N O T I C E

A meeting of the City of Evansville Economic Development Committee will be held on the date and at the time stated below. Notice is further given that enough members of the City Council may be present to constitute a "meeting" under Wisconsin statutes and this constitutes notice of any such meeting. Requests for persons with disabilities who need assistance to participate in this meeting should be made by calling City Hall: (608)-882-2266 with as much advance notice as possible. Please silence cell phones and electronic devices during the meeting.

City of Evansville **Economic Development Committee**
Regular Meeting
Monday, October 19, 2026
City Hall, 3rd Floor, 31 S. Madison Street, Evansville, WI 53536
6:00 p.m.

1. Call to Order
2. Roll Call
3. Motion to approve the agenda.
4. Motion to waive the reading of the September 21, 2026 minutes and approve as printed.
5. Civility reminder
6. Citizen Appearances, other than listed agenda items
7. New Business
8. Old Business
    A. Update Building Improvement Grant for 2027
    B. 2026 Job Fair
    C. Library Partnership Update
    D. Business Visits
9. Monthly Reports
    A. Community Development Report
    B. Chamber of Commerce Report
    C. Tourism Commission Report
10. Discussion
11. Next Meeting and upcoming dates:
    A. Job Fair -- October 21, 2026 at 4:00 p.m.
    B. November 16th, 2026
12. Motion to Adjourn.

- *Kelly Knoble, Economic Development Committee Chair*

City of Evansville **Economic Development Committee**
Regular Meeting
City Hall, 3rd Floor, 31 S. Madison Street, Evansville, WI 53536
Monday, September 21, 2026, 6:00 p.m.

MINUTES

1. **Call to Order.** 6:02 pm

2. **Roll Call**:

	Present/Absent
Norman Barker	A
Kelly Knoble, Chair	P
Jon Alling	P
Paul Liesse	P
Brandon Rutz	A
Alex Moderhock	P
Sue Berg	P

Others Present
Erik Ferrar, Nate Perry, ECSD
Colette Spranger, Com. Dev. Director
Shawn Dunphy, Chamber of Commerce
James Otterstein, Rock County Development

3. ***Motion to Approve Agenda as printed. Motion by Knoble, second by Alling. Motion carried unanimously.***

4. ***Motion to waive the reading of the minutes from August 17th, 2026 meeting and approve as printed. Motion by Knoble, second by Liesse. Motion carried unanimously.***

5. **Civility Reminder**

6. **Citizen Appearances, other than listed agenda items**
   - **A.** Nate Perry attends to talk about the referendum on November 3rd. There will be a number of informational sessions to explain why the district is going to referendum. Flyers are available for distribution.

7. **New Business**

   A. Update Building Improvement Grant for 2027

   There has been less interest/need for the limited nature of the existing building improvement grant over the past few years. Related to recent code enforcement efforts, Spranger wonders if a small grant program to fund art displays in downtown windows might be an avenue towards improving the look of the downtown. It is mentioned that Creekside Place has a rotating art exhibit which might be able to provide content for willing participants. Otterstein offers the perspective that the committee needs to decide if the object of the grants should be something long lasting or a one-time project to boost engagement. Both have their merits. Berg notes that the purpose of the BIG

was to increase the appeal of the downtown and it might be time for something just a little different than what's been offered. Liesse shares his opinion that instead of focusing on occupied storefronts, the grant should be tailored to empty storefronts, and the proceeds be flexible to include interior renovations. The message to landlords/renters is that we can help with build out if that's what's holding up a lease. Liesse would like to see the match be less – 75% grant, 25% owner funding. Other necessary items for Liesse would be participation in some sort of business preparation class or mentorship program, or requiring a business plan as a need before handing over the money. This will be on next month's agenda.

8. Old Business

A. 2026 Job Fair

Coming up next month. Creekside has been booked for the event. Spranger is working on getting updated banners.

B. Library Partnership Update

SCORE presented at the library on September 15th. The talk included a general overview of what services SCORE provides, how they partner like-minded individuals. Liesse reported around a dozen participants – a decent turn out for a first time offering. Library is hoping to offer an introduction to marketing for small businesses next.

C. Business Visits

Spranger reports an impromptu visit with the Delong Company, who is expanding and improving how it stores and distributes soybeans. Lexi Ramirez of Wicked Awakenings Coffee is looking for a brick-and-mortar space.

D. Promotional Materials Update

Alling finalized the design. It has been sent to the printers and will be ready in time for Fall Fest.

9. Monthly Reports

A. Community Development Report

Preparing for the new CHS plant has taken up most of Spranger's time this month.

B. Chamber of Commerce Report

Lots of groundbreakings this month. Bad weather for the Historic Home Tour but a decent turn out.

C. Tourism Commission Report

Tourism is looking for a new member to represent the lodging industry. Next meeting is Thursday, October 8th.

10. Discussion

11. Next Meeting Dates:

A. October 19, 2026 at 6:00 p.m.

B. Job Fair -- October 21, 2026 at 4:00 p.m.

C. TBD – CHS Groundbreaking

12. ***Adjourn.*** ***At 7:05 PM.***

BUILDING IMPROVEMENT GRANT PROGRAM 2026
RENAME? STOREFRONT INVESTMENT GRANT?
CITY OF EVANSVILLE, WI

PURPOSE

The Evansville Building Improvement Grant Program was created to encourage and assist the maintenance and rehabilitation of our community's commercial buildings. Since 2018, sixteen grants totaling $26,000 have been distributed to businesses.

ELIGIBILITY

- Applicants must be the owner of record, mortgagor, contract purchaser or lessee of property (with property owner's written consent).

- Property must be located within the City of Evansville, and must be used for commercial purposes. Industrial, residential and church-related properties are not eligible. If there is a mixed-use property involved in the grant request, only the commercial aspect will be covered by the grant.

- Preference will be given to properties located within the City's central business district (B-2) but all business/building owners throughout the City are encouraged to apply.

- National or regional are ineligible unless owned by an independent franchisee.

- ~~All grant proceeds must be used for the exterior renovation of the structure.~~

- ~~Ineligible costs: signs, murals, landscaping, working capital (e.g. staff wages, rent costs), property acquisition, or refinancing of existing debt.~~

- ~~Grant amounts shall not exceed 40% of the project's total cost - with a maximum~~Maximum award of $3,000 per applicant. ~~*Therefore, to receive the maximum grant amount, the total project cost must be at least $7,500*~~. 25 BUSINESS/ 75 CITY SPLIT?

- Limit one grant per property per year. Recipients of BIG funds from the previous year will not be eligible.

- All Building Improvement Grant requests are subject to review by the Building Improvement Grant Committee. Grant decisions will be determined on a case-by-case basis and are subject to fund availability during that year's annual application period.

- Grants will be distributed to recipients upon successful completion of the project as approved. Changes to an approved project must be reviewed and approved by the City Administrator. Additional approval of the Building Improvement Grant Committee may be deemed necessary for significant changes. Failure to obtain proper approval may result in a reduction of award amount or the forfeiture of the grant in its entirety.

    - DISTRIBUTED UPON BUILDING PERMIT?

- HAND OUT IN HALVES?

- The Building Improvement Grant Committee will monitor program compliance. The City ~~Clerk/~~Treasurer will administer all Building Improvement Grant funds.

- Applicants are encouraged to use other funding sources, such as the state's historic preservation tax credit program or programs from the WEDC, to maximize the award amount.

DEADLINES & INFORMATION

The Building Improvement Grant Committee will then meet to evaluate and award grants. Projects must be completed within six months of approval, unless an extension is granted by the Building Improvement Grant Committee.

Applications and/or further information can be obtained by contacting Community Development Director Colette Spranger at (608) 882-2263, c.spranger@evansvillewi.gov, by stopping in at City Hall during business hours, or by asking a member of the Economic Development Committee.

Building Improvement Grant Program

PROGRAM APPLICATION

1. APPLICANT INFORMATION

Name _____

Address_____
_____
_____

Phone _____

Interest in property to be renovated (check one)

____ Owner/Mortgagor
____ Buyer on contract
____ Tenant

If buyer on contract, who is the property owner?

_____

If tenant, who is the property owner?

_____

If tenant, how many years are left on the current lease?

_____

2. PROJECT INFORMATION

Business Name _____

Project Address _____

~~Location Map Attached Yes_____ No___~~

Current property Use _____

Proposed Use

_____

_____

_____

_____

Proposed Rehabilitation

_____

_____

_____

_____

Project Cost Estimates **CHANGE THIS TO AUTO FILL GRANT AMOUNT?**

Rehabilitation	BIG	Owner Equity	Other Financing (specify source)	Total
Exterior Renovation				
Signage	$0			
Landscaping/Site Improvements	$0			
Total				

3. REQUIRED APPLICATION ATTACHMENTS

To receive full consideration, the following items must be included with the application.

- ☐ Site plan drawn to scale, at a minimum at 1"=100'.
- ☐ Elevations of any facade proposed to be altered, drawn to scale of at least 1/8" = 1'; each elevation drawing should include notations of proposed materials, color, finishes and details. The drawing should clearly show proposed signage (if any). Perspective renderings of the proposed project and/or photos of similar structures may be submitted, but not in lieu of adequate drawings showing the actual intended appearance of the buildings.
- ☐ Clear and identifiable photographs of the building facades and facades of neighboring buildings. If more than one facade is proposed for renovation, photographs of each building facade, proposed as well as neighboring, should be submitted.
- ☐ Preliminary ~~(written)~~ cost estimates from qualified contractors.
- ☐ Rehabilitation/Construction time schedule, noting start and completion date. HOW TO GET THIS WITHOUT PENALIZING A PROJECT THAT GOES OVER?
- ☐ Articles of Organization (Form CORP 502) or similar
- ☐ BUSINESS PLAN

4. CERTIFICATION

I, the undersigned, certify that I have received and read the guidelines and procedures of the Building Improvement Grant Program (BIG). I certify that all information provided herein is true and accurate to the best of my knowledge. I further certify that I have completed and provided the required attachments in accordance with this application.

Applicant Name (print or type)_____ Date_____

Applicant Signature_____

****************************OFFICE USE ONLY***************************

Date Received_____ Lending Institution_____

Application is _____APPROVED ____DENIED Date_____

BIG Committee Signatures_____
_____
_____
_____
_____

Comments_____
_____
_____
_____