

Whitewater University Technology Park Board
Lakefront Conference Room, City Municipal Building
312 W Whitewater Street
Minutes for November 13, 2009

1. Call to Order.

The meeting was called to order at 1:00 PM by President Telfer. Members present: Jeff Knight, John Chenoweth, Jim Stewart, Kevin Brunner, Richard Telfer, Ronald Gayhart, and Peter Zaballos (left meeting at approx. 2 p.m.). Absent: None. Others present: Dan Swanson and Scott Lewellin(J.P. Cullen & Sons), Jim Caldwell, Denise Ehlen, Derek Erlitz, Cliff Goodhart (Eppstein Uhen), Mary Nimm and Mike Van Den Bosch (WCEDA).

2. Approval of Minutes.

It was moved by Chenoweth and seconded by Gayhart to approve the minutes of the November 2, 2009 meeting. The motion was approved.

3. Review Tech Park Director position description.

The Board briefly reviewed the proposed job description for the Tech Park Executive Director position. After discussion, it was requested that Ehlen revise the position description and bring it back for additional board review and approval.

4. Discussion and Approval of Innovation Center Design.

Cliff Goodhart, Dan Swanson and Scott Liwelyn presented the schematic design and the cost options / value engineering for the Innovation Center building project. A series of possible cost reductions were reviewed by the board. There was general consensus that the second floor should be reduced by approximately 1300 square feet and adding a clerestory and relocating the stairwell to the main building. A final decision will be made at the next meeting of the board after Eppstein Uhen has the opportunity to develop this further. The goal of keeping total building construction costs of approximately \$5 million is to be maintained.

The cost options / value engineering items that were reviewed are attached as part of the minutes.

5. Closed Session.

It was moved by Chenoweth and seconded by Stewart to adjourn to Closed Session pursuant to Wisconsin State Statutes 19/85 (1)(e) "Deliberating or negotiating the purchasing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." Ayes: Brunner, Telfer, Chenoweth, Stewart, Gayhart, Knight. The meeting was convened to closed session at approximately 2:30 p.m. During the closed session the Source and Use document for the Innovation Center was reviewed as well as an update on potential anchor tenants. Moved by Gayhart, seconded by Stewart to reconvene to open session. Ayes: Chenoweth, Stewart, Gayhart, Telfer, Brunner, Knight. Meeting reconvened to open session at approximately 2:50 p.m.

6. EDA Updates.

Brunner indicated that the city staff had a telephone conversation last week with Muhammad Sayeed of the EDA regarding the grant project check list as well as what was necessary to get initial approvals to go forward on the three projects. Brunner also indicated that the contracts for Architectural Services / Design Development Services (Eppstein Uhen) and Construction

Management Services (J.P. Cullen & Sons) for the Whitewater Innovation Center as well as the Engineering Services Contract (Strand and Associates) for both the Starin Road extension and Tech Park Improvement Projects have been submitted for expedited approval by the EDA. As soon as EDA approval has been secured for all three contracts, these contracts will be let.

7. Furniture for Innovation Center.

Ehlen distributed a summary of furniture and equipment from the College of Business and Economics that is suitable for relocation /sale to the Innovation Center. This furniture will be kept in storage until such time as it might be used at the Innovation Center.

8. Project Management.

It was moved by Gayhart and seconded by Brunner to comply with the EDA request that the CDA be designated as the lead agency on the EDA grant and that Mary Nimm be named the Project Manager with the provision that she will work closely with Denise Ehlen on meeting any and all grant requirements. Approved.

9. Next Meeting.

A meeting will held in early December to meet with Eppstein Uhen and J.P. Cullen to finalize the Innovation Center building plans. Brunner also announced that a joint meeting of the Community Development Authority and the Tech Park Board of Directors has been scheduled for Monday, December 14, 2009 at 4:30 p.m. to discuss the financing of the Whitewater Innovation Center building project with representatives from Robert W. Baird & Company. Following this meeting, final financing plans will need to be presented to the Whitewater Common Council for its review and approval.

10. Adjournment.

It was then moved by Knight and seconded by Chenoweth to adjourn.

Ayes: Chenoweth, Knight, Brunner, Gayhart, Stewart, Telfer. Noes: None. Meeting was adjourned at 3:03 p.m.

Respectfully Submitted,

Kevin Brunner, Secretary