

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 Goose, County Supervisor Karl Zarling

Board Members – ThriveED

David Schroeder, Brian Knox. Casey Malesevich, Tom Dehnert, Scott Lausten, Don Lunak, Sr., Karie Martin, Matt Mauthe, Andy Nelson, 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 at 8:32 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, County Supervisor Bruce Degner, County Supervisor Karl Zarling
- ThriveED Board Members Present
Tom Dehnert, Kevin Kaufman, Brian Knox, Kellie Karpinski, Don Lunak, Sr., Matt Mauthe, Andy Nelson, Kevin Paynter, Nate Salas, Stewart Wangard, Rebecca Houseman, Everett Butzine, David Schroeder, Casey Malesevich, Scott Lausten, James Nelson, Shawna Marquardt
- Staff Present: Julie Olver, Deb Reinbold, RoxAnne Witte
- Others Present: Mason Becker

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

Staff certified compliance for the agenda dated April 25, 2024.

IV. **Approval of Agenda**

Ellefson/Knox moved to approve agenda as presented. Motion passed.

V. **Approval of Minutes**

Knox/Butzine moved to approve February 28, 2024 JCEDC & ThriveED minutes as printed. Motion passed.

VI. **Public Comments – None**

VII. **JCEDC/ThriveED Reports**

a. **Discussion and Approval of Finance Reports for JCEDC**

Ellefson/Zarling moved to approve the Finance Reports for Jefferson County Economic Development as printed. Motion passed.

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

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

c. **Discussion and Possible Action on Fees associated with the Live Local Development Fund (LLDF)**

Reinbold updated the board on the program and the grant that was received from WEDC. Due to the additional legal expenses incurred in setting the program up staff is asking for an additional \$20,000 to complete the setup. Discussion was held on the funding of this expense. It was the consensus of the board that a memo would be sent to the ThriveED board members asking for their approval of up to \$20,000 to be used to complete the setup of the LLDF program.

d. **Board**

i. **Update: Committees**

Finance, Audit & Compliance – Tom Dehnert will serve as chairperson.

Investors Relations Committee – Kevin Kaufman will serve as chairperson.

Ad Hoc Committee – Housing – Karl Zarling will serve as chairperson

ii. **Update:** Bank First – Reinbold reported that Josh Patterson is no longer employed with Bank First.

e. **Staffing Updates.**

Reinbold reported to the board that Deb Sybell is no longer with the organization and that she is working with Human Resources on next steps. No action taken.

f. 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 board on the plans for expansion and the upcoming groundbreaking for Kikkoman Foods. No action taken.

Discussion was held on how we position ourselves to work with local/area providers as we continue to receive more requests for expansion from our existing businesses or requests to locate a new business in Jefferson County.

g. Diverse Housing

i. Report: Jefferson County Housing Counseling

Prepurchase – Witte updated the board on the homebuyer activity for the year. No action taken.

Rehab – Witte updated the board on the City of Watertown's rehab program. No action taken.

ii. Report: Live Local Development Fund (LLDF)

Reinbold reported that they continue to meet with potential investors and the committee will be accepting applications in the near future. No action taken.

h. Activated Workforce

i. Update: Jefferson County SHRM: Seeking Asylum Seekers Conference.

Reinbold updated the board on the conference that will be held in August. No action taken.

i. Trust & Partnership

i. Report: Investor Presentations

Presentations given to Watertown City Council, Watertown RDA, and Cambridge Economic Development Committee. Presentation scheduled for the City of Fort Atkinson. No action taken.

ii. 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, current projects, and challenges. No action taken.

iii. 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, initiatives, and challenges. No action taken.

j. General Updates

i. Upcoming Events

- May 8, 2024 Conversations with Thrive - 4:00 pm – 5:30 pm, The Drafty Cellar in Watertown
- May 22, 2024 – JCEDC/ThriveED Executive Committee – 8:30 am, UW Extension Building Jefferson
- June 27, 2024 – JCEDC/ThriveED Board of Directors – 8:30 am, UW Extension Building Jefferson

VIII. Adjournment

There being no further business to come before the JCEDC or ThriveED board for consideration at this time Knox/Dehnert moved to adjourn.

Meeting adjourned at 9:35 am.

Minutes prepared by:

RoxAnne L. Witte

Program Specialist, Jefferson County Economic Development Consortium

**Jefferson County Economic Development Consortium (JCEDC) and ThriveED
Board of Directors Meeting
April 25, 2024 – Meeting held in person and via Zoom.**

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 - Staff Present: Julie Olver, Deb Reinbold, RoxAnne Witte
 - Others Present: Mason Becker
- III. **Certification of compliance with Open Meeting Law Requirements**
Staff certified compliance for the agenda dated April 25, 2024.
- IV. **Approval of Agenda**
Ellefson/Knox moved to approve agenda as presented. Motion passed.
- V. **Approval of Minutes**
Knox/Butzine moved to approve February 28, 2024 JCEDC & ThriveED minutes as printed. Motion passed.
- VI. **Public Comments** – None
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