CITY OF NEW RICHMOND
THE CITY BEAUTIFUL

156 East First Street
New Richmond, Wisconsin 54017
ph 715.246.4268 **fx** 715.246.7129
www.newrichmondwi.gov

Community Development Authority Meeting
City of New Richmond, Wisconsin
Wednesday, January 30, 2019
8:00 a.m. at the Civic Center (South Conf Rm)

If you are unable to attend the meeting, please notify Marie Bannink at 246-4268.

AGENDA:

1. Call to Order
2. Roll Call
3. Adoption of Agenda
4. Approval of the Previous CDA Meeting Minutes – October 23, 2018
5. Closed Session per State Statute 19.85 (1)(e) Deliberating Micro Loan Application
    a. Micro Loan – Moore Exceptional LLC, 125 East 3rd Street
6. Open Session – Action on Closed Session
7. Assignment Update
8. Announcements
9. Adjournment

cc: The News
Northwest Community Communications
City Website

A majority of the members of the New Richmond City Council may be present at the above meeting. Pursuant to State ex rel. Badke v. Greendale Village Board., 173 Wis. 2d 553, 494 N.W. 2nd 408(1993) such attendance may be considered a meeting of the City Council and must be noticed as such, although the Council will not take action at this meeting.

If you need a sign language interpreter or other special accommodations, please contact the City Clerk at 246-4268 or Telecommunications Device for the Deaf (TDD) at 243-0453 at least 48 hours prior to the meeting so arrangements can be made.

CITY OF NEW RICHMOND
COMMUNITY DEVELOPMENT AUTHORITY
TUESDAY, OCTOBER 23, 2018

Pursuant to due call and notice thereof, Chair Scottie Ard called a meeting of the Board of Commissioners of the Community Development Authority to order at 8:00 a.m. on October 23, 2018.

Members Present: Scottie Ard, Larry Moore, Jason Zahradka, Jim Jackson, and MaryKay Rice

Members Absent: Jessie Klopp and John Soderberg

Others Present: Kim Gorres, Beth Thompson, Noah Wiedenfeld, and Marie Bannink

Jim Jackson moved to approve the agenda, seconded by Jason Zahradka, and carried.

MaryKay Rice moved to approve the minutes of the August 17, 2018 meeting, seconded by Jim Jackson, and carried.

Jim Jackson moved to go into Closed Session per State Statute 19.85 (1)(e) Deliberating Facade Loan Applications, seconded by Larry Moore, roll call vote and unanimously carried.

Action on Closed Session:
The CDA reviewed and accepted the checklist for Facade Loan Approvals for Magmark Properties and Baxinga Enterprises. MaryKay Rice moved to approve the $20,000.00 loan application from Magmark Properties, seconded by Jim Jackson, roll call vote and unanimously carried. Jason Zahradka abstained. Jim Jackson moved to approve the $30,000.00 loan application from Bazinga Enterprises with staff asking about consideration on color change, seconded by Larry Moore, roll call vote and unanimously carried. Jason Zahradka abstained.

Announcements:
No announcements.

MaryKay Rice moved to adjourn the meeting, seconded by Jim Jackson, and carried.

Meeting adjourned at 8:38 a.m.
Minutes by Marie Bannink

REGIONAL BUSINESS FUND, INC.

Checklist for Micro Loan Committee Approval

☐ The micro loan committee has conducted basic financial underwriting prior to approval and the recipient can pay the proposed assistance.

☐ Project costs are reasonable and all sources of project financing are committed.

☐ Private capital is invested.

☐ Does not enable a business to compete unfairly with existing businesses in the community offering similar goods or services.

☐ LOAN DETAILS

Borrower Name: _____

Amount: _____ ($5,000 to $30,000)

Purpose: _____

Term*: _____

Amortization*: _____

*Term & amortization must be less than 10 years. If the request is for working capital, the term & amortization shall be for no more than 3 years.

Repayment: Monthly principal and interest payments for the term of the loan with no deferral period unless indicated in exceptions.

Interest Rate: 4% fixed

Security (check all that apply):

___ Purchase money security interest in the equipment as described as:

_____

___ A lien on all business assets

___ Real Estate Mortgage on the property described as:

_____

_x_ Personal Guarantees (required on all owners of 20% or greater)

___ Any additional security should be noted in exceptions

☐ The request complies with all requirements of Micro Loan Program policies and guidelines except as noted below:

Approved: _____ Denied: _____ Date: _____

Committee Members Initials:

_____ _____ _____ _____ _____ _____ _____

ADMINISTERED BY: WCWRPC

800 WISCONSIN STREET • BUILDING D2-401 • MAIL BOX 9 • EAU CLAIRE, WI 54703-3606
PHONE: 715.836.2918 • FAX: 715.836.2886 • EMAIL: rbfinc@rbfinc.org • WEBSITE: www.rbfiinc.org

REGIONAL BUSINESS FUND, INC.

MEMO

TO: Beth Thompson, New Richmond Micro Loan Committee

FROM: Tobi LeMahieu, West Central Wisconsin Regional Planning Commission (WCWRPC) Fund Manager, on behalf of Regional Business Fund, Inc. (RBF, Inc.)

RE: Micro Loan Request – Moore Exceptional LLC (dba You've Got Maids)

DATE: January 23, 2019

Moore Exceptional LLC (dba You've Got Maids) Request

Applicant Timeline: An application was received on December 19, 2019 from Moore Exceptional LLC. Staff reviewed file for initial eligibility and completeness. The applicant worked with staff to provide the necessary exhibits, but the applicant did not know where he was going to locate his business. WCWRPC staff told him a location would need to be secured prior to moving his loan request forward. On January 11, 2019, the applicant provided information to WCWRPC that his business location had been secured in New Richmond. Staff then prepared and forwarded a credit presentation and supporting information to the New Richmond Micro Loan Committee's lead contact on January 17, 2019.

The Moore Exceptional LLC loan request meets the RBF, Inc. Micro Loan program eligibility criteria listed below, and the proposed business is locating within the City of New Richmond. As such, this request is being forwarded to the New Richmond Micro Loan Committee for review and to decision.

Regional Business Fund, Inc. (RBF, Inc.) Micro Loan Fund Program Overview:

The RBF, Inc. Micro Loan Fund Program provides small loans ($5,000 to $30,000) to startup or newly established small businesses. The key objective is to assist business owners who are unable to access traditional financing (bank or credit union). RBF, Inc. can be the sole source of financing in the Micro Loan Fund program.

Eligibility:

- Be located within the seven-county region (Barron, Chippewa, Clark, Dunn, Eau Claire, Polk, and St. Croix) or propose to locate within the seven-county region;

REGIONAL BUSINESS FUND, INC.

Micro Loan Fund Program

Program Description

The Micro Loan Fund Program provides small loans to start-up, newly established, or growing small businesses. The key objective is to assist business owners, who have traditionally had difficulty accessing debt financing, by affording them another alternative for obtaining credit.

Eligibility

To be eligible, a business must:

- Be located within the seven county region (Barron, Chippewa, Clark, Dunn, Eau Claire, Polk, and St. Croix) or propose to locate within the seven county region;
- Have annual sales less than $1,000,000 or have 25 or fewer employees;
- Be a start-up or newly established business;
- Provide a business plan;
- Demonstrate ability to repay the loan.

Eligible activities include:

- New working capital, inventory purchases, and supplies;
- Acquisition of equipment, machinery, furniture, and fixtures;
- Real estate acquisition;
- Real estate acquisition;
- Building renovation and rehabilitation;
- Leasehold improvements;
- Natural disaster recovery.

Finance Terms and Conditions

- Loan sizes from $5,000 to $30,000;
- 4% fixed interest rate;
- Repayment terms up to ten years, with the exception of working capital loans which have a maximum term of three years;
- Collateral is required;
- Unlimited personal guarantees are required for any owner with a 20% or greater ownership interest in the business;
- Approved loans are enrolled in the Capital Access Program. Applicant must pay 3% of the loan amount towards the enrollment fee at time of closing;
- All customary out-of-pocket fees and legal costs made in connection with the transaction are the applicant's responsibility.

Application Procedures

- Interested businesses submit applications to the local County Economic Development Corporation or directly to the Regional Business Fund, Inc.
- Please submit application and $50.00 application fee payable to:

  Regional Business Fund, Inc.
  800 Wisconsin St., Mail Box 9,
  Eau Claire, WI 54703
  PH (715) 836-2918 FX (715) 836-2886
  Tobi LeMahieu - tlemahieu@wcwrpc.org or
  Jordan Pospishil - jpospishil@wcwrpc.org

  OR to the local Economic Development Corporation (contact your local EDC for details)

For More Information, Contact:

Your local Economic Development Corporation
OR
Tobi LeMahieu or Jordan Pospishil
Regional Business Fund, Inc.
800 Wisconsin St., Banbury Place, Mail Box 9
Eau Claire, WI 54703
Phone: 715-836-2918
Fax: 715-836-2886
Email: tlemahieu@wcwrpc.org
jpospishil@wcwrpc.org
Website: www.rbfinc.org

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MEMORANDUM

TO: CDA Members

FROM: Rae Ann Ailts, Finance Director
Beth Thompson, Community Development Director

DATE: January 23, 2019

SUBJECT: Notice of Assignment – Update

Notice of Assignment: on January 10, 2019 Wells Fargo Equipment Finance, Inc. out of Danbury, Ct, informed the City of New Richmond that there was a change in assignment for the Industrial Bonds issued with the approval of the Community Development Authority. The Industrial Bond is for Pit Hog Properties II, LLC.

Wells Fargo Equipment Finance, Inc. sold and assigned to Market Ventures, Inc. all of Assignor's rights, title and interest in all the obligations.

This does not affect any of financials for the City or any change the Industrial Bonds in anyway.