

Annual Meeting Notice

West Central Wisconsin Regional Planning Commission (WCWRPC)

10:00 a.m., Thursday, September 14, 2017

Prairie Room – River Prairie Center

1445 Front Porch Place (see map)

Altoona, WI

Agenda

1. **Call to Order – Miller**
2. **Welcome and Introduction of Commissioners and Guests – Miller**
3. **Review and Approve Minutes of July 13, 2017 Commission Meeting – Miller**
(Executive Committee minutes included in packet for informational purposes only)
4. **Review and Approve Disbursements – Miller**
5. **Regional Economic Development Presentations -**
Momentum West Talent Initiative – Steve Jahn
WCWRPC Strong Towns Event – Craig Johnson
6. **Resolution Adopting Annual Comprehensive Economic Development Strategy (CEDS) Report – Landon Profaizer/Craig Johnson/Nelson/Miller**
Background: The Economic Development Administration (EDA) requires WCWRPC to prepare and submit a CEDS report annually. The document is due to EDA on October 31, 2017.
Potential Action: Review and approve annual report for submission to EDA.
7. **2018 Preliminary Budget Approval – Nelson/Miller**
Background: As per state statute, WCWRPC must adopt a preliminary budget for the coming calendar year prior to October 1st of the current year.
Potential Action: Review and approve 2018 Preliminary Budget.
8. **Funds Available in Individual Financial Institutions – Nelson/Miller**
Background: To ensure that Commission funds are fully protected, the Executive Committee adopted a motion at its April 13 meeting to limit deposits of WCWRPC funds in any single financial institution to \$250,000 (the current limit of FDIC insurance). At the August 17 Executive Committee meeting, WCWRPC staff presented information that the Wisconsin State Deposit Guarantee Fund provides coverage up to \$400,000 per financial institution for deposited government funds. Staff would prefer an account with the higher limit for financial management purposes. At its August 24 meeting the Executive Committee decided to refer this matter to the full Commission for consideration on September 14.
Potential Action: Discuss and consider approval of the higher financial limit.

9. **Employee Turnover Discussion – Nelson/Miller**
Background: Within the past year the Commission has had a 100% turnover in Regional Business Fund, Inc. (RBF) staffing. Much of this turnover seems to be tied to partner financial institution recruitment of Commission employees. The Executive Committee has requested that this item be placed on the agenda for discussion purposes.
Potential Action: Discuss and approve any action as appropriate.
10. **City of Greenwood Community Development Block Grant (CDBG) Administration Agreement – Johnson/Nelson/Miller**
Background: The City of Greenwood has requested assistance in administering a CDBG public facility award for completion of infrastructure work along East Begley Street.
Potential Action: Review and approve Agreement.
11. **Introduction of Staff and Director’s Report – Nelson**
Background: Nelson will introduce staff and provide an update on project and budget activities.
Potential Action: Informational only.
12. **Next Executive Committee Meeting Date – TBD**
13. **Next Commission Meeting Date – Thursday, November 9, 2017 – DUNN COUNTY**
14. **Adjournment – Miller**

ATTENTION COMMISSIONERS: If you are unable to attend, please contact Lisa Ruth at 715-836-2918 or lruth@wcvrpc.org. Counts are needed for quorum and lunch purposes.