

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY
MEETING MINUTES: September 17, 2019
Corrected January 15, 2020 mh

1. ROLL CALL AND CALL TO ORDER. CDA Chair Stinnett called to order at 6:00 p.m. in the Municipal Building Council Chambers. CDA members present: Whitebird; Petts; Stinnett; Deegan; Kuhl; Lewandowski and Weihert. Absent: **Whitebird none**; and non-voting member Brian Henning. Others present: Alder Ron Griffin; Mayor Quimby; Parker Dow and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: September 9, 2019 meeting minutes. MOTION: Moved by Petts, seconded by Kuhl to table approval. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None. Weihert questioned the amount of progress surrounding the Hawthorn & Stone assisted living project.
4. UPDATES & REPORTS
 - a. School District Liaison. Lewandowski provided a brief update.
 - b. Chamber Of Commerce Liaison. Deegan said she would first meet with Chambers Board members at its next meeting.
 - c. Citizen Engagement/Outreach – Help Out Town Waterloo. No report.
 - d. Economic Development Plan Implementation Progress. Noted with further below.
 - e. Financial Reports.
 - i. Fund 600 [CDA]. Noted.
 - ii. Funds 412, 413 & 414 [Tax Incremental Finance Districts 2, 3 & 4]. No report provided.
 - f. Grant Tracking. Hansen commented on pending WEDC reimbursements for the Idle Sites Industrial Grant and a Site Assessment Grant for 333j Portland Road. He said reimbursements should arrive later in September
 - g. 333 Portland Road, Site Interest List. Noted. Ron Griffin approached the members displaying maps. He indicated a concern that his original map was two acres and the current map was .8 acres. Hansen indicated that the boundary lines had been modified per Griffin's request. The body spontaneously conversed in sub-groups for ten minutes. Lewandowski said the CDA had done its action and that certified survey maps were the responsibility of the Plan Commission and City Council. No action taken.
5. UNFINISHED BUSINESS
 - a. 2020 Budget And Evaluating CDA Progress Measures. The Mayor briefed the CDA reviewing the implementation list saying connectivity was an item listed, garden space also. She advised the body to pick a project or projects and move on them. She noted housing as a key priority. A bike plan was referenced; 203 East Madison Street was referenced. Community Outreach was referenced. The Welcome Packet concept was referenced.
 - b. 203 East Madison Street, Phase 4. The Mayor briefed attendees saying: Gabe Haberkorn was getting appraisals for land privately owned connection 203 East Madison Street. The fence selection was discussed. It was noted that the Kunkel Engineering Group revised cost estimate was not completed. MOTION: Moved by Kuhl, seconded by Deegan to put the CDA on record as supporting the black steel fence at an amount of \$3,410.80. VOICE VOTE: Motion carried.
 - c. Modifying The Existing RFP For Performance Based Economic Development Services. DISCUSSION: It was noted that the \$25,000 in the current year budget, if not spent would remain in Fund 600. Whitebird spoke in favor of splitting the RFP into two components as soon as possible. **MOTION: Moved by Whitebird, seconded by Petts to direct the RFP to be split as described and for the 2019 funding to be carried over to 2020.** VOICE VOTE: Motion carried.
 - d. Annual Calendar Review. MOTION: Moved by Kuhl, seconded by Weihert to approve the calendar as is for 2020. VOICE VOTE: Motion carried.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. About Tax Incremental Financing - Tax Incremental Finance Districts Review
7. ADJOURNMENT. MOTION: Moved by Whitebird, seconded by others to adjourn. Estimated time: 7:15 p.m.

Attest:



Mo Hansen
Clerk/Treasurer