



Approved  
1/25/2018

Jefferson County Economic Development Consortium  
**BOARD MINUTES**

October 26, 2017

Amended

Meeting called to order at 8:30 a.m.

Board members present: John David-City of Watertown, Matt Trebatoski – City of Fort Atkinson, Kyle Ellefson – Village of Johnson Creek, Steve Wilke – City of Lake Mills, David Carlson – City of Whitewater, Mo Hanson – City of Waterloo, Jim Mode – County Supervisor, Amy Rinard – County Supervisor, Augie Tietz – County Supervisor

**Absent:** Tim Freitag – City of Jefferson, Andrew Wescott-Barten – Village of Cambridge

**Others Present:** Gene Dalhoff-MadRep, Jim Falco-Madison College, Vern Lindquist – UW Extension, Anita Martin, Ronnie Monroe, Victoria Pratt-JCEDC Executive Director, Julie Oliver – JCEDC Marketing Manager, RoxAnne Witte-JCEDC Program Specialist.

**Roll Call – Quorum Established**

**Certification of compliance with Open Meeting Law Requirements**

Staff certified compliance for the agenda dated 10-26-2017.

**Approval of Agenda**

Mode/Trebatoski moved to approve agenda dated 10-26-2017.

**Minutes**

The August 24, 2017 minutes will be corrected to list Augie Tietz – County Supervisor as being present.

Tietz/Ellefson moved to approve the revised minutes. Motion Carried.

**Public Comments**

Ronnie Monroe addressed the committee regarding the Pipeline Safety Trust. A copy of the FEMA manual was presented to all board members present.

**JCEDC Reports**

1. **Review of Financials** - Discussion was held on the September 30, 2017 Financial Report and the 2017 projected year end income/expenses. 2018 budget projections will include \$135,000 coming from GHDP, \$10,000 from Jefferson County home buyer program and from \$85,000 Dodge County. County Administrator working on finalizing the Contract for Services between JCEDC and GHDP. Tietz/Ellefson moved to approve the September 30, 2017 Finance Report as presented. Motion Carried.
2. **Revolving Loan Fund Update** – Pratt reported that there currently are three businesses with active loans from the program and the current available balance in the Jefferson County Loan Program is \$648,953.09.
3. **Rail Road Commission Update** – Tietz reported that the bidding processing has started for the removal of the Sauk County Bridge with contract award to be December 14, 2017.

**General Orders**

1. **Campaign Wrap Up** – The updated Capital Campaign Fund Raising report was distributed to the board for review. Pratt informed the board that the strategic plan is being updated to reflect current available funds and that the GHDP board will continue to solicit investors. The Strategic Plan Revision meeting was held on October 23, 2017.
2. **Directors Report** –
  - a. Pipeline Update - Pratt distributed the Opportunity Pipeline Report for review and updated the board on specific projects.
  - b. Activities Update/Strategic Plan – Pratt updated the board on the presentations she has given in both Dodge and

Jefferson Counties, meetings with Chambers to plan for 2018 Manufacturing Month activities, discussion on affordable housing and information sessions on mixed use development solutions that we will be hosting in January for both Dodge and Jefferson Counties, review of the IEDC annual meeting, and continued work on the strategic plan and the labor analysis survey.

- c. Annual Meeting update – Meeting will be held November 15, 2017, 11:30 – 1:00 pm. at Madison College in Watertown. Keynote speakers will be Rebeca Deschane and David Anderson. Topic of discussion will be Wisconsin's Strategy to Address State Worker Shortages. Marquardt Manor will be catering the event and cost will be \$20.00.

#### **New Business**

1. **Future Agenda Items** – Madison College presentation to JCEDC will be at the January 25, 2018 meeting.

#### **Adjournment**

There being no further business for consideration, motion by Carlson/Wilke to adjourn. Motion carried

Meeting adjourned at 9:30 a.m.

Respectfully submitted,

  
RoxAnne L. Witte