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**Southwestern Wisconsin Regional Planning Commission Meeting**  
 May 28, 2019  
 Meeting Minutes

The regular meeting of the Southwestern Wisconsin Regional Planning Commission was held on Tuesday, May 28, 2019 in the upstairs conference room at the Iowa County Court House in Dodgeville, Wisconsin.

**1. Call to Order and Roll Call**

The meeting of the Southwestern Wisconsin Regional Planning Commission (SWWRPC) was called to order by Chair Kirkpatrick at 9:30 AM.

Grant	Bob Keeney	X
	Jerry Wehrle	Excused
	Eileen Nickels	X
Green	Art Carter	X
	Nathan Klassy	X
	John Waelti (Alt. for Mike Doyle)	X
Iowa	Carol Anderson	X
	John Meyers (Ron Benish, proxy)	X
	Todd Novak	Excused
Lafayette	Kriss Marion (Alt. for Jack Sauer)	X
	Tim McGettigan	X
	Vacant	
Richland	Jeanetta Kirkpatrick, Chair	X
	Raymond Schmitz	X
	Vacant	
Others present for meeting:		
Troy Maggied, SWWRPC		Matt Honer, SWWRPC
Sonya Silvers, SWWRPC		Kate Koziol, SWWRPC
Steve Genoway, SWWPC		Jaclyn Essandoh, SWWRPC
Kristina Tranel, SWWPC		Danielle Thousand, SWWDB

**2. Confirmation of Notice of Meeting**

A copy of the press release was sent to the county clerks and media. Per SWWRPC By-Laws, a copy of the press release was sent to County Resource Agents at UW Extension as well as the offices of all legislators covering the five-county region. A copy was also provided to the commissioners in the meeting packet.

**3. Approval/Amendment of Agenda**

The agenda was distributed. There were no amendments to the posted agenda.

- *Motion to approve agenda – Anderson/McGettigan, Passed Unanimously*

**4. Acceptance of Minutes of February 26, 2019**

The minutes of the February 26, 2019 full commission meeting were distributed.

- *Motion to approve minutes of February 26, 2019 after amendment to Lee Shirey’s name on page 3 – Keeney/Meyers, Passed Unanimously*

**5. Financial Report**

- Approval of bills and vouchers

Maggied presented the Treasurer’s Report with checks paid and received since February 26, 2019.

- *Motion to approve the Bills – Anderson/Carter, Passed Unanimously*

b. Review and Discussion of the 2019 Q1 Projected Financial Position

Maggied presented the Q1 Financial Position for 2019. He explained the Statement of Operations with the estimated budgeted amounts compared to the actual year to date amounts. Stating that we are approximately 33% through the year. He also presented the balance sheet with the listed assets and liabilities. The Viola RLF Flood Loan Liability payback will be shown in Q2 reports.

c. Acceptance of 2018 Draft Audit and Approval to sign Management Letter

Thousand explained the draft audit. Maggied reported that the final numbers were close to where they were expected to be and the audit went well with no significant findings or issues. McGettigan made a comment that commended SWWRPC on accounting practices and methods used.

- *Motion to accept the 2018 draft audit and grant Maggied approval to sign the management letter – Carter/McGettigan, Passed Unanimously*

d. Discussion and approval of the 2020 County Contribution Amounts

Maggied explained that 18 to 20 % of funding comes from the county annually, depending on budget. The 2020 proposed County Contributions shows the change in contributions from 2019 to be an additional \$5,102.52, equal to 3.5%. This is up from the 2019 percentage of 3.3%. The 2019 contributions were equal to \$145,659.49, and 2020 is projected at \$150,762.02. Maggied explained the breakdown of the counties portion and what amount of this is allocated as matching funds for grants. Commissioners approved the county contribution amount, requesting 3.5% over last year.

- *Motion to approve the 2020 County Contribution amounts – Carter/Keeney, Passed Unanimously*

## 6. Program Reports

a. Programs, Projects, and Operational overview

Maggied highlighted project updates. Darlington submitted a 1.4 million EDA Public Works Grant to fund an expansion of the industrial park. Koziol worked to file 59 forms for this project. She explained that the expansion will add 33 acres to the industrial park. They have had great response with this project with 14 letters of support and currently looking at 5 manufactures to expand business. This project will kick off in 2020. Marion thanked Koziol for her work with this project.

Genoway completed the 2019-2020 Work Plan and budget which will be filed with WEDC Key Strategic Partnership Grant.

Maggied is currently working on proposals for Railroad GIS mapping, Cuba City Compressive Plan updates, and Richland County inter-facility transfer study.

McGettigan was pictured in a news article for presenting Memorial Hospital of Lafayette County with a \$20,000 donation for a new clinic exam room and tables.

b. Discussion and Action to approve the Resolution Approving the Revised Revolving Loan Fund Plan  
Koziol explained there are 16 RLF loans totaling 1.1. Million dollars. Currently there are 5 active loans with most of the money being out and not sitting in the bank. They are looking for board members to join the RLF committee.

- *Motion to approve the Revised Revolving Loan Fund Plan Resolution – Carter/Keeney, Passed Unanimously*

c. 5 Year Comprehensive Economic Development Strategy

Tranel presented the Commission with the 5 Year Comprehensive Economic Development Strategy (CEDS) final product. She gave some background on the CEDS and stated it is meant to paint a picture for the region. Marion asked if she could make a post about the study to get the information out. Essandoh has started layered asset

maps for a six county region for EDA funding. This will include all TIF districts that will be updated annually, a development map, and a construability map. Maggied mentioned these projects have been started stemming from the CEDS.

d. Housing Study

Honer gave a presentation on the completed Housing Study. There were 47 housing studies completed consisting of 40 different communities, 6 counties, and one regionally. The study looked at what housing do we have, what housing do we need, and the housing market condition. Currently the market is not supplying the demand. Only 45% of housing is affordable. Across the study it was found that mortgages are not affordable while rentals remain affordable. The housing studies are available on SWWRPC website. The commission held discussion on the information presented.

e. UWP Projects

UWP students have been working on the Boscobel Sanders Creek Flooding, inventory of infrastructure on the Cheese County Trail, and the Viola Flood Mitigation analysis. Honer gave insist into these projects.

## 7. Outreach and marketing

a. Annual Dinner discussion

The annual dinner will be June 26<sup>th</sup> at the Phoenix Center in Richland Center. He mentioned that 2020 will be the 50<sup>th</sup> anniversary of the SWWRPC and open to receiving ideas for next year.

## 8. Policies and Practices

a. Approval of the ETF Resolution

- *Motion to approve the ETF Resolution – Schmitz/Nickels, Passed Unanimously*

## 8. Policies and Practices

Maggied mentioned the empty vacancies on the commission board. He is working to get relieved of the Governor appointed positions and get members from the counties for these vacancies. He presented a hand out and will discuss at a later meeting.

## 9. Adjourn

- *Motion to adjourn the meeting at 11:04 a.m. – Klassy/Marion, Passed Unanimously.*