



136 North Monroe Street
Waterloo, WI 53594
Phone: (920) 478-3025
Fax: (920) 478-2021
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 17, 2022
Time: 6:00 p.m.
Location: Municipal Building, 136 North Monroe Street (via remote phone conference for participants and public)

Join the Meeting: https://us02web.zoom.us/j/87668974196?pwd=S3JqWG15MGM0cFBtY2dRWW1kUXhvUT09 Meeting ID: 876 6897 4196 Passcode: 317970 Dial by phone +1 312 626 6799 US (Chicago)
--

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL
- 2) MEETING MINUTES APPROVAL: November 15, 2022
- 3) UPDATES & REPORTS
 - a) Non-Metro Connections Update
 - b) Treasurer Report –
 - c) Financial Reports Tax Incremental Finance Districts 2, 3 & 4, and Fund 600
 - d) Blight Blue and White List
 - e) Business Association Liaison Report, (contact undetermined)
 - f) School District Liaison (contact undetermined)
- 4) OLD BUSINESS
 - a) Façade Grant
- 5) NEW BUSINESS
 - a) Waterloo Business Association rental of Maunsha Business Center
 - b) Recommendation to City Council of Vibrant Spaces Grant
 - c) RTG interest in one acre surrounding 347 Portland Rd
- 6) CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a) Annual Calendar
- 7) ADJOURNMENT

Jeanne Ritter, Clerk/Deputy Treasurer

Community Development Authority: Soter, Petts, C. Kuhl, A. Kuhl, Woods, O'Connell, Sharpe and School District Superintendent Brian Henning as non-voting School District liaison
Posted, Mailed and E-mailed: 1/13/2023

Please note: it is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend 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.
--

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY -- MEETING MINUTES: November 15, 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 Vice Chair Austin Kuhl called the meeting to order at 6:02 p.m. Members present: C. Kuhl, Soter and Petts. Remote: None Absent: Sharpe and O'Connell and the non-voting member from School District and Business Association. Others in Attendance or remote: Clerk Ritter.
2. MEETING MINUTES APPROVAL: October 18, 2022 [C. Kuhl/Petts] to approve the minutes as listed and presented. VOICE VOTE: Motion carried. Abstain A.Kuhl
3. UPDATES & REPORTS.
 - a. Non-Metro Connections Update in packet. Butzine unable to attend.
 - b. Clerk/Treasurer Report. No report
 - c. Financial Reports Tax Incremental Finance Districts 2, 3 & 4, and Fund 600.
 - d. Business Association Liaison Report. none
 - e. School District Liaison. none
4. OLD BUSINESS
 - a. Façade Grant – Discussed changes. Will have changed document ready for next meeting.
5. NEW BUSINESS
6. CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
7. ADJOURNMENT. MOTION: [Petts/Soter] VOICE VOTE: Motion carried. Time: 6:38 pm.

Attest:

Jeanne Ritter
Clerk/Deputy Treasurer

Street	Property #	Open Date	Owner of Property	Who Complained/follow up with	Desired Outcome	Link to Ordinance	Notes	Action	Who is following up	NMC Time spent
Adam St	302	1.12.2023	Mckay Nursery	DPW/PD			Junk & car		PD	
Anna Ct	835	1.12.2023	Todd Cole	DPW/PD			Trailers		PD	
Bradford Drive	425	01/12/23	Christopher Roth	DPW/PD	Removal of blight	261-6	Unregistered vehicles		PD	
Bradford Drive	425	1.12.2023	Christopher Roth	DPW/PD			Vehicles		PD	
Chestnut St	1315	1.12.2023	James Schaefer	DPW/PD			Tree		DPW	
E Madison St	466	1.12.2023	Theodore Stenberg	DPW/PD			Building		PD	
Edison St	410	1.12.2023	Linda Rector	DPW/PD			Brush		DPW	
Goehl Road	1080	1.12.2023	Sonya Pavela	DPW/PD			Trailer		PD	
Gregor St	130	1.12.2023	Tina Thiakos	DPW/PD			Vehicles		PD	
Harrison	348	1.12.2023	Bryan Rowin	DPW/PD			Junk		PD	
Herron Drive	840	1.12.2023	Andrew Lind	DPW/PD			Tree		DPW	
Herron Drive	915	1.12.2023	Pascal Assine	DPW/PD			Boat & car		PD	
Jackson	595	1.12.2023	Shyla Davis	DPW/PD			Tree		DPW	
Jefferson	144	1.12.2023	Patricia Schickert	DPW/PD			Junk		PD	
Knowlton St	334	1.12.2023	Bradley Bauer	DPW/PD			House Repair		SB	
Knowlton St	887	1.12.2023	James Assmann	DPW/PD			Junk		PD	
Knowlton St	623	1.12.2023	Annan Davison	DPW/PD			Junk		PD	
Lum	816	1.12.2023	John Reeve	DPW/PD			Trailer		PD	
Lum	920	1.12.2023	Kenneth Frandle	DPW/PD			Junk		PD	
McKay Way	540	1.12.2023	Wisco Properties	DPW/PD			Trailer		PD	
McKay Way	515	1.12.2023	Jeffrey Kes	DPW/PD			Trailer		PD	
Mill St	257	1.12.2023	Juan Nava	DPW/PD			Brush		PD	
Mill St	258	1.12.2023	Hurley LLC	DPW/PD			Junk & vehicle		PD	
Mill St	173	1.12.2023	Debra Hottinger	DPW/PD			Vehicle		PD	
N Monroe	508	1.12.2023	508 N Monroe LLC	DPW/PD			Junk		PD	
Portland Rd	208	1.12.2023	Gordon Yelk	DPW/PD			Junk		PD	
Portland Rd	230	1.12.2023	James Steindorf	DPW/PD			Junk		PD	
Sunrise	975	1.12.2023	Grant Fulford	DPW/PD			Trailers		PD	
Taylor St	45	1.12.2023	Michael Pranke	DPW/PD			Boat & car		PD	
Van Buren	450	1.12.2023	D&D Saari Trust	DPW/PD			Tree		DPW	
W Madison St	662	1.12.2023	Chad Decaluwe	DPW/PD			Junk		PD	
W Madison St	213	1.12.2023	Bill Hart	DPW/PD			Junk	They are working on it.	NMC	
Washington	306	1.12.2023	Jeffrey Grotjahn	DPW/PD			Building		PD	
Washington	516	1.12.2023	James Marshall	DPW/PD			Junk		PD	



DOWNTOWN FACADE & COMMERCIAL INTERIOR BUILD-OUT GRANT PROGRAMS

Revised/Updated March 8, 2017

SUMMARY

This is a matching grant program for eligible property improvement projects. Matching grants are available to fund 50% of eligible project costs up to \$5,000 per project. The minimum total project size to be considered for a matching grant is \$1,000 (for a matching award of up to \$500).

Downtown Facade & Commercial Interior Build-Out Grant Programs

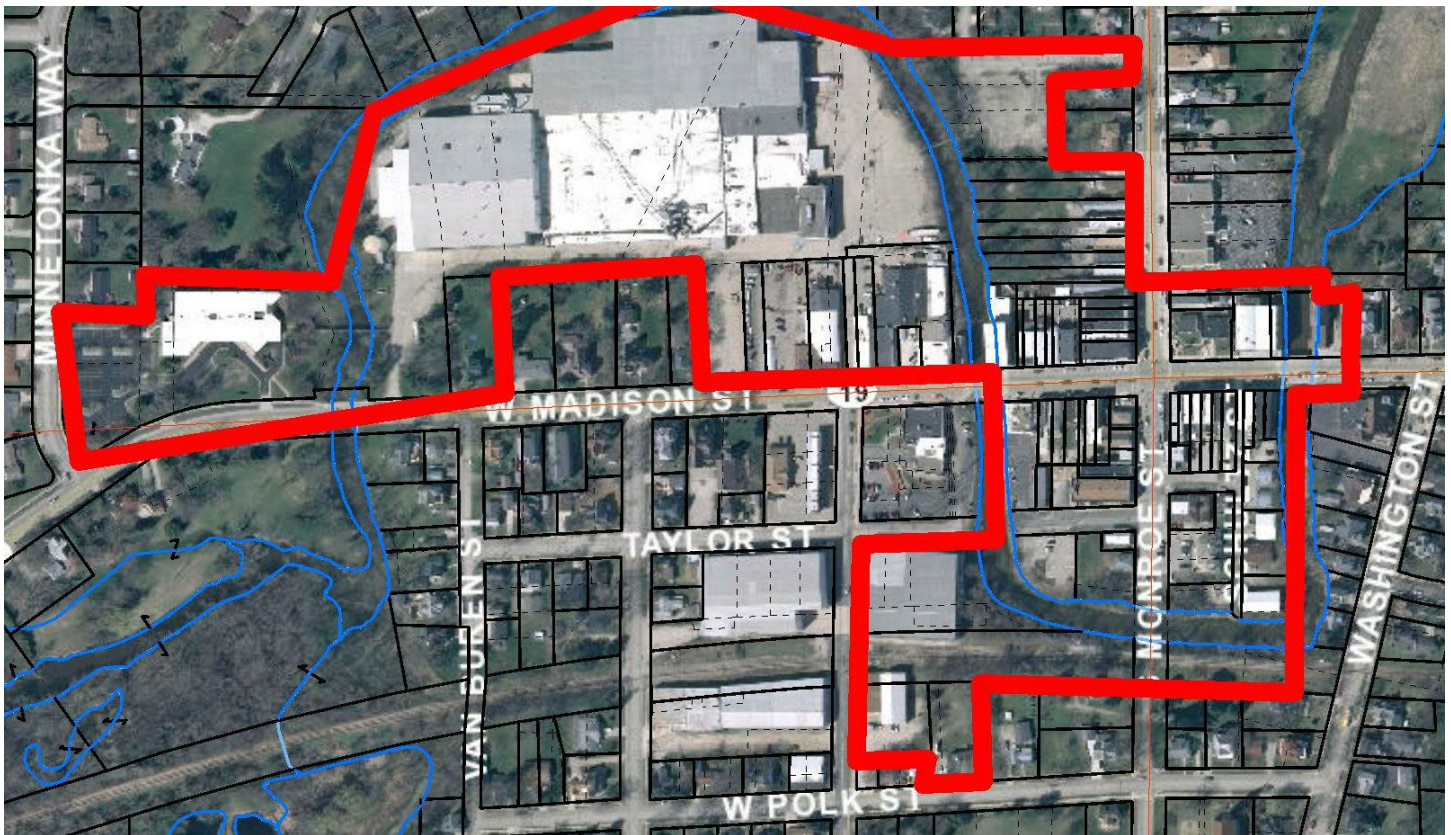
Eligible Applicants: Who Is Eligible? Property owners and current ~~or prospective~~ tenants located within Tax Increment District #2. Awards may be made no more frequently than every 36 months to an applicant, ~~with a lifetime grant cap of \$15,000 from the program's inception for each applicant.~~

The Opportunity. This program offers a matching grant for eligible property improvement projects. Matching grants are available to fund 50% of eligible project costs up to \$5,000 per application. The minimum total project size to be considered for a matching grant is \$1,000 (for up to \$500 match). Total annual municipal award expenditures shall not exceed \$25,000.

How to Apply. ~~Applicants are encouraged to discuss the project with City staff prior to submission.~~ Complete and return the application form to the Clerk/Treasurer's office during regular business hours. ~~Applicants are encouraged to discuss the project with City staff prior to submission.~~

The Program's Future is Not Guaranteed. The annual municipal budgeting process will determine the lifespan of these programs. Future rounds of funding will be available on an annual basis as funds become available.

Eligible Project Area. Parcels located inside the TIF #2 boundaries illustrated on the map.



General Program Guidelines:

- ~~Applicant must:~~~~Property owner or tenant must~~ apply for funds to be used within the Tax Increment District # 2.
- ~~Applicant must~~ Be located in a building which contributes to Waterloo's property tax base.
- Projects that have already begun construction or which were completed in the past are not eligible to apply for funds.
- ~~Applicant must~~ Be current on all mortgage, tax and utility payments, and tenant applicants must be current in lease payments to the property owner. Prospective businesses interested in ~~renting and~~ opening in Waterloo are eligible to apply with approval from landlord and with a signed lease agreement in place (lease may be contingent upon project funding).
- Property owners may apply for both façade and tenant improvement program funds under separate applications and a tenant may apply for improvement funds even if the landlord has also applied for façade improvements. Each project will be judged on its own merits and no preference or penalty will be given for multiple projects.
- Eligible project costs include both hard costs (construction) as well as soft costs (design and engineering). However, the majority of total project cost should be hard costs.
- Preference will be given to projects which will leverage the most private investment for each dollar of public funds and provide the greatest public benefit.
- Work must be completed according to the approved plan within 120 days of approval of the grant unless a specific exemption is granted. Any changes to the work plan must be approved by the City in advance. Failure to do so may result forfeiture of grant money.
- Once the project is complete, applicant will notify the City, which will review final work to ensure that the results are comparable to the initial proposal. The building inspector will also review the property for code violations associated with the project area (i.e. in first floor space for a tenant improvement grant, or on the exterior of the building for a façade grant). Any identified violations must be corrected prior to project approval. Only after a project is inspected and approved will grant funds will be released to the applicant.

Facade Improvement - Program Guidelines:

- Planned improvement must be compatible with historic zoning overlay district standards where applicable. Improvements should make an effort to preserve or restore the historic character of the building.
- Eligible projects include:
 - Window and door repairs/replacement
 - Brick tuck pointing or masonry repair
 - Storefront rehabilitation
 - Signage, shutters or awnings
 - Painting or siding, brick cleaning
 - Correction of exterior code violations
 - Exterior repairs (on façade only)
 - Energy efficiency upgrades
- Non-eligible costs include non-façade related improvements such as roof repair, rear or side wall improvements (unless a corner property), landscaping, paving or other property related improvements not associated with the façade of the building.

Commercial Interior Build-Out - Program Guidelines:

- Eligible improvements include the following activities, as applies to the commercial storefront portion of the property.
 - Hazardous materials abatement, such as asbestos removal
 - Demolition and shell reconstruction
 - Plumbing, mechanical, electrical, cabling and HVAC improvements
 - New restaurant equipment (i.e. hoods, vents, etc.)
 - Americans with Disabilities Act (ADA) Compliance
 - Storefront Improvements
 - Historic restoration of interior features
- Non-eligible costs include non-permanent fixtures such as security systems, merchandise or display items, furniture or interior décor items. Costs associated with improvements to upper floors or basements are not eligible.

How to apply:

- Applicant must submit a complete application packet by the deadline. A complete application includes the following:
 - Application form,
 - Planned project renderings (including colors and materials),
 - Photos of the existing façade/space which demonstrate the need for improvements,
 - Project cost estimate by a qualified, licensed contractor,
 - Applications for tenant improvement upgrades must also include signed lease agreement, and if application is submitted by tenant, a written letter of permission from the property owner approving the project.
- Complete applications will be considered and evaluated according to a set of weighted criteria. Based on available funding, grants will be awarded to qualified projects based on anticipated project impact.
- Applicants will be notified of grant awards in writing. The City reserves the right to offer a lesser dollar amount than requested if the amount of eligible projects exceeds allocated funding. Grant offers may also be made contingent on adjustments to proposed plan of work to better meet City goals and objectives. Applicants must accept or reject the grant funds in writing within 30 days of award.
- Projects must obtain all required building permits and follow all City, State and Federal regulations in regard to construction activities.
- Applicant must submit receipts upon completion of work, and work must be reviewed to ensure project reflects application materials. Following project approval, building inspection (if required) and submission of all applicable receipts, grant funds will be released to applicant.
- **Participant Applicant** shall display a sign (provided by the City) indicating participation in the program, either on the exterior or in the front window of the property during improvements and **signage to remain** for a 30-day period following project completion.

APPLICATION

Downtown Facade & Commercial Interior Build-Out Grant Programs

Prior to submitting this application, please review the complete program guidelines regarding eligible projects and grant amounts. Contact the City of Waterloo at 920-478-3025 with questions or for additional clarification prior to submitting a project application. Incomplete applications will not be considered for funding. Completed applications should be submitted to City of Waterloo, 136 N Monroe St, Waterloo, WI 53595

Date: _____
Applicant Name: _____
Applicant is: (circle one): Property Owner Business Tenant
Applicant mailing address: _____
Daytime Phone: _____
Email Address: _____
Address of property for proposed improvement: _____
Property owner (if different than applicant): _____
Anticipated total project cost: _____
Grant request amount: _____
Describe project: (attach an additional sheet if necessary)
Start date: _____

Thank you for submitting your project for consideration. ~~Don't forget to attach~~ The following ~~to this application before submitting~~ are to be included with the application.

- Photos of existing building/space to be improved. _____
- Project renderings, including materials and colors to be used _____
- Project estimates provided by qualified, licensed contractor _____
- Lease document (for tenant improvement projects)
- Project approval from landlord (if applicant is a business)

Submit project information to:
CITY OF WATERLOO
FAÇADE/TENANT IMPROVEMENT GRANT
136 NORTH MONROE STREET
WATERLOO, WI 53594-1198
920-478-3025

1. Grant award notice received/reviewed. Project completion deadline is: _____.

2. Complete and return grant acceptance form.

3. Real estate and/or personal property taxes confirmed as not being delinquent.

4. All necessary permits are applied for and received through the City of Waterloo Building Inspection office. Painting, repairs and maintenance do not require permits. Call 608-576-6371 to determine if your project requires a permit.

5. Prominently display the 11 x 17 inch project poster.

6. Upon completion of work and after final payment to all project contractors is completed, all paid-in-full invoices from contractors who completed grant eligible work are submitted. The payee must document that payment has been received in full.

7. Upon completion of work, all direct purchase receipts pertaining to completed work are submitted.

8. Before and after pictures submitted.

9. Final walk through with municipal staff scheduled (call 920-478-3025).

10. The grant award will be mailed after the project is completed and all documentation is accounted for.

Date	Description	Debit Amount	Comment	Year
12/28/2017	NETZEL, MICHAEL 8652	3,465.84	**Vendor No: 8652 **Inv. No: NETZEL 12-28-17 **Desc: CAP PROJ IMPROVE PROGRAM/SIGN **Inv. Date: 12/2	2017
03/01/2018	DAVIS, ELIZABETH 2832	1,250.00	**Vendor No: 2832 **Inv. No: DAVIS 02-18 **Desc: DOWNTOWN GRANT PROGRAM **Inv. Date: 02/28/2018 **	2018
08/16/2018	NETZEL, MICHAEL 8652	1,130.00	**Vendor No: 8652 **Inv. No: NETZEL 08-16-18 **Desc: CAP PROJ IMPROVE PROGRAM/FACADE GRANT **Inv.	2018
10/15/2019	HUBRED, CHAD	660.75	**VendorNo: 5673 **Inv. No: HUBRED 10/19 **Desc: FACADE GRANT/108-112 E MADISON ST **Inv. Date: 10/15/2	2019
10/15/2019	NC ENTERPRISES, LLC	2825	**VendorNo: 8622 **Inv. No: NC ENT 10/19 **Desc: TID #2 PROGRAMS FACADE GRANT/144 W MADISON ST **Inv	2019
10/24/2019	HUBRED, CHAD	1875	**VendorNo: 5673 **Inv. No: C HUBRED 10-19 **Desc: FACADE GRANT/108-112 E MADISON ST **Inv. Date: 10/24	2019
09/02/2020	HOTMAR, THOMAS	2500	**VendorNo: 5660 **Inv. No: HOTMAR 09/20 **Desc: FACADE GRANT/TID#2/151 W MADISON ST **Inv. Date: 9/2	2020
03/25/2021	GORDER, COLIN	5000	**VendorNo: 4710 **Inv. No: FACADE GRANT 03/21 **Desc: TID #2/PROGRAMS/FACADE GRANT/134 E MADISON S	2021
04/27/2021	DAVIS, ELIZABETH	4853	**VendorNo: 2832 **Inv. No: GRANTS 04/21 **Desc: INTERIOR BUILD OUT GRANT/103 N MONROE ST **Inv. Date	2021 Interior
04/27/2021	DAVIS, ELIZABETH	617.5	**VendorNo: 2832 **Inv. No: GRANTS 04/21 **Desc: FACADE GRANT/103 N MONROE ST **Inv. Date: 4/27/2021 *	2021
12/16/2021	KRAUSE LANGER VFW POST #6614	5000	**VendorNo: 6750 **Inv. No: FACADE GRANT-119 S MONROE **Desc: TID#2/PROGRAMS/FACADE GRANT/119 S MC	2021
12/17/2021	K PRESS LLC	4579.4	**VendorNo: 6385 **Inv. No: GRANTS 2021 **Desc: TID#2/PROGRAMS/INTERIOR GRANT/112 W MADISON ST **I	2021 Interior
12/17/2021	K PRESS LLC	4050	**VendorNo: 6385 **Inv. No: GRANTS 2021 **Desc: TID#2/PROGRAMS/FACADE GRANT/112 W MADISON ST **Tr	2021
		37,806.49		

2017 - \$3465.84
 2018 - \$2380.
 2019 - \$5360.75
 2020 - \$2500
 2021 - \$14,667.50 Facade
 \$9,432.40 Interior
 \$10,000 Steve Parker
 2022 - 5,000 Chris Parker

Date	Journal	Reference	Description	Debit Amount	Credit Amount	Balance
*			01/01/2022 (00/22) Balance	.00	.00	.00
*			01/31/2022 (01/22) Period Totals ***	.00	.00	.00
*						
01/31/2022*	AP	152.0001	WATERLOO UTILITIES	82.71	.00	82.71
*			02/28/2022 (02/22) Period Totals ***	82.71	.00	82.71
*						
02/28/2022*	AP	162.0001	WATERLOO UTILITIES	82.71	.00	165.42
*			03/31/2022 (03/22) Period Totals ***	82.71	.00	165.42
*						
03/31/2022*	AP	255.0001	WATERLOO UTILITIES	82.88	.00	248.30
*			04/30/2022 (04/22) Period Totals ***	82.88	.00	248.30
*						
04/30/2022*	AP	182.0001	WATERLOO UTILITIES	83.76	.00	332.06
*			05/31/2022 (05/22) Period Totals ***	83.76	.00	332.06
*						
05/31/2022*	AP	169.0001	WATERLOO UTILITIES	77.04	.00	409.10
*			06/30/2022 (06/22) Period Totals ***	77.04	.00	409.10
*						
06/30/2022*	AP	178.0001	WATERLOO UTILITIES	58.95	.00	468.05
*			07/31/2022 (07/22) Period Totals ***	58.95	.00	468.05
*						
07/31/2022*	AP	191.0001	WATERLOO UTILITIES	58.70	.00	526.75

Date	Journal	Reference	Description	Debit Amount	Credit Amount	Balance
*			08/31/2022 (08/22) Period Totals ***	58.70	.00	526.75
*						
08/31/2022*	AP	116.0001	WATERLOO UTILITIES	59.24	.00	585.99
*			09/30/2022 (09/22) Period Totals ***	59.24	.00	585.99
*						
09/30/2022*	AP	153.0001	WATERLOO UTILITIES	59.10	.00	645.09
*			10/31/2022 (10/22) Period Totals ***	59.10	.00	645.09
*						
10/31/2022*	AP	121.0001	WATERLOO UTILITIES	60.01	.00	705.10
*			11/30/2022 (11/22) Period Totals ***	60.01	.00	705.10
*						
12/02/2022*	AP	121.0001	WATERLOO UTILITIES	34.02	.00	739.12
12/02/2022*	AP	122.0001	WATERLOO UTILITIES	59.52	.00	798.64
12/30/2022	JE	3.0001	MBC ELECTRIC/WATERLOO UTILITY/GL CORREC	.00	(34.02)	764.62
*			12/31/2022 (12/22) Period Totals ***	93.54	(34.02)	764.62

*

Date	Journal	Reference	Description	Debit Amount	Credit Amount	Balance
*			01/01/2022 (00/22) Balance	.00	.00	.00
*			01/31/2022 (01/22) Period Totals ***	.00	.00	.00
*						
01/31/2022*	AP	151.0001	WATERLOO UTILITIES	36.95	.00	36.95
*			02/28/2022 (02/22) Period Totals ***	36.95	.00	36.95
*						
02/28/2022*	AP	156.0001	WATERLOO UTILITIES	39.31	.00	76.26
*			03/31/2022 (03/22) Period Totals ***	39.31	.00	76.26
*						
03/31/2022*	AP	254.0001	WATERLOO UTILITIES	32.44	.00	108.70
*			04/30/2022 (04/22) Period Totals ***	32.44	.00	108.70
*						
04/30/2022*	AP	181.0001	WATERLOO UTILITIES	29.11	.00	137.81
*			05/31/2022 (05/22) Period Totals ***	29.11	.00	137.81
*						
05/31/2022*	AP	168.0001	WATERLOO UTILITIES	59.63	.00	197.44
*			06/30/2022 (06/22) Period Totals ***	59.63	.00	197.44
*						
06/30/2022*	AP	177.0001	WATERLOO UTILITIES	111.01	.00	308.45
*			07/31/2022 (07/22) Period Totals ***	111.01	.00	308.45
*						
07/31/2022*	AP	190.0001	WATERLOO UTILITIES	115.05	.00	423.50

Date	Journal	Reference	Description	Debit Amount	Credit Amount	Balance
*			08/31/2022 (08/22) Period Totals ***	115.05	.00	423.50
*						
08/31/2022*	AP	115.0001	WATERLOO UTILITIES	81.23	.00	504.73
*			09/30/2022 (09/22) Period Totals ***	81.23	.00	504.73
*						
09/30/2022*	AP	152.0001	WATERLOO UTILITIES	52.02	.00	556.75
*			10/31/2022 (10/22) Period Totals ***	52.02	.00	556.75
*						
10/31/2022*	AP	120.0001	WATERLOO UTILITIES	34.09	.00	590.84
*			11/30/2022 (11/22) Period Totals ***	34.09	.00	590.84
*						
12/30/2022	JE	3.0002	MBC ELECTRIC/WATERLOO UTILITY/GL CORREC	34.02	.00	624.86
*			12/31/2022 (12/22) Period Totals ***	34.02	.00	624.86

Handwritten mark



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone: (920) 478-3025
Fax: (920) 478-2021
E-Mail: cityhall@waterloowi.us
Website: www.waterloowi.us

(DRAFT) RESOLUTION #2023-03
A RESOLUTION FOR A COMMUNITY DEVELOPMENT INVESTMENT VIBRANT SPACES
GRANT FOR THE VETERANS MEMORIAL PARK PROJECT

WHEREAS, the City of Waterloo is interested in creating an inviting and engaging community in order to attract and retain residents and employees for local businesses as described in the application; and

WHEREAS, financial aid is required to carry out the **Veterans Memorial Project at 117 E Madison St**;

NOW, THEREFORE, BE IT RESOLVED, that the City of Waterloo had budgeted a sum sufficient to complete the project and

HEREBY AUTHORIZES the Clerk's office to act on behalf of the City of Waterloo to:

Submit an application to the Wisconsin Economic Development Corporation (WEDC) for any financial aid that may be available;

Submit signed documents; and

Take necessary action to undertake, direct and complete the approved project;

Submit reimbursement claims along the necessary supporting documentation within the required timeframe;

And Submit a final performance report by December 2024 including photos of the completed Veterans Memorial Park at 117 E MADISON ST, and a narrative of project outcomes including utilization, programming, and impacts on the surrounding business district.

BE IT FURTHER RESOLVED that the City of Waterloo will comply with state rules for the program; will maintain the completed project in an attractive, inviting and safe manner; and will keep the facilities open to the general public during reasonable hours consistent with the type of facility.

I hereby certify that the foregoing resolution was duly adopted by the Waterloo Common Council on the day of January 19th, 2023.

PASSED AND ADOPTED this 19th day of January 2023.

CITY OF WATERLOO

Signed: _____
Jenifer Quimby, Mayor

Attest:

Jeanne Ritter, Clerk/Deputy Treasurer

RTG Enterprise LLC
347 Portland Road.
Waterloo, WI 53594of
01/13/2023

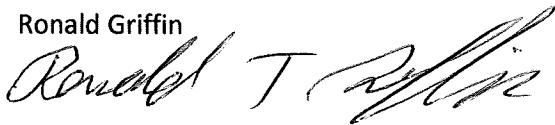
CDA Members
136 N. Monroe St.
Waterloo, WI 53594

Dear CDA members;

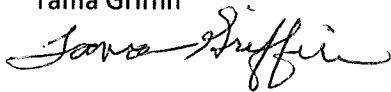
Ron and Tama Griffin owners of RTG Enterprise LLC would to purchase one acre of land outlined in the attachments to have access around the building. Please see area known as 333 Portland Road. We have operated Griffin Repair for 23 years at 347 Portland Road and have operated Life Changing Nutrition at the same address for 9 years. We need to purchase this land to get around the building. The land is for sale at \$6,000.00 an acre. RTG will offer \$6,000.00 for the acre of land to the west and north of our building at 3457 Portland Road.

Sincerely,

Ronald Griffin
















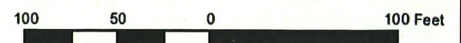
Tama Griffin



Griffin & Yohn properties aerial



- | | | |
|--|---|---|
|  Municipal Boundaries |  Section Lines |  Red: Band_1 |
|  Property Boundary |  Surface Water |  Green: Band_2 |
|  Old Lot/Meander Lines |  Map Hooks |  Blue: Band_3 |
|  Rail Right of Ways |  Tax Parcels | |
|  Road Right of Ways |  Streams and Ditches | |



 Jefferson County Geographic Information System

DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.

Printed on: June 24, 2017

Author: Public User

AGREEMENT
Regarding 333 Portland Road, Waterloo, WI

THIS AGREEMENT (the "**Agreement**") entered into as of the last date of signature below (the "**Effective Date**"), by and between the City of Waterloo, a Wisconsin body politic (the "**City**"), having offices located at 136 N. Monroe Street, Waterloo, Wisconsin 53594-1198, and Nate Snyder, an adult resident of the State of Wisconsin (the "**Developer**") (collectively, the "**Parties**").

WHEREAS, the City owns certain real estate with an address of 333 Portland Road, Waterloo, WI (the "**Property**"); and

WHEREAS, the City and Developer are in negotiations for a potential agreement whereby the City would convey the Property to the Developer and it would redevelop the Property; and

WHEREAS, the Developer desires, and the City is willing to provide, assurance to the Developer that the City will not convey the Property to a party other than the Developer, or its assigns, for a period of 90 days to allow time for the City and Developer to attempt to negotiate such an agreement to redevelop the Property.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, the Parties agree as follows:

1. Sale Freeze. The City shall not sell, convey, or transfer title of the Property to any party other than the Developer, or the Developer's assigns, for a period of 90 days commencing on the Effective Date (the "**Freeze Period**"). After the expiration of the Freeze Period, or earlier termination of this Agreement as provided below, the City shall be free to sell, convey, or transfer title to the Property as it decides in its sole discretion.

2. Negotiation. During the Freeze Period, the Parties shall negotiate in good faith in an attempt to reach an agreement whereby the Developer would redevelop the Property. The Parties are under no obligation to reach such an agreement, and mutually acknowledge that both Parties, or either Party, may withdraw from such negotiations at any time, for any reason, or no reason. If either Party so withdraws, they shall give written notice to the other Party, and this Agreement shall terminate as of the date of such notice. If the negotiations result in an agreement, the terms of such shall be memorialized in a subsequent agreement between the Parties, which agreement shall supersede and replace this Agreement.

3. No Partnership. Nothing in this Agreement shall be construed to create any co-partnership, principal and agent, joint venture or other similar relationship between the Parties hereto, and no Party may incur debts or liabilities in the name, or on behalf, of any other Party

unless expressly approved by the Party to be bound thereby in a written instrument signed by such Party.

4. Nonwaiver of Governmental Immunity. No provision of this Agreement shall be construed as a waiver of any immunity or limitation of liability granted to or conferred upon the City by applicable provisions of Wisconsin law.


5. Neutral Construction. The Parties acknowledge this Agreement is the product of negotiations between the Parties and that, prior to the execution hereof, each Party has had full and adequate opportunity to have this Agreement reviewed by, and to obtain the advice of, its own legal counsel with respect hereto. Nothing in this Agreement shall be construed more strictly for or against either Party because that Party's attorney drafted this Agreement or any part hereof.

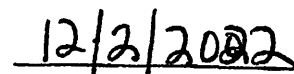
IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the day and year first above written.

THE CITY OF WATERLOO

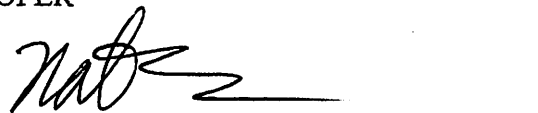
By: 
Jenifer Quimby, Mayor

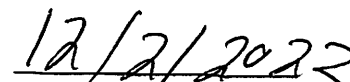

Date

Attest: 
Jeanne Ritter, City Clerk


Date

DEVELOPER


Nate Snyder


Date

DRAFTED BY:

William S. Cole, City Attorney
AXLEY BRYNELSON, I.L.P 2
East Mifflin Street, Suite 200
Madison, Wisconsin 53703

Waterloo Community Development Authority -- Annual Calendar

Preferred meeting night: 3rd Tuesday of month at 6:00 pm

Recurring monthly review and action (1) CDA Implementation Plan Progress; (2) Grant Application Tracking

<p>JANUARY</p> <ul style="list-style-type: none"> - evaluate CDA Progress Measures - finalize prior year Annual Report
<p>FEBRUARY</p> <ul style="list-style-type: none"> - notify Mayor of member reappointment interest - align/modify CDA Progress Measures as needed - submit Annual Report to City Council
<p>MARCH</p> <ul style="list-style-type: none"> - notify Mayor of member reappointment interest - Push to closeout incomplete prior year items
<p>APRIL</p> <ul style="list-style-type: none"> - Mayoral appointments - Push to closeout incomplete prior year items
<p>MAY</p> <ul style="list-style-type: none"> - CDA election of Chair and Vice Chair - evaluate CDA Progress Measures
<p>JUNE</p> <ul style="list-style-type: none"> - start future year budget submittal - review of tax increment finance district progress
<p>JULY</p> <ul style="list-style-type: none"> - review of tax increment finance district progress - future year budget planning - align CDA Progress Measures with budget planning - reaffirm or jettison all active programs and projects
<p>AUGUST</p> <ul style="list-style-type: none"> - future year budget submittal to Finance, Insurance & Personnel Committee, including tax incremental finance funds
<p>SEPTEMBER</p> <ul style="list-style-type: none"> - evaluate CDA Progress Measures
<p>OCTOBER</p> <ul style="list-style-type: none"> - <u>s</u>trength, <u>w</u>eaknesses <u>o</u>pportunities & <u>t</u>hreats (SWOT) exercise
<p>NOVEMBER</p> <ul style="list-style-type: none"> - community outreach
<p>DECEMBER</p> <ul style="list-style-type: none"> - community outreach - review staff draft, Annual Report to City Council - update calendar