



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: November 14, 2023  
Time: 6:00 p.m.  
Location: Municipal Building, 136 North Monroe Street

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL
- 2) MEETING MINUTES APPROVAL: September 19, 2023
- 3) UPDATES & REPORTS
  - a) Non-Metro Connections Update
  - b) Financial Reports Tax Incremental Finance Districts 2, 3 & 4, and Fund 600
  - c) Blight Blue and Whitelist
  - d) Business Association Liaison Report,
  - e) School District Liaison
- 4) OLD BUSINESS
  - a) Downtown Master Plan
    - i) BID District Letter and Timeline
- 5) NEW BUSINESS
  - a) Agreement to Freeze 333 Portland Road
- 6) CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS (3-minute time limit)
  - a) Annual Calendar
- 7) ADJOURNMENT

Jeanne Ritter, Clerk/Deputy Treasurer

**Community Development Authority:** Soter, C. Kuhl, A. Kuhl, Hudson, O'Connell, Zimmermann, Haseleu, and School District Superintendent Brian Henning as non-voting School District liaison  
Posted, Mailed and E-mailed: 11/10/2023.

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 noted. 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: September 19, 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: A. Kuhl, C. Kuhl, O'Connell, Hudson, Soter, Zimmerman and Haseleu. Remote: none Absent: non-voting member from School District. Others in Attendance or remote: E Butzine, L. Columbus, T. Hobbs and Clerk Ritter.
2. MEETING MINUTES APPROVAL: August 15, 2023 [A. Kuhl/O'Connell] 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 & Whitelist
  - d. Business Association Liaison Report. None
  - e. School District Liaison. none
4. OLD BUSINESS
  - a. Downtown Master Plan
    - i. BID District Proposal – November meeting have business members attend. Change the November meeting from 21<sup>st</sup> to 14<sup>th</sup>. Motion [O'Connell/A.Kuhl] VOICE VOTE: Motion carried.
    - ii. Revolving Loan Information – No information
  - b. CDA Budget \$50,000 earmarked for BID district Motion [O'Connell/A.Kuhl] Motion carried.
5. NEW BUSINESS
  - a. Signs for Recipients of Façade Grant – purchase 4 signs from TID 2 to rotate among Façade Grant recipients.
6. CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Annual Calendar
7. ADJOURNMENT. MOTION: [C.Kuhl/A.Kuhl] VOICE VOTE: Motion carried. Time: 7:17 pm.

Attest:

Jeanne Ritter  
Clerk/Deputy Treasurer



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[info@non-mc.com](mailto:info@non-mc.com)

1064 Kamperschroer Way, Sun Prairie, WI 53590

920-203-3859

November 9, 2023

Community Development Authority  
136 North Monroe St.  
Waterloo, WI 53594

**RE: November Update**

CDA Board,

I have partook in many key meetings and work over the past month, including:

- Jefferson County Economic Development Consortium
  - Monthly JCEDC Board meeting → Vice Chair
  - ThriveED Executive Committee
- 333 Portland Rd.
  - 1 Potential Projects
  - Freeze Agreement
  - Met with DNR
  - Finding trusted Engineers for the project
- Project Forward
  - Update
- Dempsey Property
  - DOT Update
  - Financing update
- Downtown Action Plan
  - BID Proposal
  - BID Letter
  - Funding

Please let me know if there are any additional areas of focus you would like me to start on.

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Everett Butzine  
Owner/Managing Member  
Non-Metro Connections

# CITY OF WATERLOO

BALANCE SHEET  
OCTOBER 31, 2023

## 412-TIF DISTRICT 2 FUND

### ASSETS

412-11100	TREASURER'S CASH	495,835.83	
412-15800	DUE FROM AGENCY FUND TAXES	15,752.84	
	TOTAL ASSETS		<u>511,588.67</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

412-26100	DEFERRED REVENUE	15,752.96	
	TOTAL LIABILITIES		15,752.96

#### FUND EQUITY

412-34300	FUND BALANCE	544,175.56	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	( 48,339.85)	
	TOTAL FUND EQUITY		<u>495,835.71</u>
	TOTAL LIABILITIES AND EQUITY		<u>511,588.67</u>



**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2023

**FUND 412 - TIF DISTRICT 2 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>TIF DISTRICT 2 FUND</u>					
412-41-4111-000 TAX INCREMENTS	.00	36,104.16	49,955.00	13,850.84	72.3
TOTAL TIF DISTRICT 2 FUND	.00	36,104.16	49,955.00	13,850.84	72.3
<u>INTERGOVERNMENTAL REVENUE</u>					
412-43-4364-000 STATE AID EXEMPT COMPUTERS	.00	783.20	783.00	( .20)	100.0
412-43-4366-000 STATE AID PERSONAL PROPERTY	.00	2,036.19	2,036.19	.00	100.0
TOTAL INTERGOVERNMENTAL REVENUE	.00	2,819.39	2,819.19	( .20)	100.0
<u>MISCELLANEOUS REVENUES</u>					
412-48-4800-000 MISC REVENUES	.00	50.00	101,000.00	100,950.00	.1
TOTAL MISCELLANEOUS REVENUES	.00	50.00	101,000.00	100,950.00	.1
TOTAL FUND REVENUE	.00	38,973.55	153,774.19	114,800.64	25.3

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2023

**FUND 412 - TIF DISTRICT 2 FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>LEGISLATIVE SUPPORT</u>						
412-51-5112-320	LEGIS SUPPORT PR & PUB	.00	.00	100.00	100.00	.0
412-51-5112-325	LEGIS SUPPORT ANNUAL DOR FEE	.00	150.00	150.00	.00	100.0
	<b>TOTAL LEGISLATIVE SUPPORT</b>	<b>.00</b>	<b>150.00</b>	<b>250.00</b>	<b>100.00</b>	<b>60.0</b>
<u>ATTORNEY</u>						
412-51-5130-211	ATTORNEY ATTORNEY FEES	.00	.00	1,500.00	1,500.00	.0
	<b>TOTAL ATTORNEY</b>	<b>.00</b>	<b>.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>.0</b>
<u>CLERK - WAGES</u>						
412-51-5142-110	CLERK SALARY/CLERK	.00	.00	12,750.00	12,750.00	.0
	<b>TOTAL CLERK - WAGES</b>	<b>.00</b>	<b>.00</b>	<b>12,750.00</b>	<b>12,750.00</b>	<b>.0</b>
<u>SPECIAL ACCTG AND AUDITING</u>						
412-51-5151-214	SPEC ACCTG & AUD PROF FEES	.00	7,193.17	3,400.00	( 3,793.17)	211.6
	<b>TOTAL SPECIAL ACCTG AND AUDITING</b>	<b>.00</b>	<b>7,193.17</b>	<b>3,400.00</b>	<b>( 3,793.17)</b>	<b>211.6</b>
<u>ENGINEERING AND ADMINISTRATION</u>						
412-53-5310-215	ENG & ADMIN PROF FEES	545.00	40,443.44	31,060.00	( 9,383.44)	130.2
412-53-5310-380	TID 2 COMPUTER SUPPLY/MAINT	43.80	197.10	303.00	105.90	65.1
	<b>TOTAL ENGINEERING AND ADMINISTRATION</b>	<b>588.80</b>	<b>40,640.54</b>	<b>31,363.00</b>	<b>( 9,277.54)</b>	<b>129.6</b>
<u>CAPITAL PROJECT</u>						
412-57-5701-806	CAPITAL PROJ IMPROVEMENT PROG	.00	14,643.00	.00	( 14,643.00)	.0
	<b>TOTAL CAPITAL PROJECT</b>	<b>.00</b>	<b>14,643.00</b>	<b>.00</b>	<b>( 14,643.00)</b>	<b>.0</b>
<u>DEBT SERVICE</u>						
412-59-5926-001	DEBT SERVICE	.00	24,686.69	.00	( 24,686.69)	.0
	<b>TOTAL DEBT SERVICE</b>	<b>.00</b>	<b>24,686.69</b>	<b>.00</b>	<b>( 24,686.69)</b>	<b>.0</b>

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2023

**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	588.80	87,313.40	49,263.00	( 38,050.40)	177.2
NET REVENUE OVER(UNDER) EXPENDITURES	( 588.80)	( 48,339.85)	104,511.19		

# CITY OF WATERLOO

BALANCE SHEET  
OCTOBER 31, 2023

## 413-TIF DISTRICT 3 FUND

### ASSETS

413-11100	TREASURER'S CASH	7,956.92	
413-15800	DUE FROM AGENCY FUND TAXES	22,752.43	
	TOTAL ASSETS		<u>30,709.35</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

413-26100	DEFERRED REVENUE	22,752.31	
	TOTAL LIABILITIES		22,752.31

#### FUND EQUITY

413-34300	FUND BALANCE	68,445.42	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	( 60,488.38)	
	TOTAL FUND EQUITY		<u>7,957.04</u>
	TOTAL LIABILITIES AND EQUITY		<u>30,709.35</u>

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2023

**FUND 413 - TIF DISTRICT 3 FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNDER(OVER)</u>	<u>% OF</u>
<u>TAXES</u>					
413-41-4111-000 TAX INCREMENTS	.00	52,149.57	72,156.00	20,006.43	72.3
TOTAL TAXES	.00	52,149.57	72,156.00	20,006.43	72.3
<u>INTERGOVERNMENTAL REVENUE</u>					
413-43-4364-000 STATE AID EXEMPT COMPUTERS	.00	319.95	320.00	.05	100.0
413-43-4365-000 STATE AID PERSONAL PROPERTY	.00	220.77	221.00	.23	99.9
TOTAL INTERGOVERNMENTAL REVENUE	.00	540.72	541.00	.28	100.0
<u>MISCELLANEOUS REVENUES</u>					
413-48-4800-000 MISC REVENUES	.00	.00	25,000.00	25,000.00	.0
TOTAL MISCELLANEOUS REVENUES	.00	.00	25,000.00	25,000.00	.0
TOTAL FUND REVENUE	.00	52,690.29	97,697.00	45,006.71	53.9

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2023

**FUND 413 - TIF DISTRICT 3 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>LEGISLATIVE SUPPORT</u>					
413-51-5112-325 LEGIS SUPPORT ANNUAL DOR FEE	.00	150.00	150.00	.00	100.0
TOTAL LEGISLATIVE SUPPORT	.00	150.00	150.00	.00	100.0
<u>SPECIAL ACCTG AND AUDITING</u>					
413-51-5151-214 SPEC ACCTG & AUD PROF FEES	.00	1,285.67	3,400.00	2,114.33	37.8
TOTAL SPECIAL ACCTG AND AUDITING	.00	1,285.67	3,400.00	2,114.33	37.8
<u>ENGINEERING AND ADMINISTRATION</u>					
413-53-5310-215 ENG & ADMIN PROF FEES	.00	1,190.50	1,000.00	( 190.50)	119.1
TOTAL ENGINEERING AND ADMINISTRATION	.00	1,190.50	1,000.00	( 190.50)	119.1
<u>TRANSFER TO DEBT SERVICE</u>					
413-59-5929-000 TRANSFER TO DEBT SERVICE	19,978.75	110,552.50	110,552.50	.00	100.0
TOTAL TRANSFER TO DEBT SERVICE	19,978.75	110,552.50	110,552.50	.00	100.0
TOTAL FUND EXPENDITURES	19,978.75	113,178.67	115,102.50	1,923.83	98.3
NET REVENUE OVER(UNDER) EXPENDITURES	( 19,978.75)	( 60,488.38)	( 17,405.50)		

# CITY OF WATERLOO

BALANCE SHEET  
OCTOBER 31, 2023

## 414-TIF DISTRICT 4 FUND

### ASSETS

414-11100	TREASURER'S CASH	69,134.96	
414-15800	DUE FROM AGENCY FUND TAXES	16,037.30	
	TOTAL ASSETS		<u>85,172.26</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

414-26100	DEFERRED REVENUE	16,037.30	
	TOTAL LIABILITIES		16,037.30

#### FUND EQUITY

414-34300	FUND BALANCE	76,292.22	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	( 7,157.26)	
	TOTAL FUND EQUITY		<u>69,134.96</u>
	TOTAL LIABILITIES AND EQUITY		<u>85,172.26</u>

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2023

**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>TIF DISTRICT 4 FUND</u>					
414-41-4111-000 TAX INCREMENTS	.00	36,235.70	50,137.00	13,901.30	72.3
TOTAL TIF DISTRICT 4 FUND	.00	36,235.70	50,137.00	13,901.30	72.3
<u>INTERGOVERNMENTAL REVENUE</u>					
414-43-4364-000 STATE AID COMPUTERS	.00	238.03	239.00	.97	99.6
414-43-4365-000 STATE AID PERSONAL PROPERTY	.00	683.07	683.00	( .07)	100.0
TOTAL INTERGOVERNMENTAL REVENUE	.00	921.10	922.00	.90	99.9
TOTAL FUND REVENUE	.00	37,156.80	51,059.00	13,902.20	72.8



**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING OCTOBER 31, 2023

**FUND 414 - TIF DISTRICT 4 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>LEGISLATIVE SUPPORT</u>					
414-51-5112-325 LEGIS SUPPORT ANNUAL DOR FEE	.00	150.00	150.00	.00	100.0
TOTAL LEGISLATIVE SUPPORT	.00	150.00	150.00	.00	100.0
<u>SPECIAL ACCTG AND AUDITING</u>					
414-51-5151-214 SPEC ACCTG & AUD PROF FEES	.00	830.66	3,400.00	2,569.34	24.4
TOTAL SPECIAL ACCTG AND AUDITING	.00	830.66	3,400.00	2,569.34	24.4
<u>ENGINEERING AND ADMINISTRATION</u>					
414-53-5310-215 ENG & ADMIN PROF FEES	4,333.34	43,333.40	26,000.00	( 17,333.40)	166.7
TOTAL ENGINEERING AND ADMINISTRATION	4,333.34	43,333.40	26,000.00	( 17,333.40)	166.7
TOTAL FUND EXPENDITURES	4,333.34	44,314.06	29,550.00	( 14,764.06)	150.0
NET REVENUE OVER(UNDER) EXPENDITURES	( 4,333.34)	( 7,157.26)	21,509.00		

## BLIGHT LIST updated 09.26.2023

Street	Property #	Open Date	Owner of Property	Who Complained /follow up with	Desire d Outco	Link to Ordi	Notes	Action	Who is following up	NMC Time spent
Henry Court	318	9/26/2023	Steven Statz	DPW/PD			Trailer			
Anna	319	9/26/2023	Mark Pratt	DPW/PD			Boat			
Lum Ave	920	9/26/2023	Kenneth Frandle	DPW/PD			Junk			
Lum Ave	1030	9/26/2023	Matthew Reuchel	DPW/PD			Trailer			
Jaystone Terrace	1040	9/26/2023	Matthew Williams	DPW/PD			Trailer			
Pearl Ct	921	9/26/2023	Ashley Erickson	DPW/PD			Trailer			
Heil	1190	9/26/2023	John Holzhuetter	DPW/PD			Trailer			
Portland Road	230	9/26/2023	James Steindorf	DPW/PD			Vehicles			
Portland Road	208	9/26/2023	Gordon Yelk	DPW/PD			Junk			
Grove	140	9/26/2023	RJB Rentals LLC	DPW/PD			Vehicle			
Chestnut	1223	9/26/2023	Kryssa Neitzel	DPW/PD			Boat			
Oak	1239	9/26/2023	Lois Leistico	DPW/PD			Junk			
Oak	1215	9/26/2023	James Schultz	DPW/PD			Trailer			
Maple	109	9/26/2023	Paul Petit	DPW/PD			Boat			
Adams	380	9/26/2023	Jeanette Petts	DPW/PD			Vehicles			
Jefferson	144	9/26/2023	Patricia Schickert	DPW/PD			Trailer			
Jefferson	135	9/26/2023	Corey Besl	DPW/PD			Boat			
E Madison St	446	9/26/2023	Timothy Rounds	DPW/PD			Boat			
E Madison St	515	9/26/2023	Roger Hovde	DPW/PD			Junk			
Pierce	545	9/26/2023	Elizabeth Kiersten	DPW/PD			Vehicle			
Pierce	451	9/26/2023	Paul Marty	DPW/PD			Vehicle			
Mill	140	9/26/2023	John Iwanski	DPW/PD			Vehicle			
Mill	258	9/26/2023	Mark Hurley	DPW/PD			Junk			
Cleveland	425	9/26/2023	Alex Morris	DPW/PD			Junk			
Cleveland	527	9/26/2023	Robert Gingles	DPW/PD			Vehicle			
Streator	410	9/26/2023	Lowell Wright	DPW/PD			Junk			
Streator	210	9/26/2023	John Eggert	DPW/PD			Boat			
E Madison St	130	9/26/2023	Mark Hurley	DPW/PD			Building			
E Madison St	112	9/26/2023	Hubred Properties	DPW/PD			Vehicle			
W Madison St	122	9/26/2023	Quality Control	DPW/PD			Vehicle			

Street	Property #	Open Date	Owner of Property	Who Complained /follow up with	Desire d Outcome	Link to Ordinance	Notes	Action	Who is following up	NMC Time spent
Edison St	403	9/26/2023	Tom Hotmar	DPW/PD			Trailer			
S Monroe St	123	9/26/2023	Lee Columbus	DPW/PD			Trailer			
W Madison St	135 1/2	9/26/2023	Quality Control	DPW/PD			Junk/Vehicle			
E Madison St	104	9/26/2023	Gregorio Ayala	DPW/PD			Vehicle			
W Madison St	662	9/26/2023	Chad Decaluwe	DPW/PD			?			
Knowlton	530	9/26/2023	Bryon Bergeron	DPW/PD			Junk			
Mckay Way	540	9/26/2023	Wisco Properties	DPW/PD			Camper			
Mckay Way	240	9/26/2023	Mayra Olivares	DPW/PD			Landscaping			
Mckay Way	520	9/26/2023	Sher Her	DPW/PD			Trailer			
Mckay Way	478	9/26/2023	Rodolfo Gomez-Delgado	DPW/PD			Vehicle			
Mckay Way	710	9/26/2023	Meadowbrook Apts	DPW/PD			Tree Trimming			
Fox Lane	675	9/26/2023	Eric Gangstad	DPW/PD			Junk/Vehicle			
Canal Road	934	9/26/2023	Ronald Buschkopf	DPW/PD			Vehicles			
Canal Road	832	9/26/2023	Michael Jansen	DPW/PD			RV & Junk			
Minnetonka	437	9/26/2023	Bruce Braunschweig	DPW/PD			Non-OP Vehicle			
Minnehaha	414	9/26/2023	James Reynolds	DPW/PD			Camper			
W Indian Road	621	9/26/2023	Timothy Kopplin	DPW/PD			Boat			
W Indian Road	513	9/26/2023	Brian Bartaszewicz	DPW/PD			Boat & Trailer			
W Indian Road	504	9/26/2023	Mary Mikalson	DPW/PD			Boat			
W Indian Road	411	9/26/2023	Lewis Lewellin	DPW/PD			Camper			
W Indian Road	403	9/26/2023	Ronald Klug	DPW/PD			Boat			
Herron Drive	860	9/26/2023	Rick Nahrstadt	DPW/PD			Camper			
Herron Drive	915	9/26/2023	Pascal Assine	DPW/PD			Vehicles			
Crestview	565	9/26/2023	565 Crestview LLC	DPW/PD			Junk			
Porter	130	9/26/2023	Jay Killary	DPW/PD			Camper			
Bradford	520	9/26/2023	Jackson Miller	DPW/PD			Junk			
Bradford	457	9/26/2023	Karmen Westerveld-Opsteen	DPW/PD			Camper			
Bradford	420	9/26/2023	James Kuhlow	DPW/PD			Junk			
Bradford	330	9/26/2023	Paul Thomas	DPW/PD			Boat			
Bradford	325	9/26/2023	William Westphal	DPW/PD			Trailer			
Gregor	130	9/26/2023	Tina Thiakos	DPW/PD			Non-OP Vehicle/Trailer			
Hendricks	136	9/26/2023	Jarrett Kuhl	DPW/PD			Trailer			
Hendricks	150	9/26/2023	Carol Schwartz	DPW/PD			Trailer			
Washington	134	9/26/2023	Michelle Marceau	DPW/PD			Boats			
Washington	173	9/26/2023	Jami Forman	DPW/PD			Vehicle			
Washington	206	9/26/2023	David Markvart	DPW/PD			Camper			
S Monroe St	261	9/26/2023	Andrew Gruewald	DPW/PD			Vehicle			
W Polk St	285	9/26/2023	Daniel Knapton	DPW/PD			Boat/Trailers			



## 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 GoldSky Capital LLC, a Wisconsin Limited Liability Company (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 60 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 60 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.

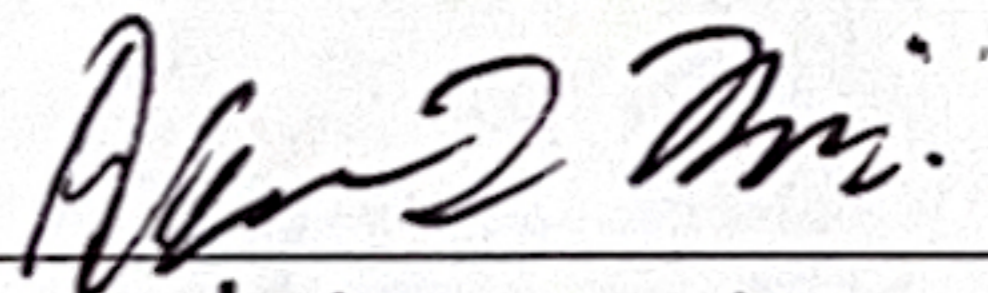
Jenifer Quimby, or

Date

Attest:

Jean Ritter, City Clerk

THE CITY OF WATERLOO



Andrew Millis  
managing partner Goldsky Capital LLC

Date 11/10/23

DRAFTED BY:

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



## Waterloo Community Development Authority -- Annual Calendar

Preferred meeting night: 3<sup>rd</sup> Tuesday of month at 6:00 pm

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

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