



Whitewater CDA - MINUTES

Monday, March 19, 2012

4:30 PM – CDA Board of Directors

1st Floor Community Room

312 W Whitewater Street

Whitewater, WI 53190

1. Call to order and roll call

The meeting was called to order at 4:30 p.m. by Chair Miller. Members present: Jeff Knight, Tom Miller, Donna Henry, Jim Stewart, Larry Kachel, Jim Allen and Patrick Singer. Absent: None. Others present: City Manager Kevin Brunner, Assistant to City Manager Cameron Clapper, Kristin Fish of Redevelopment Resources, Jim Caldwell, City Finance Director Doug Saubert, and Executive Director of the Whitewater University Technology Park, Robert Young

2. Approval of the Agenda

It was moved by Henry, seconded by Stewart to approve the agenda as posted. Ayes: Knight, Miller, Henry, Stewart, Kachel, Allen and Singer. Noes: None. Absent: None.

3. HEARING OF CITIZEN COMMENTS. *No formal CDA Action will be taken during this meeting although issues raised may become a part of a future agenda. Items on the agenda may not be discussed at this time.*

There were no comments at this time.

4. Approval of February 27, 2012 Minutes

It was moved by Allen, seconded by Stewart to approve the February 27, 2012 minutes as presented. Approved.

5. Review and Approval of February 2012 Financials

Saubert presented the February 2012 CDA financials. After a brief discussion, it was moved by Kachel, seconded by Knight to approve the February 2012 financials as presented. Ayes: Knight, Stewart, Kachel, Allen, Miller, Henry and Singer. Noes: None. Absent: None.

6. Review and Approval of CDA Director Recruitment/Selection Process (Kristen Fish of Redevelopment Resources)

Kristen Fish of Redevelopment Resources was present to review the position announcement and process for the selection of a new CDA Executive Director. A few minor changes were suggested for the position description including requiring residency for the position as well as all applications to be sent to Fish at Redevelopment Resources rather than to the City.

Fish also explained that the position announcement would be advertised in the IEDC, the WEDA and Wisconsin League of Municipalities publications and that she would also be making some personal contacts of individuals she knows in the field who might have an interest in this position.

A sub-committee composed of Knight, Kachel and Brunner was established to review the initial applications with Fish and to make the first cut of the applicants in order to determine those that will be interviewed by the CDA Board of Directors.

7. Review Update on Technology Park and Business Park Marketing Efforts

Brunner and Robert Young, Executive Director of the Whitewater University Research Park distributed the following items pertaining to the marketing of the technology park.

- 1) Annual Technology Park Report
- 2) Tri-fold marketing piece that is now being distributed for the park and Innovation Center
- 3) A brochure on the building and its features done by Eppstein Uhen Architects

Young also briefly reported that the first year anniversary event for the Innovation Center was held on March 14th and was very successful, with over 125 attendees.

8. Sponsorship of Whitewater Homebuyers Seminar-April 14th

Brunner and Caldwell briefly outlined a home buyer's seminar that the CDA and local financial institutions want to

hold on April 14th. Brunner requested that the CDA sponsor this seminar as it has done in previous years. After discussion it was moved by Knight, seconded by Allen to approve sponsorship of the Whitewater Home Buyer's Seminar to be held on April 14th at the Cravath Lakefront Building from 9:00 a.m. to noon. Approved.

9. Discussion on Potential Janesville-Milton-Whitewater Commuter Bus Service

Brunner briefly reported to the Board that he has been in discussions with Generac Power Systems and Janesville Transit to begin a commuter bus service from the Beloit-Janesville area through Milton to bring employees principally to Generac Power Systems in the Whitewater Business Park. While all the details are currently being worked out, Brunner emphasized that this initiative is very important for Generac's planned employment expansion here in Whitewater and that he believes that it is very important to support Generac's efforts. He also informed the Board that this would be an item that he would bring before the Common Council in early April.

It was then moved by Miller, seconded by Knight to convene to closed executive session pursuant to Wisconsin State Statutes 19.85(1)(e) to "deliberate or negotiate the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session".
Ayes: Knight, Stewart, Kachel, Allen, Miller, Henry and Singer. Noes: None. Absent: None.

10. Convene to Closed Executive Session Pursuant to Wisconsin State Statutes 19.85(1)(e) to "deliberate or negotiate the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session". Items to be discussed: Potential Sales of Land in the Whitewater Business Park and Possible Expansion of Businesses in the Business Park.

Meeting convened to closed session at approximately 5:14 p.m.

Items that were discussed during closed session were potential sales of land in the Whitewater Business Park and possible expansion of businesses in the Business Park.

11. Adjournment

It was then moved by Allen, seconded by Singer to adjourn. The meeting adjourned at 5:49 p.m.

Respectfully Submitted,

Kevin M. Brunner
Acting CDA Director