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## ECONOMIC DEVELOPMENT BOARD

Tuesday, June 24, 2025

8:00 AM

North Conference Room

### Minutes

#### 1) Call to Order, Roll Call

**Present:**

Chair Timothy Carr  
Alderman William Gebhardt  
Board Member Colin Boyd  
Board Member Dennis Engel  
Board Member Daniel Gannon  
Board Member Michael Kramer  
Board Member Jeff McLean  
Board Member Tracy Johnson -- **Absent**  
Board Member Inge Plautz -- **Absent**

Chairman Tim Carr called the meeting to order at 8:00 a.m.

#### 2) Approval of Meeting Minutes from May 20, 2025

**Action**

Board member Mike Kramer made a motion to approve May 20, 2025, meeting minutes.  
Board member Denny Engel seconded the motion.  
*A voice vote was taken; vote passed (7-0)*

**RESULT:                      Approved [Unanimous]**

#### 3) EDB Purpose, Objectives and Workprogram

Director Kim Tollefson stated that there was a meeting last month to discuss where EDB is headed and what projects the Board should be working on. She mentioned that some of the work the Board has done in the past few years was typically initiated through the Planning Commission (evaluating zoning, evaluating how specific properties are zoned, etc). She commented that this is an opportunity to focus on the Board's objectives. She added that there are several recommendations that staff are working on from the market analysis including the hotel RFP.

Alderman Bill Gebhardt stated that he believes that the Board should approach all projects with a business case as a foundation. He commented that it is important to educate the public about ongoing issues and to understand community sensitivity when making decisions.

There was discussion amongst the Board about the various projects that are currently being worked on and how to best move forward. It was agreed that it would be beneficial to put together a one-page data sheet for the southwest industrial project going before the Common Council, highlighting targeted information.

There was some conversation about the outlots in front of existing properties along Port Washington Road. This would involve initiation of staff outreach to these property owners. The Board expressed support for this endeavor.

#### 4) Staff Updates

Director Kim Tollefson stated that eight (8) proposals were received for the hotel RFP, and an additional two (2) after the deadline that will were not included. The review committee will begin to vet them and an update will be provided to the Board next month.

Other ongoing developments in the city were discussed.

#### 5) Announcements

The next meeting is Tuesday, July 29, 2025, at 8:00 a.m.

#### 6) Adjourn

Chairman Carr left the meeting at 9:10 a.m. and Board member Jeff McLean assumed the chair position.

#### **Action**

Board member Denny Engel made a motion to adjourn the meeting.

Board member Mike Kramer seconded the motion.

*A voice vote was taken; vote passed (6-0)*

The meeting adjourned at 9:20 a.m.

Respectfully Submitted,

*Kim Tollefson*

*Director of Community Development*