

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY -- MEETING MINUTES: June 21, 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 Co-Chair O'Connell called the meeting to order at 6:00 p.m. Members present: C. Kuhl, M. Soter, and Petts. Remote: A. Kuhl Absent: Sharpe, Woods, and the non-voting member from School District and Business Association. Others in Attendance or remote: Maureen Giese, Everett Butzine, Jennifer Picard, and Clerk Ritter.
2. MEETING MINUTES APPROVAL: May 17, 2022. MOTION: [Petts/O'Connell] to approve the minutes as listed and presented. VOICE VOTE: Motion carried.
3. UPDATES & REPORTS.
 - a. Non-Metro Connections – Motion to go into New Business [C. Kuhl/Soter] VOICE VOTE: Motion carried.
 - b. Clerk/Treasurer Report. Lead update. Currently at 19 homes with lead to be completed.
 - c. Financial Reports Tax Incremental Finance Districts 2, 3 & 4, and Fund 600. Noted
 - d. Business Association Liaison Report.
 - e. School District Liaison. No report.
4. OLD BUSINESS
 - a. New Resident Outreach. Welcome Packet. Library made welcome bags to hand out. Soter gave a summary. Working on 250 bags. O'Connell would like to see this left on. Adding to website
 - b. 333 Portland Rd
 - i. Archaeological Study Information Update. UW Milwaukee Jenifer Picard spoke regarding the study. Samples were taken from the site. Absolutely nothing was discovered from the samples. Information was sent to the Wisconsin Historical Society, and they agreed with the findings. We can use the report to submit to the DNR if needed. [Kuhl/Petts] VOICE VOTE: Motion carried.
5. NEW BUSINESS
 - a. Manuesha Business Center – Crack in wall of building. Discussion on how to proceed. Looking for Yerges to [Petts/C. Kuhl] give Committee a recommendation. VOICE VOTE: Motion carried.
 - b. 333 Portland Road – Offer to Purchase. Butzine gave a summary of the contract. Offer for \$1 with a developer agreement. Currently the best use for this land. Would want to start at the top of the parcel. Doing the commercial area first. Motion to send to Plan Commission with CDA approval with the intention of forwarding to the City Council [C. Kuhl/Petts] VOICE VOTE: Motion carried.
 - c. Community Assessment update – NMC Butzine handed out a report detailing the survey. He felt people are looking for more transparency from the City. Struggle to get information to the people. Website has all meetings and City information on it. Looking for more ways to involve public. Population of Waterloo most likely to continue to increase. Updates/Newsletter shared during park events. Continue to use social media. Revisit this at next meeting after members can absorb material.
 - d. Economic Development Plan Proposal NMC – Butzine would like to see a plan for the city to grow. Overall plan or theme written down. Managed through Non-Metro Connections instead of the CDA. Committee would like to see a proposal from Butzine next month. Motion to have Everett bring in a proposal next month. [O'Connell/Petts] VOICE VOTE: Motion carried. Butzine will review RFP for code compliance/blight person and write his own proposal for that too. [O'Connell/ C. Kuhl] VOICE VOTE: Motion carried. Mayor spoke about completing Maple Dr to Portland Rd. She spoke to landowners to see if they would be interested in selling a part of their property to complete road. They aren't interested in development but would be interested in sale to help complete road.
6. CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Annual Calendar noted.
 - b. Maureen Giese spoke regarding mission statement for the Waterloo Business Association. Historical plaques on building downtown buildings. Giese spoke about the wall between the Historical Society and the City Cemetery stating it needs to be cleaned and repaired. She would also like to see a proper sign regarding how and when the Cemetery started.
7. ADJOURNMENT. MOTION: [Petts/C. Kuhl] VOICE VOTE: Motion carried. Time: 7:45 p.m.

Attest:

Jeanne Ritter
Clerk/Deputy Treasurer