

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY
MEETING MINUTES: August 18, 2020

Note: no audio recording was created for this meeting

1. ROLL CALL AND CALL TO ORDER. CDA Chair Stinnett called the meeting to order at 6:00 p.m. which was remotely accessed by all participants. CDA members present Petts, Stinnett, Kuhl, Lewandowski, Whitebird and Weihert. Absent: non-voting member Henning with one vacancy. Others present Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: MOTION: Moved by Petts, seconded by Kuhl to approve the July 21, 2020 meeting minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. UPDATES & REPORTS
 - a. School District Liaison – Stinnett noted the delay in the School start and Covid related school services details.
 - b. Economic Development Plan Implementation Progress – Hansen said all Treyburn Farms lots had accepted offers, were sold, or had pending offers. He said he was pivoting to getting private developer eyes on other private property available for residential development.
 - c. Financial Reports Tax Incremental Finance Districts 2, 3 & 4 and Fund 600 (CDA) – Noted.
 - d. Grant Tracking – Hansen said a new DNR lead grant opportunity would be applied for. It was said DNR staff had targeted the last week of August to announce Stewardship grant awards (203 East Madison St).
 - e. 333 Portland Road, Site Interest List – Hansen said Alder Ron Griffin had called for the City sale of land to RTG Enterprises (Ron & Tama Griffin) be placed on the 8/20 Council agenda. He said the City had countered a Griffin offer of \$5,000 with a figure of \$19,000 for 2.3 acres of land. Hansen said the Dow land transaction was done.
 - f. Treyburn Farms – (see above)
5. UNFINISHED BUSINESS
 - a. 203 East Madison Street, Phase 3 - Plan Refinement. DISCUSSION: Hansen said with grant notification pending, determining project design elements to be handed off to Kunkel Engineering could be an option. Alternatively, he reiterated Whitebird's 7/21 call to hand-off the project to the Parks Department. Whitebird said the Stewardship grant required a 50% local match. Petts indicated dollars past devoted to hiring consulting services may be available. She mentioned TID #2 as a possibility. Lewandowski suggested borrowing or raising taxes to fund the project. He asked for consensus that TID #2 funding would not be appropriate. Kuhl suggested seeking funds from Friends groups, the Junginger Foundation and similar. Kuhl suggested phasing. Weihert suggested having Kunkel proceed with design to sure up the budget figures. Petts suggested selling naming rights. Whitebird said it is a park; the CDA should wait and see on funding. He suggested Haberkorn consider kayak rentals or snowshoe rentals as a means of generating revenue. No action taken.
 - i. Review of DeForest Yarhara River Trailhead. No action taken.
 - b. Review Of Tax Increment Finance District Progress & Clerk/Treasurer's Recommendations. DISCUSSION: Hansen read the 7/21 recommendations. MOTION: Moved by Petts, seconded by Weihert to recommend to the City Council implementation of the six recommendations. VOICE VOTE: Motion carried.
 - c. Future Year Budget Planning And Recommendation
 - i. Align CDA Progress Measures With Budget Planning. DISCUSSION: In response to a Kuhl question, Hansen suggested \$1,200 as a sum for intern help. Weihert said those dollars could come out of TID #3. MOTION: Moved by Petts, seconded by Weihert to recommend the budget as presented to the Finance Committee. VOICE VOTE: Motion carried.
 - ii. Reaffirm Or Jettison Active Programs And Projects. DISCUSSION: Attendees referenced the Plan Implementation Progress Report. No action taken.
6. NEW BUSINESS
 - a. Review Of Community Blight And Action Steps To Address. DISCUSSION: Kuhl said he raised the issue because the CDA is charged with addressing blight. It was noted that the Plan Commission reviews the Blue & White list presented. Petts said the Mayor had assigned tasks. Stinnett indicated the report presented identified SafeBuilt, Public Works, and others responsible for specific items. She questioned the roll the CDA could play. Referencing accountability, Petts suggested a report by the responsible municipal entities every month. She further suggested either issuing citations or removing the referenced ordinances from the books. Whitebird disagreed saying a complaint driven process leads to Police making contact on matters such as

recreational vehicle parking on private property and does not lead to an approach targeting blight. He said fines do not lead to resolution. He suggested neighbors reach out to neighbors; staff reach out to those in non-compliance, knocking on doors working towards solutions. Stinnett said a door-to-door approach would solve some, but not all problems. Lewandowski said an algorithm was needed. A course of action was needed. Petts noted an item since 2015 on the list. Hansen replied saying the matter of blight in that case was recurring over time. Petts said Police, Public Works, the Mayor, whomever was the lead on this should attend the next CDA meeting and spell out what is needed. Weihert said, his employer the City of Middleton, has two code compliance officers. Kuhl said it may be up to a body such as this to make this a better place. Referencing the report columns, Whitebird said municipal staff needs to focus on solutions. Hansen said the priority for attention was life-safety matters followed by property. By consensus, the body requested follow-up at the next meeting. No action taken.

7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

- a. Calendar. Noted

8. ADJOURNMENT. MOTION: Moved by Petts, seconded by others to adjourn. VOICE VOTE: Motion carried.
Approximate time was 7:41 p.m.

Attest:



Mo Hansen
Clerk/Treasurer