



CITY OF MARSHFIELD  
**MEETING NOTICE**

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**ECONOMIC DEVELOPMENT BOARD**  
**Thursday, December 1, 2016**  
**City Hall Plaza, Room 108**  
**3:00 p.m.**

**AGENDA**

1. Call to order – Chairman Sennholz
2. Approval of minutes:
  - a. September 1, 2016 – regular meeting
  - b. September 15, 2016 – EDO meeting
3. Identify potential conflicts of interest
4. Receive citizen comments
5. Discussion and possible action on matters related to EDB priorities
  - a. Housing
  - b. Economic Development Corporation
  - c. Downtown Redevelopment
    - i. Wenzel Family Plaza
6. Economic development activity updates
7. Items for future agendas
  - a. Comprehensive Plan – economic development chapter
8. Adjourn

*NOTICE*

*It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice*

*Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Deb M. Hall, City Clerk, at 630 South Central Avenue or by calling (715) 384-3636.*

## **Economic Development Board meeting September 1, 2016**

Present: Buttkke, Dickrell, Martin, Meissner, Trussoni, Wagner (Staab at 3:05 p.m.)  
Absent: Sennholz  
Others: Angell, Barg, Eloranta, Olson

Vice Chairman Dickrell called the meeting to order at 3:02 p.m. in City Hall, Room 108.

### **Approve minutes – August 2<sup>nd</sup> and August 16<sup>th</sup>**

Buttkke moved and Wagner seconded the motion to approve minutes from the August 2<sup>nd</sup> and August 16<sup>th</sup> meetings as presented. Motion carried.

### **Consider amending 2017 budget - additional request from Main Street Marshfield**

Angell stated that the 2017 budget approved last month included \$5,750 for Main Street: \$5,000 for Flower Power; \$750 for the Executive Director. But Main Street is requesting a total allocation of \$12,250 as follows: Flower Power - \$8,000; Pop Up Shop - \$1,750; Recruitment visits – \$1,000; Third Thursdays - \$1,000; Downtown property/business owner meetings – \$500. Wagner expressed thanks for the Pop Up Shop program, saying he prefers to see \$1,000 more for Pop Up Shop, taking out \$1,000 from Third Thursdays.

Wagner moved and Dickrell seconded the motion to approve Main Street's 2017 budget request, with the one change suggested by Wagner. Motion carried.

### **Discuss Community Square project**

Angell said that the next step is to get proposals for the design engineering services. The timeline would be as follows: Board of Public Works/Council approval on October 11<sup>th</sup>, solicit project bids in February 2017, begin construction in April 2017.

Buttkke moved and Meissner seconded the motion to recommend that the Board of Public Works/Council approve an RFP for design engineering services, authorizing appropriate city staff to execute the necessary agreement. Motion carried.

Angell gave an update on fundraising. So far \$450,000 has been pledged by large donors. Naming rights are being assigned for donations to the full park, splash pad, dining area, 3 corners, and 16 benchers. The goal is to get the necessary funds by January 1, 2017. The City and EDB are providing \$400,000 in total, and a \$250,000 grant application has been submitted. Eloranta stated that Main Street has also applied for a \$25,000 grant.

### **Continue Economic Development Organization discussion**

Angell noted that this agenda item was canceled for today as Sennholz wasn't able to line up those interested in the EDO concept to attend today's meeting. However, he believes that will have people ready for the Board's next meeting on September 15<sup>th</sup>.

With no objections from Board members, Dickrell adjourned the meeting at 3:35 p.m.

Respectfully submitted,  
Steve Barg, City Administrator

## **Economic Development Board meeting September 15, 2016**

Present: Buttko (left at 4:05 p.m.), Dickrell, Martin, Wagner, Staab, Trussoni (left at 4 p.m.), and Sennholz  
Absent: Meissner  
Others: Kristen Fish and Mary Rajek from Redevelopment Resources, Jason Angell, Amy Krogman, Shannon Neinast, Pat Anderson, Doug Wendlandt, John Bauer, Karen Olson, Al Nystrom, Kris Leonard

Chairman Sennholz called the meeting to order at 3:00 p.m. in Room 108 of City Hall.

There were no potential conflicts

There were no citizen comments

This meeting was a continuation of the Economic Development Organization discussion. The following items were discussed:

- What are the different organizations that work on economic development and what are their main focus:
  - CDA - public housing and RAD
  - MACCI - Business retention, marketing attraction, and technical assistance
  - Economic Development Board - disbursement of electric dividend, supports project that need public assistance, economic development strategy
  - Main Street Marshfield/BID - focus on developing main street
- What the Economic Development Organization would be responsible for
  - Real Estate Projects
    - Ownership
    - Developments
    - Redevelopment
  - Angel Venture Fund/Venture Capital/Local Revolving Loan Fund
  - Deal Structuring
  - Housing Development/Redevelopment
  - Incubation
- Where funding would come from
- Difference between public and private organizations

There was interest from the people in attendance to establish the EDO. Fish and Rajek will contact the people who were at this meeting and set up the first meeting of the EDO.

With no other business before the Board, Wagner moved and Dickrell seconded a motion to adjourn. Motion carried. Sennholz adjourned the meeting at 4:00 p.m.

Respectfully submitted,  
Amy Krogman, Administrative Assistant III