

Whitewater Community Development Authority
Board of Directors
May 28th, 2014
Meeting Minutes

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

The meeting was called to order by Chairman Jeff Knight at 5:11pm.

Present: Donna Henry, Larry Kachel, Jeff Knight, Patrick Singer, Jim Winship

Absent: Jim Allen, Bruce Parker

Also: Pat Cannon, Anna Schwarz

2. **Hearing of Citizen Comments**

None

3. **Approval of Agenda**

A motion was made to Approve the Agenda as Presented.

Winship (1); Kachel (2)

Aye: All via Acclamation (5)

Nay: None

4. **Approval of Minutes**

a. **April 23, 2014**

A motion was made to Approve the Minutes as Presented.

Singer (1); Kachel (2)

Aye: All via Acclamation (5)

Nay: None

5. **Acceptance of Financial Statements**

a. **April, 2014**

A motion was made to Accept the Financial Statements as Presented.

Singer (1); Kachel (2)

Aye: All via Acclamation (5)

Nay: None

6. **Adjourn to closed session per Wisconsin State Statutes 19.85(1)(e) "Deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."**

a. **Consideration and discussion of Capital Catalyst Fund request based upon the recommendation of the Capital Catalyst Screening Committee**

- i. **Personal and Property safety Software development company**
- ii. **Medical storage device company**
- iii. **Financial management software company**
- iv. **3D technology development company**
- b. **Consideration and discussion of establish a commission rate for land sales in the Business Park and Technology Park**
- c. **Update on negotiations with potential retail, manufacturing and other businesses that are considering locating in the City of Whitewater and are requesting City of Whitewater related financial assistance or concessions.**

A motion was made to adjourn into closed session and to allow Patrick Cannon and Anna Schwarz to remain in the closed session portion of the meeting.

Knight (1); Singer (2)

Aye: Henry, Kachel, Knight, Singer, Winship (5)

Nay: None

7. Reconvene into open session to take action on closed session items as needed.

A motion as made to return to open session.

Winship (1); Singer (2)

Aye: All via Acclamation (5)

Nay: None

A motion was made to schedule a special meeting after the Capital Catalyst Reception on June 6th to discuss the Capital Catalyst Fund requests.

Winship (1); Singer (2)

Aye: All via Acclamation (5)

Nay: None

A motion was made to recommend a non-exclusive broker commission rate of 10% or a minimum \$2,500 breaker and to direct CDA staff to draft a CDA policy for this recommendation.

Singer (1); Henry (2)

Aye: All via Acclamation (5)

Nay: None

8. Consideration and discussion of the establishment of a for profit corporation for assisting with Capital Catalyst Fund investments.

Staff presented the packet of documents created with Mark Olm for the Board to review. This topic will be on the next agenda for further discussion. No action was taken by the Board at this time.

9. **Update on the Capital Catalyst Reception to be held on June 6, 2014**
The reception is scheduled for 2pm on June 6, 2014. It will be held at the Innovation Center. Invitations have gone out this week and there will be light refreshments provided. Reed Hall and Lisa Johnson will be presenting along with CDA, City, and University representatives.
10. **Update on the fiber optics project for the city including the Business Park and Technology Parks.**
There will be a joint meeting with Attorney Anita Gallucci from the law firm of Boardman and Clark concerning the feasibility of installing, maintaining, and operation of a fiber optic system throughout the City in late June.
11. **Update on long-term marketing and community branding project.**
Staff will be working with a graphic designer to complete an informational brochure and will reconvene with stakeholders present and the focus meeting in April.
12. **Future agenda referrals and setting future meeting dates/times.**
The next meeting will be Wednesday, June 25th, 2014 at 5pm.
13. **Adjourn**
A motion was made to adjourn the meeting.

Henry (1); Winship (2)

Aye: All via Acclamation (5)

Nay: None

The meeting was adjourned at 6:28pm.

These minutes were reviewed and approved the CDA Board of Directors at its meeting on: 06/25/2014.



Jeffery Knight, Chairman



Anna C. Schwarz, Recorder