

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY
MEETING MINUTES: June 16, 2020

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; Whitebird and Weihert. Absent: non-voting member Brian Henning; Kuhl and Lewandowski with one vacancy. Others present: Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: MOTION: Moved by Whitebird, seconded by Petts to approve the May 19, 2020 meeting minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. UPDATES & REPORTS
 - a. School District Liaison – No report.
 - b. Economic Development Plan Implementation Progress – Hansen noted red (new) text on report.
 - c. Financial Reports Tax Incremental Finance Districts 2, 3 & 4 and Fund 600 (CDA) – In response to a Petts question, Hansen said for grant writing purposes it was assumed the CDA would contribute funds for the local match for the DNR grant (local match could be as much as \$75,000). Hansen said a Joint Review Board meeting was held extending the life of District #3 by six years. He said the Mikki Dempsey property in District #4 was seeking approval of a certified survey map splitting the parcel into two.
 - d. Grant Tracking – Whitebird said August would be the earliest the outcome of the 203 East Madison Street WisDNR Stewardship Fund grant application would be known.
 - e. 333 Portland Road, Site Interest List – No new interest. [NOTE: Reported here, but not at the meeting: Hansen had reached out to Jay Lang on prior year interest. No active reply.]
 - f. Treyburn Farms – Hansen reported four lots with accepted offers; a 6/19 builder/realtor event was taking place; and Intern Alyssa Spies has updated the website.
 - g. Maunsha Business Center Window Replacements – Windows are installed and remain in place..
 - h. 203 East Madison Street Fence Installation – DPW partially completed fence.
5. UNFINISHED BUSINESS
 - a. 203 East Madison Street, Phase 3 – Hansen suggested the body refine the generic concept once the outcome of the DNR grant application is known. Whitebird said a kiosk describing Waterloo's park opportunities had been discussed and is called out as part of the grant. He said a QR code or similar could be considered for an informational kiosk. Petts indicated a preference for a kiosk. Options for additional public project input were weighed and set aside. Petts said the project had been long in the making, already. Stinnett said the CDA was not given much choice in the matter. Whitebird suggested a sign board prompting suggestions. He said the Comprehensive Outdoor Recreation Plan had named the area Riverside Park.
 - b. Strengths, Weaknesses, Opportunity And Threat (SWOT) Analysis – MOTION: Motion by Whitebird, seconded by Petts to remove the agenda item indefinitely noting it could come up as a future calendar item. VOICE VOTE: Motion carried.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Calendar noted.
7. ADJOURNMENT. MOTION: Moved by Petts, seconded by others to adjourn. VOICE VOTE: Motion carried. Approximate time was 6:05 p.m.

Attest:



Mo Hansen
Clerk/Treasurer