

**A JOINT MEETING OF THE
WATERLOO COMMUNITY DEVELOPMENT AUTHORITY & WATERLOO COMMUNITY DEVELOPMENT COMMITTEE
MEETING MINUTES: May 15, 2018**

1. ROLL CALL AND CALL TO ORDER. CDA Chair Hermanson called the joint meeting to order at 6:00 p.m. in the Municipal Building Council Chambers. CDA members present: Stinnett, Hermanson, Tuttle and Reynolds. Absent: Lewandowski and Ziaja. CDC members present: Petts and Thomas. Absent: Ziaja. Others present: Ron Griffin; Tama Griffin; Parker Dow; Deputy Clerk/Treasurer Mike Kawula and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: April 17, 2018 & February 20, 2018. MOTION: Moved by Thomas, seconded Petts to approve the both meeting minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. UPDATES & REPORTS
 - a. Chamber of Commerce Liaison. DISCUSSION: Nicole Tuttle reported on Chamber items: (a) Downtown beautification occurred with volunteers planting flowers in planter pits; (b) The Chamber was working with students on "Small Business Day;" (c) Plans were coming together for Wiener & Kraut Day; (d) An annual golf outing was taking place after not occurring in the prior year.
 - b. Fund 600 - Monthly Financials. Noted.
 - c. Grant Tracking. Noted.
 - d. 117 East Madison Street, Maunessa Business Center, 2nd Electric Meter. DISCUSSION: Hansen said meter installation was being scheduled
 - e. 333 Portland Road, Phase 3 – Demolition. DISCUSSION: Hansen said the bid process would be scheduled such that bids would be available for consideration at next meeting.
5. ECONOMIC DEVELOPMENT IMPLEMENTATION PROGRESS
 - a. WORK GROUP PROGRESS REPORT
 - i. Project Neighbor – DISCUSSION: Hansen said progress was taking place with Gabriel Elder creating a standardized list from public data. He said use would involve opt-in, and opt-out, components.
 - ii. Street Market Launch. DISCUSSION: Tuttle said eight vendors were participating. The market was just about ready to go, and social media was up. Responding to questions she said one of eight was a farmer. She said it would be helpful to forward prospective vendors to her. She said fliers were in the works;
 - iii. Brand Waterloo "Green Healthy" DISCUSSION: Petts said the logo from Sue Moe was available.
 - iv. Preferred Use(s) - 333 Portland Rd To Monitoring Phase Completion Activity. See above.
 - b. May – June Implementation Tracking (hand out at meeting). No action taken.
6. UNFINISHED BUSINESS
 - a. FlipGrid CDA-CDC Review. No action taken.
7. NEW BUSINESS
 - a. Commercial Pop-ups. DISCUSSION: The body discussed Moe's prior meeting presentation. Petts asked how Viroqua was funded. It was noted Waterloo already did a Pop-up.
 - b. Bingo. DISCUSSION: Stinnett asked how licensing would work and if municipalities may have licenses.
 - c. Sign-Kiosk Installations -- Request To Reconsider Project Implementation Until Revenue Is Available To Fund Installation. DISCUSSION: Hansen requested reconsideration. By consensus the body agreed.
 - d. Parcel 290-0813-0544-089 (217 Maple Drive), Considering An Action Plan For Selling The Parcel. DISCUSSION: The body discussed the merits of various minimum bid amounts. MOTION: Moved by Petts, seconded by Tuttle to direct the posting of a public bid process to include a minimum bid of \$12,500. ROLL CALL VOTE: Ayes: Petts, Stinnett, Hermanson, Tuttle and Reynolds. Noes: Thomas with Ziaja and Lewandowski absent. Motion carried.
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. ## Stinnett shared Summer Concert Series information.
9. ADJOURNMENT. By Consensus the body adjourned at 6:59 p.m.

Attest:



Mo Hansen
Clerk/Treasurer
Page 1 of 1