

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY -- MEETING MINUTES: August 17, 2021

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

1. PLEDGE OF ALLEGIANCE, ROLL CALL AND CALL TO ORDER. CDA Chair Weihert called the meeting to order at 6:00 p.m. Members present: Sharpe, Petts, Kuhl, Weihert, O'Connell and Soter. Absent: Woods and non-voting member Henning. Others present: Peggy Hansen, Tim Thomas, Ben Reigel and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: June 15, July 12 and July 20, 2021. MOTION: [Petts/Weihert] To approve all meeting minutes noting that the pledge of allegiance was stated at a prior meeting. VOICE VOTE: Motion carried.
3. UPDATES & REPORTS
 - a. Website Revisions. Hansen said the items were incomplete at this time.
 - i. Google Drive Data
 - ii. Community Welcoming Material
 - b. School District Liaison. Hansen said Brian Henning had asked the School Board to appoint a citizen to serve as District liaison.
 - c. Grant Tracking. Noted.
 - d. Treyburn Farms. Hansen said a lot #3 closing was schedule for November.
 - e. Economic Development Plan Implementation Progress Report. Noted.
 - f. Financial Reports Tax Incremental Finance Districts 2, 3 & 4 and Fund 600. Noted.
 - g. 575 West Madison Street. Hansen said owner interest in a fence to enclose vehicles or similar for commercial purposes required a conditional use permit. No application has been submitted to date.
 - h. 692 West Madison Street. Hansen said Aranda site acquisition was not proceeding. He said a 2nd developer had done soil borings identifying site contamination. Petts inquired as to the property owner responsibility. Hansen said information was limited to an email indicating site contamination.
 - i. Hawthorn & Stone Development Agreement. Hansen said Hawthorn & Stone remained delinquent on 2020 tax incremental finance fees in lieu of tax payment. MOTION: [Petts/Kuhl] To direct the City Attorney to send a communication to Hawthorn & Stone seeking payment. VOICE VOTE: Motion carried.
4. UNFINISHED BUSINESS
 - a. Implementing A Blight Policy, Hiring Code Compliance Services, Follow-up. DISCUSSION: Hansen asked for another 30 days. No action taken.
 - b. Considering Economic Development Services Proposals, Recommending A Service Provider And Funding To The City Council. DISCUSSION: Hansen said six submittals were received, four were interviewed. He said he, Alder Thomas, the Mayor, and the Deputy Clerk/Treasurer participated in four interviews. Kait Sharpe participated in the fourth interview. He described a 45 minute post interview discussion by participants leading to a unanimous recommendation for Baker Tilly. Thomas said it was a very difficult decision. MOTION: [Petts/Kuhl] To recommend to the City Council entering into an agreement with Baker Tilly for services. VOICE VOTE: Motion carried.
 - c. Review Of Tax Incremental Finance – Overview & Progress Report. Hansen asked for the overview to take place next month. No action taken.
5. CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.
 - a. Annual Calendar. Referencing the calendar, Petts asked for an October SWOT analysis.
6. ADJOURNMENT. MOTION: [Petts/Kuhl] To adjourned. VOICE VOTE: Motion carried. Time: 6:50 p.m.

Attest:



Mo Hansen
Clerk/Treasurer