



# Community Development Authority Board of Directors Meeting (In Person & Virtual)

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

**Thursday, December 19, 2024 - 5:30 PM**

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Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.  
Citizen participation is welcome during topic discussion periods.

Please click the link below to join the webinar:

[https://us06web.zoom.us/j/89729565047?pwd=qxf-jhrY-4Wxmw\\_NdB127mE\\_32\\_GyA.w5FRkFi4GcsINHVD](https://us06web.zoom.us/j/89729565047?pwd=qxf-jhrY-4Wxmw_NdB127mE_32_GyA.w5FRkFi4GcsINHVD)

Or Telephone:

Dial +1 312 626 6799 US (Chicago)

Webinar ID: 897 2956 5047

Passcode: 647974

Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number: (262) 473-0108.

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## AGENDA

**CALL TO ORDER**

**ROLL CALL**

**DECLARATION OF CONFLICT OF INTEREST.** Would any Member of the Board wish to declare any known conflict of interest with the items presented on today's CDA Board Agenda?

**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.*

**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.**

**APPROVAL OF THE MINUTES**

1. Approve Minutes from the November 21, 2024 CDA Board of Directors Meeting.

**ACKNOWLEDGE FINANCIAL STATEMENTS**

2. Acknowledge CDA Financials for period ending November 30, 2024.

**PRESENTATIONS**

3. How to Calculate TIF Percentages (EDD Zeinert and Kristen Fish Peterson)

**ACTION ITEMS**

4. Discussion and possible action regarding Down Payment Assistance Loan application for the purchase of 253 N. Jefferson Street pursuant to the terms and conditions of the City's Affordable Housing Policy Fund.
5. Consideration and possible action regarding Request for Proposal (RFP) submitted by HM Brandt LLC for demolition of 126 N. Jefferson Street (Tax Parcel No. /BIRW00002). (EDD Zeinert)
6. Update and discussion regarding 2025 Joint Meeting (EDD Zeinert)

**CONSIDERATIONS / DISCUSSIONS / REPORTS**

7. Update and discussion regarding potential teachers and coaches for WindUp 2025 (EDD Zeinert)
8. Economic Development Activity Report. (EDD Zeinert)
9. Discussion regarding request from the Board to receive Agenda information early.

**EXECUTIVE SESSION**

Adjourn to Closed Session, TO RECONVENE, pursuant to Wisconsin Statutes 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Items to be discussed:

10. Discussion and possible action regarding Offer to Purchase a 10.96 acre parcel of vacant land (Tax Parcel No. /A444200001) EDD Zeinert
11. Discussion and possible action regarding potential development of 67-acre parcel of vacant land (EDD Zeinert)

**RECONVENE INTO OPEN SESSION**

12. Reconvene to Open Session to take possible action on Closed Session item(s). (EDD Zeinert)

**FUTURE AGENDA ITEMS**

13. Cost of Amending a TIF District
14. Updates to Revolving Loan Programs
15. Status of Collections on Loans
16. Request for legal opinion regarding inter-departmental cooperation regarding recovering delinquent loan amounts and liquor license.
17. Update & discussion regarding Blue Line Battery project.

**ADJOURNMENT**

A quorum of the Common Council may be present. This notice is given to inform the public that no formal action will be taken at this meeting.

**Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting.**



## Community Development Authority Board of Directors Meeting

Whitewater Municipal Building Community Room,  
312 West Whitewater St., Whitewater, WI 53190

\*In Person and Virtual

**Thursday, November 21, 2024 - 5:30 PM**

### MINUTES

#### **CALL TO ORDER**

Chairman Majkrzak called the meeting to order at 5:30 p.m.

#### **ROLL CALL**

PRESENT: Christ Christon, Neil Hicks, Joe Kromholz, Greg Majkrzak, Thayer Coburn, Jon Kachel (joined virtually at 6:30 p.m.). ABSENT: Board Member Knight

#### **DECLARATION OF CONFLICT OF INTEREST**

None declared.

#### **APPROVAL OF AGENDA**

Moved by Board Member Kromholz to approve Agenda after removal of Item #3; seconded by Board Member Hicks; motion passed by roll call vote. AYES: Board Member Hicks, Board Member Coburn, Board Member Kromholz, Board Member Christon, Chairman Majkrzak; NOES: None. ABSENT: Board Member Kachel, Board Member Knight.

#### **HEARING OF CITIZEN COMMENTS**

None.

#### **APPROVAL OF MINUTES**

Moved by Board Member Kromholz to approve the 10-17-2024 CDA Meeting Minutes. Motion seconded by Board Member Coburn. Motion passed by roll call vote. AYES: Chairman Majkrzak, Board Member Hicks, Board Member Christon, Board Member Coburn, Board Member Kromholz. NOES: None. ABSENT: Board Member Knight, Board Member Kachel.

#### **ACKNOWLEDGE FINANCIAL STATEMENTS**

Moved by Board Member Kromholz to acknowledge CDA Financial Statements for Period Ending October 31, 2024. Motion seconded by Board Member Hicks. Motion passed by roll call vote. AYES: Board Member Hicks, Board Member Kromholz, Board Member Christon, Board Member Coburn. NOES: None. ABSENT: Board Member Kachel, Board Member Knight.

**PRESENTATION. How to Calculate TIF Percentages (Kristin Fish Peterson)** Item removed from this Agenda to be rescheduled on the December 19, 2024 Agenda.

**ACTION ITEMS**

4. **Discussion and possible action regarding Inventalator Loan Collection Efforts.** DD Zeinert provided an update regarding the status of the CDA Loan to Inventalator and introduced CEO Coby Skonord who requested, and the CDA granted Mr. Skonord permission, to proceed with his closed session presentation in open session. Mr. Skonord stated that Inventalator is an idea management software and updated the Board as to the current financial position of the company and projections for the future. The Board was able to ask questions and Mr. Skonord responded. Mr. Skonord presented a proposal for a structured repayment plan as follows: (1) Submit royalties today based on revenue for 2022 and 2023 in the sum of \$25,550; (2) Submit 2024 royalties in Q2 of 2025; (3) four quarterly installments of remaining principal + interest balance beginning in Q1 2026; (4) reset quarterly meetings with Taylor like we had with previous CDA Director and Bi-Annual Updates to CDA Board. Discussion and possible action by the Board was deferred to be taken up in Closed Session.
5. **Discussion and Possible Action Regarding Demolition of the 216 E. Main Street Building.** EDD Zeinert provided the Board with a summary of the current blighted condition of the building located on this property. Staff is recommending demolition of the building with the intent to redevelop this property, including the adjacent green space. EDD Zeinert requested feedback from the Board. It was the consensus of the Board to defer action on this item until an estimate of the cost to demolish the building is determined.
6. **Discussion and Possible Action Regarding Request for Proposal (RFP) for Demolition of 216 E. Main Street. Building.** Following discussion by the Board, it was moved by Chairman Majkrzak to approve the RFP pending a Phase I Environmental assessment of the property not to exceed a cost of \$5,000 and then brought back to the Board when the report is received. Motion seconded by Board Member Hicks. Motion passed by roll call vote. AYES: Christon, Hicks, Kromholz, Majkrzak, Coburn. NOES: None. ABSENT: Kachel, Knight.
7. **Update, Discussion and Possible Action with respect to Rodriguez Assignment and Assumption Agreement regarding delinquent CDA Action Fund loan to Jay Stinson/Fine Food Arts LLC.** EDD Zeinert provided a summary of the background regarding the status of the proposed Assignment and Assumption Agreement regarding the CDA Loan to Fine Food Arts LLC (Jay Stinson). EDD Zeinert stated that Dan Rodriguez is no longer willing to proceed with entering into the Assignment and Assumption Agreement. EDD Zeinert stated that based on evaluation by Attorney Manthe as to the likelihood of recovering any funds from Mr. Stinson. In Attorney Manthe's opinion, it would likely cost the CDA more to pursue this matter than the CDA would be in a position to recover. using the legal services of CDA Attorney Manthe.
8. **Discussion and possible action regarding filing criminal charges against Jay Stinson relating to Delinquent CDA Loan to Fine Food Arts LLC.** Board Member Kromholz would like to amend the already-filed Civil Complaint against Mr. Stinson to correctly name the CDA as the correct plaintiff and re-file the lawsuit for purposes of obtaining a default judgment of record against Mr. Stinson. EDD Zeinert stated that it was Attorney Manthe's opinion that the CDA did not have grounds to pursue a criminal case against Mr. Stinson. Moved by Board Member Kromholz not to proceed with pursuing criminal charges against Mr. Stinson, but rather, to renew the Civil Case against Mr. Stinson with a properly-written lawsuit naming the proper parties and seeking restitution with legal fees not to exceed \$500 plus the cost of filing. Motion seconded by Board

Member Hicks. Motion passed by roll call vote. AYES: Christon, Majkrzak, Coburn, Kromholz, Hicks.

9. **Discussion and Possible Action Regarding But for Worksheet.** EDD Zeinert and the City Manager collaborated to draft a But For Worksheet and is seeking feedback from the Board with the intent to approve a But For Worksheet as an informational guide to be used moving forward with any discussions regarding using TIF funds for future projects. Moved by Board Member Majkrzak to approve the But For Worksheet as presented as a guiding tool. Motion seconded by Board Member Kromholz. Motion passed by roll call vote. AYES: Majkrzak, Hicks, Christon, Coburn, Kromholz.

### CONSIDERATIONS / DISCUSSIONS / REPORTS

10. **Report on calculation of per household rate savings relating to CDBG funds applied to Water Tower project EDD Zeinert)** EDD Zeinert summarized the report provided by Finance Director Blich and it was acknowledged by the Board.
11. **Update Regarding WindUp 2025 Rules.** EDD Zeinert provided a summary of the rules and procedures to be followed for WindUp 2025 and requested feedback from the Board regarding any requested changes. Board Member Hicks initiated a discussion regarding the definition of “existing business” versus a “new business” as it pertains to a business qualifying for WindUp 2025. It is noted that Board Member Kachel joined the meeting virtually at 6:30 p.m. After further discussion by the Board, it was moved by Chairman Majkrzak to approve the Windup Rules as presented after correction of a minor typographical error. Motion seconded by Board Member Coburn. Motion passed by roll call vote. AYES: Hicks, Coburn, Kachel, Kromholz, Christon, Majkrzak. NOES: None. ABSENT: Knight.
12. **Updates & Discussion regarding Pages 1-10 of CDA Rules of Procedure Handbook.** EDD Zeinert updated the Board as to the history of the CDA Rules of Procedure Handbook and suggested proceeding to review the document ten (10) pages at a time until completed. Board Member Hicks noted that the majority of the changes were in the Table of Contents. The only minor change to the text is on page 10 regarding statutory posting rules. Board Members Coburn and Kromholz would like to see less documents in the packets and more executive summaries. Board Member Coburn requested clarification of the on-line course required for new appointments to the Board. Moved by Majkrzak to approve the first ten pages of the CDA Rules of Procedure Handbook as presented. Motion seconded by Board Member Kromholz. Motion passed by roll call vote. AYES: Hicks, Kromholz, Christon, Kachel, Coburn, Majkrzak.
13. **Economic Development Activity Report.** EDD Zeinert updated the Board as to general ongoing economic development activities, including the success of the Developer Meet and Greet which was attended by approximately 30 people including developers, landowners, bankers and brokers. EDD Zeinert informed the Board that staff will be updating the Potential Development Map to include more parcels and requested that the Board let staff know of any known parcels to add to the map. EDD Zeinert stated that we have established a date in September 2025 to hold another Food Truck Festival. Lastly, EDD Zeinert reported that business owners in Whitewater would like the CDA to facilitate more networking sessions among like businesses.

**EXECUTIVE SESSION**

Adjourn to Closed Session, TO RECONVENE, pursuant to Wisconsin Statutes 19.85(1)(e) “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Items to be discussed: Discussion and Possible Action Regarding Development Agreement With Tanis Properties, LLC and Update regarding status of Ideawake/Inventalator Loan.

Moved by Board Member Majkrzak to adjourn to Closed Session; seconded by Board Member Kromholz. Motion passed by unanimous voice vote.

**RECONVENE INTO OPEN SESSION AT 6:57 p.m.**

Moved by Board Member Majkrzak to Reconvene to Open Session for possible action on Closed Session Item(s). Motion passed by unanimous voice vote.

Moved by Board Member Kromholz to approve the Land Swap Agreement between the City and Tanis Properties as presented; seconded by Board Member Coburn. Motion passed by roll call vote.

AYES: Christon, Hicks, Kromholz, Majkrzak, Coburn. NOES: None. ABSTAIN: Kachel (due to inconsistent cell phone coverage). ABSENT: Knight.

Moved by Board Member Kromholz to accept the proposed repayment plan submitted by Mr. Skonord and to enter into a new Promissory Note between Inventalator and the CDA, pending receipt of a list of investors from Mr. Skonord; seconded by Board Member Coburn. Motion passed by roll call vote. AYES: Kachel, Christon, Hicks, Kromholz, Majkrzak, Coburn. NOES: None. ABSENT: Knight.

**FUTURE AGENDA ITEMS**

- 17. Cost of Amending a TIF District (EDD Zeinert)
- 18. Updates to Revolving Loan Programs
- 19. Status of Collections on Loans
- 20. Seeking a legal opinion as to increased cooperation between the City boards and commissions in pursuit of recovering delinquent loan amounts.
- 21. Direct staff to provide additional materials and notifications during the month and creating tabbed agenda items for ease in handling the packet materials.

**ADJOURNMENT**

Moved by Board Member Hicks and seconded by Board Member Kromholz to adjourn the meeting. Motion passed by unanimous roll call vote. Chairman Majkrzak adjourned the meeting at 7:03 p.m.

Respectfully submitted  
Bonnie Miller, Recorder

**CITY OF WHITEWATER  
BALANCE SHEET  
NOVEMBER 30, 2024**

**ECONOMIC DEVELOPMENT FUND**

	BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>				
900-11100 CASH	31,000.08	( 14,903.37)	2,653.99	33,654.07
900-19000 GASB 68-WRS NET PENSION ASSETS	( 6,097.61)	.00	.00	( 6,097.61)
900-19021 GASB 68-WRS DOR	23,154.68	.00	.00	23,154.68
900-19999 GASB 68-PENSION CLEARING ACCT	5,089.00	.00	.00	5,089.00
<b>TOTAL ASSETS</b>	<b>53,146.15</b>	<b>( 14,903.37)</b>	<b>2,653.99</b>	<b>55,800.14</b>
<u>LIABILITIES AND EQUITY</u>				
<u>LIABILITIES</u>				
900-21100 ACCOUNTS PAYABLE	6,802.57	.00 (	6,802.57)	.00
900-21106 WAGES CLEARING	6,096.15	.00 (	6,096.15)	.00
900-23810 ACCRUED SICK LEAVE	639.58	.00	.00	639.58
900-29011 GASB 68-WRS DIR	12,767.45	.00	.00	12,767.45
<b>TOTAL LIABILITIES</b>	<b>26,305.75</b>	<b>.00 (</b>	<b>12,898.72)</b>	<b>13,407.03</b>
<u>FUND EQUITY</u>				
900-34300 PROPRIETARY CAPITAL	26,840.40	.00	.00	26,840.40
UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	.00	( 14,903.37)	15,552.71	15,552.71
<b>BALANCE - CURRENT DATE</b>	<b>.00</b>	<b>( 14,903.37)</b>	<b>15,552.71</b>	<b>15,552.71</b>
<b>TOTAL FUND EQUITY</b>	<b>26,840.40</b>	<b>( 14,903.37)</b>	<b>15,552.71</b>	<b>42,393.11</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>53,146.15</b>	<b>( 14,903.37)</b>	<b>2,653.99</b>	<b>55,800.14</b>



**CITY OF WHITEWATER  
BALANCE SHEET  
NOVEMBER 30, 2024  
CDA PROGRAMS FUND**

	BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>				
910-11600 CDBG-HOUSING CHK-1CSB XXX450	14,423.58	33.15 (	6,049.83)	8,373.75
910-11702 FACADE CKING-1ST CIT- XXX442	24,867.75	2,165.04 (	12,842.38)	12,025.37
910-11800 ACTION-BUS DEV-BUS PARK-XXX127	434,973.50	2,334.76 (	93,632.95)	341,340.55
910-11801 ACTION-LAND PURCHASE-XXX127	540,897.93	.00 (	121,054.31)	419,843.62
910-11900 CAP CAT-ASSOC BK XXXXX3734	119,111.77	25,721.23	27,846.14	146,957.91
910-13500 PAUQUETTE CENTER LOAN RECV	111,897.28 (	1,289.52) (	14,184.72)	97,712.56
910-13501 ACTION-LEARNING DEPOT \$41,294	19,898.18 (	653.10) (	6,995.48)	12,902.70
910-13508 ACTION-FINE FOOD ARTS \$30,000	30,000.00	.00	.00	30,000.00
910-13509 ACTION-SAFEPRO TECH \$100K	99,217.10 (	1,180.80) (	12,772.20)	86,444.90
910-13510 ACTION-SWSPOT/GILDEMEISTER 54K	44,885.18 (	621.35) (	6,749.44)	38,135.74
910-14000 CDBG HOUSING-MO301	8,220.00	.00	.00	8,220.00
910-14001 CDBG HOUSING-A8416	10,203.84	.00	.00	10,203.84
910-14003 CDBG HOUSING-B935	18,420.02	.00	.00	18,420.02
910-14006 CDBG HOUSING-C932	8,062.00	.00	.00	8,062.00
910-14009 CDBG HOUSING-J8802	10,818.00	.00	.00	10,818.00
910-14011 CDBG HOUSING-M8501	11,000.90	.00	.00	11,000.90
910-14013 CDBG HOUSING-P954	11,000.00	.00	.00	11,000.00
910-14016 CDBG HOUSING-V902	12,504.15	.00	.00	12,504.15
910-14025 CDBG HOUSING-M0801	18,422.00	.00	.00	18,422.00
910-14026 CDBG HOUSING-B0803-0901	34,448.00	.00	.00	34,448.00
910-14030 CDBG HOUSING-HO#13-2016	8,000.00	.00	.00	8,000.00
910-14031 CDBG HOUSING-HO#4	37,795.00	.00	.00	37,795.00
910-14038 CDBG HOUSING-HO#14	18,000.00	.00	.00	18,000.00
910-14039 CDBG HOUSING-HO#15	36,815.00	.00	.00	36,815.00
910-14040 CDBG HOUSING-HO#18	4,235.00	.00	.00	4,235.00
910-14041 CDBG HOUSING-HO#22	.00	.00	6,688.75	6,688.75
910-15000 CAP CAT-SLIPSTREAM-\$102,500	102,500.00	.00	.00	102,500.00
910-15003 CAP CAT-SLIPSTREAM-\$42,000	42,000.00	.00	.00	42,000.00
910-15006 CAP CAT- ROYAL-INVENT-27.5K	27,500.00 (	4,330.94) (	4,330.94)	23,169.06
910-15011 CAP CAT-ROYAL-SCANALYTICS-95K	97,500.00	.00	.00	97,500.00
910-15012 CAP CAT-ROYAL-INVENTALATOR-75K	77,500.00	.00	.00	77,500.00
910-15018 CAP CAT-RECRUITCHUTE \$51,050	51,050.00	.00 (	51,050.00)	.00
910-16008 FACADE-BOWERS HOUSE LLC \$50K	75,000.00 (	2,063.52) (	16,481.66)	58,518.34
910-16009 FACADE-SHABANI INV LLC \$50K	.00 (	138.15)	49,313.83	49,313.83
910-17002 UDAG-SLIPSTREAM-LOC	12,500.00	.00	.00	12,500.00
910-17999 UDAG-LOAN LOSS RESERVE	( 12,500.00)	.00	.00 (	12,500.00)
910-18103 CDBG GRANT DUE FROM FD 610	851,866.00	.00 (	851,866.00)	.00
910-18350 LAND	446,739.53	.00	34,194.56	480,934.09
910-18360 REAL ESTATE	6,128,544.00	.00	84,863.29	6,213,407.29
<b>TOTAL ASSETS</b>	<b>9,588,315.71</b>	<b>19,976.80 (</b>	<b>995,103.34)</b>	<b>8,593,212.37</b>
<u>LIABILITIES AND EQUITY</u>				
<u>LIABILITIES</u>				
910-22000 ACCUM DEPREC-BUILDING	1,585,394.76	.00	.00	1,585,394.76
910-25100 DUE TO GENERAL FUND	17,176.56	.00 (	17,176.56)	.00
910-26101 DEF REVENUE-FD 610-CDBG	851,866.00	.00 (	851,866.00)	.00
<b>TOTAL LIABILITIES</b>	<b>2,454,437.32</b>	<b>.00 (</b>	<b>869,042.56)</b>	<b>1,585,394.76</b>
<u>FUND EQUITY</u>				

**CITY OF WHITEWATER  
BALANCE SHEET  
NOVEMBER 30, 2024**

**CDA PROGRAMS FUND**

	BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
910-30110 CONTRIBUTED CAPITAL	456,815.37	.00 (	181,643.84)	275,171.53
910-34300 PROPRIETARY CAPITAL	6,439,031.08	.00 (	111,222.15)	6,327,808.93
910-34400 RESERVE FOR LAND PURCHASES	238,031.94	.00	292,865.99	530,897.93
UNAPPROPRIATED FUND BALANCE:				
REVENUE OVER EXPENDITURES - YTD	.00	19,976.80 (	126,060.78)	( 126,060.78)
BALANCE - CURRENT DATE	.00	19,976.80 (	126,060.78)	( 126,060.78)
TOTAL FUND EQUITY	7,133,878.39	19,976.80 (	126,060.78)	7,007,817.61
TOTAL LIABILITIES AND EQUITY	9,588,315.71	19,976.80 (	995,103.34)	8,593,212.37

**CITY OF WHITEWATER**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 11 MONTHS ENDING NOVEMBER 30, 2024**

**ECONOMIC DEVELOPMENT FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>OTHER FINANCING SOURCES</u>						
900-49265-56	TRANSFER TID #4 AFFORD HOUSING	.00	50,000.00	50,000.00	.00	100.0
900-49266-56	TRANSFER TID #11-ADMIN	.00	25,000.00	25,000.00	.00	100.0
900-49267-56	TRANSFER TID #12-ADMIN	.00	37,500.00	25,000.00	( 12,500.00)	150.0
900-49269-56	TRANSFER TID #14-ADMIN	.00	.00	25,000.00	25,000.00	.0
900-49270-56	TRANSFER TID #10-ADMIN	.00	35,000.00	22,500.00	( 12,500.00)	155.6
900-49290-56	GENERAL FUND TRANSFER	.00	32,500.00	32,500.00	.00	100.0
900-49300-56	FUND BALANCE APPLIED	.00	.00	23,003.03	23,003.03	.0
TOTAL OTHER FINANCING SOURCES		.00	180,000.00	203,003.03	23,003.03	88.7
TOTAL FUND REVENUE		.00	180,000.00	203,003.03	23,003.03	88.7

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 11 MONTHS ENDING NOVEMBER 30, 2024**

**ECONOMIC DEVELOPMENT FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET AMOUNT</u>	<u>VARIANCE</u>	<u>% OF BUDGET</u>
<u>CDA</u>					
900-56500-111 SALARIES	8,618.21	93,171.64	121,050.02	27,878.38	77.0
900-56500-151 FRINGE BENEFITS	1,475.08	15,968.51	38,265.63	22,297.12	41.7
900-56500-210 PROFESSIONAL DEVELOPMENT	.00	3,332.76	3,535.00	202.24	94.3
900-56500-211 CONSULTANT FEES	.00	10,867.23	.00	( 10,867.23)	.0
900-56500-212 LEGAL SERVICES	3,600.02	7,925.02	12,625.00	4,699.98	62.8
900-56500-215 PROFESSIONAL SERVICES	46.35	9,452.14	2,525.00	( 6,927.14)	374.3
900-56500-222 COUNTY/REGIONAL ECON DEV	350.00	11,369.00	11,000.00	( 369.00)	103.4
900-56500-223 MARKETING	.00	427.14	2,525.00	2,097.86	16.9
900-56500-224 SOFTWARE/HARDWARE MAINTENANCE	266.64	3,431.34	3,590.71	159.37	95.6
900-56500-225 TELECOM/INTERNET/COMMUNICATION	127.90	2,013.71	1,991.17	( 22.54)	101.1
900-56500-310 OFFICE & OPERATING SUPPLIES	419.17	4,781.22	606.00	( 4,175.22)	789.0
900-56500-311 POSTAGE	.00	18.56	202.00	183.44	9.2
900-56500-320 DUES	.00	.00	1,000.00	1,000.00	.0
900-56500-325 PUBLIC EDUCATION	.00	215.00	50.50	( 164.50)	425.7
900-56500-330 TRAVEL EXPENSE	.00	1,474.02	3,737.00	2,262.98	39.4
900-56500-341 MISC EXPENSE	.00	.00	300.00	300.00	.0
<b>TOTAL CDA</b>	<b>14,903.37</b>	<b>164,447.29</b>	<b>203,003.03</b>	<b>38,555.74</b>	<b>81.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>14,903.37</b>	<b>164,447.29</b>	<b>203,003.03</b>	<b>38,555.74</b>	<b>81.0</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 14,903.37)</b>	<b>15,552.71</b>	<b>.00</b>	<b>( 15,552.71)</b>	<b>.0</b>

**CITY OF WHITEWATER**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 11 MONTHS ENDING NOVEMBER 30, 2024**

**CDA PROGRAMS FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>CAPITAL CAT-SEED FUND REV</u>					
910-43006-00 CAPCAT INT-INVENTALATOR	21,219.06	21,219.06	.00	( 21,219.06)	.0
TOTAL CAPITAL CAT-SEED FUND REV	21,219.06	21,219.06	.00	( 21,219.06)	.0
<u>FACADE LOAN REVENUE</u>					
910-44005-00 FACADE INT-BOWER'S HOUSE \$50K	52.08	1,804.10	.00	( 1,804.10)	.0
910-44006-00 FACADE INT-SHABANI INV LLC 50K	164.84	828.78	.00	( 828.78)	.0
TOTAL FACADE LOAN REVENUE	216.92	2,632.88	.00	( 2,632.88)	.0
<u>ACTION LOAN REVENUE</u>					
910-46001-00 INT INC-ACTION-LRN DEPOT \$41K	44.95	865.17	655.37	( 209.80)	132.0
910-46008-00 INT INC-ACTION-SAFEPRO \$100K	292.20	3,430.80	3,714.90	284.10	92.4
910-46010-00 INT INC-ACTION-SWSPOT/GILDE	137.40	1,414.71	1,659.91	245.20	85.2
TOTAL ACTION LOAN REVENUE	474.55	5,710.68	6,030.18	319.50	94.7
<u>MISCELLANEOUS REVENUE</u>					
910-48103-00 INTEREST INCOME-FACADE	44.95	824.69	890.69	66.00	92.6
910-48104-00 INTEREST INCOME-HOUSING	33.15	608.92	518.42	( 90.50)	117.5
910-48108-00 INTEREST INCOME-SEED FUND	181.23	2,306.14	750.00	( 1,556.14)	307.5
910-48109-00 INTEREST INCOME-ACTION FUND	3,027.62	42,667.10	33,750.00	( 8,917.10)	126.4
910-48605-00 RENTAL INCOME-CROP LEASES	.00	12,838.00	15,876.00	3,038.00	80.9
910-48700-00 GAIN ON SALE OF LAND	.00	9,766.04	.00	( 9,766.04)	.0
TOTAL MISCELLANEOUS REVENUE	3,286.95	69,010.89	51,785.11	( 17,225.78)	133.3
<u>OTHER FINANCING SOURCES</u>					
910-49290-00 TRANSFER FROM OTHER FUNDS	.00	.00	116,264.71	116,264.71	.0
910-49300-56 FUND BALANCE APPLIED	.00	.00	( 164,080.00)	( 164,080.00)	.0
TOTAL OTHER FINANCING SOURCES	.00	.00	( 47,815.29)	( 47,815.29)	.0
TOTAL FUND REVENUE	25,197.48	98,573.51	10,000.00	( 88,573.51)	985.7

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 11 MONTHS ENDING NOVEMBER 30, 2024**

**CDA PROGRAMS FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET AMOUNT</u>	<u>VARIANCE</u>	<u>% OF BUDGET</u>
<u>CDA PROGRAMS</u>					
910-56500-212 LEGAL/PROFESSIONAL/MARKETING	1,407.00	7,799.04	5,000.00	( 2,799.04)	156.0
910-56500-219 PROFESSIONAL SERVICES	495.98	12,193.48	5,000.00	( 7,193.48)	243.9
910-56500-323 MARKETING/AD'S	.00	119.20	.00	( 119.20)	.0
910-56500-407 ECON DEV-LOAN EXPENSES	.00	3,176.99	.00	( 3,176.99)	.0
910-56500-408 RENTAL & PROPERTY EXPENSES	566.09	8,013.81	.00	( 8,013.81)	.0
910-56500-417 CAP CAT-LOAN LOSS ALLOWANCE	.00	51,050.00	.00	( 51,050.00)	.0
910-56500-525 ACTION GRANTS-BUSINESS DEV	2,751.61	142,281.77	.00	( 142,281.77)	.0
<b>TOTAL CDA PROGRAMS</b>	<b>5,220.68</b>	<b>224,634.29</b>	<b>10,000.00</b>	<b>( 214,634.29)</b>	<b>2246.3</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>5,220.68</b>	<b>224,634.29</b>	<b>10,000.00</b>	<b>( 214,634.29)</b>	<b>2246.3</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>19,976.80</b>	<b>( 126,060.78)</b>	<b>.00</b>	<b>126,060.78</b>	<b>.0</b>

<b>CDBG-HOUSING CHK-1CSB XXX450</b>		<b>Total Deposit</b>	<b>Debit</b>	<b>910-11600</b>	
HO# 1 Payment	Principal		Credit	910-14027	
HO# 11 Payoff	Principal		Credit	910-14037	
<b>ACTION-BUS DEV-BUS PARK-XXX127</b>		<b>Total Deposit</b>	<b>Credit</b>	<b>910-11800</b>	<b>4,219.32</b>
PAUQUETTE CENTER LOAN RECV	Principal		Debit	910-13500	(1,289.52) 11/05/2024 ACH PAYMENT
ACTION-SWSPOT/GILDEMEISTER 54K	Principal		Credit	910-13510	(621.35) 11/22/2024 ACH PAYMENT
INT INC-ACTION-SWSPOT/GILDE	Interest		Credit	910-46010-00	(137.40) 11/22/2024 ACH PAYMENT
ACTION-SAFEPRO TECH \$100K	Principal		Credit	910-13509	(1,180.80) 11/12/2024 ACH PAYMENT
INT INC-ACTION-SAFEPRO \$100K	Interest		Credit	910-46008-00	(292.20) 11/12/2024 ACH PAYMENT
ACTION-LEARNING DEPOT \$41,294	Principal		Credit	910-13501	(653.10) 11/01/2024 ACH PAYMENT
INT INC-ACTION-LRN DEPOT \$41K	Interest		Credit	910-46001-00	(44.95) 11/01/2024 ACH PAYMENT
<b>FACADE CKING-1ST CIT- XXX442</b>		<b>Total Deposit</b>	<b>Credit</b>	<b>910-11702</b>	<b>2,115.60</b>
FACADE-BOWERS HOUSE LLC \$50K	Principal		Credit	910-16008	(2,063.52) 11/12/2024 ACH PAYMENT
FACADE INT-BOWER'S HOUSE \$50K	Interest		Credit	910-44005-00	(52.08) 11/12/2024 ACH PAYMENT
FACADE-SHABANI INV LLC \$50K	Principal		Credit	910-16009	(138.15) 11/15/2024 ACH PAYMENT
FACADE INT-SHABANI INV LLC 50K	Interest		Credit	910-44006-00	(164.84) 11/15/2024 ACH PAYMENT
RENTAL & PROPERTY EXPENSES			Debit	910-56500-408	150.00 SEPT 2024 MOWING-JEFF ST PROPERTIES
RENTAL & PROPERTY EXPENSES			Debit	910-56500-408	18.87 126 N JEFFERSON ST-910-56500-408
RENTAL & PROPERTY EXPENSES			Debit	910-56500-408	19.48 216 E Main St- CDA
RENTAL & PROPERTY EXPENSES			Debit	910-56500-408	19.48 216 A E Main St-CDA
RENTAL & PROPERTY EXPENSES			Debit	910-56500-408	29.67 108 W Main St-CDA
RENTAL & PROPERTY EXPENSES			Debit	910-56500-408	225.00 SEPT/OCT 2024 LAWN CARE-JEFF ST
RENTAL & PROPERTY EXPENSES			Debit	910-56500-408	9.24 Gas-071399904-00114-108 W Main St
RENTAL & PROPERTY EXPENSES			Debit	910-56500-408	15.86 Electric-071399904-00112-108 W Main St
RENTAL & PROPERTY EXPENSES			Debit	910-56500-408	24.71 Electric-071399904-00116-216 E Main
RENTAL & PROPERTY EXPENSES			Debit	910-56500-408	26.07 Electric-071399904-00113-108 W Main St
RENTAL & PROPERTY EXPENSES			Debit	910-56500-408	27.71 Electric-071399904-00115-216 E Main Lower
LEGAL/PROFESSIONAL/MARKETING			Debit	910-56500-212	1,407.00 BLACKSHEEP/FINE FOOD ART LOAN WORK 91056500212
PROFESSIONAL SERVICES			Debit	910-56500-219	187.48 126 JEFFERSON ST DEMO BID REQUEST 91056500219
ACTION GRANTS-BUSINESS DEV			Debit	910-56500-525	636.50 STELLAR VINTAGE WORK 91056500525
ACTION GRANTS-BUSINESS DEV			Debit	910-56500-525	2,115.11 MARKETING/HANGER/SOURCING-WINDUP WINNINGS 91056500550
ACTION-BUS DEV-BUS PARK-XXX127			Credit	910-11800	(4,912.18) November 2024 Action Fund due to General Fund
PROFESSIONAL SERVICES			Debit	910-56500-219	298.50 SHABANI FACADE LOAN WORK
FACADE CKING-1ST CIT- XXX442			Credit	910-11702	(298.50) SHABANI FACADE LOAN WORK
PROFESSIONAL SERVICES			Debit	910-56500-219	10.00 UCC Filing -INVENTOLATOR
CAP CAT-ASSOC BK XXXXX3734			Credit	910-11900	(10.00) UCC Filing -INVENTOLATOR

CITY OF WHITEWATER

Check Register - Totaling by Fund KD for the CDA  
 Check Issue Dates: 11/01/2024 - 11/30/2024

Page: 1  
 Dec 05, 2024 03:39PM

Report Criteria:

Report type: GL detail

Invoice Detail, GL account = 9001000000-9009999999,9101000000-9109999999

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
<b>900</b>									
11/24	11/21/2024	97584	291	GORDON FLESCH CO INC		OCT 2024 COPIES CHARGE	IN14927096	900-56500-310	17.77
11/24	11/21/2024	900175	8487	US BANK	JEREMIAH THOMAS-STAFF	SLATER DEVELOPMENT REVIEW WORK	NOV 2024	900-56500-212	2,282.02
11/24	11/21/2024	900175	8487	US BANK	JEREMIAH THOMAS-STAFF	CDA UPDATES	NOV 2024	900-56500-212	100.50
11/24	11/21/2024	900175	8487	US BANK	JEREMIAH THOMAS-STAFF	FD DEVELOPERS AGREEMENT WORK	NOV 2024	900-56500-212	1,217.50
11/24	11/21/2024	900175	8487	US BANK	TAYLOR ZEINERT-WALWOR	Walworth County Lunch and Learn	NOV 2024	900-56500-215	46.35
11/24	11/21/2024	900175	8487	US BANK	TAYLOR ZEINERT-WEDA	WEDA Subscription	NOV 2024	900-56500-222	350.00
11/24	11/21/2024	900175	8487	US BANK	TIM NEUBECK-CDW GOVT	2025 Adobe licensing-MILLER/ZEINERT	NOV 2024	900-56500-224	266.64
11/24	11/21/2024	900175	8487	US BANK	JEREMIAH THOMAS-STERI	SHREDDING SVCS	NOV 2024	900-56500-310	23.83
11/24	11/21/2024	900175	8487	US BANK	TAYLOR ZEINERT-SQ *THE	Meeting with Kristine Zallbos	NOV 2024	900-56500-310	7.75
11/24	11/21/2024	900175	8487	US BANK	TAYLOR ZEINERT-AMAZON	Office Supplies	NOV 2024	900-56500-310	68.14
11/24	11/21/2024	900175	8487	US BANK	TAYLOR ZEINERT-AMAZON	Manilla Envelopes and other office supplies	NOV 2024	900-56500-310	28.92
11/24	11/21/2024	900175	8487	US BANK	TAYLOR ZEINERT-SQ *THE	Coffee with JCEDC Staff	NOV 2024	900-56500-310	7.70
11/24	11/21/2024	900175	8487	US BANK	TAYLOR ZEINERT-SQ *THE	Donuts for donuts with the director	NOV 2024	900-56500-310	54.86
11/24	11/21/2024	900175	8487	US BANK	TAYLOR ZEINERT-AMZN MK	Custom Tablecloth for Events	NOV 2024	900-56500-310	93.98
11/24	11/21/2024	900175	8487	US BANK	TAYLOR ZEINERT-SQ *CEN	Cookies for Meet the Developer Event	NOV 2024	900-56500-310	64.56
Total 900:									4,630.52
Grand Totals:									4,630.52

M = Manual Check, V = Void Check



ACTION FUND		ORIGINAL	10/31/2024		11/30/2024		Principal Pymts		NOTES
ACCT #	CLIENT	LOAN	BALANCE	PRINCIPAL	INTEREST	BALANCE	To Date	Written Off	
910-13500	PAUQUETTE CENTER LOAN REC'V	\$158,320.00	\$99,002.08	1,289.52	0.00	\$97,712.56	\$60,607.44		Current
910-13501	ACTION-LEARNING DEPOT \$41,294	\$41,294.63	\$13,555.80	653.10	44.95	\$12,902.70	\$28,391.93		Current
910-13508	ACTION-FINE FOOD ARTS \$30,000	\$30,000.00	\$30,000.00	0.00	0.00	\$30,000.00	\$0.00		First pymt due 12/15/2022-Certified Demand Letter Sent 12/01/2
910-13509	ACTION-SAFEPRO TECH \$100K	\$104,360.00	\$87,625.70	1,180.80	292.20	\$86,444.90	\$17,915.10		Current
910-13510	ACTION-SWSPOT/GILDEMEISTER 54K	\$54,000.00	\$38,757.09	621.35	137.40	\$38,135.74	\$15,864.26		Current
910-17002	UDAG-SLIPSTREAM-LOC	\$12,500.00	\$12,500.00	0.00	0.00	\$12,500.00	\$0.00		In Default/Strive On-Still in Business
<b>TOTALS</b>		<b>\$683,770.25</b>	<b>\$281,840.67</b>	<b>\$3,744.77</b>	<b>\$474.55</b>	<b>\$277,695.90</b>	<b>\$252,468.23</b>	<b>\$153,606.12</b>	
910-13999	ACTION LOAN-LOAN LOSS RESERVE		\$0.00	0.00	0.00	\$0.00			
910-17999	UDAG-LOAN LOSS RESERVE		(\$12,500.00)	0.00	0.00	(\$12,500.00)			

FAÇADE LOAN		ORIGINAL	10/31/2024		11/30/2024		Principle Pymts		NOTES
ACCT #	CLIENT	LOAN	BALANCE	PRINCIPAL	INTEREST	BALANCE	To Date	Written Off	
910-16008	FACADE-BOWERS HOUSE LLC \$50K	75,000.00	60,581.86	2,063.52	52.08	58,518.34	\$16,481.66		Current
910-16009	FACADE-SHABANI INV LLC \$50K	50,000.00	49,451.98	138.15	0.00	49,313.83	\$686.17		New Loan June 2024-First payment July 2024
<b>TOTALS</b>		<b>\$ 75,000.00</b>	<b>\$ 60,581.86</b>	<b>\$ 2,063.52</b>	<b>\$ 52.08</b>	<b>\$ 58,518.34</b>			

CAPITAL CATALYST		ORIGINAL	10/31/2024		11/30/2024		Payments	Amount	NOTES
ACCT #	CLIENT	LOAN	BALANCE	PRINCIPAL	INTEREST	BALANCE	To Date	Written Off	
910-15000	CAP CAT-SLIPSTREAM-\$102,500	\$102,500.00	\$102,500.00	0.00	0.00	\$102,500.00	\$0.00		interest only-last payment received 10/31/2016
910-15003	CAP CAT-SLIPSTREAM-\$42,000	\$42,000.00	\$42,000.00	0.00	0.00	\$42,000.00	\$0.00		annual net revenue royalty-no payments have been received.
910-15006	CAP CAT- ROYAL-INVENT-27.5K	\$27,500.00	\$27,500.00	0.00	18,754.72	\$27,500.00	\$0.00		annual net revenue royalty-only payment rec'd 08/26/2020
910-15011	CAP CAT-ROYAL-SCANALYTICS-95K	\$97,500.00	\$97,500.00	0.00	0.00	\$97,500.00	\$0.00		annual net revenue royalty-only payment rec'd 04/02/2019
910-15012	CAP CAT-ROYAL-INVENTALATOR-75K	\$77,500.00	\$77,500.00	0.00	6,795.28	\$77,500.00	\$0.00		First payment received -last payment rec'd 08/26/2020
910-15018	CAP CAT-RECRUITCHUTE \$51,050	\$51,050.00	\$0.00	0.00	0.00	\$0.00	\$0.00	\$51,050.00	Disolved in 2021/Written of August 2024
<b>TOTALS</b>		<b>\$601,264.00</b>	<b>\$550,214.00</b>	<b>\$0.00</b>	<b>\$25,550.00</b>	<b>\$347,000.00</b>	<b>\$203,214.00</b>	<b>\$153,050.00</b>	
910-15999	CAP CAT-LOAN LOSS RESERVE		\$0.00						

HOUSING		ORIGINAL	10/31/2024		11/30/2024				NOTES
ACCT #	CLIENT	LOAN	BALANCE	PRINCIPAL	INTEREST	BALANCE			
910-14000	CDBG HOUSING-MO301	\$8,220.00	\$8,220.00	0.00	0.00	\$8,220.00			
910-14001	CDBG HOUSING-A8416	\$10,203.84	\$10,203.84	0.00	0.00	\$10,203.84			
910-14003	CDBG HOUSING-B935	\$18,420.02	\$18,420.02	0.00	0.00	\$18,420.02			
910-14006	CDBG HOUSING-C932	\$8,062.00	\$8,062.00	0.00	0.00	\$8,062.00			
910-14009	CDBG HOUSING-J8802	\$10,818.00	\$10,818.00	0.00	0.00	\$10,818.00			
910-14011	CDBG HOUSING-M8501	\$11,000.90	\$11,000.90	0.00	0.00	\$11,000.90			
910-14013	CDBG HOUSING-P954	\$11,000.00	\$11,000.00	0.00	0.00	\$11,000.00			
910-14016	CDBG HOUSING-V902	\$12,504.15	\$12,504.15	0.00	0.00	\$12,504.15			
910-14025	CDBG HOUSING-M0801	\$18,422.00	\$18,422.00	0.00	0.00	\$18,422.00			
910-14026	CDBG HOUSING-B0803-0901	\$34,448.00	\$34,448.00	0.00	0.00	\$34,448.00			
910-14030	CDBG HOUSING-HO#13-2016	\$8,000.00	\$8,000.00	0.00	0.00	\$8,000.00			
910-14031	CDBG HOUSING-HO#4	\$37,795.00	\$37,795.00	0.00	0.00	\$37,795.00			
910-14038	CDBG HOUSING-HO#14	\$14,671.00	\$18,000.00	0.00	0.00	\$18,000.00			
910-14039	CDBG HOUSING-HO#15	\$21,090.00	\$36,815.00	0.00	0.00	\$36,815.00			
910-14040	CDBG HOUSING-HO#18	\$4,235.00	\$4,235.00	0.00	0.00	\$4,235.00			
910-14041	CDBG HOUSING-HO#22	\$6,688.75	\$6,688.75	0.00	0.00	\$6,688.75			New Loan July 2024
<b>TOTALS</b>		<b>\$235,578.66</b>	<b>\$247,943.91</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$247,943.91</b>			
910-14999	CDBG HOUSING-LOAN LOSS RESERVE		\$0.00						
910-35000	GENERAL LOAN LOSS RESERVE		\$0.00						

Account Name	CDA Operating	Action Bus Dev (UDAG) Checking	Façade Checking	CDBG Housing	Capital Cat Checking
Fund	Fund 900	Fund 910	Fund 910	Fund 910	Fund 910
Account Number		xxx-127	xxx-442	xxx-450	xxxxxx3734
Bank	1st Citizens	1st Citizens	1st Citizens	1st Citizens	Associated
Interest Rate	5.56%	5.56%	5.56%	5.56%	2.02%
GL Account Number(s)	900-11100	910-11800 910-11801 910-11806	910-11702	910-11600	910-11900
<b>GL Balance as of:</b>					
12/31/2023	31,000.08	975,871.43	24,867.75	14,423.58	119,111.77
01/31/2024	36,352.12	967,111.23	24,988.77	14,493.77	119,338.77
02/29/2024	14,882.76	975,482.61	25,095.73	14,555.81	119,551.53
03/31/2024	4,161.30	860,772.65	25,203.20	14,618.14	119,779.36
04/30/2024	41,597.15	868,864.87	28,799.53	14,687.31	120,000.26
05/31/2024	5,443.42	871,263.01	31,053.68	14,754.47	120,228.95
06/30/2024	11,084.72	861,863.31	0.00	14,815.36	120,450.68
07/31/2024	-6,399.39	893,135.53	2,516.35	8,229.06	120,654.72
08/31/2024	1,744.27	803,182.07	4,952.84	8,265.72	120,859.11
09/30/2024	62,934.26	790,169.88	7,401.46	8,303.72	121,057.24
10/31/2024	48,557.44	758,849.41	9,860.33	8,340.60	121,236.68
11/30/2024	33,654.07	761,184.17	12,025.37	8,373.75	146,957.91
<b>Outstanding items</b>		-4,912.18	-298.50		-10.00
<b>Current Bank Balance</b>	<b>33,654.07</b>	<b>766,096.35</b>	<b>12,323.87</b>	<b>8,373.75</b>	<b>146,967.91</b>
<b>Difference:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Monthly GL bank balances may not agree with the actual month end bank account balances due to outstanding items.

**November 2024 Interest Income**

ACTION-BUS DEV-BUS PARK-XXX127	910-11800	3,027.62	November 2024 Interest Income
FACADE CKING-1ST CIT- XXX442	910-11702	44.95	November 2024 Interest Income
CDBG-HOUSING CHK-1CSB XXX450	910-11600	33.15	November 2024 Interest Income
CAP CAT-ASSOC BK XXXXX3734	910-11900	181.23	November 2024 Interest Income
INTEREST INCOME-ACTION FUND	910-48109-00	(3,027.62)	November 2024 Interest Income
INTEREST INCOME-FACADE	910-48103-00	(44.95)	November 2024 Interest Income
INTEREST INCOME-HOUSING	910-48104-00	(33.15)	November 2024 Interest Income
INTEREST INCOME-SEED FUND	910-48108-00	(181.23)	November 2024 Interest Income



# CDA Agenda Item

Meeting Date:	December 19, 2024
Agenda Item:	TIF Basics
Staff Contact (name, email, phone):	Taylor Zeinert <a href="mailto:tzeinert@whitewater-wi.gov">tzeinert@whitewater-wi.gov</a> 262-473-0148

**BACKGROUND**  
(Enter the who, what when, where, why)

CDA Board Member Knight has requested a presentation walking through the basics of TIF, how projects are chosen, and how TIF is determined. Attached to this memo is a presentation that was made by EDD Zeinert and our ED consultant, Kristen Fish-Peterson. This presentation answers the questions previously listed and walks through the TIF calculations for both the Meadowview and Jake’s Way project.

**PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS**  
(Dates, committees, action taken)

N/A

**FINANCIAL IMPACT**  
(If none, state N/A)

N/A

**STAFF RECOMMENDATION**

N/A

**ATTACHMENT(S) INCLUDED**  
(If none, state N/A)

-Presentation made by EDD Zeinert and Kristen Fish-Peterson



# Process of TIF in City of Whitewater

**Economic Development Director Zeinert**  
**Redevelopment Resources, Kristen Fisch-Peterson**



# Developer Approaches the Office of Economic Development

# Economic Development Staff meet with Developer to Learn More about his/her vision



**The developer is required to present a site plan and proforma, outlining costs and investment from them.**



**It is the developer's responsibility to show there is a gap if they are requesting financial support from the City.**

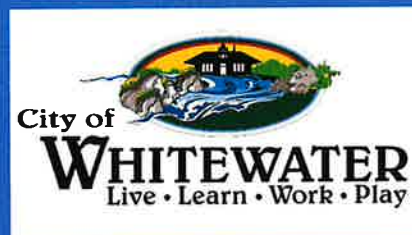






**If the developer is requesting financial incentives, they need to prove their need, that there is indeed a gap, and that the project will not happen without an incentive.**

**Staff Calculates if the gap can be filled with a TIF incentive and checks to see that the project will support the incentive over its allowable lifetime. This is also known as the “But For” test. But for the incentive, the project would not occur.**



**Staff also calculates if it's a reasonable request by calculating a payback period, and a percent of the total project.**

**We try to keep it at a reasonable amount (5%-20%, more if warranted).**



**Single Project Projection Worksheet**  
**TID 14**  
**Walworth County**

Type of District	Mixed Use		Base Value		Sale Price for 3 units year 1	825,000
District Creation Date	8/3/2021		Appreciation Factor	0.50%	Sale price for 12 units year 2	3,300,000
Valuation Date	Jan 1, 2021		Base Tax Rate	\$ 18.20	Sale price for 12 units year 3	3,300,000
Max life (Years)	20		Rate Adjustment Factor (3 years)	-1.00%	Sale price for 11 units year 4	3,025,000
Expenditure Period/Termination	15	8/3/2036	Tax Exempt Discount Rate	3.00%		
Revenue Period/Final year	20	2042	Taxable Discount Rate	4.00%		
Extension Eligibility/Years	Yes	3				No
Eligible Recipient District	No					

Construction year	Assessed Increment Value Added	Valuation Year	Inflation Increment	Total Increment	Revenue / Budget Year	Tax Rate	Requested Project Support	Tax Increment	Annual Cash Flow	Cumulative Cash Flow	Tax Exempt NPV Calculation	Taxable NPV Calculation
1		2022	-	-	2023	\$ 18.20	-	-	-	-	-	-
2		2023	-	-	2024	\$ 18.02	-	-	-	-	-	-
3		2024	-	-	2025	\$ 17.84	-	-	-	-	-	-
4	825,000	2025	-	825,000	2026	\$ 17.66	(138,700)	14,572	(124,128)	(124,128)	(103,955)	(98,100)
5	3,300,000	2026	4,125	4,129,125	2027	\$ 17.66	(95,600)	72,935	(22,665)	(146,793)	(122,384)	(115,324)
6	3,300,000	2027	20,646	7,449,771	2028	\$ 17.66	(86,700)	131,589	44,889	(101,905)	(86,949)	(82,524)
7	3,025,000	2028	37,249	10,512,019	2029	\$ 17.66	(55,000)	185,678	130,678	28,774	13,205	9,289
8		2029	52,560	10,564,580	2030	\$ 17.66		186,607	186,607	215,381	152,058	135,354
9		2030	52,823	10,617,402	2031	\$ 17.66		187,540	187,540	402,920	287,541	257,176
10		2031	53,087	10,670,489	2032	\$ 17.66		188,477	188,477	591,398	419,735	374,898
11		2032	53,352	10,723,842	2033	\$ 17.66		189,420	189,420	780,818	548,721	488,659
12		2033	53,619	10,777,461	2034	\$ 17.66		190,367	190,367	971,185	674,576	598,591
13		2034	53,887	10,831,348	2035	\$ 17.66		191,319	191,319	1,162,504	797,376	704,824
14		2035	54,157	10,885,505	2036	\$ 17.66		192,275	192,275	1,354,779	917,196	807,481
15		2036	54,428	10,939,933	2037	\$ 17.66		193,237	193,237	1,548,016	1,034,108	906,684
16		2037	54,700	10,994,632	2038	\$ 17.66		194,203	194,203	1,742,219	1,148,181	1,002,548
17		2038	54,973	11,049,606	2039	\$ 17.66		195,174	195,174	1,937,393	1,259,486	1,095,186
18		2039	55,248	11,104,854	2040	\$ 17.66		196,150	196,150	2,133,543	1,368,090	1,184,706
19		2040	55,524	11,160,378	2041	\$ 17.66		197,131	197,131	2,330,673	1,474,057	1,271,213
20		2041	55,802	11,216,180	2042	\$ 17.66		198,116	198,116	2,528,789	1,577,453	1,354,810
	<u>10,450,000</u>		<u>766,180</u>					<u>2,904,789</u>	<u>2,528,789</u>			

**Request Assumptions**  
Meadowview Court Development would generate over \$10 million in assessed value assuming an assessed value of \$290,000 per home for 38 units.  
Mixed Use TID, with 20-year projection, originally created in 2021.  
Total request is approx. \$376,000. Assuming \$97,000 for the street, \$8,900 each for 10 buildings, and \$5,000 per unit as constructed.

**Conclusions**  
Value of incentives would be paid back in year five of tax collection  
Homes will sell between high \$200,00s and low \$300,000s so assessed values could

**TID 11  
Prospect Drive, LLC**

Project Description	Development of eight 16-unit market rate multifamily buildings
Location	Morraine View Parkway and Jakes Way, parcel WPB 00044
Size	10.175 acres
Number of Buildings	8
Timeline	Fall 2024-Fall 2025
Request	\$ 5,007,245 Development Incentive
Construction Costs	Total construction costs estimated at \$31,962,178
But For	This project would not be financially feasible for the developer without the TIF incentive and contribution of land. Cash flow from rents on projects like this are not enough to support the debt. Therefore without the contribution of the incentive, this project would not occur in this location at this time.

**Sources/Uses**

Uses/Sources	Total	Owner	Bank	City/TIF
Land	\$ 500,000	\$ 500,000		\$ -
Hard Costs	\$ 28,206,176	\$ 1,200,442	\$ 21,912,607	\$ 5,093,127
Soft Costs	\$ 3,256,002	\$ 3,256,002	\$ -	
Totals	\$ 31,962,178	\$ 4,956,444	\$ 21,912,607	\$ 5,093,127

Guarantee	Developer will guarantee an assessed value of \$24,600,000
Clawback	Developer will commence construction by October 1, 2024 and complete construction by November 30 2025. Incentive payments will not begin until the first payment of property taxes by the developer. Should the development fall short of the minimum assessed value once constructed, the developer will pay a payment in lieu of taxes (PILOT) for the difference.

### Single Project Projection Worksheet TID 11 Walworth County

Type of District	Mixed Use	
District Creation Date	8/3/2021	
Valuation Date	Jan 1,	2021
Max life (Years)	20	
Expenditure Period/Termination	15	8/3/2036
Revenue Period/Final year	20	2042
Extension Eligibility/Years	Yes	3
Eligible Recipient District	No	

Base Value	
Appreciation Factor	0.50%
Base Tax Rate	\$ 17.52
Rate Adjustment Factor (3 years)	-1.00%
Tax Exempt Discount Rate	4.25%
Taxable Discount Rate	5.50%

Construction Cost, Unit One	31,962,178
Construction Cost, Unit Two	-
Construction Cost, Unit Three	-
Assessment as % of Construction cost	80%
Land Value Contributed	
Land included in IRR?	No

Construction year	Assessed Increment Value Added	Valuation Year	Inflation Increment	Total Increment	Revenue / Budget Year	Tax Rate	Requested Project Support	Tax Increment	Annual Cash Flow	Cumulative Cash Flow	Tax Exempt NPV Calculation	Taxable NPV Calculation
1	2022	2023	-	-	2024	\$ 17.15	-	-	-	-	-	-
2	2023	2024	-	-	2025	\$ 16.98	-	-	-	-	-	-
3	2024	2025	-	-	2026	\$ 16.81	-	-	-	-	-	-
4	2025	2026	12,300,000	12,300,000	2027	\$ 16.64	(173,978)	204,680	30,702	30,702	23,917	22,266
5	2026	2027	61,500	12,361,500	2028	\$ 16.64	(174,848)	205,703	30,855	61,557	46,974	43,478
6	2027	2028	61,808	12,423,308	2029	\$ 16.64	(175,722)	206,732	31,010	92,567	69,201	63,684
7	2028	2029	12,300,000	24,785,424	2030	\$ 16.64	(350,578)	412,445	61,867	154,434	111,739	101,894
8	2029	2030	-	24,909,351	2031	\$ 16.64	(352,331)	414,507	62,176	216,610	152,746	138,294
9	2030	2031	124,547	25,033,898	2032	\$ 16.64	(354,093)	416,580	62,487	279,097	192,279	172,969
10	2031	2032	125,169	25,159,067	2033	\$ 16.64	(355,863)	418,663	62,799	341,896	230,389	206,000
11	2032	2033	125,795	25,284,863	2034	\$ 16.64	(357,643)	420,756	63,113	405,010	267,129	237,466
12	2033	2034	126,424	25,411,287	2035	\$ 16.64	(359,431)	422,860	63,429	468,439	302,547	267,441
13	2034	2035	127,056	25,538,343	2036	\$ 16.64	(361,228)	424,974	63,746	532,185	336,690	295,994
14	2035	2036	127,692	25,666,035	2037	\$ 16.64	(356,259)	427,099	170,840	703,024	424,466	368,530
15	2036	2037	128,330	25,794,365	2038	\$ 16.64	(257,541)	429,234	171,694	874,718	509,083	437,627
16	2037	2038	128,972	25,923,337	2039	\$ 16.64	(366,674)	431,381	64,707	939,425	539,673	462,311
17	2038	2039	129,617	26,052,954	2040	\$ 16.64	(368,507)	433,538	65,031	1,004,456	569,163	485,825
18	2039	2040	130,265	26,183,219	2041	\$ 16.64	(370,349)	435,705	65,356	1,069,812	597,592	508,224
19	2040	2041	130,916	26,314,135	2042	\$ 16.64	(372,201)	437,884	65,683	1,135,494	624,999	529,562
20	2041	2042	131,571	26,445,705	2043	\$ 16.64	-	440,073	440,073	1,575,567	801,136	665,071
			24,600,000	1,845,705			(5,007,245)	6,582,813	1,575,567			

**Request Assumptions**  
 Chris Slater will create eight 16-unit apartment buildings  
 Mixed Use TID, with 20-year projection, originally created in 2021.  
 Total request is \$5,007,245 to be paid out annually as taxes are paid until the TID is retired at the end of its life.

**Conclusions**  
 Project should cash flow from the beginning. NPV is positive in year 1.

# **Economic Development Staff works with CDA Attorney to draft Developer's Agreement and TIF Agreement**



# TIF Worksheet and Developer Agreement is presented to the CDA for approval







# CDA Agenda Item

Meeting Date:	December 19, 2024
Agenda Item:	Down Payment Assistance Loan Application
Staff Contact (name, email, phone):	Taylor Zeinert <a href="mailto:tzeinert@whitewater-wi.gov">tzeinert@whitewater-wi.gov</a> 262-473-0148

**BACKGROUND**  
(Enter the who, what when, where, why)

An application was submitted to the CDA requesting a down-payment assistance loan pursuant to the City’s Affordable Housing Fund Policy in the sum of \$25,000 (DPA Application No. 2024-004) to be applied to the purchase of 253 North Fremont Street at a purchase price of \$240,000. The 2024 real estate tax bill lists the total assessed value of \$248,400 and an estimated fair market value of \$257,500. Applicants will be living in this home as their primary residence.

Fort Community Credit Union (FCCU) is the primary lender offering a standard fixed-rate mortgage loan at seven percent (7%) in the principal amount of \$216,000.00 amortized over 360 months. The proposed monthly mortgage payment is \$1,851.03. Closing agent for this transaction is FCCU at their Fort Atkinson office. All documentation required to support the requested loan has been received and reviewed by City Staff.

**PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS**  
(Dates, committees, action taken)

**FINANCIAL IMPACT**  
(If none, state N/A)

**STAFF RECOMMENDATION**

Staff recommends approval of Down Payment Assistance Loan No. 2024-004.

**ATTACHMENT(S) INCLUDED**  
(If none, state N/A)

- Copy of 2024 Real Estate Tax Bill.
- Promissory Note dated December 23, 2024 in the sum of \$25,000 to be executed at closing.
- Mortgage and Subordination Agreement to be executed at closing and recorded in the Walworth County Register of Deeds Office.

CITY OF WHITEWATER  
 PO BOX 690  
 312 W WHITEWATER ST  
 WHITEWATER, WI 53190

**WALWORTH COUNTY - STATE OF WISCONSIN  
 PROPERTY TAX BILL FOR 2024  
 REAL ESTATE**

Item 4.

COATS, JAMES  
 DETERMAN, LINDA

Parcel Number: /WUP 00048A  
 Bill Number: 776543

**Important:** Be sure this description covers your property. Note that this description is for tax bill only and may not be a full legal description. See reverse side for important information.

**Location of Property/Legal Description**  
 253 N FREMONT ST

PT NW 1/4 SEC 4 T4N R15E DESC AS: N 4 RODS OF-COM IN LN FREMONT ST 64 RODS N OF C/L NORTH ST, N 198', E TO C/L CREEK, SLY ALG CREEK TO PT E OF BEG, W TO POB. CITY OF WHITEWATER

0.560 ACRES



776543/WUP 00048A  
 JAMES COATS  
 LINDA DETERMAN  
 253 N FREMONT ST  
 WHITEWATER WI 53190

Please inform treasurer of address changes.

ASSESSED VALUE LAND 46,400	ASSESSED VALUE IMPROVEMENTS 202,000	TOTAL ASSESSED VALUE 248,400	AVERAGE ASSMT. RATIO 0.964490125	NET ASSESSED VALUE RATE 0.01525095 <small>(Does NOT reflect credits)</small>	<b>NET PROPERTY TAX</b> 3722.56
STIMATED FAIR MARKET VALUE LAND 48,100	ESTIMATED FAIR MARKET VALUE IMPROVEMENTS 209,400	TOTAL ESTIMATED FAIR MARKET VALUE 257,500	<input type="checkbox"/> A star in this box means unpaid prior year taxes.	School taxes also reduced by school levy tax credit 441.81	Delinquent Utilities 201.74

TAXING JURISDICTION	2023 EST. STATE AIDS ALLOCATED TAX DIST.	2024 EST. STATE AIDS ALLOCATED TAX DIST.	2023 NET TAX	2024 NET TAX	% TAX CHANGE
/ALWORTH COUNTY	134,946	141,060	613.78	592.49	-3.5%
ity of Whitewater	3,947,735	4,015,710	1,550.93	1,632.25	5.2%
/hitewater Unified School Dist	6,257,235	6,449,393	1,458.00	1,419.13	-2.7%
ateway Technical	532,685	561,444	145.03	144.46	-0.4%
<b>TOTAL</b>	<b>10,872,601</b>	<b>11,167,607</b>	<b>3,767.74</b>	<b>3,788.33</b>	<b>0.5%</b>

**TOTAL DUE: \$3,924.30**

FOR FULL PAYMENT  
 PAY BY:  
**JANUARY 31, 2025**

**Warning:** If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty.  
 Failure to pay on time. See reverse.

**FIRST DOLLAR CREDIT  
 LOTTERY AND GAMING CREDIT  
 NET PROPERTY TAX**

**-69.54      -65.77      -5.4%  
 0.00          0.00          0.0%  
 3,698.20      3,722.56      0.7%**

**FOR INFORMATION PURPOSES ONLY - Voter Approved Temporary Tax Increases**

Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends	Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends
Whitewater Unified School Dist	504,374	142.23	2037				
Whitewater Unified School Dist	1,645,026	463.88	2027				

PAY 1ST INSTALLMENT OF: \$2,063.03  
 BY JANUARY 31, 2025

AMOUNT ENCLOSED \_\_\_\_\_

MAKE CHECK PAYABLE AND MAIL TO:

CITY OF WHITEWATER  
 PO BOX 690  
 12 W WHITEWATER ST  
 WHITEWATER, WI 53190

PIN# /WUP 00048A  
 COATS, JAMES  
 BILL NUMBER: 776543

PAY 2ND INSTALLMENT OF: \$1,861.27  
 BY JULY 31, 2025

AMOUNT ENCLOSED \_\_\_\_\_

MAKE CHECK PAYABLE AND MAIL TO:

WALWORTH COUNTY TREASURER  
 100 W WALWORTH  
 PO BOX 1001  
 ELKHORN, WI 53121

PIN# /WUP 00048A  
 COATS, JAMES  
 BILL NUMBER: 776543

PAY FULL AMOUNT OF: \$3,924.30  
 BY JANUARY 31, 2025

AMOUNT ENCLOSED \_\_\_\_\_

MAKE CHECK PAYABLE AND MAIL TO:

CITY OF WHITEWATER  
 PO BOX 690  
 312 W WHITEWATER ST  
 WHITEWATER, WI 53190

PIN# /WUP 00048A  
 COATS, JAMES  
 BILL NUMBER: 776543



INCLUDE THIS STUB WITH YOUR PAYMENT



INCLUDE THIS STUB WITH YOUR PAYMENT



INCLUDE THIS STUB WITH YOUR PAYMENT



# CDA Agenda Item

Meeting Date:	December 19, 2024
Agenda Item:	RFP Response for 126 N. Jefferson
Staff Contact (name, email, phone):	Taylor Zeinert <a href="mailto:tzeinert@whitewater-wi.gov">tzeinert@whitewater-wi.gov</a> 262-473-0148

**BACKGROUND**  
(Enter the who, what when, where, why)

Staff received Four (4) RFP responses regarding the demolition of 126 N. Jefferson. Based on Staff’s review we are recommending HM Brandt LLC.

HM Brandt LLC has the most experience with demolition, the best prepared response and were great to communicate with.

**PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS**  
(Dates, committees, action taken)

N/A

**FINANCIAL IMPACT**  
(If none, state N/A)

N/A

**STAFF RECOMMENDATION**

Staffs recommendation is to approve the bid from HM Brandt LLC and move forward with Demolition of 126 N. Jefferson.

Suggested Motion: “I move to award the bid for demolition of 126 N. Jefferson to HM Brandt LLC and allow for demolition of the property to begin.”

**ATTACHMENT(S) INCLUDED**  
(If none, state N/A)

- Response from HM Brandt
- Response from Shila and Sons
- Response from Lowe Underground Inc
- Response from Ideal Midwest

Bids Received

**PROJECT**  
**RFP 126 Jefferson**

Bidder and Address	Bid Bond or Guarantee	Addenda Acknowledged	Lump Sum Bid
11/29/24 Lowe Underground Inc.			\$49,980
11/27/24 Ideal Midwest Did Not Include Abatement			26,260.39
11/29/24 Silha + Sons	Bond + Insurance		\$30,695.
11/27/24 Hm Brandt LLC	Bond + Insurance		\$25,662

Received by:  


# HM BRANDT LLC

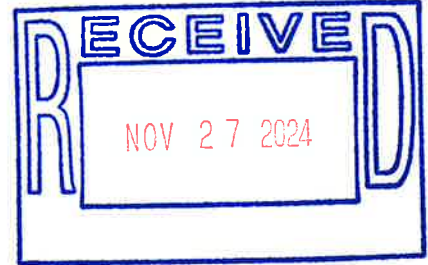


Date: November 26, 2024  
126 N. Jefferson St. - Whitewater

HM Brandt LLC hereby proposes the following terms and conditions for the job as hereinafter specified:

**CUSTOMER NAME:** City of Whitewater  
**CUSTOMER ADDRESS:** 312 W. Whitewater St. Whitewater, WI. 53190  
**CUSTOMER CONTACT:** Taylor Zeinert **CONTACT PHONE:** (262) 473-0148  
**JOB NAME:** Demolition of 126 N. Jefferson St.  
**JOB ADDRESS:** 126 N. Jefferson St. Whitewater, WI 53190

## **DEMOLITION BID**



### **INCLUSIONS:**

- 1) **Structural demolition per City of Whitewater RFI**
  1. Demo permits
  2. Sewer and water disconnects
  3. Erosion control installation
  4. Installation of temp fence
  5. Removal of asbestos per asbestos report
    - i. 10 day DNR Notification
  6. Removal of building, footings and foundation
  7. Removal of parking lot
  8. Backfill and compact
- 2) **Add Alternate #1 Site Restoration**
  1. Top soil and seed where building and parking lot were removed.
- 3) All trucking of debris included in the bid.
- 4) All debris to licensed landfill.
- 5) All recyclable material to the recycling facility.
- 6) Daily clean up to maintain a clean, safe working environment.
- 7) One mobilization.

### **NOTES:**

- Dumpsters provided for HM Brandt LLC work only – **no other trades unless otherwise coordinated with GC and HM Brandt LLC.**
- **All salvage of removed contents, MEPFs, crushed stone, & copper etc. will become property of HM Brandt LLC.**
- This proposal to become part of any contract and/or any AIA documents.
- Work to be performed during normal business hours 8 hrs M-F or 10 hrs M-TH.
- Project duration to be completed within two weeks of start date

### **EXCLUSIONS:**

- No gas or electric disconnects (by others)

# HM BRANDT LLC



Date: November 26, 2024  
126 N. Jefferson St. - Whitewater

(No back charges considered without written notification within 10 days of the occurrence and 3 days to respond)

HM Brandt LLC proposes to hereby to furnish material, labor and equipment – complete in accordance with above specifications, for the sum of all parts below:

**Demolition Base Bid for the Sum of:**

Eighteen Thousand, Four Hundred Eighty Dollars & 00/100

\$18,480.00

**Add Alternate #1 Site Restoration for the Sum of:**

Seven Thousand, One Hundred Eighty-Two Dollars & 00/100

\$7,182.00

**Payment to be made as follows: 30 days from billing based on schedule of values per phase. NO retainage to be held after approval of HM Brandt punch list.**

This proposal does not take into account seasonal weather conditions, which may affect method of production and price as stated above. Any such changes in production method or price would be identified in writing and approved prior to implementation.

A SERVICE CHARGE COMPUTED BY A PERCENTAGE RATE OF 1 ½% PER MONTH WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% MAY BE ASSESSED ON ALL INVOICES NOT PAID WITHIN TERMS OF SALE AS SHOWN ON INVOICE. THE CUSTOMER SHALL PAY ALL COSTS OF COLLECTION, INCLUDING ACTUAL ATTORNEYS' FEES.

NOTE: PLEASE READ NOTICE OF LIEN RIGHTS ATTACHED AND MADE A PART HEREOF



# HM BRANDT LLC



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Date: November 26, 2024  
126 N. Jefferson St. - Whitewater

## GENERAL TERMS AND CONDITIONS

### EXTRAS:

Any alteration or deviation from contract specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the contract price. Any changed or unforeseen site condition involving extra costs will be an extra charge over and above the original contract price for performance of the required changes.

### CONSTRUCTION:

Owner or agent ordering this work is to establish property lines and be responsible for material placed as ordered in event of trespass, on other property, and hereby assumes responsibility for construction of improvements on property herein involved. Owner or agent shall be responsible for site conditions, including access to work area, preparatory grading, excavating and other work necessary for the proper completion of the work specified in this proposal. Extra time and material required by HM Brandt LLC (Contractor) to correct site conditions to enable its work to be completed shall be charged as an extra. Owner or agent further agrees to keep the site free from any conflicting or obstructive work that would interfere with the Contractor's performance. Prior to the commencement of our work, the work of others shall be completed to such an extent that it will not in any way conflict or interfere with our work. If Contractor is directed to commence work prior to the time such other contractor's work is completed, Owner agrees to pay the cost of any extra mobilizations or reduced productivity attributable to Contractor's commencing any of the work before any others have completed their work. Contractor will not be responsible for damage to private underground utilities or other hidden conditions if the Owner or agent fails to give advance notice of their existence and location.

### DELAYS:

Contractor shall complete the job within a reasonable time, but shall not be liable for delays beyond the control of the Contractor, including, but not limited to, acts of God, inclement weather, delay by third parties or owner.

### NOTICE OF LIEN RIGHTS:

As required by the Wisconsin construction lien law, Contractor hereby notifies owner that persons or companies furnishing labor or materials for construction on owner's land may have lien rights on that land and on the buildings on that land if they are not paid for such labor or materials. Those entitled to lien rights, in addition to the Contractor are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner probably will receive notices from those that furnish labor or materials for the construction, and should give a copy of each notice received to his mortgage lender, if any. Contractor agrees to cooperate with the owner and his lender, if any, to see that all-potential lien claimants are duly paid.

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Phone: 262-538-1548

20151 W. Main St. PO Box 376 Lannon, WI. 53046

4 of 4





**HM Brandt LLC  
Statement of Bidder's Qualifications**

Office & Shop: 20151 W Main St. Lannon, WI 53046  
Equipment Storage: 21036 Good Hope Rd. Lannon, WI 53046

- Organized in 2010.
- Incorporated as an LLC in the State of Wisconsin – January 2018.
- President – Austin M. Brandt
- The general character of work performed by our company involves demolition, selective demolition, site work & restoration, clearing & grubbing, concrete recycling, commercial snow plowing and removal and trucking.
- HM Brandt LLC employs up to 40 employees.
- HM Brandt LLC has never failed to complete any work awarded to us.
- HM Brandt LLC contracts approximately 6 million dollars in Revenue annually.
- HM Brandt LLC has never defaulted on a contract.
- HM Brandt LLC is bonded with: OLD Republic Surety Company  
445 South Moorland Rd, Suite 200  
Brookfield, WI 53005

• **Experience of Principal Individuals in the Organization**

Austin M. Brandt  
President  
6 years  
Owner / CEO

Michael P. Brandt  
Vice President  
40+ years experience  
Demolition

Heidi Brandt  
CFO  
20 years experience

Cheyenne Brandt  
Member / Office Manager  
4 years

- Our Banking is done at:

Greenwoods State Bank  
3212 Fiddlers Creek Court  
Waukesha, WI 53188  
P: (262) 912-6070 Barb Bakshis

Landmark Credit Union  
N64 W22694 Main Street  
Sussex, WI 53089  
262-796-4500



# CERTIFICATE OF LIABILITY INSURANCE

Item 5.  
DATE (MM/DD/YY)  
11/06/2024

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Acrisure LLC P.O. Box 510187  New Berlin WI 53151		<b>CONTACT NAME:</b> Jill Wendt <b>PHONE (A/C, No, Ext):</b> (262) 782-3940 <b>FAX (A/C, No):</b> (262) 782-4198 <b>E-MAIL ADDRESS:</b> jwendt@acrisure.com	
<b>INSURED</b>  HM Brandt, LLC 20151 W. Main Street PO Box 343 Lannon WI 53046		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> CNA American Casualty Co of Reading, PA <b>INSURER B:</b> Transportation Insurance Company <b>INSURER C:</b> Valley Forge Insurance Co <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:** 24/25 Cert of Ins                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS			
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			7017941431	09/12/2024	09/12/2025	EACH OCCURRENCE \$ 1,000,000			
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000	MED EXP (Any one person) \$ 15,000	PERSONAL & ADV INJURY \$ 1,000,000
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			7017727667	09/12/2024	09/12/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000			
								BODILY INJURY (Per person) \$	BODILY INJURY (Per accident) \$	PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> <b>EXCESS LIAB</b>			7017941428	09/12/2024	09/12/2025	EACH OCCURRENCE \$ 5,000,000			
	<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000							AGGREGATE \$ 5,000,000	\$	
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	7092751165	09/12/2024	09/12/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER			
								E.L. EACH ACCIDENT \$ 1,000,000	E.L. DISEASE - EA EMPLOYEE \$ 1,000,000	E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Contractors Pollution Leased/Rented Equipment			CSB 7036377180	09/12/2024	09/12/2025	Pollution Limit \$1,000,000 \$550,000			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  ***Information Only***	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  



# OLD REPUBLIC SURETY COMPANY

18650 W. Corporate Drive, Suite 107, Brookfield, WI 53045 | [www.orsurety.com](http://www.orsurety.com)

June 27, 2024

Re: HM Brandt, LLC  
Bonding Capacity

To Whom It May Concern:

We are pleased to offer this letter of recommendation on behalf of our valued client, HM Brandt, LLC.

Currently, we hold a bonding line of \$5,000,000 single for both performance and payment bonds and an aggregate program of \$10,000,000 and will consider larger single jobs and aggregate programs on a case by case basis.

Our decision to provide performance & payment bonds for HM Brandt, LLC will be based on current underwriting factors at the time the bonds are requested and would include considerations such as acceptable contract terms and bond forms, confirmation of satisfactory financing, and a favorable review of current underwriting information. This letter is not a commitment to issuing any specific bonds. Our consideration and issuance of bonds is a matter between HM Brandt, LLC and ourselves, and we do not assume any liability to you or any third party by issuance of this letter.

Very truly yours,

A handwritten signature in black ink that reads "John Steinbach". The signature is written in a cursive, flowing style.

John Steinbach, AFSB  
Assistant Bond Manager  
Old Republic Surety Company  
(262) 641-5644

## **HM Brandt Project References**

### Dirty Ducts Environmental/State of WI

Demo of Former Albertson Hall Library UW Stevens Point (Spring-Fall 2023)

We were a subcontractor to Dirty Ducts but acting as the GC on this project. The project involved the demolition of the former 7 story library building, including coordinating medium voltage power disconnects, sewer/water/storm/steam/chilled water disconnects, interior demo of the structure, mass demolition including all footings, foundations & slabs, recycling all concrete, general site demolition, clearing & grubbing & traffic control.

Value: \$1,311,202.80

Contact:

- Joe Martino DFD (608) 279-8590 [joe.joseph.martino@wisconsin.gov](mailto:joe.joseph.martino@wisconsin.gov)

### Waukesha County

Demo of Former Health & Human Services Demo (Mud Baths) (Fall 2022-Spring 23)

We were the GC on this project working directly for Waukesha County. This project involved the demolition of the former HHS building in Waukesha including all footings, foundations & slabs, recycling all concrete, backfilling, grading & site restoration.

Value: \$652,904.00

Contact:

- Jeff Lisiecki 262-993-5371 [jlisiecki@waukeshacounty.gov](mailto:jlisiecki@waukeshacounty.gov)

### Racine Unified School District

Demo of Former Giese Elementary School (Fall 2021-Spring 22)

On this project we were the GC working directly for Racine Unified School District. This project involved the demolition of the former Giese Elementary school including abating the school (we partnered with Dirty Ducts Environmental), demolishing the structure, removing all footings/foundations & parking lots, recycling concrete onsite, grading & site restoration.

Value: \$509,625.00

Contact:

- Jim Hooper 262-631-7014 [james.hooper@rusd.org](mailto:james.hooper@rusd.org)

### Bayland Building

Demo of former Sears Green Bay (Fall 2022)

We were a subcontractor on this project & working for Bayland Building. We were responsible for the removal of the former Sears building including mass demo, foots, foundations, slabs & parking lots.

Value: \$262,616.00

Contact:

- Scott Van Lanen 920.498.9300 [svanlanen@baylandbuildings.com](mailto:svanlanen@baylandbuildings.com)

### Peridot CM, LLC

West Bend Brewery Demolition (Summer-Fall 2021)

On this project we performed structural demolition of the former West Bend Brewery building. This was a historical 5 story brick building which we demolished & removed all footings & foundations & crushed recyclable materials. We were working for Peridot & they have gone on to build apartment buildings on the site.

Value: \$354,248.00

Contact:

- Mikey Strom Cell: 815-529-8687 [mstrom@peridotcm.com](mailto:mstrom@peridotcm.com)

**Project Experience of HM Brandt LLC**2023

UW Stevens Point  
900 Reserve St,  
Stevens Point, WI 54481  
\$1,311,202.80  
Albertson Hall Demolition  
GC, complete demo library building  
October, 2023

WHPC-Rise Madison  
3401 E. Washington Ave.  
Madison, WI. 53718  
\$447,488.00  
Gardner Bakery Demolition  
Sub. Complete demo of factory  
Sept. 2023

Former HHS Demolition  
Waukesha County  
500 Riverview Ave.  
Waukesha, WI 53188  
\$652,904.00  
GC, complete demo & site restoration  
June, 2023

Tri North Construction  
327 E. Wilson St.  
Madison, WI. 53703  
\$252,702.00  
Saddlery Lofts Renovation  
Sub. Interior demolition  
historic building  
June, 2023

Mo's Irish Pub  
10909 W Bluemound Rd  
Wauwatosa, WI  
\$150,000.00  
Commercial Building Demolition  
May, 2023

Alliance Construction  
7613 Villard Ave.  
Milwaukee, WI. 53218  
\$63,904.00  
Interior Demolition Auto Shop  
April, 2023

2022

MCP Demolition  
CMR Builds  
S98W12575 Loomis Ct,  
Muskego, WI 53150  
\$519,549.00  
Subcontractor  
Interior Demo former factory  
Nov. 2022

Bayland building Co  
3323 Bay Ridge Ct,  
Hobart, WI 54155  
\$262,616.00  
Former Sears Demo  
Sub, Complete Demolition  
December, 2022

Prime Space Capital  
55 Broadway, 10th Floor,  
New York, New York 10006  
\$338,118.00  
Self Storage Conversion  
Sub, Interior Demolition  
December, 2022

JG Development  
701 E. Washington Ave. #103  
Madison WI 53703  
\$241,421.00  
Alpine Matterhorn Renovation  
Interior Demo Factory  
December, 2022

Kinove LLC  
P.O. Box 225,  
East Troy, WI 53120  
Cobblestone Demo East Troy  
\$61,552.00  
Subcontractor, Complete Demo  
July, 2022

Catalyst Construction  
3255 Northwoods Rd.  
Saukville, WI. 53074  
\$151,761.00  
Commercial Building Demo  
Jan. 2023

2021

Racine Unified  
5120 Byrd Ave,  
Racine, WI. 53406  
\$509,625.00

GC, Complete Demolition (School)  
Giese Elementary, site restoration  
June, 2022

Peridot CM LLC.  
4425 W. Mitchell St.  
Milwaukee, WI 53214  
\$354,248.00  
Sub, Complete Demolition (Historical)  
West Bend Brewery  
Jan. 2022

Village of Brown Deer  
4800 W. Green Brook Drive,  
Brown Deer, WI 53223  
\$117,516.00  
GC, Complete Demolition Former  
Glendale Clinic  
May, 2021

Matthews Gibraltar  
252 RIDC Park West Drive  
Pittsburgh, PA 15275  
\$54,707.00  
Sub. Selective Structural Demolition  
Lincoln Memorial Cemetery -Mke  
May, 2021

Kelly Construction  
225 E St. Paul Ave Ste 205  
Milwaukee, Wi 53202  
\$94,000.00  
Sub. Selective Interior Demolition  
2nd St. Apartments  
Sept. 2021

Carroll University, Inc  
100 N East Ave.  
Waukesha, WI 53186  
\$92,919.00  
Historical Restoration Demolition  
Carroll University  
June, 2021

The Demichele Company  
334. W Brown St

Milwaukee, WI  
\$97,816.00  
Complete Demolition  
Former YMCA Demo  
February, 2022

2020

Premier Design & Build Group  
1000 W. Irving Park Rd. Ste. 200  
Itasca, IL  
\$655,477.00  
Demolition Schoeneck Storage Facility,  
Wauwatosa  
May, 2020

Absolute Construction Enterprises, Inc  
6618 6 Mile Rd.  
Racine, WI 53402  
\$212,961.00  
Selective Structural & Interior Demolition  
WEC Energy Group Milwaukee  
Feb. 2022

Rodac LLC  
3346 County Hwy Ge,  
Hobart, WI 54155  
\$195,808.00  
Complete Interior Demolition  
Festival Foods Wauwatosa, WI  
May, 2021

Altius Building Company  
1675 N Barker Rd. Ste. B  
Brookfield, WI  
\$108,989.00  
Demolition of Washington Co.  
Humane Society  
March, 2021

Catalyst Construction  
833 E Michigan St. Ste 1000  
Milwaukee, WI 53202  
\$140,701.00  
Historical Restoration Demolition  
Wantable Headquarters, Milwaukee  
Sept. 2020

Milwaukee Electric Tool  
13135 W Lisbon Rd  
Brookfield, WI  
\$16,216.00

Selective Interior Demolition  
May, 2020

Bear Construction / J. Jeffers & Co.  
1501 Rohlwing Rd.  
Meadows, IL 60008  
\$48,850.00  
Selective Interior Demolition  
Legal Action of WI - Milwaukee  
August, 2020

City of Lake Mills  
200D Water St.  
Lake Mills, WI  
\$26,516.00

GC, Demolition & Site Restoration of Sandy  
Beach Bar & Restaurant  
June, 2020

One Source Construction Corp.  
3065 N 124<sup>th</sup> St.  
Brookfield, WI 53005  
\$34,450.00  
Complete Structural Demolition  
Aug. 2020

### 2019

NCI Roberts  
701 E. Washington Avenue  
Madison, WI  
\$96,982.00  
Demolition Heartland Church,  
Sun Prairie, WI

Principle Construction Corp.  
9450 W. Bryn Mawr  
Rosemont, IL  
\$54,075.00  
Demolition STAG West Allis, WI

Serafino Oliviero  
British Columbia, Canada  
\$93,716.00  
GC, Complete Demolition  
3 structures, Sussex, WI

Pinnacle Construction  
S74 W16853 Janesville Rd  
Muskego, WI  
\$49,616.00

Demolition of Missile Bunkers,  
Muskego, WI

Camosy Construction  
12795 120<sup>th</sup> Ave.  
Kenosha, WI  
\$77,985.00  
Interior Demolition at Oconomowoc  
Police Station

The Redmond Company  
W228 N745 Westmound Drive  
Waukesha, WI  
\$31,415.00  
Peoples State Bank – West Allis

### 2018

Fresh Water LLC / Peter Mead  
Demolition at River Place Lofts  
Milwaukee, WI  
\$65,226.00  
MLG Capital  
13400 Bishops Lane  
Brookfield, WI  
\$156,000.00  
Demolition 200 W. Vogel Avenue  
Milwaukee

Hunzinger Construction Company  
21100 Enterprise Ave.  
Brookfield, WI  
\$161,731.00  
Demolition  
Milwaukee Electric Tool

Consolidated Construction Co. Inc.  
8501 West Brown Deer Rd.  
Milwaukee, WI.  
\$203,698.00  
Demolition MRS  
Target Reno

Hoffman Planning, Design & Construction  
1629 11th Ave  
Grafton, WI. 53024  
\$55,401.00  
Demolition  
Kennedy Elementary School

2017-18  
The Redmond Company  
W228 N745 Westmound Drive  
Waukesha, WI

\$152,509  
Demolition of Field's Jaguar/  
Land Rover/ Volvo  
Waukesha, WI



**Project Experience of Principal Individuals as Owner HMB Contractors, Inc.**  
**Demolition**

May 2000

C.R. Meyer  
 895 West 20<sup>th</sup> Avenue  
 Oshkosh, WI  
 \$26,000.00  
 Concrete Removal, Excavating &  
 Grading for Ladish malting Co.

October 2000

Cargill Malting Co., Inc.  
 Chad Byersdorfer  
 N5355 Junction Road  
 Jefferson, WI 53549  
 \$67,484.00  
 Demolition & Site Restoration

November 2000

Tri-City National Bank/NDC Realty  
 Gary Kaufman  
 6312 South 27<sup>th</sup> Street  
 Oak Creek, WI 53154  
 \$39,325.00  
 Demolition of Bank

February 2001

City of Milwaukee  
 Dept. of Neighborhood Services  
 Marge Piwaron  
 841 N Broadway  
 Milwaukee, WI 53202  
 \$74,000.00  
 Demolition of City Structure

May 2001

Kotze Construction, Inc.  
 Joe Miotke  
 3722 W. Pierce Street  
 Milwaukee, WI 53215  
 \$38,000.00  
 Demolition of Hotel & Garage

May 2001

Williams Construction Co., Inc.  
 Tom Middleton  
 2365 North 25<sup>th</sup> Street  
 Milwaukee, WI 53206  
 \$16,500.00  
 Demolition of Penthouse for the  
 Edison School Project, North Avenue

July 2001

Gilbane  
 Cletus Hasslinger  
 N17 W24300 Riverwood Drive  
 Waukesha, WI 53188  
 \$241,000.00  
 Demolition & Excavation for SBC  
 Service, Inc., Ameritech Worldwide Inc.

September 2001

Super Western, Inc.  
 Bob Mertz  
 N60 W14224 Kaul Avenue  
 Menomonee Falls, 53051  
 \$45,000.00  
 Dept. of Public Works

October 2001

C.W. Purpero, Inc. /  
 Hunzinger Construction Co., Inc.  
 Sam Purpero  
 5770 South 13<sup>th</sup> Street  
 Milwaukee, WI 53221  
 \$53,000.00  
 Demolition for World Festivals

November 2001

Beyer Construction Co., Inc.  
 Construction Manager for the  
 Village of Shorewood  
 Bob Stroo  
 3200 South 166<sup>th</sup> Street  
 New Berlin, WI 53151  
 \$171,000.00  
 Demolition, Excavating & Grading for  
 Shorewood Public Library

**Demolition continued**December 2001

Vulcan Materials Co./Franklin  
 Ron Linder  
 5713 W. Rawson Avenue  
 Franklin, WI 53132  
 \$8,600.00  
 Demolition of Scale House  
 for Vulcan Stone

June 2002

Hunzinger Construction Co.  
 Dave Del'Angese  
 21100 Enterprise Avenue  
 Brookfield, WI  
 \$436,016.00  
 Demolition of Westwood Hotel

June 2003

Washington County Highway Dept.  
 Robert Peschel / Sigma-Adam Hammond  
 620 East Washington Street  
 West Bend, WI  
 \$309,561.00  
 Demolition at Washington County  
 Highway Department

City of Milwaukee  
 Dept. of Neighborhood Services  
 Marge Piwaron  
 841 North Broadway  
 Milwaukee, WI 53202  
 \$166,205.00  
 Demolition at 701 E. Vienna

January 2004

JP Cullen & Sons, Inc.  
 Tom Pertzborn  
 330 East Delevan Drive  
 Janesville, WI 53547  
 \$416,824.00  
 Demolition & Excavation at  
 Cardinal Stritch University

October 2004

CH2MHILL  
 Dan MacGregor  
 Demolition of the Power  
 House  
 CMC Shops Project  
 Canal Street, Milwaukee  
 \$102,902.00

2009

The Redmond Company  
 \$62,784.00  
 Demolition for Walgreens  
 West Bend

2009

Holy Redeemer Institutional  
 Church of God in Christ  
 4763 N. 32<sup>nd</sup> Street  
 Milwaukee, WI  
 \$687,690.00  
 Demolition of the former  
 Greenebaum Tannery for the  
 Development of Bishops Creek



**Item 4**

- 1) Sign an instrument transferring real property held in the name of the company
  - a. Authorized Individuals
    - i. Austin Brandt
    - ii. Cheyenne Brandt
- 2) Enter into other transactions on behalf of, or otherwise act for or bind, the company
  - a. Authorized Individuals
    - i. Austin Brandt
    - ii. Cheyenne Brandt
    - iii. Michael Brandt
    - iv. Heidi Brandt

## Contact Information:

Cheyenne Forandt Name  
N59W26135 Amsworth Rd. Sussex, WI 53089 Mailing Address  
Sussex City WI State 53089 Zip Code  
cbrandt@hmbbrandt.com Email Address 262-538-1548 Phone Number

**INSTRUCTIONS** (Refer to section 183.0302, Wis. Stats., for document content)

Please use BLACK ink. Submit one original to State of WI-Dept. of Financial Institutions, Box 93348, Milwaukee WI, 53293-0348. (If sent by express or priority U.S. mail, please mail to State of WI-Dept. of Financial Institutions, Division of Corporate and Consumer Services, 4822 Madison Yards Way, 4th Fl., North Tower, Madison WI, 53705.) If requesting optional expedited service, please check the expedited service box in the upper-right corner of the first page and include an additional \$25.00. Filing fees are non-refundable. This document can be made available in alternate formats upon request to qualifying individuals with disabilities. Upon filing, the information in this document becomes public and might be used for purposes other than those for which it was originally furnished. If you have any questions, please contact the Division of Corporate & Consumer Services at 608-261-7577 (hearing-impaired may call 711 for TTY) or by email at [DFICorporations@dfi.wisconsin.gov](mailto:DFICorporations@dfi.wisconsin.gov).

**Item 1.** Provide the name of the company.

**Items 2 & 3.** Provide the street address of the company's registered office within the state, as well as the name and email address of the company's registered agent at that office.

**Item 4.** Attach the statement of authority (or limitations thereon), as provided under section 183.0302, Wis. Stats.

**Item 5.** The document must be executed by at least one person authorized by the company.

**Optional delayed effective date/time.** This document may declare a delayed effective date and time. The effective date/time may not be before, or more than 90 days after, the document is received by the Department of Financial Institutions for filing. If no effective date/time is specified, the document will take effect at the close of business on the date it is received for filing by the Department.



For Office



**State of Wisconsin**  
**Department of Financial Institutions**

***Endorsement***

**STATEMENT OF AUTHORITY - DOMESTIC LIMITED LIABILITY COMPANY - FORM 501 - Ch. 183**

**HM BRANDT LLC**

**Received Date: 7/17/2023**

**Filed Date: 7/18/2023**

**Filing Fee: \$0.00**

**Expedited Fee: \$25.00**

**Total Fee: \$25.00**

**Entity ID#: H060925**

**Proposal**  
**IDEAL MIDWEST, LLC**  
 121 Mill St.  
 Clinton, WI 53525  
 Phone: 608-208-5273  
 Date: 27-Nov-24

# IDEAL MIDWEST

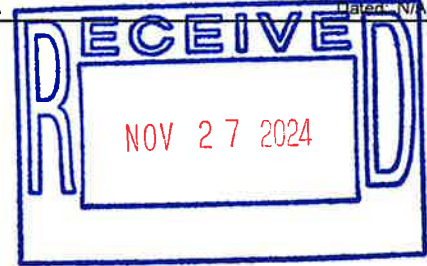


Proposal Submitted To:		Work To Be Performed At:	
Attn: Taylor Zeinert		Job Name: Demolition of 126 N. Jefferson St.	
Name: City of Whitewater		Street: 126 N Jefferson St.	
Street: 312 W. Whitewater St.		City: Whitewater	State: WI
City: Whitewater	State: WI	Struct. Plans: N/A	Dated: N/A
Phone: 262-473-0148		Civil Plans: N/A	Dated: N/A
Email: tzeinert@whitewater-wi.gov			

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

**Demolition of 126 N Jefferson St.**

- Install up to 300 LF of silt fence.
- Remove bushes, trees, and stumps.
- Demo and remove up to 4" of existing asphalt pavement.
- Demo and remove building, including up to 6" concrete slab and foundation.
- Import bank run sand to infill foundation voids.
- Import and place 4" of topsoil in disturbed areas.
- Fertilize, seed, and straw blanket disturbed areas.
  
- \* Necessary abatement by others.
- \* Additionally required lead toxicity testing by others.
- \* Gas & electric utility disconnects by others.



Item:	Description:	Lump Sum Price:
1	Demolition of 126 N Jefferson St	\$ 26,260.39

**EXCLUSIONS:**

- |   |                                       |                                      |
|---|---------------------------------------|--------------------------------------|
| 1) Site Utilities.                                    | 7) Traffic Control.                   | 13) Undercuts of Unsuitable Soils.   |
| 2) Erosion Control Not Listed Above.                  | 8) Finish Grading & Asphalt/Concrete. | 14) Landscaping.                     |
| 3) Permits, Bonds, Testing.                           | 9) Drying of Wet Soils.               | 15) Dewatering.                      |
| 4) Import/Export of Any Fill Not Specifically Listed. | 10) Surveying/ Layout/As-Builts.      | 16) Portable Toilet.                 |
| 5) Tree Clearing Not Listed Above.                    | 11) Street/Driveway Protection.       | 17) Existing Driveway Protection.    |
| 6) Hazardous Materials Removal, if Encountered.       | 12) Excessive Frost Excavation.       | 18) Clean Up of Other Trade's Spoils |

**SUBMISSION OF PROPOSAL**

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum as described above.

Respectfully submitted, P. Bryce Nass  
 P. Bryce Nass

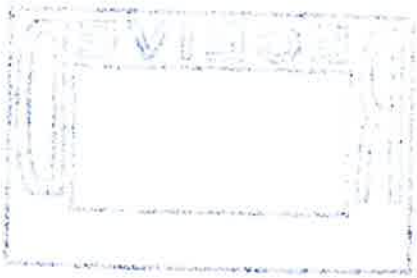
Note - This proposal may be withdrawn by us if not accepted within 30 days.

**ACCEPTANCE OF PROPOSAL**

I have read the above proposal and understand its full content and personally guarantee payment by signing below. The above prices, specifications, and conditions are satisfactory and are hereby acceptant. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted: \_\_\_\_\_ Signature: \_\_\_\_\_ Date \_\_\_\_\_

PAYMENT IS DUE WITHIN 30 DAYS OF BILLING WITH NO RETENTION HELD.





**FRANK SILHA & SONS INC.**

348 N. Highway 14 • Janesville, WI 53546

**126 North Jefferson St - Demolition Proposal**

**FRANK SILHA & SONS, INC.**

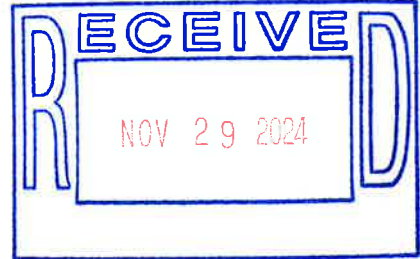
348 Highway 14 East

Janesville, WI 53546

Contact: Dan Silha

Phone: 608-751-3608 or 608-752-4322

Fax:



Quote To: City of Whitewater  
Taylor Zeinert  
Phone: 262-473-0148  
Fax:

Job Name: 126 N Jefferson - Demo - Whitewater  
Date of Plans: N/A  
Revision Date:

ITEM	DESCRIPTION	QUANTITY	UNIT	AMOUNT
100	Mobilization	1.00	EA	
110	Demo Permit Paid for by CDA	1.00	EA	
112	Erect Safety barriers at Sidewalk ONLY	1.00	LS	
114	Ensure compliance with all safety regulations	1.00	LS	
116	Coor. Disc.- Gas,Elec., Phone, Cable, Water ,Sewer	1.00	LS	
118	Asbestos & Lead Abatement	1.00	LS	
120	Demolition	1.00	EA	
130	Sand Backfill	1.00	EA	
140	Seed	1.00	EA	
<b>GRAND TOTAL</b>				<b>\$30,695.00</b>

**NOTES:**

Exclusions:

Relocation, removal, disconnects or adjustment of any existing utilities - Coordinate only

Topsoil respread

**EARTHMOVING CONTRACTORS**

348 N. Highway 14 • Janesville, WI 53546 • www.silhaexcavation.com • (608)752-4322

Equal Opportunity Employer

**126 N Jefferson Demolition**

11/30/2024

**Name & Contact Details/Overview for Company**

Question	Supplier Response
Statement Submitted By:	Tina Lorenz
Date Submitted:	11/26/2024
<b>Company and Location Information:</b>	
Firm:	Frank Silha & Sons Excavating, Inc.
Address:	348 N US Highway 14
City:	Janesville
State:	WI
Zip:	53546
Phone:	(608) 752-4322
<b>Main Point of Contact:</b>	
Name:	Mike Wilcox
Title:	Lead Estimator
Office Phone:	(608) 752-4322
Extension:	
Cell:	(608) 449-9974
Email:	<a href="mailto:mwilcox@silhaexcavation.com">mwilcox@silhaexcavation.com</a>
<b>Company Information</b>	
Self-Performed Scopes of Work:	Excavation, grading, deep foundations, aggregate material supplier, demolition, clearing and grubbing
Subcontracted Scopes of Work:	Utilities and Paving
Type of Firm (Corporation, Partnership, Individual, Other):	Corporation
Parent Company: (Same or provide Name)	
Years in Business as Supplier under present firm Name:	66 years
States in which your company will do business:	Wisconsin
Is your organization union:	Yes

If so list the affiliation(s) and local(s):	Operating Engineers Local 139
Provide information which would indicate size and capacity of your organization, including the number or permanent employees engaged in (do not count the same employee twice): (Provide number for each)	Estimating: 3
	Clerical / Accounting: 2
	Field Supervision: 3
	Tradespeople: 29
	Management: 2
What is your organizations Experience Modification Rate (EMR) for the last three years?	2022 was .73, 2023 was .74, and 2024 is .74
What is your organizations TRIR for the last three years?	Zero the last 3 years
Has your firm ever received an OSHA Citation in the last three years?	No
Have you had any fatalities in the past three years?	No
Has your firm ever failed to complete a contract or been assessed schedule related damages	No
Has your firm had any subcontractors / vendors fail to complete a contract in the last five years	No
Are there any judgements, claims, liens, or suits pending or outstanding against your firm?	No
Has your firm been a party to any lawsuits, arbitration, or mediation with regard to	No
(If answer to any of the above is yes, please include explanation to this form)	

**Silha Reference List**

Contact	Company	Phone Number	Work Performed
Mark Sievert	LKQ	608-751-0283	Building Demolition
Brent Silha	Hendrick's Commercial Property	608-295-3196	Building Demolition
Jay Yunker	City of Janesville	608-755-3060	Building Demolition

**Project Approach**

- Mobilize to Site
- Set up temporary Barricades on sidewalk
- Demo Building
- Demo Site pavements to be removed
- Backfill building & site
- Seed
- Remove temporary Barricades
- Demobilization

**Timeline**

On site 3 days - 1 for Asbestos Contractor 1 day demo 1 day seed

**Safety measures**

- Signs to eliminate foot traffic in area of work
- Water demolition if needed

**Payment Terms**

Paid within 30 days of completion



POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY  
CG 20 10 04 13

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
CONTRACTORS – SCHEDULED PERSON OR  
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY  
CG 20 37R 07 04

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
CONTRACTORS – COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
BUSINESSOWNERS COVERAGE FORM

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s):	Location And Description Of Completed Operations
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".





March 12, 2024

RE: Pre-Qualification Letter  
Frank Silha & Sons, Inc.

We are pleased to write to you concerning our customer, Frank Silha & Sons, Inc. We have had the privilege of providing for their surety needs for over 10 years.

During that time, surety credit has been extended in the \$5,000,000 range for single jobs and \$20,000,000 range for an aggregate program. We would anticipate no problem providing the customary performance and payment bonds for their normal scope of work, should Frank Silha & Sons, Inc. enter into a written contract.

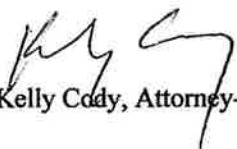
Although Frank Silha & Sons, Inc. has our highest recommendation, execution of any final bonds would be subject to a review of the contract terms and conditions, including any requested bond forms, and also their current financial standing at the time of the request.

This letter is written for no consideration and is not a legally binding document or commitment to provide future bonds.

Please contact us with any questions or if we can be of further service.

Very truly yours,

Merchants National Bonding, Inc.

  
Kelly Cody, Attorney-in-Fact

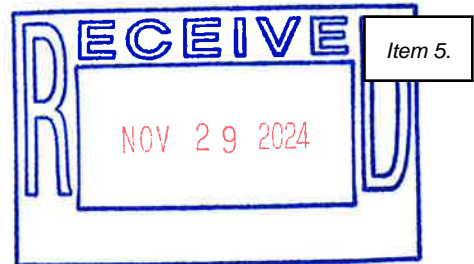
street  
info@merchantsbonding.com  
6700 Westown Parkway  
merchantsbonding.com  
West Des Moines, IA 50266-7754

mailing  
P.O. Box 14498  
Des Moines, IA 50306-3498

toll free 800.678.8171  
local 515.243.8171  
fax 515.243.3854

email  
website





**PREQUALIFICATION STATEMENT**

There is submitted herewith for your consideration, pursuant to Section 66.0901(2), Wisconsin Statutes, a statement of qualifications of the undersigned to furnish the necessary labor, materials, and skills required to enter upon and complete public works contracts to be let by the City of Green Bay through the City's Improvement & Service Committee, Redevelopment Authority, and Housing Authority.

**IDENTIFICATION**

A. Official Firm Name LOWE Underground, Inc.

B. Telephone(s) 262-613-1142 Fax N/A

C. Address 13201 W. Silver Spring Rd.  
(Street)

PO Box N/A  
(City) Butler (State) Wisconsin (Zip Code) 53007

D. E-Mail Address tyler@loweug.com

E. Number of years in business under present firm name 3

F. Please check one below:

Corporation (LLC or S qualifies as corporation)  Partnership  Individual Owner

Federal Tax Identification No. 87-3994307

G. Principal Individuals:

If a Corporation, list names below:

If a Partnership, list names below:

President Tyler Lowe

Partner X

Vice Pres. X

Partner X

Secretary X

If an Individual Owner, list name below:

Treasurer X

Single Owner X

H. If a Corporation (including LLC or S), answer below:

What year incorporated 2021 In what state Wisconsin

**I. Check Type of Work Requesting to Perform:****STREET, UTILITY AND SITE CONSTRUCTION**

- A.  Asphalt street construction (prime contractor)  
 Asphalt paving
- C. Bridge construction and/or repairs  
 1.  Equal to, or less than, \$250,000  
 2.  \$250,000 to \$500,000  
 3.  Over \$500,000
- D.  Bridge painting
- E.  Concrete street construction (prime contractor)
- F.  Concrete paving  
 1.  Slipform mainline  
 2.  Slipform curb and gutter  
 3.  Hand pour
- G.  Concrete pavement repairs  
 1.  Terrace restoration
- H.  Joint sealing
- I.  Landscaping
- J.  Mudjacking
- K.  Pile driving
- L.  Reinforced concrete construction  
 (such as foundations, poured-in-place  
 Structures, retaining walls)
- M.  Roadway grading and graveling
- N.  Sanitary and storm sewer construction  
 1.  Mainline and lateral construction  
 2.  Lateral construction only  
 3.  Cured-in-place pipe (CIPP)  
 4.  Manhole rehabilitation
- O. Water main construction  
 1.  Mainline and lateral construction  
 2.  Lateral construction only
- P.  Site excavation and grading and graveling
- Q. Directional drilling and/or boring  
 1.  Sewer and water  
 2.  Electrical  
 3.  Telecommunications

- R. Pump houses and lift stations B.  
 1.  Structural construction  
 2.  Mechanical construction  
 3.  Pre-manufactured mechanical systems
- S. Storm water management facilities  
 1.  Ponds  
 2.  Propriety devices  
 3.  Native planting/vegetation
- T. Street lighting  
 1.  Electrical  
 2.  Conduit and base installation
- U.  Traffic control during construction

**BUILDING TRADES**

- V. New building construction only  
 1.  \$0 to \$100,000  
 2.  \$100,000 to \$250,000  
 3.  Over \$250,000
- W. Remodel or rehab of buildings only  
 1.  \$0 to \$100,000  
 2.  \$100,000 to \$250,000  
 3.  Over \$250,000
- X.  Parking ramp repairs
- Y.  Asbestos abatement
- Z.  Building demolition
- AA.  Electrical
- BB.  Elevators
- CC.  Fire protection
- DD.  Heating, ventilating, air conditioning
- EE.  Painting
- FF.  Plumbing
- GG.  Roofing

 **SUBCONTRACTOR ONLY****MISCELLANEOUS CATEGORIES**

Submit additional categories not listed on separate sheet.

**EXPERIENCE**

- A. What is the construction experience of the principal individuals, including officers, superintendents and/or foremen/women, of your present organization?

Name	Present Position	Years of Experience	Magnitude & Type of Work	In What Capacity
Tyler Lowe	President	10	Directional Drilling/Excavation	Project Manager
X	X	X	X	X
X	X	X	X	X
X	X	X	X	X
X	X	X	X	X

Average number of employees during the last 12 months:

Office 2 Skilled 12 Unskilled 0

B. CONSTRUCTION EXPERIENCE

List below construction work performed by you of any projects pertinent to the type of work for which pre-qualification is desired. Under "Capacity", state whether as Contractor, Engineer, Superintendent, Foreperson, etc.

Year	Type of Work	Capacity	Cost of Work
2023	Directional Drilling/Excavation for Electrical Conduit and Concrete Bases	Prime Contractor	\$1,450,000
2023	Excavation for Equipment Pads/Trenching for Underground Conduit	Prime Contractor	\$610,000
2022	Excavation for Equipment Pads/Trenching for Underground Conduit	Prime Contractor	\$1,225,000
2021	Directional Drilling/Excavation for Electrical Conduit and Concrete Bases	Prime Contractor	\$2,460,000

C. WORK ON HAND

List below the present contracts held by you.

Date Awarded	Type of Work	Percent Complete	Anticipated Completion Date	Cost of Work
2023	Directional Drilling/Excavation for Electrical Conduit and Concrete Bases	15	May 2025	\$1,150,000
2023	Underground Duct Bank Installation/Excavation for New Building/Conduit	10	June 2025	\$285,000
2023	Directional Drilling/Excavation for Electrical Conduit and Concrete Bases	75	March 2025	\$350,000



## **Demolition Approach LOWE Underground 126 N Jefferson ST Whitewater, WI**

To begin the demolition of this project we will call in a locate ticket so any and all underground utility services that may be in the area. After we have the locate done for the project, we will have all necessary parties at the project to abandon and disconnect all utilities to the building as well as do our erosion control of the site. Soon thereafter the abatement for hot materials, will take place and be disposed of, and a air clearance test is completed, we will get a demo permit with the state which once acknowledged will be 10 days till we can begin the demo process. After the 10 days we will mobilize onsite and meet with the ownership representatives to ensure all parties are ready to begin. At this point roll off dumpsters will be mobilized and begin demo. We will start by removing the majority of the building materials, to be taken to landfills for proper recycling. Once the roof is removed from the building next up is the block and walls that will be hauled out by dump truck to the nearest concrete recycling plant, along will all other concrete material that are onsite. Once we have all of the concrete and asphalt removed from the jobsite, we will begin sub grading the existing material that is onsite to prepare for topsoiling. Any access material required form sub grading will also be brought to the recycling plant to be re-purposed. Following sub grading will be topsoiling, we will be placing 4" of clean screened topsoil to ensure growth of a healthy site, and once the growing season has begun, we will commence seeding of the topsoil and Emat after the seeding is completed. After completion of the seeding, we will demobilize the equipment, turning in waste management forms from our recycled materials as well as any roll off tip sheets to show our percentage of recycled materials.

To complete the said plan above Lowe Underground would have this completed (minus seeding which will commence during growing season) in a thirty five day period. (excluding holidays)

Thank you for your consideration on this project

Regards,

Connor Anderson  
Lowe Underground INC

715-829-1018









# CDA Agenda Item

Meeting Date:	December 19, 2024
Agenda Item:	2025 Joint Meeting Between CDA and the Plan & Architectural Review Commission (PARC)
Staff Contact (name, email, phone):	Taylor Zeinert <a href="mailto:tzeinert@whitewater-wi.gov">tzeinert@whitewater-wi.gov</a> 262-473-0148

**BACKGROUND**  
(Enter the who, what when, where, why)

The Office of Economic Development is always looking to create ways make the City of Whitewater a more development-friendly community. To improve the efficiency of the process for developers, staff is suggesting that we proceed with a joint meeting between PARC and CDA.

This meeting would allow developers seeking conceptual and site plan review by the PARC and subsequent review and approval of a TIF Development Agreement (for recommendation to the Common Council for approval) to attend one meeting. Typically, developers have to wait several weeks between the two meetings. A joint meeting would create a more streamlined process.

Staff is proposing that a joint meeting be scheduled on May 12, 2025. Currently, the PARC is scheduled to meet on May 12, 2025 and the CDA is scheduled to meet May 15, 2025.

**PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS**  
(Dates, committees, action taken)

A previous joint meeting was held between the PARC and CDA during 2020 as a result of COVID-19.

**FINANCIAL IMPACT**  
(If none, state N/A)


N/A

**STAFF RECOMMENDATION**

Staff’s recommendation is to move forward with the Joint meeting.  
Suggested Motion: “I move to approve scheduling a joint meeting between CDA and PARC on May 12, 2025.”

**ATTACHMENT(S) INCLUDED**  
(If none, state N/A)

N/A

	<h2>CDA Agenda Item</h2>
Meeting Date:	December 19, 2024
Agenda Item:	2025 Wind Up Teachers and Coaches
Staff Contact (name, email, phone):	Taylor Zeinert <a href="mailto:tzeinert@whitewater-wi.gov">tzeinert@whitewater-wi.gov</a> 262-473-0148

**BACKGROUND**  
(Enter the who, what when, where, why)

Below is the proposed list of teachers to lead the workshops:

- Marketing 101 - Kristina Czarnecki  
 Kristina is the CEO and Founder of Kreative Solutions. Kreative Solutions provides consulting services working with companies regarding marketing related needs. Kristina does all things from web design, graphic design, and other marketing-based needs. Kristina is a true Warhawk who received her Bachelors of Business and Masters in Business Administration from UW- Whitewater.
- Finance 101 – 1<sup>st</sup> Citizen Bank  
 1<sup>st</sup> Citizen Bank has agreed to send staff to help walk contestants through the basics of banking for a small business, banking 101 and other related matters.
- Best Business Practices – Ron Chisholm  
 Ron received his Master in Business Administration from UW-Whitewater and currently services as the Director of the Small Business Development Center (SBDC) on campus. Ron has worked for SBDC for almost five years and has the been the Director for over three years. Ron talks to young businesses everyday about the right moves for them as an entrepreneur.

**PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS**  
(Dates, committees, action taken)

N/A

**FINANCIAL IMPACT**  
(If none, state N/A)


N/A

**STAFF RECOMMENDATION**

Staff recommendation is to approve the list of teachers and coaches.  
 Suggested Motion: I approve the list of 2025 Wind Up teachers and coaches as presented.

**ATTACHMENT(S) INCLUDED**  
(If none, state N/A)

N/A

	<h2>CDA Agenda Item</h2>
<b>Meeting Date:</b>	December 19, 2024
<b>Agenda Item:</b>	EDD Update
<b>Staff Contact (name, email, phone):</b>	Taylor Zeinert <a href="mailto:tzeinert@whitewater-wi.gov">tzeinert@whitewater-wi.gov</a> 262-473-0148

**BACKGROUND**  
(Enter the who, what when, where, why)

The office has been busy this Holiday season. Below are some bulleted tasks or events that staff has facilitated or attended over the past month:

- Sent Holiday Cards to all of the businesses we did BRE visits with and our Innovation Center Tenants
- Staff has worked with the facilities to crew to re-key the entire Innovation Center
- Staff held a thankful event at the Innovation Center for all residents to enjoy apples and caramel
- Staff attended Walworth County Economic Development Association’s Annual Luncheon
- Staff worked with Elhers to hold our annual Joint Review Board meeting
- Staff visited Blue Line Battery Factory in Beloit
- Staff attended Jefferson County Economic Development Strategic Planning
- Staff attended Spring Splash Meetings regarding the future of Spring Splash in 2025
- Staff completed 3 BRE’s

**PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS**  
(Dates, committees, action taken)

N/A

**FINANCIAL IMPACT**  
(If none, state N/A)

N/A

**STAFF RECOMMENDATION**

N/A

**ATTACHMENT(S) INCLUDED**  
(If none, state N/A)

N/A



# CDA Agenda Item

Meeting Date:	December 19, 2024
Agenda Item:	Distribution of Information to the Board
Staff Contact (name, email, phone):	Taylor Zeinert <a href="mailto:tzeinert@whitewater-wi.gov">tzeinert@whitewater-wi.gov</a> 262-473-0148

**BACKGROUND**  
(Enter the who, what when, where, why)

The Board has expressed concern about the size of the Agenda Packets at the November 2024 meeting, the complexity of agenda items and limited time to review those documents prior to the Board Meeting. The statutory requirement to publicly post the Agenda is at least 72 hours prior to a meeting. With our Board meetings being held on Thursday, staff deadline to post the Agenda is no later than 5:00 p.m. on the Monday prior to the meeting.

While Staff is excited with the increased level of economic development activity in Whitewater at this time, it has become apparent that a larger packet is needed.

Staff is suggesting that if any agenda items are prepared earlier than that statutory requirement that they be sent to board as they are finalized. This information will be sent out via email; however, due to open meetings laws you cannot communicate with each other about the documents. If you are to discuss this in groups you could open yourself up to an open meeting laws violation.

**PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS**  
(Dates, committees, action taken)

**FINANCIAL IMPACT**  
(If none, state N/A)

**STAFF RECOMMENDATION**

Staff is suggesting that finalized agenda items be sent out to the board in advance.  
A suggested motion: "I move to approve that staff send out finalized agenda items they are completed."

**ATTACHMENT(S) INCLUDED**  
(If none, state N/A)