

MINUTES

Whitewater University Technology Park Board Meeting 8:00 a.m. on February 23, 2022 Conference Rm. 105 & WebEx Video Conference

PRESENT: James Henderson, Cameron Clapper, Paul Ambrose, Jeannine Rowe, Jeff Knight, Nate Parrish, Steve Hatton, Kevin Kaufman, Patrick Singer, Mark Johnson

1. **Call to Order.** With a quorum present, Henderson called the meeting to order at 8:00 a.m.
2. **Declaration of Conflict of Interest.** Henderson inquired if any board members had a conflict of interest to declare with any of the items on the meeting agenda. There were no conflicts of interest declared.
3. **Guest; Cyber Security Center Director Kevin Kaufman.** Kaufman provided an overview on the history and current operations of the Cyber Security Center for Business including status of grants, sponsorships, bringing a Cyber Range to UWW which will train participating company employee teams on cyber event response scenarios and how it will benefit and engage UWW students.
4. **Approval of December 15, 2021 Meeting Minutes.** Motion made by Knight to approve December 2021 meeting minutes. Second by Kaufman. Motion carried.
5. **Review/Acceptance of January 2022 Financial Report.** Johnson provided update on financial report ending January 31, 2022. Motion made by Kaufman to approve Financial Report. Second by Rowe. Motion carried.
6. **Director's Executive Summary.** Johnson provided an update on Innovation Center operations including U.S. Forest Service, discussions with Eppstein Uhen about tech park projects and attraction of developers, Innovation Center client prospect discussions, local and regional marketing efforts and national exposure in Brookings article mentioning Whitewater, and update on new newsletter being developed specifically for developers and site selectors which is focused on tech park land for sale and advantages of choosing Whitewater to locate, re-locate or expand.
7. **Sub-Committee Reports.**
 - a. *Tenancy Report:* Johnson gave update on tenancy currently at 98% occupancy with a few cubicles still available.
 - b. *Budget Report:* In process of working on 2023 preliminary budget that will be reviewed at April 2022 tech park board meeting. Budget will then be refined at the June 2022 meeting and finalized at the August 2022 meeting for submission to the Common Council for inclusion into the comprehensive 2023 City budget.
 - c. *Investment & Real Estate Report:* Tech Park Restrictive Covenant changes were reviewed and approved by the Tech Park Board. Tech Park Board approval was communicated to the City Attorney. No further action required by tech park board.
8. **CDA Board Representative to the Tech Park Board.** A proposed change to the Bylaws was presented to allow CDA Director to act as CDA representative to the Tech Park Board in absence of a member of the CDA board. Knight made a motion to accept the change to the Bylaws, second by Ambrose. All board members were in favor. Johnson will update Bylaws in coordination with City Attorney and route for signatures.
9. **CDA Activities Update.** Anderson provided an update on CDA activities including land sale closings of Lavelle, Richter Excavating and upcoming closings of Property X, and David and Goliath Properties.
10. **Future Agenda Items [All]**

a. Pauquette Center planned to be Innovation Center company guest at April 27 meeting.

11. **Meeting Schedule** [Henderson]

April 27, 2022

June 22, 2022

August 17, 2022

October 26, 2022

December 14, 2022

12. **Adjournment:** [Henderson] Meeting adjourned at 9:15 a.m.