



**City of  
WHITEWATER**  
**Community Development Authority**  
**Board of Directors Meeting**

**MINUTES**

**Thursday, February 16, 2023**

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**1) Administrative Items.**

- a) **Call to Order:** Vice Chair Jim Allen called the meeting to order at 5:30 p.m.
- b) **Roll Call:** PRESENT: Jim Allen, Lisa Dawsey-Smith, Joe Kromholz, Jason Gleason, Jon Kachel; ABSENT: Patrick Singer. STAFF: John Weidl (City Manager); Brad Marquardt (Director of Public Works); Bonnie Miller (Administrative Assistant); Kristen Fish-Peterson, Consultant (Redevelopment Resources).
- c) **Declaration of Conflict of Interest:** Would any member(s) of the Board wish to declare any known conflict of interest with the items presented on today's CDA Board Agenda? None stated.
- d) **Hearing of Citizen Comments:** No formal CDA Action will be taken during this meeting although issues raised may become a part of a future agenda. Items on the agenda may not be discussed at this time. None.

- 2) Approval of Minutes:** Moved by Dawsey-Smith to approve the Minutes of the January 19, 2023 CDA Board Meeting; seconded by Gleason. AYES: All by voice vote (5); NOES: None; ABSENT: Singer.

**3) Review and Acknowledge Financial Statements:**

Financials for Period Ending January 31, 2022 (Pending).

**4) Action Items:**

- a) Moved by Dawsey-Smith to acknowledge resignation of Board Member Jake Gildemeister effective 02-03-2023; seconded by Kachel. AYES: All by voice vote (5); NOES: None; ABSENT: Singer.

**Note:** Singer enters the meeting.

- b) Moved by Dawsey-Smith to approve the Second Amendment to Cash Rent Farm Lease regarding approximately 90.2 acres of tillable land in the Whitewater Business and Technology Park; seconded by Allen. AYES: All by voice vote (6); NOES: None; ABSENT: None.

**5) Updates and Discussion:**

- a) City Manager Weidl introduced Kristen Fish-Peterson of Redevelopment Resources who has been engaged by the City to help determine what the most important things our next CDA Director will need to handle and to be with us through the recruitment process. Discussion included what is most important for the CDA to do as a part of that process. Ms. Fish-Peterson

discussed project analysis, the difference between Community or publicly driven development and development of publicly-owned property, the components of area planning, and the eight steps to the development process and potential obstacles to (re)development. (Meeting video can be found at: <https://vimeo.com/799695570> ).

- b) Economic Development Activity Report. Weidl stated that a Development Agreement discussed at 02/16/2023 CDA meeting has been sent to the developer for review and signature. Next step would be a referral to Common Council for approval.

**6) Board Member Requests for Future Agenda Items:**

- a) Create policy between the CDA and City regarding transfers of residual equity from the CDA to the City.
- b) Improvement of the physical condition of Lot 9B in the Business Park.
- c) CDA Alternative Revenue Streams.
- d) Director to visit (virtual/in-person) with Whitewater's employers.
- e) Recruit Developer that would include a grocery merchant.

**(The above matters may be discussed at this meeting but no substantive action will be taken.)**

**7) EXECUTIVE SESSION. Moved by Singer 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. Items to be discussed:**

**(a) Deliberating acquisition of 126 North Jefferson Street (Tax Parcel /BIRW 00002) and Vacant Land at 104 East Main Street (Tax Parcel /BIRW 00002).**

**(b) Letter of Intent regarding potential mixed-use development on East Main Street/Jefferson Street.**

Seconded by Allen. Kristen Fish-Peterson, two representatives from the Whitewater Gro-Co, and Jon Tanis were invited to join the closed session to make brief statements to the Board and then were dismissed from closed session prior to discussion and deliberation of closed session items. AYES: Kachel, singer, Allen, Gleason, Kromholz, Dawsey-Smith; NOES: None. ABSENT: None.

**8) RECONVENE INTO OPEN SESSION. Moved by Dawsey-Smith to reconvene into open session for possible action on Closed Session items; seconded by Kachel. AYES: All by voice vote (6); NOES: None; ABSENT: None.**

Moved by Allen to make an offer to purchase not to exceed \$150,000 to purchase vacant land at 104 East Main Street and commercial property at 126 North Jefferson Street to Rod and Mary Dalee. Seconded by Gleason. AYES: Dawsey-Smith, Singer, Gleason, Kachel, Kromholz, Allen; NOES: None; ABSENT: None.

Moved by Allen to accept the Letter of Intent to Tanis Properties, LLC; seconded by Dawsey-Smith. AYES: Kromholz, Kachel, Allen, Dawsey-Smith, Gleason, Singer; NOES: None; ABSENT: None.

**9) Adjournment. Moved by Allen and second by Kachel to adjourn. AYES: All by voice vote (6); NOES: None; ABSENT: None. Meeting adjourned.**

Respectfully submitted,  
Bonnie Miller, Recorder

Minutes approved on March 16, 2023.