

**WATERLOO COMMUNITY DEVELOPMENT AUTHORITY -- MEETING MINUTES: June 20, 2023**

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 O'Connell called the meeting to order at 6:00 p.m. Members present: Zimmerman, C. Kuhl, O'Connell, Hudson, Soter, and Petts. Remote: none Absent: A. Kuhl and the non-voting member from School District. Others in Attendance or remote: E Butzine, A. Griffin, Alderman R. Griffin, Alderman Thomas and DPW Director Yerges and Clerk Ritter.
2. MEETING MINUTES APPROVAL: May 16, 2023. With corrections. MOTION: [O'Connell/Petts] VOICE VOTE: Motion carried.
3. UPDATES & REPORTS.
  - a. Non-Metro Connections
  - b. Financial Reports Tax Incremental Finance Districts 2, 3 & 4, and Fund 600.
  - c. Blight Blue & White list
  - d. Business Association Liaison Report.
  - e. School District Liaison. none
4. OLD BUSINESS
  - a. Downtown Master Plan – Action Plan – No update
  - b. Recommendation from Council to review Façade grant approval procedure. No charge. Use ccap and Better Business Bureau to look up applicants.
  - c. Project Forward Update
5. NEW BUSINESS
  - a. Thrive Presentation/Discussion D. Reinbold unable to attend.
  - b. Senior Housing Study Informational update to come in July
  - c. Tax Incremental Finance Policy Review. Keep on agenda to review further after Ritter gets update from attorney.
  - d. 333 Portland Road Sign and Concept Drawing Review. Approval of concept [C. Kuhl/J.O'Connell] Motion carried.
  - e. Developer Agreement Draft – Informational only
  - f. Press Release for Duquaine/ Paper/Web Ritter to work with Butzine and O'Connell.
  - g. Website Economic Development Tab Items we would like to see on tab. Land for sale. Map of walkways. 333 Portland Rd Concept. Senior housing and other studies.
6. CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Annual Calendar
7. ADJOURNMENT. MOTION: [Zimmerman/Petts] VOICE VOTE: Motion carried. Time: 7:15 pm.

Attest:

Jeanne Ritter  
Clerk/Deputy Treasurer