

Whitewater University Technology Park Board
Lakefront Conference Room, City Municipal Building
312 W Whitewater Street
Minutes for February 5, 2010

1. Call to Order.

The meeting was called to order at 2:00 PM by Vice President Stewart. Members present: Jeff Knight (arrived at 2:22 pm), John Chenoweth, Jim Stewart, Kevin Brunner, Richard Telfer (arrived at 2:10 pm), and Ronald Gayhart. Absent: Peter Zaballos. Others present: Dan Swanson and Scott Lewellin (J.P. Cullen & Sons), Jim Caldwell, Denise Ehlen, Cliff Goodhart (Eppstein Uhen), Mary Nimm and Mike Van Den Bosch (WCEDA), Doug Saubert, Chris Welch (Daily Jefferson Union).

2. Approval of Minutes.

It was moved by Gayhart and seconded by Chenoweth to approve the minutes of the December 14, 2009 and January 19, 2010 meetings. The motion was approved.

3. Review Sources and Use Statement.

Gayhart reviewed the draft of the Sources and Use Statement. It still needs refinement before it is finalized.

4. Report from J. P. Cullen on Design Development Phase Cost Estimates.

Dan Swanson of J. P. Cullen distributed the firm's current Design Development Phase Cost Estimate. (A copy of this cost estimate is attached as a part of these minutes.)

Swanson explained that the total estimate right now is \$5,449,804. Over and above that amount would be a construction management fee of \$96,664 and a performance bond of \$36,529. In addition, Swanson is recommending an unallocated cost (contingency of \$199,391, 3.6% of cost). Swanson pointed out that this cost includes the complete building including carpeting and ceiling tile for incubator suites, but does not include potential bid alternates that could be considered either to further reduce or in some cases add cost to the project. Cabling is not in the design development cost estimate and there was discussion about whether or not a security system should be included. Gayhart and Chenoweth both highly recommended that a building security system similar to what was recently installed at the new College of Business and Economics building (Hyland Hall) be installed.

Goodhart reviewed the building schedule. Plans are to be submitted to the US Economic Development Administration (EDA) on or about March 10. Pending final EDA approval the project would be bid during the period April 1st through April 15th with a recommendation for the bid award submitted to the CDA on April 19th and to the City Council on April 20th.

The Board also set a ground breaking date for the Innovation Center for April 27th at 4:00 pm. Chancellor Telfer will invite Governor Doyle to attend.

Swanson pointed out that finishing out the CESA2 space will cost approximately \$60,000. This will be CESA2's responsibility and will be included as a separate bid alternate when the building letting takes place.

5. Approval of Memorandum of Understanding with CDA.

It was moved by Chenoweth and seconded by Stewart to approve the draft Memorandum of Understanding between the Technology Park Board and CDA regarding future financing of the Tech Park and Innovation Center. This agreement was approved by the CDA at its January meeting.

6. Future Building Plans.

Telfer raised the question of whether or not another building should be planned to be added at the Tech Park that would be separate from the Whitewater Innovation Center. There was considerable discussion regarding how this building might be financed, what the CDA option rights on existing properties should be, whether the Tech Park's lots be leased or sold directly to firms or developers, and whether or not, given demand, that existing buildings should be expanded rather than a separate facility be considered for construction.

Telfer asked for four volunteers for two committees that would look at 1) future financing for the Technology Park and future buildings, and 2) a committee that would work on future building plans (beyond the Whitewater Innovation Center). Knight, Gayhart and Caldwell were appointed to the Financing Committee and Chenoweth, Stewart and Telfer were assigned to the Building Committee.

7. Closed Session.

It was moved by Brunner and seconded by Stewart to adjourn to closed session pursuant to Wisconsin State Statute 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: Chenoweth, Gayhart, Brunner, Stewart, Telfer, Knight. Noes: None. Absent: Zaballos.

The meeting adjourned to closed session at approximately 2:58 pm. During the closed executive session potential tenants and lease rates were discussed but no action was taken.

It was then moved by Brunner and seconded by Stewart to reconvene to open session. Ayes: Chenoweth, Gayhart, Brunner, Stewart, Telfer, Knight. Noes: None. Absent: Zaballos.

Meeting reconvened to open session at 3:34 p.m.

8. Additional Updates on Executive Director Search.

It was moved by Chenoweth and seconded by Stewart to approve the job description presented for the Executive Director of the Technology Park Executive Director Position and authorized Ehlen to go forward with the search. The motion was approved. Also, it was requested that the Walworth County Economic Development Alliance be approached about developing an economic impact analysis of CESA2, particularly how the agency's moving to Whitewater will impact the local economy.

9. Adjournment.

It was then moved by Gayhart and seconded by Stewart to adjourn the meeting. The meeting adjourned at 3:39 p.m.

Respectfully Submitted,

Kevin Brunner, Secretary