

## Public Meeting Notice

**West Central Wisconsin Regional Planning Commission (WCWRPC)**

**10:00 a.m., Thursday, January 9, 2025**

**Eau Claire Conference Room**

**Third Floor of Building D, Banbury Place**

**800 Wisconsin Street**

**Eau Claire, Wisconsin**

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### Agenda

1. **Call to Order** – Chair John Frank
2. **Welcome and Introduction of Commissioners and Guests** – Frank
3. **Review and Approve Minutes of November 14, 2024, Commission Meeting** – Frank
4. **Review and Approve Disbursements** – Frank

5. **Discussion/Approval of 2025 Work Program and Budget** – Executive Director Scott Allen/Frank

*Background: A preliminary 2025 budget was approved by the Commission on September 12, 2024. A final 2025 Work Program and Budget is now being presented for review and approval.*

*Potential Action: Review and approve the 2025 Work Program and Budget.*

6. **Approval of Agreement with Polk County for the Provision of Annual Services for Calendar Year 2025** – Executive Director Allen/Frank

*Background: Since 2024, Polk County has requested all external service providers who receive annual funding from Polk County, such as WCWRPC through the annual levy assessment, to formalize this arrangement through a cooperative agreement or memorandum of understanding. State Statutes still dictate such a financial arrangement, and that is acknowledged in the proposed Polk County agreement. However, Polk County's agreement also requests annual updates, audit information, and certificate of insurance. These items have been annually provided, but the proposed agreement formalizes this.*

*Potential Action: Review and approve the agreement.*

- 7. Chippewa County Natural Hazard Mitigation Plan Update Agreement – Allen/Frank**  
*Background:* Chippewa County is requesting assistance in updating the Chippewa County Natural Hazard Mitigation Plan. Work activities to be completed will comply with requirements identified in the regulation checklist of the FEMA Local Mitigation Plan Review Tool and will assist the county in maintaining FEMA mitigation grant eligibility.  
*Potential Action:* Review and approve agreement.
- 8. Clark County Multi-Hazard Mitigation Plan Update Agreement – Allen/Frank**  
*Background:* Clark County is requesting assistance in updating the Clark County Multi-Hazard Mitigation Plan. Work activities to be completed will comply with requirements identified in the regulation checklist of the FEMA Local Mitigation Plan Review Tool and will assist the county in maintaining FEMA mitigation grant eligibility.  
*Potential Action:* Review and approve agreement.
- 9. Dunn County Multi-Hazard Mitigation Plan Update Agreement – Allen/Frank**  
*Background:* Dunn County is requesting assistance in updating the Dunn County Multi-Hazard Mitigation Plan. Work activities to be completed will comply with requirements identified in the regulation checklist of the FEMA Local Mitigation Plan Review Tool and will assist the county in maintaining FEMA mitigation grant eligibility.  
*Potential Action:* Review and approve agreement.
- 10. Approval of an Agreement with the Wisconsin Economic Development Corporation (WEDC) for a Capital Catalyst Program Grant Award for the Establishment of a Revolving Loan Fund to be Administered by the Regional Business Fund, Inc. – Fund Manager Tobi LeMahieu/Allen/Frank**  
*Background:* In response to recent hospital and clinic closures in the region, WCWRPC applied for and received a \$250,000 Capital Catalyst grant from the WEDC program to establish a business Revolving Loan Fund (RLF). The funds will be sub-granted to the Regional Business Fund, Inc. (RBF) to administer the RLF. The WEDC program requires a 1:1 match. In anticipation of the grant award, on October 9, 2024, the RBF authorized \$250,000 from the Technology Enterprise Fund (TEF) for use as the required matching funds to capitalize the new \$500,000 RLF. Following the close-out of the grant award, WCWRPC commits to continuing the use of the revolving fund for purposes of administering an RLF.  
*Potential Action:* Review and approve the agreement.
- 11. Approval of a Sub-Grant and Management Agreement with the Regional Business Fund, Inc. (RBF) for the Wisconsin Economic Development Corporation (WEDC) Capital Catalyst Program Grant Award – LeMahieu/Allen/Frank**  
*Background:* As noted, WCWRPC applied for and received a \$250,000 Capital Catalyst grant from the WEDC program to establish a new business Revolving Loan Fund (RLF). The funds will be sub-granted to the RBF to administer the RLF, which this agreement codifies.  
*Potential Action:* Review and approve the agreement.

- 12. Resolution Approving the Capital Catalyst Revolving Loan Fund (RLF) Manual - LeMahieu/Allen/Frank**  
*Background:* As noted, WCWRPC applied for and received a \$250,000 Capital Catalyst grant from the WEDC program to establish a new business RLF. The funds are sub-granted to the Regional Business Fund, Inc. (RBF) to administer the RLF, and the RBF will manage the RLF under the guidance of a formal manual, which this resolution codifies.  
*Potential Action:* Review and approve the resolution.
- 13. Chippewa-Eau Claire Metropolitan Planning Organization (MPO) Update – Senior Planner/MPO Director Eric Anderson**  
*Background:* MPO Director Anderson will present a report on MPO 2024 activities and 2025 plans.  
*Potential Action:* Informational only.
- 14. Director’s Report – Allen**  
*Background:* Allen will provide an update on project, budget, and staffing activities. Included will be a discussion of 2025 meeting dates and locations, including an outline of the 2025 Comprehensive Economic Development Strategy (CEDS) planning process and schedule.  
*Potential Action:* Informational only.
- 15. Any Other Business or Updates – Allen/Frank**
- 16. Next Proposed Commission Meeting Date – FRIDAY, March 14, 2025 – Location TBD**
- 17. Next Tentative Executive Committee Meeting Date – Thursday, February 13, 2025 – Banbury Place, Eau Claire**
- 18. Adjournment**  
*At the conclusion of the meeting, you are cordially invited to attend an open house in Suite 401, including a tour of recently remodeled Commission staff offices plus coffee & dessert.*

**ATTENTION COMMISSIONERS: If you are unable to attend, please contact Erin Whyte at 715-836-2918 or [ewhyte@wcwrpc.org](mailto:ewhyte@wcwrpc.org) as counts are needed for quorum and lunch purposes.**