

Whitewater Community Development Authority
Board of Directors
Meeting Minutes
12/18/2013

1. Call to Order and roll call.

The meeting was called to order by Chairman Jeff Knight at 5pm. The meeting was held at the Innovation Center, 1221 Innovation Drive, Whitewater, WI 53190.

Present: Henry, Kachel, Knight, Meyer, Singer (5:04pm)

Absent: Allen, Winship

Also: Tami Brodnicki, Patrick Cannon, Cameron Clapper, Chris McDonell, Anna Schwarz, Nate Parrish, and Christine Zaballos

2. Hearing of Citizen Comments

None

3. Approval of Agenda

Move to Approve the Agenda as presented and Waive the 72 hour notice per Whitewater's transparency notice.

Kachel (1); Meyer (2)

Aye: All Via Acclamation (5)

Nay: None

4. Approval of Minutes

a. November 20, 2013

b. December 9, 2013

Move to Approve the November 20, 2013 and December 9, 2013 Minutes as presented.

Kachel (1); Meyer (2)

Aye: All Via Acclamation (5)

Nay: None

5. Acceptance of Financial Statements

a. November, 2013

Move to Approve the November, 2013 Financial Statements as presented

Meyer (1); Kachel (2)

Aye: All Via Acclamation (5)

Nay: None

6. Consideration and discussion of TIF #4 status.

- a. History**
- b. Current Status**
- c. Projections**
- d. Relationship with Downtown Businesses**

The board met with representative of the Downtown businesses and gave a brief history of the TIF and its current status. The groups felt that working together will help to strengthen both the TIF and the downtown area. Due the need to recess the meeting, the groups felt a future meeting would be helpful.

The meeting will recess at approximately 5:30pm to allow for attendance at the 2013 Innovator's Hub Showcase.

Move to recess to allow for attendance at the 2013 Innovator's Hub Showcase.

Kachel (1); Meyer (2)

Aye: All Via Acclamation (5)

Nay: None

Meeting recessed at 5:30pm.

The meeting will reconvene at approximately 6:30pm to complete the meeting.

Meeting reconvened at 7:08 pm.

Present: Henry, Kachel, Knight, Meyer, Singer

Absent: Allen, Winship

Also: Patrick Cannon, Cameron Clapper, Chris McDonell, Anna Schwarz

Approval of Waiver of 72 hour notice per Whitewater's transparency ordinance.

Approved during Approval of Agenda (Item #3)

7. Consideration and discussion of an extension of property acquisition date for DP Electronic Recycling regarding their April 1, 2013 note.

A motion was made to take no action for a period of 6 months.

Singer (1); Meyer (2)

Aye: Henry, Kachel, Knight, Meyer, Singer

Nay: None

8. Consideration and discussion of the establishment of a corporation to assist with equity investments under the Capital Catalyst Fund.

The Board of Directors directed Pat Cannon to invite Mr. Mark Olm to the next CDA Board of Directors meeting to discuss this process and answer questions. Executive Director, Pat Cannon asked the board of directors to submit any questions they may have for Mr. Olm to him so they could be answered prior to the next CDA Board of Directors meeting.

9. Consideration and discussion of proposed amendments to the Whitewater Seed Accelerator Fund Policy Manual.

The Board discussed the redundancy of having two separate sub-committees review potential Capital Catalyst Fund applications in addition to the CDA Board of Directors review.

Move to remove the Whitewater Seed Accelerator Fund-Finance and Investment Committee from the Whitewater Seed Accelerator Fund Policy Manual.

Singer (1); Kachel (2)

Aye: Henry, Kachel, Knight, Meyer, Singer

Nay: None

10. Consideration and discussion of funding for the Spark Program.

The Spark Program was included in the CDA application to WEDC for funding. The board discussed the importance of funding this program prior to receipt of WEDC funding.

Move to utilize UDAG funds to fund the Spark Program immediately, up to \$20,000.

Singer (1); Meyer (2)

Aye: Henry, Kachel, Knight, Meyer, Singer

Nay: None

11. Future agenda referrals

The board directed CDA staff to work on a survey of businesses as well as complete business retention meetings.

12. Adjourn

A motion was made to adjourn the meeting.

Singer (1); Meyer (2)

Aye: All Via Acclamation (5)

Nay: None

Meeting Adjourned at 7:33pm

These minutes were reviewed and approved by the CDA Board of Directors at its meeting on: 01/22/2014



Jeffery Knight
Chairman



Anna C. Schwarz
Recorder