

Whitewater Community Development Authority
Board of Directors
Meeting Minutes
01/22/2014

1. Call to Order and Roll Call.

The meeting was called to order by Vice-Chairman Donna Henry at 5:05pm. The meeting was held at the Innovation Center, Room 105, 1221 Innovation Drive, Whitewater, WI 53190.

Present: Allen, Henry, Kachel, Knight (Via Phone, In Person-5:44pm), Meyer (5:32pm), Singer (5:06pm), Winship

Absent: None

Also: Patrick Cannon, Cameron Clapper, Mark Olm, and Anna Schwarz

2. Hearing of Citizen Comments.

None

3. Approval of Agenda

Move to Approve the Agenda as presented.

Kachel (1); Allen (2)

Aye: All via Acclamation (5)

Nay: None

4. Approval of Minutes

a. December 18, 2013

Move to Approve the December 18, 2013 Minutes as presented.

Kachel (1); Winship (2)

Aye: All via Acclamation (6)

Nay: None

5. Acceptance of Financial Statements

a. December, 2013

Move to Approve the December 2013 Financial Statements as presented.

Singer (1); Allen (2)

Aye: All via Acclamation (6)

Nay: None

6. Consideration and discussion of the establishment of a corporation to assist with equity investments under the Capital Catalyst Fund. The discussion may include action by the CDA Board to make a financial contribution to help establish the corporation. (Materials previously distributed)

Pat Cannon presented a PowerPoint outlining this process. Mr. Mark Olm was available to answer any question that the board had. The board asked questions and discussed various options.

A motion was made to approve an allocation of not more than \$5,000 from UDAG funds to assist with the establishment of the corporation, understanding that additional funding may be requested in the future.

Allen (1); Kachel (2)

Aye: Allen, Henry, Kachel, Knight, Meyer, Singer, Winship (7)

Nay: None

7. Consideration and discussion of a request from Whitewater Community Garden to utilize a portion of CDA owned property to expand their gardens.

Members from the Whitewater Community Garden were unable to attend tonight's meeting, therefore this item will be placed on next month's agenda.

8. Consideration and discussion of Capital Catalyst Fund and action on any updates as determined by the Board.

The Whitewater CDA application is still being processed by WEDC. They have changed how they limit grants, which will allow us to grant up to \$25,000 per grant instead of \$10,000.

Staff has already received many calls of inquiry related to development in the Whitewater area.

9. Consideration and discussion of awarding a contract for repairs to CDA owned house at N9601 Howard Road.

As of this afternoon, the water pipes have burst in the house and there is two feet of water in the basement. An insurance claim has been filed.

Pat Cannon recommends that the board take no action on proposed external renovations until the internal damage has been assessed.

10. Adjourn into closed session per Wisconsin State Statutes 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"

a. Service contract with Redevelopment Resources for Executive Director Services

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

Knight (1); Allen (2)

Aye: Allen, Henry, Kachel, Knight, Meyer, Singer, Winship (7)

Nay: None

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

A motion was made to return to open session.

Singer (1); Winship (2)

Aye: All via Acclamation (7)

Nay: None

A motion was made to extend the contract for two years (February 2014-February 2016) with Redevelopment Resources for Executive Director Services provided by Patrick Cannon, with all terms, conditions, and compensation remaining the same as the current contract.

Winship (1); Singer (2)

Aye: Allen, Henry, Kachel, Knight, Meyer, Singer, Winship

Nay: None

12. Future agenda referrals.

The Board directed Staff to work on marketing/recruitment materials highlighting the City of Whitewater and to work with various stakeholders to identify and implement a unified marketing plan.

13. Adjourn

A motion was made to adjourn the meeting.

Singer (1); Winship (2)

Aye: All via Acclamation (7)

Nay: None

Meeting Adjourned at 6:38pm

These minutes were reviewed and approved by the CDA Board of Directors at its meeting on: 02/26/2014



Jeffery Knight
Chairman



Anna C. Schwarz
Recorder