

# Whitewater Community Development Authority

## Meeting Minutes

### December 17, 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: Knight, Kachel, Parker, Henry, Allen, Goettl

Absent: Singer

Also: Patrick Cannon (CDA Executive Director), Thomas Harrigan (CDA Economic Development Specialist), Cameron Clapper (City Manager), Wallace McDonald (City Attorney), Greg Stec (Metropolitan Housing Development Corporation), Rick Ehlert (Southern Cross Resource Group), Kenny Kienbaum (City Resident), Deb Weberpal (Senior Services Coordinator), Chris Munz-Pritchard (Neighborhood Services Coordinator)

#### 2. 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

#### 3. Approval of agenda

Motion to approve the agenda as presented

Kachel (1); Goettl (2)

Aye: All via voice vote (6)

Nay: None

#### 4. Approval of Minutes

##### a. November 18, 2015

Motion to approve the minutes

Kachel (1); Goettl (2)

Aye: All via voice vote (6)

Nay: None

#### 5. Acceptance of Financial Statements

##### a. November, 2015

##### b. Fund Balances

##### c. Loan Portfolio

Motion to accept the Financial Statements

Kachel (1); Goettl (2)

Aye: All via voice vote (6)

Nay: None

#### 6. PUBLIC HEARING

**a. For the purpose of hearing public comments regarding the proposed Project Plan Amendment for Tax Incremental Financing District #5, located in the City of Whitewater**

Pat Cannon provided an update on the amended Project Plan for Tax Incremental District (TID) # 5. Notable changes to the plan include an intersection improvement at the Main St. and Elizabeth St., Extension of the Fiber Optic conduit west on Main St. and a new looped road in the TID. Additionally, the amended Project Plan has \$1,000,000 of Economic Development incentive money included.

The Public Hearing was called to order at 5:10pm and there were no comments. The Public hearing was closed at 5:11pm.

**7. Presentation by Developers representing MHDC regarding the purchase from the City of Whitewater of approximately 10.8 acres located on the roundabout on Elkhorn Road.**

Mr. Cannon provided a brief background overview of the project to date. It was noted that staff has initiated a request for proposals from developers for purchase of this property. The CDA did not receive any bids. It was noted that the CDA Board has the ability to make recommendations to the City Council on the proposed development.

Developers Greg Stec and Rick Ehlert gave a PowerPoint presentation on a proposed Hotel, Sports Complex, and Senior Living Development intended for the 10.8 acres located on the roundabout at Elkhorn Road.

After the initial presentation, the CDA Board Chair began the comments by stating the City of Whitewater has never given a subsidy, or write down on property, to a commercial development. He reiterated his concerns which were presented to Mr. Stec and Mr. Ehlert at a previous meeting; the CDA may wish to continue with the historical trend of not subsidizing commercial development.

City Attorney McDonald indicated that he should provide some clarity as to how the price was set with the offer to purchase. The \$625,000 was an amount that City staff was comfortable with bringing to the CDA Board and ultimately to City Council for recommendation due to the substantial investment and impact the project would have on the City. That does not guarantee the project will be approved by the City Council.

Ms. Weberpal commented in favor of additional senior housing coming into the City of Whitewater.

**8. Consideration and discussion of a proposed zoning change requested by the MHDC developers regarding the property located on Elkhorn Road.**

Mr. Knight made comment there is concern from Whitewater Manufacturing that the proposed development may affect Whitewater Manufacturing which is zoned as M-1 (General Manufacturing) adjacent to the proposed development on 10.8 acres. This is due to the volume of noise the manufacturing process can potentially generate, especially at night.

Mr. Kienbaum commented that in his experience, he has not heard substantial noise coming from Whitewater Manufacturing.

**9. Consideration and discussion of grocery stores servicing and located in the City of Whitewater**

**a. Holding a City wide meeting to hear citizen concerns and ideas.**

It was noted that several organizations have begun the process of recruiting a grocery. In order to enhance this procedure, CDA Staff was directed to coordinate a City wide meeting with the purpose

of focusing concerned groups into a unified entity. The meeting will be tentatively scheduled for the end of January, so that students may also participate in the discussion.

- 10. 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." (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**
- a. **Consideration and discussion of an Offer to Purchase for approximately 10.8 acres from the City of Whitewater located on the roundabout on Elkhorn Road.**
  - b. **Consideration and discussion of hiring an independent third party to establish property values for properties owned by the City and/or CDA.**
  - c. **Consideration and discussion of a proposed Offer to Purchase regarding the sale of approximately 5.0 acres in the Business Park.**
  - d. **Consideration and discussion of the payment agreement proposal from Pinpoint Software regarding their CDBG RLF Loan.**
  - e. **Consideration and discussion of a request from Walenton Learning Depot for the release of collateral.**
  - f. **Consideration and discussion of an Economic Development Incentive agreement for a business desiring to locate in TIF #5.**
  - g. **Consideration and discussion of a CDBG RLF - ED loan modification for Thermodata Corporation.**
  - h. **Consideration and discussion of Capital Catalyst Loan modification for ABL Technologies**
  - i. **Consideration and discussion of a contract with Redevelopment Resources for Executive Director services**
  - j. **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, Wallace McDonald and CDA staff, Patrick Cannon and Thomas Harrigan, to remain for the discussions to be included in closed session.

Knight (1); Goettl (2)

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

Nay: None

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

**A motion was made to return to open session.**

Allen (1); Goettl (2)

Aye: All via voice vote (6)

Nay: None

- The CDA Board made formal motion to withdraw the original \$100,000 Capital Catalyst Loan offer to ABL Technologies.

It was noted that this company indicated that they would not be able to create the jobs originally specified in their application.

Henry (1); Goettl (2)

Aye: All via voice vote (6)

Nay: None

- Motion was made to extend the contract with Redevelopment Resources for Executive Director Services for a one-year contract with the option of two one-year renewals with no change in compensation.

It was noted that the current contract with Redevelopment Resources for Executive Director Services will expire in February 2016.

Kachel (1); Goettl (2)

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

Nay: None

**12. Consideration and discussion of delinquent loan collection process.**

This item will remain on the agenda.

**13. Consideration and discussion of a Non Disclosure Agreement with Jefferson County Economic Development Consortium (JCEDC).**

Motion was made to engage in the Non Disclosure Agreement with JCEDC.

Goettl(1); Allen(2)

Aye: All via voice vote (6)

Nay: None

**14. Consideration of a recommendation for support of a scholarship for Walworth County Leadership program.**

The Greater Whitewater Committee would like to offer a scholarship to Thomas Harrigan for the 2016 program. Motion was made recommending Thomas Harrigan for a scholarship to attend the Walworth County Leadership Program.

Goettl (1); Allen (2)

Aye: Goettl, Parker, Allen, Henry

Abstain: Knight, Kachel

**15. Update on the Certified Sites program.**

Staff noted that based upon the criteria of the program, they felt this site would receive the most benefit from the program.

Motion was made to pursue site certification through the Wisconsin Economic Development Corporation on parcels number A/444300002 and A/4444200002 (Technology Park).

Aye: All via voice vote (6)  
Nay: None

**16. Consideration and discussion of marketing materials.**

Staff noted that the Governor's Conference on Economic Development will be held in February 2016. Staff has been asked to help staff a volunteers table with the University of Wisconsin-Whitewater.

A motion was made to allow Pat Cannon and Thomas Harrigan to attend the Wisconsin Economic Development Association conference in February and to pay \$300 (total) in conference fees. Also for CDA staff to develop and print marketing materials at a cost of no more than a \$1,000. Approval of the CDA Board Chair is needed if the expenditure should exceed \$1,000.

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

**17. Future agenda referrals.**

None

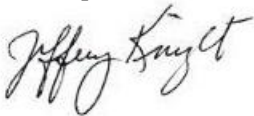
**18. Adjourn.**

A motion was made at 9:55pm to adjourn the meeting

Henry (1), Goettl (2)  
Aye: All via voice vote (6)  
Nay: None

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

**Jeffery Knight  
Chairperson**



**Thomas Harrigan  
Recorder**

