



**Whitewater CDA Minutes
Wednesday, June 6, 2012
Innovation Center, Room 105
1221 Innovation Drive
Whitewater, WI 53190**

1. Call to order and roll call

The meeting called to order by Jeff Knight at 4:34 p.m. Members present: Patrick Singer, Jim Allen, Jeff Knight, Larry Kachel, Greg Meyer, Donna Henry (arrived at 4:35 p.m.), Jim Winship (arrived at 4:47 p.m.).

2. Approval of Agenda

Motion by Singer, seconded by Kachel to approve the agenda as posted. AYES: Singer, Kachel, Allen, Knight, Meyer. NOES: None. ABSENT: Henry, Winship.

3. Approval of Meeting Minutes for May 2, May 9, May 17, and May 24, 2012

Motion by Singer, second by Allen to approve the May 2, May 9, May 17, and May 24, 2012 minutes. AYES: Singer, Kachel, Allen, Knight, Meyer, Henry, Winship. NOES: None. ABSENT: None.

4. 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 citizen comments.

At 4:36 p.m. was the welcoming of Greg Meyer. Greg Meyer was welcomed to the CDA as it was his first meeting.

5. Approval of Extension of Business Park Listing Agreement with MLG Commercial, LLC to November 30, 2012

Motion by Singer, second by Kachel to approve the extension of the Business Park Listing Agreement with MLG Commercial, LLC. to November 30, 2012. AYES: Singer, Allen, Knight, Henry, Kachel, Meyer, Winship. NOES: None. ABSENT: None.

6. Review and Approval of April 2012 Financials

Noted: \$8,200.00 was written off in December 2011 by the City Audit. The \$8,200 was part of a \$15,000 loan to Dan's Meat Market which is no longer in business.

7. Review Financial Status of Whitewater Tax Incremental Finance Districts

No action.

8. Discuss University Tech Park Board Composition (Additional City Representatives)

Motion by Singer, seconded by Winship to recommend that the Common Council authorize the CDA to fill one of two new city appointments to the University Tech Park Board. AYES: Singer, Winship, Allen, Knight, Henry, Kachel, Meyer. NOES: None. ABSENT: None.

9. Update Report on Whitewater Innovation Center Tenants/Marketing Plan

Noted: As of Tuesday, June 5, 2012, the Innovation Center was at 77% occupancy.

10. Review Status of CDBG Housing and Economic Development Loan Funds (State Reorganization of Local Administration of Funding) No action.

Greg Meyer left the meeting at approximately 5:42 p.m.

11. Review Status of CDA Director Recruitment and Selection Process

No action taken.

12. Convene to Closed Executive Session Convene to Closed Executive Session at approximately 5:30 p.m. 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" and Wisconsin State Statutes 19.85 (1) (c) to "consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility" .

Motion by Knight, seconded by Allen to convene in Closed Executive Session at 5:26 p.m. AYES: Knight, Allen, Singer, Winship, Henry, Kachel. NOES: None. ABSENT: Meyer. Items discussed were Development Agreements with Green Energy Holdings LLC and DP Electronic Recycling and possible review of applications for the vacant CDA Director Position. Kristen Fish, Robert Young and Mike.

13. Reconvene to Open Session at approximately 6:30 p.m.

14. Future Agenda Items

15. Adjournment

*It is possible that a quorum of Common Council and Technology Park Board members may attend this meeting.
Even if a quorum is present, no Common Council and/or Technology Park Board business will be conducted at this meeting.
Anyone requiring special arrangements is asked to call the office of the
City Manager/ City Clerk at least 24 hours prior to the meeting.*