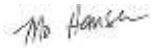


**WATERLOO COMMUNITY DEVELOPMENT AUTHORITY -- MEETING MINUTES: February 16, 2021**

Digital audio files are archived with these written minutes additionally serving as the official record.

1. ROLL CALL AND CALL TO ORDER. CDA Chair Stinnett called the meeting to order at 6:00 p.m. which was attended in-person and remotely. CDA members present: Petts, Stinnett, Kuhl, Weihert, Lewandowski and Woods. Absent: non-voting member Henning with one vacancy. Others present: Mark Herbst and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: January 19, 2021. MOTION: Moved by Kuhl, seconded by Petts to approve the minutes as presented. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. UPDATES & REPORTS
  - a. School District Liaison. No report
  - b. Grant Tracking. Hansen said the project year for a matching WisDOT grant award for Hendricks Street was yet to be determined. No action taken.
  - c. Treyburn Farms. Hansen updated attendees on Lot #2 progress by Julie Busche. No action taken.
  - d. Economic Development Plan Implementation Progress Including 333 Portland Road Site Interest List
    - i. Intern Update - 333 Portland Road Development. Hansen reviewed the Tyler Remmers slide deck for use in recruiting end-user site proposals. Hansen briefed attendees on a Buyer Broker incentive similar to the one previously reviewed by the CDA in prior years. Noted.
  - e. Financial Reports Tax Incremental Finance Districts 2, 3 & 4 and Fund 600. Noted.
  - f. 2021 Downtown Vacancy Report. Report noted.
5. UNFINISHED BUSINESS
  - a. Implementing A Blight Policy – Recommendations To City Council Regarding A Request For Proposal For Non-Compliance Officer Services. Hansen said no submittals had been received to date.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Annual Calendar. Noted.
  - b. Comprehensive Plan Update Process Is In Progress. Noted.
  - c. Petts, Woods and others called for brainstorm ideas benefitting the downtown and elsewhere. Hansen said he would re-distribute Connect Community Program materials.
7. ADJOURNMENT. MOTION: Moved by Kuhl, seconded by Petts to adjourn. VOICE VOTE: Motion carried. Approximate time was approximately 6:15 p.m.

Attest:



Mo Hansen  
Clerk/Treasurer