



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Minutes - Approved ECONOMIC DEVELOPMENT COMMITTEE

*Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?*

Wednesday, July 16, 2025

5:00 PM

Virtual

1. **Written Comments:** You can send comments on agenda items to edc@cityofmadison.com

2. **Register for Public Comment:**

- Register to speak at the meeting.
- Register to answer questions.
- Register in support or opposition of an agenda item (without speaking).

If you want to speak at this meeting you must register. You can register at <https://www.cityofmadison.com/MeetingRegistration>. When you register to speak, you will be sent an email with the information you will need to join the virtual meeting.

3. **Watch the Meeting:** If you would like to join the meeting as an observer, please visit <https://www.cityofmadison.com/watchmeetings>.

4. **Listen by Phone:**

(877) 853-5257 (Toll Free)

Webinar ID: 825 9521 1549

CALL TO ORDER / ROLL CALL

Economic Development Committee was called to order at 5:02pm. Chaired by Harris.

Others present: Mikolajewski, Ouk, Miller, Rohlich, Makinen

Present: 8 - Joann Pritchett; Jeffrey J. Liggon; Susan M. Bulgrin; Wayne R. Harris; Seth W. Lentz; Kabah Bah; John W. Duncan and Sabrina V. Madison

Absent: 1 - Melissa Gombar

Excused: 1 - Nicholas J.C. Paris

APPROVAL OF MINUTES

A motion was made by Duncan and seconded by Liggon to approve the minutes from the June 18th, 2025 meeting. The motion passed by voice vote.

CALL TO ORDER / ROLL CALL

Gombar arrived at 5:05pm

Present: 9 - Melissa Gombar; Joann Pritchett; Jeffrey J. Liggon; Susan M. Bulgrin;
Wayne R. Harris; Seth W. Lentz; Kabah Bah; John W. Duncan and Sabrina
V. Madison

Excused: 1 - Nicholas J.C. Paris

PUBLIC COMMENT

1. [89146](#) Public Comment - EDC 7/16/25

Attachments: [EDCRegistrantsReport-7-16-25.xlsx](#)

None

DISCLOSURES AND RECUSALS

None

NEW BUSINESS

2. [88739](#) Presentation by Wisconsin Women's Business Initiative Corporation
(WWBIC) regarding business development programs and underwriting

Attachments: [2025 Don't Say No Say WWBIC.pdf](#)
[2025 Impact Sheet.pdf](#)
[2025 WWBIC Referral Document.docx](#)

Miller introduced Michael Hetzel and Emily Schmitzer from WWBIC who gave
an overview of their work with business programs followed by questions from
members.

CALL TO ORDER / ROLL CALL

Present: 8 - Melissa Gombar; Joann Pritchett; Jeffrey J. Liggon; Susan M. Bulgrin;
Wayne R. Harris; Seth W. Lentz; Kabah Bah and John W. Duncan

Absent: 1 - Sabrina V. Madison

Excused: 1 - Nicholas J.C. Paris

3. [87483](#) Adopting the Updated Elected and Appointed Official Code of Ethical Conduct

Attachments: [PROPOSED: Updated Elected and Appointed Official Code of Ethical Condu](#)
[IN EFFECT: Elected and Appointed Official Code of Ethical Conduct Updatec](#)
[BPW Presentation Elected and Appointed Official Code of Ethical Conduct.p](#)
[Updated Presentation Elected and Appointed Official Code of Ethical Conduc](#)
[Updated 7-17-25 Elected and Appointed Official Code of Ethical Conduct.pdf](#)

Duncan gave an overview of the Code of Ethical Conduct followed by

questions and comments from members. A motion was made by Bulgrin seconded by Liggon to return to lead with the recommendation to adopt with the following recommendations:

1. That it stay a living document
2. That it is made available to the public

The motion passed unanimously by voice vote. Madison was absent at the time of the vote.

DISCUSSION ITEMS

CALL TO ORDER / ROLL CALL

Present: 9 - Melissa Gombar; Joann Pritchett; Jeffrey J. Liggon; Susan M. Bulgrin; Wayne R. Harris; Seth W. Lentz; Kabah Bah; John W. Duncan and Sabrina V. Madison

Excused: 1 - Nicholas J.C. Paris

4. [84376](#) City of Madison Economic Development Plan Update

Attachments: [EDC Mtg_ED Plan PDF Binder of Materials_112024.pdf](#)
[2024-2026 Economic Development Plan Charter 7-17-24.pdf](#)
[Madison Economic Development Strategy Student Job Description - Version](#)
[2024-2026 ED Plan RFP Scope of Svcs_DRAFT v4 081924.pdf](#)

Mikolajewski gave an update followed by questions from members.

CALL TO ORDER / ROLL CALL

Present: 8 - Melissa Gombar; Joann Pritchett; Jeffrey J. Liggon; Susan M. Bulgrin; Wayne R. Harris; Seth W. Lentz; Kabah Bah and John W. Duncan

Absent: 1 - Sabrina V. Madison

Excused: 1 - Nicholas J.C. Paris

5. [81529](#) Economic Development Division Financial Assistance Dashboard

Attachments: [August 2025 EDD Financial Assistance Dashboard.pdf](#)
[July 2025 EDD Dashboard - Memo to the EDC.pdf](#)

Rohlich presented the dashboard followed by questions from members.

6. [78859](#) Announcements and Future EDC Agenda Items

None

ADJOURNMENT

A motion was made by Gombar and seconded by Duncan to adjourn at 6:52.
The motion passed by voice vote.