Community Development Authority Board of Directors

Whitewater Municipal Building Community Room,
312 West Whitewater St., Whitewater, WI 53190
*In Person and Virtual

Thursday, August 20, 2026 - 5:30 PM

Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone. Citizen participation is welcome during topic discussion periods.

Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number: (262) 473-0108.

Microsoft Teams meeting
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MINUTES

CALL TO ORDER

The meeting was called to order at 5:30 p.m.

ROLL CALL

PRESENT
Board Member Thayer Coburn
Board Member Jon Kachel
Board Member Kelsey Price
Board Member Christ Christon
Council Representative Michael Smith
Council Representative Orin Artsmith

ABSENT
Board Member Joseph Kromholz

CITY STAFF
Mason Becker, Community Development Director
Ashwini Rao, Economic Development Coordinator

OTHER
Holly Barnett, Stellar Vintage
Larry Kachel, 16800 West Greenfield Avenue, Suite 350, Brookfield, WI 53005
Kevin Graff, K.A Graff and Sons

CONFLICT OF INTEREST

Would any board member wish to declare any known Conflict of Interest with the items presented on today's CDA Board Agenda?

None

GOOD GOVERNANCE MANUAL

Below is a link to the City of Whitewater's Governance Manual. This document serves as our central guide for operational excellence, outlining our commitment to accountability, transparency, and strategic oversight.
https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:752ce1fc-c064-472c-a784-75e9dd11d771

Please feel free to refer to this manual often.

The Board and public were reminded that the City's Good Governance Manual is available as a guide to accountability, transparency, strategic oversight, and operational excellence.

APPROVAL OF AGENDA
A committee member can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the Committee to be implemented. The agenda shall be approved at each meeting even if no changes are being made at that meeting.

Motion made to approve the August 20, 2026 agenda as presented by Council Representative Artsmith. Seconded by Board Member Price.

Voting Yea: Board Member Coburn, Board Member Kachel, Board Member Price, Board Member Christon, Council Representative Smith, Council Representative Artsmith

CONSENT AGENDA
Items on the Consent Agenda will be approved together unless any committee member requests that an item be removed for individual consideration.

In response to a Board question, staff reported that the Common Council had adopted a resolution opposing proposed BECI transmission-line routes through the City boundary or planned growth areas. Staff transmitted the resolution to relevant officials and entities and planned to attend a project open house. Staff explained that the two preliminary route alternatives would affect areas associated with inactive tax increment districts and future economic-development growth.

Motion made by Council Representative Artsmith, Seconded by Council Representative Smith.
Voting Yea: Board Member Coburn, Board Member Kachel, Board Member Price, Board Member Christon, Council Representative Smith, Council Representative Artsmith

1. July meeting minutes
2. June/ July Financials
3. July dashboard
4. Condo viability in Whitewater
5. Jefferson St Redevelopment and Market Recap
6. Downtown Activation Initiative Status Update
7. BECI Transmission Line Project

HEARING OF CITIZEN COMMENTS

No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.

To make a comment during this period, or during any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial *6 to unmute your phone and dial *9 to raise your hand.

None

CONSIDERATIONS / DISCUSSIONS / REPORTS

8. Discussion and possible action: Down Payment Assistance Loan Request.

   Staff presented a request for $25,000 in down payment assistance for the purchase of 136 N. Jefferson Street. The purchase price was reported as $235,000. The Board discussed the property's proximity to the proposed Jefferson Street redevelopment and noted that the applicant's offer acknowledged the potential adjacent development. Staff stated that the residence was not included in the developer's current acquisition proposal.

   Motion made by Council Representative Smith, Seconded by Council Representative Artsmith.

   Voting Yea: Board Member Coburn, Board Member Kachel, Board Member Price, Board Member Christon, Council Representative Smith, Council Representative Artsmith

9. Discussion and possible action: CDA Loan - Stellar Vintage.

Staff presented Stellar Vintage's request for a $70,500 CDA loan as part of a larger financing package that included financing from First Citizens State Bank. The applicants intend to continue operating the retail business on the ground floor of 112 S. First Street and use the upper-floor apartment as their primary residence. Staff explained that the requested amount had increased after additional property work was identified, that the revised amount remained within an acceptable lending threshold, and that the CDA loan fund had sufficient available funds. In response to a question, the applicants stated that a suitable alternative location was not available in Whitewater and that they might relocate the business to another community if they could not purchase the building.

Motion made by Council Representative Artsmith, Seconded by Board Member Price.

Voting Yea: Board Member Coburn, Board Member Kachel, Board Member Price, Board Member Christon, Council Representative Smith, Council Representative Artsmith

10. Discussion and Possible action: Eminent DC Offer to Purchase CDA-owned property located at corner of E Main St and Jefferson St.

Staff reviewed Eminent Development Corporation's offer to purchase the CDA-owned redevelopment site at the corner of E. Main and Jefferson Streets for $1. The proposed project includes ground-floor commercial space and approximately 45 upper-floor residential units. The offer provides for a 12-month post-closing construction-commencement deadline and gives the CDA the option to reacquire the property for $1 if construction does not begin within that period. A future development agreement and any tax increment financing assistance would return to the CDA and Common Council for separate review and approval.

Staff clarified that prior public investment in acquisition, demolition, and environmental review totaled approximately $222,000 and could potentially be recovered over time from project-generated tax increment. Board members discussed the proposed project's housing and commercial-market assumptions, the amount of possible public assistance, and the future development-agreement process. Staff stated that the developer had indicated willingness to use a pay-as-you-go TIF structure and that a 25% assistance request would be outside the range staff would recommend. Approval of the offer would allow due diligence and project development to proceed without committing the CDA to a future assistance amount.

Motion: To approve the sale of the CDA-owned redevelopment site at E. Main and Jefferson Streets to Eminent Development Corporation under the offer-to-purchase terms presented.Motion made by Board Member Coburn, Seconded by Council Representative Artsmith.

Voting Yea: Board Member Coburn, Board Member Price, Board Member Christon, Council Representative Artsmith
Voting Nay: Council Representative Smith
Voting Abstaining: Board Member Kachel

11. Discussion and possible action: K.A Graf Offer to Purchase Lot 7B located in the Whitewater Business Park.

Staff presented K.A. Graf & Sons' offer to purchase Lot 7B in the Whitewater Business Park at $10,000 per acre. The earthmoving and excavation business proposes one or two buildings and would bring existing jobs to Whitewater, with the potential for future employment growth. No other City financial incentives were requested. Staff noted that the Plan and Architectural Review Commission had recommended approval and the Common Council had accepted the offer.

Kevin Graf explained that the irregularly shaped parcel meets the company's space needs. The initial building would include office space and indoor storage and maintenance areas for heavy equipment, with the possibility of a second building later. During public comment on the item, a resident spoke in support of the project and its job and tax-base benefits. Staff clarified that the property is within TID 11 but that no TIF assistance is requested; added increment could help retire the district after existing obligations are paid.

Motion: To approve K.A. Graf & Sons' offer to purchase Lot 7B in the Whitewater Business Park at $10,000 per acre. Motion made by Council Representative Smith, Seconded by Council Representative Artsmith.
Voting Yea: Board Member Coburn, Board Member Kachel, Board Member Price, Board Member Christon, Council Representative Smith, Council Representative Artsmith

EXECUTIVE SESSION
Adjourn to Closed Session, <u>TO RECONVENE</u>, pursuant to Wisconsin Statutes 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Items to be discussed:

The Board did not enter closed session because it had completed action on the K.A. Graf offer in open session.

FUTURE AGENDA ITEMS

Update on Slipstream LLC loan and case status

ADJOURNMENT

Motion made by Council Representative Artsmith, Seconded by Board Member Price.
Voting Yea: Board Member Coburn, Board Member Kachel, Board Member Price, Board Member Christon, Council Representative Smith, Council Representative Artsmith