

RESOLUTION 2014-61
(12-11-14)

RESOLUTION BY THE ECONOMIC DEVELOPMENT AND REDEVELOPMENT COMMITTEE AUTHORIZING ENTERING INTO A ONE YEAR AGREEMENT WITH THE RACINE COUNTY ECONOMIC DEVELOPMENT CORPORATION IN REGARD TO ECONOMIC DEVELOPMENT SERVICES

WHEREAS, the Racine County Economic Development Corporation provides business recruitment, business retention and expansion and community engagement services for the Village of Sturtevant; and

WHEREAS, various municipalities in Racine County contribute financially to RCEDC for these services; and

WHEREAS, the Village of Sturtevant has been utilizing the services RCEDC offers for many years; and

WHEREAS, in these distressed economic times, it is important to have RCEDC providing economic development services to the Village of Sturtevant.

NOW THEREFORE, the Village Board of the Village of Sturtevant, Racine County, Wisconsin does hereby resolve:

1. That the execution of one year agreement with the Racine County Economic Development Corporation which provides for provision of economic services to the Village of Sturtevant at a cost of \$30,000 per year beginning on January 1, 2015 is authorized and approved subject to final review and approval by the Village Administrator.
2. That the Village President and the Village Clerk are authorized to sign any agreements or other documents necessary to carry out the intent of this resolution.
3. That the funds for said contract shall be taken from Fund 203 (TID) and from the following accounts:203-51300-210.

Adopted by the Village Board of the Village of Sturtevant, Racine County, Wisconsin, this 16th day of December, 2014.

Village of Sturtevant

By _____
Steven Jansen, President

Attest _____
Mary Cole, Village Clerk



November 25, 2014

Steve Jansen, President
Members of the Village Board
Village of Sturtevant
2801 89th Street
Sturtevant, WI 53177

Dear President Jansen and Members of the Village Board:

This letter is intended to serve as an agreement between the Village of Sturtevant, hereinafter the "Village" and the Racine County Economic Development Corporation, hereinafter the "RCEDC". In accordance with this agreement, the RCEDC agrees to continue to provide economic development technical assistance to the Village, to coordinate this assistance with the designated Village staff and Village Board, and to implement the activities set forth herein.

PURPOSE

The purpose of the agreement is to further the overall goals of economic development by facilitating job growth and investment through interagency cooperation and services provided by the RCEDC.

AGREEMENT

The RCEDC agrees to provide direct economic development technical assistance to the Village in accordance with the adopted Racine County Economic Development Plan, as well as any economic development objectives promulgated by the Village Board. The RCEDC will assign an economic development professional to the Village. This person will act as the Village's economic development advocate and the lead staff person for assistance being provided to the Village. The lead staff, together with other RCEDC and Village staff members will expend his/her best efforts to promote economic development including the recruitment, retention and expansion of business within the Village.

The economic development services to be provided by the RCEDC will consist of the following:

Special Assistance

1. In anticipation of the closure of the Village's Tax Increment District in 2016, RCEDC will provide direct economic development assistance to achieve objectives expressed by the Village Board. Assistance specific to the anticipated TID closure may include, but is not limited to:
 - Work with the Village Board to define economic development goals and objectives after the TID closure.
 - Work with the Village Board to identify development and redevelopment opportunities.
 - Provide recommendations to the Village Board on potential economic development programs to support businesses expansion and investment (i.e. Revolving Loan Fund).
 - Provide technical assistance where appropriate.

Business Retention and Expansion (BRE) Assistance

2. Continue to conduct an on-going business expansion and retention program that consists of the following:
 - Provide a comprehensive business outreach program that will include a comprehensive interview with Racine County manufacturers and other prominent industries. Results will assist in providing direct assistance to these companies, as well as a guide in developing new, and refining existing programs for all businesses. RCEDC will contact the Village relative to any significant concerns.
 - Identify and work with 1st stage companies (companies with less than 10 employees) and 2nd stage companies (companies that include approximately 100 employees or less and no more than \$50 million in sales) through the CEO Roundtable program, as well as one-on-one technical assistance.
3. Assist existing businesses per direct contact or referral from the Village President and Administrator and report findings and resolution to the respective party. When meeting with local companies, the RCEDC staff will provide information on existing State and federal economic development assistance programs that provide funding that help meet the need of local businesses. These programs include low-interest loans, tax credit programs and workforce development assistance.

Business Recruitment Activities

4. Continue the implementation of a targeted business recruitment program that includes emphasis on the following:

- The geographic target of the Chicago-Milwaukee Corridor, with emphasis on the industry targets of: advanced manufacturing, logistics and distribution.
 - Second stage companies or those companies that include approximately 100 employees or less and no more than \$50 million in sales, through the identification of these companies in the Chicago-Milwaukee Corridor and working to recruit the companies to Racine County.
 - The geographic target of foreign direct investment or companies locating North American headquarters in the Chicago-Milwaukee Corridor or establishing initial sales offices that will lead to distribution facilities and ultimately, manufacturing facilities.
 - Milwaukee 7 or regional industry targets to include: water industries, advanced manufacturing and food processing.
5. Provide assistance through the development of customized proposals to businesses interested in establishing a location within the Village per direct contact or referral from the Village President or members of the Village's Staff, or other reliable sources. This activity includes providing copies of such proposals, when requested, to the Village Administrator, as well as a status report on such businesses as part of this agreement's semi-annual reports, coordinating regular meetings with the Village Administrator, and maintaining a periodic business follow-up procedure.

Marketing Activities

6. Continue to develop and implement the county-wide Jobs for Racine County (JRC) initiative. This program includes: a proactive business recruitment strategy, business retention and expansion (BRE) strategy, community engagement strategy and marketing activities to include the following:
- Represent the community through participation in:
 - Trade show events,
 - The 'Chicago Industrial Properties Summit' emphasizing newly constructed buildings and land opportunities,
 - Milwaukee 7 marketing activities, and,
 - Chicago's Area Industrial Real Estate (AIRE) professional networking functions.
 - Publish quarterly e-newsletter on economic development issues and local/regional training opportunities.
 - Host events including the RCEDC annual meeting;
 - Author monthly Journal Times newspaper articles featuring economic/workforce development issues.
 - Update RCEDC website, blog, LinkedIn and Facebook page with postings on projects, local company news and national and international articles of business interest.
 - Feature local project successes on the RCEDC website.
 - Provide periodic economic development news/event highlights on WRJN radio.

7. Community Engagement – Work with the following partners to provide an infrastructure for economic development in the Village of Sturtevant:
 - Entrepreneurship: UW-Parkside SBDC, Wisconsin Women’s Business Initiative Corporation, the Community Economic Development Corporation; Gateway Technical College; and Launch Box, Gateway Technical College’s entrepreneur drop-in center.
 - Workforce Development: Racine County Workforce Development Board’s strategic plan;
 - Appropriate Land Use: Racine County Planning and Development Department, and
 - Image/Quality of Life: Promoting our quality of life through Real Racine.

Workforce Development Services

8. RCEDC will provide the services of our Workforce Development Center representatives to assist recipients of Racine County Revolving Loan Fund loans and related assistance to employ unemployed and underemployed Racine County residents.
9. RCEDC will continue to be an advocate for the Village in working with the Racine County Workforce Development Center (WDC) to implement the WDC’s workforce development plan “Higher Expectations”. Specifically, the RCEDC Executive Director represents the Village through:
 - Participation in the Center’s Management Team;
 - Chairing the Workforce Development Board Planning Committee; and,
 - Participating on the Racine County and Tri-County Workforce Development Boards.
10. Assist in the implementation of the Racine County Inspire Wisconsin and Dream It, Do It Programs designed to assist youth in career decision making.

Business Finance Activities

11. Through business retention and recruitment activities, provide existing and potential businesses with information and assistance relative to available State, federal and local business development financing programs. This activity includes providing business loans to businesses utilizing appropriate RCEDC business finance staff to develop loan applications.

Organizational Development Assistance

12. Identification and implementation of appropriate strategies to address additional economic development issues and concerns that are identified throughout the contract period.

13. Provide written and verbal semi-annual reports to the Village President, Village Board and Village Administrator. This activity will include a summary of the activities conducted during the reporting period.
14. Coordinate the Village's economic development initiatives with, but not limited to, the following agencies:
 - Gateway Technical College
 - Milwaukee 7
 - Real Racine
 - Southeastern Wisconsin Regional Planning Commission
 - U.S. Economic Development Administration
 - U.S. Small Business Administration
 - UW-Parkside
 - UW-Parkside Small Business Development Center
 - Wisconsin Economic Development Corporation
 - Wisconsin Department of Administration
 - We Energies

Support Activities

15. The RCEDC will maintain demographic, socio-economic and economic development program information for the purpose of providing such information to expanding and new businesses in the Village of Sturtevant.
16. RCEDC will maintain an inventory of significant, marketable industrial and commercial buildings and land sites in the Village and a system for providing this information to interested parties.

TIME PERIOD FOR THIS AGREEMENT AND COMPENSATION

The above-referenced assistance will be provided by the RCEDC staff during the time period beginning January 1, 2015 to December 31, 2015. The cost to the Village of Sturtevant for this assistance is \$30,000. Payments will be made during the first week of each quarter, upon the receipt of an invoice from the RCEDC. The cost of developing any additional materials and significant printing and mailing of items necessary to implement these services are outside the scope of the Agreement and will be negotiated on an as necessary basis.

INDEPENDENT CONTRACTOR

RCEDC shall be an independent contractor of the Village. Neither RCEDC nor any of its officers, employees, or agents shall be considered to be an employee of the Village as a result of the obligations undertaken pursuant to this agreement. RCEDC's officers, employees and agents shall make no commitments or representations to third parties without prior approval of the

Village. In addition, RCEDC hereby holds harmless the Village and its departments, officers, employees and agents from and against all claims, demands and liability for damages to third persons of any type whatever arising solely out of the actions of RCEDC under this agreement.

LIABILITY INSURANCE

The RCEDC is to carry liability insurance and list the Village of Sturtevant as an additional insured on the policy.

TERMINATION

This agreement may be terminated by either party upon thirty (30) days written notice in the event of default by the other party of any material provision hereof which remains unremedied for thirty (30) days following written notice of such default.

NOTICES

Notices under this agreement shall be mailed by registered mail to the Village President and Village Administrator, 8811 Campus Drive, Sturtevant, WI 53108, for the Village, and to Jenny Trick, Executive Director, 2320 Renaissance Blvd., Sturtevant, WI 53177, for RCEDC, or shall be personally served on either said person or the person in charge of either respective office.

ASSIGNMENT

RCEDC agrees that it will not assign this agreement or any portion thereof, or any of its responsibilities hereunder, to any other party without first obtaining the written permission of the Village.

If the terms and conditions of this proposal are satisfactory, please sign the two original documents where indicated and return to the RCEDC for RCEDC final signature.

Sincerely,

Jenny Trick
Executive Director

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the _____ day of _____, 2014.

VILLAGE OF STURTEVANT

By: _____

Title: _____

**RACINE COUNTY ECONOMIC
DEVELOPMENT CORPORATION**

By: _____

Title: _____

Jenny Trick, Executive Director