

Southwestern Wisconsin Regional Planning Commission
Meeting Agenda
Tuesday, February 24, 2026 – 9:00 a.m.

Platteville City Hall – Board Room
75 N. Bonson St.
Platteville, WI 53818

Consideration will be given and/or action taken on any or all of the following items:

1. Call to order, roll call, and introduction of new SWWRPC Commissioner Betsy Ralph
2. Confirmation of notice of meeting
3. Approval of agenda
4. Public comment (comments are limited to agenda topics and have a 3-minute limit)
5. Acceptance of minutes of December 2, 2025
6. Financial report
 - a. Review of bills and vouchers
 - b. Review and discussion of preliminary 2025 year-end financials
 - c. 2025 Project Trends & 2026 Project Look-ahead
7. Program reports
 - a. Project and operational overview
8. Policies and practices
 - a. Discussion and possible action on the SWWRPC Wage Study proposals
 - b. Discussion and possible action on the Executive Director position description
9. General commission business
 - a. Commission attendance at the 2026 Association of WI Regional Planning Commissions Summit – May 28 and 29 in Green Bay
 - b. Appointment of a nominating committee to nominate SWWRPC officers for 2026-2028
10. Adjourn
 - a. Next Executive Committee Meeting Date: April 28
 - b. Nominating Committee Meeting Date: May ___
 - c. Next Full Commission Meeting Date: May 26

**Southwestern Wisconsin Regional Planning Commission Meeting
December 2, 2025
Draft Meeting Minutes**

The regular meeting of the Southwestern Wisconsin Regional Planning Commission was held via Zoom on Tuesday, December 2, 2025.

1. Call to Order

The meeting of the Southwestern Wisconsin Regional Planning Commission (SwwRPC) was called to order by Chair Keeney at 8:30 AM.

Grant County	Bob Keeney	X
	Jerry Wehrle	Excused
	Eileen Nickels	X
Green County	Jerry Guth	X
	Jody Hoesly	Excused
	Erica Roth	X
Iowa County	Carol Anderson	Excused
	John Meyers	X
	Todd Novak	Excused
Lafayette County	Jack Sauer	Absent
	Beau Buchs	X
	Mandy Johnson	Excused
Richland County	David Turk	X
	Steve Carrow	X
	Bob Frank	Excused
<u>Staff and others present:</u> Troy Maggied Bryce Mann		Melinda Nicely

2. Confirmation of Notice of Meeting

The meeting agenda was distributed to the county clerks for posting in county courthouses and a press release to local newspaper outlets.

3. Approval of Agenda

- *Motion to approve the agenda as presented – 1st Meyers, 2nd Turk. Passed unanimously.*

4. Public Comment (comments are limited to agenda topics and have a 3-minute limit)

No members of the public were present.

5. Acceptance of the November 18, 2025 meeting minutes

- *Motion to approve the minutes as presented – 1st Guth, 2nd Nickles. Motion passed.*

6. Discussion and action regarding the use of Revolving Loan Fund interest for operations

The current 2025 deficit, projected without use of RLF interest revenue, is \$171,853. SwwRPC is permitted to use approximately \$52,344 of RLF interest for operations, and doing so could reduce the deficit to as low as \$119,509. Maggied and Nicely shared the calculations that resulted in these figures and the EDA's guidelines for using RLF interest as operations. Maggied noted that the Commission lost

over \$90,000 due to the cancellation of the BRIC program, and has had more than \$170,000 of federal funding delayed due to the presidential transition, new Executive Orders, and the government shut down. The proposal is to only use

- *Motion to use RLF interest and apply it towards administrative costs prior to December 31, 2025, maxing out the number at approximately \$52,344 – 1st Meyers, 2nd Roth. Motion carried without negative vote.*

7. Discussion and possible action to update the SWWRPC Personnel Policy Manual

Action was taken at the November meeting to approve the vacation roll-over policy, however the remaining policy updates and the manual overall were not acted upon. This manual also includes the action on roll-over vacation adopted at the November meeting.

- *Motion to approve the Personnel Policy Manual as presented – 1st Meyers, 2nd Turk. Motion carried without negative vote.*

8. General Commission Business

- a. Director Evaluation: Consider Closed Session, under Wis. Stat S. 19.85 (1) c, “considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility,” i.e., the annual evaluation and employment contract/salary of the executive director.
 - *Motion to enter into closed session – 1st Guth, 2nd Carrow. Motion passed by roll-call.*
- b. Reconvene into open session to take any action discussed in closed session.
 - *Motion to approve a 2-year contract beginning January 1, 2026 at current salary until after the wage study is complete in 2026 – 1st Guth, 2nd Meyers. Motion passed unanimously.*

9. Adjourn

Next regular full Commission meeting date: February 24. The Executive Committee may meet prior to this to review job descriptions for the Executive Director

- *Motion to adjourn – 1st Meyers, 2nd Carrow. Passed unanimously.*

JANUARY 2026 TREASURER'S REPORT

SOUTHWESTERN WISCONSIN REGIONAL PLANNING COMMISSION (SWWRPC)

November 1, 2025 through January 31, 2026

CLARE BANK GENERAL CHECKING ACCOUNT

			November 1, 2025 Balance Forward				\$ 114,481.48
DATE	PAYMENT	VENDOR	DESCRIPTION	Clrd	DEPOSITS	CHECKS	Balance
					-	-	\$ 114,481.48
11/1/2025	ACH - 328	DELTA DENTAL	December 2025 Dental Insurance	11/3/2025		\$ 346.28	\$ 114,135.20
11/4/2025	DEP	PAYCHEX OF NEW YORK LLC	Unemployment Insurance Refund	11/4/2025	13.92		\$ 114,149.12
11/7/2025	Payroll	Payroll	Net Checks	11/6/2025		\$ 15,155.87	\$ 98,993.25
11/7/2025	ACH - 329	IRS / WI DOR / SUTA	PR Taxes	11/6/2025		\$ 6,047.67	\$ 92,945.58
11/7/2025	ACH - 331	Empower	Deferred Comp	11/10/2025		\$ 250.00	\$ 92,695.58
11/7/2025	ACH - 332	Tasc	PR W/holidng	11/12/2025		\$ 80.76	\$ 92,614.82
11/7/2025	ACH - 330	PAYCHEX OF NEW YORK LLC	PR Fees	11/7/2025		\$ 315.49	\$ 92,299.33
11/7/2025	DEP	AR Deposit	Boscobel \$1750 - #1125, Grant Co NR-135 \$11,425.48 - #1107, SCWRTC \$2,800 - #1063 & #1103, PRTC \$2000 - #1102, SBDC \$1,458.88 - #1091, Monroe \$6,686.62 - #1121, Dodgeville \$250 - #1111	11/7/2025	26,370.98		\$ 118,670.31
11/12/2025	8465	Allan E Otto	November 2025 Rent	11/18/2025		\$ 1,000.00	\$ 117,670.31
11/12/2025	8466	ALLIANT ENERGY/WP&L	SWWRPC Utilities	11/18/2025		\$ 138.35	\$ 117,531.96
11/12/2025	8467	Auto-Owners Insurance	Commercial Crime & Umbrella Insurance 2026	11/20/2025		\$ 1,087.92	\$ 116,444.04
11/12/2025	8468	Brightspeed	SWWRPC Telephone	11/24/2025		\$ 516.11	\$ 115,927.93
11/12/2025	8469	FAHERTY INC.	GARBAGE REMOVAL SERVICES	11/18/2025		\$ 52.05	\$ 115,875.88
11/12/2025	8470	Melinda Nicely	EE EXPENSE REIMB - DDP	12/24/2025		\$ 38.95	\$ 115,836.93
11/12/2025	8471	PAYCHEX OF NEW YORK LLC	Payroll fees	11/19/2025		\$ 105.00	\$ 115,731.93
11/12/2025	8472	QUILL CORP.	OFFICE SUPPLIES	11/19/2025		\$ 94.86	\$ 115,637.07
11/12/2025	8473	Ricoh USA	Printing services	11/19/2025		\$ 610.11	\$ 115,026.96
11/12/2025	8474	SECURIAN FINANCIAL GROUP	Life Insurance December 2025	11/19/2025		\$ 141.53	\$ 114,885.43
11/12/2025	8475	SW OPPORTUNITIES CENTER INC.	Janitorial Services	11/24/2025		\$ 115.50	\$ 114,769.93
11/12/2025	8476	TOWN & COUNTRY ENGINEERING	POTOSI TENNYSON WATER STUDY FEE	11/21/2025		\$ 27,967.68	\$ 86,802.25
11/12/2025	8477	Tricor Insurance	Mgmt Liability Insurance Renewal 2026	11/24/2025		\$ 2,473.00	\$ 84,329.25
11/12/2025	PPD - 160	ALYSSA SCHAEFFER	EE EXPENSE REIMB - DDP	11/14/2025		\$ 170.50	\$ 84,158.75
11/12/2025	PPD - 161	BRYCE MANN	EE EXPENSE REIMB - DDP	11/14/2025		\$ 433.00	\$ 83,725.75
11/12/2025	PPD - 162	ELLEN TYLER	EE EXPENSE REIMB - DDP	11/14/2025		\$ 214.32	\$ 83,511.43
11/12/2025	PPD - 163	JACLYN ESSANDOH	EE EXPENSE REIMB - DDP	11/14/2025		\$ 55.00	\$ 83,456.43
11/12/2025	PPD - 164	JACOB NELSON	EE EXPENSE REIMB - DDP	11/14/2025		\$ 55.00	\$ 83,401.43
11/12/2025	PPD - 165	KATE KOZIOL	EE EXPENSE REIMB - DDP	11/14/2025		\$ 1,098.70	\$ 82,302.73
11/12/2025	PPD - 166	TROY MAGGIED	EE EXPENSE REIMB - DDP	11/14/2025		\$ 501.80	\$ 81,800.93
11/17/2025	DEP	AR Deposit	WEDC Receivable	11/17/2025	6,546.05		\$ 88,346.98
11/20/2025	DEP	AR Deposit	SBDC \$22,092.63 - #1089 & #1090, Dickeyville \$1,000 - #1116, Platteville \$14,237.22 - #1113 & #1123, Argyle \$2,825.86 - #1124, Linden \$175 - #1112, Potosi \$871.76 - #1099, New Glarus \$16,409.19 - #1122, Richland Center \$4,573.21 - #1126 & #1127, Green Co NR-135 \$1,492.44 - #1108	11/20/2025	63,677.31		\$ 152,024.29
11/21/2025	Payroll	Payroll	Net Checks	11/20/2025		\$ 15,155.05	\$ 136,869.24
11/21/2025	ACH - 333	IRS / WI DOR / SUTA	PR Taxes	11/20/2025		\$ 5,887.06	\$ 130,982.18
11/21/2025	ACH - 335	Empower	Deferred Comp	11/24/2025		\$ 250.00	\$ 130,732.18
11/21/2025	ACH - 336	Tasc	PR W/holidng	11/25/2025		\$ 80.76	\$ 130,651.42
11/21/2025	ACH - 334	PAYCHEX OF NEW YORK LLC	PR Fees	11/21/2025		\$ 324.32	\$ 130,327.10
11/21/2025	ACH - 337	WI Dept of EE Trust - Hlth	Health Insurance - December 2025	11/21/2025		\$ 9,327.86	\$ 120,999.24
11/25/2025	ACH - 338	TASC	Monthly Service Fee	11/25/2025		\$ 90.63	\$ 120,908.61
11/28/2025	ACH - 341	Elan	October CC Statement	11/28/2025		\$ 314.09	\$ 120,594.52
11/28/2025	ACH - 339	WI Dept of EE Trust - WRS	October 2025 WRS Payment	11/28/2025		\$ 5,908.06	\$ 114,686.46
11/30/2025	DEP	Interest	0.01	11/30/2025	98.22		\$ 114,784.68
12/1/2025	8478	Allan E Otto	December 2025 Rent	12/3/2025		\$ 1,000.00	\$ 113,784.68
12/1/2025	ACH - 400	DELTA DENTAL	December 2025 Dental Insurance	12/1/2025		\$ 319.26	\$ 113,465.42
12/4/2025	DEP	AR Deposit	UW Wisconsin \$11,237.11 - #1120, Prosperity SW \$8,589.87 - #1114, Muscoda \$14,155.66 - #1098, Memphis & Co \$1,405 - RLF Closing Cost, Nancy Anderson \$1,525 - RLF Closing Cost, Fennimore \$187.50 - #1115	12/4/2025	37,100.14		\$ 150,565.56
12/5/2025	Payroll	Payroll	Net Checks	12/4/2025		\$ 16,064.19	\$ 134,501.37
12/5/2025	ACH - 401	IRS / WI DOR / SUTA	PR Taxes	12/4/2025		\$ 6,245.22	\$ 128,256.15

DATE	PAYMENT	VENDOR	DESCRIPTION	Clrd	DEPOSITS	CHECKS	Balance
12/5/2025	ACH - 403	Empower	Deferred Comp	12/8/2025		\$ 250.00	\$ 128,006.15
12/5/2025	ACH - 404	Tasc	PR W/holidng	12/10/2025		\$ 80.76	\$ 127,925.39
12/5/2025	ACH - 402	PAYCHEX OF NEW YORK LLC	PR Fees	12/4/2025		\$ 324.32	\$ 127,601.07
12/5/2025	8479	Amplify Graphics & Branding	Plotter Paper Replacement Check	12/15/2025		\$ 240.89	\$ 127,360.18
12/9/2025	8480	Brightspeed	SWWRPC Telephone	12/16/2025		\$ 492.00	\$ 126,868.18
12/9/2025	8481	Centurylink AZ	SWWRPC Telephone	12/19/2025		\$ 2,982.99	\$ 123,885.19
12/9/2025	8482	Denhardt Solutions	SWWRPC Check Restock Order	1/6/2026		\$ 197.84	\$ 123,687.35
12/9/2025	8483	FAHERTY INC.	GARBAGE REMOVAL SERVICES	12/16/2026		\$ 52.05	\$ 123,635.30
12/9/2025	8484	Mei Mei Keohane	EE EXPENSE REIMB - DDP	12/15/2025		\$ 55.00	\$ 123,580.30
12/9/2025	8485	Melinda Nicely	EE EXPENSE REIMB - DDP	12/24/2025		\$ 41.05	\$ 123,539.25
12/9/2025	8486	Morrissey Printing Inc.	New Staff Business Cards	12/19/2025		\$ 75.00	\$ 123,464.25
12/9/2025	8487	PAYCHEX OF NEW YORK LLC	Payroll fees	12/18/2026		\$ 105.00	\$ 123,359.25
12/9/2025	8488	QUILL CORP.	OFFICE SUPPLIES	12/22/2026		\$ 29.16	\$ 123,330.09
12/9/2025	8489	SECURIAN FINANCIAL GROUP	Life Insurance January 2026	12/16/2026		\$ 91.49	\$ 123,238.60
12/9/2025	8490	Wood Law Firm	Driftless Wellness RLF & Memphis & Co RLF Closing Documents	12/17/2026		\$ 330.00	\$ 122,908.60
12/9/2025	PPD - 167	BRYCE MANN	EE EXPENSE REIMB - DDP	12/11/2025		\$ 118.70	\$ 122,789.90
12/9/2025	PPD - 168	ELLEN TYLER	EE EXPENSE REIMB - DDP	12/11/2025		\$ 196.66	\$ 122,593.24
12/9/2025	PPD - 169	JACLYN ESSANDOH	EE EXPENSE REIMB - DDP	12/11/2025		\$ 55.00	\$ 122,538.24
12/9/2025	PPD - 170	JACOB NELSON	EE EXPENSE REIMB - DDP	12/11/2025		\$ 55.00	\$ 122,483.24
12/9/2025	PPD - 171	KATE KOZIOL	EE EXPENSE REIMB - DDP	12/11/2025		\$ 591.20	\$ 121,892.04
12/9/2025	PPD - 172	TROY MAGGIED	EE EXPENSE REIMB - DDP	12/11/2025		\$ 291.90	\$ 121,600.14
12/9/2025	DEP	ASAP Grant Pay	Q3 2025 Partnership Planning Drawdown	12/9/2025	24,177.42		\$ 145,777.56
12/19/2025	Payroll	Payroll	Net Checks	12/18/2025		\$ 15,643.28	\$ 130,134.28
12/19/2025	ACH - 405	IRS / WI DOR / SUTA	PR Taxes	12/18/2025		\$ 6,174.71	\$ 123,959.57
12/19/2025	ACH - 407	Empower	Deferred Comp	12/22/2025		\$ 250.00	\$ 123,709.57
12/19/2025	ACH - 408	Tasc	PR W/holidng	12/23/2025		\$ 81.00	\$ 123,628.57
12/19/2025	ACH - 406	PAYCHEX OF NEW YORK LLC	PR Fees	12/19/2025		\$ 319.90	\$ 123,308.67
12/19/2025	DEP	WI DNR	WI DNR \$4,822.37 - #1119	12/19/2025	4,822.37		\$ 128,131.04
12/19/2025	ACH - 409	WI Dept of EE Trust - Hlth	Health Insurance - January 2026	12/19/2025		\$ 7,096.34	\$ 121,034.70
12/29/2025	DEP	AR Deposit	PBII \$10,692.50 - #1109, Tennyson \$1,350.22 - #1129, Potosi \$2,507.55 - #1128	12/29/2025	14,550.27		\$ 135,584.97
12/29/2025	ACH - 342	Elan	November CC Statement	12/29/2025		\$ 2,469.78	\$ 133,115.19
12/30/2025	ACH - 345	TASC	Monthly Service Fee	12/30/2025		\$ 738.75	\$ 132,376.44
12/31/2025	8491	ALLIANT ENERGY/WP&L	SWWRPC Utilities	1/12/2026		\$ 179.89	\$ 132,196.55
12/31/2025	8492	Amplify Graphics & Branding	Plotter Printer Ink Refill	1/12/2026		\$ 902.06	\$ 131,294.49
12/31/2025	8493	Auto-Owners Insurance	2026 Umbrella & Workers Comp Insurance Renewal	1/9/2026		\$ 4,197.80	\$ 127,096.69
12/31/2025	8494	Brightspeed	SWWRPC Telephone	1/12/2026		\$ 12.23	\$ 127,084.46
12/31/2025	8495	QUILL CORP.	OFFICE SUPPLIES	1/20/2026		\$ 141.75	\$ 126,942.71
12/31/2025	8496	SW OPPORTUNITIES CENTER INC.	Janitorial Services	1/12/2026		\$ 115.50	\$ 126,827.21
12/31/2025	8497	The Boscobel Dial	2026 Newspaper Subscription Renewal	1/8/2026		\$ 52.00	\$ 126,775.21
12/31/2025	8498	The Richland Observer	2026 Newspaper Subscription Renewal	1/9/2026		\$ 47.00	\$ 126,728.21
12/31/2025	DEP	Interest	0.01	12/31/2025	111.19		\$ 126,839.40
12/31/2025	ACH - 410	WI Dept of EE Trust - WRS	November 2025 WRS Remittance	12/31/2025		\$ 5,594.32	\$ 121,245.08
1/2/2026	Payroll	Payroll	Net Checks	12/31/2025		\$ 17,598.64	\$ 103,646.44
1/2/2026	ETF	IRS / WI DOR / SUTA	PR Taxes	12/31/2025		\$ 6,859.75	\$ 96,786.69
1/2/2026	ETF	Empower	Deferred Comp	1/5/2026		\$ 250.00	\$ 96,536.69
1/2/2026	ETF	PAYCHEX OF NEW YORK LLC	PR Fees	1/2/2026		\$ 324.32	\$ 96,212.37
1/2/2026	ETF	DELTA DENTAL	January 2026 Dental Insurance	1/2/2026		\$ 365.08	\$ 95,847.29
1/2/2026	8499	Allan E Otto	January 2026 Rent	1/7/2026		\$ 1,025.00	\$ 94,822.29
1/7/2026	DEP	ASAP Grant Pay	Potosi Tennyson Inv #1118	1/7/2026	8,688.89		\$ 103,511.18
1/14/2026	8500	ALLIANT ENERGY/WP&L	SWWRPC Utilities	1/22/2026		\$ 331.71	\$ 103,179.47
1/14/2026	8501	Brightspeed	SWWRPC Telephone	1/26/2026		\$ 504.21	\$ 102,675.26
1/14/2026	8502	FAHERTY INC.	GARBAGE REMOVAL SERVICES	1/26/2026		\$ 52.05	\$ 102,623.21
1/14/2026	8503	Little Creek Press	Monroe Plan Layout, Pville & MP Cover	1/23/2026		\$ 2,650.00	\$ 99,973.21
1/14/2026	8504	Mei Mei Keohane	EE EXPENSE REIMB - DDP	1/21/2026		\$ 175.40	\$ 99,797.81
1/14/2026	8505	Melinda Nicely	EE EXPENSE REIMB - DDP			\$ 60.46	\$ 99,737.35
1/14/2026	8506	Morrissey Printing Inc.	City of Monroe Plan Books	1/26/2026		\$ 97.50	\$ 99,639.85
1/14/2026	8507	SW OPPORTUNITIES CENTER INC.	Janitorial Services			\$ 144.38	\$ 99,495.47
1/14/2026	8508	TOWN & COUNTRY ENGINEERING	POTOSI TENNYSON WATER STUDY FEE	1/29/2026		\$ 14,337.23	\$ 85,158.24
1/14/2026	8509	AWRPC	2026 Annual Membership Fees			\$ 500.00	\$ 84,658.24
1/14/2026	8510	PAYCHEX OF NEW YORK LLC	Payroll fees	1/23/2026		\$ 105.00	\$ 84,553.24
1/14/2026	8511	SECURIAN FINANCIAL GROUP	Life Insurance February 2026	1/22/2026		\$ 91.49	\$ 84,461.75

DATE	PAYMENT	VENDOR	DESCRIPTION	Clrd	DEPOSITS	CHECKS	Balance
1/16/2026	Payroll	Payroll	Net Checks	1/15/2026		\$ 18,278.48	\$ 66,183.27
1/16/2026	ETF	IRS / WI DOR / SUTA	PR Taxes	1/15/2026		\$ 7,250.13	\$ 58,933.14
1/16/2026	ETF	Empower	Deferred Comp	1/29/2026		\$ 250.00	\$ 58,683.14
1/16/2026	ETF	PAYCHEX OF NEW YORK LLC	PR Fees	1/16/2026		\$ 614.82	\$ 58,068.32
1/16/2026	PPD - 173	BRYCE MANN	EE EXPENSE REIMB - DDP	1/16/2026		\$ 55.00	\$ 58,013.32
1/16/2026	PPD - 174	ELLEN TYLER	EE EXPENSE REIMB - DDP	1/16/2026		\$ 257.86	\$ 57,755.46
1/16/2026	PPD - 175	JACLYN ESSANDOH	EE EXPENSE REIMB - DDP	1/16/2026		\$ 132.00	\$ 57,623.46
1/16/2026	PPD - 176	JACOB NELSON	EE EXPENSE REIMB - DDP	1/16/2026		\$ 55.00	\$ 57,568.46
1/16/2026	PPD - 177	KATE KOZIOL	EE EXPENSE REIMB - DDP	1/16/2026		\$ 315.40	\$ 57,253.06
1/16/2026	PPD - 178	TROY MAGGIED	EE EXPENSE REIMB - DDP	1/16/2026		\$ 157.90	\$ 57,095.16
1/16/2026	DEP	AR Deposit	CARPC Payment	1/16/2026	2,578.08		\$ 59,673.24
1/21/2026	DEP	AR Deposit	SCWRTC \$1400 - #1132, WWRTC \$8750 - #1133, Yahara Materials \$5,486.25 - NR-135, J&N Stone \$4,313.75 - NR-135, Bjoin Limestone \$1,155.00 - NR-135, Bjoin Limestone \$288.75 - NR-135, Faith \$577.50 - NR-135, Rule Construction \$253.75 - NR-135, Ivey Construction \$577.50 - NR-135, Pentt Inc \$577.50 - NR-135, Pentt Inc \$288.75 - NR-135, H James & Sons \$507.50 - NR-135, Frey Trucking \$761.25 - NR-135, Kranig \$577.50 - NR-135, J&R Ranch \$1,015.00 - NR-135, Rock Road \$1,332.50 - NR-135, Hillside Greenhouse \$761.25 - NR-135	1/21/2026	28,623.75		\$ 88,296.99
1/21/2026	ETF	WI Dept of EE Trust - Hlth	Health Insurance - February 2026	1/21/2026		\$ 7,096.34	\$ 81,200.65
1/27/2026	ETF	Tasc	Monthly Service Fee	1/27/2026		\$ 90.63	\$ 81,110.02
1/28/2026	ACH - 343 & 34	Elan	December CC Statement	1/28/2026		\$ 887.94	\$ 80,222.08
1/30/2026	Payroll	Payroll	Net Checks	1/29/2026		\$ 19,167.25	\$ 61,054.83
1/30/2026	ETF	IRS / WI DOR / SUTA	PR Taxes	1/29/2026		\$ 7,636.57	\$ 53,418.26
1/30/2026	ETF	Empower	Deferred Comp	2/2/2026		\$ 250.00	\$ 53,168.26
1/30/2026	ETF	PAYCHEX OF NEW YORK LLC	PR Fees	1/30/2026		\$ 324.32	\$ 52,843.94
1/30/2026	DEP	AR Deposit	Harvey Rock \$522.5 - NR-135, Prairie Sand & Gravel \$1015 - NR-135, Allied Stone \$1522.5 - NR-135	1/30/2026	4,060.00		\$ 56,903.94
1/30/2026	ETF	WI Dept of EE Trust - WRS	December 2025 WRS Remittance	1/30/2026		\$ 5,479.47	\$ 51,424.47
1/31/2026	DEP	Interest	0.01	1/31/2026	78.88		\$ 51,503.35
							\$ 51,503.35
		Saturday, January 31, 2026	Checking Account Balance		221,497.47	284,475.60	\$ 51,503.35
MOUND CITY BANK REVOLVING LOAN FUND #1 (68118400)							
			November 1, 2025 Balance Forward				\$ 16,953.21
					DEPOSITS	CHECKS	CHECKS
11/7/2025	DEP	Deposit	Foggy Bottom Woodworks (P \$, I \$)	11/7/2025	518.28		\$ 17,471.49
11/20/2025	DEP	Deposit	KJ Cold Storage (P \$, I \$)	11/20/2025	1,112.67		\$ 18,584.16
11/3/2025	DEP	Deposit	Woodford Restoration (P \$, I \$)	11/3/2025	297.97		\$ 18,882.13
11/30/2025	DEP	Mound City Bank	Interest - 0.20% APY	11/30/2025	2.97		\$ 18,885.10
12/8/2025	DEP	Deposit	Foggy Bottom Woodworks (P \$, I \$)	12/8/2025	518.28		\$ 19,403.38
12/4/2025	DEP	Deposit	KJ Cold Storage (P \$, I \$)	12/4/2025	1,112.67		\$ 20,516.05
12/1/2025	DEP	Deposit	Woodford Restoration (P \$, I \$)	12/1/2025	297.97		\$ 20,814.02
12/31/2025	DEP	Mound City Bank	Interest - 0.20% APY	12/31/2025	5.09		\$ 20,819.11
1/7/2026	DEP	Deposit	Foggy Bottom Woodworks (P \$, I \$)	1/7/2026	518.28		\$ 21,337.39
1/30/2026	DEP	Deposit	KJ Cold Storage (P \$, I \$)	1/30/2026	1,112.67		\$ 22,450.06
1/2/2026	DEP	Deposit	Woodford Restoration (P \$, I \$)	1/2/2026	297.97		\$ 22,748.03
1/31/2026	DEP	Mound City Bank	Interest - 0.30% APY	1/31/2026	5.50		\$ 22,753.53
							\$ 22,753.53
		Saturday, January 31, 2026	RLF #1 Account Balance		5,800.32	-	\$ 22,753.53

DATE	PAYMENT	VENDOR	DESCRIPTION	Clrd	DEPOSITS	CHECKS	Balance
MOUND CITY BANK REVOLVING LOAN FUND #2 (COVID EDA Grant - started Oct 2020 - 10061560)							
			November 1, 2025 Balance Forward				\$ 14,874.80
					DEPOSITS	CHECKS	CHECKS
11/3/2025	DEP	Hoste LLC	Hoste LLC Payment	11/3/2025	469.17		\$ 15,343.97
11/3/2025	DEP	Blackhawk Outdoors	Blackhawk Outdoors Payment	11/3/2025	795.59		\$ 16,139.56
11/3/2025	DEP	Book Kitchen	Book Kitchen Payment	11/3/2025	706.48		\$ 16,846.04
11/3/2025	DEP	Busy Bee Floral	Busy Be Floral Payment	11/3/2025	175.28		\$ 17,021.32
11/3/2025	DEP	Richland Locker	Richland Locker Payment	11/3/2025	1,885.40		\$ 18,906.72
11/3/2025	DEP	Woodford Restoration	Woodford Restoration Payment	11/3/2025	490.78		\$ 19,397.50
11/3/2025	DEP	Specialized Metalworking	Specialized Metalworking Payment	11/3/2025	1,268.00		\$ 20,665.50
11/3/2025	DEP	Foggy North	Foggy North Payment	11/3/2025	609.60		\$ 21,275.10
11/3/2025	DEP	Scriptive LLC	Scriptive LLC Payment	11/3/2025	1,707.07		\$ 22,982.17
11/3/2025	DEP	Wegmueller Farms	Wegmueller Farms Payment	11/3/2025	600.00		\$ 23,582.17
11/6/2025	RETURN	Blackhawk Outdoors	Blackhawk Outdoors ACH Return	11/6/2025		\$ 795.59	\$ 22,786.58
11/24/2025	1025	Driftless Wellness Retreat	Driftless Wellness Retreat RLF Disbursement	11/24/2025		\$ 20,000.00	\$ 2,786.58
11/30/2025	DEP	Interest - 0.20% APY		11/30/2025	4.20		\$ 2,790.78
12/1/2025	DEP	Hoste LLC	Hoste LLC Payment	12/1/2025	469.17		\$ 3,259.95
12/1/2025	DEP	Blackhawk Outdoors	Blackhawk Outdoors Payment	12/1/2025	795.59		\$ 4,055.54
12/1/2025	DEP	Book Kitchen	Book Kitchen Payment	12/1/2025	706.48		\$ 4,762.02
12/1/2025	DEP	Busy Bee Floral	Busy Be Floral Payment	12/1/2025	173.84		\$ 4,935.86
12/1/2025	DEP	Richland Locker	Richland Locker Payment	12/1/2025	1,885.40		\$ 6,821.26
12/1/2025	DEP	Woodford Restoration	Woodford Restoration Payment	12/1/2025	490.78		\$ 7,312.04
12/1/2025	DEP	Specialized Metalworking	Specialized Metalworking Payment	12/1/2025	1,268.00		\$ 8,580.04
12/1/2025	DEP	Foggy North	Foggy North Payment	12/1/2025	609.60		\$ 9,189.64
12/1/2025	DEP	Scriptive LLC	Scriptive LLC Payment	12/1/2025	1,707.07		\$ 10,896.71
12/3/2025	DEP	Wegmueller Farms	Wegmueller Farms Payment	12/3/2025	600.00		\$ 11,496.71
12/2/2025	RETURN	Blackhawk Outdoors	Blackhawk Outdoors ACH Return	12/2/2025		\$ 795.59	\$ 10,701.12
12/31/2025	DEP	Interest - 0.20% APY		12/31/2025	1.82		\$ 10,702.94
1/2/2026	DEP	Hoste LLC	Hoste LLC Payment	1/2/2026	469.17		\$ 11,172.11
	DEP	Blackhawk Outdoors	Blackhawk Outdoors Payment				\$ 11,172.11
1/2/2026	DEP	Book Kitchen	Book Kitchen Payment	1/2/2026	706.48		\$ 11,878.59
1/2/2026	DEP	Richland Locker	Richland Locker Payment	1/2/2026	1,885.40		\$ 13,763.99
1/2/2026	DEP	Woodford Restoration	Woodford Restoration Payment	1/2/2026	490.78		\$ 14,254.77
1/2/2026	DEP	Specialized Metalworking	Specialized Metalworking Payment	1/2/2026	1,268.00		\$ 15,522.77
1/2/2026	DEP	Foggy North	Foggy North Payment	1/2/2026	609.60		\$ 16,132.37
1/2/2026	DEP	Scriptive LLC	Scriptive LLC Payment	1/2/2026	1,707.07		\$ 17,839.44
1/5/2026	DEP	Wegmueller Farms	Wegmueller Farms Payment	1/5/2026	600.00		\$ 18,439.44
1/30/2026	DEP	Scriptive LLC	Scriptive LLC Full Loan Repayment	1/30/2026	67,236.44		\$ 85,675.88
1/31/2026	DEP	Interest - 0.23% APY		1/31/2026	4.29		\$ 85,680.17
		Saturday, January 31, 2026	COVID RLF #2 Account Balance		92,396.55	21,591.18	\$ 85,680.17
MOUND CITY BANK REVOLVING LOAN FUND #3 (started Dec 2021 - 10078935)							
			November 1, 2025 Balance Forward				\$ 31,009.86
					DEPOSITS	CHECKS	CHECKS
11/3/2025	DEP	Maple Street	Maple Street Payment	11/3/2025	2,040.67		\$ 33,050.53
11/3/2025	DEP	Mateo LLC	Mateo LLC Payment	11/3/2025	2,366.59		\$ 35,417.12
11/3/2025	DEP	Updraft Brewery	Updraft Brewery Payment	11/3/2025	1,177.70		\$ 36,594.82
11/3/2025	DEP	Scriptive LLC	Scriptive LLC Payment	11/3/2025	1,950.93		\$ 38,545.75
11/3/2025	DEP	Hollow Road Diesel	Hollow Road Diesel Payment	11/3/2025	1,109.17		\$ 39,654.92
11/3/2025	DEP	Snug as a Bug	Snug as a Bug Payment	11/3/2025	1,109.17		\$ 40,764.09
11/3/2025	DEP	Monroe Custom Engraving	Monroe Custom Engraving Payment	11/3/2025	2,308.71		\$ 43,072.80
11/3/2025	DEP	Hoste LLC	Hoste LLC Payment	11/3/2025	703.75		\$ 43,776.55
11/3/2025	DEP	Wegmueller Farms	Wegmueller Farms Payment	11/3/2025	600.00		\$ 44,376.55
11/24/2025	3163	Driftless Wellness Retreat	Driftless Wellness RLF Disbursement	11/24/2025		\$ 10,000.00	\$ 34,376.55
11/24/2025	3164	Memphis & Co	Memphis & Co RLF Disbursement	11/24/2025		\$ 30,000.00	\$ 4,376.55
11/30/2025	DEP	Interest 0.15%		11/30/2025	4.17		\$ 4,380.72
12/1/2025	DEP	Maple Street	Maple Street Payment	12/1/2025	2,040.67		\$ 6,421.39
12/1/2025	DEP	Mateo LLC	Mateo LLC Payment	12/1/2025	2,366.59		\$ 8,787.98
12/1/2025	DEP	Updraft Brewery	Updraft Brewery Payment	12/1/2025	1,177.70		\$ 9,965.68
12/1/2025	DEP	Scriptive LLC	Scriptive LLC Payment	12/1/2025	1,950.93		\$ 11,916.61
12/1/2025	DEP	Hollow Road Diesel	Hollow Road Diesel Payment	12/1/2025	1,109.17		\$ 13,025.78

DATE	PAYMENT	VENDOR	DESCRIPTION	Clrd	DEPOSITS	CHECKS	Balance
12/1/2025	DEP	Snug as a Bug	Snug as a Bug Payment	12/1/2025	1,109.17		\$ 14,134.95
12/1/2025	DEP	Monroe Custom Engraving	Monroe Custom Engraving Payment	12/1/2025	2,308.71		\$ 16,443.66
12/1/2025	DEP	Hoste LLC	Hoste LLC Payment	12/1/2025	703.75		\$ 17,147.41
12/1/2025	DEP	Wegmueller Farms	Wegmueller Farms Payment	12/1/2025	600.00		\$ 17,747.41
12/31/2025	DEP	Interest 0.12%		12/31/2025	1.80		\$ 17,749.21
1/2/2026	DEP	Maple Street	Maple Street Payment	1/2/2026	2,040.67		\$ 19,789.88
1/2/2026	DEP	Mateo LLC	Mateo LLC Payment	1/2/2026	2,366.59		\$ 22,156.47
1/2/2026	DEP	Updraft Brewery	Updraft Brewery Payment	1/2/2026	1,177.70		\$ 23,334.17
1/2/2026	DEP	Scriptive LLC	Scriptive LLC Payment	1/2/2026	1,950.93		\$ 25,285.10
1/2/2026	DEP	Hollow Road Diesel	Hollow Road Diesel Payment	1/2/2026	1,109.17		\$ 26,394.27
1/2/2026	DEP	Snug as a Bug	Snug as a Bug Payment	1/2/2026	1,109.17		\$ 27,503.44
1/2/2026	DEP	Monroe Custom Engraving	Monroe Custom Engraving Payment	1/2/2026	2,308.71		\$ 29,812.15
1/2/2026	DEP	Hoste LLC	Hoste LLC Payment	1/2/2026	703.75		\$ 30,515.90
1/2/2026	DEP	Wegmueller Farms	Wegmueller Farms Payment	1/2/2026	600.00		\$ 31,115.90
1/30/2026	DEP	Scriptive LLC	Scriptive LLC Full Loan Repayment	1/30/2026	77,153.11		\$ 108,269.01
1/31/2026	DEP	Interest 0.83%		1/31/2026	24.93		\$ 108,293.94
							\$ 108,293.94
		Saturday, January 31, 2026	COVID RLF #3 Account Balance		117,284.08	40,000.00	\$ 108,293.94
LOCAL GOVERNMENT INVESTMENT POOL GENERAL FUND							
			November 1, 2025 Balance Forward				\$ 304,938.59
					DEPOSITS	CHECKS	CHECKS
11/30/2025		Interest	4.02% APY	11/30/2025	1,008.61		\$ 305,947.20
12/31/2025		Interest	3.82% APY	12/31/2025	993.88		\$ 306,941.08
1/31/2026		Interest	3.70% APY	1/31/2026	965.04		\$ 307,906.12
							\$ 307,906.12
		Saturday, January 31, 2026	LGIP Account Balance		2,967.53	-	\$ 307,906.12
LOCAL GOVERNMENT INVESTMENT POOL SICK LEAVE LIABILITY							
			November 1, 2025 Balance Forward				\$ 24,052.12
					DEPOSITS	CHECKS	CHECKS
11/30/2025	Dep	Interest Earned	4.02% APY	11/30/2025	79.55		\$ 24,131.67
12/31/2025	Dep	Interest Earned	3.82% APY	12/31/2025	78.39		\$ 24,210.06
1/31/2026	Dep	Interest Earned	3.70% APY	1/31/2026	76.12		\$ 24,286.18
		Saturday, January 31, 2026	LGIP Account Balance		234.06	-	\$ 24,286.18
LOCAL GOVERNMENT INVESTMENT POOL RLF #1 - Opened 2025							
			November 1, 2025 Balance Forward				\$ 87,334.70
					DEPOSITS	CHECKS	CHECKS
11/30/2025	Dep	Interest Earned	4.02% APY	11/30/2025	288.87		\$ 87,623.57
12/31/2025	Dep	Interest Earned	3.82% APY	12/31/2025	284.65		\$ 87,908.22
1/31/2026	Dep	Interest Earned	3.70% APY	1/31/2026	276.39		\$ 88,184.61
		Saturday, January 31, 2026	LGIP Account Balance		849.91	-	\$ 88,184.61
TOTAL BALANCE OF ALL ACCOUNTS AS OF: Saturday, January 31, 2026							\$ 688,607.90
Balance as of 10/31/2025			\$ 593,644.76				
Deposits from 11/01/2025 - 1/31/2026			\$ 441,029.92				
Withdrawals from 11/01/2025 - 1/31/2026			\$ 346,066.78				
1/31/2026 Balance			\$ 688,607.90	\$ -			

DATE: February 24, 2026
TO: SWWRPC Commissioners
FROM: Troy Maggied, Executive Director
SUBJECT: Project and Operational Overview

This report is an account of our work over the past two months and previews some upcoming initiatives. You'll find updates organized around our three lines of service: Capacity Building, Economic Development, and Planning. We hope this provides our Commissioners with a brief summary of our projects and impact, and welcome insights and questions that help us continually improve how we can serve the region.

PROJECT UPDATES

Capacity Building Projects

Generative Artificial Intelligence (GenAI) Training

Ellen is leading a series of GenAI workshops for small businesses across the 5-county region. Funded by a USDA grant, the goal of the project is to build economic development capacity throughout our region by training small business leaders in applications of GenAI for success. Workshops will begin in May and continue until fall 2026.

GIS Mapping Projects

- Economic Development, Community, and Infrastructure Mapping:
 - City of Platteville: Mei Mei continues to provide maintenance services for the city, including web mapping application updates, infrastructure mapping coordination, and other ad-hoc mapping/analyses. A full-scale web application migration for several web maps and apps has been started, to be completed late spring 2026.
 - Village of Dickeyville: Mei Mei continues to perform updates to the site which was completed in 2023. She has started mapping the new AY McDonald Industrial Park expansion utilities in 2025.
 - City of Boscobel: Mei Mei continues to coordinate with public works employees to ensure the platform meets their needs for working toward a full inventory of all city infrastructure.
- School District Open Enrollment Online Maps: SWWRPC is currently working with the Platteville and Dodgeville School Districts on separate interactive maps that identify open enrollees across years. These online maps are designed for the private use of the individual school districts due to the sensitive nature of the data and currently help them track and visualize changes in open enrollment over time. SWWRPC is also working with the Platteville School Districts to design a survey to understand the causes of open enrollment, which could help measure performance and address related issues; the school district could be set up to enter the survey data they collect. Analyzing changes over time and geography could provide valuable insights into the factors driving open enrollment into and out of the districts.
- Southwestern Wisconsin School District StoryMap: SWWRPC recently completed a comprehensive StoryMap depicting the state of school districts in Southwestern Wisconsin as told through visualizations of Department of Public Instruction and Department of Revenue educational data. The StoryMap consists of four data dashboards covering topics of enrollment, finances, staffing, and educational achievement metrics; all of which allow for map and chart-based year-over-year comparisons of several unique data points between all districts in the region. SWWRPC plans to further refine the StoryMap with an accompanying narrative and continue to explore how it may be of use to educators in the region.

NR-135 Program

The DNR audited Green County quarries on April 23. The audit consisted of a morning reviewing NR-135 procedures followed by an afternoon of three site visits. The audit found 15 categories that were fully compliant, 5 categories that contained risks, and 4 categories that were out of compliance. SWWRPC staff have been working diligently to update the operator annual report, document permit transfers, adjust financial assurance amounts, and double check requirements in financial assurance documents. Grant County is anticipating an audit in 2026.

SWWRPC staff reviewed NR-135 processes for the 2025 calendar year. Multiple staff have been added to the project to ensure continuity of knowledge. The fee schedules for both Grant and Green Counties were approved by the county zoning committees. There has not been an increase in fees since SWWRPC took over management. Staff have also begun site visits for all sites in Grant and Green Counties.

Rail Transit Commissions

Troy and Natalie continue to administer this and transition the workload.

Economic Development Projects

EDA Public Works Infrastructure Grants

- Muscoda Industrial Park Grant Writing: This project is completed and being closed-out.
- Fennimore Industrial Park Grant Writing: SWWRPC submitted an EDA grant in early October on behalf of the city to fund a 72-acre expansion to their industrial park, in early November the project was selected for further consideration. The grant would fund \$3.188 million (80%) of a \$3.985 million project.
- Shullsburg Industrial Park Grant Writing: SWWRPC submitted an EDA grant on April 28 on behalf of the city to fund a 17-acre expansion to their industrial park. The grant would fund \$1.32 million (60%) of a \$2.2 million project.
- Potosi and Tennyson Water and Wastewater Demand Study: The study is nearing completion, and staff are in conversation with the villages and their engineer about future construction funding opportunities.

Prosperity Southwest Wisconsin

- SWWRPC staff are working with local economic development partners to map industry parks and related assets in order to enable quick decisions and turn-around times for responding to site selection requests for information. Emily, a student intern here in Platteville, has been working on the map in collaboration with PSW to help fulfill this goal.
- Prosperity is working with SWCAP to develop Infill modular workforce housing around the region, a project called Southwest Wisconsin Infill Solutions to Housing (SWISH). This project will start with a pilot of two modular housing units in Lancaster. Natalie is working with SWCAP to move this pilot project forward to begin construction this spring; as well as working with municipalities to identify other potential infill sites for modular housing around the region.
 - Prosperity has also been working with WEDC to submit a grant application to hire an Emerging Developer Fellow. This position is intended to support SWISH and to increase development capacity in the region by helping to build connections between professionals and future developers to grow interest in rural development.

Revolving Loan Funds

SWWRPC has continued their efforts to lend out available funds to local businesses and keep our cash reserves and available funds low. As of 1/31, we have over \$1.51 million dollars in active loans across 20 different loans. This amount includes the recent loans to Driftless Wellness and Memphis & Co in November. The next scheduled committee meeting will be March 10.

Bryce is currently working on the 2025 Annual Financial Reports and will submit them to the EDA prior to the 3/31 due date. These reports were previously done bi-annually but the previous 30/30 risk rating allowed us to submit financial reports annually.

Planning Projects

Comprehensive Planning

- City of Monroe: Ellen led Monroe's plan, which was officially adopted by the Common Council on December 15.
- City of Platteville: The plan draft is available for public comment through February 26, after which point the Plan Commission will consider changes to the draft and recommend next steps. The Common Council is anticipated to consider plan adoption on March 10.
- Village of Argyle: Jaelyn led the Argyle plan, which will become available for public comment on March 4, with potential plan adoption in April.

Outdoor Recreation Plans

Jaelyn is currently working with the City of Brodhead to update their Comprehensive Outdoor Recreation Plan which was last completed in 2020. The purpose of this plan is to develop goals, objectives and recommendations that will guide Brodhead towards the development and improvement of its outdoor recreation facilities. Updating the plan is also an eligibility requirement for the Wisconsin DNR park and recreation grant funding.

New Glarus EMS Plan

The New Glarus EMS Plan was started in the spring of 2025 and is continuing to move forward after some unexpected challenges in retrieving data and changes in plan direction due to contract updates. This plan is intended to provide a framework to the Village to establish a new regionalized EMS district that will help neighboring communities to share resources and address many of the challenges that come with providing EMS in rural areas. Natalie is working on a draft plan, which will be brought to the Steering Committee in early March.

DNR Groundwater Quality Grant

Ellen and Mei Mei are conducting a region-wide project to study groundwater vulnerability and implement mitigation action in the region. An interactive StoryMap website will be published to provide greater access to and understanding of local groundwater data. Ultimately, this resource will inform opportunities for local action to protect quality and ensure responsible use of groundwater.

This project has also enabled a partnership with a UW-Madison research team to conduct free well testing in Richland County. This will enable private well owners to access information about their groundwater, and it will also allow the public to view these results and better understand the current state of local groundwater. Well testing will resume in the spring and a website with results from the fall testing will be posted.

Richland Resilience Group

Ellen leads a group of interdisciplinary stakeholders who are committed to increasing local resilience through their work and in partnership with other participants in the Richland Resilience Group. Quarterly meetings for this group are held on Fridays at the Brewer Public Library over lunch, and are scheduled for the following dates in 2026:

- Friday, February 27
- Friday, April 24
- Friday, August 28
- Friday, October 23

In addition to the quarterly meetings, the resilience group has divided into project subgroups to accomplish the following projects in 2026: economic resilience, implementing resilient land use recommendations, and addressing groundwater vulnerability.

Richland Center-Richland County Regional GIS Efficiency

Through the DOR Innovation Planning Grant, SWWRPC is continuing to work on the Regional GIS Efficiency for Public Safety and Infrastructure Management Project, which seeks to evaluate the feasibility of a unified GIS service for the City of Richland Center and Richland County. The project, which is now being led by Mei Mei and Jaclyn, offers a transformative opportunity to address the funding and staffing challenges facing Richland Center and Richland County's GIS capabilities. Mei Mei has completed an analysis of stakeholder interviews and existing funding streams to evaluate current service gaps and opportunities for a shared service. By coordinating resources and leveraging a systems-driven approach, the project will ensure a sustainable, high-quality GIS service that meets the urgent needs of public safety, infrastructure management, and community engagement. Through stakeholder collaboration, a thorough funding analysis, and a clear governance plan, this initiative will position the region to effectively serve residents and support long-term economic growth.

Richland County Farmland Preservation Plan

SWWRPC kicked off work last month with Richland County to update its Farmland Preservation Plan. Natalie will work with County staff, towns, and farmers to update the existing plan. This plan is intended to help farmers and local governments preserve farmland, protect soil and water, and minimize land use conflicts.

Richland County Civil Rights Compliance plan

SWWRPC has been contracted to once again complete Richland County's Civil Rights Compliance Plan. As part of this project, Melinda will conduct interviews with key department heads, review existing policies and practices, and draft a comprehensive compliance plan for delivery to Richland County. This effort will ensure continued alignment with federal and state civil rights requirements and support the County's commitment to equitable service delivery.

Strategic Planning

- Village of Albany Fire Department: The plan has been adopted by the Department.
- City of Mineral Point: The plan is currently being reviewed internally in preparation for council review.
- City of Platteville: The plan is currently being written.

TIF Planning

The Village of Albany TIF Plan completed and SWWRPC staff are partnering with Green County Economic Development on discussions with a housing developer seeking to build in the community.

WisDOT Planning Grant

regional highway mapping summit was held in September, 2025 resulting in a set of tasks that SWWRPC staff can work on in 2026.

OPERATIONAL UPDATES

Operations, Staffing, and Project Management

The two vacant staff positions (Austin Coppernoll and Alyssa Schaeffer) have been refilled. Mei Mei Keohane began work as the new GIS Planner on November 10, and Natalie Strait began work as the new Regional Planner on November 14.

Training and Conferences

Mei Mei attended the Wisconsin Land Information Association Annual Conference in Wisconsin Dells, WI. The conference featured presentations that focused on local, regional, and statewide GIS trends, issues, applications, and solutions.

Melinda and Natalie attended the 2026 Wisconsin Public Finance Seminar in the Wisconsin Dells, WI. The conference offered several workshops directed towards Economic Development and Municipal Finance as well as joint sessions focusing on case studies covering economic development.

Troy attended the Wisconsin Counties' Association Legislative Session in Madison on 2/10.

Proposal Status – 12-Month Look-Back

Planning & Economic Development Department Proposal Status			Rolling 12-Month Look-Back		
<u>Project</u>	<u>Date Submitted</u>	<u>Project Duration</u>	<u>Funding Type</u>	<u>Value</u>	<u>Contract Award</u>
USDA RDBG - AI Small Business Training Grant	2/27/2025	2026	Grant	\$68,493.00	\$68,493.00
Brodhead Outdoor Recreation Plan	3/12/2025	2025	Contract	\$4,000.00	\$4,000.00
Argyle Comprehensive Plan	4/9/2025	2025-2026	Contract	\$25,000.00	\$25,000.00
Congressionally Directed Spending Regional Resiliency	4/25/2025	2025-2027	Grant	\$150,000.00	TBD
Richland Center / County GIS Innovation Planning Grant	4/28/2025	2025-2026	Grant	\$34,559.73	\$34,559.73
Richland County campus renovation RFP	5/19/2025	2025	Contract	\$8,232.00	\$0.00
CARPC AI Training	7/7/2025	2025	Contract	\$1,983.00	\$1,983.00
Shullsburg EDA Public Works Grant Administration	9/10/2025	2026-2027	Grant	\$40,000.00	TBD
CARPC Executive Director Survey Assistance	10/13/2025	2025	Contract	\$3,289.00	\$3,289.00
SWCAP / PSW In-fill housing project	12/13/2024	2026-2027	Grant	\$60,000.00	\$60,000.00
Darlington Outdoor Recreation Plan	11/5/2025	2026	Contract	\$4,000.00	\$4,000.00
Richland County Civil Rights Plan update	11/14/2025	2026	Contract	\$5,000.00	\$5,000.00
Iowa County SBDC Grant Admin	11/14/2025	2026	Contract	\$3,360.00	\$3,360.00
Regional Hazard Mitigation Plan Updates	TBD	2026-2028	Contract	TBD	TBD
Green County Hazard Mitigation Plan Update	1/6/2026	2026-2027	Contract	\$45,000.00	\$45,000.00
Total				\$452,917	\$254,685
Percent of projects from grants					46.67%
Percent of projects from contracts					53.33%
Percent of submitted proposals awarded by contract					73.33%
Percent of submitted proposals awarded by contract value					56.23%

Media and Press Releases

- 11/6 Richland Observer – Ellen Tyler was identified as part of the Richland Resilience program and highlighted the goals of the group
- 11/6 Dodgeville Chronicle – SWWRPC was identified as a collaborator to the Iowa County Advisory Council meeting & presented the CEDS plan
- 11/8 Monroe Times – Ellen Tyler was identified as the contact for the City of Monroe draft Comprehensive Plan
- 11/20 Republican Journal – Troy Maggied discussed regional priorities & the CEDS plan during the Lafayette County Advisory Committee meeting
- 11/20 Dodgeville Chronicle – Troy Maggied discussed regional economic priorities during the Iowa County Advisory Committee meeting
- 12/25 Dodgeville Chronicle – Troy Maggied presented the draft Mineral Point Strategic Plan to city council
- 1/8 Dodgeville Chronicle – SWWRPC press release for the January 22 meeting
- 1/29 Dodgeville Chronicle – SWWRPC hosted a Community Revitalization meeting in Argyle

Executive Director

Purpose: The Executive Director assumes overall leadership and plans, manages, and coordinates the work of the Commission. The Executive Director answers directly to the Commission.

Duties and Responsibilities:

- Creates an organizational culture that fosters a productive and supportive working environment for employees
- Establishes organizational strategy either directly through project and culture development, or indirectly through the facilitation of regular strategic planning processes
- Establishes a vision how the Commission can have a positive impact on the communities of southwestern Wisconsin
- Assumes overall duties and management of the Commission, including implementation of policies and procedures, budgeting, financial management, communications, and personnel management.
- Acts as the commission's personnel officer in the approval of administrative decisions related to the implementation of the Commission policies and procedures.
- Sets organizational culture by leadership through example, employee engagement, establishment of professional development standards, and alignment of projects and staffing with organizational mission.
- Drafts and presents the annual budget to the Commission for approval.
- Manages day-to-day operations, programs, and projects in a manner that is consistent with the Commission's governing documents and policies, as well as grant and funder requirements.
- Responsible for the hiring, orientation, supervision, evaluation, discipline, and termination of all Commission staff and volunteers engaged to support the organization's mission.
- Represents the Commission before federal and state agencies, other regional planning commissions, and local governments within the SWWRPC region.
- Seeks funding sources to maintain and enhance Commission programs and operations.
- Acts as the Commission's personnel officer in the administration of the Employee Handbook and Personnel Policies and Procedures.
- Coordinates with the Commission Chair and administrative staff to prepare agendas, minutes, and meeting packets for all Commission and committee meetings.
- Encourages Commissioner participation in program development and legislative advocacy.
- Reviews and works with Commissioners to update, maintain, and implement all Commission policies, procedures, and strategic plan.
- Enhances the Commission's visibility and reputation through media interviews and presentations, along with delivering presentations to county and town boards, city and village councils, nonprofit organizations, and professional groups.
- Keep abreast of professional developments in the field through reading and attendance at conferences and seminars.

- Attends professional planning activities, conferences, seminars, and training sessions, including the Wisconsin Association of Regional Planning Commission meetings.
- Implements any other duties as assigned by the Commission.

Qualifications:

- Established organizational management skills, including financial management, strategic planning, and human resources.
- Innovative leadership that will bring fresh ideas and perspectives to the region, while respecting its traditions, history, and economic and cultural diversity.
- Demonstrated experience in collaborating within and across multiple sectors including public officials, higher education, private enterprise, and nonprofit representatives.
- Capable leader who supports the development of high-performing staff with diverse skills, styles, and responsibilities.
- General understanding of municipal finance, including operational and capital expenditure restrictions and economic development incentive practices. An understanding of the basic components of school financing is beneficial.
- Successful at balancing a wide variety of issues and deadlines simultaneously.
- Possess exceptional communication and relationship skills.
- Experienced in grant writing and administration.
- Proven leadership of governing boards and organized community stakeholders.
- Knowledge of federal, state, and local funding opportunities.
- Thorough understanding of community and economic development planning.
- Experienced with project contracting and preparing scopes of work.
- Creative in the analysis of regional development and facilitating economic development.
- Strong understanding and use of all Microsoft Programs.

Education and experience:

- Bachelor's Degree from an accredited college or university in economic or community development, urban planning, public or business administration, or related field.
- Significant experience in a supervisory or management role in regional planning and/or other governmental organizations; private sector experience may substitute for public service experience.
- Experience in management and public administrative practices.
- Valid driver's license and reliable transportation.
- Ability to work productively with others and the public in a collaborative team environment.
- Desirable - Master's Degree; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities to successfully meet the core Qualifications, and Duties and Responsibilities of the position.
- Desirable - A background in planning and/or economic development.

Process for Nominating Officers of the Commission Per SWWRPC By-Laws

SWWRPC By-Laws Concerning Nominating Officers

- Article IV (OFFICERS), Section 2 (Election): “The officers of the Commission shall be elected every other year. The elections shall take place at the May meeting of the Commission on the even years (2000, 2002, 2004, etc.) The selection shall take place by ballot and the persons elected shall take office on the first day of June following the election. The officers shall hold their terms of office for a period of two years or until their successors have been duly elected and qualified. No member shall hold the same officer position for more than three consecutive terms.

At least thirty (30) days prior to the May meeting at which elections are held the chairperson shall appoint a nominating committee for the purpose of nominating Commission members for election of officers. The chairperson shall advise the Commission of his/her appointment of a nominating committee.”

- Article V (MANAGEMENT), Section 3 (Nominating Committee): “The Nominating Committee shall consist of one Commissioner from each county appointed by the chairperson and approved by the Commission, provided that no officer may serve on the Committee.”

Current Officers and Terms Served

- Chair: Robert Keeney, Grant County
 - Chair from 2020-present
 - Vice-Chair from 2016-2020
 - Secretary / Treasurer from 2014-2016
- Vice-Chair: Carol Anderson, Iowa County
 - Vice-Chair from 2020-present
- Secretary / Treasurer: John Meyers
 - Secretary / Treasurer from 2022-present

BY-LAWS
OF
SOUTHWESTERN WISCONSIN REGIONAL PLANNING COMMISSION

Adopted November 17, 1970
Amended August 30, 1994
Amended October 25, 1994
Amended May 27, 1997
Amended October 27, 1999
Amended July 27, 2000
Amended June 24, 2008
Amended October 22, 2019
Amended November 24, 2020

BY-LAWS
OF
SOUTHWESTERN WISCONSIN REGIONAL PLANNING COMMISSION

PREAMBLE

These by-laws, consistent with the statutes of the State of Wisconsin, further define and regulate the Southwestern Wisconsin Regional Planning Commission and those committees and officers established by and responsible to it, and have been adopted by the Commission for that purpose. Where the word "Commission" appears hereinafter, it shall be construed to mean the Southwestern Wisconsin Regional Planning Commission. It is the express intent of the Commission and the purpose of these by-laws to advance the work of the Commission as provided for by Statute and to carry on the business of urban and rural planning and development in all of its ramifications and branches and to render professional and technical services in conjunction therewith.

ARTICLE I - OFFICES

Section 1 - The Commission shall establish its offices at such location as it may from time to time determine, except that such location will be within the southwestern Wisconsin region, which is comprised of the counties of Grant, Green, Iowa, Lafayette, and Richland.

ARTICLE II - MEETINGS

Section 1 - Annual Meeting - There shall be an annual meeting of the Commission each year to adopt an annual budget and to conduct such other business as may be properly before it.

Section 2 - Monthly Meeting - Monthly or bi-monthly meetings of the Commission shall be held on the fourth Tuesday of each month, except when a different date is designated by the chairperson. The Commission will make every effort to avoid holding a meeting on the same day or evening as a county board meeting since all five of the county board chairs automatically serve on the Commission.

Section 3 - Special Meetings - Special meetings may be called at any time by the chairperson of the Commission. Special meetings shall also be called by the chairperson upon written request therefore by three or more members of the Commission.

Section 4 - Notice of Meetings - The executive director, at the direction of the chairperson of the Commission, shall mail to each and every member of the Commission notice of all meetings--monthly, special, or annual--prior to said meetings and such notice shall state the day, time, place, and general purpose of such meeting.

Meeting agendas shall be sent to each of the county clerks in the region for posting in the courthouses, and shall also be posted to the SWWRPC website.

Section 5 - Quorum - The majority of the members of the Commission shall constitute a quorum except at Executive, Standing, Nominating, Advisory or Special Committee meetings, where a majority of the Committee members will constitute a quorum. All matters relating to ordinary business shall require a simple majority of those members attending a legal meeting. Adoption of a budget or the voting of an appropriation shall require a two-thirds (2/3rds) vote of the Commissioners present, voting at a legal meeting, but in no event less than a majority of the fifteen (15) Commissioners.

Section 6 - Public Meetings - All meetings of the Commission or any of its committees or subcommittees shall be held pursuant to State of Wisconsin Open Meetings Law.

Section 7 - Attendance at Meetings - Commission members should notify the Commission office in advance if they will not be able to attend monthly meetings. This will let the chairperson know if there may be difficulty in getting a quorum to conduct business at the meeting. If for some reason a member misses three meetings in a row without contacting the Commission office about the absence, this will be interpreted as a lack of interest in serving on the Commission, and appropriate steps will be taken to request that another person be appointed to the position. Should a member miss five meetings in a row (regardless of whether he/she contacts the Commission office about some of the absences), this will still be considered a lack of sufficient interest in serving on the Commission, and appropriate steps will be taken to have another person appointed to the position. A serious illness would warrant special consideration.

Section 8 - Meetings by Electronic Means of Communication - Members of the Commission or any committee of the Commission may conduct any regular or special meeting by use of any electronic means of communication provided, (1) all participating Commissioners may simultaneously hear or read each other's communications during the meeting or (2) all communication during the meeting is immediately transmitted to each participating Commissioner and each participating Commissioner is able to immediately send messages to all other participating Commissioners. Before the commencement of any business at a meeting at which any Commissioners do not participate in person, all participating Commissioners shall be informed that a meeting is taking place at which official business may be transacted. Participation in such manner shall constitute presence in person at such meeting for the purposes of these Bylaws.

ARTICLE III - COMPOSITION OF COMMISSION

Section 1 - General - The membership of the Commission shall consist of elected and appointed persons from those counties which comprise the Commission.

Section 2 - Elected Members - The office of chairperson of each county board that is a part of the Commission shall be a member.

Section 3 - Appointed Members - The membership of the Commission shall consist of two appointed persons from each of those counties which comprise and are participants of the Commission. Appointments can be from the membership of the County Board or citizens at large. In nominating private citizens, the County Board shall give preference to those persons having

experience in multi-jurisdictional efforts in one or more of the following areas: land use planning, transportation, law, finance, engineering, recreation and natural resources development, social or economic planning. The County Board and Commission shall endeavor to have the three Commissioners of each county represent various regions or geographies of each county to ensure broad county representation. It shall be the role of the SWWRPC Executive Director to manage this process by tracking appointments and initiating the appointment process with counties as they come due.

Section 4 - Term of Office - The members of this Commission who are chairpersons of county boards, or their successors as theretofore and hereinafter provided, shall serve on the Commission during the term of their elected office. They shall be succeeded to the Commission by their successor in office or themselves if re-elected. The term of office for appointed members shall be three years from the date of their appointment.

Section 5 - Provision of Alternates - Commissioners should endeavor to attend all Commission meetings. If a Commissioner cannot attend a particular meeting, the appropriate county official of may, in writing, appoint an alternate person to attend the Commission meeting and serve in the full capacity of a Commissioner.

ARTICLE IV - OFFICERS

Section 1 - Number - The officers of the Commission shall be comprised of a chairperson, vice chairperson, and secretary-treasurer.

Section 2 - Election - The officers of the Commission shall be elected every other year. The elections shall take place at the May meeting of the Commission on the even years (2000, 2002, 2004, etc.) The selection shall take place by ballot and the persons elected shall take office on the first day of June following the election. The officers shall hold their terms of office for a period of two years or until their successors have been duly elected and qualified. No member shall hold the same officer position for more than three consecutive terms.

At least thirty (30) days prior to the May meeting at which elections are held the chairperson shall appoint a nominating committee for the purpose of nominating Commission members for election of officers. The chairperson shall advise the Commission of his/her appointment of a nominating committee.

Section 3 - Removal - Any of the officers may be removed for cause and may be removed if incapacitated or unable to attend meetings and perform the duties of his office. Removal from office shall require a two-thirds (2/3rds) vote of the Commissioners present, voting at a legal meeting, but in no event less than a majority of the fifteen (15) Commissioners.

Section 4 - Vacancies - Should any office become vacant for any cause, the Commission shall elect a successor from among the Commission members who will serve until the next May meeting of the Commission when the regular elections are held.

Section 5 - Chairperson - The chairperson of the Commission shall preside, and may vote, at all meetings of the Commission. He/she may present to the Commission such matters as, in his/her

judgment, require attention, and he/she shall perform such other duties as are entrusted to the chairperson by statute of these by-laws. Subject to any contrary requirements in these by-laws, Robert's Rules of Order shall guide the chairperson in the conduct of meetings.

Section 6 - Vice-Chairperson - The Vice-Chairperson shall preside in the absence of the Chairperson or in the event that the Chairperson is unable to serve.

Section 7 - Secretary-Treasurer - The secretary-treasurer of the commission, or his/her designee at the Commission's offices, shall keep and distribute minutes of all meetings of the Commission and shall be required to countersign all documents required to be executed, and shall keep and preserve all resolutions, transactions, findings, and determinations of the Commission. In the absence of the secretary-treasurer, the chairperson may name a deputy secretary-treasurer who shall perform the duties of the secretary-treasurer at that meeting, or until the office shall have been filled as heretofore provided.

The secretary-treasurer of the Commission, working in conjunction with his/her designee at the Commission's offices, shall keep all the funds of the Commission except those funds held by governmental agencies in trust for the Commission, and shall deposit them in a depository authorized by the Commission, and shall keep an accurate record of all receipts and disbursements

Section 8 - Additional Offices - The Commission, at an annual, special, or monthly meeting, may create such additional offices as it may deem in its judgment advisable and prescribe their duties.

ARTICLE V – MANAGEMENT

Section 1 - Standing Committees - The Commission shall have committees and subcommittees as it may deem necessary and with duties as prescribed by the Commission from time to time. There shall be an Executive Committee as set forth in these by-laws.

(A) Executive Committee: The Executive Committee shall consist of five or six persons as determined by the Commission. The Executive Committee shall at a minimum include the three elected officers and such other Commissioners as will provide the Committee with representation from each of the five counties in the region. The membership of the Executive Committee shall be determined at the May meeting of the Commission when the election of officers is held. For the remaining two or three members on the Executive Committee, the county board chairpersons shall designate the Commission member to represent his or her county on the Committee.

Section 2 - Advisory Committees - The Commission shall seek the advice and cooperation of interested citizens, public officials, and agency administrators. Citizen and Technical Advisory Committees shall be established as the Commission shall deem necessary to effectively carry out the purposes of the organization. The membership of the Citizen and Technical Advisory Committees shall be established in such manner as determined by the Commission.

Section 3 - Nominating Committee - The Nominating Committee shall consist of one Commissioner from each county appointed by the chairperson and approved by the Commission, provided that no officer may serve on the Committee.

Section 4 - Special Committees - The Commission may from time to time create special committees from the Commission membership to perform under delegated authority of the Commission.

Section 5 - Executive Director - The Commission creates policy within its purview and may hire an executive director to implement that policy. The director is responsible for hiring and managing all staff, preparing the budget for the Commission's consideration, and, following the policy developed by the Commission, developing and implementing the Commission's work program and managing the day-to-day operations of the organization. The Commission may enter into a contract for the director's services.

Section 6 - Depository - The Commission shall determine a depository for the funds of the Commission and direct the secretary-treasurer therein to deposit the funds in such designated depository in such manner so the deposits will not be made inconsistent with Wisconsin law and which may be subject to review by the Commission as a body. The terms and conditions of the agreements between the depository and the Commission shall be incorporated as a part of the By-laws of the Commission.

Section 7 - Per diem Compensation and Expenses - A per diem compensation, mileage, and other expenses shall be paid members of the Commission by their respective counties.

All members shall be reimbursed for actual expenses incurred as members of the Commission in attending meetings and in carrying out the work of the Commission.

ARTICLE VI - CONTRACTS AND EXECUTION OF THE INSTRUMENTS

Section 1 - Contracts - The Commission may enter into such contracts which are necessary to carry out its purposes and duties and which are not inconsistent with the provisions of the Wisconsin law. The Commission may apply, contract for, receive and expend for its purposes, any funds, grants, gifts, or donations from any local governmental unit, the State of Wisconsin, the federal government, or any other source. The Commission may also authorize the Executive Director to enter into contracts and grants contingent on notification to the Chairperson upon execution of the contract.

Section 2 - Execution of the Instruments - When the execution of any contract, conveyance, or other instrument has been authorized without specification of the executing officers, the chairperson or vice chairperson, and the secretary-treasurer may execute the same in the name and behalf of the Commission. The Commission shall have the power to designate the officers and agents who shall have authority to execute any instrument in behalf of the Commission.

Section 3 - Limit of Authority of Executive Director - The Executive Director shall receive approval of all unbudgeted expenditures exceeding \$10,000, from the Commission or Executive Committee.

ARTICLE VII - FISCAL YEAR

Section 1 - The fiscal year of the Commission shall be the calendar year.

ARTICLE VIII - SEAL

Section 1 - The Commission shall procure an official seal which shall contain the following legend: "SOUTHWESTERN WISCONSIN REGIONAL PLANNING COMMISSION."

ARTICLE IX - AMENDMENTS

Section 1 - These by-laws may be amended at any legal meeting of the Commission. The secretary-treasurer shall mail to each member of the Commission a copy of the proposed amendment or amendments to the by-laws. This shall be done not less than ten (10) days prior to the date of the meeting. Amendment of these by-laws shall require a two-thirds (2/3rds) vote of the Commissioners present, voting at a legal meeting, but in no event less than a majority of the fifteen (15) Commissioners.

ARTICLE X - COMPLIANCE WITH WISCONSIN LAW

Section 1 - Inconsistencies - In the event that these By-laws, or any provisions herein contained, should in any manner be contrary to or violative of the provisions of the Wisconsin law, the provisions of the Wisconsin law shall prevail.