Community Development Authority Board of Directors (10/15/2026)

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

Thursday, October 15, 2026 - 5:30 PM

MINUTES

CALL TO ORDER

Meeting was called to order at 5:30 p.m

ROLL CALL

PRESENT
Board Member Joseph Kromholz
Board Member Kelsey Price
Board Member Christ Christon
Council Representative Michael Smith

ABSENT
Board Member Thayer Coburn
Board Member Jon Kachel
Council Representative Orin Artsmith

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

OTHER
Tim Vandeville, Jr., Stonehaven Development

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

DRAFT

Please feel free to refer to this manual often.

The chair noted that the Good Governance Manual was available.

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.

A motion was made to move agenda item 7 (Stonehaven Development Project) to follow item 9.

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

CONSENT AGENDA

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

Motion made by Board Member Kromholz, Seconded by Council Representative Smith.

Voting Yea: Board Member Kromholz, Board Member Price, Board Member Christon, Council Representative Smith

1. September meeting minutes
2. Monthly Dashboard
3. September Financials
4. Howard Road Land Appraisal and Option Update
5. Update on City and CDA properties for sale

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

6. Discussion and possible action Re: Bowers House Development Agreement for Redevelopment Project at 183-187 W Main St.

   Staff presented the proposed development agreement for redevelopment of the long-vacant Bowers House property. Brian Whipple of Whipple Contracting LLC has the property under contract. The proposal includes first-floor commercial space, ten market-rate rental apartments on upper floors, and one ADA-accessible first-floor unit. Staff reported that Common Council had previously authorized an application for a Wisconsin Economic Development Corporation Community Development Investment grant. The developer requested a pay-as-you-go tax increment financing reimbursement of up to $90,000 for a required sprinkler system; a contractor quote was just under $70,000. Staff stated Ehlers reviewed the request and considered it justified, representing approximately 3.5% of total construction cost. Reimbursement would be funded by increment generated by the project within TID 12. A motion was made and seconded to recommend approval of the development agreement to Common Council.

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

7. Review and discussion Re: Stonehaven Development project

   Staff reported that the Stonehaven development, approved by Common Council in April, will consist of 14 single-family homes along East Bluff Road. Staff estimated the prior base value at approximately $144,000 and projected assessed value at full buildout above $4.6 million. Staff reported the project was on or ahead of schedule and costs were as expected or lower. Tim Vandeville Jr. of Stonehaven Development reported three homes closed and occupied, a fourth completed and back under contract following a financing issue, and construction begun on the next four homes, with two excavations underway and completion targeted around December–January. Two future homes were under contract. He stated construction costs were under budget, permitting added buyer value and closing-cost credits. Members thanked the developer. This item was informational; no action was taken.

8. Discussion and possible action Re: Down Payment Assistance Application for 421 S. Whiton St

   Staff presented a $25,000 down payment assistance loan application for purchase of a single-family residence at 421 S. Whiton Street. Staff clarified that the promissory note, mortgage, and subordination agreement included in the packet were drafts and would be executed following approval, typically at closing. A motion was made and seconded to approve $25,000 in assistance subject to the promissory note and other program requirements.

   Motion made by Council Representative Smith, Seconded by Board Member Kromholz.

   Voting Yea: Board Member Kromholz, Board Member Price, Board Member Christon, Council Representative Smith

9. Discussion and Possible Action Re: CDA Representative to Innovation Center Advisory Panel

   Staff explained that the Innovation Center Advisory Panel was established in 2024 under a memorandum of understanding between the City and UW–Whitewater. Thayer Coburn had requested to step down as the CDA representative. The panel meets quarterly, typically on a Tuesday morning, and advises on Innovation Center operations without directly managing the facility or leases. Staff indicated meeting times could be adjusted and remote participation accommodated. Kelsey Price expressed willingness to serve. A motion was made and seconded to appoint Kelsey Price as CDA representative to the Innovation Center Advisory Panel.

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

FUTURE AGENDA ITEMS

Staff announced that the November 19 meeting would be held at the Innovation Center in conference room 105 and that the location would be included on the meeting notice. The chair indicated he expected to be absent.

ADJOURNMENT

Motion made by Board Member Kromholz, Seconded by Council Representative Smith.

Voting Yea: Board Member Kromholz, Board Member Price, Board Member Christon, Council Representative Smith