



## Community Development Authority Board of Directors Meeting (In-Person & Virtual)

Whitewater Municipal Building Community Room,  
312 West Whitewater St., Whitewater, WI 53190

\*In Person and Virtual

**Thursday, October 17, 2024 - 5:30 PM**

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### MINUTES

**CALL TO ORDER:** Chairman Majkrzak called the meeting to order at 5:30 p.m.

**ROLL CALL:**

**PRESENT:** Chairman Greg Majkrzak, Board Member Christ Christon, Board Member Neil Hicks, Board Member Joe Kromholz, Board Member Jeff Knight, Board Member Jon Kachel, Board Member Thayer Coburn/via ZOOM. **ABSENT:** Board Member Kachel. **STAFF PRESENT:** Taylor Zeinert (Economic Development Director), Bonnie Miller (CDA Admin. Assistant).

**DECLARATION OF CONFLICT OF INTERESTS.** Would any Member of the Board wish to declare any known conflict of interest with the items presented on today's CDA Board Agenda? None.

**APPROVAL OF AGENDA**

Board Member Hicks moved approve the Agenda subject to removal of Item #6; seconded by Board Member Knight. Motion passed by roll call vote. **AYES:** Kromholz, Hicks, Christon, Majkrzak, Knight, Coburn. **NOES:** None. **ABSENT:** Kachel.

**HEARING OF CITIZEN COMMENTS**

None.

**APPROVAL OF MINUTES**

1. Moved by Board Member Hicks to approve the September 19, 2024 CDA Meeting Minutes; seconded by Board Member Christon. EDD Zeinert noted that Board Member Jon Kachel joined the meeting at 5:53 p.m. Motion passed by unanimous roll call vote.

**ACKNOWLEDGE FINANCIAL STATEMENTS**

2. Board Member Knight moved to acknowledge the Financial Statements for Period Ending September 30, 2024; seconded by Board Member Kachel. Motion passed by unanimous roll call vote.

**PRESENTATIONS**

3. Presentation on behalf of Safepro Technologies by CFO Robert Austin who provided an update on the status of business development, including ongoing development of the Soteria System active emergency guidance system from a manually operated system to an automated system. Mr. Austin stated that they are currently setting up a pilot program at Greenfield High School.

4. Presentation on behalf of Whitewater Cinemas by Jake Gildemeister, Owner. Mr. Gildemeister offered an update regarding business operations at the Whitewater Cinemas and future plans for sale or redevelopment of the structure currently housing the Cinemas. Mr. Gildemeister stated that he does not currently have the property listed for sale.

#### **ACTION ITEMS**

5. **Discussion and possible action regarding Request for Proposal (RFP) for demolition of the 108 West Main Street building (EDD Zeinert).** EDD Zeinert provided a summary of the investigations and findings regarding the integrity of the building at 108 West Main Street and the costs associated with restoration of the building to a code-compliant and safe structure. After brief discussion, Chairman Majkrzak moved to proceed with demolition of the building located at 108 West Main Street; seconded by Board Member Kromholz. Motion passed by unanimous roll call vote.
6. **Discussion and possible action regarding Request for Proposal (RFP) for the demolition of the 216 East Main Street building.** Item removed from this Agenda.

#### **CONSIDERATIONS / DISCUSSIONS / REPORTS**

7. **Discussion and feedback for Finance Committee regarding Proposed Framework for Improving Public Participation at Common Council and Committee meetings.** EDD Zeinert provided background regarding what the Finance Committee is looking for with regard to public comment type criteria. Board Member Kachel questioned the 3-minute length of time for an individual to speak. Board Member Hicks stated that the 3-minute rule is hard and fast; the new rule being considered allows for flexibility. Board Member Kromholz stated that a time limit ensures that speakers get to the point in a reasonable amount of time. Chairman Marjkzak would prefer the allowance for flexibility. Board Member Kromholz would like to see comments limited to those individuals who live in or own property in Whitewater. Board Member Hicks objected to requiring an individual to fill out a speaker card in order to speak. Board Member Knight was in favor of encouraging more participation from the public.
8. **Discussion regarding draft of proposed Future WindUp Rules.** EDD Zeinert presented a draft of the revised rules for WindUp 2025, making specific note that there would be two categories: (1) existing business; and (2) new business. Board Member Kachel would like to see a claw-back feature if a business leaves Whitewater before a specified amount of time. EDD Zeinert stated that a business is required to stay in Whitewater for at least 12 months. Board Member Knight would like to see a definition of “new business” and “established business”. Board Member Kromholz would like to see a metered approach to the payout of funds based on the business staying in Whitewater. EDD Zeinert asked for a definition of a timeline to be considered a “new business”. Board Member Christon would like to see a definitive start date for a new business.
9. **Staff Update: WCEDA Workforce Housing Initiative 2023-2024.** EDD Zeinert brought attention to Whitewater being featured in the report as being the community that was most ready to launch a workforce housing initiative.

10. **Staff update regarding status of Inventalator Capital Catalyst Loans.** EDD Zeinert provided a summary of Attorney Manthe's findings and recommended sending a demand letter in an attempt to recover some funds.
11. **Update regarding economic development activities.** EDD Zeinert stated that the Office of Economic Development has been very busy and provided a summary of ongoing development activities.

#### **EXECUTIVE SESSION**

Moved by Board Member Kachel and seconded by Board Member Kromholz to adjourn to Closed Session, TO RECONVENE, 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. Motion passed by unanimous roll call vote. Item to be discussed:

12. Consideration and possible action regarding Development Agreement with Tanis.

#### **RECONVENE INTO OPEN SESSION.**

13. Meeting reconvened into open session at 6:50 p.m. and took no action.

#### **FUTURE AGENDA ITEMS**

14. How to Calculate TIF (KFP)
15. Cost of Amending a TIF District.
16. Update to Rules of Procedure Handbook
17. Updates to Revolving Loan Programs.
18. Updates to Facade Loan Program.
19. Report on calculation of per household rate savings relating to CDBG funds applied to Water Tower project.
20. Update regarding planning for WindUp 2025.
21. Update regarding status of efforts to make collections on loans.
22. Update regarding status of Development Agreement for the Bowers House Project.

**ADJOURNMENT.** Moved by Board Member Kachel and seconded by Chairman Majkrzak to adjourn the meeting. Motion passed by unanimous voice vote. Meeting adounred at 6:50 p.m.

Respectfully submitted,

Bonnie Miller, Recorder

Minutes approved at the November 21, 2024 CDA Board Meeting.