

**CITY OF WATERLOO
COMMUNITY DEVELOPMENT AUTHORITY - MEETING MINUTES
WATERLOO MUNICIPAL BUILDING - 136 NORTH MONROE ST
Council Chambers
May 18, 2010**

1. **Call To Order & Roll Call.** Chairperson Hurley called the meeting to order at 6:00 p.m. Members present – Hurley, Cole, Sellnow, Van Holten and Wiltzius. Absent – Forman with one vacancy. Others attending – Clerk/Treasurer Hansen.
2. **Approval Of The April 20, 2010 Meeting Minutes. Motion:** Moved by Wiltzius, seconded by Sellnow to approve the April 20, 2010 meeting minutes as presented. **Voice Vote:** Motion carried with Van Holten abstaining.
3. **Citizen Input.** None.
4. **Miscellaneous Business And Communications**
 - a. **CDBG-EAP Application – Staff Update. Discussion:** Hansen notified the members of a project award. No action taken.
 - b. **Maunesh Business Center – Staff Update. Discussion:** Hansen said additional funds were requested from the federal government, a reply was pending.
5. **Unfinished Business**
 - a. **Bylaws & Operating Procedures. Discussion:** Hurley put forward a CDA Meetings Policy for consideration. He noted that request for changes or comments had been forwarded at an earlier meeting. He reported no return comments. Sellnow said she had no objections. **Motion:** Moved by Sellnow, seconded by Van Holten to adopt the CDA Meetings Policy statement as a policy of the Community Development Authority. **Voice Vote:** Motion carried.
 - b. **Maunesh Business Center Action Plan.**
 - i. **Building Committee. Discussion:** Sellnow suggested that if the feds come up with additional dollars there is no question on proceeding. Hurley raised concerns that the City may be dropping the project. He indicated that Gail Towers MacAskill said money was available. No action taken.
 - ii. **Training Committee. Discussion:** Wiltzius noted that a commitment has been made for the operational expense of the building, namely internet access expense, heat & electricity, etc... No action taken.
6. **New Business**
 - a. **2010 CDA Budget & Consideration Of Amendments (Hurley). Discussion:** Hurley said Finance Committee expectations were that a revised CDA budget be referred out by the Community Development Authority. Comments were made to wait until after the Economic Development Summit for specific budget items. No action taken.
 - b. **Consideration Of Closing Out TID #1 (Hurley). Discussion:** Hansen provided an update on the TID #1. It was determined to keep it on the agenda to make a decision at a later time.
 - c. **Jefferson County Transportation Review (Cole). Note:** Cole said the item could be taken off the agenda.
 - d. **Reassessing CDA Project Priorities (Cole). Discussion:** Wiltzius said no other projects were identified other than the Maunesh Business Center. Cole said the Summit offered an opportunity for project identification. He spoke for ensuring that the Glacial Heritage Area (GHA) project was a priority for the City. He identified working with the Chamber of Commerce and staying in touch with businesses. He asked for ideas for dealing with vacant buildings. He focused on GHA as a priority. Van Holten commented that ideas should be put on the agenda.
7. **Future Agenda Items And Announcements. ##** Hurley welcomed Van Holten. ## Hurley said if people can't attend they should inform the group. He said audio of the meetings was available.

8. **Adjournment. Motion:** Motion by Sellnow, seconded by others to adjourn. The time was approximately 7:15 p.m.
Attest:

Morton Hansen
Clerk/Treasurer