



1. WHITEWATER COMMUNITY DEVELOPMENT AUTHORITY

BOARD OF DIRECTORS MEETING AGENDA

Date: Thursday, November 19, 2020

Time: 5:30 P.M.

Location: Due to Coronavirus concerns, this meeting will be a VIRTUAL MEETING (not in person). Citizens are welcome (and encouraged) to join us via computer, smart phone or telephone.

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Members Present:

Members Excused:

Staff Present: Cathy Anderson, Bonnie Miller

Guests Present:

Agenda:

1. **Administrative Items**

- A. Welcome Statement (Anderson): Welcome to the Whitewater CDA meeting of November 19, 2020. Before we begin the meeting this evening, each Commissioner is asked to adjust their camera and microphone, be attentive, actively listen and participate, speak in turn, only speak to items on the Agenda, and not surmise the opinions or ideas of private citizens.

- B. Call to Order:
1. Declaration of Conflict of Interest (Singer): 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? [Roll Call]
 2. Approval of Agenda:
 3. APPROVAL OF MINUTES FROM OCTOBER 22, 2020.
 4. REVIEW AND ACKNOWLEDGE FINANCIAL STATEMENTS AND INVOICES FROM OCTOBER 31, 2020.

2. Action Items

- A. Transfer \$2,865.56 Balance in Moraine View Checking (Fund 910- 11106) to Parks and Recreation.
- B. CLOSE SAFETY DEPOSIT BOX AND RETRIEVE BOTH KEYS.
- C. WRITE - OFF OF CDBG LOANS.
- D. WRITE-OFF OF CAPITAL CATALYST LOANS.
- E. BUDGET.

3. Updates & Discussions

- A. 2021 CDA GOALS AND OBJECTIVES.
- B. HUD QUALIFICATIONS FOR HOUSING.
- C. Innovation Center Update.
- D. Grocery Update.
- E. MEMO: CLOSURE OF PROGRAM CHECKING ACCOUNT.
- F. TID SITES FOR HOUSING

4. Adjourn to Closed Session:

Adjourn to closed session per Wisconsin Statutes Section 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. Consideration of Purchase of Property.
- B. Sale of Lot 4B in the Industrial Park.

5. Reconvene to Open Session:

6. Future Agenda Referrals:

- Improvement of physical condition of Lot 9B in the Business Park.
- Discuss a detention area on Lot 6B with National Guard
- Identify the funding sources(s) of the Façade checking account
- ED 101 Training for Board Members and Elected Officials
- Roles & Responsibilities of the CDA
- Update Capital Catalyst Program Manual & Application Materials
- CDA Alternative Revenue Streams
- ~~Listing Contract for Lot 1, CSM 3442 (10/22/2020)~~
- Continue discussions of TIF extension
- Director to visit (virtual/in person) with Whitewater's employers
- Use CDBG Closeout funds to purchase homes to create an alternate CDA Revenue source
- Reorganize TIDs
- Add Tax Increment
- Recruitment of a grocery store

- New Housing
- Recommendation to write off uncollectable loan receivables
- ~~Research HUD qualifications for housing.~~ (November 2020)
- Transfer Moraine View Checking Account balance to Parks and Recreation Department
- Land Sale Policy (Finance director Steve Hatton) – Discussion of Policies and Procedures for Land Sale Transactions by the CDA on Behalf of the City.
- First Review of By-Laws and CDA Rules of Procedure
- First Review of TID Site for Housing

7. **Adjourn.**

Documents:

[2020-10-22 CDA BOARD MINUTES.PDF](#)
[CDA FINANCIALS 10-31-2020.PDF](#)
[INVOICES OCTOBER 2020.PDF](#)
[SAFETY DEPOSIT BOX INVENTORY 11-12-2020.PDF](#)
[CDBG LOAN WRITE OFFS_CDBG CLOSE SUMMARY.PDF](#)
[CAP CAT WRITE OFF.PDF](#)
[2021 CDA BUDGET-11122020105814.PDF](#)
[2021 GOALS AND OBJECTIVES.PDF](#)
[FY 2020 INCOME LIMITS WALWORTH COUNTY.PDF](#)
[CLOSURE OF FIRST CITIZENS ACCOUNT_MEMO.PDF](#)
[TID EXTENTION_POTENTIAL SITE MAPS.PDF](#)

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.