



CDA Agenda Item

Meeting Date: December 19, 2024

Agenda Item: Distribution of Information to the Board

Staff Contact (name, email, phone): Taylor Zeinert tzeinert@whitewater-wi.gov 262-473-0148

BACKGROUND

(Enter the who, what when, where, why)

The Board has expressed concern about the size of the Agenda Packets at the November 2024 meeting, the complexity of agenda items and limited time to review those documents prior to the Board Meeting. The statutory requirement to publicly post the Agenda is at least 72 hours prior to a meeting. With our Board meetings being held on Thursday, staff deadline to post the Agenda is no later than 5:00 p.m. on the Monday prior to the meeting.

While Staff is excited with the increased level of economic development activity in Whitewater at this time, it has become apparent that a larger packet is needed.

Staff is suggesting that if any agenda items are prepared earlier than that statutory requirement that they be sent to board as they are finalized. This information will be sent out via email; however, due to open meetings laws you cannot communicate with each other about the documents. If you are to discuss this in groups you could open yourself up to an open meeting laws violation.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

FINANCIAL IMPACT

(If none, state N/A)

STAFF RECOMMENDATION

Staff is suggesting that finalized agenda items be sent out to the board in advance.

A suggested motion: "I move to approve that staff send out finalized agenda items they are completed."

ATTACHMENT(S) INCLUDED

(If none, state N/A)