

**WATERLOO COMMUNITY DEVELOPMENT AUTHORITY -- MEETING MINUTES: August 16, 2022**

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 Co-Chair O'Connell called the meeting to order at 6:00 p.m. Members present: C. Kuhl, A. Kuhl, Soter, Petts, Woods(arrived 6:07pm). Remote: none Absent: Sharpe, and the non-voting member from School District and Business Association. Others in Attendance or remote: Maureen Giese, Everett Butzine, and Clerk Ritter.
2. MEETING MINUTES APPROVAL: July 19, 2022. MOTION: [A. Kuhl/O'Connell] to approve the minutes as listed and presented. VOICE VOTE: Motion carried. Abstain Petts.
3. UPDATES & REPORTS.
  - a. Non-Metro Connections - included in packet. Committee would like to see what grants are out there to help pay for Butzine's salary as Economic Developer. Petts recommended grants.gov. Also, discussion of BID District or Main Street program. Committee asked Butzine to check into options.
  - b. Clerk/Treasurer Report. Lead update.
  - c. Financial Reports Tax Incremental Finance Districts 2, 3 & 4, and Fund 600.
    - i. 2023 Budget to be the same as 2022 Budget. Motion [C.Kuhl/A.Kuhl] VOICE VOTE: Motion carried.
  - d. Business Association Liaison Report. none
  - e. School District Liaison. No report.
4. OLD BUSINESS
  - a. Discussion of 333 Portland Road NOTE: The City Council may meet in closed session per Wis. Stat. 19.85(1) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Upon concluding a closed session, the Committee will reconvene in open session.] No close session necessary. Option was signed by all. Butzine will notify us when this should be added back to the agenda. Tabled. [Petts/O'Connell] VOICE VOTE: Motion carried.
5. NEW BUSINESS
  - a. Proposal to do an assessment for TID #4 and discuss closure. Ehlers has been contacted. Working through the pros and cons. Committee would like updates. Tabled until next meeting. [A. Kuhl/Petts] VOICE VOTE: Motion carried.
  - b. Cemetery Plaque for City Cemetery. CDA recommends this to Public Works. CDA feels that a sign would be better than a plaque. Would like to get Public Works input. [O'Connell/Soter] VOICE VOTE: Motion carried.
6. CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS Motion to move citizen input to top of agenda. [A.Kuhl/C.Kuhl] VOICE VOTE: Motion carried. Giese spoke regarding putting a plaque up on cement wall near historical society giving credit to James Thompson family for the first cemetery. She is asking City to pay for the plaque.
  - a. Annual Calendar noted.
  - b. Committee asked to have Citizen input moved to top of agenda in future.
  - c. Add Blight document next month. C. Kuhl to assist in setting up through office 365 sharable link.
7. ADJOURNMENT. MOTION: [A. Kuhl/Petts] VOICE VOTE: Motion carried. Time: 7:03 pm.

Attest:

Jeanne Ritter  
Clerk/Deputy Treasurer