

Whitewater Community Development Authority  
Meeting Minutes  
February 25, 2015

**1. Call to order and roll call**

The meeting was called to order by Chair Jeffery Knight at 5:00 p.m. The meeting was held at the Innovation Center, Room 105, located at 1221 Innovation Drive, Whitewater, WI 53190

Present: Abbott, Allen, Henry, Kachel, Knight, Parker

Absent: Singer

Also: Patrick Cannon

**2. Hearing of Citizen Comments**

None

**3. Approval of the Agenda**

Motion to approve the agenda as presented

Allen (1); Kachel (2)

Aye: All via voice vote

Nay: None

**4. Approval of the Following Minutes**

**a. January 28, 2013**

Motion to approve the minutes as presented

Allen (1); Kachel (2)

Aye: All via voice vote

Nay: None

**5. Acceptance of Financial Statements**

**a. January, 2015**

Motion to accept the Financial Statements

Allen (1); Kachel (2)

Aye: All via voice vote

Nay: None

**6. Adjourn to closed session per Wisconsin State Statute 19.85(1)( e) "Deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business, wherever competitive or bargaining reasons require a closed session"**

- a. Consideration and discussion of a potential development of an indoor soccer facility**
- b. Consideration and discussion of a Line of credit for Slipstream LLC.**
- c. Consideration and discussion of a Developers Agreement with DP Electronic Recycling.**
- d. Consideration and discussion of responses to a Request for Proposal for the sale of property located on Bluff Road.**
- e. Update on negotiations with potential retail, manufacturing and other businesses that are considering locating in Whitewater and are requesting City of Whitewater related financial assistance or considerations.**
- f. Return to open session for possible action**

A motion was made to return to open session.

Allen (1); Kachel (2)

Aye: Abbott, Allen, Henry, Kachel, Knight, Parker

Nay: None

In open session the following action was taken:

- a. Staff was directed to work with Bud Gayhart to assist in the development of a business plan.**
- b. Motion to extend the Letter of Credit for Slipstream LLC for a 12 month period beginning in April, 2015**

Kachel (1); Parker (2)

Aye: Abbott, Allen, Henry, Kachel, Knight, Parker

Nay: None

- c. Motion to authorize the Chairperson of the CDA and the Executive Director to sign the Development Agreement with DP Electronic recycling Inc. for the construction of a new facility to be located in the Technology Park.**

Allen (1); Kachel (2)

Aye: All via voice vote

Nay: None

- d. Staff was directed to explore other options for the sale of the property. No action was taken since no responses were received from the RFP process.
- e. No action was taken in open session.

**6. Update on the hiring process for the newly created Economic Development Specialist position.**

Staff noted that phone interviews have been completed and the final candidates will interview with the full CDA Board.

**7. Update on the Innovation Center event for March 12, 2015**

The event is scheduled for 5:00 pm on March 12, 2015. Assembly Speaker Robin Vos and Board or Regent Margaret Farrow will be speaking at the event. The event will celebrate the third round of funding for the Capital Catalyst Fund and the full occupancy of the Innovation Center.

**8. Consideration and discussion of the impact of potential traffic restrictions on TIF districts and the Business and Technology Parks.**

It was noted that the changes in traffic will have a direct impact all developments within the City. Staff was directed to monitor all proposed changes and evaluate the proposed changes.

**9. Consideration and discussion of creating a limitation on total outstanding loan amount and the number of loans awarded to one entity by the CDA.**

The Board noted that several businesses have received multiple loans from different loan funds controlled by the CDA. In an effort to assure that funds would be available for multiple businesses, the Board authorized a limitation of \$150,000 in total loans to any one entity. The attached policy was approved.

**Motion:** To approve the attached policy regarding the limits on loan amounts by the CDA.

Kachel (1); Allen (2)  
Aye: All via voice vote  
Nay: None

**10. Update on the city wide fiber optic project for the city including the Business Park and Technology Park.**

No new additional information was presented.

**11. Update on the long term marketing and community branding project.**

No new additional information was presented

**12. Update on proposal with Department of Workforce Development regarding interns and educational opportunities**

The Chair noted that he and Mr. David Anderson from DD have been attempting to reach each other.

**13. Future agenda referrals**

No referrals were made.

**14. Adjournment**

A motion was made at 8:17 p.m. to adjourn the meeting

Kachel (1); Abbott (2)

Aye: All via voice vote

Nay: None

The minutes were reviewed and approved by the CDA at its meeting on:

Jeffery Knight  
Chairperson

Patrick Cannon  
Recorder