



Whitewater CDA - MINUTES
Monday, February 28, 2011
4:30 PM – CDA Board of Directors
1st Floor Community Room - 312 W Whitewater Street
Whitewater, WI 53190

1. Call to order and roll call

Tom Miller called the meeting to order at 4:32PM
Present: Jeff Knight, Alan Marshall, Tom Miller, Patrick Singer, Jim Stewart
Absent: Jim Allen
Others Present: Mary Nimm, Kevin Brunner

2. Approval of the Agenda

Al Marshall motioned to approve the agenda. Stewart seconded.
Ayes: Knight, Marshall, Miller, Singer, Stewart
Nays: None
Absent: Allen
The motion to approve the agenda passed on a voice vote.

3. 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.*
NO CITIZEN COMMENTS

4. Approval of the January 24, 2011 Minutes

Al Marshall motioned to approve the January 24, 2011 Minutes. Singer seconded.
Ayes: Knight, Marshall, Miller, Singer, Stewart
Nays: None
Absent: Allen
The motion to approve the Minutes passed on a voice vote.

5. January 2011 Financials

The January 2011 Financials stand approved as presented.

6. Consideration of Vandewalle Proposal for Whitewater Economic Development Strategy

Nimm/Brunner noted that enclosed in the packet is a proposal for City of Whitewater Economic Development Strategy. The proposal comes to the CDA as a result of discussions on how Vandewalle might provide Economic Development Assistance to the City and/or CDA. The plan was not solicited, but the plan was submitted by Vandewalle and is in front of the CDA for consideration. There is a possibility of receiving a CDBG for ½ of the cost. Marshall – estimated cost \$40-\$50k?
Knight – with current economic conditions, the staff should address the points as part of their duty.
Stewart – concur with Knight and believe we are at a time where this would be an over-step of our limits.
Stewart motioned to receive the proposal and place on file. Singer seconded.
Ayes: Knight, Marshall, Miller, Singer, Stewart
Nays: None
Absent: Allen
The motion to accept and file the proposal passed on a roll-call vote.

7. Review and Approval of Innovation Center Change Order #16 for UW-Whitewater Lab Build-Out

Brunner noted this is a recommendation from UTP Board, the first floor space (not yet built out) would be built-out under this Change Order at total cost of \$128,312. The space is intended to be UWW Wet labs, two for UWW and two for other tenants. UWW responsible for completing the remainder of the build out.
Knight motioned approval of the Change Order for the Lab Build Out in the Innovation Center. Marshall seconded.
Ayes: Knight, Marshall, Miller, Singer, Stewart
Nays: None
Absent: Allen
The motion passed on a roll-call vote.

8. Discussion and Possible Action on Proposal to Assist with Preparing a NR 724 Construction Documentation and a Site Closure Report for the Former Alpha Cast site

Nimm noted at the January CDA meeting there was discussion the possible development of the former Alpha Cast site. With the extension of Starin Road, there has been some interest by developers in this site. Research has been done on the status of the Brownfield and it has been discovered that the site was officially never "Closed" under DNR standards.

It has been discovered that the City did the remedial actions of filling the site without assistance by the Environmental consultants. As it stands today, the site was not submitted for closure and a cap maintenance plan does not appear to have been prepared. Also, an NR 724 remedial construction documentation report should have been prepared documenting the capping of the site, cap maintenance plan, and closure of the property. You will note in the Exemption for Development of the Alpha Cast Property Where Solid Waste had been Disposed that this exemption was limited to the proposed changes (roadway) and single and multi-family development. If a different end use is proposed, a new exemption form will have to be filled out.

Since this discovery, subsequently Nimm asked the question on the benefits of closing the site versus not closing the site and was advised that the benefits to closing it are related solely to the City/CDA selling the land. In this day and age, it is hard to image that anyone, and most importantly, any bank associated with the financing, would proceed with any development on an open site with the WDNR. If the property stays in the possession of the City, there are not a lot of compelling benefits to closing it until some case manager stumbles across the open file and asks questions. Still they may not require going through the formal closure proceedings.

If the intention is selling the land, it is prudent to get a formal closure from the WDNR. In a lender or buyers eyes, there are too many unknowns. A formal NR 724 remedial documentation report and request for case closure request can answer those questions and get the paperwork needed to provide the buyer and lender assurances. Also, if they are skittish about buying and developing land on an unclosed historically filled site, they may want to get a voluntary party liability exemption (VPLE) from the WDNR prior to purchase. The Department won't do this without going through the formal closure process.

Included in the packet is a proposal to assist with the necessary steps and paperwork to complete the steps above from Ayres Associates (I have been consulting with Ayres on this case as they were the consultants who completed the Phase I and Phase II studies and are familiar with the site).

Please note, in addition to the costs as proposed by Ayres, there will be additional engineering costs incurred through Strand Associates, and additional costs in DNR fees.

Stewart – funds come from?

Brunner – TID 4. Proceeds from future sale of the property and where would they go?

Stewart motioned to take action to close the site. Knight seconded.

Ayes: Knight, Marshall, Miller, Singer, Stewart

Nays: None

Absent: Allen

The motion to take action to close the site passed on a roll-call vote.

9. Discussion and Possible Action on Seeking Requests for Proposals (RFP's) for the Development of the Former Alpha Cast Site

Knight – CDA has gone beyond getting land ready for sale. Am opposed to RFPs for development. It is my recommendation we get proposals for marketing the site from local realtors and get the site back into private sector.

Stewart – don't move forward until all DNR documentation is in place. Important to let the neighborhood "digest" the potential development.

Knight motioned an appraisal of the site and moving forward with preparing the site for sale. Marshall seconded.

Stewart – benefit of RFP route?

Brunner – benefit of RFP is that CDA/City can choose development.

Ayes: Knight, Marshall, Miller, Singer, Stewart

Nays: None

Absent: Allen

The motion to take action to close the site passed on a roll-call vote.

10. Discussion and Possible Action on Providing Additional Funding Towards the Lakes Area Realtors East Gateway Photo Simulation Grant Award

Nimm noted that in the packet she has included the photo simulation project awarded to the City of Waterford. To note when reviewing the award, is that each transition slide is valued at approximately \$1,000. The Waterford project as shown, has a total of 5 transition slides to show the potential of redevelopment.

The City of Whitewater award value of \$5,000 translates to 5 transition slides. I have met with the representative from the Lakes Area Realtors as well as the director of Downtown Whitewater to discuss the project. It was thoroughly discussed and decided that to effectively show the redevelopment potential for both sides of the street in East Gateway neighborhood intersection more than 5 total slides is critical.

Downtown Whitewater has agreed to contribute an additional \$1,000 towards the project, increasing the number of slides to 6 – potentially giving us 3 transition slides for each side of the street. We are asking the CDA to consider contributing additional funding so that we may expand the project.

Stewart motioned to contribute \$500 towards the project, sharing the cost with Downtown Whitewater. Singer seconded.

Ayes: Knight, Marshall, Miller, Singer, Stewart

Nays: None

Absent: Allen

The motion to contribute \$500 to the project, sharing the cost with Downtown Whitewater passed on a voice vote.

11. Review City Municipal Code, Chapter 2.48 Industrial Development Commission

Stewart – name changes, bring up to date with what we are doing and how we are doing it. Charter Ordinance? Should we submit to an Attorney for thoughts in draft form, and then bring back for our review?

Brunner – have City Attorney review, and bring back draft reflecting current procedure.

12. Housing Subcommittee Report

Knight – King Street property owners removed the distressed property without City investment. Initial list had 10-12 homes needing attention/removal, four will be down soon and another three shortly thereafter. Next steps: review lists, look at specific procedures to follow for expedited review process; study by Russ Kashian – survey employers to find out why people live where they live, what changes might influence decision to live here, what are the costs associated with subdivisions and where is the breakeven as opposed to using public funds to help build out without increasing taxes, review market conditions in the housing market; next meeting include Chancellor and WUSD Superintendent Zentner.

Miller – property owners are taking it upon themselves and realize the benefit.

13. CDA Coordinator Updates

EDA - Reimbursements Request Status

In a phone conversation on February 23, 2011 EDA agreed to process the first reimbursement request totaling \$745,506.14. A meeting has been scheduled in Chicago on March 9th. At that meeting the team will review all reimbursement requests with the CDA, City Finance, University, Architect and Engineer. At that time, all remaining reimbursement requests shall be processed.

April Energy Event

As part of the 25x2025 Energy Independent Communities Planning Grant, the City is encouraged to conduct energy outreach and education efforts. I am working with UW-Extension on a community Event scheduled April 18th to be hosted at the Innovation Center.

14. Future Agenda Items

a. Update of Business Retention Visits

15. Adjourn

Jim Stewart motioned to adjourn at 5:15PM. Singer Seconded.

Respectfully Submitted,

Mary S Nimm
CDA Coordinator