

**Whitewater Community Development Authority  
Board of Directors  
Meeting Minutes  
08/20/2014**

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

Chairman Jeff Knight called the meeting to order at 5pm.

Present: Jim Allen, Donna Henry, Larry Kachel, Jeff Knight, Bruce Parker,  
Patrick Singer

Absent: Jim Winship

Also: Patrick Cannon, Anna Schwarz, Jim Migliorisi, Anne Migliorisi

**2. Hearing of Citizen Comments**

None

**3. Approval of Agenda**

A motion was made to approve the Agenda as presented.

Singer (1); Allen (2)

Aye: All via Acclamation (6)

Nay: None

**4. Approval of Minutes**

**a. July 16, 2014**

A motion was made to approve the Minutes as presented.

Allen (1); Parker (2)

Aye: All via Acclamation (6)

Nay: None

**5. Acceptance of Financial Statements**

**a. July 2014**

A motion was made to approve the July 2014 financial statements with the direction to staff to return with a report regarding the Walenton/Learning Depot loan at the next Board of Directors meeting.

Singer (1); Allen (2)

Aye: All via Acclamation (6)

Nay: None

6. **Adjourn into 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. **Software development company-Grant Request**
    - ii. **Software development company-Royalty Investment Request**
  - b. **Consideration and discussion of a CDBG RLF loan request.**
  - c. **Update the potential construction of a second facility in the Technology Park**
  - d. **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 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,” and to allow Patrick Cannon and Anna Schwarz to remain in the closed session portion of the meeting.

Knight (1); Allen (2)

Aye: Allen, Henry, Kachel, Knight, Parker, Singer  
Nay: None

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

A motion was made to reconvene in open session.

Singer (1); Kachel (2)

Aye: All via Acclamation (6)  
Nay: None

A motion was made to Approve a \$100,000 CDBG loan to Anne and Jim Migliorisi of Jimmy’s Classic Italian Beef for the purchase of the property at 535 East Milwaukee St., Whitewater, WI 53190 contingent upon the Whitewater CDA holding first position on mortgage to property.

Henry (1); Parker (2)

Aye: Allen, Henry, Kachel, Knight, Singer, Parker

Nay: None

A motion was made to Approve the \$42,000 Capital Catalyst Fund Royalty Investment request from Slipstream, LLC. contingent upon the satisfaction of the teaming agreement with SOLOMO Technology, Inc.

Kachel (1), Allen (2)

Aye: Allen, Henry, Kachel, Singer, Parker

Nay: None

Abstention: Knight

The board took no further action on any other closed session items.

**8. Consideration and discussion of changes made during the City Zoning re-write process and the required plan review and approval process for applications within the Business Park.**

The board indicated the need to streamline and consolidate the approval process, creating a “one stop shop”. The board directed staff to meet next week, with various stakeholders, including the new neighborhood services director, and report back to the board at the next meeting.

**9. Consideration and discussion of proposed amendments to the Capital Catalyst Fund Manual (previously named the Whitewater Seed Accelerator Fund).**

A motion was made to approve all amendments to the Capital Catalyst Fund Manual including the addition of the following language, “All Seed Capital Catalyst Fund applications for funding shall be submitted to staff in entirety a minimum of ten (10) days prior to the Seed Capital Screening Committee meeting and applicants are encouraged to submit earlier to ensure that all documents have been received.”

Kachel (1); Singer (2)

Aye: All via Acclamation (6)

Nay: None

**10. Update on the citywide fiber optics project for the city including the Business Park and Technology Parks.**

Staff has contact Anita Galucci and City Staff, CDA Staff, and Ms. Galucci have worked together to re-draft the planning document related to citywide fiber optics.

**11. Update on long-term marketing and community branding project.**

Staff will be working with a graphic designer to complete a redesign of the community branding piece.

**12. Update on proposal with Department of Workforce Development regarding interns and educational opportunities.**

The board encouraged staff to work with the Department of Workforce Development to disseminate informational materials to Whitewater businesses regarding the FastForward Grants available related to literacy and the employer matching program.

**13. Future agenda referrals**

The board requested that an Annual Review be added to a future agenda. Long range planning and priority setting would be part of this review process.

**14. Adjourn**

A motion was made to adjourn the meeting.

Kachel (1); Allen (2)

Aye: All via Acclamation (6)

Nay: None

The meeting was adjourned at 7:09pm.

*These minutes were reviewed and approved the CDA Board of Directors at its meeting on: 09/10/14.*



*Jeffery Knight, Chairman*



*Anna Schwarz, Recorder*