



Whitewater CDA –Agenda
Thursday, April 11 , 2013
4:30 PM – CDA Board of Directors
Room 105
Innovation Center
1221 Innovation Drive
Whitewater, WI 53190

1. **Call to order and roll call.**
2. **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.*
3. **Approval of the Minutes.**
 - a. **March 14, 2013**
4. **CDA March, 2013 Financials.**
5. **Innovation Center Financials.**
6. **Consideration and discussion of the status of the City’s TIF districts. (R.W. Baird to attend)**
7. **Consideration and discussion of the Tech Park and Innovation Center. (Chancellor Telfor to attend)**
8. **Consideration and discussion of the establishment of a fund to assist with outdoor seating at restaurants.**
9. **Consideration and discussion of the City Fiber Optic project**
10. **Consideration and discussion the RLF manual updates.**
11. **Consideration and discussion of proposed changes to the Seed Fund manual**
12. **Consideration and discussion of a marketing program for the CDA**
13. **Consideration and discussion of site certification status for the Business Park**
14. **Consideration and discussion of an Option to Purchase land by the CDA regarding the Business Park and Technology Park**
15. **Adjourn into closed session per Wisconsin State Statutes 19.85(1)(e) “Deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business , whenever competitive or bargaining reasons require a closed session”.**
 - a. **Confidential discussion regarding potential business developments**
 - i. **Software Consulting firm**
 - ii. **Organic Farm**
 - b. **Request to subordinate a Home Rehabilitation Loan (Do you list the loan number?)**
16. **Return to open session for possible action on closed session items.**
17. **Future agenda referrals.**
18. **Adjourn**

It is possible that a quorum of Common Council and Technology Park Board members may attend this meeting. Even if a quorum is present, no Common Council and/or Technology Park Board business will be conducted at this meeting.

*Anyone requiring special arrangements is asked to call the office of the
City Manager/ City Clerk at least 24 hours prior to the meeting.*

Whitewater Community Development Authority
Meeting Minutes
March 14, 2013

1. Call to order and roll call

The meeting was called to order by Chair Jeffery Knight at 4:30 p.m. The meeting was held at the Innovation Center, Room 105, located at 1221 Innovation Drive, Whitewater, WI 53190

Present: Allen, Henry, Kachel (4:42), Knight, Singer, Winship (5:03)

Absent: Meyer

Also: Cameron Clapper, Patrick Cannon, Mary Panzer

2. Hearing of Citizen Comments

None

3. Approval of the Following Minutes

a. February 25, 2013

The minutes were approved as presented

Singer (1); Henry (2)

Aye: Allen, Henry, Knight, Singer

Nay: None

4. 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 loan agreement with DP Electronic Recycling, Inc.**
- b. Consideration and discussion of a Seed Fund request for Blackthorne Capital Management LLC.**

Motion to go into closed session as per state statutes and allow Ms. Panzer and Mr. Clapper to be present.

Knight (1); Allen (2)

Aye: Allen, Henry, Knight, Singer

Nay: None

While in closed session;

Mr. Kachel arrives at 4:42 PM

Mr. Winship arrives at 5:03 PM

5. Return to open session for possible action

A motion was made to return to open session.

Singer (1); Kachel (2)

Aye: Allen, Henry, Kachel, Knight, Singer, Winship

Nay: None

In open session the following action was taken:

- A. Motion: To amend the previously approved Loan Agreement with DP Electronic Recycling Inc. to remove the option of an equity investment by the CDA and to extend the date for the completion of a Development Agreement to December 31, 2013. In addition, this agreement must close by May 15, 2013.

Singer (1); Winship (2)

Aye: Knight, Allen, Henry, Kachel, Singer, Winship

Nay: None

- B. Motion: To award a Seed Fund grant to Blackthorne Capital Management LLC. In the amount of \$4,063. This grant is to be paid in equal installments over the next 13 months ending in March 2014.

Singer (1); Kachel (2)

Aye: Knight, Allen, Henry, Kachel, Singer, Winship

Nay: None

6. Future agenda referrals

1. The next CDA meeting will be on April 11, 2013. The topics will be the review of the Innovation Center operations and an update on the TIF status. The UW-W Chancellor has been invited to attend. In addition, representatives from Baird and Associates will be presenting the information on the TIF districts.
2. Mr. Singer would like to discuss the future use of UDAG funds for outdoor dining furniture.
3. Ms. Henry would like to see additional publicity regarding the Innovation Center.
4. The Board would like the draft of the Revolving Loan Fund (RLF) manual be sent out.

7. Adjournment

A motion was made at 5:17 p.m. to adjourn the meeting

Singer (1); Kachel (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