



**AGENDA**  
**Revolving Loan Fund Commission**  
**Monday, February 20, 2017 – 5:00 p.m.**  
**Health & Human Services Center – Room 2001**  
**303 W. Chapel Street**  
**Dodgeville, Wisconsin**

**Iowa  
County  
Wisconsin**

For information regarding access for the disabled please call 935-0399.

*Any subject on this agenda may become an action item.*

- |    |                                                                                                                                 |
|----|---------------------------------------------------------------------------------------------------------------------------------|
| 1  | Call to order.                                                                                                                  |
| 2  | Roll Call.                                                                                                                      |
| 3  | Approve the agenda for this February 20, 2017 meeting.                                                                          |
| 4  | Approve the minutes of the December 8, 2016 meeting.                                                                            |
| 5  | Report from committee members and an opportunity for members of the audience to address the committee. No action will be taken. |
| 6  | Economic Development Structure Grant Program                                                                                    |
| 7  | Update of the loan with Midwest Poultry & Ratite Processors, LLC.                                                               |
| 8  | Update of the loan with Iowa County Humane Society.                                                                             |
| 9  | Set next meeting date.                                                                                                          |
| 10 | Adjournment.                                                                                                                    |

Posting verified by the County Clerk's office.      Date: 2/13/17      Initials: GK

# AGENDA ITEM COVER SHEET

**Title:** Structure Grant Program

☒ Original

☐ Update

## TO BE COMPLETED BY COUNTY DEPARTMENT HEAD

### DESCRIPTION OF AGENDA ITEM (Please provide detailed information, including deadline):

As part of the 2017 budget, Iowa County changed how they would be participating in Economic Development. The County has decided to offer grants to communities within the County in an effort to encourage communities to take a greater role in pursuing economic development efforts.

### RECOMMENDATIONS (IF ANY):

These are all draft documents and ideas. Looking for feedback on all aspects of the proposal.

### ANY ATTACHMENTS? (Only 1 copy is needed)

☒ Yes

☐ No

If yes, please list below:

Attached are draft documents for the Revolving Loan Fund Committee to review and consider. The first attachment is a draft grant application form of one page. This was purposely kept very simple and asks only the most basic of questions. Second is a letter that the County Administrator anticipates sending to cities and villages encouraging them and notifying them of the first monthly meeting scheduled.

### FISCAL IMPACT:

The fiscal impact has been planned and budgeted for in the 2017 budget. It is anticipated that just over \$50,000 will be available to issue in structure grants to communities. The number and amount of grants shall be up to the Revolving Loan Fund Committee. It is anticipated that this program would be on a first come first serve basis beginning when the County Board adopts the program and ending when funding runs out. If successful, I anticipate a similar program in 2018.

### LEGAL REVIEW PERFORMED:

☐ Yes

☒ No

### PUBLICATION REQUIRED:

☐ Yes

☒ No

### STAFF PRESENTATION?:

☒ Yes

☐ No

How much time is needed? 25 minutes to discuss

**COMPLETED BY:** Larry Bierke

**DEPT:** County Administrator

### **2/3 VOTE REQUIRED:**

☐ Yes

☒ No

## TO BE COMPLETED BY COMMITTEE CHAIR

**MEETING DATE:**

**AGENDA ITEM #**

### COMMITTEE ACTION:

## Economic Development Structure Grant

As part of Iowa County's strategic planning, a greater County-wide effort is being made in the arena of Economic Development. Iowa County recognizes that our government's ability to provide public services in the future will depend heavily on growing our tax base. Iowa County is asking to serve as a partner in community economic development efforts and this grant will help facilitate that in two separate ways:

1. The County Board has decided that in order to partner with Cities and Villages, they have made certain funds available to help fund economic development initiatives in Iowa County. The funds are to be used to cover up to 90% of the cost of hiring a grant writer; who shall be pursuing funds that will further economic development in an Iowa County City or Village.
2. Applicants must send a representative to the "Iowa County Economic Development" monthly meetings. This group will discuss ways of encouraging further economic growth across the County.

To Apply:

- a. Fill out the attached short application form.
- b. Applicants must present their "use of funds" to the Iowa County Revolving Loan Fund Committee and answer questions about the proposed project prior to their approval.
- c. The applicant, should they be successful in the project they received a Structure Grant for, must attend a County Board meeting and explain how the Structure Grant they received helped their Economic Development efforts.

It is our hope to make this a simple process, distribute all of the Structure Grant dollars available and to see new economic development capacity and tax base as a result. Please let us know if we can make this process any easier for you.

Thank you,

Larry Bierke  
Iowa County Administrator

Supervisor Carol Anderson  
Revolving Loan Fund Committee Chair

## Structure Grant Application

City/Village of \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Date: \_\_\_\_\_

Applicant Phone: \_\_\_\_\_

Grant Writer Cost: \$ \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Structure Grant Request: \$ \_\_\_\_\_

\_\_\_\_\_

1. This Structure Grant will be used to hire a grant writer to apply for a \_\_\_\_\_ grant, which has an application deadline of \_\_\_\_\_.

2. The Grant Writer completing the application will be:

\_\_\_\_\_

Name

\_\_\_\_\_

Phone

This grant will be used to forward Economic Development efforts by:

-----

Be sure to check all the following boxes:

- ☐ The City/Village applying for the Structure Grant has sent representation to or plans to send a representative to monthly "Iowa County Economic Development" meetings.
- ☐ The City Council or Village Board is aware of this Structure Grant Application and a motion to apply for said Structure Grant is referenced in the minutes attached.
- ☐ The City/Village applying for the Structure Grant will use the grant within six (6) months of receiving approval from the Revolving Loan Fund Committee.
- ☐ The City/Village applying for the Structure Grant shall refund any award if the grant referenced in #1 above is not submitted by the deadline date.

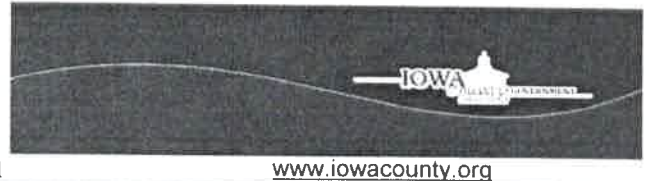
The above statements are true to fact:

\_\_\_\_\_  
Applicant Signature

## COUNTY ADMINISTRATOR

The Courthouse  
222 North Iowa Street  
Dodgeville, WI 53533-1557

Phone: (608) 935.0318  
Fax: (608) 935.0320  
[larry.bierke@iowacounty.org](mailto:larry.bierke@iowacounty.org)



February ???, 2017

Re: Economic Development Program

Dear City/Village Clerk,

Iowa County would like to begin organizing a group of community representatives from around the County who are interested in Economic Development.

Iowa County Government has moved in a new direction with our Economic Development efforts. The County formerly provided staff time via a contract with Regional Planning. Starting in 2017, we plan to use those funds slightly differently. The County's Revolving Loan Fund Committee will be implementing a new program that would grant over \$50,000 to Cities and Villages within Iowa County.

The terms of the grant program have not been completely defined at this time; however it will likely include the following:

1. The funds are to be used to cover up to 90% of the cost of hiring a grant writer; who shall be pursuing funds that will further economic development in an Iowa County community.
2. Applicants must send a representative to the "Iowa County Economic Development" monthly meetings. This group will discuss ways of encouraging further economic growth across the County and future funding awards will consider meeting attendance.

The purpose of this letter is to begin establishing Economic Development monthly meetings. Our first meeting will be held on April 24<sup>th</sup> at 7 PM in the Community Room of the Health and Human Services Building in Dodgeville. I anticipate that the grant program adopted by Iowa County will be introduced at this meeting. We will also discuss various economic development projects, and your representative will be asked to provide an update on economic activity in your community. Please consider sending a representative or two to this and future Economic Development meetings.

Sincerely,

Larry Bierke, County Administrator