



136 North Monroe Street  
Waterloo, WI 53594  
Phone: (920) 478-3025  
Fax: (920) 478-2021  
[www.waterloowi.us](http://www.waterloowi.us)

## A MEETING OF THE WATERLOO COMMUNITY DEVELOPMENT AUTHORITY - AGENDA

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and to the news media, that a public meeting will be held to consider the following:

Date: January 21, 2020  
Time: 6:00 p.m.  
Location: Municipal Building, 136 North Monroe Street (room to be determined)

1. ROLL CALL AND CALL TO ORDER
2. MEETING MINUTES APPROVAL: prior unapproved meeting minutes
3. CITIZEN INPUT
4. UPDATES & REPORTS
  - a. School District Liaison
  - b. Chamber Of Commerce Liaison
  - c. Citizen Engagement/Outreach – Help Out Town Waterloo
  - d. Economic Development Plan Implementation Progress
  - e. Financial Reports
    - i. Fund 600 [CDA]; Funds 412, 413 & 414 [Tax Incremental Finance Districts 2, 3 & 4]
  - f. Grant Tracking
  - g. 333 Portland Road, Site Interest List
  - h. Treyburn Farms
  - i. Maunsha Business Center Window Replacements
5. UNFINISHED BUSINESS
  - a. 203 East Madison Street, Phase 3
    - i. Project Concept-To-Completion Sheet, Approval
    - ii. Kunkel Engineering Group Concept & Estimate, Approval
  - b. 333 Portland Road
    - i. Dow 2<sup>nd</sup> Proposal
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. About Tax Incremental Financing - Tax Incremental Finance Districts Review

### 7. ADJOURNMENT

*Mo Hansen*

Mo Hansen  
Clerk/Treasurer

#### **Community Development Authority:**

Stinnett, Lewandowski, Petts, Whitebird, Deegan, Kuhl and Weihert  
School District Superintendent Brian Henning as School District liaison  
Posted, Mailed and E-mailed: 01/16/2020

Please note: it is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location.

## CDA AGENDA NOTE

Minutes to be available at meeting.

City of Waterloo  
Economic Development Strategic Plan Implementation Tracking

1/16/2020 1:01 PM

**FOCUS: Industrial & Commercial**

ITEM	GOAL	ACTION		GOAL/TASK METRICS	NOTES	PHASE / YEAR
IC1	Ready 17 acre industrial site (333 Portland Rd) for reuse	Pursue funding for remediation of blighted site with focus on future industrial reuse and job creation		Site ready with for reuse 1/1/2018		2016 site research; 2017 remediation; 2018 marketing
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>	
	Acquire Site	Completed		Clerk/Treasurer		
	EPA Site Remediation	Completed	12/1/2017	Clerk/Treasurer		
	Site Demo Funding	Completed	12/1/2017	Clerk/Treasurer		
	Site Demo Contractor Bidding	Completed	6/7/2018	Clerk/Treasurer		
	Site Demo	Completed	6/8/2018	Contractor		
	Close Out Open DNR/EPA Files	Completed	5/1/2019	EPA / DNR contractor		
	Ready 17 acre industrial site (333 Portland Rd) for reuse	Completed	5/1/2019	Clerk/Treasurer		
	Publish Site Reuse RFP	Completed	10/12/2018	Clerk/Treasurer		
	Get eyes on Reuse RFP	In Progress	4/1/2019	Clerk/Treasurer	see site interest list	
	Wetland delineation	Completed	6/15/2019	Clerk/Treasurer	Heartland Ecological	
	Preliminary geotechnical engineering	Completed	6/15/2019	Clerk/Treasurer	SCS Engineering	
	CDA / Council Select Re-use(s)	In Progress	TBD	CDA / City Council		
	Execute Developer Agreement	Not Started	TBD	Clerk/Treasurer / Attorney		

**FOCUS: Aesthetics & Infrastructure**

ITEM	GOAL	ACTION		GOAL/TASK METRICS	NOTES	PHASE / YEAR
AES4	Offer free garden space, surplus produce to food pantry	Re-establish seasonal public community garden space		Make available ten garden plots each March	Approved Concept	?????
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>	
	No action	Deferred				

**FOCUS: Communication & Organizational Capacity**

ITEM	GOAL	ACTION		GOAL/TASK METRICS	NOTES	PHASE / YEAR
ORG1	Engage residents with expanded online presence	Expand social media with focus on new residents		2,000 FB likes by August 2018	As of 4/18 FB likes: City=870; WRT+676; Parks 644	2016-2020
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>	
	Weekly use of FB	On Going	On-going	Mo, Gabe, Kelli	DP & Library page also exists; all purposefully not coordinated.	
	Promote use of Waterloo Events Button	Used mostly by Library	On-going	Kelli, Mo	Alder Rhynes completed test of calendar tool	
	Repair former High School sign and Install Downtown To Promote Events	Concept eliminated by CDA		None	Signage purchased from the School District is in storage	

City of Waterloo  
Economic Development Strategic Plan Implementation Tracking

1/16/2020 1:01 PM

ITEM	GOAL	ACTION		GOAL/TASK METRICS	NOTES	PHASE / YEAR
ORG2	<b>Make available New Resident Welcome Packet</b>	Annually update digital and printed welcome material		100% of new residents reached by August 2018		2016-2020
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>	
	2017 Packets Assembled & Distributed	Completed	12/31/2017	Library Staff	Approximately 50 packets distributed	
	2018 Packets Assembled & Distributed	Completed	12/31/2018	Library Staff	Material from a variety of sources	
	2020 Packets Info Assembled & Distributed	Valerie Deegan heading 2020 effort	TBD	CDA	Material from a variety of sources	

ITEM	GOAL	ACTION		GOAL/TASK METRICS	NOTES	PHASE / YEAR
PRO2	<b>Marketing databases &amp; outreach to market area</b>	PROJECT NEIGHBOR - Build digital market area lists for promotional opportunities		12 creative digital/social media outreach efforts		2019-2020
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>	
	Concept review	Completed		Working Group	Stressed need for opt-in	
	Set-up sign-up box	Completed		Clerk/Treasurer	Used at elections; utility commission and other locations'	
	Assemble public data	Completed	4/10/2018	Clerk/Treasurer	Voters, property owners, dog owners, others	
	Create outreach communications	Completed	4/30/2018	Clerk/Treasurer	Mill / Cleveland contacts; Street Market; Park Events	
	Update data & create outreach communications 2019-2020	Stalled	Work stalled due to lack of available time from Clerk/Treas.	Clerk/Treasurer		

ITEM	GOAL	ACTION		GOAL/TASK METRICS	NOTES	PHASE / YEAR
ORG4	<b>Broaden funding sources for economic development capacity</b>	Explore funding options		New support dollars source in 2017, 2018 and 2019		One new funding source each year
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>	
	2017 discussions	Completed	12/31/2017	Clerk-Treasurer	No from Junginger Foundation	
	2019 discussions	On-going	revised to 12/1/2019	Clerk-Treasurer	RFP for consulting services REISSUED 10/14/19; No interest expressed; limited CT time to promote	

City of Waterloo  
Economic Development Strategic Plan Implementation Tracking

1/16/2020 1:01 PM

**FOCUS: Housing**

ITEM	GOAL	ACTION	GOAL/TASK METRICS	NOTES	PHASE / YEAR
HOU1	Incentivize new home construction	Waive all fees for new home construction	Development agreement(s) with residential builder/developers	Approved Concept	2019-2020
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>
	Consider continuing for 2019	Completed	12/31/2018	City Council	
	2018 outreach efforts	Completed	3/31/2018	Sue Moe	Flyer to real estate agents
	2019-2020 Outreach (Treyburn Farms Project)	On-going	monthly reports	Mayor / Clerk-Treasurer	Selling 19 parcels; need private sector home builders

ITEM	GOAL	ACTION	GOAL/TASK METRICS	NOTES	PHASE / YEAR
HOU2	Increase investment in improving existing housing stock focused along state highways	Market existing programs directly to property owners in targeted areas along state highways.	10% annual increase in residential projects per permitting application		?????
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>
	No action	Deferred			

**FOCUS: Fostering Entrepreneurial Opportunity**

ITEM	GOAL	ACTION	GOAL/TASK METRICS	NOTES	PHASE / YEAR
ENT1	Provide easy access to locally based information for those starting, expanding or relocating a business	Create a "Doing Business in Waterloo" information set with charts describing ease of local development	500 page views per year	Approved Concept	?????
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>
	No action	Not Started			

**FOCUS: 203 East Madison Street Redevelopment**

ITEM	GOAL	ACTION	GOAL/TASK METRICS	NOTES	PHASE / YEAR
2016A	Construct 2015 CDA-CDC concept plan for 203 East Madison Street	Construct concept plan in phases	Riparian area completed by May 1, 2016	Riparian area completed 2017	
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>
	Contractor riparian area improvements	Completed	1/1/2017	Clerk-Treasurer	need to close out DNR grant for this phase
	Install Permanent wooden fence for safety purposes	Waiting on receipt of fence	3/15/2019	Public Works Dept.	CDA-CDC votes at Nov 2018 meeting to proceed
	Seek funding for remaining build-out per approved concept plan	In Progress	Parks Coordinator	(1) Parks Coordinator; (2) Clerk/Treas	Appraisal for purchase of private property north of site done; drafting of grant application in progress
	Complete site surface improvements per adopted plan	In Progress	Parks Coordinator	(1) Parks Coordinator; (2) Clerk/Treas	Appraisal for purchase of private property done; Sellers OK with 40ft acquisition price; CT to provide offer to purchase
	Kunkel Engineer Group with revised concept plan for CDA review	In Progress	Kunkel Engineer Group	(1) Mitch Leisses	See 1/21 meeting materials

# CITY OF WATERLOO

BALANCE SHEET  
DECEMBER 31, 2019

## 412-TIF DISTRICT 2 FUND

### ASSETS

412-11100	TREASURER'S CASH	526,490.20	
412-15800	DUE FROM AGENCY FUND TAXES	51,248.47	
	TOTAL ASSETS		<u>577,738.67</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

412-26100	DEFERRED REVENUE	51,248.47	
	TOTAL LIABILITIES		51,248.47

#### FUND EQUITY

412-34300	FUND BALANCE	( 67,728.49)	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	594,218.69	
	TOTAL FUND EQUITY		<u>526,490.20</u>
	TOTAL LIABILITIES AND EQUITY		<u>577,738.67</u>

**CITY OF WATERLOO**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

**FUND 412 - TIF DISTRICT 2 FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>OVER(UNDER)</u>	<u>% OF</u>
<u>TIF DISTRICT 2 FUND</u>					
412-41-4111-000 TAX INCREMENTS	.00	43,356.57	60,894.00	( 17,537.43)	71.2
TOTAL TIF DISTRICT 2 FUND	.00	43,356.57	60,894.00	( 17,537.43)	71.2
<u>INTERGOVERNMENTAL REVENUE</u>					
412-43-4363-000 STATE GRANT IDLE INDUSTRIAL SI	.00	529,851.13	.00	529,851.13	.0
412-43-4364-000 STATE AID EXEMPT COMPUTERS	.00	783.22	754.00	29.22	103.9
412-43-4366-000 STATE AID PERSONAL PROPERTY	.00	230.84	.00	230.84	.0
TOTAL INTERGOVERNMENTAL REVENUE	.00	530,865.19	754.00	530,111.19	70406.
<u>MISCELLANEOUS REVENUES</u>					
412-48-4800-000 MISC REVENUES	60,551.73	60,551.73	138,152.00	( 77,600.27)	43.8
TOTAL MISCELLANEOUS REVENUES	60,551.73	60,551.73	138,152.00	( 77,600.27)	43.8
<u>OTHER FINANCING SOURCES</u>					
412-49-4918-000 TRANSFER FROM IMPACT FEES	4,328.00	4,328.00	.00	4,328.00	.0
TOTAL OTHER FINANCING SOURCES	4,328.00	4,328.00	.00	4,328.00	.0
TOTAL FUND REVENUE	64,879.73	639,101.49	199,800.00	439,301.49	319.9

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

**FUND 412 - TIF DISTRICT 2 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>LEGISLATIVE SUPPORT</u>					
412-51-5112-325	.00	150.00	250.00	100.00	60.0
TOTAL LEGISLATIVE SUPPORT	.00	150.00	250.00	100.00	60.0
<u>ATTORNEY</u>					
412-51-5130-211	35.00	3,979.17	4,700.00	720.83	84.7
TOTAL ATTORNEY	35.00	3,979.17	4,700.00	720.83	84.7
<u>SPECIAL ACCTG AND AUDITING</u>					
412-51-5151-214	.00	4,324.00	1,000.00	( 3,324.00)	432.4
TOTAL SPECIAL ACCTG AND AUDITING	.00	4,324.00	1,000.00	( 3,324.00)	432.4
<u>ENGINEERING AND ADMINISTRATION</u>					
412-53-5310-215	2,400.00	2,400.00	.00	( 2,400.00)	.0
TOTAL ENGINEERING AND ADMINISTRATION	2,400.00	2,400.00	.00	( 2,400.00)	.0
<u>CAPITAL PROJECT</u>					
412-57-5701-800	.00	3,624.63	.00	( 3,624.63)	.0
412-57-5701-806	.00	5,405.00	5,000.00	( 405.00)	108.1
TOTAL CAPITAL PROJECT	.00	9,029.63	5,000.00	( 4,029.63)	180.6
<u>TRANSFER TO CDA FUND</u>					
412-59-5928-001	.00	25,000.00	.00	( 25,000.00)	.0
TOTAL TRANSFER TO CDA FUND	.00	25,000.00	.00	( 25,000.00)	.0
<u>TRANSFER TO DEBT SERVICE</u>					
412-59-5929-000	.00	.00	103,350.00	103,350.00	.0
TOTAL TRANSFER TO DEBT SERVICE	.00	.00	103,350.00	103,350.00	.0



**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

**FUND 412 - TIF DISTRICT 2 FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNDER(OVER)</u>	<u>% OF</u>
TOTAL FUND EXPENDITURES	2,435.00	44,882.80	114,300.00	69,417.20	39.3
NET REVENUE OVER(UNDER) EXPENDITURES	<u>62,444.73</u>	<u>594,218.69</u>	<u>85,500.00</u>		

# CITY OF WATERLOO

BALANCE SHEET  
DECEMBER 31, 2019

## 413-TIF DISTRICT 3 FUND

### ASSETS

413-11100	TREASURER'S CASH	( 211,797.47)	
413-15800	DUE FROM AGENCY FUND TAXES	89,162.82	
	TOTAL ASSETS		( 122,634.65)

### LIABILITIES AND EQUITY

#### LIABILITIES

413-25100	DUE TO/FROM GENERAL FUND	162,000.00	
413-26100	DEFERRED REVENUE	89,162.82	
	TOTAL LIABILITIES		251,162.82

#### FUND EQUITY

413-34300	FUND BALANCE	( 640,489.61)	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	266,692.14	
	TOTAL FUND EQUITY		( 373,797.47)
	TOTAL LIABILITIES AND EQUITY		( 122,634.65)

**CITY OF WATERLOO**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

**FUND 413 - TIF DISTRICT 3 FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>OVER(UNDER)</u>	<u>% OF</u>
<u>TAXES</u>					
413-41-4111-000 TAX INCREMENTS	.00	18,973.08	31,104.00	( 12,130.92)	61.0
TOTAL TAXES	.00	18,973.08	31,104.00	( 12,130.92)	61.0
<u>INTERGOVERNMENTAL REVENUE</u>					
413-43-4363-000 STATE GRANT SITE ASSESSMENT GR	.00	62,164.00	.00	62,164.00	.0
413-43-4364-000 STATE AID EXEMPT COMPUTERS	.00	319.95	312.00	7.95	102.6
413-43-4365-000 STATE AID PERSONAL PROPERTY	.00	117.91	.00	117.91	.0
TOTAL INTERGOVERNMENTAL REVENUE	.00	62,601.86	312.00	62,289.86	20064.
<u>MISCELLANEOUS REVENUES</u>					
413-48-4800-000 MISC REVENUES	.00	20,000.00	.00	20,000.00	.0
TOTAL MISCELLANEOUS REVENUES	.00	20,000.00	.00	20,000.00	.0
<u>OTHER FINANCING SOURCES</u>					
413-49-4910-000 LONG TERM DEBT PROCEEDS	.00	919,615.00	.00	919,615.00	.0
TOTAL OTHER FINANCING SOURCES	.00	919,615.00	.00	919,615.00	.0
TOTAL FUND REVENUE	.00	1,021,189.94	31,416.00	989,773.94	3250.5

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

**FUND 413 - TIF DISTRICT 3 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>LEGISLATIVE SUPPORT</u>					
413-51-5112-325	.00	150.00	15.00	( 135.00)	1000.0
TOTAL LEGISLATIVE SUPPORT	.00	150.00	15.00	( 135.00)	1000.0
<u>ATTORNEY</u>					
413-51-5130-211	.00	52.50	1,000.00	947.50	5.3
TOTAL ATTORNEY	.00	52.50	1,000.00	947.50	5.3
<u>SPECIAL ACCTG AND AUDITING</u>					
413-51-5151-214	.00	100.00	500.00	400.00	20.0
TOTAL SPECIAL ACCTG AND AUDITING	.00	100.00	500.00	400.00	20.0
<u>ENGINEERING AND ADMINISTRATION</u>					
413-53-5310-215	57.50	6,777.50	10,000.00	3,222.50	67.8
TOTAL ENGINEERING AND ADMINISTRATION	57.50	6,777.50	10,000.00	3,222.50	67.8
<u>CAPITAL PROJECT</u>					
413-57-5701-800	.00	1,256.37	.00	( 1,256.37)	.0
413-57-5701-805	.00	21,663.32	.00	( 21,663.32)	.0
TOTAL CAPITAL PROJECT	.00	22,919.69	.00	( 22,919.69)	.0
<u>TRANSFER TO DEBT SERVICE</u>					
413-59-5929-000	.00	724,498.11	375,675.00	( 348,823.11)	192.9
TOTAL TRANSFER TO DEBT SERVICE	.00	724,498.11	375,675.00	( 348,823.11)	192.9
TOTAL FUND EXPENDITURES	57.50	754,497.80	387,190.00	( 367,307.80)	194.9
NET REVENUE OVER(UNDER) EXPENDITURES	( 57.50)	266,692.14	( 355,774.00)		

# CITY OF WATERLOO

BALANCE SHEET  
DECEMBER 31, 2019

## 414-TIF DISTRICT 4 FUND

### ASSETS

414-11100	TREASURER'S CASH	41,415.83	
414-15800	DUE FROM AGENCY FUND TAXES	25,890.92	
	TOTAL ASSETS		<u>67,306.75</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

414-26100	DEFERRED REVENUE	25,890.92	
	TOTAL LIABILITIES		25,890.92

#### FUND EQUITY

414-34300	FUND BALANCE	20,173.93	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	21,241.90	
	TOTAL FUND EQUITY		<u>41,415.83</u>
	TOTAL LIABILITIES AND EQUITY		<u>67,306.75</u>

**CITY OF WATERLOO**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

**FUND 414 - TIF DISTRICT 4 FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>OVER(UNDER)</u>	<u>% OF</u>
<u>TIF DISTRICT 4 FUND</u>					
414-41-4111-000 TAX INCREMENTS	.00	21,170.45	22,007.00	( 836.55)	96.2
TOTAL TIF DISTRICT 4 FUND	.00	21,170.45	22,007.00	( 836.55)	96.2
<u>SOURCE 43</u>					
414-43-4364-000 STATE AID COMPUTERS	.00	238.03	229.00	9.03	103.9
414-43-4365-000 STATE AID PERSONAL PROPERTY	.00	83.42	.00	83.42	.0
TOTAL SOURCE 43	.00	321.45	229.00	92.45	140.4
TOTAL FUND REVENUE	.00	21,491.90	22,236.00	( 744.10)	96.7

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

**FUND 414 - TIF DISTRICT 4 FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNDER(OVER)</u>	<u>% OF</u>
<u>LEGISLATIVE SUPPORT</u>					
414-51-5112-320 LEGIS SUPPORT PR & PUB	.00	.00	125.00	125.00	.0
414-51-5112-325 LEGIS SUPPORT ANNUAL DOR FEE	.00	150.00	300.00	150.00	50.0
TOTAL LEGISLATIVE SUPPORT	.00	150.00	425.00	275.00	35.3
<u>SPECIAL ACCTG AND AUDITING</u>					
414-51-5151-214 SPEC ACCTG & AUD PROF FEES	.00	100.00	500.00	400.00	20.0
TOTAL SPECIAL ACCTG AND AUDITING	.00	100.00	500.00	400.00	20.0
<u>ENGINEERING AND ADMINISTRATION</u>					
414-53-5310-215 ENG & ADMIN PROF FEES	.00	.00	500.00	500.00	.0
TOTAL ENGINEERING AND ADMINISTRATION	.00	.00	500.00	500.00	.0
TOTAL FUND EXPENDITURES	.00	250.00	1,425.00	1,175.00	17.5
NET REVENUE OVER(UNDER) EXPENDITURES	.00	21,241.90	20,811.00		

# CITY OF WATERLOO

BALANCE SHEET  
DECEMBER 31, 2019

## 600-COMMUNITY DEVELOP AUTHORITY

### ASSETS

600-11100	TREASURER'S CASH	43,298.15	
600-15800	DUE FROM AGENCY FUND TAXES	4,650.00	
	TOTAL ASSETS		<u>47,948.15</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

600-25607	DEFERRED REVENUE	4,650.00	
	TOTAL LIABILITIES		4,650.00

#### FUND EQUITY

600-34300	FUND BALANCE	20,172.05	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	23,126.10	
	TOTAL FUND EQUITY		<u>43,298.15</u>
	TOTAL LIABILITIES AND EQUITY		<u>47,948.15</u>



# CITY OF WATERLOO

DETAIL REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

## FUND 600 - COMMUNITY DEVELOP AUTHORITY

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER(UNDER)	% OF
<u>PUBLIC CHARGES FOR SERVICE</u>						
600-46-4674-000	MBC BUILDING RENTAL	200.00	2,200.00	1,200.00	1,000.00	183.3
	TOTAL PUBLIC CHARGES FOR SERVICE	200.00	2,200.00	1,200.00	1,000.00	183.3
<u>MISCELLANEOUS REVENUES</u>						
600-48-4850-000	DONATIONS LOCAL	.00	.00	1,000.00	( 1,000.00)	.0
	TOTAL MISCELLANEOUS REVENUES	.00	.00	1,000.00	( 1,000.00)	.0
<u>OTHER FINANCING SOURCES</u>						
600-49-4926-000	TRANSFER FROM TIF (TID#1)	.00	.00	25,000.00	( 25,000.00)	.0
600-49-4928-000	TRANSFER FROM TID #2	.00	25,000.00	.00	25,000.00	.0
	TOTAL OTHER FINANCING SOURCES	.00	25,000.00	25,000.00	.00	100.0
	TOTAL FUND REVENUE	200.00	27,200.00	27,200.00	.00	100.0

# CITY OF WATERLOO

DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2019

## FUND 600 - COMMUNITY DEVELOP AUTHORITY

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>DEPARTMENT 5130</u>						
600-51-5130-211	ATTORNEY ATTORNEY FEES	.00	262.50	.00	( 262.50)	.0
	TOTAL DEPARTMENT 5130	.00	262.50	.00	( 262.50)	.0
<u>DEPARTMENT 5151</u>						
600-51-5151-399	SPECIAL ACCTNG COSTS - MISC	.00	375.00	.00	( 375.00)	.0
	TOTAL DEPARTMENT 5151	.00	375.00	.00	( 375.00)	.0
<u>MAUNESHA BUSINESS CENTER</u>						
600-51-5162-221	MAUNESHA BUSINESS ELECTRIC	29.74	615.17	1,500.00	884.83	41.0
600-51-5162-222	MAUNESHA BUSINESS HEAT	126.18	872.63	900.00	27.37	97.0
600-51-5162-223	MAUNESHA BUSINESS WATER/SEWER	67.59	679.12	500.00	( 179.12)	135.8
600-51-5162-290	MAUNESHA BUSINESS CLEAN CONTRA	.00	760.00	750.00	( 10.00)	101.3
600-51-5162-351	MAUNESHA BUSINESS REPAIRS/MAIN	.00	309.48	750.00	440.52	41.3
	TOTAL MAUNESHA BUSINESS CENTER	223.51	3,236.40	4,400.00	1,163.60	73.6
<u>PLANNING AND CONSERVATION</u>						
600-56-5630-220	PROJECT CDA PROGRAMS	.00	200.00	22,800.00	22,600.00	.9
	TOTAL PLANNING AND CONSERVATION	.00	200.00	22,800.00	22,600.00	.9
	TOTAL FUND EXPENDITURES	223.51	4,073.90	27,200.00	23,126.10	15.0
	NET REVENUE OVER(UNDER) EXPENDITURES	( 23.51)	23,126.10	.00		

**City of Waterloo Grant Tracking**

1/16/2020 1:17 PM

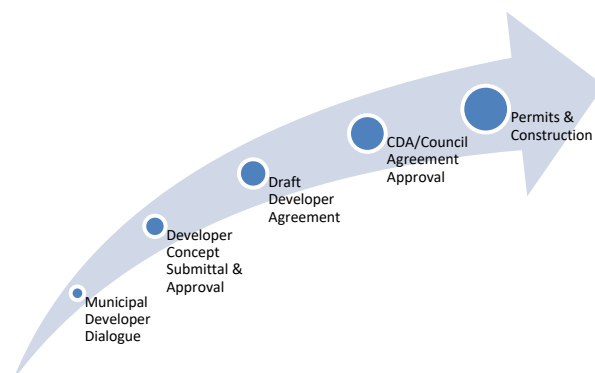
by Clerk/Treas.

EXPENSE LINE	Oversight	Grant Name	Award (Y/N)	Funding What Project(s)	Application Submitted?	Award Date	Award Amt	Est. Close Out	Local Match?	Next Admin Action	Project Status
	???	Public Service Comm. Energy Innovation Grant	Y	Electric lights and fixtures upgrades in City Hall, Fire Dept., Public Works bldg., Firemen's Park and Library	completed	9/27/2018	\$26,003	Quarter #1 2020	26,033	Receipt of grant monies from state	waiting on receipt of grant monies from state
100-535360-292	Public Works & Property Comm	DNR Recycling	Y	General Fund contracted recycling expense & some compost site activities	completed	TBD	\$11,737	annual	no match	Submit future year grant app by May 1	Funded; recurring annual application and award
400-57-5701-816	Public Works & Property Comm	County Bridge/Culvert Aid	Y	Mill/Cleveland Reconstruct	2020 Completion	2018	smaller than needed for 2018 budget	2020	none	ID dollars as future receivable for Fund 400	confirm dollars are headed to City
TBD	Public Works & Property Comm	DNR Private Lead Service Line Program	Y	Private lead water system 2016-2019	completed	10/19/2016	\$300,000 -no daycares means foregoing 30k	12/31/2020	no match	Have spent out, or have obligated to awardees, all awarded dollars. More homes that grant dollars	No next plan in place; looking to close out this grant ASAP
tbd	???	WisDOT one-time 90-10 Road Grant	TBD	TBD need consensus on Portland Rd focused grant application	Yes, with help of Kunkel Engineering	TBD	TBD	TBD	Yes. 90% WisDOT 10% local	Wait to see if grant is awarded	Have reviewed options; inserted topic into Deli Source / Lipari 333 Portland Rd discussions
tbd	???	WisDOT Municipal Street Improvement Discretionary (MSID)	TBD	Improvements to Hendricks to improve viability of 333 Portland Road access.	Yes, with help of Kunkel Engineering	TBD	TBD	TBD	50% local match	Wait to see if grant is awarded	Have reviewed options; inserted topic into Deli Source / Lipari 333 Portland Rd discussions
tbd	???	203 E Madison St Phase 3 DNR Stewardship	TBD	Final phase	Parks Coordinator drafting	TBD	TBD	TBD	50% local match	Submit grant with revised concept plan	

**City of Waterloo**  
**333 Portland Rd Re-Use Interest List**  
**1/16/2020 1:45 PM**





ENTITY	DESCRIPTION	STATUS	SUBMITTAL ITEM	DATE	NOTES
<b>RTG Enterprises LLC</b>	Acquisition area requested by Ron Griffin	waiting on status reply	-	12/14/2019	
	Purchase easterly-most 782.86 feet of parcel as shown on 4/15/2019 vacant land offer to purchase	negotiations	Mayor met with Ron Griffin to identify agreeable boundary lines	10/1/2019	
	Purchase easterly-most 782.86 feet of parcel as shown on 4/15/2019 vacant land offer to purchase	concept submitted	Offer to purchase 1.807 acres adjacent to RTG	4/15/2019	Map markings showing area of interest + expansion floor plan (approx date 7/20/2017)
<b>New Cingular Wireless PCS, LLC</b>	1-year ground lease option time has expired	project dead		1/1/2020	
	Proposing ground lease for 75 x 75 ground lease	concept submitted	multi-page plan set	5/15/2019	Conditional use application approved; rent would have produced \$385,000 in new revenue
<b>Jay Lang Group</b>		no reply to interest update request		12/14/2019	
	Seeking to construct storage units on available buildable ground	concept submitted	verbal concept presented to Mayor 2019 after 2017 submittal	5/10/2019 (approx.)	
<b>Lipari Foods/Deli Source</b>	Corporation put expansion plans on hold after November 2019 arrival of new Chief Operating Officer Tim Walls	site consideration "on-hold"		10/7/2019	
	Considering site for 118,000 sq. ft. cheese process facility; perhaps in phases. Site selection between Salem WI and Waterloo	dialogue	concept drafted by their engineers; incentive proposal from City	10/7/2019	Need to reach out to Walls.
<b>Parker Dow</b>	Submitted letter of interest with 3 options for land purchases	concept submitted	2019-10-15 letter of interest	10/15/2019	10/15 routed to Mayor, CDA and City Council
	Seeking land for incremental expansion of adjacent manufactured home area	Not accepted by CDA		12/1/2019	
	Seeking land for cul-de-sac extension to Gregor Street (private road)	concept #2 submitted	none	12/1/2019	1/16/2020 routed to Mayor, CDA

**Goals: (1) Grow Tax Base; (2) Create Family-Supporting Jobs**





**Legend**

-  Proposed Concrete
-  Existing Green Space
-  Proposed Asphalt
-  Existing Concrete

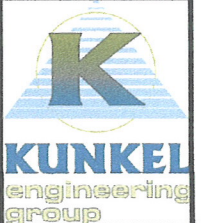
DRAWN BY: JKB  
 DESIGNED BY: JKB  
 DATE: 1/15/2020  
 SCALE: 1" = 1,600'  
 SHEET:

01000 - 1



**203 EAST MADISON STREET  
 PHASE 3**

**CONCEPT PLAN**



Proposed Asphalt Pedestrian Path  
Approx 14,500 SF

Proposed Concrete Pedestrian Path  
Approx 1,600 SF





Proposed Asphalt Parking Lot  
Approx 6,600 SF

E MADISON ST

MILL ST

WASHINGTON ST

**Legend**

-  Proposed Concrete
-  Existing Green Space
-  Proposed Asphalt
-  Existing Concrete

DRAWN BY: JKB  
DESIGNED BY: JKB  
DATE: 1/15/2020  
SCALE: 1" = 600'

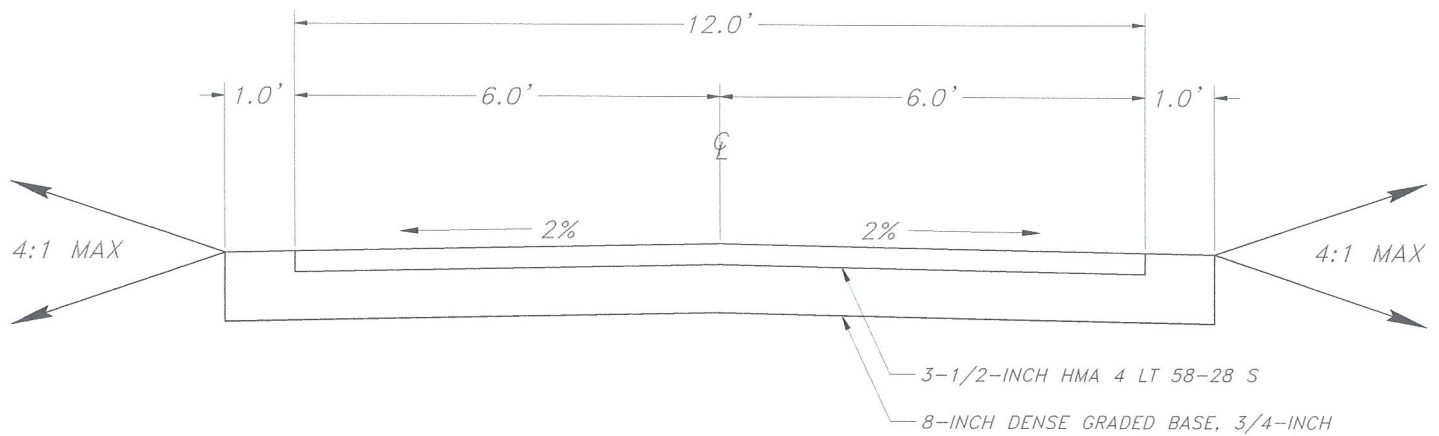
SHEET:  
01000 - 2



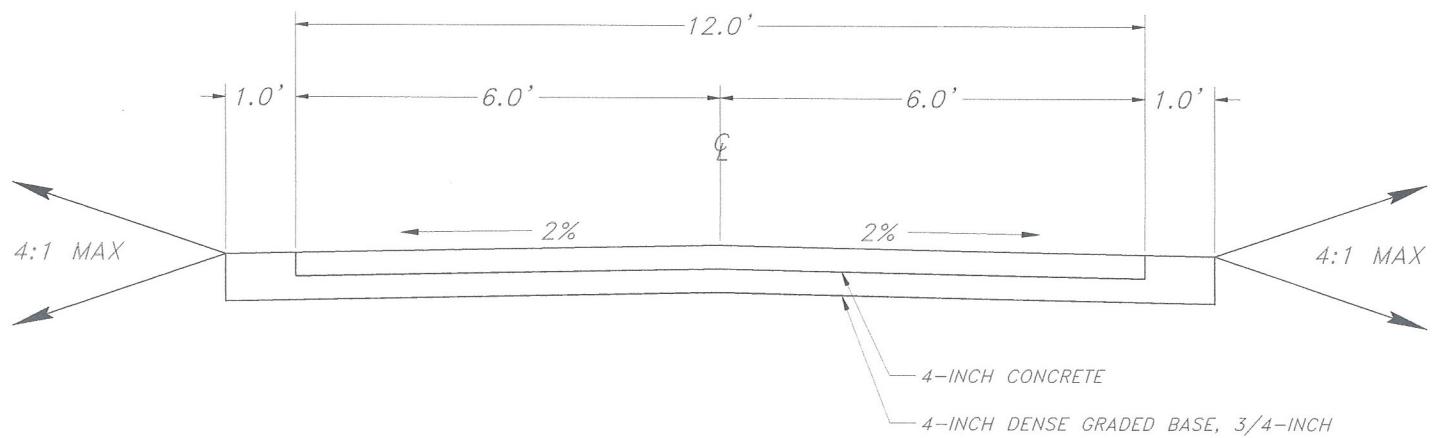
**203 EAST MADISON STREET  
PHASE 3**

**CONCEPT PLAN**





HOT MIX ASPHALT PEDESTRIAN PATH  
TYPICAL CROSS-SECTION



CONCRETE PEDESTRIAN PATH  
TYPICAL CROSS-SECTION

DRAWN BY:	JKB
DESIGNED BY:	JKB
DATE:	1/15/2020
SCALE:	NTS
SHEET:	

01000 - 3



203 EAST MADISON STREET  
PHASE 3

DETAIL DRAWINGS



**City of Waterloo, Wisconsin**  
**PRELIMINARY COST ESTIMATE**  
**203 East Madison Street - Phase 3**

January 15, 2020



Construction of a hot mix asphalt parking lot, consisting of four inches of asphalt placed on eight inches of aggregate base, and adjacent concrete pedestrian path, consisting of four inches of concrete on four inches of aggregate base. Said path to extend north, constructed of 3.5 inches asphalt on eight inches of aggregate base, connecting to existing pedestrian path located northwest of the Mill Street Termini. Installation of a way-finding kiosk in parking lot. All disturbed areas to be restored in kind.

**Estimated Quantities**

Quantity	Unit	Item	Unit Cost	Item Cost
1	LS	Unclassified Excavation	\$22,000.00	\$22,000.00
980	TN	Aggregate Base Dense, 3/4-Inch	\$14.00	\$13,720.00
1,600	SF	Concrete Pedestrian Path, 4-Inch Depth	\$6.00	\$9,600.00
350	TN	Hot Mix Asphalt Path, 3-1/2-Inch Depth	\$90.00	\$31,500.00
200	TN	Hot Mix Asphalt Parking Lot, 4-Inch Depth	\$78.00	\$15,600.00
1,250	LF	Epoxy Pavement Markings, 4-Inch	\$1.00	\$1,250.00
2,600	SY	Landscape Restoration	\$7.00	\$18,200.00
1	LS	Way-Finding Kiosk	\$3,200.00	\$3,200.00
1	LS	Erosion Control	\$7,500.00	\$7,500.00
1	LS	Traffic Control and Access	\$1,000.00	\$1,000.00
Engineering and Contingencies				\$12,357.00
<b>Total Construction Cost</b>				<b>\$135,927.00</b>



