

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY
MEETING MINUTES: February 18, 2020

1. ROLL CALL AND CALL TO ORDER. In the chair's absence, Vice-Chair Petts called the meeting to order at 6:00 p.m. in the Municipal Building Police Training Room. CDA members present: Petts, Whitebird, Lewandowski, Kuhl and Weihert. Absent: Stinnett, Deegan and non-voting member Brian Henning. Others present: Nora Lewandowski, Parks Coordinator Gabe Haberkorn, Cable Station Director Jesus Burgos (by phone) and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: Prior unapproved meeting minutes. Motion by Weihert, seconded by Whitebird to approve the December 17, 2019 minutes as presented. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. NEW BUSINESS
 - a. Parks And Cable TV Station – Review Of Departmental “Road Maps” DISCUSSION: WLOO Station Director Jesus Burgos outlined station activities. Lewandowski said he would follow-up on the actionable item of contacting Brian Henning regarding station access for sporting events. Parks Coordinator Gabe Haberkorn outlined parks activities. He referenced the Comprehensive Outdoor Recreation Plan; the upcoming comedy event and marketing. Municipal outreach ability was discussed. Weihert said he would check with the snowmobile club about grooming a winter trail in the park. No action taken.
5. UPDATES & REPORTS
 - a. School District Liaison. No report.
 - b. Chamber Of Commerce Liaison. No report.
 - c. Economic Development Plan Implementation Progress. Noted.
 - d. Financial Reports
 - i. Fund 600 [CDA]; Funds 412, 413 & 414 [Tax Incremental Finance Districts 2, 3 & 4]. Reports reviewed.
 - e. Grant Tracking. Hansen provided a verbal update
 - f. 333 Portland Road, Site Interest List. Noted as no change from prior meeting.
 - g. Treyburn Farms. Hansen said a written monthly summary would be provided.
 - h. Maunsha Business Center Window Replacements [Previously noted as a Spring installation]
6. UNFINISHED BUSINESS
 - a. 203 East Madison Street, Phase 3
 - i. Project Concept-To-Completion Sheet, Approval. No sheet provided.
 - ii. Kunkel Engineering Group Concept & Estimate -- Considering Answers To Questions Raised In January And Final Concept Consideration. Hansen did not have Kunkel questions available to members.
 - b. Strengths, Weaknesses, Opportunity And Threat (SWOT) Analysis. By consensus the body tabled the item.
7. NEW BUSINESS
 - a. Jefferson County Home Buyer And Home Rehab Programs. DISCUSSION: The body was made aware of existing County programs available to City of Waterloo residents. Petts shared her program experience. (<https://jeffersoncountyhomebuyer.com/about-the-jcedc/>). No action taken.
 - b. About Tax Incremental Financing - Tax Incremental Finance Districts Review. No report available to review.
 - c. Closing Early Tax Incremental District #4. Hansen shared new information regarding interest in commercial leasing at 808 North Monroe Street. He recommended not closing at this time.
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Calendar. No action taken.
9. ADJOURNMENT. MOTION: Moved by Lewandowski, seconded by Petts to adjourned at 7:04.

Attest:



Mo Hansen
Clerk/Treasurer