



**Thursday, June 29, 2017– 8:30 am**  
864 Collins Road, Room 12, Jefferson, WI 53549

## **JEFFERSON COUNTY ECONOMIC DEVELOPMENT CONSORTIUM (JCEDC) BOARD AGENDA**

### **Board Members**

Chairman: John David – City of Watertown

Steve Wilke – City of Lake Mills, Matt Trebatoski – City of Fort Atkinson, Timothy Freitag – City of Jefferson, Mo Hansen – City of Waterloo, David Carlson – City of Whitewater, Vacant– Village of Cambridge, Kyle Ellefson - Village of Johnson Creek, Jim Mode – County Supervisor, Amy Rinard – County Supervisor, Augie Tietz – County Supervisor

- I.** Call to Order
- II.** Roll Call (Establish a quorum)
- III.** Certification of Compliance with Open Meeting Laws
- IV.** Approval of June 29, 2017 Agenda
- V.** Approval of Minutes – May 25, 2017 \*#
- VI.** Public Comment - *Members of the Public who wish to address the JCEDC on specific agenda items must register their request at this time.*
- VII.** IGA Agreement#
- VIII.** JCEDC Reports
  - A.** Finance Report – May 31, 2017 \*#
- IX.** General Orders
  - A.** Campaign Update – Jay Werth
  - B.** Directors Report
    - Activity Report
    - Opportunities/Projects Update
- X.** New Business
  - A.** Future Agenda Items
  - B.** Upcoming Meetings/Seminars
    - JCEDC Board of Directors – July 27, 2017, 8:30 am, 864 Collins Rd, Rm 12, Jefferson, WI
    - **JCEDC/GHDP Joint Board of Directors Meeting** – August 24, 2017, 8:30 am, 864 Collins Rd, **Rm 8-9**, Jefferson, WI
- XI.** Adjournment

*\*Indicates a vote will be taken. #Indicates a document is enclosed.*

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



## Board Action Form

Action

Docs Enclosed

Future Review

Date: Approval 2017

Point of Contact:

Agenda Item: Approval of June 29, 2017 Agenda

Respective Issue: Agenda Approval

| Yes | No | Abstain | Absent |                   |                 |
|-----|----|---------|--------|-------------------|-----------------|
|     |    |         |        | C-Fort Atkinson   | Matt Trebatoski |
|     |    |         |        | C-Jefferson       | Tim Freitag     |
|     |    |         |        | C-Lake Mills      | Steve Wilke     |
|     |    |         |        | C-Waterloo        | Mo Hansen       |
|     |    |         |        | C-Watertown       | John David      |
|     |    |         |        | C-Whitewater      | Pat Cannon      |
|     |    |         |        | V-Cambridge       | Steve Struss    |
|     |    |         |        | V-Johnson Creek   | Kyle Ellefson   |
|     |    |         |        | County Supervisor | Jim Mode        |
|     |    |         |        | County Supervisor | Amy Rinard      |
|     |    |         |        | County Supervisor | Augie Tietz     |

Action Taken:

Motion Carried

Not Carried / Denied

Amended As Follows:



## Board Action Form

Action

Docs Enclosed

Future Review

Date: June 2017

Point of Contact:

Agenda Item:            Approval of Minutes

Respective Issue:    Approve May 25, 2017 Minutes

| Yes | No | Abstain | Absent | C-Fort Atkinson   | Matt Trebatoski |
|-----|----|---------|--------|-------------------|-----------------|
|     |    |         |        | C-Jefferson       | Tim Freitag     |
|     |    |         |        | C-Lake Mills      | Steve Wilke     |
|     |    |         |        | C-Waterloo        | Mo Hansen       |
|     |    |         |        | C-Watertown       | John David      |
|     |    |         |        | C-Whitewater      | Pat Cannon      |
|     |    |         |        | V-Cambridge       | Steve Struss    |
|     |    |         |        | V-Johnson Creek   | Kyle Ellefson   |
|     |    |         |        | County Supervisor | Jim Mode        |
|     |    |         |        | County Supervisor | Amy Rinard      |
|     |    |         |        | County Supervisor | Augie Tietz     |

Action Taken:

Motion Carried

Not Carried / Denied

Amended As Follows:

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# Jefferson County Economic Development Consortium BOARD MINUTES

May 25, 2017

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

**Board members present:** John David – City of Watertown; Steve Wilke - City of Lake Mills; Patrick Cannon – City of Whitewater; Supervisor Jim Mode; Supervisor Amy Rinard; Supervisor Augie Tietz; Steve Struss – Village of Cambridge

**Others Present:** Ben Wehmeier – County Administrator; Supervisor Mary Roberts; Jay Werth – Convergent Nonprofit Solutions; Jennifer Bakke – MATC; Dave Carlson – City of Whitewater; Jim Falco – MATC; Alexa Zollner – Daily Union; Paul Jadin – MadREP; Jason Scott - WEDC; Melissa Hunt – WEDC; Victoria Pratt - JCEDC Executive Director; Julie Olver – JCEDC Business Relations/Marketing Manager; RoxAnne Witte – JCEDC Program Specialist

**Roll Call – Quorum Established**

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

R Witte certified compliance for the agenda dated May 25, 2017.

**Approval of Agenda**

Mode/Wilke moved to approve agenda as presented. Motion Carried

**Approval of Minutes**

Struss//Mode moved to approve minutes of the JCEDC Board of Directors meeting of April 27, 2017. Motion Carried.

**Public Comment**

Jennifer Bakke introduced her replacement – Jim Falco.

Patrick Cannon introduced the David Carlson the new CDA Director for the City of Whitewater.

Introductions were done by all present.

**Election of Officers**

Motion by Tietz/Wilke to nominate John David as chairperson, Motion by Mode/Cannon to close nominations and cast unanimous ballot for John David as chairperson. Motion carried.

Motion by Cannon/Wilke to nominate Matt Trebatoski as vice chairperson. Motion by Tietz/Wilke to close nominations and cast a unanimous vote for Matt Trebatoski as vice chairperson. Motion carried.

Motion by David/Tietz to nominate Steve Wilke as secretary/treasurer. Motion by Mode/Tietz to close nominations and cast a unanimous vote for Steve Wilke as secretary/treasurer. Motion carried.

**Terms of Office**

| Name            | Community Representing   | Term Expires |
|-----------------|--------------------------|--------------|
| Tim Freitag     | City of Jefferson County | May 2018     |
| Augie Tietz     | County Supervisor        | May 2018     |
| Kyle Ellefson   | Village of Johnson Creek | May 2018     |
| Steve Wilke     | City of Lake Mills       | May 2019     |
| Jim Mode        | County Supervisor        | May 2019     |
| Matt Trebatoski | City Fort Atkinson       | May 2019     |
| Patrick Cannon  | City of Whitewater       | May 2019     |

|              |                      |          |
|--------------|----------------------|----------|
| John David   | City of Watertown    | May 2020 |
| Amy Rinard   | County Supervisor    | May 2020 |
| Mo Hansen    | City of Waterloo     | May 2020 |
| Steve Struss | Village of Cambridge | May 2020 |

### JCEDC Reports

#### A. Financial Report – April 30, 2017

Wilke/Mode moved to approve the April 30, 2017 JCEDC Finance Report as presented. Motion Carried.

#### B. Jefferson County Revolving Loan Fund (RLF) Update – No action taken

##### 1. Jefferson County Revolving Loan Fund Compliance Report 3-31-2017.

V Pratt updated the board on the semiannual report that was distributed to the board. Currently there are five businesses using the program and loan fund balance is \$606,958.49

##### 2. Jefferson County RLF Application – Application withdrawn by applicant on May 23, 2017.

### General Orders

#### A. Capital Campaign Update

J Werth reviewed the campaign activity to date report that was distributed to the board. No action taken.

#### B. Director's Report – No action taken

1. Opportunities Update - V Pratt updated the board on the 5 new projects that were added to the pipeline in the last 30 days. The 5 projects include: 2 profession services (1 new business to the area and 1 business retention), 2 manufacturing (both new to the area), and 1 mixed use development.

2. Activities Update – V Pratt updated the board on the businesses that were visited in the last 30 days, the response to the IRS on the Glacial Heritage Development Partnership 501(c)(3) application, and the various meetings that have been held with Dodge County staff.

3. Sauk County Bridge Repair by Railroad Commission - Discussion was also held on the funding of the replacement of the Sauk County Bridge by the Railroad Commission. All board members are to respond to Supervisor Tietz with their comments on the issue.

### New Business

#### A. Future Agenda Items

1. Joint Meeting of the GHDP & JCEDC - The joint meeting of the Glacial Heritage Development Partnership Board of Directors and the Jefferson County Economic Development Consortium Board of Directors will be held on August 24, 2017, 8:30 am, 864 Collins Rd, Rm 8-9, Jefferson, WI
2. MATC Presentation will be made at the July 27, 2017 JCEDC Board of Directors meeting.

#### B. Upcoming Meetings/Seminars

1. JCEDC Board of Directors, June 29, 2017, 8:30 a.m., 864 Collins Rd, Rm 12, Jefferson, WI
2. JCEDC Board of Directors, July 27, 2017, 8:30 am, 864 Collins Rd, Rm 12, Jefferson, WI

### Adjournment

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

Meeting adjourned at 9:23 a.m.

Respectfully submitted,

RoxAnne Witte  
Recording Secretary



## Board Action Form

Action

Docs Enclosed

Future Review

Date: June 2017

Point of Contact:

Agenda Item: IGA Agreement

Respective Issue:

| Yes | No | Abstain | Absent |                   |                 |
|-----|----|---------|--------|-------------------|-----------------|
|     |    |         |        | C-Fort Atkinson   | Matt Trebatoski |
|     |    |         |        | C-Jefferson       | Tim Freitag     |
|     |    |         |        | C-Lake Mills      | Steve Wilke     |
|     |    |         |        | C-Waterloo        | Mo Hansen       |
|     |    |         |        | C-Watertown       | John David      |
|     |    |         |        | C-Whitewater      | Pat Cannon      |
|     |    |         |        | V-Cambridge       | Steve Struss    |
|     |    |         |        | V-Johnson Creek   | Kyle Ellefson   |
|     |    |         |        | County Supervisor | Jim Mode        |
|     |    |         |        | County Supervisor | Amy Rinard      |
|     |    |         |        | County Supervisor | Augie Tietz     |

Action Taken:

Motion Carried

Not Carried / Denied

Amended As Follows:

INTERGOVERNMENTAL AGREEMENT  
CONTINUING THE  
JEFFERSON COUNTY ECONOMIC DEVELOPMENT CONSORTIUM

Revision Dated June 7, 2017

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ARTICLE I. PURPOSE

The purpose of the Jefferson County Economic Development Consortium (JCEDC) is to foster and encourage responsible, economic development activities that result in job creation, retention, increased tax base and an improved sustainability and quality of life for the citizens of Jefferson County.

ARTICLE II. STATUTORY AUTHORITY

The JCEDC shall be a public intergovernmental enterprise organized under the authority of § 66.0301, Wis. Stats., and as the same may be amended from time to time.

ARTICLE III. MEMBERSHIP

- 3.1 The JCEDC shall be composed of the towns, villages, cities and county governments of Jefferson County, Wisconsin (municipalities) that choose to adopt this agreement and thereby enter into membership. The current membership consists of Jefferson County, the cities of Fort Atkinson, Jefferson, Lake Mills, Waterloo, Watertown, Whitewater and the Villages of Johnson Creek and Cambridge.
- 3.2 The charter member Jefferson County governments who ratify this agreement agree to maintain their membership in good standing for at least five years.
- 3.3 The JCEDC came into existence upon the adoption of this agreement by Jefferson County and a two-third (2/3) majority of the following: the cities of Fort Atkinson, Jefferson, Lake Mills, Watertown, Whitewater and the Village of Johnson Creek.

ARTICLE IV. JCEDC BOARD OF DIRECTORS

- 4.1 The Board of Directors (JCEDC Board) shall provide the overall policy direction of the JCEDC.
- 4.2 The Board's membership shall be determined by reference to Section 4.05. The Board shall consist of three Jefferson County representatives and one member appointed by each participating municipality.
- 4.3 The terms of the JCEDC Board members shall begin on May 1 of each year.
- 4.4 The terms of offices for the JCEDC Board shall remain staggered, so a majority of the JCEDC Board will not turnover in any given year.
- 4.5 Members of the JCEDC Board shall be appointed as follows:
  - a. The three Jefferson County representatives shall be appointed by the County Board chairperson and confirmed by majority vote of the County Board.
  - b. Each member municipality shall appoint one representative.

Note: The JCEDC Board members are appointed by the municipalities or the county they represent, the JCEDC Board cannot determine this.

- 4.6 The appointing bodies to the JCEDC Board shall endeavor to assemble a group of professionals who represent a cross-section of Jefferson County business and agricultural interests. Specifically, the composition of the JCEDC Board should include representatives from agri-business, banking/finance, real estate, chamber of commerce, small business/retail, manufacturing, tourism, utilities, a person knowledgeable of sustainable development and municipal or county representatives.
- 4.7 The JCEDC Board may invite various organizations and/or individuals (from professional areas such as those identified in 4.06 above), to join as advisory, non-voting members.
- 4.8 The JCEDC Board may by resolution adopted by a majority of the total JCEDC Board create such committees for such purposes and with such authority as the resolution may provide, and appoint such members of the JCEDC Board or others to serve on said committees.

#### ARTICLE V. MEETINGS

- 5.1 The JCEDC Board will establish and publish a regular meeting schedule.
- 5.2 All meetings of the JCEDC Board will be properly noticed according to law.
- 5.3 Special meetings of the JCEDC Board may be called at the request of the Chairperson or Secretary or any two board members. The place of the meeting will be at the principal office of the JCEDC, unless otherwise agreed upon by the Chairperson and the Secretary.
- 5.4 A majority of the total-voting members of the JCEDC Board shall constitute a quorum for the transaction of business at any meeting. A member shall be present to vote.
- 5.5 The chairperson, and in his/her absence, the vice-chairperson, and in their absence any board member chosen by a majority of the members present shall call the meeting of the JCEDC Board to order and shall act as chairperson of the meeting.
- 5.6 A JCEDC Board director may resign at any time by filing a written resignation with the Secretary. A JCEDC Board director may be removed by affirmative vote of a majority of the total JCEDC Board for any reason deemed sufficient by such JCEDC Board.
- 5.7 Vacancies shall be filled for the remainder of the unexpired term by the appointing authority that appointed the previous incumbent.

#### ARTICLE VI. ANNUAL MEETING

- 6.1 The Annual Meeting of the JCEDC Board shall be held in May of each year on a date, time and place to be determined by the JCEDC Board.
- 6.2 At its annual meeting, the JCEDC Board shall elect a chairperson, vice-chairperson, secretary and treasurer.
- 6.3 The JCEDC Board shall establish the duties of the chairperson, vice-chairperson, secretary and treasurer.



## ARTICLE VII. STAFF

- 7.1 Jefferson County shall employ all JCEDC staff.
- 7.2 Day to day operational supervision of JCEDC staff shall rest with Jefferson County.
- 7.3 Jefferson County Human Resource practices and policies shall be applicable in all respects to employment of staff, except the hiring procedure for the director. The County will advertise the director's position. Thereafter, the JCEDC Board will screen the applicants and participate in the interview process with the Jefferson County Administrator. At the end of the interview process, the JCEDC Board will recommend up to five finalists. The County Administrator and the JCEDC Board chairperson shall conduct finalist interviews. Appointment of a finalist by the County Administrator shall be subject to County Board approval.

## ARTICLE VIII. FINANCES

- 8.1 The JCEDC Board shall prepare an annual budget with the assistance of staff. Jefferson County's policies and procedures shall apply for meals, lodging, mileage, travel and other reimbursable expenses.
- 8.2 The JCEDC Board will present its proposed budget in a timely manner to all member municipalities and Jefferson County before it is adopted by the JCEDC Board.
- 8.3 Funding for the fiscal years 2017 through 2021 shall be established as \$1.50 per county resident payable from Jefferson County, plus \$1.50 per municipal resident payable from each participating municipality. The population number used to calculate contributions shall be the most recent State of Wisconsin Department of Administration population estimate provided to the governing body prior to adoption of its annual budget.
- 8.4 The JCEDC shall not be limited to public funding from its member municipalities and Jefferson County. The JCEDC Board may authorize staff to pursue additional revenue through program revenue and public and/or private gifts and grants.
- 8.5 Jefferson County shall act as the fiscal agent for the JCEDC.
- 8.6 Each municipality and county shall be responsible in the proportion of its contribution to the consortium as a whole for any other cost of the consortium not specifically set forth herein, including but not limited to employment costs incurred by Jefferson County as a result of unemployment compensation to staff upon termination of the consortium.
- 8.7 All funds due from a municipality shall be paid to the County by a member municipality by January 31 of the year for which such funds are budgeted. The County shall hold all funds for the benefit of JCEDC in a separate account. Unspent funds in said account shall not lapse to the general fund, but shall be carried over to the next fiscal year or otherwise distributed as set forth herein.

## ARTICLE IX. GENERAL POWERS

- 9.1 The JCEDC Board may recommend action to the County with regard to direction of staff, contracts or general program purposes.
- 9.2 The JCEDC Board shall not borrow money or authorize the borrowing of any funds on behalf of the JCEDC. The JCEDC Board may, however, enter into contracts in the ordinary course of its business and in pursuit of its stated goals and purpose. Examples of its permitted contracting powers would be equipment leases or equipment purchases. Under no circumstance shall the JCEDC Board enter into contracts that cause it to exceed its annual budget.

## ARTICLE X. SEVERABILITY

If any section, paragraph, sentence, clause, phrase or any part of this agreement, including amendments, is declared to be unconstitutional or void, or if for any reason is declared to be invalid or of no effect, the remaining sections, paragraphs, sentences, clauses, phrases or parts thereof shall be in no manner affected thereby, but shall remain in full force and effect.

## ARTICLE XI. AMENDMENTS

All or any portion of this agreement may be amended by a resolution passed by the affirmative vote of at least 2/3 of the total JCEDC Board membership and a majority of the member municipalities and Jefferson County.

## ARTICLE XII. DISSOLUTION & WITHDRAWAL

- 12.1 No member may withdraw prior to January 1, 2019. Any member may withdraw from the consortium effective January 1 of 2019 or January 1 of any succeeding year thereafter. Written notice shall be submitted a minimum of 13 months prior to the effective date of withdrawal.
- 12.2 Any member withdrawing from the consortium is responsible for obligations incurred during the period it was a member.
- 12.3 The consortium may be dissolved by an affirmative vote of a two-third (2/3) majority of the total board membership establishing a date of dissolution, which shall be at least one year after the date of the affirmative vote.
- 12.4 In the event of dissolution, any assets remaining after payment of all obligations shall be distributed among existing members in proportion to their contributions, as determined by the JCEDC Board. In the event obligations exceed assets, members shall pay pro rata such sums as may be necessary to retire the obligation.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

City of Fort Atkinson

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Jefferson County Economic Development Consortium

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

City of Jefferson

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Jefferson County Economic Development Consortium

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

City of Lake Mills

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Jefferson County Economic Development Consortium

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

City of Waterloo

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Jefferson County Economic Development Consortium

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

City of Watertown

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Jefferson County Economic Development Consortium

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

City of Whitewater

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Jefferson County Economic Development Consortium

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)



Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Village of Cambridge

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Jefferson County Economic Development Consortium

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Village of Johnson Creek

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Jefferson County Economic Development Consortium

BY: \_\_\_\_\_

\_\_\_\_\_

(Print Name)



## Board Action Form

Action

Docs Enclosed

Future Review

Date: June 2017

Point of Contact:

Agenda Item: Finance Report

Respective Issue: Approve Finance Report - May

| Yes | No | Abstain | Absent | C-Fort Atkinson   | Matt Trebatoski |
|-----|----|---------|--------|-------------------|-----------------|
|     |    |         |        | C-Jefferson       | Tim Freitag     |
|     |    |         |        | C-Lake Mills      | Steve Wilke     |
|     |    |         |        | C-Waterloo        | Mo Hansen       |
|     |    |         |        | C-Watertown       | John David      |
|     |    |         |        | C-Whitewater      | Pat Cannon      |
|     |    |         |        | V-Cambridge       | Steve Struss    |
|     |    |         |        | V-Johnson Creek   | Kyle Ellefson   |
|     |    |         |        | County Supervisor | Jim Mode        |
|     |    |         |        | County Supervisor | Amy Rinard      |
|     |    |         |        | County Supervisor | Augie Tietz     |

Action Taken:

Motion Carried

Not Carried / Denied

Amended As Follows:

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Jefferson County Economic Development Consortium/Glacial Heritage Development Partnership  
Finance Report May 31, 2017 Actuals

|                                 | JCEDC<br>Approved<br>Budget | GHDP<br>Distribution | Desired<br>Combined<br>Budget |
|---------------------------------|-----------------------------|----------------------|-------------------------------|
| <b>REVENUES</b>                 |                             |                      |                               |
| <b>Income</b>                   | \$ 458,004.00               | \$ 105,000.00        | \$ 648,004.00                 |
| <b>2016 Carry Over Reserves</b> | \$ 152,819.00               | \$ -                 | \$ 152,819.00                 |
| <b>Totals</b>                   | <b>\$ 610,823.00</b>        | <b>\$ 105,000.00</b> | <b>\$ 800,823.00</b>          |

| <b>2017 Income</b> |                                      | <b>May Actual</b>   | <b>Year to Date<br/>Estimate</b> | <b>Adopted<br/>County Budget<br/>for 2017 JCEDC</b> | <b>Year to Date<br/>Percent of<br/>Budget</b> |
|--------------------|--------------------------------------|---------------------|----------------------------------|---|---|
| 471001             | State Aid/Intergovernmental Revenues | \$ -                | \$ -                             | \$ 5,000.00   | 0%  |
|                    | Service Fees/Fund Raising            | \$ 11,200.00        | \$ 11,200.00                     | \$ 240,000.00                                       | 5%  |
| 472010.131         | V-Cambridge                          | \$ -                | \$ 162.00                        | \$ 162.00   | 100%  |
| 472010.141         | V-Johnson Creek                      | \$ -                | \$ 4,400.00                      | \$ 4,400.00   | 100%  |
| 472010.226         | C-Fort Atkinson                      | \$ -                | \$ 18,662.00                     | \$ 18,662.00  | 100%  |
| 472010.241         | C-Jefferson                          | \$ -                | \$ -                             | \$ 11,978.00  | 0%  |
| 472010.246         | C-Lake Mills                         | \$ -                | \$ 8,825.00                      | \$ 8,825.00   | 100%  |
| 472010.290         | C-Waterloo                           | \$ -                | \$ 5,057.00                      | \$ 5,057.00   | 100%  |
| 472010.291         | C-Watertown                          |                     | \$ 35,791.50                     | \$ 23,114.00  | 155%  |
| 472010.292         | C-Whitewater                         | \$ -                | \$ -                             | \$ 4,413.00   | 0%  |
| 474022             | Jefferson County                     | \$ -                | \$ 126,393.00                    | \$ 126,393.00                                       | 100%  |
| 472010.301         | Dodge County                         | \$ -                | \$ -                             |   |   |
| 458007             | Restricted Donations - Home Buyers   | \$ 6,750.00         | \$ 12,100.00                     | \$ 10,000.00  | 121%  |
|                    | Events                               | \$ -                | \$ -                             | \$ -  |   |
|                    | <b>Total Income</b>                  | <b>\$ 17,950.00</b> | <b>\$ 222,590.50</b>             | <b>\$ 458,004.00</b>                                | <b>49%</b>                                    |

| <b>2017 Expenses</b>                 |  | <b>May Actual</b>   | <b>Year to<br/>Date<br/>Actual</b> | <b>Desired<br/>Combined<br/>Budget</b> | <b>Percent<br/>of Budget</b> |
|--------------------------------------|--|---------------------|------------------------------------|--|------------------------------|
| <b>Goal 1 - Business Development</b> |  |                     |                                    |  |                              |
| multiple                             | Salaries/Fringes                       | \$ 11,566.25        | \$ 53,578.45                       | \$ 207,935.00                          | 26%                          |
| 521219                               | Professional Services                  | \$ 1,373.73         | \$ 4,986.89                        | \$ 9,100.00                            | 55%                          |
| 521229                               | Recruitment Expenses                   | \$ -                | \$ -                               | \$ -                                   | 0%                           |
| 531312                               | Office Equipment/Office Supplies       | \$ 36.35            | \$ 239.48                          | \$ 1,750.00                            | 14%                          |
| 531303                               | Computer Hardware/Software             | \$ 569.52           | \$ 772.67                          | \$ 2,500.00                            | 31%                          |
| 531322                               | Subscriptions                          | \$ 135.47           | \$ 548.73                          | \$ 5,000.00                            | 11%                          |
| 532325                               | Registrations/Professional Development | \$ 107.20           | \$ 1,051.20                        | \$ 6,400.00                            | 16%                          |
| 532350                               | Training Materials - Home Buyer        | \$ -                | \$ 385.84                          | \$ 4,000.00                            | 10%                          |
| 531324                               | Memberships                            | \$ -                | \$ 400.00                          | \$ 3,000.00                            | 13%                          |
| 531326                               | Advertising                            | \$ -                | \$ -                               | \$ 200.00                              | 0%                           |
| multiple                             | Materials Development                  | \$ -                | \$ -                               | \$ 500.00                              | 0%                           |
| multiple                             | Board Development/Investors Relations  | \$ -                | \$ 2.36                            | \$ 1,135.00                            | 0%                           |
| multiple                             | Organization Capacity                  | \$ 53.12            | \$ 582.36                          | \$ 2,952.00                            | 20%                          |
| multiple                             | Allocated Services                     | \$ 407.86           | \$ 2,039.30                        | \$ 4,573.50                            | 45%                          |
| 531349                               | Other Operating Expenses               | \$ -                | \$ -                               | \$ 1,250.00                            | 0%                           |
| multiple                             | Travel/Meals/Lodging                   | \$ 521.45           | \$ 3,988.65                        | \$ 7,000.00                            | 57%                          |
| 593413                               | Railroad Consortium Donation           | \$ -                | \$ 14,000.00                       | \$ 14,000.00                           | 100%                         |
| 594950                               | Operating Reserve                      | \$ -                | \$ -                               | \$ -                                   |                              |
| 594955                               | Vested Benefits                        | \$ -                | \$ -                               | \$ -                                   |                              |
|                                      |  | <b>\$ 14,770.93</b> | <b>\$ 82,575.92</b>                | <b>\$ 271,295.50</b>                   | <b>30%</b>                   |

| <b>Goal 2 - Workforce Focused</b> |                                       | <b>May Actual</b>  | <b>Year to Date Actual</b> | <b>Desired Combined Budget</b> | <b>Percent of Budget</b> |
|-----------------------------------|---------------------------------------|--------------------|----------------------------|--------------------------------|--------------------------|
| multiple                          | Salaries/Fringes                      | \$ 4,626.50        | \$ 21,431.38               | \$ 83,174.00                   | 26%                      |
| 521219                            | Professional Services                 | \$ 2,747.45        | \$ 9,973.78                | \$ 18,200.00                   | 55%                      |
| 521229                            | Recruitment Expenses                  | \$ -               | \$ -                       | \$ -                           |                          |
| 531312                            | Office Equipment/Office Supplies      | \$ 7.27            | \$ 47.90                   | \$ 350.00                      | 14%                      |
| 531303                            | Computer Hardware/Software            | \$ 113.90          | \$ 154.53                  | \$ 500.00                      | 31%                      |
| 531322                            | Subscriptions                         | \$ 27.03           | \$ 110.55                  | \$ 1,000.00                    | 11%                      |
| 531326                            | Advertising                           | \$ -               | \$ -                       | \$ 200.00                      | 0%                       |
| multiple                          | Materials Development                 | \$ -               | \$ -                       | \$ 250.00                      | 0%                       |
| multiple                          | Board Development/Investors Relations | \$ -               | \$ 2.36                    | \$ 1,135.00                    | 0%                       |
| multiple                          | Organization Capacity                 | \$ 53.12           | \$ 581.96                  | \$ 2,952.00                    | 20%                      |
| multiple                          | Allocated Services                    | \$ 81.57           | \$ 407.86                  | \$ 914.70                      | 45%                      |
| 531349                            | Other Operating Expenses              | \$ -               | \$ -                       | \$ 375.00                      | 0%                       |
| 594950                            | Operating Reserve                     | \$ -               | \$ -                       | \$ -                           |                          |
| 594955                            | Vested Benefits                       | \$ -               | \$ -                       | \$ -                           |                          |
|                                   |                                       | <b>\$ 7,656.85</b> | <b>\$ 32,710.32</b>        | <b>\$ 109,050.70</b>           | <b>30%</b>               |

| <b>Goal 3 - Organizational Capacity</b> |                                       | <b>May Actual</b>   | <b>Year to Date Actual</b> | <b>Desired Combined Budget</b> | <b>Percent of Budget</b> |
|---|---------------------------------------|---------------------|----------------------------|--------------------------------|--------------------------|
| multiple                                | Salaries/Fringes                      | \$ 2,313.25         | \$ 10,715.69               | \$ 41,587.00                   | 26%                      |
| 521219                                  | Professional Services                 | \$ 19,232.18        | \$ 79,487.84               | \$ 127,400.00                  | 62%                      |
| 521229                                  | Recruitment Expenses                  | \$ -                | \$ -                       | \$ 1,000.00                    | 0%                       |
| 531312                                  | Office Equipment/Office Supplies      | \$ 7.27             | \$ 47.89                   | \$ 350.00                      | 14%                      |
| 531303                                  | Computer Hardware/Software            | \$ 113.90           | \$ 154.53                  | \$ 500.00                      | 31%                      |
| 531322                                  | Subscriptions                         | \$ 54.07            | \$ 221.09                  | \$ 2,000.00                    | 11%                      |
| multiple                                | Materials Development                 | \$ -                | \$ -                       | \$ 500.00                      | 0%                       |
| multiple                                | Board Development/Investors Relations | \$ -                | \$ 16.53                   | \$ 7,945.00                    | 0%                       |
| multiple                                | Organization Capacity                 | \$ 106.24           | \$ 542.01                  | \$ 5,904.00                    | 9%                       |
| multiple                                | Allocated Services                    | \$ 81.57            | \$ 407.86                  | \$ 914.70                      | 45%                      |
| 531349                                  | Other Operating Expenses              | \$ -                | \$ -                       | \$ 500.00                      | 0%                       |
| 594950                                  | Operating Reserve                     | \$ -                | \$ -                       | \$ 100,000.00                  |                          |
| 594955                                  | Vested Benefits                       | \$ -                | \$ -                       | \$ -                           |                          |
|   |                                       | <b>\$ 21,908.48</b> | <b>\$ 91,593.44</b>        | <b>\$ 288,600.70</b>           | <b>32%</b>               |

| <b>Goal 4 - Marketing &amp; Communications</b> |  | <b>May Actual</b>  | <b>Year to Date Actual</b> | <b>Desired Combined Budget</b> | <b>Percent of Budget</b> |
|--|--|--------------------|----------------------------|--------------------------------|--------------------------|
| multiple                                       | Salaries/Fringes                       | \$ 4,626.50        | \$ 21,431.38               | \$ 83,174.00                   | 26%                      |
| 521219   | Professional Services                  | \$ 4,121.18        | \$ 14,960.68               | \$ 27,300.00                   | 55%                      |
| 521229   | Recruitment Expenses                   | \$ -               | \$ -                       | \$ -                           |                          |
| 531312   | Office Equipment/Office Supplies       | \$ 21.81           | \$ 143.69                  | \$ 1,050.00                    | 14%                      |
| 531303   | Computer Hardware/Software             | \$ 341.71          | \$ 463.60                  | \$ 1,500.00                    | 31%                      |
| 531322   | Subscriptions                          | \$ 54.07           | \$ 221.09                  | \$ 2,000.00                    | 11%                      |
| 532325   | Registrations/Professional Development | \$ 26.80           | \$ 262.80                  | \$ 1,600.00                    | 16%                      |
| 531326   | Advertising                            | \$ -               | \$ -                       | \$ 600.00                      | 0%                       |
| multiple                                       | Materials Development                  | \$ -               | \$ -                       | \$ 1,250.00                    | 0%                       |
| multiple                                       | Board Development/Investors Relations  | \$ -               | \$ 2.36                    | \$ 1,135.00                    | 0%                       |
| multiple                                       | Organization Capacity                  | \$ 53.12           | \$ 271.00                  | \$ 2,952.00                    | 9%                       |
| multiple                                       | Allocated Services                     | \$ 244.72          | \$ 1,223.58                | \$ 2,744.10                    | 45%                      |
| 531349   | Other Operating Expenses               | \$ -               | \$ -                       | \$ 375.00                      | 0%                       |
| 594950   | Operating Reserve                      | \$ -               | \$ -                       | \$ -                           |                          |
| 594955   | Vested Benefits                        | \$ -               | \$ -                       | \$ -                           |                          |
|  |  | <b>\$ 9,489.90</b> | <b>\$ 38,980.18</b>        | <b>\$ 125,680.10</b>           | <b>31%</b>               |

## SUMMARY

May 31, 2017 Actuals

|                 | May Actual           | Year to Date<br>Combined<br>Actual/Estimate | Desired<br>Combined<br>JCEDC/GHDP<br>2017 Budget |
|-----------------|----------------------|---|--|
| <b>Revenues</b> |                      |   |  |
| Income          | \$ 17,950.00         | \$ 222,590.50                               | \$ 648,004.00                                    |
| Carry Over      | \$ 152,819.00        | \$ 152,819.00                               | \$ 152,819.00                                    |
| <b>Total</b>    | <b>\$ 170,769.00</b> | <b>\$ 375,409.50</b>                        | <b>\$ 800,823.00</b>                             |
| <b>Expenses</b> |                      |   |  |
| Goal 1          | \$ 14,770.93         | \$ 82,575.92                                | \$ 271,295.50                                    |
| Goal 2          | \$ 7,656.85          | \$ 32,710.32                                | \$ 109,050.70                                    |
| Goal 3          | \$ 21,908.48         | \$ 91,593.44                                | \$ 288,600.70                                    |
| Goal 4          | \$ 9,489.90          | \$ 30,165.34                                | \$ 125,680.10                                    |
| <b>Totals</b>   | <b>\$ 53,826.16</b>  | <b>\$ 237,045.02</b>                        | <b>\$ 794,627.00</b>                             |