; and

WHEREAS, the Economic Development Committee has developed the “Economic Development Policy” (Attachment 8), which covers the sale of Economic Development Land and related incentives, Revolving Loan Fund Loans, and Small Business Disaster Relief Loans; and

WHEREAS, once the Economic Development Policy is approved by the County Board, it will be necessary to rescind Attachments 1-7 so that there are no resolutions or policies that will conflict with the new Economic Development Policy;

NOW, THEREFORE BE IT RESOLVED, that Resolutions 33-98, 32-99, 04-05, 23-08 and 03-08 and Policies 112 and 113 are hereby rescinded upon approval of the Economic Development Policy; and

BE IT FURTHER RESOLVED, that the new Economic Development Policy shall be the guiding and controlling economic development document should there be any other resolution or policy that is in conflict with it that was not rescinded by passage of this resolution.

Forwarded to the County Board by the Economic Development Committee.

FINANCIAL IMPACT:
There is no fiscal impact to Chippewa County by passage of this resolution.

02/2/2022	**Economic Development Committee**	
RESULT:	**FORWARD TO COUNTY BOARD [UNANIMOUS]**	**Next: 3/8/2022 6:00 PM**
MOVER:	Annette Hunt, District 13	
SECONDER:	James Ericksen, District 5	
AYES:	Ronald McGill, Don Hauser, James Ericksen, Annette Hunt	
ABSENT:	Lee McMenamin	

Approved as to Form:

Todd A. Pauls
Todd A. Pauls, Corporation Counsel 1/24/2022

Lori Zwiefelhofer
Lori Zwiefelhofer, Finance Director 1/24/2022

Randy B. Scholz
Randy B. Scholz, County Administrator 1/24/2022

ATTACHMENT 1

6

RESOLUTION NO. 33-98

RESOLUTION ESTABLISHING A COUNTY LAND DEVELOPMENT COMMITTEE

WHEREAS, the County Board authorized the Administrative Committee to oversee the County Farm lands, and

WHEREAS, the County Board Chair has received a number of requests to possibly purchase some of this farm land, and

WHEREAS, the anticipated construction of the East Bridge is to be completed in the fall of the year 2000, and

WHEREAS, with the completion of the East Bridge, there needs to be some planning regarding the County Farm property, such as roads, sewer, water, etc.

NOW, THEREFORE, BE IT RESOLVED, that the County Board establish a County Land Development Committee to develop a plan for infrastructure, marketing and future sales, and

BE IT FURTHER RESOLVED, that this committee consist of the Administrative Committee, one member of the Highway Committee, and staff from both the city and county as needed, to develop this plan, and

BE IT FURTHER RESOLVED, that when the plan is developed, it be brought back to the County Board for adoption.

Dated this 7th day of July, 1998.

ADMINISTRATIVE COMMITTEE

Thomas Goetzl

Richard D. Schaff

William J. Fairall

J. Richard Beck

farmpro.res

Move to adopt

Date Recv'd.

APPROVED 7/1/98

Corporate Counsel

County Auditor

Chippewa County Policies and Procedures for Sale of Land Within The Lake Wissota Business Park

(Latest Revision - January 8, 2008)

1. General

Chippewa County desires to encourage industrial and business development on the lands of the Lake Wissota Business Park (formerly known as the County Farm Property). The goals of this development effort are:

A. Develop the land to its highest and best use, thereby maximizing the tax base.

B. Create new employment opportunities.

C. Create opportunity for a diversity of new industrial and business users.

D. Preserve a high quality of development that is compatible with existing land uses.

To accomplish these goals, the Chippewa County Board has established the Executive Committee to act as the County's agent for planning, infrastructure, marketing, and sales of the Lake Wissota Business Park.

The Executive Committee will serve as the point of contact and coordination between the County and all prospective development entities interested in locating in the Business Park.

The County will work cooperatively with the City of Chippewa Falls to provide the required infrastructure improvements to serve the Business Park and adjacent planned residential development area. A Memorandum of Agreement document covering the specifics of anticipated cost-sharing and timing of expenditures has been executed between the County and the City.

The County has adopted Deed Restrictions and protective Covenants for the Lake Wissota Business Park. The intent of these covenants and restrictions is to insure the proper use and development of each parcel of land in the Park for the mutual benefit and protection of all present and future owners of property within the Park. It is the intent of Chippewa County that environmental and aesthetic values are important considerations in the development of the Park so that property in the Park will be protected against depreciation in value and to insure that the Park will provide attractive and desirable sites for business and industry.

The purpose of this policy is to:

A. Establish the procedures for sale of the Lake Wissota Business Park land.
B. Establish the selling price per acre of the Lake Wissota Business Park land.

2. **Land Purchase**

The County Economic Development Coordinator will work closely with the City's Economic Development counterpart in marketing the sale of the Business Park land. Offers to purchase land in the Business Park shall be received by the County Economic Development Coordinator. Notice of an Offer to Purchase shall be sent to the Executive Committee to determine what action to take. Providing sale pricing and conditions are in accordance with the established policies previously approved by the County Board, the County's Corporation Counsel will draw up the Offer to Purchase, deed and associated abstract, and title documents for signature by the County Administrator and County Clerk.

Offers received on the Office/Institutional land that differ materially from the established policies will require that they be brought before the Executive Committee for determination of acceptability. The Committee may accept, reject, or suggest modification to the offer. Any accepted offer different from established policy must be approved by the full County Board. The County shall deliver to the buyer a proper deed of conveyance for each parcel land upon receipt, and verification of same by Corporation Counsel, of a fully executed note from the buyer.

Business Park land shall not be purchased for speculation. All plant construction shall be started within twelve (12) months from date of purchase. The County and purchaser shall agree, in writing, at the time of sale upon date for completion of construction. In the event a purchaser fails to begin construction within twelve (12) months of the date of sale or in the alternative, fails to complete construction pursuant to the written agreement between the County and purchaser, the County shall have the option to repurchase the land at the original price, minus a reasonable cost to restore the land to its original condition. If construction has begun, but has not been completed pursuant to the agreement between County and purchaser, then and in that event, the County shall have the option to repurchase the land at the original sale price, plus the depreciated cost of any improvement made to or on the land by the purchaser.

In the event a purchaser desires to sell any portion of the land which is not being used in connection with the business of the purchaser, or which the purchaser desires to sell separate and distinct from any sale of business, such real estate shall be offered solely for sale to the County and the County shall have the option of repurchasing such land at its original sale price, plus the depreciated cost of any improvements made to or on the land by the purchaser.

The County shall have sixty (60) days after the expiration of twelve (12) months as referred to in paragraph B, above, or notice of intent to sell by the purchaser, to exercise the options set forth herein unless an extension of time may be mutually agreed upon and set forth in writing. Acceptance or rejection of any option as set forth herein shall be by the Executive Committee. If any option is exercised, conveyance to the County shall be by Warranty Deed, free and clear of all liens or encumbrances created by act or default of purchaser.

If the County chooses not to exercise its option as set forth herein, then the purchaser may sell such lands to any person, firm, or corporation, provided however, that any such purchaser shall comply with all the provisions relating to sale of Business Park land, and as set forth herein.

Words and Phrases Defined. In this resolution, the following words and phrases have the designated meanings unless a different meaning is expressed provided or the context clearly indicates a different meaning:

a. Plant construction means the erection of any building or structure which is built or erected on the land for its permanent benefit only.

b. Speculation means to buy or sell land within the County's Business Park, hoping to take advantage of an expected rise or fall in price, or to take part in any business venture or enterprise on the chance of making a profit, provided however, it shall not be speculation if plant construction is begun and completed as provided herein.

c. Business means the entity, including tenants, operating the industry on the property.

3. Price Per Acre

The price of the County's Business Park land has been established with the following intent:

A. To recover the required infrastructure development costs to the extent possible.

B. To be competitive with comparable development land in the Chippewa Valley.

C. To promote economic development at the fastest practical rate consistent with orderly growth.

The price per acre for industrially zoned lands in the Business Park is established at $15,000 per acre. The price per acre for office/institutional zoned lands shall be established periodically as required to capture current market value by an independent appraiser. Office/Institutional property will have a range of values depending upon location within the Park and roadway exposure.

To further facilitate the County's economic development goals, payment for the industrial land shall be deferred for three (3) years from the date of sale. In the event the original buyer sells the property within the three years, the note shall become due as provided for below.

A note for the land sale shall be issued by the buyer (industry) to the County which shall be due three (3) years and thirty (30) days from the date of sale. If the land is sold within three (3) years from date of sale, the note shall be due and payable upon closing.

Each January, the County shall have the option of adjusting the per acre price of industrial and office/institutional lands.

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ATTACHMENT 2

RESOLUTION ACCEPTING PROPOSED POLICIES AND PROCEDURES FOR THE LAKE WISSOTA BUSINESS PARK

Resolution # 32-99

WHEREAS; in July, 1998, the County Board established a County Land Development Committee for the purpose of preparing a development plan for the former County Farm property; and

WHEREAS; copies of the proposed Lake Wissota Business Park Development Plan were presented to the Chippewa County Land Development Committee for their review; and

WHEREAS the proposed Lake Wissota Business Park Development Plan was adopted and approved by Chippewa County Land Development Committee at its May 4, 1999, meeting; and

WHEREAS Chippewa County Land Development Committee supported the submission of the proposed Plan to the County Board for their review at the Board's May meeting.

NOW, THEREFORE, BE IT RESOLVED that the former County Farm property now be known as the Lake Wissota Business Park; and

BE IT FURTHER RESOLVED that the Chippewa County Board does hereby approve the Policies and Procedures for the Lake Wissota Business Park.

Dated this 8th day of June, 1999.

1st Reading	6/8/99
2nd Reading	N/A
Board Action	
Adopted	yes
For	19
Against	8
Absent	2
Vote Required	S/m
Prepared by:	K M Burnie

APPROVED:
6/8/99

Date Recv'd.

APPROVED
Corporate Counsel
gcm
County Auditor

LAND DEVELOPMENT COMMITTEE

Thomas J. Goettl
Thomas J. Goettl

Richard G. Schafer
Richard G. Schafer

William F. Secraw

G. Richard Peck
G. Richard Peck

Howard D. Schroeder
Howard D. Schroeder

LaVerne Ludwigson
LaVerne Ludwigson

April 12, 1999

Chippewa County
Policies and Procedures for
Sale of Land Within The
Lake Wissota Business Park

1. General

Chippewa County desires to encourage industrial and business development on the lands of the Lake Wissota Business Park (formerly known as the County Farm Property). The goals of this development effort are:

A. Develop the land to its highest and best use, thereby maximizing the tax base.

B. Create new employment opportunities.

C. Create opportunity for a diversity of new industrial and business users.

D. Preserve a high quality of development that is compatible with existing land uses.

To accomplish these goals, the Chippewa County Board has established the County Land Development Committee to act as the County's agent for planning, infrastructure, marketing, and sales of the former Lake Wissota Business Park. This Committee is comprised of the following membership:

One Member of Highway Committee
Administrative Committee
Subcommittee
- County Board Vice-Chairman
- County Highway Commissioner
- County Economic Development Coordinator

The subcommittee will serve as the point of contact and coordination between the County and all prospective development entities interested in locating in the Business Park.

The County will work cooperatively with the City of Chippewa Falls to provide the required infrastructure improvements to serve the Business Park and adjacent planned residential development area. A Memorandum of Agreement document covering the specifics of anticipated cost-sharing and timing of expenditures has been executed between the County and the City.

The County has adopted Deed Restrictions and Protective Covenants for the Lake Wissota Business Park. The intent of these covenants and restrictions is to insure the proper use and development of each parcel of land in the Park for the mutual benefit and protection of all present and future owners of property within the Park. It is the intent of Chippewa County that environmental and aesthetic values are important considerations in the development of the Park so that property in the Park will be protected against depreciation in value and to insure that the Park will provide attractive and desirable sites for business and industry.

The purpose of this policy is to:

A. Establish the procedures for sale of the Lake Wissota Business Park land.
B. Establish the selling price per acre of the Lake Wissota Business Park land.

2. Land Purchase

The County Economic Development Coordinator will work closely with the City's Economic Development counterpart in marketing the sale of the Business Park land. Offers to purchase land in the Business Park shall be received by the County Economic Development Coordinator. Notice of an Offer to Purchase shall be sent to the Land Development Committee. Providing sale pricing and conditions are in accordance with the established policies previously approved by the County Board, the County's Corporate Counsel will draw up the Offer to Purchase, deed and associated abstract, and title documents for signature by Land Development Committee and County Clerk.

Offers received on the office/institutional land that differ materially from the established policies will require that they be brought before the Land Development Committee for determination of acceptability. The Committee may accept, reject, or suggest modification to the offer. Any accepted offer different from established policy must be approved by the full County Board. The County shall deliver to the buyer a proper deed of conveyance for each parcel land upon receipt, and verification of same by Corporate Counsel, of a fully executed note from the buyer.

Business Park land shall not be purchased for speculation. All plant construction shall be started within twelve (12) months from date of purchase. The County and purchaser shall agree, in writing, at the time of sale upon date for completion of construction. In the event a purchaser fails to begin construction within twelve (12) months of the date of sale or in the alternative, fails to complete construction pursuant to the written agreement between the County and purchaser, the County shall have the option to repurchase the land at the original price, minus a reasonable cost to restore the land to its original condition. If construction has begun, but has not been completed pursuant to the agreement between County and purchaser, then and in that event, the County shall have the option to repurchase the land at the original sale price, plus the depreciated cost of any improvement made to or on the land by the purchaser.

In the event a purchaser desires to sell any portion of the land which is not being used in connection with the business of the purchaser, or which the purchaser desires to sell separate and distinct from any sale of business, such real estate shall be offered solely for sale to the County and the County shall have the option of repurchasing such land at its original sale price, plus the depreciated cost of any improvements made to or on the land by the purchaser.

The County shall have sixty (60) days after the expiration of twelve (12) months as referred to in paragraph B, above, or notice of intent to sell by the purchaser, to exercise the options set forth herein unless an extension of time may be mutually agreed upon and set forth in writing. Acceptance or rejection of any option as set forth herein shall be by the Land Development Committee. If any option is exercised, conveyance to the County shall be by Warranty Deed, free and clear of all liens or encumbrances created by act or default of purchaser.

If the County chooses not to exercise its option as set forth herein, then the purchaser may sell such lands to any person, firm, or corporation, provided however, that any such purchaser shall comply with all the provisions relating to sale of Business Park land, and as set forth herein.

Words and Phrases Defined. In this resolution, the following words and phrases have the designated meanings unless a different meaning is expressed provided or the context clearly indicates a different meaning:

a. Plant construction means the erection of any building or structure which is built or erected on the land for its permanent benefit only.

b. Speculation means to buy or sell land within the County's Business Park, hoping to take advantage of an expected rise or fall in price, or to take part in any business venture or enterprise on the chance of making a profit, provided however, it shall not be speculation if plant construction is begun and completed as provided herein.

c. Business means the entity, including tenants, operating the industry on the property.

3. Price Per Acre

The price of the County's Business Park land has been established with the following intent:

A. To recover the required infrastructure development costs to the extent possible.

B. To be competitive with comparable development land in the Chippewa Valley.

C. To promote economic development at the fastest practical rate consistent with orderly growth.

The price per acre for industrially zoned lands in the Business Park is established at $15,000 per acre. The price per acre for office/institutional zoned lands shall be established periodically as required to capture current market value by an independent appraiser. Office/Institutional property will have a range of values depending upon location within the Park and roadway exposure.

To further facilitate the County's economic development goals, payment for the industrial land shall be deferred for three (3) years from the date of sale. In the event the original buyer sells the property within the three years, the note shall become due as provided for below.

A note for the land sale shall be issued by the buyer (industry) to the County which shall be due three (3) years and thirty (30) days from the date of sale. If the land is sold within three (3) years from date of sale, the note shall be due and payable upon closing.

Each January, the County shall have the option of adjusting the per acre price of industrial and office/institutional lands.

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ATTACHMENT 3

Resolution No. 4 - 05

RESOLUTION APPROVING THE CHANGES TO THE POLICIES AND PROCEDURES FOR THE LAKE WISSOTA BUSINESS PARK

WHEREAS, on June 8, 1999, the Chippewa County Board of Supervisors approved Resolution #32-99 to adopt the current Policies and Procedures for the Lake Wissota Business Park; and

WHEREAS, the Policies and Procedures for the Lake Wissota Business Park include the creation of a subcommittee known as the Technical Advisory Committee which is comprised of the County Board First Vice Chair, County Highway Commissioner and the County Economic Development Coordinator; and

WHEREAS, increasing the membership of the Technical Advisory Committee to include the Chair of the County Economic Development Committee and the Lake Wissota Business Park Project Manager would promote more accountability to the County Board officials and would improve intergovernmental agency cooperation;

NOW THEREFORE BE IT RESOLVED that the attached *Chippewa County Policies and Procedures for Sale of Land Within the Lake Wissota Business Park*, as revised, are hereby approved effective January 11, 2005.

Date this 11th day of January, 2005

COUNTY LAND DEVELOPMENT COMMITTEE

Michael J. Murphy	Jerilyn Brost
Michael J. Murphy	Jerilyn Brost
Richard G Schafer	Larry Willkom
Richard Schafer	Larry Willkom
Larry C. Marquardt	Mary Ann King
Larry Marquardt	Mary Ann King
Marilyn Holte	Michael Goettl
Marilyn Holte	Michael Goettl

Fiscal Impact: There is no fiscal impact.

LWBP Revised P P&P 01112005

1st Reading 1/11/05 Date Recv'd
2nd Reading
Board Action
Adopted Yes
24 Vote
Corporation Counsel
APPROVED
5
County Auditor
5/m
Prepared by: Kathleen M. Bernier/jm

Chippewa County Policies and Procedures for
Sale of Land Within The
Lake Wissota Business Park
(Revised January 11, 2005)

1. General

Chippewa County desires to encourage industrial and business development on the lands of the Lake Wissota Business Park (formerly known as the County Farm Property). The goals of this development effort are:

A. Develop the land to its highest and best use, thereby maximizing the tax base.

B. Create new employment opportunities.

C. Create opportunity for a diversity of new industrial and business users.

D. Preserve a high quality of development that is compatible with existing land uses.

To accomplish these goals, the Chippewa County Board has established the County Land Development Committee to act as the County's agent for planning, infrastructure, marketing, and sales of the ~~former~~ Lake Wissota Business Park. This Committee is comprised of the following membership:

One Member of Highway Committee
Administrative committee

In addition to the County Land Development Committee there shall be a Subcommittee known as the Technical Advisory Committee (TAC) which shall be comprised of the following membership:

Subcommittee (TAC)
County Board First Vice-Chair~~man~~
Chair of Economic Development Committee
County Highway Commissioner
County Economic Development Corporation Executive Director
Lake Wissota Business Park Project Manager

The Subcommittee will serve as the point of contact and coordination between the County and all prospective development entities interested in locating in the Business Park.

The County will work cooperatively with the City of Chippewa Falls to provide the required infrastructure improvements to serve the Business Park and adjacent planned residential development area. A Memorandum of Agreement document covering the specifics of anticipated cost-sharing and timing of expenditures has been executed between the County and the City.

The County has adopted Deed Restrictions and protective Covenants for the Lake Wissota Business Park. The intent of these covenants and restrictions is to insure the proper use and development of each parcel of land in the Park for the mutual benefit and protection of all present and future owners of property within the Park. It is the intent of Chippewa County that environmental and aesthetic values are important considerations in the development of the Park so that property in the Park will be protected against depreciation in value and to insure that the Park will provide attractive and desirable sites for business and industry.

The purpose of this policy is to:

A. Establish the procedures for sale of the Lake Wissota Business Park land.
B. Establish the selling price per acre of the Lake Wissota Business Park land.

2. Land Purchase

The County Economic Development Coordinator will work closely with the City's Economic Development counterpart in marketing the sale of the Business Park land. Offers to purchase land in the Business Park shall be received by the County Economic Development Coordinator. Notice of an Offer to Purchase shall be sent to the Technical Advisory Committee and, if accepted, then forwarded to the County Land Development Committee. Providing sale pricing and conditions are in accordance with the established policies previously approved by the County Board, the County's Corporatione Counsel will draw up the Offer to Purchase, deed and associated abstract, and title documents for signature by the County Land Development Committee and County Clerk.

Offers received on the Office/Institutional land that differ materially from the established policies will require that they be brought before the Land Development Committee for determination of acceptability. The Committee may accept, reject, or suggest modification to the offer. Any accepted offer different from established policy must be approved by the full County Board. The County shall deliver to the buyer a proper deed of conveyance for each parcel land upon receipt, and verification of same by Corporatione Counsel, of a fully executed note from the buyer.

Business Park land shall not be purchased for speculation. All plant construction shall be started within twelve (12) months from date of purchase. The County and purchaser shall agree, in writing, at the time of sale upon date for completion of construction. In the event a purchaser fails to begin construction within twelve (12) months of the date of sale or in the alternative, fails to complete construction pursuant to the written agreement between the County and purchaser, the County shall have the option to repurchase the land at the original price, minus a reasonable cost to restore the land to its original condition. If construction has begun, but has not been completed pursuant to the agreement between County and purchaser, then and in that event, the County shall have the option to repurchase the land at the original sale price, plus the depreciated cost of any improvement made to or on the land by the purchaser.

In the event a purchaser desires to sell any portion of the land which is not being used in connection with the business of the purchaser, or which the purchaser desires to sell separate and distinct from any sale of business, such real estate shall be offered solely for sale to the County and the County shall have the option of repurchasing such land at its original sale price, plus the depreciated cost of any improvements made to or on the land by the purchaser.

The County shall have sixty (60) days after the expiration of twelve (12) months as referred to in paragraph B, above, or notice of intent to sell by the purchaser, to exercise the options set forth herein unless an extension of time may be mutually agreed upon and set forth in writing. Acceptance or rejection of any option as set forth herein shall be by the County Land Development Committee. If any option is exercised, conveyance to the County shall be by Warranty Deed, free and clear of all liens or encumbrances created by act or default of purchaser.

If the County chooses not to exercise its option as set forth herein, then the purchaser may sell such lands to any person, firm, or corporation, provided however, that any such purchaser shall comply with all the provisions relating to sale of Business Park land, and as set forth herein.

Words and Phrases Defined. In this resolution, the following words and phrases have the designated meanings unless a different meaning is expressed provided or the context clearly indicates a different meaning:

a. Plant construction means the erection of any building or structure which is built or erected on the land for its permanent benefit only.

b. Speculation means to buy or sell land within the County's Business Park, hoping to take advantage of an expected rise or fall in price, or to take part in any business venture or enterprise on the chance of making a profit, provided however, it shall not be speculation if plant construction is begun and completed as provided herein.

c. Business means the entity, including tenants, operating the industry on the property.

3. Price Per Acre

The price of the County's Business Park land has been established with the following intent:

A. To recover the required infrastructure development costs to the extent possible.

B. To be competitive with comparable development land in the Chippewa Valley.

C. To promote economic development at the fastest practical rate consistent with orderly growth.

The price per acre for industrially zoned lands in the Business Park is established at $15,000 per acre. The price per acre for office/institutional zoned lands shall be established periodically as required to capture current market value by an independent appraiser. Office/Institutional property will have a range of values depending upon location within the Park and roadway exposure.

To further facilitate the County's economic development goals, payment for the industrial land shall be deferred for three (3) years from the date of sale. In the event the original buyer sells the property within the three years, the note shall become due as provided for below.

A note for the land sale shall be issued by the buyer (industry) to the County which shall be due three (3) years and thirty (30) days from the date of sale. If the land is sold within three (3) years from date of sale, the note shall be due and payable upon closing.

Each January, the County shall have the option of adjusting the per acre price of industrial and office/institutional lands.

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Resolution No. 23 - 08

RESOLUTION TO APPROVE CHANGES TO THE POLICIES AND PROCEDURES FOR SALE OF LAND WITHIN THE LAKE WISSOTA BUSINESS PARK

WHEREAS, on June 8, 1999, the County Board passed Resolution 32-99 which approved the *Policies and Procedures for the Sale of Land Within the Lake Wissota Business Park*; and

WHEREAS, on [redacted] County Board passed [redacted] which amended the *Policies and Procedures for the Sales of Land Within Lake Wissota Business Park* to transfer oversight of marketing and land sales within the business park from the County Land Development Committee to the Economic and Industrial Development Committee (Committee); and

WHEREAS, the Committee has been looking at ways to stimulate sales of land within the business park to foster further economic development; and

WHEREAS, the Committee believes that providing incentives to potential purchasers of lots within the business park, to buy down the per acre cost of the land, would provide a stimulus for land sales; and

WHEREAS, the Committee recommends the following be approved and made a part of the *Policies and Procedures for Sales of Land Within the Lake Wissota Business Park*:

1. Credit for job creation.
2. Rebate of the purchase price based upon the taxable value of the property with any purchaser added improvements within a designated period.
3. Incentives based upon a Leadership in Energy and Environmental Design (LEED certified environmentally friendly development.
4. Extension of the three year repayment period based upon the final price of the real estate.
5. Other cost per acre incentives as approved by the Committee.

WHEREAS, these incentives and guidelines for implementing the incentives will be reviewed and approved by the Committee on a case by case basis.

NOW, THEREFORE BE IT RESOLVED, that the attached *Policies and Procedures for the Sale of Land Within the Lake Wissota Business Park* are hereby amended to create Section 3. D. to read as follows:

D. <u>To promote the economic development in the Lake Wissota Business Park, the Economic and Industrial Development Committee may approve any of the following incentives for purchasers of the lots:</u>

1. **<u>Credit for job creation.</u>**
2. **<u>Rebate of the original purchase price based upon the taxable value of the property with any purchaser added improvements within a designated period.</u>**

3. **<u>Incentives based upon a Leadership in Energy and Environmental Design (LEED) certified environmentally friendly development.</u>**

4. **<u>Extension of the three year repayment period based upon the final price of the real estate.</u>**

5. **<u>Other cost per acre incentives as approved by the Committee.</u>**

Dated this 9th day of ~~August~~ Sept, 2008.

ECONOMIC AND INDUSTRIAL DEVELOPMENT COMMITTEE

	Yes	No	Abstain	Absent
Robert Hoekstra	X			
Richard Schoch	X			
Larry Marquardt				X
Dale Johnson	X			
Dale Berg	X			

Chair

<u>FISCAL IMPACT</u>

Fiscal Impact cannot be determined.

Approved as to Form:

William Reynolds, Administrator

George McDowell, Finance Director

James Sherman, Corporation Counsel

1st Reading 9/9/08
2nd Reading N/A
Board Action
Adopted N/A
For Voice Vote
Against None heard
Absent 3
Vote Required S/M
Prepared by K M Bernier

Resolution No. 3-08

RESOLUTION TO TRANSFER OVERSIGHT OF MARKETING AND LAND SALES IN THE LAKE WISSOTA BUSINESS PARK FROM THE COUNTY LAND DEVELOPMENT COMMITTEE TO THE ECONOMIC AND INDUSTRIAL DEVELOPMENT COMMITTEE

WHEREAS, pursuant to Resolution 33-98, the County Land Development (COLD) Committee was established "to develop a plan for infrastructure, marketing and future sales" of land within the Lake Wissota Business Park; and

WHEREAS, pursuant to Resolution 33-98 and the Policies and Procedures of the Lake Wissota Business Park, oversight of the Lake Wissota Business Park was delegated to the COLD Committee; and

WHEREAS, the COLD Committee is the County Board committee responsible for reviewing offers to purchase land within the Lake Wissota Business Park; and

WHEREAS, oversight of the Lake Wissota Business Park may be transferred to another committee of the County Board by resolution; and

WHEREAS, the Economic Development Committee provides oversight of the Economic Development Corporation and develops the policies to promote economic development in Chippewa County, including the marketing of the Lake Wissota Business Park; and

WHEREAS, transferring oversight of the Lake Wissota Business Park to the Economic Development Committee would promote efficiency in the marketing and further development of the Lake Wissota Business Park and would allow the COLD Committee as well as the Technical Advisory Committee to be disbanded;

NOW, THEREFORE BE IT RESOLVED, that the Chippewa County Board of Supervisors does hereby amend the *Policies and Procedures for the Sale of Land Within the Lake Wissota Business Park* to replace the County Land Development (COLD) Committee with the Economic and Industrial Committee to serve the same role as the COLD Committee; and

BE IT FURTHER RESOLVED, that since the Economic and Industrial Development Committee will be assuming the role of the COLD Committee, the COLD Committee and the Technical Advisory Committee are hereby disbanded.

Dated this 8th day of January, 2008.

NO FISCAL IMPACT

1st Reading
2nd Reading
Board Action
Adopted
For
Against
Absent
Vote Required
Prepared by:

ADMINISTRATIVE COMMITTEE

James Leschensky

Paul Michels

Jerilyn Brost

William Dixon

Lila McConville

Richard Schoch

Date Recv'd

Lee McIlquham

APPROVED

Corporation Counsel

County Auditor

ECONOMIC DEVELOPMENT CONTACT AND INFORMATION COORDINATION AND DISTRIBUTION POLICY

Purpose

Chippewa County recognizes that the success of current and potential economic development initiatives in Chippewa County is largely dependent on the provision of an orderly and efficient mechanism for providing a bridge and communicating key information between pertinent Chippewa County regulatory, administrative, corporate and political authorities and the businesses that locate/expand in Chippewa County.

This policy designates the Chippewa County Administrator and Chippewa County Economic Development Corporation Executive Director as the point contact persons who are responsible for gathering, communicating and disseminating information between Chippewa County regulatory, administrative, corporate and political authorities and current and prospective businesses and industry in Chippewa County.

Points of Contact and Flow of Information and Communication

The Chippewa County Economic Development Corporation Executive Director is responsible for the recruitment and retention of businesses and industry in Chippewa County and carrying out the Chippewa County Economic Development Corporation's role as an economic development authority pursuant to Chippewa County Economic Development policies. All communication and coordination by and between the Chippewa County Economic Development Corporation Executive Director and current and prospective businesses and industry in Chippewa County shall be funneled through the Chippewa County Administrator.

The Chippewa County Administrator is solely responsible for the allocation of staff, resources and time to provide support, financial assistance and information to current and prospective businesses and industry and carry out Chippewa County's role as an economic development authority pursuant to Chippewa County Economic Development policies and for building internal and external support for economic development. The Chippewa County Administrator shall also work in concert with the Chippewa County Economic Development Corporation Executive Director to provide current and prospective businesses in Chippewa County with enhanced access to regulatory permit information.

ECONOMIC DEVELOPMENT INCENTIVE AND SMALL BUSINESS DISASTER RELIEF POLICY

Purpose

Chippewa County (hereinafter "the County") believes that the appropriate purpose and use of economic development incentives is to broaden and diversify the tax base, to create new job opportunities for the citizens of the County, and to promote the economic growth and welfare of the County. Economic development incentives are necessary based on the inherent competition that exists between localities for new businesses and jobs. The County Board of Supervisors adopted this policy with the recognition that economic development projects must be examined on a case-by-case basis and that the intent of these guidelines is to complement any economic development incentive program(s) that may be available within Chippewa County from the State of Wisconsin (hereinafter "the State") and/or other local public agencies (hereinafter "LPA").

By its very nature, disasters cannot be predicted, planned for nor often survived. Small businesses are often victims with catastrophic losses yet are not in a position to access the needed capital to rebuild, purchase new equipment or inventory or otherwise survive the disaster. Chippewa County has determined that a natural disaster qualifies as an eligibility for economic development incentives such as Small Business Disaster Relief Loans that can provide low-interest loans to help the affected business meet the immediate needs created by the disaster.

Economic Development Incentives

Economic development incentives that may be available from the County include (but are not necessarily limited to) industrial revenue bonds (IRBs), short term-low interest loans, forgivable loans and infrastructure improvements. The County Economic Development Committee will determine the amount, terms and conditions of economic development incentives based on the matrices that equate recommended economic development incentive levels with job creation, wage levels and capital investments.

Initial Eligibility

In order to be initially eligible for Chippewa County economic development incentive(s) an applicant must satisfy the following eligibility requirements:

A. An applicant must obtain and submit a complete Chippewa County economic development incentives application (Attachment DOA-113-B), including the following completed attachments, with a County economic development authority listed under item C:

   1. Wisconsin Economic Development Corporation Prospect Data Sheet; and

   2. Additional financial information as requested.

B. An applicant must be engaged in one or more of the following business activities:

   1. Manufacturing. (Priorities will be given to Target Industries).

   2. Research and Development. The conducting of research, development or testing for scientific, medical, food product and/or industrial purposes.

3. Warehousing and Distribution. Priority given to applicants of which a majority of the goods that are manufactured/stored/shipped by the applicant are destined for end-users located outside the Chippewa Valley.

4. Corporate Facilities/Operations. May include applicants that conduct “back office” operations and customer service activities, but shall not include out-bound call centers. May also include applicants engaged in the provision of medical services, including regional medical centers, specialty hospitals and clinics.

C. Chippewa County economic development incentives applications (Attachment DOA-113-B) may be obtained from, and completed applications submitted to either of the following Chippewa County economic development incentive authorities:

1. Chippewa County Administrator
711 N. Bridge Street, Room 106
Chippewa Falls, WI 54729

2. Chippewa County Economic Development Corporation
770 Technology Way
Chippewa Falls, WI 54729

Other Project and Eligible Applicant Consideration

When considering and evaluating a complete and submitted application of an eligible applicant for available Chippewa County economic development incentives, the County Economic Development Committee (EDC) and/or Chippewa County Economic Development Corporation Revolving Loan Fund Committee (CCEDC) will consider the following project and eligible applicant information and requirements:

A. The size of the project based upon private investment in the site development, plant facilities and infrastructure.

B. The total number and types of jobs proposed to be created, and the wages and benefits proposed to be offered.

C. The relationship between workforce development and the project. Will the project introduce new skills sets to the community?

D. The potential for future expansion and increased employment.

E. The potential for retention of existing employment.

F. The potential for diversification of the regional or county economy.

G. The potential for inclusion of locally owned businesses as contractors, suppliers, etc.

H. Project specific issue(s) and their potential impact upon local infrastructure responsibilities of the County with some consideration of potential impact on Townships, Villages and Cities within Chippewa County.

I. Project specific incentives that may be pursued to stimulate other development areas that the County may deem of significant benefit to the community.

J. Economic development incentives from other LPA's and/or the State.

K. Financial impact and budget ramifications.

L. Project's utilization of Leadership in Energy & Environmental Design & Construction (LEED) applications or techniques.

M. An eligible applicant's ability to meet the Wage Consideration requirements that follow below.

Wage Consideration

Applicants for Chippewa County economic development incentive(s) must demonstrate that the average wages paid to its employees are equal to or greater than the average wages for that type of business as determined by 6-digit NAICS codes within the EAU MSA, or $15.00 per hour, whichever is higher.

Process Flow

Per Attachment DOA-113-A (Revolving Loan Fund Application Process), the EDC shall review the completed application of an eligible applicant and make a decision to refer it to the CCEDC for the purposes of further review, recommendations, and structure. The CCEDC shall report to the EDC its recommendation(s) and/or suggestions concerning the application. The EDC will then meet to approve or reject the application.

Project Evaluation

Each project will be evaluated on an individual basis. Changing economic conditions and availability of funds may cause Chippewa County to modify, amend, or discontinue any economic development incentive program it has established. Should an incentive program be discontinued, the County will honor any incentive committed to before the discontinuance of the program.

Final Action and Compliance

A. Prior to taking final action on the completed application of an eligible applicant, the proposed terms of all County economic development incentives shall be formalized in a written agreement between the County and the eligible applicant for review by the EDC.

B. The recipient of County economic development incentive(s) shall be required to meet the following performance criteria:

1. Jobs created as announced

2. Capital investment in real property as announced

3. Incremental Tax Value created as certified at the time of occupancy by the local Municipality assessor working in conjunction with appropriate State Agencies.

4. Compliance with wage requirements

5. Compliance with all applicable governmental laws, rules and regulations

6. Compliance with any conditions imposed by the Economic Development Incentive(s) Agreement.

C. Chippewa County reserves the right to review a company to assure compliance with the County economic development incentive(s) Agreement. The County may discontinue any ongoing incentives and require the incentives already received to be repaid in full or in part, as set forth in the County economic development incentive(s) Agreement, if the performance criteria are not met.

D. County economic development incentives may not be transferred or otherwise conveyed or assigned by the recipient without the prior approval of the EDC.

Decisions on Applications

Decisions rendered by the EDC on all applications are final.

Additional Revolving Loan Fund Criteria

A. Only for-profit small businesses of less than 50 employees in small manufacturing and agriculture value added products are eligible.

B. All applicants must have a current formal business address in Chippewa County, with the exception of farmers who must reside in Chippewa County. Only businesses that have been in operation for a year or more will be considered.

C. Borrower equity participation shall be required.

D. Funding for the non-RLF portion of the project may be in the form of bank financing,

E. Equity and/or public financing, other than the requested loan and grant portion.

F. Complete documentation of other funds shall be required prior to the loan award.

G. All out-of-pocket costs shall be paid for by the applicant.

H. Co-equal collateralization position shall be accepted; subordinated position may be considered. Personal guarantees in all cases shall also be required.

I. All information as outlined in the application must be provided prior to loan processing. Additional information may be requested by CCEDC and/or Chippewa County.

J. Eligible use of funds include, but are not necessarily limited to: equipment purchase; working capital; infrastructure; acquisition, construction or reconstruction of an industrial/commercial building; and/or other activities considered necessary and appropriate to carry out an economic development project.

K. No loan funds may be disbursed without execution of a County economic development incentive Agreement between the eligible applicant and Chippewa County.

L. The term and interest rate of each loan shall be determined by Chippewa County .

M. A loan shall be considered delinquent in the event loan repayments have not been received by Chippewa County upon due date.

N. A loan will be considered to be in default if no repayments have been received for a period of three (3) consecutive months upon notification to borrower.

O. In the event of default, grant (i.e. forgivable portion) funds will also be subject to repayment.

P. Any grant funds shall be based on Full Time Employment of 40 + hours per week.

Q. Loan repayment amounts may take into consideration the number of jobs created by the project.

R. The recipient understands and acknowledges that the EDC or CCEDC shall have the right to issue a press release or other promotional materials announcing and describing the economic development incentive(s) received by the recipient, unless otherwise mutually agreed by Chippewa County and recipient.

Small Business Disaster Relief (SBDR) Loans and Eligibility Requirements

A. Governing Policy: SBDR loan funds shall be made available to applicants who meet all program eligibility and lending requirements and criteria on a first come, first served basis. Commitment of loan and disbursement of funds shall be contingent on the availability of funds in the SBDR Pool.

B. Eligibility Requirements: In order to qualify for assistance, an applicant must meet the following eligibility requirements:

1. The loan applicant shall be the owner(s) of the business.

2. The business must remain in Chippewa County for the duration of the SBDR loan.

3. As a basic guideline, eligible businesses are those which fall within the definitional thresholds set by the Small Business Administration.

4. Ownership of the business by the loan applicant must be evidenced by applicable legal and tax documentation.

5. The loan applicant shall provide evidence that personal and real estate taxes on any real or personal property in Chippewa County owned by a principal or corporate interest of the loan applicant are current.

C. Eligible Activities/Expenses: Activities/expenses eligible for assistance through the SBDR shall be the following:

1. Expenses directly associated with operating a business.

2. Repair or replacement of damaged inventory.

3. Repair or replacement of damaged equipment.

4. Expenses related to moving to a new location within Chippewa County.

5. Expenses related to re-construction, either interior or exterior, to allow the business to operate.

   Note: Demolition or improvement of buildings located in a National Historic District, a nationally registered building, or building eligible for nomination to the National Register of Historic Places must meet State Historic Preservation guidelines.

6. Ineligible Activities/Expenses: SBDR funds shall not be used for the following:

   a. Payment of delinquent taxes.

   b. Payment of debt service.

   c. Expansion of the business.

7. Lending Criteria: In addition to complying with the eligibility requirements set forth above, financial assistance shall be offered only if the following lending criteria are satisfied:

   a. Written evidence of loss.

   b. Financial statements - balance sheet and income statement.

   c. The proposed expenses/activity to which the SBDR Loan funds are to be applied must be consistent with Chippewa County Comprehensive Plan(s).

   d. The loan applicant shall obtain all required permits and comply with all applicable local and state regulations and codes in connection with proposed activity to which the SBDR Loan funds are to be applied.

8. Loan Amount and Terms: The following criteria govern loan amount and terms and shall be determined by the Chippewa County Economic Development Committee (EDC):

   a. Loan(s) up to a maximum of amount $10,000 may be applied for.

   b. The term of each loan shall be a minimum of one year up to a maximum of five (5) years from the date of closing.

   c. The interest rate of the loan shall be set by the by the EDC.

d. Loan Agreement, Corporate Promissory Note, Individual Promissory Note and UCC Financial Statement shall be executed and duly filed, as applicable, on the day of closing unless waived by the EDC.

e. An Individual Promissory Note may be required from any person owning 20 percent or more of the company.

f. Term life insurance on the signer covering the amount of the note and assigned to Chippewa County may be required.

g. Proof of future disaster insurance when applicable and available.

Small Business Disaster Relief (SBDR) Loans Process Flow

A. Application and Application Review Procedures: An SBDR loan application package containing the application summary form and all requested information shall be submitted to the Chippewa County Economic Development Corporation (CCEDC). The package will be reviewed for eligibility and completeness. The applicant will be notified of the status of the application as soon as possible from the receipt of the application. If the application is incomplete for any reason, the application will be rejected. Failure to meet any application deadline shall result in a forfeiture of application position and require a resubmission. Upon satisfactory review of an application, the CCEDC shall submit the application package, accompanied by an application summary, to the SBDR Loan Review Committee, as defined below.

B. The SBDR Loan Review Committee shall be the CCEDC's Revolving Loan Fund Committee

1. The SBDR Loan Review Committee shall meet as needed to review and act on loan applications. It is not required that the applicant or its agent attend the meeting.

2. If the SBDR Loan Review Committee deems that additional information is required before acting on an application, the information shall be requested from the applicant and submitted to the SBDR Loan Review Committee.

3. During its review, the SBDR Loan Review Committee reserves the right to recommend adjustment of the loan amount and set the recommended terms of the loan. The applicant will be notified of any recommended adjustment.

4. Upon completion of its review, the SBDR Loan Review Committee shall vote whether or not to recommend approval of the loan request. If approval of the loan request is recommended, the SBDR Loan Review Committee shall submit its recommendation(s) to the EDC for consideration and possible action. If the SBDR Loan Review Committee does not recommend approval, no recommendation will be forwarded to the EDC.

5. The applicant shall be notified in writing of the EDC's decision.

C. Closing of the Loan and Disbursement of funds shall occur as follows:

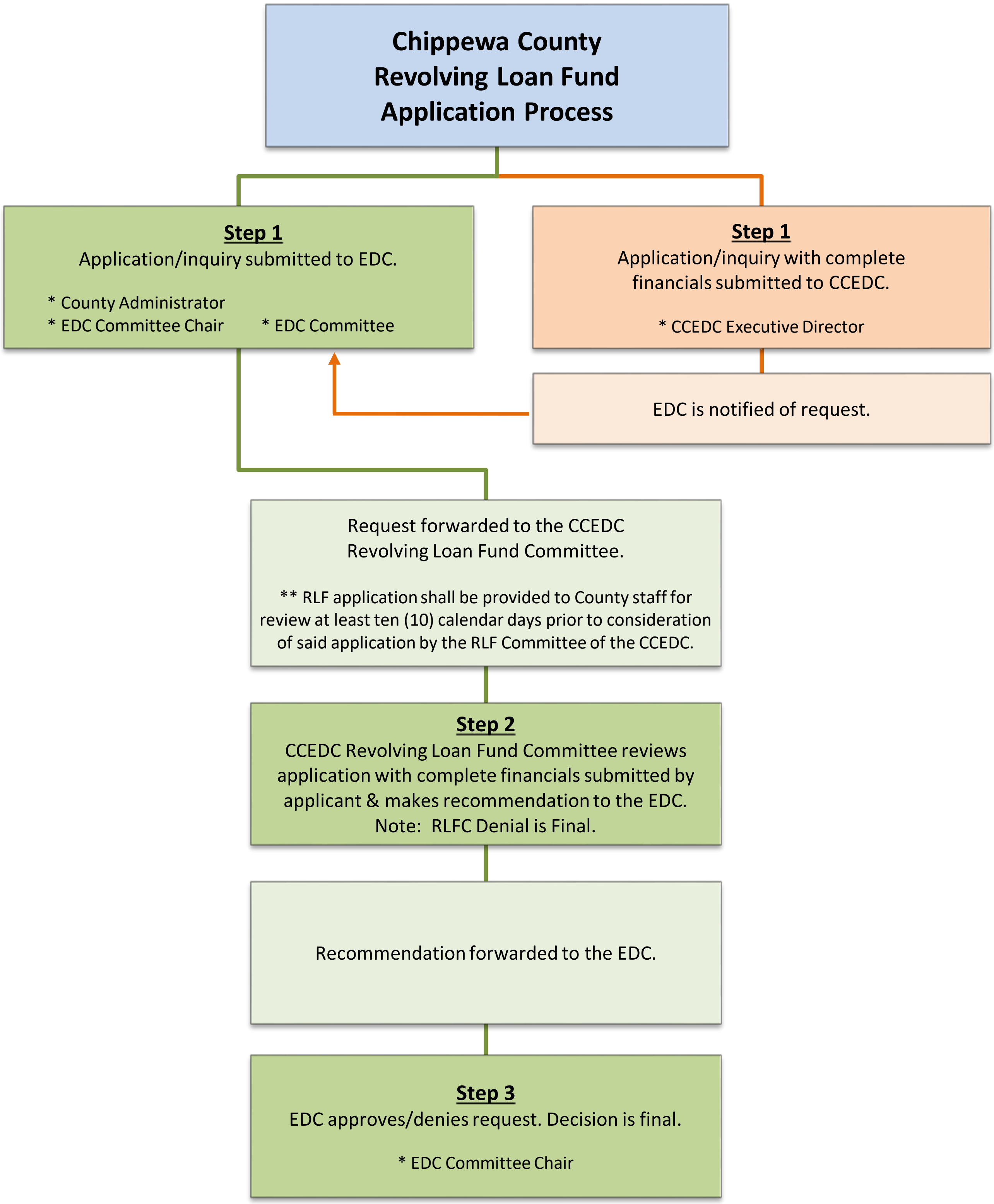
1. If the loan application is approved by the EDC, a date for closing shall be set by the SBDR Loan Review Committee. No closing shall take place until all conditions contingent to closing have been met.

2. Loan documents to be executed and duly filed at closing shall include a Loan Agreement, Corporate Promissory Note, Individual Promissory Note, UCC Financial Statement, proof of term life insurance, and proof of disaster insurance as applicable.

3. Disbursement of loan funds shall be made in no more than two payments subsequent to closing.

4. False or misleading information shall be considered a default of the loan agreement, and may cause the County seek remedies as stated in the Loan Agreement.

Attachment DOA-113-A



LEGEND
EDC – Chippewa County Economic Development Committee
CCEDC – Chippewa County Economic Development Corporation

Attachment DOA-113-B

PROSPECT DATA SHEET

You may press F11 to complete form electronically.
Double click on the boxes and choose "Checked" in the Default Value section to mark box with an "X"

TO BE COMPLETED BY Chippewa County Administrator or Economic Development Corporation:				
Project Name:	ADM:	Date Pre-App. Submitted:	Program:	Rep:

SECTION I-PROSPECT/APPLICANT INFORMATION

Type of Business : ☐C Corp ☐S Corp ☐LLC ☐LLP ☐Partnership ☐Sole Proprietor ☐Non Profit

Legal Name:	
Trade Name:	
Address:	
City, State, Zip:	County:
FEIN #: (Federal Employee Identification Number –Tax ID or Social Security Number)	State of Organization: (Per Articles of Incorporation/Organization)
WWW:	
Tele. #:	Fax #:
CEO Name:	CEO Title:

Individual To Contact Regarding Questions About The Company:

Co. Contact:	Title:
Email Address:	
Tele. #:	Fax #:
Address:	
City, State, Zip:	

Individual To Contact Regarding Questions About The Project:

Project Contact:	Title:
Email Address:	
Tele. #:	Fax #:
Address:	
City, State, Zip:	

SECTION II-BUSINESS INFORMATION

Date Established:	SIC or NAICS:

Minority Owned: ☐Yes ☐No If Yes, the Minority Classification is: ☐Eskimo ☐Native Hawaiian ☐Hispanic ☐Native American ☐Aleut ☐Asian-Indian ☐Asian-Pacific ☐African American

Women Owned: ☐Yes ☐No	Owned by a Person with a Disability: ☐Yes ☐No

Foreign Owned: ☐Yes ☐No If yes: Country: % of ownership:

Primary Product or Service:

Total Company Employment:	Full Time:	Part Time:
Total Chippewa County Employment:	Full Time:	Part Time:
Total Project Location Employment:	Full Time:	Part Time:

% of Project Location Full Time Employees that are WI Residents:

Provide the Following for All Other Existing Wisconsin Operations:

Address(Street, City, Zip):	Number of Full Time Employees:

SECTION III-PROJECT INFORMATION

Project Location: ☐City ☐Town ☐Village Of:	County:
Project Street Address	Square Footage of Project Facility(ft²):
Brief Project Summary:	

SECTION IV-PROJECT TIME-LINE

Secure all financing by:	Break ground/lease by:
Begin production by:	Achieve full production by:

SECTION V-PROPOSED PROJECT BUDGET

USES OF FUNDING (equip, bldg, work cap, training, etc.)	SOURCES OF FUNDING* (Bank, Equity, SBA, RLF, etc.)				TOTAL
	SOURCE-NAME	SOURCE #2 NAME:	SOURCE #3 NAME:	SOURCE #4 NAME:	
					$
					$
					$
					$
					$
TOTAL	$	$	$	$	$

Please provide the following for the sources listed above

Source	Source Name:	Contact Name:	Contact Title	Email Address	Phone Numb
1.					
2.					
3.					

SECTION VI-PROJECTED EMPLOYMENT

Full Time Positions Only (2,080 hours/year)

Existing Positions		Position Title	Positions Created				
			Year One		Year Two	Year Three	Total
Avg. Hourly Wage	Number of Existing		Avg. Starting Hourly Wage	Number Created	Number Created	Number Created	Numbe Createc
		TOTAL					

SECTION VII-BENEFIT INFORMATION

Check the Health Insurance Provided to Employees:	☐**None**	☐**Individual**	☐**Family**
Percent of Health Insurance Premium Paid by Company:		%	
Average Deductible Paid by Employee:		$	$

Other Benefits Provided to the Majority of the Workforce: ☐Life Insurance ☐Pension ☐401(k) ☐ Childcare ☐Tuition Reimbursement ☐Other: (Specify)

Will new employees be provided with substantially the same benefits as described above: ☐Yes ☐ No

SECTION VIII-OWNERSHIP INFORMATION (unless publicly owned)				
Name: (First, Middle Initial, Last)		**Phone Number**	**Personal Financial Statement Attached**	**Ownership %**
1.			☐ **YES**	
2.			☐ **YES**	
3.			☐ **YES**	
4.			☐ **YES**	
5.			☐ **YES**	
			All Others:	
*Personal Financial Statements are required for all owners with 20% or more. CCEDC may review a Dun and Bradstreet report and delinquent tax filings on the applicant. CCEDC may also review a personal credit report and delinquent tax filings on each individual that owns 20% or more.				100

SECTION IX-LEGAL INFORMATION*	YES/NO
Has the applicant, any owner, officer, subsidiary or affiliate been involved in any lawsuits in the last 5 years or have any lawsuits pending?	☐Yes ☐ No
Has the applicant, any owner, officer, subsidiary or affiliate ever been involved in any bankruptcy or insolvency proceedings or have any proceedings pending?	☐Yes ☐ No
Has the applicant, any owner, officer, subsidiary or affiliate had any civil or criminal charges in the last 5 years that could have a material adverse impact on the project or have any charges pending?	☐Yes ☐ No
Does the applicant, any owner, officer, subsidiary or affiliate have any outstanding tax liens?	☐Yes ☐ No

Please attach a detailed explanation of any YES responses.
*An Application will be deemed ineligible and denied based on the falsification of information

SECTION X-MARKET INFORMATION	
THREE MAJOR CUSTOMERS:	% OF SALES
1.	
2.	
3.	

THREE MAJOR COMPETITORS	LOCATION (City and State)
1.	
2.	
3.	

SECTION XI-SUMMARY OF HISTORICAL FINANCIAL INFORMATION			
FYE	/ /	/ /	/ /
Total Sales			
Net Income			
Total Assets			
Total Liabilities			
Equity			
WI Income Tax Liability (C Corporations Only)			

SECTION XII-SUMMARY OF PROJECTED FINANCIAL INFORMATION			
FYE	/ /	/ /	/ /
Total Sales			
Net Income			
Total Assets			
Total Liabilities			
Equity			
WI Income Tax Liability (C Corporations Only)			

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ATTACHMENT A
SUPPORTING DOCUMENTATION

BUSINESS PLAN

All applicants must submit an up-to-date comprehensive business plan that fully describes the proposed project. Chippewa County requires an up-to-date comprehensive business plan for all projects.

COMPANY INFORMATION

Check the appropriate box if the information is detailed in your business plan or attached

Business Plan DATED: / /	Attached	INFORMATION NEEDED
☐	☐	History of the company's operations
☐	☐	Resumes or short summaries of the current management team that detail relevant experience, education and length of time with the company
☐	☐	Description of any affiliates or subsidiaries
☐	☐	Description of the market niche for the company's product or service
☐	☐	A detailed description of the proposed project including environmental remediation
☐	☐	Three years of historical financial statements that include: • balance sheets • cash flow statements • income statements • accountant's notes
☐	☐	Most recent quarterly financial statements if the year-end was more than 90 days prior to submission
☐	☐	Three years of financial projections that include: • balance sheets • cash flow statements • income statements • detailed notes on all significant accounting assumptions used The first year should be presented on a monthly basis so that CCEDC can analyze the applicant's working capital needs. (Not Applicable for those projects only looking for training funds)
☐	☐	All individuals that own 20% or more of the company must submit a signed and dated personal financial statement. A sample form is attached. Substitute formats are acceptable provided that the social security number of the individual is also included. (Not applicable for those projects only looking for tax credits).
	☐	Copies of commitment letters outlining the terms of the other funding sources in the project budget.

ATTACHMENT B
CERTIFICATION STATEMENT

THE APPLICANT:

1. Certifies that to the best of its knowledge and belief, the information being submitted to Chippewa County or CCEDC is true and correct.

2. Certifies that the applicant is in compliance with all laws, regulations, ordinances and orders of public authorities applicable to it.

3. Certifies that the applicant is not in default under the terms and conditions of any grant or loan agreements, leases, or financing arrangements with its other creditors.

4. Certifies that CCEDC is authorized to obtain a credit check and Dun and Bradstreet on the applicant, the business and/or the individual(s).

5. Certifies that the applicant has disclosed and will continue to disclose any occurrence or event that could have an adverse material impact on the project. Adverse material impact includes but is not limited to lawsuits, criminal or civil actions, bankruptcy proceedings, regulatory intervention or inadequate capital to complete the project.

6. The applicant requests that Chippewa County & CCEDC treat the following items as TRADE SECRET:

		Yes	No	NA
A.	Personal financial statements.	☐	☐	☐
B.	Personal or business tax returns.	☐	☐	☐
C.	Historical business financial statements.	☐	☐	☐
D.	Business financial projections.	☐	☐	☐
E.	Plan or study to be funded by CCEDC.	☐	☐	☐
F.	Business Plan	☐	☐	☐
G.	Other: ________________________________	☐	☐	☐

If Section 6 is left blank then all information provided to Chippewa County & CCEDC will be open to examination and copying.

Signature: ______________________________________ Date: ____________________
(Authorized Representative)

Name: ____ Title: ____________________
(Authorized Representative)

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ECONOMIC DEVELOPMENT CORPORATION

ATTACHMENT C
PERSONAL FINANCIAL STATEMENT

Please complete the following for EACH owner with 20% or more interest. Make additional copies as necessary.

Name: ______________________ **Social Security Number:** ______________________

Address: ______________________ **Date of Birth:** ______________________

City: ____________ **State:** ________ **Zip:** ________ **Phone:** ______________________

ASSETS		**LIABILITIES**	
Cash (Schedule 1)		Secured Notes Payable (Sch. 5)	
Listed Securities (Schedule 2)		Unsecured Notes Payable (Sch.5)	
Unlisted Securities (Schedule 3)		Accounts Payable	
Real Estate Owned (Schedule 4)		Unpaid Income Taxes	
Automobiles		Real Estate Mortgages (Sch. 4)	
Personal Property		Real Estate Taxes	
Cash Value Life Insurance		Credit Cards	
Vested Profit Sharing/Pension		Other Debts (list below)	
Other Assets (list below)			
TOTAL ASSETS	**$**	**TOTAL LIABILITIES**	**$**
		EQUITY =(Total Assets – Total Liabilities)	

INCOME:	**CONTINGENT LIABILITIES:**
Salaries/bonuses	Endorser/Co-maker/Guarantor
Dividends/interest	Legal Claims
Other:	Other:

Schedule 1 Cash and Equivalents

Type	Financial Institution	Amount	Account Name	PLEDGED?

Schedule 2 Listed Securities

Cost	Description	Market Value	Account Name	PLEDGED?

Schedule 3 Unlisted Securities

Cost	Description	Market Value	Account Name	PLEDGED?

Schedule 4 Real Estate Owned

Property Type and Address	Cost	Market Value	Mortgage Amt

Schedule 5 Notes Payable

Secured?	Financial Institution	Original Balance	Current Balance	Date Due

LEGAL INFORMATION*	YES/NO
Have you been involved in any lawsuits in the last 5 years or have any lawsuits pending?	☐Yes ☐ No
Have you ever been involved in any bankruptcy or insolvency proceedings or have any proceedings pending?	☐Yes ☐ No
Have you had any civil or criminal charges in the last 5 years that could have a material adverse impact on the project or have any charges pending?	☐Yes ☐ No
Do you have any outstanding tax liens?	☐Yes ☐ No
Please provide detail on any YES responses:	

I hereby certify that to the best of my knowledge and belief, this represents a full and accurate disclosure of my assets and liabilities as of the date signed below. I also certify that I have disclosed and will continue to disclose any occurrence or event that could have an adverse material impact on the project. Adverse material impact includes but is not limited to lawsuits, criminal or civil actions, bankruptcy proceedings, regulatory intervention or inadequate capital to complete the project. I also understand submitting false or misleading information in connection with an application may result in the applicant being found ineligible for financial assistance under the funding program and may be subject to civil and/or criminal prosecution.

Signature ______________________ **Date** ______________________

ATTACHMENT D

W-9 TAXPAYER IDENTIFICATION NUMBER (TIN) VERIFICATION

Print or Type

This form can be made available in alternative formats to qualified individuals upon request.

Legal Name: (as entered with IRS)
Individuals: Enter Last Name, First Name, Middle Initial
Sole Proprietorships: Enter Last Name, First Name, Middle Initial
All Others: Enter Legal Name of Business

Trade Name:
Individuals: Leave Blank
Sole Proprietorships: Enter Business Name
All Others: Complete only if doing business as a D/B/A

Remit Address: Address where awarded funds check should be sent if different from primary address PO Box or Number and Street, City, State, ZIP+4

Order Address: Address where order should be mailed
PO Box or number and street, City, State, ZIP+4

[NOT APPLICABLE]

Primary Address: Address where 1099 should be sent if different from remit address
PO Box or number and street, City, State, ZIP+4

Entity Designation: (check only one)

- ☐ Individual / Sole Proprietor
- ☐ Corporation (includes service corporations)
- ☐ Limited Liability Partnership
- ☐ Limited Liability Corporation
- ☐ Government Entity
- ☐ Hospital Exempt from Tax or Government Owned
- ☐ Long Term Care Facility Exempt from Tax or Government Owned
- ☐ All Other Entities

Taxpayer Identification Number (TIN):
If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, using your EIN may result in unnecessary notices to the Requester.

___ ___ ___ ___ ___ ___ ___ ___ ___

Check Only One

- ☐ Social Security Number (SSN)
- ☐ Employer Identification Number (EIN)
- ☐ Individual Taxpayer Identification Number for U.S. Resident Aliens (ITIN)

Certification: Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number, AND
2. I am not subject to back up withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to back up withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.
3. I am a U.S. person (including a US resident alien).

Printed Name	Printed Title	Telephone Number ( )
Signature		Date (mm/dd/ccyy)

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ECONOMIC DEVELOPMENT CORPORATION

ATTACHMENT E

PERSONAL INFORMATION
(Please complete for each individual that owns 20% or more of the company.)

Submitted to:

Chippewa County Administrator or Economic Development Corporation

Name:____ **Social Security Number:**______________

Address:____ **Date of Birth:**______________________

City:______________________**State:**___________**Zip:**____________ **Phone:**________________________

LEGAL INFORMATION*	YES/NO
Have you been involved in any lawsuits in the last 5 years or have any lawsuits pending?	☐Yes ☐ No
Have you ever been involved in any bankruptcy or insolvency proceedings or have any proceedings pending?	☐Yes ☐ No
Have you had any civil or criminal charges in the last 5 years that could have a material adverse impact on the project or have any charges pending?	☐Yes ☐ No
Do you have any outstanding tax liens?	☐Yes ☐ No
Please provide detail on any YES responses:	

Applicant understands submitting false or misleading information in connection with an application may result in the applicant being found ineligible for financial assistance under the funding program and may be subject to civil and/or criminal prosecution.

____________________________________ _______________________
Applicant Signature Date

Economic Development Incentive Policy

On May 12, 2020 the County Board approved revisions to the Economic Development Incentive Policy that would allow for Small Business Disaster Relief Loans. The County Board also approved the criteria identified below for COVID-19 loans.

Criteria for COVID-19 Loans

a. Maximum loan of $10,000

b. Use in service industry

c. No more than 10 employees

d. Maximum of 5 year loan

e. No early penalty for payoff

f. Fixed interest rate of 1.5% starting after one year – the first year is interest free

g. Ten day application period; first come first served

h. The total amount of funds that may be approved and dispersed from the Revolving Loan Fund for COVID-19 loans shall not exceed $300,000.00

i. A total of 30 COVID-19 loans may be awarded, which shall be divided equally among the 15 supervisory districts.

CHIPPEWA COUNTY
Est. 1848
WISCONSIN

Department of Administration

Randy B. Scholz, County Administrator

January 26, 2022

TO: County Board Supervisors

FR: Randy Scholz

RE: New Economic Development Policy

Over the years there have been a number of resolutions and policies that were adopted by the County Board which provided guidance for economic development and for the overall development of the Lake Wissota Business Park. However, having the economic development procedures and guidance in different resolutions and policies has caused confusion from time to time. Therefore, the Economic Development Workgroup has worked diligently over the last couple of years to review all existing economic development documents to create a new Economic Development Policy.

The new Economic Development Policy provides standards and guidance for County staff, the Economic Development Committee and businesses regarding the following:

- Economic Development Committee oversight and authority
- Points of contact and flow of information and communication
- Sale of economic development land and related incentives
- Revolving Loan Fund loans and Small Business Disaster Relief Loans

Upon passage, the new Economic Development Policy would become the guiding and controlling document for economic development in Chippewa County.

In order to accomplish this, the Economic Development Committee is set to review the new Economic Development Policy, as well as a resolution to rescind the previous economic development resolutions and policies, at its February 2, 2022 meeting. If the Committee supports the new Economic Development Policy, it would then be forwarded to the County Board on February 8, 2022 and then again on March 8, 2022 for adoption as policies require two readings for approval. In addition, at the March 8, 2022 County Board meeting, the Board would review the resolution to rescind the previous resolutions and policies pertaining to economic development so that there will not be any conflict with the new Economic Development Policy going forward.

I want to thank the Economic Development Workgroup for all of their hard work on this initiative. Having the information in one location moving forward will result in a much more efficient process.

Sincerely,

Randy Scholz

Randy Scholz
County Administrator

Attachment – New Economic Development Policy

711 N. Bridge Street, Room 106
Chippewa Falls, WI 54729
rscholz@co.chippewa.wi.us
Ph: (715)
Fx: (715)

* NEW POLICY *

ECONOMIC DEVELOPMENT POLICY

Contents

1. Purpose

Chippewa County (hereinafter "the County") believes economic development incentives are necessary based on the inherent competition for new businesses and jobs and the retention of existing businesses and jobs. The County Board of Supervisors recognizes economic development projects must be examined on a case-by-case basis and that the intent of these guidelines is to complement any federal, state or local public agencies economic development incentive program(s) that may be available within the County. The County desires to achieve sustainable and measurable economic growth and development while focusing on the following goals:

A. Encourage and support business retention.

B. Create new employment opportunities.

C. Create opportunity for and retain economic diversification.

D. Develop county-owned land that is designated for economic development ("Economic Development Land") to its highest and best use, thereby maximizing the tax base.

E. Educate communities and businesses on economic development opportunities and resources.

F. Preserve a high quality of economic development that is compatible with existing land uses.

G. Work cooperatively with local jurisdictions and businesses to provide the required infrastructure improvements to serve and support economic development projects.

H. Identify and promote recreational and tourism opportunities.

I. Identify and promote transportation initiatives.

2. Economic Development Incentives

Economic development incentives that may be available from the County include, but are not necessarily limited to, the following:

A. Industrial Revenue Bonds (IRB's)

B. Short-term Low Interest Loans

C. Forgivable Loans (i.e. Grant Funds)

D. Public Infrastructure Improvement funding for approved Economic Development projects

E. County owned Economic Development Land

3. Economic Development Committee Oversight and Authority

To facilitate accomplishment of the County's economic development goals, the Chippewa County Board of Supervisors delegate authority to the Economic Development Committee ("EDC") to provide policy oversight of the County's economic development activities, including the authority to approve the sale of Economic Development Land and related incentives, Revolving Loan Fund Loans and Small Business Disaster Relief Loans.

4. Points of Contact, Flow of Information and Communication

The Chippewa County Administrator ("County Administrator") and Chippewa County Economic Development Corporation ("CCEDC") Executive Director are the point of contact persons who are responsible for gathering, communicating and disseminating economic development information between County regulatory, administrative, corporate and political authorities and current and prospective businesses and industry in Chippewa County.

A. CCEDC Executive Director. The CCEDC Executive Director is responsible for the recruitment and retention of businesses and industry in the County and carrying out the CCEDC's role as an economic development authority. All communication and coordination by and between the CCEDC Executive Director and current and prospective businesses and industry in the County shall be funneled through the County Administrator.

B. County Administrator. The County Administrator is solely responsible for the allocation of staff, resources and time to provide support, financial assistance and information to current and prospective businesses and industry and to carry out the County's role as an economic development authority and for building internal and external support for economic development. The County Administrator shall also work in concert with the CCEDC Executive Director to provide current and prospective businesses in the County with enhanced access to regulatory permit information.

5. Economic Development Land

A. Designation of County-Owned Land for Economic Development. The Chippewa County Board of Supervisors shall designate county-owned land for Economic Development via a resolution. The designation may include the recording of deed restrictions to insure the proper use and development of the land for the mutual benefit and protection of all present and future owners. As of the approval date of this policy, the County Board has designated the following county-owned lands for Economic Development:

1. Plat of Lake Wissota Business Park:
   a. Lot 5, Block One
   b. Lots 4, 5 and 6, Block Two

2. Plat of Lake Wissota Business Park – First Addition:
   a. Lots 4, 5 and 6, Block Three
   b. Lot 1, Block Four

3. Plat of Lake Wissota Business Park – Second Addition:
   a. Lots 1, 4 and 5, Block Six
   b. Lots 1, 2, 3 and 5, Block Nine
   c. Lots 1, 2, 3, 4 and 6, Block Ten

4. Allen's Addition: Lot 14, Block 16

5. Certified Survey Maps:
   a. Lot 1, Certified Survey Map (CSM) 3505
   b. Lot 1, Certified Survey Map (CSM) 5519

6. Individual Parcel Numbers (Unplatted):
   a. 22908-3343-50020125
   b. 22908-3342-02000000B
   c. 22908-3342-02000000A
   d. 22908-3341-00020001 – *Only a portion to support the development on CSM 3505.*
   e. 22908-3344-00020000 – *Only a portion to support the development on CSM 3505*.

B. Deed Restrictions for Economic Development Land. Environmental and aesthetic values are important considerations for the Economic Development Land to ensure that it is protected against depreciation in value and to insure that the County provides attractive and desirable sites for business and industry. The existing Deed Restrictions for Economic Development Land are listed in Appendix A and incorporated herein.

C. Price of Land. Each October, the EDC shall have the option of adjusting the price of Economic Development Land for the proceeding calendar year based on the appraisal of an independent appraiser. Any motion to vary the price from the appraisal amount shall include a statement identifying the justification for the variance. The price shall not be set lower than 75% nor greater than 125% of the appraisal amount without the approval of the County Board. The following objectives shall be maintained in setting the price of Economic Development Land:

1. To recover costs associated with infrastructure development, land acquisition and other development costs to the extent possible.

2. To be competitive with comparable development land in the Chippewa Valley.

3. To promote economic development at a practical rate consistent with orderly growth.

6. Revolving Loan Fund (RLF) Loans

Chippewa County's RLF is a gap financing tool primarily used for the development and expansion of small businesses, which assists with the County's economic growth and development goals. The fund is a self-replenishing pool of money, utilizing interest and principal payments on old loans to issue new loans. Commitment of loan and disbursement of funds shall be contingent on the availability of funds within the RLF.

A. Initial Eligibility. In order to be eligible for a RLF Loan, an applicant must meet the following:

1. Employees. The business must be for-profit with less than 50 employees and have a current formal business address in the County.

2. Business Location. The business has been in operation for one year or more within the County and shall remain in the County for the duration of the RLF Loan.

3. Business Types. The business must be engaged in one or more of the following business activities:

   a). Advanced Manufacturing. Priorities will be given to target industries as identified in the Chippewa County Target Analysis.

   b). Research and Development. The conducting of research, development or testing for scientific, medical, food product and/or industrial purposes.

   c). Warehousing and Distribution. Priority given to applicants of which a majority of the goods that are manufactured/stored/shipped by the applicant are destined for end users located outside the Chippewa Valley.

   d). Corporate Facilities/Operations. They may include applicants that conduct data center operations and customer service activities. They may also include applicants engaged in the provision of medical services, including regional medical centers, specialty hospitals and clinics.

   e). Agricultural Industry. The production of agricultural value-added products.

4. Eligible Activities and Expenses. The use of a RLF Loan funds include, but is not necessarily limited to: equipment purchase; working capital; infrastructure; acquisition, construction or reconstruction of an industrial/commercial building; and/or other activities considered necessary and appropriate to carry out an economic development project.

5. Ineligible Expenses. RLF Loan funds shall not be used for the payment of delinquent taxes or debt service.

B. Eligible Applicant Documentation. The EDC and/or Chippewa County Economic Development Corporation Revolving Loan Fund Committee (CCEDC-RLFC) will consider the following information submitted by an eligible applicant:

1. Chippewa County Economic Development Incentives Application (see Appendix B) or the Wisconsin Economic Development Corporation Prospect Data Sheet or other CCEDC approved application; and

2. Business Plan with the following information:

   a). The size of the project based upon private investment in the site development, structure improvements and infrastructure.

   b). The total number and types of jobs proposed to be created, and the wages and benefits proposed to be offered.

   c). The relationship between workforce development and the project. Will the project introduce new skills sets to the community?

   d). The potential for future expansion and increased employment.

   e). The potential for retention of existing employment.

   f). The potential for diversification of the regional or county economy.

   g). The potential for inclusion of locally owned businesses as contractors, suppliers, etc.

   h). Project specific issue(s) and their potential impact upon local infrastructure responsibilities of the County with consideration of potential impact on Towns, Villages and Cities within the County.

   i). Project specific incentives that may be pursued to stimulate other development areas that the County may deem of significant benefit to the community.

   j). Economic development incentives from Federal, State or other local agencies.

   k). Financial impact and budget ramifications.

   l). Environmentally friendly development such as sustainable or carbon footprint reduction.

   m). An eligible applicant's ability to demonstrate that the average wages paid to its employees are equal to or greater than the average wages for that type of business as determined by the 6-digit North American Industry Classification Systems (NAICS) codes within the Eau Claire Metropolitan Statistical Area (EAU MSA), or $15.00 per hour, whichever is higher.

3. The following financial information:

   a). The proposed equity participation by the borrower.

   b). Any funding, such as, but not limited to: bank financing or public financing for the non-RLF portion of the project.

c). The loan applicant shall provide evidence that personal and real estate taxes on any real or personal property in the County owned by a principal or corporate interest of the loan applicant are current.

d). Additional financial information as requested.

C. RLF Loan Application Process. Please see Appendix C.

D. Final Action and Performance Criteria

1. Prior to the EDC taking final action on the completed application of an eligible applicant, the proposed terms of a RLF loan shall be formalized in a written agreement between the County and the eligible applicant.

a). The RLF Loan repayment or grant amounts may take into consideration the number of Full-Time Employment positions created by the project. Full-Time Employment is considered 40+ hours per week.

b). Co-equal collateralization position shall be accepted; subordinated position may be considered. Personal guarantees in all cases shall also be required.

c). The term and interest rate of each loan shall be determined by the EDC.

d). A RLF loan shall be considered delinquent in the event loan repayments have not been received by the County upon due date.

e). A RLF Loan will be considered to be in default if no repayments have been received for a period of three (3) consecutive months upon notification to borrower.

f). In the event of default, RLF Loans that are given as grants (i.e. forgivable portion) will be subject to repayment.

g). All out-of-pocket costs shall be paid for by the applicant.

h). Complete documentation of other funds shall be required prior to the County signing the final written agreement.

2. The recipient of a RLF Loan shall be required to meet the following performance criteria:

a). Jobs created as announced.

b). Capital investment in real property as announced.

c). Incremental Tax Value created as certified at the time of occupancy by the local Municipality assessor working in conjunction with appropriate State Agencies.

d). Compliance with wage requirements.

e). Compliance with all applicable governmental laws, rules and regulations.

f). Compliance with any conditions imposed by the written Agreement.

3. The County reserves the right to review a company to assure compliance with the written agreement. The County may discontinue any ongoing incentives and require the incentives already received to be repaid in full or in part, as set forth in the County economic development incentive(s) Agreement, if the performance criteria are not met.

4. A RLF Loan may not be transferred or otherwise conveyed or assigned by the recipient without the prior approval of the EDC.

5. Each application is evaluated on an individual basis. Changing economic conditions and availability of RLF funds may cause the County to modify, amend, or discontinue any economic development incentive program it has established. Should an incentive program be discontinued, the County will honor any incentive committed to before the discontinuance of the program.

6. The recipient understands and acknowledges that the EDC or CCEDC shall have the right to issue a press release or other promotional materials announcing and describing the economic development incentive(s) received by the recipient, unless otherwise mutually agreed by the EDC and recipient

7. Small Business Disaster Relief (SBDR) Loans

The County has determined eligible businesses that are directly impacted by a natural disaster, including, but not limited to tornados, floods or fires, may qualify for economic development incentives that can provide low-interest loans to help the impacted business meet the immediate needs created by the natural disaster. The SBDR Loans shall be made available to applicants who meet all program eligibility and lending requirements and criteria on a first come, first served basis. Commitment of any loan and disbursement of funds shall be contingent on the availability of SBDR funds.

A. Initial Eligibility. In order to qualify for a SBDR Loan, a loan applicant must meet the following:

1. Employees. The business must be for-profit and have less than 50 employees.

2. Business Location. The business must have a current formal business address in the County, has been in operation for one year or more within the County at the time of application and shall remain in the County for the duration of the SBDR Loan.

3. Business Types. Eligible business types are those which fall within the definitional thresholds set by the Small Business Administration of the U.S. Department of Commerce

4. Eligible Activities and Expenses: The use of SBDR Loan funds shall be limited to the following activities and expenses:

a). Expenses directly associated with operating a business.

b). Repair or replacement of damaged inventory.

c). Repair or replacement of damaged equipment.

d). Expenses related to moving to a new location within the County.

e). Expenses related to re-construction, either interior or exterior, to allow the business to operate. *Note: Demolition or improvement of buildings located in a National Historic District, a nationally registered building, or building eligible for nomination to the National Register of Historic Places must meet State Historic Preservation guidelines.*

5. Ineligible Expenses. The SBDR Loan proceeds shall not be used for the payment of delinquent taxes, debt service or expansion of the business.

B. Eligible Applicant Documentation. In addition to the initial eligibility requirements set forth above, the loan applicant shall submit the following written documentation:

1. Written evidence of loss.

2. Financial statements, balance sheet and income statement.

3. Written evidence that the personal and real estate taxes on any real or personal property in the County owned by a principal or corporate interest of the loan applicant are current.

4. The loan applicant shall obtain all required permits and comply with all applicable local and state regulations and codes in connection with proposed activity to which the SBDR Loan funds are to be applied.

C. SBDR Loan Application Process. Please see Appendix D.

D. Final Action and Performance Criteria.

1. Loan Agreement. Prior to the EDC taking final action on the completed application of an eligible applicant, the proposed terms of a SBDR Loan shall be formalized in a written agreement between the County and the eligible applicant shall contain, at a minimum, the following terms:

a). The SBDR Loan shall not exceed $10,000.

b). The term of the SBDR Loan shall be a maximum of five (5) years with no penalties for early payoff.

c). The interest rate of the SBDR Loan shall be set by the EDC.

d). Loan Agreement, Corporate Promissory Note, Individual Promissory Note and UCC Financial Statement shall be executed and duly filed, as applicable, on the day of closing unless waived by the EDC.

e). An Individual Promissory Note and/or a Personal Guaranty may be required from any person owning 20 percent or more of the company.

f). Term life insurance on the signer covering the amount of the note and assigned to the County may be required.

g). Proof of future disaster insurance may be required.

h). A SBDR loan shall be considered delinquent in the event loan repayments have not been received by the County upon due date.

i). A SBDR Loan will be considered to be in default if no repayments have been received for a period of three (3) consecutive months upon notification to borrower.

j). False or misleading information shall be considered a default of the SBDR Loan agreement, and may cause the County seek remedies as stated in the Loan Agreement

k). All out-of-pocket costs shall be paid for by the applicant.

2. Disbursement of SBDR Loan funds shall be made in no more than two payments subsequent to closing.

E. As a subset of the SBDR Loans, the County Board of Supervisors may alter the requirements of A through D for specific natural disasters or pandemics.

Appendix A
Economic Development Land Deed Restrictions

1. Lake Wissota Business Park Deed Restrictions, recorded as Document Number 684008 on April 2, 2004 in the Chippewa County Register of Deeds Office.

Appendix B
Chippewa County Economic Development Incentive Application

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INCENTIVE APPLICATION
SECTION I-APPLICANT INFORMATION

Legal Entity: ☐C Corp ☐S Corp ☐LLC ☐LLP ☐Partnership ☐Sole Proprietor ☐Nonprofit (Attach copies of IRS documents showing acceptance of Federal Tax Exempt Status)	
Legal Name:	
Trade Name:	
Mailing Address:	
City, State, Zip:	**County:**
FEIN: DO NOT ENTER SSN (Federal Employee Identification Number –Tax ID)	**NAICS:**
Date Established:	**State of Organization** (Per Articles of Incorporation/Organization)**:**
Foreign Owned: ☐Yes ☐No **If Yes: Country:**	**Percent of Ownership:** %
Fiscal Year End Date:	**Primary Product or Service:**
Website URL:	**Phone:**
Head of Organization:	**Title:**
Phone:	**Email:**
Check box if W-9 is attached to the application ☐	
CONTACT	
Project Contact:	**Title:**
Email:	**Company:**
Phone:	**Mailing Address:**
City, State, Zip:	
Contracting Contact:	**Title:**
Email:	**Company:**
Phone:	
City, State, Zip:	
DEMOGRAPHICS (Please check all that apply)	
Is the business/organization:	
Minority Business Enterprise:	☐**Yes** ☐**No**
Woman Business Enterprise:	☐**Yes** ☐**No**
Veteran Business Enterprise:	☐**Yes** ☐**No**
Service-Disabled Veteran-Owned Business Enterprise:	☐**Yes** ☐**No**

SECTION II-PROJECT INFORMATION

Project Location: ☐City ☐Town ☐Village:	
Project Street Address:	
Project Start Date:	**Project End Date:**
Project Description: In addition to the project description, explain any other factors that should be considered in evaluating this project (e.g., impact on Wisconsin suppliers, national/international sales, other prospects for future expansions, etc.)	

SECTION III-EMPLOYMENT

CURRENT EMPLOYMENT (WEDC will confirm employment based on payroll data)		
Total Company Employment:	Total Wisconsin Employment:	
Total Company Full Time Employment:		
Number of hours annually considered full time employment and eligible for benefits:		
Number of hours average full time employee works:		
Enter the physical address of each Wisconsin facility of the Applicant Entity and related entities, as well as any other entities housed at the project site(s). Include number of full-time employees (i.e., persons employed directly by the company, not a temp agency).		
Address(Street, City, Zip): If the employee works remotely, please list the address of payroll site	**Project Location:**	**Number of Full Time Employees:**
	☐Yes ☐No	
	☐Yes ☐No	
	☐Yes ☐No	
	☐Yes ☐No	
	☐Yes ☐No	
	☐Yes ☐No	
Employment data as of:		
Percent of project location full time employees that are WI residents: %		

SECTION IV-BENEFIT INFORMATION

Employer-Sponsored Health Insurance Provided to Employees:	☐None	☐Individual	☐Family
Percent of Health Insurance Premium Paid by Company:		%	%
Other Benefits Provided to the Majority of the Workforce:			
Will new employees be provided with substantially the same benefits as described above? ☐Yes ☐No If no, please explain:			
If health care benefits are not being provided, explain other health care options available to employees:			

SECTION V-OWNERSHIP INFORMATION

☐ **Publicly Traded** (If publicly traded, leave the below ownership breakdown table blank.)

OWNERSHIP BREAKDOWN
(Complete the ownership breakdown table. Make sure your total ownership percentage equals 100%)

Name:		Email Address:	Ownership %
1.			%
2.			%
3.			%
4.			%
5.			%
6.			%
7.			%
8.			%
9.			%
10.			%
		All Others:	%
Notes:		Total:	100%

If an entity (any group that's not an individual) owns 20% or more of the applicant company, attach to the application a separate document that lists the complete ownership breakdown of that entity.

A separate secure email will be sent to each individual with 20% or more ownership interest in the applicant company from the secure email account ccedc@chippewa-wi.com. The email will include a Personal Financial Statement and/or a Personal Information Statement, along with instructions on how to complete and send these documents back to **CCEDC.**

CCEDC staff will only solicit and/or accept protected personally identifiable information through the CCEDC encrypted email account. Information not received via encrypted email or that was not previously requested for a specific purpose will be rejected and/or disposed by CCEDC staff. This will ensure a higher level of security within the application process.

SECTION VI-INFORMATION ON LEGAL PROCEEDINGS

Has the applicant been involved in a lawsuit in the last 5 years?	☐Yes ☐No
Has the applicant been involved in a bankruptcy or insolvency proceeding in the last 10 years, or are any such proceedings pending?	☐Yes ☐No
Has the applicant been charged with a crime, ordered to pay or otherwise comply with civil penalties imposed, or been the subject of a criminal or civil investigation in the last 5 years?	☐Yes ☐No
Does the applicant have any outstanding tax liens?	☐Yes ☐No
Please attach a detailed explanation of any YES responses.	

SECTION VII-STATE REQUESTS FOR BID OR PROPOSAL

Are you aware of any State of Wisconsin request(s) for bid or request(s) for proposal to which the applicant intends to respond, or to which the applicant has recently responded? ☐Yes ☐No

If yes, please provide the following:

a. **Identify the bid or request for proposal (e.g., bid number, or general description or title).**
b. **Identify the state agency or public entity to which you are submitting the bid or proposal.**
c. **Explain the status of the bid or proposal (e.g., recently submitted; considering submission; in current negotiations).**

Please note that if you answer "yes," WEDC may not be able to discuss potential financial assistance until the request for bid or request for proposal process has been completed.

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CERTIFICATION STATEMENT

THE APPLICANT CERTIFIES TO THE BEST OF ITS KNOWLEDGE:

1. The information submitted to the Chippewa County Economic Development Corporation (CCEDC) in this application, and subsequently in connection with this application, is true and correct.

2. The applicant is in compliance with laws, regulations, ordinances and orders applicable to it that could have an adverse material impact on the project. Adverse material impact includes lawsuits, criminal or civil actions, bankruptcy proceedings, regulatory action by a governmental entity or inadequate capital to complete the project.

3. The applicant is not in default under the terms and conditions of any grant or loan agreements, leases or financing arrangements with its other creditors that could have an adverse material impact on the project.

4. CCEDC is authorized to obtain background checks including a credit check on the applicant and any individual(s) with 20% or more ownership interest in the applicant company.

5. The applicant has disclosed, and will continue to disclose, any occurrence or event that could have an adverse material impact on the project.

THE APPLICANT UNDERSTANDS:

1. This application and other materials submitted to CCEDC may constitute public records subject to disclosure under Wisconsin's Public Records Law, §19.31 et seq. The applicant may mark documents "confidential" if the documents contain sensitive information.

2. Submitting false or misleading information in connection with an application may result in the applicant being found ineligible for financial assistance under the funding program, and the applicant or its representative may be subject to civil and/or criminal prosecution.

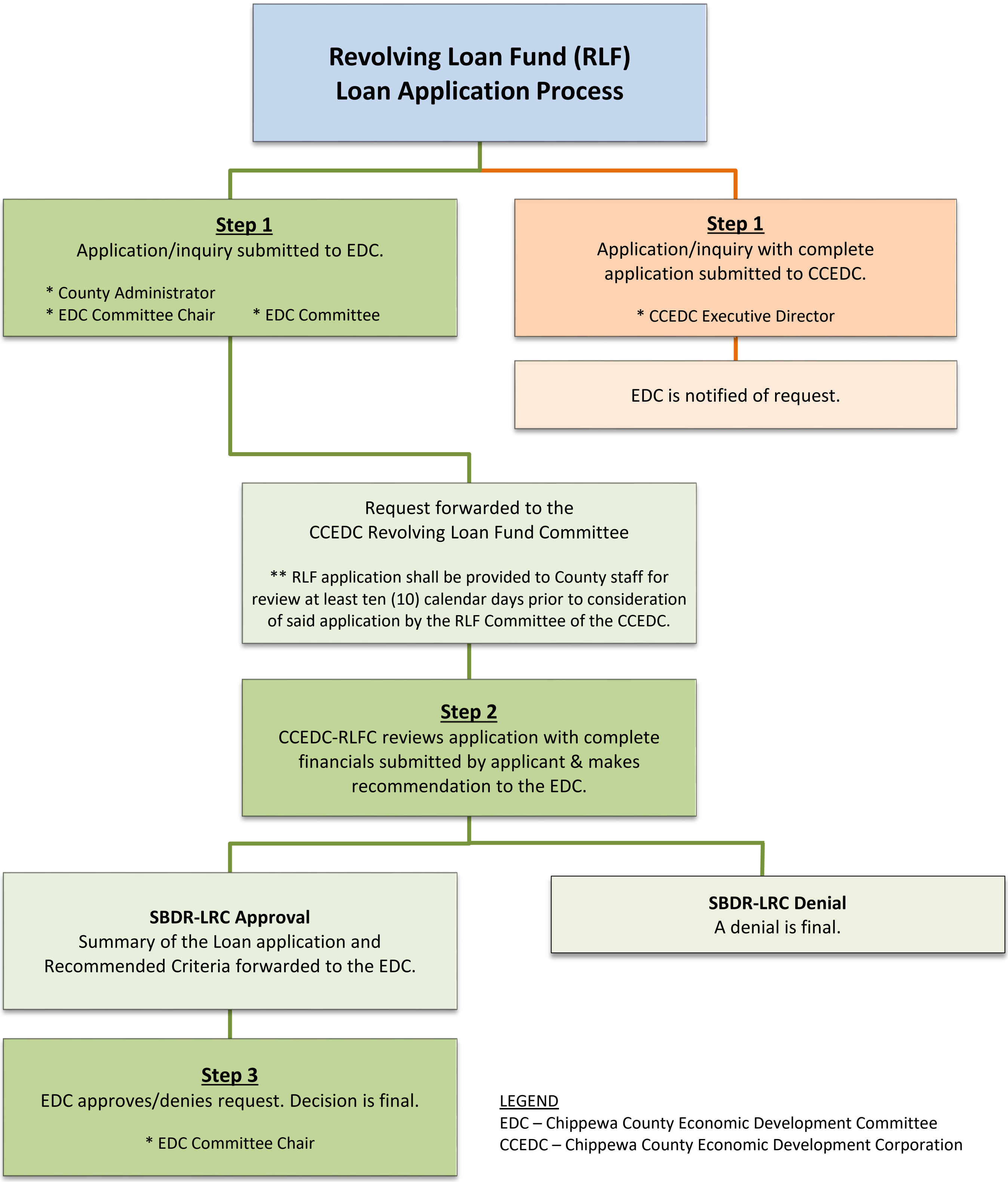
3. Authorization to Receive Confidential Information. The applicant hereby authorizes the Chippewa County Economic Development Corporation ("CCEDC") to request and receive confidential information that the applicant has submitted to, including any adjustments to such information by, the Wisconsin Department of Revenue ("DOR") and the Wisconsin Department of Workforce Development ("DWD"), and to use such information solely for the purposes of assessing the applicant's performance for the duration of the economic development project and ensuring that CCEDC is properly administering or evaluating economic development programs. With regard to the information contained in the DWD unemployment insurance files, CCEDC may access the following for the 8 most recent quarters: the quarterly gross wages paid to the applicant's employees; the monthly employee count; and the applicant's FEIN, NAICS code, and legal and trade names. The applicant also authorizes CCEDC to share information submitted to CCEDC by the applicant with the DOR and DWD and to redisclose to the public the information received from the DOR and DWD used to evaluate the applicant's performance under their specific economic development program and the impact of CCEDC economic development programs. Records exempted from public records law by Wis. Stat. § 19.36(1) will be handled by CCEDC in accordance with that law.
   ☐**Yes** ☐**No** I certify that incentive assistance is needed to ensure this project will happen in Wisconsin. Please provide details below: Click here to enter text.

Signature: ______________________________ Date:
(Authorized Representative of Applicant Company)

Printed Name: Title:

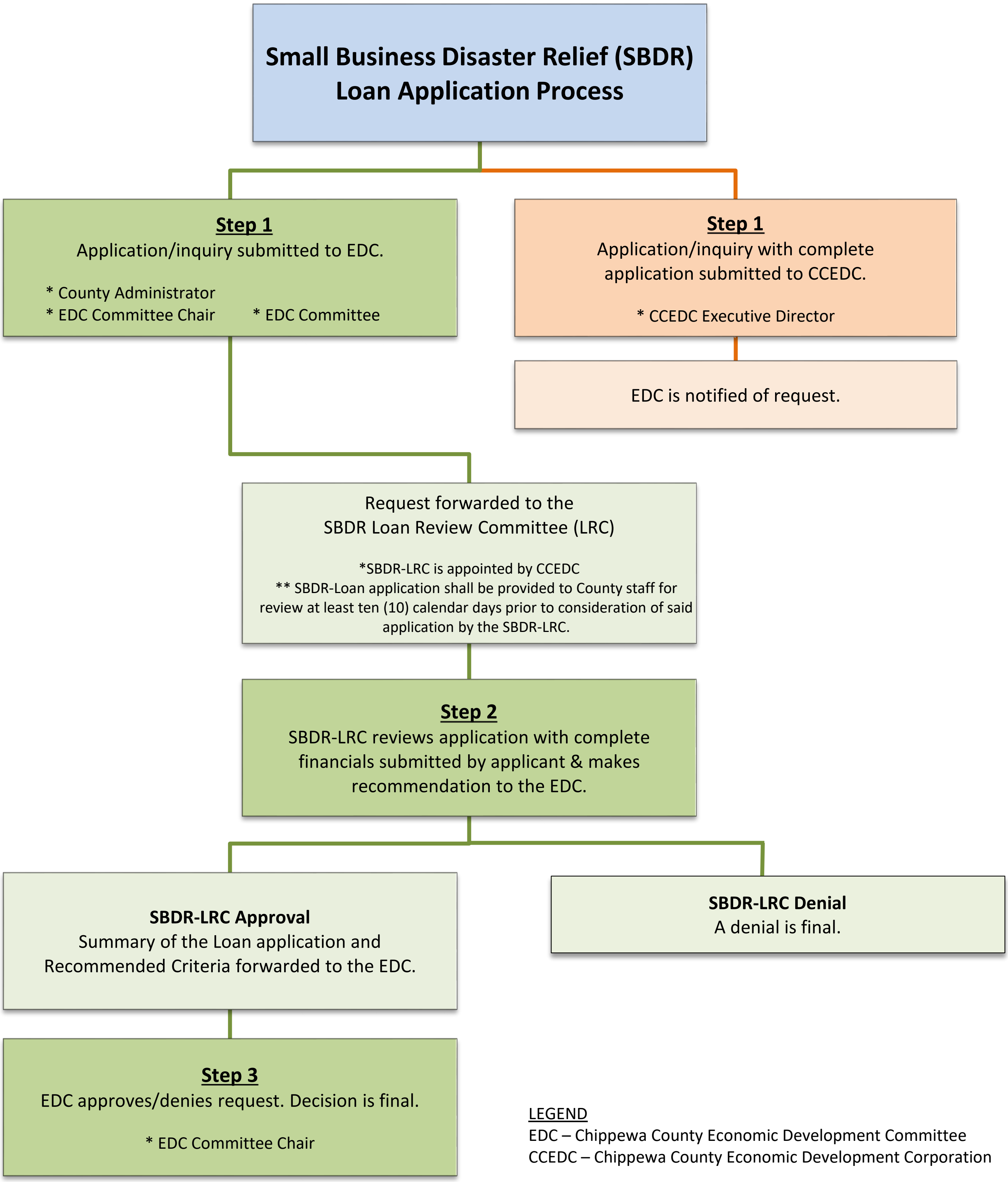
Applicant Company Name:

Appendix C
Revolving Loan Fund (RLF) Application Process



LEGEND
EDC – Chippewa County Economic Development Committee
CCEDC – Chippewa County Economic Development Corporation

Appendix D
Small Business Disaster Review (SBDR) Application Process



LEGEND
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