

MEETING: ***AMENDED* REGULAR MEETING OF THE ECONOMIC DEVELOPMENT COMMISSION**

DATE & TIME: **Tuesday, May 19, 2026 at 6:00 PM**

LOCATION: **Germantown Village Hall Board Room
N112 W17001 Mequon Road**

Any member of the body and/or citizen may attend the meeting virtually through the WebEx platform, Meeting #: **2559 553 8462** Password: **6K3iJJ7zsJ3** which can be accessed by phone at 408-418-9388 or by clicking the link below:
<https://villageofgermantown.my.webex.com/villageofgermantown.my/j.php?MTID=mda95a926472e2ef884bf2b6d4def99a5>

NOTICE: Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@germantownwi.gov by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.

Previously recorded meeting videos can be viewed at https://www.youtube.com/channel/UCOYp0EgELzTCa9X_iCohyhQ

AGENDA

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL:**
- III. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a four (4) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.) Comments that may be injurious to village personnel or other individuals will not be allowed.*
- IV. **MEETING MINUTES:**
 - A. March 10, 2026 (ACTION)
- V. **UNFINISHED BUSINESS:**
- VI. **NEW BUSINESS:**
 - A. Introduction of New EDC Members (DISCUSSION)
 - B. *Germantown Business Development Loan Pool Application: Elizabeth Ortin, A Kid at Heart Playland (ACTION)*
 - C. Request for Joint Survey with Germantown Chamber and Village of Manufacturing and Businesses within the Village (DISCUSSION)
 - D. Outline of 2026 Initiative and Goals (DISCUSSION)
- VII. **NEXT MEETING:**
 - A. June 9th, 2026 at 6:00pm
- VIII. **ADJOURNMENT:**

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Village Clerk at (262)250-4745 at least 2 days prior to the meeting.

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Notice is hereby given that a possible quorum of other boards, committees, and/or commissions may attend this meeting to gather information about an item over which they have decision-making responsibility. This may constitute a meeting of these bodies per State ex rel. Badke v Greendale Village Board, even though these bodies will not take formal action at this meeting.

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MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*

Chairperson Trustee Jan Miller called the Economic Development Commission meeting to order at 6:00 PM.

- II. **ROLL CALL:**

Present: Trustee Jan Miller, Trustee Kristen Borst, Member Joletta Kerpan, Member Jim Sedgwick, Member Scott Hefle, Member Melanie Smythe, Member Jeffrey Voyer
Also Present: Deputy Clerk Maddy Laufenberg

- III. **ANNOUNCEMENTS:**

Member Kerpan announced the upcoming Candidate Forum on March 11, 2026, as well as ongoing Leadership Germantown service projects.

Member Hefle announced a fundraising event for Germantown K-9 at Hounds & Taps on March 14, 2026.

Chairperson Trustee Jan Miller announced the Village Attorney's Open Meetings Presentation on May 12, 2026, and the Germantown 4th of July Celebration.

- IV. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a four (4) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.) Comments that may be injurious to village personnel or other individuals will not be allowed.*

- V. **MEETING MINUTES:**

- A. February 10, 2026 Meeting Minutes (ACTION)

Motion: Approve as presented
Motioned By: Kristen Borst
Seconded By: Jeffrey Voyer

Yes: Jan Miller, Kristen Borst, Joletta Kerpan, Scott Hefle, Melanie Smythe, Jeffrey Voyer
No: None
Abstain: Jim Sedgwick

Motion Carried by Voice Vote (Yes 6, No 0, Abstained 1)

VI. UNFINISHED BUSINESS:

- A. Operation Storefront: Industrial and Commercial Real Estate Presentation (DISCUSSION AND ACTION)

Motion: Postpone presentation until the next meeting as presented
Motioned By: Melanie Smythe
Seconded By: Kristen Borst

Yes: Jan Miller, Kristen Borst, Joletta Kerpan, Jim Sedgwick, Scott Hefle, Melanie Smythe, Jeffrey Voyer
No: None
Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

VII. NEW BUSINESS:

- A. Germantown Business Development Loan Pool Monthly Report and Review of Rewritten Application (DISCUSSION AND ACTION)

No applications were submitted this month.

Motion: Approve recommended changes to the application with additional edits as discussed
Motioned By: Melanie Smythe
Seconded By: Kristen Borst

Yes: Jan Miller, Kristen Borst, Joletta Kerpan, Jim Sedgwick, Scott Hefle, Melanie Smythe, Jeffrey Voyer
No: None
Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

B. Economic Development Commission Municipal Code (DISCUSSION *AND ACTION*)

Commissioners read through the Economic Development Commission section of the Germantown Municipal Code, and discussed the structure and direction of the Commission, what priorities should be focused on, and next steps for setting goals.

C. *EDWC Strategic Platform Presentation Review (DISCUSSION)*

Commissioners briefly discussed the historical context of the Strategic Platform that was put together by Economic Development Washington County (EDWC) and the Economic Development Commission.

D. Ordinance Regarding the Members of the Economic Development Commission (DISCUSSION)

Chairperson Trustee Jan Miller briefly discussed Ordinance 05-2026, which added two members to the Economic Development Commission.

E. Village of Germantown Developers Agreements Review (DISCUSSION)

Commissioners requested that this item be postponed until the next Economic Development Commission meeting to allow more time for review.

VIII. NEXT MEETING:

A. April 14, 2026

IX. ADJOURNMENT:

Chairperson Trustee Jan Miller adjourned the Economic Development Commission meeting at 7:19 PM.

GERMANTOWN BUSINESS DEVELOPMENT LOAN POOL APPLICATION

I. APPLICANT INFORMATION

Name: Elizabeth Ortin Telephone: [REDACTED]

Home Address: [REDACTED]

Social Security Number: will give to bank

II. PROPOSED PROJECT

Full Legal Name of Borrower: Elizabeth Renee Ortin / A Kid At Heart Playland LLC

Address: W188N10707 maple Rd German town WI 53022
Street City State Zip

Contact Person: Elizabeth Ortin Phone Number: [REDACTED]

Type of Business: entertainment qkidatheartplayland@gmail

Year Business was established: 2022

Years Under Current Management: 4

Number of employees: Current: 4 PT Proposed: 6-7 PT

Business Ownership:

- Sole Proprietorship
- Corporation
- **LLC**
- General Partnership
- LLP
- S Corporation

Landlord Information: Name: Maple German LLC

Phone Number: ?

the new owners would like to take occupancy as soon as possible

Lease Expiration: Dec 26 Annual Rent: 30,000

Any relationship between the business and the Landlord?

- Yes
- **No**

If Yes, Describe: _____

III. LOAN REQUEST

Amount Requested: 25,000 Term Requested: ?

For what purposes will this credit be used? Relocation of business as our current building sold and lease is not being renewed.

How will business repay this credit? By whatever terms are given by Bank 59

Is business subject to either seasonal or cyclical cash flow variations? • Yes No

If yes, please explain: Slower in the summer months. We offset this with mobile farm, bubble and minigolf business

IV. PURPOSE OF LOAN

Describe the scope of work which the Business Development Loan Pool funds are proposed for, and the anticipated benefits to be realized from the proposed project. (Examples: benefits low income employees, youths, minorities, handicapped, veterans, elderly, local economic benefits, impact on the environment (if any), community benefits, financial impact on local government, etc.)

Please be as specific as possible by presenting a detailed outline of all proposed work, including all renovations, equipment, start-up costs and training costs, etc. If applicable, the design proposal should also accompany the application. Attach additional information if necessary.

We are an indoor family center focusing on providing families an affordable option for birthday parties, events, and a place to bring children to "get their wiggles out."
We will use this money to expand our offerings to include indoor minigolf and a small arcade. We also would like to expand our play structure that is the cornerstone of our facility and business model.
The cost to safely take down and reassemble the structure in a new space is about \$5,000 not including the addition. The space we are looking at moving to in Germantown would require ~~us~~ us to reapply for a CUP. The fee would be an additional \$1500. It was suggested we apply for this loan to help cover the cost of that fee.
we are involved in several events within the community

Please read this:

The information contained in this application is provided to induce the participating partners to extend credit to you. You acknowledge and understand that participating partners are relying on the information provided in this application in deciding whether to extend credit to the applicant. Each of you represents, warrant and certify that the information provided in this application is true, correct and complete. Each of you agree to notify participating partners immediately of any materially adverse change in (1) any of the information contained in this application or (2) you or any proposed guarantor's financial condition. The participating partners are authorized to make all inquiries it deems necessary to verify the accuracy of the information contained in this application. You authorize any person or credit reporting agency to give the participating partners any information it may have about you. Each of you signing below do authorize the participating partners to obtain credit checks on you, including consumer credit checks through credit reporting agencies and direct inquiries of business(es) where you have accounts, where you worked, or other sources; (b) to contact these sources at any time whether before, during or after the term of any agreement between you and participating partners to update information or to assist the participating partners in enforcing any obligations you owe to the program; and (c) to properly report any performance with regard to credit extended to any one who may properly receive such information.

Please sign here:

Corporation or partnership applicant:

Individual, Sole Proprietor, and Guarantors:

Name of entity

X EO [Signature]
Authorized Signature

X _____
Authorized Signature

Elizabeth Ortin 3/17/2006
Print Name Date

Print Name

X _____
Authorized Signature

Title

Print Name Date

X _____
Authorized Signature

Print Name Date

COMMITTEE AGENDA ITEM

REQUEST FORM

COMMISSIONER MELANIE SYLVE

I, Trustee MELANIE SYLVE hereby request that the following item(s) be placed on the next agenda of the ECONOMIC DEV. COMMISSION Committee, COMMISSION for consideration and action:

ITEM REQUESTED: JOINT SURVEY W/ AGRICULTURAL CHAMBER & VILLAGE OF MANUFACTURING & BUSINESSES WITHIN THE VILLAGE

DISCUSSION/REASON: UNDERSTAND AREAS BOTH INSTITUTIONS MAY SUPPORT & RETAIN BUSINESS

Dated this 5th day of MAY, 2026

Melanie Sylve
Signature of Trustee
COMMISSIONER

Received: _____
By: _____
Revised: 4/25/00

Chamber Representative