

Whitewater University Technology Park Board  
Lakefront Conference Room, City Municipal Building  
312 W Whitewater Street  
Minutes for June 7, 2010

**1. Call to Order.**

The meeting was called to order at 10:00 am by President Telfer. Members present: Jeff Knight, Kevin Brunner, Richard Telfer and Ronald Gayhart. Absent: John Chenoweth, Jim Stewart and Peter Zaballos. Others present: Jim Caldwell, Mary Nimm, Mike Van Den Bosch (WCEDA), Denise Ehlen, Dan Swanson (J.P. Cullen), Neil Day (J.P. Cullen) and Elena Pokot.

**2. Approval of Minutes from March 17, 2010 Meeting.**

It was moved by Knight and seconded by Gayhart to approve these minutes as read. Approved.

**3. Technology for Innovation Center.**

There was extensive discussion with Elena Pokot of UW-Information Services regarding what will be provided by the Innovation Center to tenants and what will be tenant provided. After discussion it was moved by Knight and seconded by Gayhart to approve the following:

- The Tech Park will provide basic internet wireless and phone services through a common provider.
- The Tech Park will provide technical support (WISCnet) for those eligible.
- The Tech Park will provide base service connectivity.
- The Tech Park will provide projectors and white boards in the conference rooms as well as a common receptionist.

Approved.

During the discussion it was noted that it is hoped that CESA2 will provide basic internet services, wireless and phone voice over IP.

Telfer requested that a Memorandum of Understanding be prepared for consideration at the next meeting of the Board for the provision of IT services by UW-Whitewater Information Services.

Telfer also requested that Elena Pokot secure quotes for the dark fiber extension to the Tech Park. This work would be part of the ongoing project that has brought dark fiber to the University campus.

**4. Starin Road Extension.**

Brunner updated the committee on the status of this project. He announced that all of the necessary right of way has been purchased now for the road extension project. The Common Council at its June 1<sup>st</sup> meeting approved the final property needed for this project.

**5. Update on Executive Search**

Denise Ehlen provided an update on the Innovation Manager search and screen process. The Board reviewed the advertising for the position as well as reviewing potential topics and discussion items with the new manager. Among these are: (1) the role of the Innovation Manager: filling the Technology Park or managing the Innovation Center? (2) creation of an advisory board to oversee the Innovation Center, (3) identify potential sponsorships for the Innovation Center (overall, individual rooms, etc.) or development of an applications process for

potential clients and affiliates (i.e. admissions committee) and developing a strategic plan for the Innovation Center and Technology Park.

Ehlen indicated that she was hopeful that there would be interviews for the manager position in July with an August 1<sup>st</sup> start date.

During this discussion Gayhart made the point that the Tech Park needs to pursue SDA and or EDA funding for the Innovation Center. Gayhart indicated that he is encouraged that at least a portion of the operational cost for the Innovation Center could be secured through an SDA or EDA grant. Gayhart also discussed potential corporate sponsorships.

**6. Leasing of Space in Innovation Center.**

Brunner indicated that he would soon be working on a lease for JEDI to lease approximately 450 square feet adjacent to CESA2 in the Innovation Center building.

**7. Strategic Plan for Tech Park Innovation Center**

The Board briefly discussed this item and agreed that this will need to be addressed. A strategic plan will need to be formulated in the near future. However, this would be something that we would defer until we have an Innovation Manager on board.

**8. Decision on Solar Power for Building.**

Brunner informed the Board that the Innovation Center has received two grants for the installation of the 20 KW solar electric system. The first grant is from WE Energies in the amount of \$56,994 and the second is from Focus on Energy in the amount of \$46,221. Based upon the receipt of these two grants the net cost for the 20 KW solar electric system on the roof of the Innovation Center will be approximately \$55,000. Brunner asked the Board whether or not it wanted to go forward with the installation of solar power on the building. After discussion it was moved by Gayhart and seconded by Knight to approve the installation of the 20 KW solar electric system on the roof of the Innovation Center building. Approved.

Note: This will result in a Change Order for the entire project for the installation of the 20 KW solar electric system in the amount of \$158,000 with the two grants to offset for a net cost of \$55,000.

**9. Construction Update.**

Brunner gave a brief update on the construction of the Innovation Center and requested approval of a change order in the amount of \$11,857 for unsuitable soils (removal and replacement of unsuitable soils discovered at the west end of the building. A geotechnical report and recommendation by the architect were distributed). It was moved by Knight and seconded by Telfer to approve the unsuitable soils change order in the amount of \$11,857 and to recommend approval to the Common Council. Approved.

Brunner also indicated that there were two veins of unanticipated bedrock found underneath the construction site. The foundation walls and footings need to be modified as well as modifications for the utility lines and the geo exchange system. Neil Day, Project Manager for J.P. Cullen indicated that preliminary estimates for this additional work range from \$85,000 to \$100,000. In addition, Day mentioned that this unforeseen bedrock condition has resulted in the project being behind approximately four days but he is optimistic that we will keep to our existing schedule.

After discussion, it was moved by Knight and seconded by Gayhart to authorize Brunner to execute a change order up to \$100,000 for the unforeseen underground conditions; asking him, however, to work with the consulting architect and construction manager to minimize these costs to the greatest extent possible. Further, this recommendation for a change order would ultimately be recommended to the Common Council. Approved.

Brunner also gave a brief update to the Board on the presentation that he and Jan Bilgen-Craggs of UW- Whitewater made at the International Town and Gown Conference in Ames, Iowa (Iowa State University) in early June. Brunner indicated that he had heard from a number of university towns and their universities including Michigan State University, Florida State University and Eastern Kentucky who attended the conference session and wanted additional information on the Whitewater Technology Park and Innovation Center.

Telfer requested that regular monthly meetings of the Board be scheduled. The second Wednesday of the month at 9:00 am was the selected time and date with the next meeting of the Board scheduled for July 14<sup>th</sup> at 9:00 am in the Lakefront Conference Room at the Whitewater Municipal Building.

**10. Adjournment.**

It was then moved by Gayhart and seconded by Knight to adjourn the meeting. The meeting adjourned at 11:22 a.m.

Respectfully Submitted,

Kevin Brunner, Secretary