



136 North Monroe Street
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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: May 21, 2024
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: April 16, 2024
- 3) REPORTS AND PRESENTATIONS
- 4) UPDATES & REPORTS
 - a) Mad Rep Update
 - b) Financial Reports Tax Incremental Finance Districts 2, 3 & 4, and Fund 600
 - c) Business Association Liaison Report
 - d) School District Liaison
- 5) OLD BUSINESS
 - a) Discussion on Downtown Master Plan
 - b) BID Proposal
- 6) NEW BUSINESS
 - a) Election of Chair and Vice Chair
 - b) Business Association Meeting
 - c) BID Survey
- 7) CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS (3-minute time limit)
 - a) Annual Calendar
- 8) ADJOURNMENT

Jeanne Ritter, Clerk/Deputy Treasurer

Community Development Authority: Soter, C. Kuhl, A. Kuhl, Empey, O'Connell, Zimmermann, Haseleu, and School District Superintendent Brian Henning as non-voting School District liaison
Posted, Mailed and E-mailed: 05/16/2024.

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: April 16, 2024

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: C. Kuhl, O'Connell, Soter, Zimmerman, Haseleu, and A. Kuhl. Remote: none Absent: K. Hudson. Others in Attendance or remote: E Butzine and Clerk Ritter.
2. MEETING MINUTES APPROVAL: March 19, 2024 [A. Kuhl/J. O'Connell] VOICE VOTE: Motion carried.
3. UPDATES & REPORTS. – Discussion (see reports in packet)
 - a. Mad Rep Update
 - b. Financial Reports Tax Incremental Finance Districts 2, 3 & 4, and Fund 600
 - c. Business Association Liaison Report:
 - d. School District Liaison. None
4. OLD BUSINESS
 - a. Discussion on Downtown Master Plan
5. NEW BUSINESS
 - a. BID Findings – Discussion
 - b. BID Proposal – CDA would like more information on how businesses feel about this.
6. CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Annual Calendar
7. ADJOURNMENT. MOTION: [Soter/A.Kuhl] VOICE VOTE: Motion carried. Time: 7pm.

Attest:

Jeanne Ritter
Clerk/Deputy Treasurer



May 13, 2024

Waterloo City Hall Attn: CDA
136 North Monroe Street
Waterloo, WI 53594

Re: May Update

Dear CDA:

Here is a list of current and ongoing projects.

1. Continued participation with ThriveED and JCEDC Board of Directors/Executive Board.
2. 333 Portland Rd.
 - a. Access issues
 - i. DOT meeting
 - b. Working with outside agency for best fit
 - c. Feasibility analysis
3. Duquaine proposed development
4. Downtown Master Plan
5. Assessing community for suitable residential development
 - a. Steve Brown Apts.
 - b. St. Joshep
6. Project forward
7. TID 5
 - a. Contacting landowners
8. New industrial land opportunities

Sincerely,

Everett Butzine

Everett Butzine

Vice President of Economic Development
Madison Region Economic Partnership, Inc.

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">- strength, weaknesses opportunities & threats (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