

**Jefferson County Economic Development Consortium (JCEDC) and ThriveED Board of Directors Meeting
December 21, 2023 – Meeting held in person and via Zoom.**

Zoom Link: <https://us06web.zoom.us/j/86431259008?pwd=U2FveTM4TTUyTDF1dzJUCGp2SGpZZz09>

Meeting ID: 864 3125 9008

Passcode: 417932

Board Members - JCEDC

Rebecca Houseman - City of Fort Atkinson, Drake Daily– City of Lake Mills, Timothy Freitag – City of Jefferson, Everett Butzine– City of Waterloo, Emily McFarland – City of Watertown, John Weidl– City of Whitewater, Lisa Moen – Village of Cambridge, Kyle Ellefson - Village of Johnson Creek, Kathy Weiss – Village of Palmyra, County Supervisor Bruce Degner, County Supervisor Mark Groose, County Supervisor Karl Zarlring

Board Members – ThriveED

David Schroeder, Brian Knox, Casey Malesevich, Tom Dehnert, Scott Lausten, Don Lunak, Sr., Karie Martin, Matt Mauthe, Andy Nelson, Joshua Patterson, Kevin Paynter, Nate Salas, Stewart Wangard, Rebecca Houseman, Everett Butzine, Paul Ambrose, Tina Crave, Kellie Karpinski, Richard Keddington, Shawna Marquardt, James Nelson, Ben Wehmeier

I. **Call to Order** - Meeting called to order by at 8:31 am.

II. **Roll Call – Quorum Established**

- JCEDC Board Members Present:
Rebecca Houseman - City of Fort Atkinson, Drake Daily– City of Lake Mills, Everett Butzine– City of Waterloo, Emily McFarland – City of Watertown, Kyle Ellefson - Village of Johnson Creek, Kathy Weiss – Village of Palmyra, Bill Christ – Village of Cambridge, County Supervisor Bruce Degner, County Supervisor Mark Groose, County Supervisor Karl Zarlring
- ThriveED Board Members Present
David Schroeder, Brian Knox, Tom Dehnert, Kevin Kaufman, Kellie Karpinski, Don Lunak, Sr., Casey Malesevich, Andy Nelson, James Nelson, Joshua Patterson, Kevin Paynter, Nate Salas, Tina Crave, Shawna Marquardt, Scott Lausten, Stewart Wangard, Rebecca Houseman, Everett Butzine, Ben Wehmeier
- Staff Present: Julie Olver, Deb Reinbold, Deb Sybell, RoxAnne Witte
- Others Present: Mason Becker and Buck Smith

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

Staff certified compliance for the agenda dated December 21, 2023.

IV. **Approval of Agenda**

Crave/Daily moved to approve agenda as presented. Motion passed.

V. **Approval of Minutes**

Knox/Butzine moved to approved August 24, 2023 JCEDC & ThriveED minutes as printed. Motion passed.

VI. **Public Comments – None**

Kathy Weiss and Kevin Kaufmann arrive at 8:40 am.

VII. **JCEDC/ThriveED Reports**

a. **Discussion and Approval of Finance Reports for Economic Development and Homebuyer Program**

Butzine/Zarlring moved to approve the Finance Reports for Economic Development and Homebuyer Program as printed. Motion passed.

b. **Discussion and Approval of Finance Reports for ThriveED**

Knox/Patterson moved to approve the Finance Reports for ThriveED as printed. Motion passed.

c. **Discussion and Approval of ThriveED 2024 Budget**

Knox/Kaufmann moved to approve ThriveED 2024 Budget with the FAB Innovation Loan noted in the footnotes. Motion passed.

d. **Discussion: Board Committees**

Discussion was held on creating the following committees for 2024 – Investors Relations, Finance and Housing. These suggestions will be discussed at the Executive Committee in January 2024.

e. **Staffing Updates**

- i. Reinbold reported that Phil Ostroski is no longer employed as the Revolving Loan Fund Manager.
- ii. Reinbold updated the board on the training staff are receiving with inVantage and new software that will be implemented in the future.

f. **Thrive Website**

Olver updated the board on the new ThriveED website she is creating. Discussion was held on what information will be collected for the new site. No action taken.

g. Thriving Business

- i. Presentation: Opportunity Pipeline**
Reinbold gave an update on projects in the Opportunity Pipeline. No action taken.
- ii. Update: Jefferson County Food & Beverage Innovation Campus**
Reinbold updated the on the plans for expansion. No action taken.

h. Diverse Housing

- i. Update: Live Local development Fund**
 1. Sybell reported that one application was approved, but developer not able to get deal to pencil out/cash flow and two applications are pending. No action taken
 2. Loan committee is working on finalizing language for the Loan Policy. No action taken.
- ii. Update: Jefferson County HUD Application**
Application submitted, waiting for final approval. No action taken.
- iii. Report: National Rural Housing Conference**
Reinbold gave an update on the conference she attended in Washington DC. No action taken.
- iv. Report: WHEDA Conference**
Sybell gave an update on the WHEDA conference that staff recently. Jefferson County is getting notice for things we are doing regarding housing and the lack thereof. No action taken.

i. Activated Workforce

- i. Report: Latino academy Career Fair – Whitewater**
The Latino Academy Career Fair was held on October 26th. Sponsors for the event were Latino Academy of Workforce Development, Whitewater School District, City of Whitewater, and Whitewater Chamber of Commerce. We had 47 participants and 15 employers in attendance. No action taken.
- ii. Report: Wisconsin Talent Attraction Community Partner Network**
Reinbold will be participating in this network as an ambassador. No action taken.

j. Trust & Partnership: Reinbold, Sybell and Wehmeier, gave brief updates on the following topics. No action taken.

- i. Report: Fort Atkinson Capital Catalyst Revolving Loan Fund**
Sweet Spot Coffee Shop
- ii. Report: Jefferson County Strategic Plan Updates**
- iii. Report: Every Child Thrives Transformation Council**
- iv. Report: Leadership Watertown**
- v. Report: Investor Presentations**
Local Government Academy – Fort Atkinson
- vi. Community Discussion**
JCEDC board members are encouraged to share a brief update about their community, initiatives and/or challenges. Updates were given on community initiatives. No action taken.
- vii. Thrive Board Discussion**
THRIVE board members are encouraged to share a brief update about their company, initiatives and/or challenges. Updates were given on business activity, challenges, and initiatives. No action taken.

k. Thrive ED Investors Meeting – Elections

At the ThriveED Annual Meeting held on October 12, 2023 for following 2024 slate of officers were presented for approval – Kevin Kaufman – Chairperson, Tina Crave – Vice Chairperson, Casey Malesevich – Secretary/Treasurer Kaufmann/Knox moved to approve the 2024 ThriveED slate of officers. Motion passed.

l. General Updates

- i. Upcoming Events**
 - January 25, 2024 JCEDC/ThriveED Executive Committee Meeting
 - February 22, 2024 – JCEDC/Thrive Board of Directors Meeting

VII. Adjournment

There being no further business to come before the JCEDC or ThriveED board for consideration at this time. Zarling/Knox moved to adjourn.
Meeting adjourned at 10:03 am.

Minutes prepared by:
RoxAnne L. Witte
Program Specialist, Jefferson County Economic Development Consortium