

Whitewater Community Development Authority

Meeting Minutes

October 22, 2015

1. Call to order and roll call.

The meeting was called to order by Chair Jeffery Knight at 5:00 p.m. The meeting was held at the Innovation Center, Room 105, located at 1221 Innovation Drive, Whitewater, WI 53190

Present: Allen, Henry, Kachel (7:06pm), Knight, Parker, Singer

Absent: Abbott

Also: Patrick Cannon, Thomas Harrigan, and Cameron Clapper

2. Authorization to waive 72 hour notice requirement to take up item #7.4 consideration and discussion of a CDBG RLF - ED loan modification for Thermodata Corporation; Consideration and discussion of entering into an agreement with the Technology Park Board for the placement of an advertisement in the Business Climate magazine being published by MadRep; Consideration and discussion of working with the Technology Park Board, the City of Whitewater and others to develop a marketing strategy; Approval of the agenda as presented.

Motion was made to waive the 72 hour notice requirement and to approve the agenda as presented
Singer(1); Allen(2)

Aye: All via voice vote (5)

Nay: 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.*

None

4. Approval of Minutes

a. September 24, 2015

Motion to approve the minutes

Allen (1); Singer (2)

Aye: All via voice vote (5)

Nay: None

5. Acceptance of Financial Statements

a. September, 2015

b. Fund Balances

c. Loan Portfolio

Motion to accept the Financial Statements

Singer (1); Allen (2)

Aye: All via voice vote (6)

Nay: None

6. Adjourn to 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 a proposed Offer to Purchase regarding the sale of approximately 5.0 acres in the Business Park.**
- b. **Consideration and discussion of the payment agreement from Pinpoint Software regarding their CDBG RLF Loan.**
- c. **Consideration and discussion of a Development Agreement with D P Electronic Recycling for the purchase of approximately 10.96 acres located in the Technology Park**
- d. **Consideration and discussion of a CDBG RLF - ED loan modification for Thermodata Corporation.**
- e. **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.**

Motion was made to move into closed session, allowing for Cameron Clapper, and CDA staff, Patrick Cannon and Thomas Harrigan, to remain for the discussions to be included in closed session.

Knight (1); Singer (2)

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

Nay: None

Mr. Clapper exist at 7:02pm

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

A motion was made to return to open session.

Allen (1); Kachel (2)

Aye: All via voice vote (6)

Nay: None

In open session the following action was taken.

Motion was made to approve the purchase of 10.96 acres in the Whitewater University Technology Park and to accept and recommend to City Council the development agreement with DP Electronic Recycling and the authorization for Patrick Cannon and Jeffrey Knight to authorize any minor change of the development agreement as the final document continues to be draft by legal counsel before reaching City Counsel.

Allen (1); Kachel (2)

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

Nay: None

Agenda items 14.1 and 14.2 were taken for early consideration

14. Update on long term marketing and community branding project.

- 1. Consideration and discussion of entering into an agreement with the Technology Park Board for the placement of an advertisement in the Business Climate magazine being published by MadRep.**
- 2. Consideration and discussion of working with the Technology Park Board, the City of Whitewater and others to develop a marketing strategy.**

A motion was made to match the Technology Park Board's \$5,595 for the placement of an advertisement in the Business Climate magazine being published by MadRep, and to direct staff to work with a broader coalition to market the Industrial Park and the Technology Park.

Allen (1); Parker (2)
Aye: All via voice vote (6)
Nay: None

Mr. Singer exit at 7:20pm

- 8. Consideration and discussion of proposed 2016 CDA budgets (Fund 900 & 910) and establishing long term goals and strategic planning for the CDA.**

A motion was made to adopt the proposed 2016 CDA budgets (Fund 900 & 910) with addition of a sites study in order for the vacant land to become shovel ready and recommend the budget to City Counsel, while at the same time, recommend that the marketing budget for 2015 have \$9,000 allocated to begin the shovel ready study at this time.

Kachel (1); Henry (2)
Aye: Parker, Henry, Allen, Kachel, Knight
Nay: None

- 9. Consideration and discussion of relocation of CDA offices from City Hall.**

No action was taken

- 10. Consideration and discussion of Project Plan amendments for TIF #5, TIF #6 and TIF #7**

CDA staff recommended that the Joint Review Board process continue for TIF #5 for the purpose of amending and including incentives into the Project Plan.

- 11. Consideration and discussion of programs provided by the Wisconsin Department of Administration regarding Community Development Block Grants.**

CDA staff informed the CDA Board that the Community Development Block Grant loans being administered through the CDA are in good standing, per comments received from the Wisconsin Department of Administrations.

CDA staff will inquire with the Wisconsin Economic Development Corporation for the potential of funding opportunities for current and future developments.

- 12. Update on the city wide fiber optics project for the city including the Business Park and Technology Parks.**

CDA staff will contact Wal-Mart regarding the line of fiber that was recently connected to their facility for the purpose of potential co-operational opportunities.

- 13. Update on Department of Workforce Development programs regarding interns and educational opportunities.**

It was discussed that Blackthorn Capital has received \$85,000 in state funds and other companies are exploring participating in the program as well.

14. Future agenda referrals.

WEDC Shovel Ready Site Certification program participation and timeline

15. Adjourn.

A motion was made at 7:52pm to adjourn the meeting

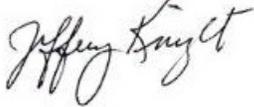
Kachel (1), Allen (2)

Aye: All via voice vote (5)

Nay: None

The minutes were reviewed and approved by the CDA at its meeting on:

**Jeffery Knight
Chairperson**



**Thomas Harrigan
Recorder**

