



136 North Monroe Street  
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[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: August 18, 2020  
Time: 6:00 p.m.  
Location: Municipal Building, 136 North Monroe Street (via remote phone conference for participants and public)

### Remote Access Instructions

#### Join Zoom Meeting

<https://us02web.zoom.us/j/83259037730?pwd=NUdKVnBhQjJ6NXZZdUdkQ1NkaTBEZz09>

Meeting ID: 832 5903 7730

Passcode: 099895

#### Dial by your location

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Germantown)

Meeting ID: 832 5903 7730

Passcode: 099895

1. ROLL CALL AND CALL TO ORDER
2. MEETING MINUTES APPROVAL: July 21, 2020
3. CITIZEN INPUT
4. UPDATES & REPORTS
  - a. School District Liaison
  - b. Economic Development Plan Implementation Progress Including 333 Portland Road Site Interest List
  - c. Financial Reports Tax Incremental Finance Districts 2, 3 & 4 and Fund 600
  - d. Grant Tracking
  - e. Treyburn Farms (see <http://www.waterloowi.us/your-government/economic-development/197-treyburn> for activity details)
5. UNFINISHED BUSINESS
  - a. 203 East Madison Street, Phase 3 - Plan Refinement
    - i. Review of DeForest Yarhara River Trailhead
  - b. Review Of Tax Increment Finance District Progress And Clerk/Treasurer's Recommendations
  - c. Future Year Budget Planning And Recommendation
    - i. Align CDA Progress Measures With Budget Planning
    - ii. Reaffirm Or Jettison Active Programs And Projects (see Plan Implementation Progress Report)
6. NEW BUSINESS
  - a. Review Of Community Blight And Action Steps To Address
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Calendar
8. ADJOURNMENT

*Mo Hansen*

Mo Hansen  
Clerk/Treasurer

**Community Development Authority:**

Stinnett, Lewandowski, Petts, Whitebird, Kuhl and Weihert with one vacancy  
School District Superintendent Brian Henning as School District liaison

Posted, Mailed and E-mailed: 08/16/2020

Please note: it is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. 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: July 21, 2020**

1. ROLL CALL AND CALL TO ORDER. CDA Chair Stinnett called the meeting to order at 6:00 p.m. which was remotely accessed by all participants. CDA members present Petts; Stinnett; Kuhl, Lewandowski; Whitebird and Weihert along with non-voting member Henning. Absent: none with one vacancy. Others present Mitch Leisses with Kunkel Engineering Group and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: MOTION: Moved by Whitebird, seconded by Petts to approve the June 16, 2020 meeting minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. UPDATES & REPORTS
  - a. School District Liaison – Henning briefed attendees on draft plans for simultaneous instruction for the Fall, saying the situation was fluid and the current draft plan provides parental options.
  - b. Economic Development Plan Implementation Progress – Hansen said all activity was directed to the Treyburn Farms project.
  - c. Financial Reports Tax Incremental Finance Districts 2, 3 & 4 and Fund 600 (CDA) – Noted.
  - d. Grant Tracking – Whitebird said August would be the earliest the outcome of the 203 East Madison Street WisDNR Stewardship Fund grant application would be known.
  - e. 333 Portland Road, Site Interest List – No new interest. Hansen said the Dow CSM was being finalized.
  - f. Treyburn Farms – Hansen reported ten of 19 lots have accepted offers or are sold. In reply to a Weihert question about water run-off onto adjacent parcels, Mitch Leisses said he had yet to follow-up with the reported water surface flows suggesting soil stabilization has not yet occurred. He said soil stabilization would be a remedy. He said DNR stormwater project approval had been granted. He said coordinating with the Building Inspector was important to ensure stormwater is discharged to the front of lots, and first floor elevations are sufficient for both stormwater and connecting sanitary sewer.
5. UNFINISHED BUSINESS
  - a. 203 East Madison Street, Phase 3 – Whitebird advocated for a final CDA recommendation followed by turning the project over to the Parks Coordinator. He said Haberkorn was noted as project manager for grant application purposes. Leisses said the plan was only preliminary for purposes of grant funding. Replying to a Weihert question, Leisses said the path would not have a crown, but would tip towards the river. Weihert asked for a different asphalt design on the north end where the new path intersects with existing. Lewandowski said a path was not a priority if other priorities existed. Hansen said a funding plan for either the local 50% match if Stewardship Funds are awarded or for the entire project was an unresolved question. Petts favored using TID #2 dollars for project funding. Petts, Stinnett & Weihert suggested waiting until August. Kuhl said budget submittals were due July 31, but flexibility existed for capital items. Replying to a question, Leisses estimated separating the parking lot from the path would be a \$100k parking lot- \$40k path split. Lewandowski favored levying taxes to fund project expenses through debt. Weihert spoke in favor of formulating a plan if the grant is awarded, or if it is not. Replying to a Petts question, Hansen said the name Riverside Park was the result of Comprehensive Outdoor Recreation Plan adoption. Petts suggested selling naming rights. In reply to the Petts question Hansen said TID #2 has a positive fund balance of over \$800,000 (see Treasurer's report meeting material). He said TID #2 has debt obligations, each project is to be self-supporting and funding parks projects with TID revenue does not generate new tax increment. Petts noted the benefits of added downtown parking. Hansen said many paths are closed during the winter months. Stinnett said this limits use by children. Lewandowski called the notion of paths not being used in the winter as a self-fulfilling prophesy -- if paths are not cleared. Hansen noted a Junginger Foundation requirement for the path from Mills Street to Park Ave to be cleared year round.
6. NEW BUSINESS
  - a. Review Of Tax Increment Finance District Progress. A ten page report was noted with Clerk/Treasurer recommendations in red. Stinnett indicated attendees had time to review the report. No action taken.
  - b. Future Year Budget Planning. Weihert said the CDA accumulating revenue was an exercise in futility. He called for a low budget with lots of CDA recommendations. Petts agreed. Lewandowski said he thought of the CDA as a brainstorming group with an advisory role only. Kuhl said funding the Maunesha Business Center was a CDA activity. Hansen read the ordinance relating to the CDA and said the CDA has responsibility for tax incremental finance activities. Petts said prior year funding to hire professional assistance had not resulted in any service being hired. Hansen said he would draft a budget for August

consideration applying 7/21 discussion themes. No action taken.

- c. Align CDA Progress Measures With Budget Planning. No action taken.
- d. Reaffirm Or Jettison All Active Programs And Projects. No action taken.

7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

a. Calendar.

- i. Noting a prior discussion about a Portland Road corridor development, Kuhl said to add blight conditions to the August agenda. Stinnett asked all to come prepared with blight examples.

8. ADJOURNMENT. MOTION: Moved by Petts, seconded by others to adjourn. VOICE VOTE: Motion carried. Approximate time was 7:15 p.m.

Attest:



Mo Hansen  
Clerk/Treasurer

City of Waterloo  
Economic Development Strategic Plan Implementation Tracking

8/16/2020 9:37 AM

**FOCUS: Industrial & Commercial**

ITEM	GOAL	ACTION		GOAL/TASK METRICS	NOTES	PHASE / YEAR
IC1	Ready 17 acre industrial site (333 Portland Rd) for reuse	Pursue funding for remediation of blighted site with focus on future industrial reuse and job creation		Site ready with for reuse 1/1/2018		2016 site research; 2017 remediation; 2018 marketing
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>	
	Acquire Site	Completed		Clerk/Treasurer		
	EPA Site Remediation	Completed	12/1/2017	Clerk/Treasurer		
	Site Demo Funding	Completed	12/1/2017	Clerk/Treasurer		
	Site Demo Contractor Bidding	Completed	6/7/2018	Clerk/Treasurer		
	Site Demo	Completed	6/8/2018	Contractor		
	Close Out Open DNR/EPA Files	Completed	5/1/2019	EPA / DNR contractor		
	Ready 17 acre industrial site (333 Portland Rd) for reuse	Completed	5/1/2019	Clerk/Treasurer		
	Publish Site Reuse RFP	Completed	10/12/2018	Clerk/Treasurer		
	Get eyes on Reuse RFP	In Progress	4/1/2019	Clerk/Treasurer	see site interest list	
	Wetland delineation	Completed	6/15/2019	Clerk/Treasurer	Heartland Ecological	
	Preliminary geotechnical engineering	Completed	6/15/2019	Clerk/Treasurer	SCS Engineering	
	Sell land to Parker Dow	Completed	8/15/2020	Clerk/Treasurer		
	Sell land to Ron Griffin	In Progress	8/15/2020	Clerk/Treasurer	Offer before City Council 8/20	
	Execute Developer Agreement	Not Started	TBD	Clerk/Treasurer / Attorney		

**FOCUS: Aesthetics & Infrastructure**

ITEM	GOAL	ACTION		GOAL/TASK METRICS	NOTES	PHASE / YEAR
AES4	Offer free garden space, surplus produce to food pantry	Re-establish seasonal public community garden space		Make available ten garden plots each March	Approved Concept	?????
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>	
	No action	Deferred				

**FOCUS: Communication & Organizational Capacity**

ITEM	GOAL	ACTION		GOAL/TASK METRICS	NOTES	PHASE / YEAR
ORG1	Engage residents with expanded online presence	Expand social media with focus on new residents		2,000 FB likes by August 2018	As of 8/20 = 1250	2016-2020
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>	
	Weekly use of FB	On Going	On-going	Mo, Gabe, Kelli	DP & Library page also exists; all purposefully not coordinated.	
	Promote use of Waterloo Events Button	Used mostly by Library	On-going	Kelli, Mo	Alder Rhynes completed test of calendar tool	

City of Waterloo  
Economic Development Strategic Plan Implementation Tracking

8/16/2020 9:37 AM

ITEM	GOAL	ACTION		GOAL/TASK METRICS	NOTES	PHASE / YEAR
ORG2	<b>Make available New Resident Welcome Packet</b>	Annually update digital and printed welcome material		100% of new residents reached by August 2018		2016-2020
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>	
	2017 Packets Assembled & Distributed	Completed	12/31/2017	Library Staff	Approximately 50 packets distributed	
	2018 Packets Assembled & Distributed	Completed	12/31/2018	Library Staff	Material from a variety of sources	
	2020 Packets Info Assembled & Distributed	No project lead	TBD	CDA	Material from a variety of sources	

ITEM	GOAL	ACTION		GOAL/TASK METRICS	NOTES	PHASE / YEAR
PRO2	<b>Marketing databases &amp; outreach to market area</b>	PROJECT NEIGHBOR - Build digital market area lists for promotional opportunities		12 creative digital/social media outreach efforts		2019-2020
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>	
	Concept review	Completed		Working Group	Stressed need for opt-in	
	Set-up sign-up box	Completed		Clerk/Treasurer	Used at elections; utility commission and other locations'	
	Assemble public data	Completed	4/10/2018	Clerk/Treasurer	Voters, property owners, dog owners, others	
	Create outreach communications	Completed	4/30/2018	Clerk/Treasurer	Mill / Cleveland contacts; Street Market; Park Events	
	Update data & create outreach communications 2019-2020	Progress steps	Data used for April election & dog license reminder robo-calls & letters	Clerk/Treasurer		

ITEM	GOAL	ACTION		GOAL/TASK METRICS	NOTES	PHASE / YEAR
ORG4	<b>Broaden funding sources for economic development capacity</b>	Explore funding options		New support dollars source in 2017, 2018 and 2019		One new funding source each year
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>	
	2017 discussions	Completed	12/31/2017	Clerk-Treasurer	No from Junginger Foundation	
	2019 discussions	Dormant; other priorities taking precedence	revised to 12/1/2019	Clerk-Treasurer	RFP for consulting services REISSUED 10/14/19; No interest expressed; Dollars consumed by match for 223 East Madison Street?	

City of Waterloo  
**Economic Development Strategic Plan Implementation Tracking**  
 8/16/2020 9:37 AM

**FOCUS: Housing**

ITEM	GOAL	ACTION	GOAL/TASK METRICS	NOTES	PHASE / YEAR
HOU1	Incentivize new home construction	Waive all fees for new home construction	Development agreement(s) with residential builder/developers	Approved Concept	2019-2020
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>
	Consider continuing for 2019	Completed	12/31/2018	City Council	
	2018 outreach efforts	Completed	3/31/2018	Sue Moe	Flyer to real estate agents
	2019-2020 Outreach (Treyburn Farms Project)	Completed - waiting on closing dates and sales	monthly reports	Mayor / Clerk-Treasurer / Summer Intern	19 of 19 lots either sold, accepted offer, or under contract in some fashion

ITEM	GOAL	ACTION	GOAL/TASK METRICS	NOTES	PHASE / YEAR
HOU2	Increase investment in improving existing housing stock focused along state highways	Market existing programs directly to property owners in targeted areas along state highways.	10% annual increase in residential projects per permitting application		?????
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>
	No action	Deferred			

**FOCUS: Fostering Entrepreneurial Opportunity**

ITEM	GOAL	ACTION	GOAL/TASK METRICS	NOTES	PHASE / YEAR
ENT1	Provide easy access to locally based information for those starting, expanding or relocating a business	Create a "Doing Business in Waterloo" information set with charts describing ease of local development	500 page views per year	Approved Concept	?????
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>
	No action	Not Started			

**FOCUS: 203 East Madison Street Redevelopment**

ITEM	GOAL	ACTION	GOAL/TASK METRICS	NOTES	PHASE / YEAR
2016A	Construct 2015 CDA-CDC concept plan for 203 East Madison Street	Construct concept plan in phases	Riparian area completed by May 1, 2016	Riparian area completed 2017	
	<b>Task</b>	<b>Status</b>	<b>Due Date</b>	<b>Assignee</b>	<b>Notes</b>
	Contractor riparian area improvements	Completed	1/1/2017	Clerk-Treasurer	need to close out DNR grant for this phase
	Install Permanent wooden fence for safety purposes	Completed	6/1/2020	Public Works Dept.	CDA-CDC votes at Nov 2018 meeting to proceed
	DNR Stewardship Grant App submittal seeking funding for remaining build-out per approved concept plan	Completed	Parks Coordinator / Garry Whitebird	Parks Coordinator / Garry Whitebird	Grant submitted; will know in August if awarded
	Complete site surface improvements per adopted plan	In Progress	Parks Coordinator	(1) Parks Coordinator; (2) Clerk/Treas	Closing for land acquisition scheduled
	Kunkel Engineer Group with revised concept plan for CDA review	In Progress	Kunkel Engineer Group	(1) Mitch Leisses	See 1/21 meeting materials



# **Community Development Authority**

Financial Reports By Fund

Balance Sheet and Budget vs. Actual

Funds 412 - Tax Incremental District #2

Funds 413 - Tax Incremental District #3

Funds 414 - Tax Incremental District #4

Funds 600 - Community Development Authority

# CITY OF WATERLOO

BALANCE SHEET  
AUGUST 31, 2020

## 412-TIF DISTRICT 2 FUND

### ASSETS

412-11100	TREASURER'S CASH	868,849.56	
412-15800	DUE FROM AGENCY FUND TAXES	13,110.92	
	TOTAL ASSETS		<u>881,960.48</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

412-26100	DEFERRED REVENUE	13,110.92	
	TOTAL LIABILITIES		13,110.92

#### FUND EQUITY

412-34300	FUND BALANCE	946,953.18	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	( 78,103.62)	
	TOTAL FUND EQUITY		<u>868,849.56</u>
	TOTAL LIABILITIES AND EQUITY		<u>881,960.48</u>

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JULY 31, 2020

**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	38,137.55	60,894.00	22,756.45	62.6
TOTAL TIF DISTRICT 2 FUND	.00	38,137.55	60,894.00	22,756.45	62.6
<u>INTERGOVERNMENTAL REVENUE</u>					
412-43-4364-000 STATE AID EXEMPT COMPUTERS	783.22	783.22	.00	( 783.22)	.0
412-43-4366-000 STATE AID PERSONAL PROPERTY	.00	2,036.19	.00	( 2,036.19)	.0
TOTAL INTERGOVERNMENTAL REVENUE	783.22	2,819.41	.00	( 2,819.41)	.0
TOTAL FUND REVENUE	783.22	40,956.96	60,894.00	19,937.04	67.3

# CITY OF WATERLOO

BALANCE SHEET  
JULY 31, 2020

## 412-TIF DISTRICT 2 FUND

### ASSETS

412-11100	TREASURER'S CASH	864,996.56	
412-15800	DUE FROM AGENCY FUND TAXES	13,110.92	
	TOTAL ASSETS		<u>878,107.48</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

412-26100	DEFERRED REVENUE	13,110.92	
	TOTAL LIABILITIES		13,110.92

#### FUND EQUITY

412-34300	FUND BALANCE	946,953.18	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	( 81,956.62)	
	TOTAL FUND EQUITY		<u>864,996.56</u>
	TOTAL LIABILITIES AND EQUITY		<u>878,107.48</u>

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JULY 31, 2020

**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	8.25	.00 ( 8.25)	.0
412-51-5112-325	LEGIS SUPPORT ANNUAL DOR FEE	.00	150.00	.00 ( 150.00)	.0
	TOTAL LEGISLATIVE SUPPORT	.00	158.25	.00 ( 158.25)	.0
<u>ATTORNEY</u>					
412-51-5130-211	ATTORNEY ATTORNEY FEES	93.00	93.00	.00 ( 93.00)	.0
	TOTAL ATTORNEY	93.00	93.00	.00 ( 93.00)	.0
<u>DEPARTMENT 5142</u>					
412-51-5142-110	CLERK SALARY/CLERK	2,215.08	15,505.56	.00 ( 15,505.56)	.0
	TOTAL DEPARTMENT 5142	2,215.08	15,505.56	.00 ( 15,505.56)	.0
<u>SPECIAL ACCTG AND AUDITING</u>					
412-51-5151-214	SPEC ACCTG & AUD PROF FEES	.00	418.00	.00 ( 418.00)	.0
	TOTAL SPECIAL ACCTG AND AUDITING	.00	418.00	.00 ( 418.00)	.0
<u>ENGINEERING AND ADMINISTRATION</u>					
412-53-5310-215	ENG & ADMIN PROF FEES	1,833.00	3,372.00	.00 ( 3,372.00)	.0
	TOTAL ENGINEERING AND ADMINISTRATION	1,833.00	3,372.00	.00 ( 3,372.00)	.0
<u>CAPITAL PROJECT</u>					
412-57-5701-800	CAPITAL PROJ OUTLAY	17.25	17.25	.00 ( 17.25)	.0
	TOTAL CAPITAL PROJECT	17.25	17.25	.00 ( 17.25)	.0
<u>TRANSFER TO DEBT SERVICE</u>					
412-59-5929-000	TRANSFER TO DEBT SERVICE	.00	103,349.52	103,350.00	.48 100.0
	TOTAL TRANSFER TO DEBT SERVICE	.00	103,349.52	103,350.00	.48 100.0

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JULY 31, 2020

**FUND 412 - TIF DISTRICT 2 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
TOTAL FUND EXPENDITURES	4,158.33	122,913.58	103,350.00	( 19,563.58)	118.9
NET REVENUE OVER(UNDER) EXPENDITURES	( 3,375.11)	( 81,956.62)	( 42,456.00)		

# CITY OF WATERLOO

BALANCE SHEET  
JULY 31, 2020

## 413-TIF DISTRICT 3 FUND

### ASSETS

413-11100	TREASURER'S CASH	16,029.08	
413-15800	DUE FROM AGENCY FUND TAXES	22,810.56	
	TOTAL ASSETS		<u>38,839.64</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

413-26100	DEFERRED REVENUE	22,810.56	
	TOTAL LIABILITIES		22,810.56

#### FUND EQUITY

413-34300	FUND BALANCE	( 749,472.31)	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	765,501.39	
	TOTAL FUND EQUITY		<u>16,029.08</u>
	TOTAL LIABILITIES AND EQUITY		<u>38,839.64</u>

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JULY 31, 2020

**FUND 413 - TIF DISTRICT 3 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>TAXES</u>					
413-41-4111-000 TAX INCREMENTS	.00	66,352.26	102,403.00	36,050.74	64.8
TOTAL TAXES	.00	66,352.26	102,403.00	36,050.74	64.8
<u>INTERGOVERNMENTAL REVENUE</u>					
413-43-4364-000 STATE AID EXEMPT COMPUTERS	319.95	319.95	.00	( 319.95)	.0
413-43-4365-000 STATE AID PERSONAL PROPERTY	.00	903.84	.00	( 903.84)	.0
TOTAL INTERGOVERNMENTAL REVENUE	319.95	1,223.79	.00	( 1,223.79)	.0
<u>OTHER FINANCING SOURCES</u>					
413-49-4910-000 LONG TERM DEBT PROCEEDS	.00	1,656,224.90	.00	( 1,656,224.90)	.0
TOTAL OTHER FINANCING SOURCES	.00	1,656,224.90	.00	( 1,656,224.90)	.0
TOTAL FUND REVENUE	319.95	1,723,800.95	102,403.00	( 1,621,397.95)	1683.4

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JULY 31, 2020

**FUND 413 - TIF DISTRICT 3 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>LEGISLATIVE SUPPORT</u>					
413-51-5112-320	34.17	34.17	.00	( 34.17)	.0
413-51-5112-325	.00	150.00	.00	( 150.00)	.0
TOTAL LEGISLATIVE SUPPORT	34.17	184.17	.00	( 184.17)	.0
<u>SPECIAL ACCTG AND AUDITING</u>					
413-51-5151-214	5,000.00	5,418.00	.00	( 5,418.00)	.0
TOTAL SPECIAL ACCTG AND AUDITING	5,000.00	5,418.00	.00	( 5,418.00)	.0
<u>ENGINEERING AND ADMINISTRATION</u>					
413-53-5310-215	220.00	1,370.00	.00	( 1,370.00)	.0
TOTAL ENGINEERING AND ADMINISTRATION	220.00	1,370.00	.00	( 1,370.00)	.0
<u>TRANSFER TO DEBT SERVICE</u>					
413-59-5929-000	.00	951,327.39	89,148.98	( 862,178.41)	1067.1
TOTAL TRANSFER TO DEBT SERVICE	.00	951,327.39	89,148.98	( 862,178.41)	1067.1
TOTAL FUND EXPENDITURES	5,254.17	958,299.56	89,148.98	( 869,150.58)	1074.9
NET REVENUE OVER(UNDER) EXPENDITURES	( 4,934.22)	765,501.39	13,254.02		

# CITY OF WATERLOO

BALANCE SHEET  
JULY 31, 2020

## 414-TIF DISTRICT 4 FUND

### ASSETS

414-11100	TREASURER'S CASH	60,353.09	
414-15800	DUE FROM AGENCY FUND TAXES	6,623.69	
	TOTAL ASSETS		<u>66,976.78</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

414-26100	DEFERRED REVENUE	6,623.69	
	TOTAL LIABILITIES		6,623.69

#### FUND EQUITY

414-34300	FUND BALANCE	41,415.83	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	18,937.26	
	TOTAL FUND EQUITY		<u>60,353.09</u>
	TOTAL LIABILITIES AND EQUITY		<u>66,976.78</u>

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JULY 31, 2020

**FUND 414 - TIF DISTRICT 4 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>TIF DISTRICT 4 FUND</u>					
414-41-4111-000 TAX INCREMENTS	.00	19,267.23	22,007.00	2,739.77	87.6
TOTAL TIF DISTRICT 4 FUND	.00	19,267.23	22,007.00	2,739.77	87.6
<u>SOURCE 43</u>					
414-43-4364-000 STATE AID COMPUTERS	238.03	238.03	229.00	( 9.03)	103.9
TOTAL SOURCE 43	238.03	238.03	229.00	( 9.03)	103.9
TOTAL FUND REVENUE	238.03	19,505.26	22,236.00	2,730.74	87.7

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JULY 31, 2020

**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	418.00	500.00	82.00	83.6
TOTAL SPECIAL ACCTG AND AUDITING	.00	418.00	500.00	82.00	83.6
TOTAL FUND EXPENDITURES	.00	568.00	650.00	82.00	87.4
NET REVENUE OVER(UNDER) EXPENDITURES	238.03	18,937.26	21,586.00		

# CITY OF WATERLOO

BALANCE SHEET  
JULY 31, 2020

## 600-COMMUNITY DEVELOP AUTHORITY

### ASSETS

600-11100	TREASURER'S CASH	43,335.42	
600-15800	DUE FROM AGENCY FUND TAXES	1,189.61	
	TOTAL ASSETS		<u>44,525.03</u>

### LIABILITIES AND EQUITY

#### LIABILITIES

600-25607	DEFERRED REVENUE	4,650.00	
600-26100	DEFERRED REVENUE	( 3,460.39)	
	TOTAL LIABILITIES		1,189.61

#### FUND EQUITY

600-34300	FUND BALANCE	18,204.76	
600-34310	PROFESSIONAL SVCS CARRYOVER	25,000.00	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	130.66	
	TOTAL FUND EQUITY		<u>43,335.42</u>
	TOTAL LIABILITIES AND EQUITY		<u>44,525.03</u>

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JULY 31, 2020  
**FUND 600 - COMMUNITY DEVELOP AUTHORITY**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>SOURCE 41</u>					
600-41-4111-000 LOCAL TAX-GENERAL FUND	.00	3,460.39	4,650.00	1,189.61	74.4
TOTAL SOURCE 41	.00	3,460.39	4,650.00	1,189.61	74.4
<u>PUBLIC CHARGES FOR SERVICE</u>					
600-46-4674-000 MBC BUILDING RENTAL	.00	1,200.00	2,400.00	1,200.00	50.0
TOTAL PUBLIC CHARGES FOR SERVICE	.00	1,200.00	2,400.00	1,200.00	50.0
TOTAL FUND REVENUE	.00	4,660.39	7,050.00	2,389.61	66.1

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 7 MONTHS ENDING JULY 31, 2020  
**FUND 600 - COMMUNITY DEVELOP AUTHORITY**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
<u>DEPARTMENT 5151</u>					
600-51-5151-399 SPECIAL ACCTNG COSTS - MISC	.00	.00	375.00	375.00	.0
TOTAL DEPARTMENT 5151	.00	.00	375.00	375.00	.0
<u>MAUNESHA BUSINESS CENTER</u>					
600-51-5162-221 MAUNESHA BUSINESS ELECTRIC	93.94	243.60	1,000.00	756.40	24.4
600-51-5162-222 MAUNESHA BUSINESS HEAT	.00	504.28	750.00	245.72	67.2
600-51-5162-223 MAUNESHA BUSINESS WATER/SEWER	65.22	393.01	698.00	304.99	56.3
600-51-5162-290 MAUNESHA BUSINESS CLEAN CONTRA	.00	90.00	1,160.00	1,070.00	7.8
600-51-5162-351 MAUNESHA BUSINESS REPAIRS/MAIN	.00	3,291.34	.00	( 3,291.34)	.0
TOTAL MAUNESHA BUSINESS CENTER	159.16	4,522.23	3,608.00	( 914.23)	125.3
<u>ENGINEERING AND ADMINISTRATION</u>					
600-53-5310-215 ENG & ADMIN PROF FEES	7.50	7.50	.00	( 7.50)	.0
TOTAL ENGINEERING AND ADMINISTRATION	7.50	7.50	.00	( 7.50)	.0
<u>PLANNING AND CONSERVATION</u>					
600-56-5630-220 PROJECT CDA PROGRAMS	.00	.00	250.00	250.00	.0
TOTAL PLANNING AND CONSERVATION	.00	.00	250.00	250.00	.0
TOTAL FUND EXPENDITURES	166.66	4,529.73	4,233.00	( 296.73)	107.0
NET REVENUE OVER(UNDER) EXPENDITURES	( 166.66)	130.66	2,817.00		

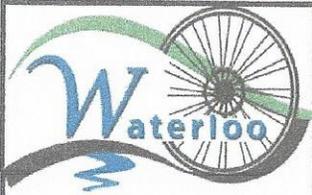


**Legend**

-  Proposed Concrete
-  Existing Green Space
-  Proposed Asphalt
-  Existing Concrete

DRAWN BY: JKB  
 DESIGNED BY: JKB  
 DATE: 1/15/2020  
 SCALE: 1" = 1,600'  
 SHEET:

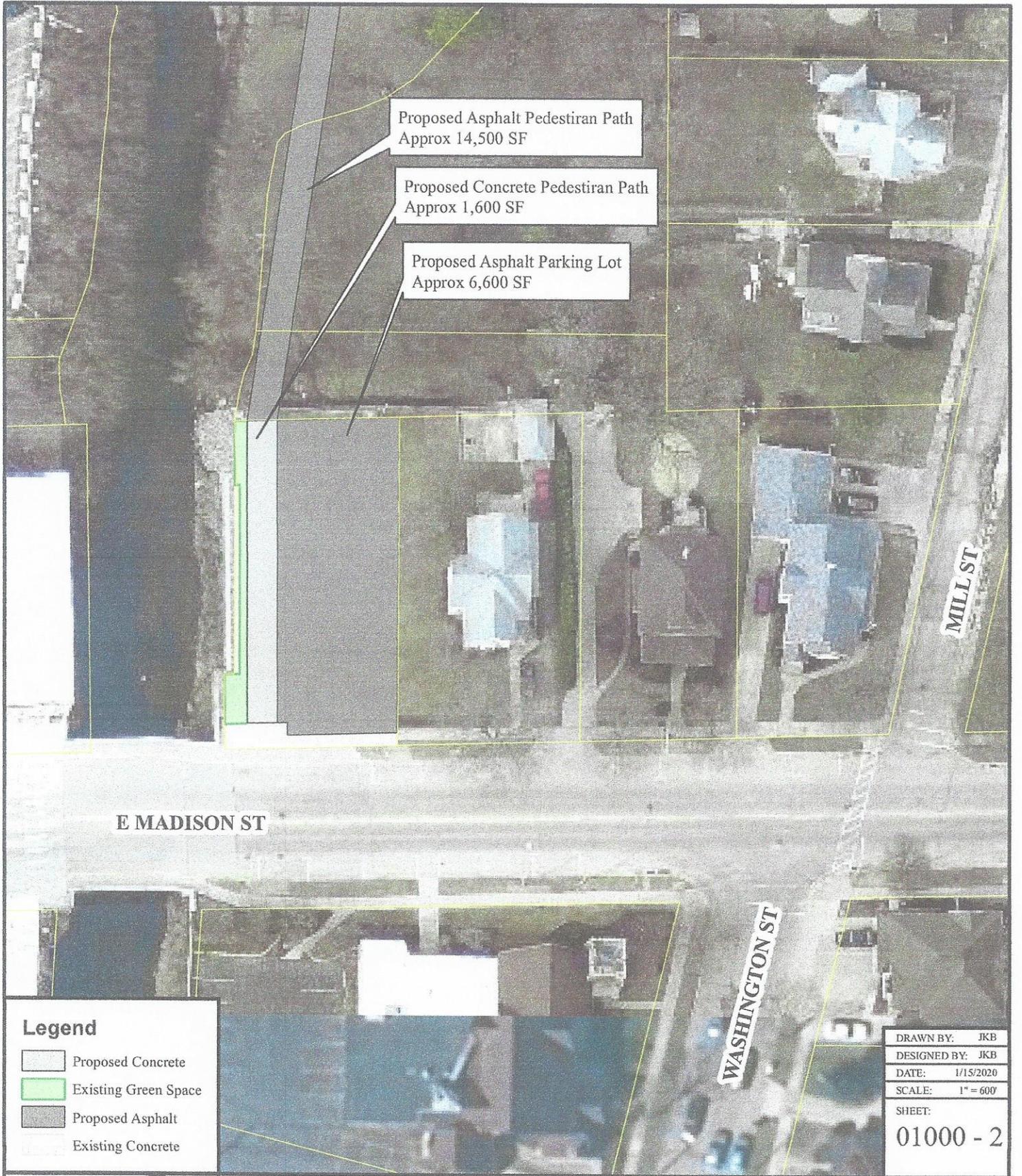
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**203 EAST MADISON STREET  
 PHASE 3**

**CONCEPT PLAN**





Proposed Asphalt Pedestrian Path  
Approx 14,500 SF

Proposed Concrete Pedestrian Path  
Approx 1,600 SF

Proposed Asphalt Parking Lot  
Approx 6,600 SF

E MADISON ST

MILL ST

WASHINGTON ST

**Legend**

-  Proposed Concrete
-  Existing Green Space
-  Proposed Asphalt
-  Existing Concrete

DRAWN BY:	JKB
DESIGNED BY:	JKB
DATE:	1/15/2020
SCALE:	1" = 60'
SHEET:	01000 - 2



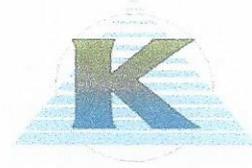
**203 EAST MADISON STREET  
PHASE 3**

**CONCEPT PLAN**



**City of Waterloo, Wisconsin**  
**PRELIMINARY COST ESTIMATE**  
**203 East Madison Street - Phase 3**

January 15, 2020



Construction of a hot mix asphalt parking lot, consisting of four inches of asphalt placed on eight inches of aggregate base, and adjacent concrete pedestrian path, consisting of four inches of concrete on four inches of aggregate base. Said path to extend north, constructed of 3.5 inches asphalt on eight inches of aggregate base, connecting to existing pedestrian path located northwest of the Mill Street Termini. Installation of a way-finding kiosk in parking lot. All disturbed areas to be restored in kind.

**Estimated Quantities**

Quantity	Unit	Item	Unit Cost	Item Cost
1	LS	Unclassified Excavation	\$22,000.00	\$22,000.00
980	TN	Aggregate Base Dense, 3/4-Inch	\$14.00	\$13,720.00
1,600	SF	Concrete Pedestrian Path, 4-Inch Depth	\$6.00	\$9,600.00
350	TN	Hot Mix Asphalt Path, 3-1/2-Inch Depth	\$90.00	\$31,500.00
200	TN	Hot Mix Asphalt Parking Lot, 4-Inch Depth	\$78.00	\$15,600.00
1,250	LF	Epoxy Pavement Markings, 4-Inch	\$1.00	\$1,250.00
2,600	SY	Landscape Restoration	\$7.00	\$18,200.00
1	LS	Way-Finding Kiosk	\$3,200.00	\$3,200.00
1	LS	Erosion Control	\$7,500.00	\$7,500.00
1	LS	Traffic Control and Access	\$1,000.00	\$1,000.00
Engineering and Contingencies				\$12,357.00
<b>Total Construction Cost</b>				<b>\$135,927.00</b>

## Mo Hansen

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**From:** Mo Hansen  
**Sent:** Sunday, August 16, 2020 1:12 PM  
**To:** Leisses, Mitchell; Andrew Lewandowski (ajlewandowski@uwalumni.com); City of Waterloo, Mayor; Garry Whitebird; HenningB@waterloo.k12.wi.us; Kuhl Charles (alderatlargea@waterloowi.us); Petts Jeanette (alder4-5@waterloowi.us); Rich Weihert (richweihert1911@gmail.com); Stinnett Angie (alderatlargeb@waterloowi.us)  
**Cc:** Gabe Haberkorn; Chad Yerges; Mike Tschanz; Eric Rhynes; Jason Schoenwetter (alder1@waterloowi.us); Ron Griffin (griffinrepair@gmail.com); Thomas Tim (alder3@waterloowi.us)  
**Subject:** 203 East Madison Street / 8-18 discussion items  
**Attachments:** 2020-08-15YaharaTrailheadDesignAttributes.pdf; kayakPut-in.jpg

## Mitch, to aid the 8/18 Community Development Authority meeting discussion, please react to 1-7 immediately below. Will you be available for this meeting? Thank you.

## CDA members. Please see questions directed to Mitch and also items in red. Thank you.

1. How best can design & planning for maintenance -- at the current project design phase – aid in achieving overall project goals?
2. What is included in \$12,357? (See below.) Can you break out engineering work from contingencies? They are two different in-the-field costs.
3. One goal of the prior riparian phase for 203 E Madison Street was to have a visually appealing riparian area (i.e. vegetative plantings/growth). Phase completion did not result in a long-term aesthetically beneficial downtown asset along the river's edge. How can we maximize the design process so the final phase is thought of by Waterloo citizens -- for decades -- as more than an asphalt parking and asphalt path? In effect, creating an aesthetically beneficial downtown assets. Do you have ideas for designing-in the "Wow factor."
4. In advance of bidding, a design plan needs to call out -- *for decision-makers to weigh & evaluate* (meaning, CDA & elected officials) -- the long-term site maintenance necessities for the parcel to be a long-term beneficial downtown asset.
5. What does landscape restoration for \$7 a square yard (\$18,200) add to this Phase? Anything more than grading and grass seeding?
6. My familiar lump sum note... There are four lump sum items making up about a third of the total estimated quantities. How do we design the bid so there is max competition, including for lump sum items? Don't bidders just charge to whatever the lump sum number is, because they don't have a quantity to base a competitive number?
7. How does this location become an *appealing downtown feature*, not just another paved lot? That all has to be in the design, right? The fence installed by DPW is a great example of a visual upgrade.

**CDA MEMBERS.** Since 2004, this community has commonly not engaged during the design phase of a project, with many (elected officials, staff, etc.) engaging/commenting AFTER project completion.

- **CDA members.** What *Waterloo Ingenuity* can we bring to this project? This priority site is along a state highway; where we have our high daily traffic counts. It is downtown. The opportunity is to design a site that generates decades of positive/favorable impressions for visitors and residents alike. With that in mind. Please see the assemble information on this topic.
  - Yahara Trailhead Design Attributes picture report – **attached**.
  - [Lodi example](#) river site woven into iconic city symbol
  - [Alderson Strategic Riverfront Enhancement Plan](#) note mini-park design images
  - [Waterloo Comprehensive Plan](#)
    - Page 69 Promote Local Natural Areas as "Living Classrooms"

- Page 72 Advance Stormwater Best Management Practices.
- Page 74 Vegetated buffer strips and berms.
- Page 84 Design and Install Community-Wide Signage and Streetscaping Features.
- Page 86 Implement a Community-Wide Mural Program
- [Waterloo Outdoor Parks & Rec Plan](#)
- Kayak put-in example – attached.

City of Waterloo, Wisconsin  
**PRELIMINARY COST ESTIMATE**  
**203 East Madison Street - Phase 3**  
 January 15, 2020



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1	LS	Erosion Control	\$7,500.00	\$7,500.00
1	LS	Traffic Control and Access	\$1,000.00	\$1,000.00
		Engineering and Contingencies		\$12,357.00
<b>Total Construction Cost</b>				<b>\$135,927.00</b>





LINK TO: [Background listening music, as you review this CDA email](#). Some times you never see the good side of the city until hitch the right ride...

Respectfully submitted for your consideration.

Mo Hansen | Clerk/Treasurer | [City of Waterloo](#) | 920.478.3025

## Village of DeForest Yahara River Trailhead Design Elements

August 15, 2020

The purpose of this picture report is to highlight design elements of the DeForest Yahara River Trailhead as they may relate to the CDA 203 East Madison Street project.

This DNR Stewardship funded trailhead was recommended for review by the DNR staff several years ago because it shares some characteristics with 203 East Madison Street. On 8/15/2020 I visited with seventeen trail users over a 40 minute period. All comments were highly favorable. Three reported they use the trail daily. A neighbor across the street shared that he was unaware of the trailhead at the time of his winter home purchase. He spoke very highly of it and views it as a community asset adding value to his home. Never has seen a police squad park in lot monitoring park activity.

Plastic resin entry sign with wood chips and no brown chemical burn marks on grass.



Entry amenities: bike rack; kiosk: trash can; dog poop bag dispenser; little library; porta-potty.



Parking lot 50% full Saturday @ 11 am with many arriving by foot or bike.



Area adjacent to parking lot features a mounded landscaped area (est. 25 ft x 60 ft) with perennial plantings maintained by volunteers with acknowledgment signage.





Monument with funding partnerships acknowledged.



Small mowed trail bump-out leading to simple kayak put-in



Water's edge handicapped accessible overhang with signage.



The base concept for the path consists of asphalt path, 10-12 feet of moving adjacent to path and then native perennial plantings which have been allowed to mature over the years. I asked 12 people if mosquitoes were a problem. ANS 100% no. I asked same people if they thought areas should be mowed back to the river's edge? ANS. 100% no. Five took the time to start educating me about the value of plant & animal diversity, etc.... Two talked about interesting park locations where pollinators (butterflies) flourished.



Example of native trees planted.



Example of intermittent bump-out to river's edge with seating and signage about native trees and plants.



Example of smaller bump-out to water. Very little mowing other than the parking area. Brown-eyed susan and other native plants flourishing. Because of the lack of mowing disturbance over time, no examples of thistle or burdock.





Family walking in stream looking for crawfish. The father reported no indications glass, tires or junk deposited.



Example of residential developer connecting new subdivision to existing path. Note streetlight pole at transition point between street & path.



More new homes under construction. Designed to connect to path. Residential stormwater management (right) integrated into park design



Note: reddish bird house (upper left) and educational signage (at bridge). Colorful bird houses hung throughout.



Example of expensive boardwalk design. Since I have last visited, a layer of plastic, or resin board, was added over the top throughout.



Note: Concept design for expensive homes built adjacent to park area -- (1) house; (2) private back yard; (3) native buffer strips (approx. 75 ft); (4) then public path. NOTE: Property owners mow their own path to boardwalk. Talked with two who own next to path. Very supportive, “created a welcoming neighborhood”, said “it took a long time to complete.” Like Waterloo’s existing path system, DeForest has 2+ miles of path.



Another example of mowed bump-out to river’s edge with seating. NOTE: the naturalized aesthetic is the attraction, mowed grass is limited to creating selective accessibility to river’s edge.



No signs of asphalt heaving at any location.



close-up on type of asphalt used.





*Figure 20 – Another stepped canoe/kayak launch at JD State Park*

**TO:** COMMUNITY DEVELOPMENT AUTHORITY  
**FROM:** CLERK/TREASURER  
**SUBJECT:** TAX INCREMENTAL FINANCE DISTRICT PROGRESS 2019-2020  
**DATE:** JULY 18, 2020

---

## TAX INCREMENTAL FINANCE PROGRESS 2019-2020

### District No. 1

- **Description:** The geographic area included Trek Bicycle and the Briess Malting & Ingredients facility.
  - **2019-2020 Progress:** *Closed April 2019.* Established as a donor district to TID #2. At time of closure, \$522,147 was transferred from TID #1 to TID #2. This had the effect of bringing the TID #1 fund balance to zero immediately prior to its closure.
- 

### District No. 2

- **Description:** Downtown area east to 575 West Madison Street. See attached map.
- **2019-2020 Progress:** No new projects. Only general discussion of using revenue to partially fund 203 East Madison Street Phase 3. Increment being received from Hawthorn & Stone and Rediscovered LLC per developer agreements. July of 2020 Rediscovered LLC sought agreement waiver to lower annual revenue payment lower than existing \$42,229. [*not granted by City Council*] 2019 infusion of \$522,147 from TID #1 means TID #2 and 2019 receipt WEDC grant reimbursements means District is cash positive [*June 2020 Fund Balance - \$868,371*] with sufficient cash to pay-off all remaining project debts resulting in an interest payment savings to the District of \$16,302.
- **TID #2 Project Progress** – No new projects.
  - **Funding TID #2 Façade and Interior Build-out Grants.** No grants made in 1/1/2019 -6/30/2020 period with one open application for the 120 North Monroe Street. This is our lead program for downtown business development.
  - **Monroe Street Apartments,** 217 North Monroe Street, 24 unit apartment building completed 12/30/2015.
    - **ADDED PROPERTY VALUE.** Added \$914,400 in property value to location that was blighted parking lot.
    - **INCREMENT.** Annual tax increment generated: \$10,165.
  - **Waterloo Tech Center (Rediscovered LLC),** 575 West Madison Street, rehab and reuse of 50,000 sq. ft of office space. Home to [ASCEND Retail Management Solutions](#) and thirty+ family supporting jobs. Since 2004 property value has been maintained at \$1.7 million. To be reduced to \$1.1 million in coming year. Annual tax increment generated \$42,229. 2020 lease expiration could have a major effect on this project.
    - **ADDED PROPERTY VALUE.** Zero.

- INCREMENT. Guaranteed per existing agreement at \$42,229 until 2023.
- MUNICIPAL LOAN GUARANTEE. Seven year \$400,000 City loan guarantee for debt held by LLC expires January 24, 2021.
- EMPLOYMENT TARGETS. With ASCEND leasing the building, the project has exceeded annual employment targets.
- **Riverwalk Senior Assisted Living (Hawthorn & Stone LLC)**, 477 W Madison St, construct 20+ residential units.
  - ADDED PROPERTY VALUE. \$1.59 million.
  - EMPLOYMENT TARGETS. The project has not met annual employment targets.
  - INCREMENT. Municipal increment shown in table below as “City Payment” varies per 2018 amended agreement.

Revised Financial Schedule per December 10, 2018 Addendum No. 2 to Tax Incremental Financing Developer's Agreement

EXHIBIT B  
Financial Schedule

REVENUE YEAR	*TIF REVENUES	DEVELOPER PAYMENT	CITY PAYMENT	REVENUE YEAR
2013	\$0	\$0	\$0	2013
2014	\$0	\$0	\$0	2014
2015	\$0	\$0	\$0	2015
2016	\$0	\$0	\$0	2016
2017	\$81,906	\$0	\$81,906	2017
2018	\$68,562	\$0	\$68,562	2018
2019	\$69,076	\$0	\$69,076	2019
2020	\$139,188	\$0	\$139,188	2020
2021	\$140,232	\$0	\$140,232	2021
2022	\$141,284	\$0	\$141,284	2022
2023	\$142,344	\$0	\$142,344	2023
2024	\$143,412	\$63,438	\$79,974	2024
2025	\$144,487	\$62,924	\$81,563	2025
2026	\$145,571	\$132,000	\$13,571	2026
2027	\$146,663	\$132,000	\$14,663	2027
2028	\$147,763	\$132,000	\$15,763	2028
2029	\$148,871	\$132,000	\$16,871	2029
2030	\$149,987	\$132,000	\$17,987	2030
2031	\$151,112	\$132,000	\$19,112	2031
2032	\$152,246	\$132,000	\$20,246	2032
2033	\$153,388	\$132,000	\$21,388	2033
2034	\$154,538	\$0	\$154,538	2034
2035	\$155,697	\$0	\$155,697	2035
2036	\$156,865	\$0	\$156,865	2036
2037	\$158,041	\$0	\$158,041	2037
2038	\$159,227	\$0	\$159,227	2038
<b>TOTAL</b>	<b>\$3,050,460</b>	<b>\$1,182,362</b>	<b>\$1,868,098</b>	

\*TIF Revenues constitute "Guaranteed TIF Revenues Through Revenue Year 2023"

• **TID #2 Action Recommendations**

- Pay-off all remaining project debt (approx. \$293,746) resulting in a savings in interest expense of an estimated \$16,302.
- Aggressively seek developer for residential development immediately east of assisted living facility. Offer pay-as-you-go incentives to bring about development.

## District No. 3

- **Description:** Primarily industrial parcels featuring 333 Portland Road. See attached.
- **2019-2020 Progress** – No new projects.
  - The cell tower project terminated when the AT&T let the agreement expire.

- RTG Enterprises (Ron & Tama Griffin) has not finalized a proposal to acquire a portion of 333 Portland Road after two 2019 meetings with the Mayor.
  - A small area of 333 Portland Road is being sold to adjacent property owner Parker Dow.
  - Existing debt refinanced. Debt funding (a) Ab E Project land acquisition from Larry Waldo; (b) Ab E Project road & utility extension of Commercial Avenue north; and (c) incurred expense for clean-up of 333 Portland Road has been refinanced shifting the debt structure from an internal zero interest municipal inter-fund loan to bonds with interest extending out for the life of the District.
  - District life extended. The Tax Incremental Finance Joint Review Board met June 16, 2020 and unanimously voted to extend out the life of TID #3 six years.
- **TID #3 Project Progress**
    - **Regius Rubber**, 620 Commercial Ave, 20,000 sq. ft. manufacturing building completed March of 2013.
      - ADDED PROPERTY VALUE. \$663,300 in assessed property value added to bare ground parcel.
      - INCREMENT. Annual tax increment generates: \$18,387, \$2,000 more than originally projected.
      - EMPLOYMENT REQUIREMENTS. The company has met annual employment targets.
    - **Ab E Manufacturing**, 700 Commercial Ave, 29,500 sq. ft. manufacturing facility and pilot-scale lab.
      - ADDED PROPERTY VALUE. \$2.224 million in assessed property value added to bare ground parcel.
      - INCREMENT. Annual added increment via tax bill is: \$56,898.71 with developer guarantee of total increment revenue payments, include tax bill, of \$86,300 annually.
      - EMPLOYMENT REQUIREMENTS. The company has met annual employment targets.
  - **TID #3 Action Recommendations**
    - Hire student intern to assist with marketing of 333 Portland Rd.
    - Aggressively seek 333 Portland Road industrial site development offering pay-as-you go incentives and electric/water/sewer discounts as feasible within the constraints that project must be self-funding over the life of TID #3.
- 

## District No. 4

- **Description:** Primarily commercial and residential parcels featuring six plus acres of bare ground at corner of Clarkson Road and N Monroe Street. See attached.
  - **2019-2020 Progress:** No project for the duration of district's life. Due to construction of the Dollar General store, the District annually generates approximately \$19,000 in increment revenue.
  - **TID #2 Action Recommendations**
    - Negotiate with School District and property owners north of school to endure land remains tax generating parcels going forward.
    - Aid property owner at Clarkson & Monroe identify a developer.
-

# MAP -- TID #2

POB TID #2 EXTENSION BOUNDARY  
LEGAL DESCRIPTION

AS AMENDED AND ADOPTED



- 2) CITY OF WATERLOO  
565, 575, 625, 629 W MADISON  
290-0813-0643-049
- 1) CITY OF WATERLOO  
333 W MADISON ST  
290-0813-0644-065
- 6) MICHAEL NEITZEL  
327 W MADISON ST  
290-0813-0644-057
- 5) MICHAEL NEITZEL  
327 W MADISON ST  
290-0813-0644-056
- 4) MICHAEL NEITZEL  
327 W MADISON ST  
290-0813-0644-055
- 3) HAWTHORN & STONE DEV, IN  
467 W MADISON ST  
290-0813-0644-064

EXISTING TID #2

EXISTING TID #2 BOUNDARY  
  
TID #2 AMENDMENT BOUNDARY  

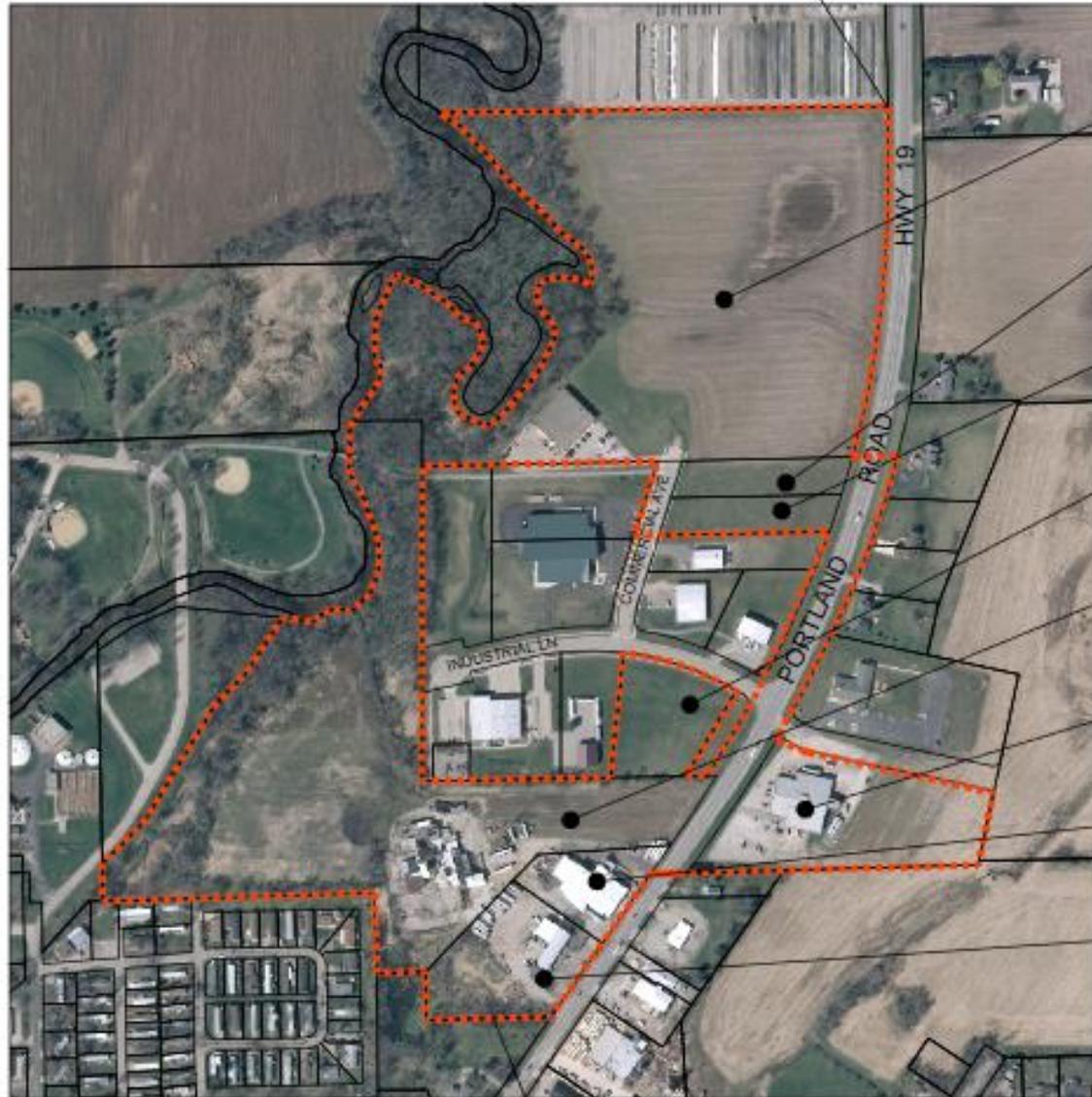

POB TID #2 AMENDMENT  
BOUNDARY LEGAL DESCRIPTION

REDUCED 1/2

# MAP -- TID #3

POB TID #3  
Metes & Bounds  
Legal Description

- B. Redevelopment of 333 Portland Road and adjacent parcels
- C. Business expansion and job creation
- D. Further development of Lot 1 CSM 3395-15-93 (Waldo parcel)



D) Waldo Parcel  
665 Commercial Ave  
290-0813-0513-001  
Lot 1 CSM 3395-15-93

A) City of Waterloo  
660 Commercial Ave  
290-0813-0542-013  
Lot 9 E Side Ind Park

A) City of Waterloo  
620 Commercial Ave  
290-0813-0542-012  
Lot 8 E Side Ind Park

C) Schoenherr Parcel  
970 Industrial Dr  
290-0813-0542-006  
Lot 1 CSM 4980-28-151

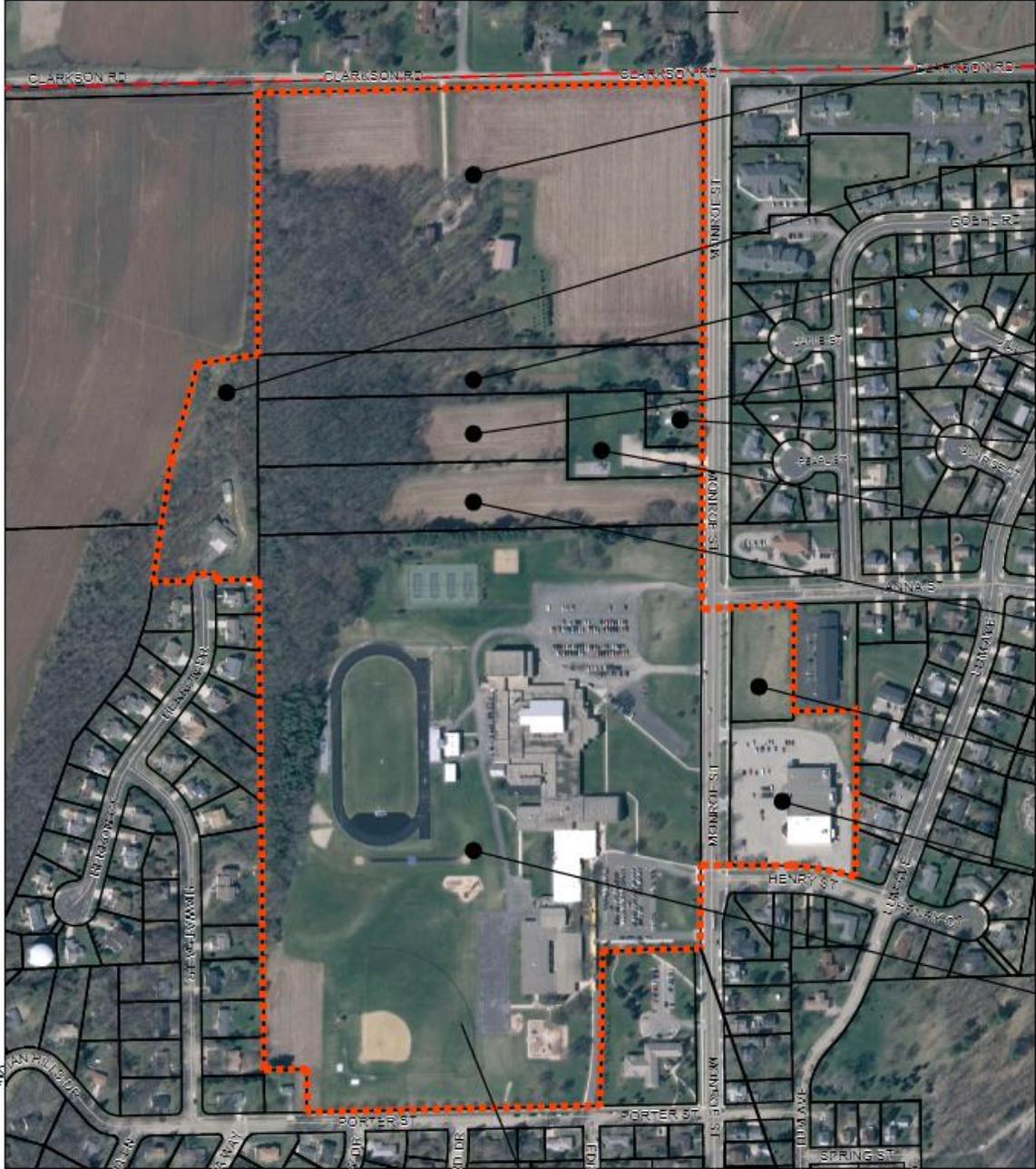
B) Gauthier Parcel  
333 Portland Road  
290-0813-0531-001  
Lot 1 CSM 1295-42-43

C) Jim's Cheese Pantry Inc  
410 Portland Rd  
290-0813-0642-001  
Lot 1, Deferts Acres

B) RTG Enterprises LLC  
347 Portland Road  
290-0813-0543-034  
Lot 1 CSM 549-2-357

B) Yohn Parcel  
337 Portland Road  
290-0813-0543-035  
Lot 2 CSM 549-2-357

**MAP -- TID #4**



- 8) MARILYN DEMPSEY  
200 W CLARKSON ROAD  
290-0813-0611-000
- 9) MATTHEW MCCUNN  
940 HERRON DRIVE  
290-0813-0613-033
- 7) LYLE BRAUNSCHWEIG  
1043 N MONROE STREET  
290-0813-0611-001
- 4) MARTHA GAY  
991 N MONROESTREET  
290-0813-0611-002
- 5) ROBERT HENSLER  
1023 N MONROE STREET  
290-0813-0611-003
- 6) KUHL ENTERPRISES  
1003 N MONROE STREET  
290-0813-0611-004
- 3) MARTHA GAY  
991 N MONROE STREET  
290-0813-0611-005
- 2) JAYSTONE PROPERTIES LLC  
N MONROE ST & ANNA ST  
290-0813-0523-062
- 1) LANNOY FAMILY  
PARTNERSHIP LLC  
810 N MONROE STREET  
290-0813-0523-054
- 9) WATERLOO SCHOOL DISTRICT  
785 N MONROE STREET  
290-0813-0614-000

POB TID #4 BOUNDARY  
LEGAL DESCRIPTION

**REDUCED 1/2**

**TAX INCREMENTAL DISTRICT #4, CITY OF WATERLOO**

**TITLE: 2021-2022 CDA Budget Submittal - draft**  
8/16/2020

Account	Title	CDA 2021- Budget	Finance Com	2020 Current Budget	2022- Budget Submit	% change 2021 vs. 2020
600-41-4111-000	LOCAL TAX-GENERAL FUND (R)	4,650	0	4,650	4,650	0.0%
600-43-4320-000	STATE PROPERTY ACQUISITION (R)	0	0	0	0	-
600-46-4674-000	MBC BUILDING RENTAL (R)	2,400	0	2,400	2,400	0.0%
600-48-4850-000	DONATIONS LOCAL (R)	0	0	0	0	-
600-48-4860-000	SALE OF CITY PROPERTY (R)	0	0	0	0	-
600-49-4910-000	REVOLVING LOAN FUND REIMBURSE (R)	0	0	0	0	-
600-49-4921-000	TRANSFER FROM GENERAL FUND (R)	0	0	0	0	-
600-49-4926-000	TRANSFER FROM TIF (TID#1) (R)	0	0	0	0	-
600-49-4928-000	TRANSFER FROM TID #2 (R)	0	0	0	0	-
600-49-4930-000	FUNDS APPLIED TO BUDGET (R)	0	0	0	0	-
<b>REVENUE TOTAL</b>		7,050	0	7,050	7,050	0.0%

Account	Title	Cable 2021- Budget	Finance Com	2020 Current Budget	2022- Budget Submit	% change 2020 vs. 2021
600-51-5112-320	LEGIS SUPPORT PR & PUB (E)	0	0	0		-
600-51-5130-211	ATTORNEY ATTORNEY FEES (E)	0	0	0		-
600-51-5151-399	SPECIAL ACCTNG COSTS - MISC (E)	375	0	375		0.0%
600-51-5162-220	MAUNESHA BUSINESS TELEPHONE (E)	0	0	0		-
600-51-5162-221	MAUNESHA BUSINESS ELECTRIC (E)	1,000	0	1,000		0.0%
600-51-5162-222	MAUNESHA BUSINESS HEAT (E)	750	0	750		0.0%
600-51-5162-223	MAUNESHA BUSINESS WATER/SEWER (E)	698	0	698		0.0%
600-51-5162-290	MAUNESHA BUSINESS CLEAN CONTRA (E)	1,160	0	1,160		0.0%
600-51-5162-341	MAUNESHA BUSINESS INTERNET (E)	0	0	0		-
600-51-5162-350	MAUNESHA BUSINESS CLEANING SUP (E)	0	0	0		-
600-51-5162-351	MAUNESHA BUSINESS REPAIRS/MAIN (E)	0	0	0		-
600-53-5310-215	ENG & ADMIN PROF FEES (E)	0	0	0		-
600-56-5630-220	PROJECT CDA PROGRAMS (E)	250	0	250		0.0%
600-56-5670-210	PROJECT CONSULTING FEES (E)	0	0	0		-
600-56-5670-720	REVOLVING LOAN FUND (E)	0	0	0		-
600-57-5701-800	CAPITAL PROJ OUTLAY BLDG (E)	0	0	0		-
<b>EXPENDITURE TOTAL</b>		4,233	0	4,233	0	0.0%
<b>REVENUE LESS EXPENDITURES</b>		2,817	0	2,817	7,050	

Report To The Plan Commission  
Open Code Enforcement Challenges  
Clerk/Treasurer

Category			Municipal			Desired Outcome	Link To Ord.	Notes
Column1	Open Date	Closed Date	Address Column2	Responsible Party Column3	Lead Column32 3			
OPEN Neighbor complaints	Jan-15		362 E. Madison St.	Jeremy Uttech	DPW	Property owner maintaining clean property; no dangerous work garage	<a href="#">§219-5 Safe and sanitary maintenance of property</a>	Continue to watch. A residential property formerly zoned commercial; owner has a history of storing scrap on site and selling items on lawn. Repeated combustion incidents in garage.
OPEN Code compliance	Jan-16		129 N Monroe St	Keri Sellnow	SAFEBUILT	Complete 1st floor build-out to code per conditional use	<a href="#">§140-19 Violations and penalties</a>	C.B. to schedule. Owner granted conditional use to reside on a portion of 1st floor; has not complied with building code with shared commercial & residential floor
OPEN Code compliance	Jan-16		213 West Madison St	Bill Hart	TBD	Use in compliance with zoning code	<a href="#">§385-12 C-1 General Commercial District</a>	J.Q. to address. Use changed from printing to warehousing, no conditional use granted therefore an illegal use
OPEN Neighbor complaints	Jun-17		136 Jefferson Street	Jon & Tara Driver	DPW	Appropriate use of sump pump not creating potential pedestrian slip hazard	<a href="#">§283-8 Clear waters</a>	Remedy linked to when road is redone. Discharge of sump pump to curb line doesn't flow to storm sewer creating pedestrian walk hazard near elementary school
OPEN Neighbor complaints	Jun-17		135 Jefferson St	Corey Besl	DPW	Developer dredging of silted ponds per development agreement	<a href="#">§283-8 Clear waters</a>	Remedy linked to when road is redone.. Discharge of sump pump to curb line doesn't flow to storm sewer creating pedestrian walk hazard near elementary school
OPEN Property Maintenance	Jun-17		McKay Way (municipal stormwater ponds south of road)	John DeWitt / Waterloo Properties Inc	DPW	Developer dredging of silted ponds per development agreement	<a href="#">§377-7 Postconstruction Stormwater Performance standards</a>	C.Y. to determine when dredging needed. Waterloo Properties Inc. responsible for maintaining stormwater drainage ponds dedicated to City per original development agreement

Report To The Plan Commission  
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		<b>Municipal</b>					
<b>Category</b>		<b>Address</b>	<b>Responsible Party</b>	<b>Lead</b>	<b>Desired Outcome</b>	<b>Link To Ord.</b>	<b>Notes</b>
<b>OPEN Property Maintenance</b>	Jun-17	275 S. Jackson St	Tired Iron Buyer LLC	SAFEBUILT	Property owner investment in warehouse repairs after sale of property from City to property owners <u>and no blight</u>	<a href="#">§219-5 Safe and sanitary maintenance of property</a>	Door repaired wall repair in progress; 11/6 neighbor files complaint of trash, property owner contacted, property owner replies matter being addressed
<b>OPEN Code compliance</b>	May-19	134 East Madison Street	Colin Gorder	SAFEBUILT	Remedy multiple building code violations per building inspector and fire inspector		Progress made. Building Inspector waiting on remedy, ready to issue unfit for dwelling notice.
<b>OPEN Property maintenance</b>	Sep-19	1085 Jaystone Terr	KSA Waterloo LLC; Ben Waterloo LLCLS DR	SAFEBUILT	Resident complaint: entry threshold prevents wheel chairs and dryer vent may be fire hazarded; 9/3 Routed to Chris B to inspect	<a href="#">§ 219-5 Safe and sanitary maintenance of property</a>	
<b>OPEN Property Maintenance</b>	Jun-20	261 S MONROE ST	ANDREW V GRUNEWALD	SAFEBUILT	No blighting conditions	<a href="#">§ 219-5 Safe and sanitary maintenance of property</a>	Follow-up pending
<b>OPEN Property Maintenance</b>	May-20	208 PORTLAND RD	GORDON D YELK & DEBRA A YELK	SAFEBUILT	Remedy collapses garage. No blighting conditions	<a href="#">§ 219-5 Safe and sanitary maintenance of property</a>	Follow-up pending

# August 16, 2020 Blight Pictures – not a complete list

Portland Road collapsed garage



South of intersection of Madison & Jackson 1 of 3



East Madison Street, southside of parcel



South of intersection of Madison & Jackson 2 of 3



East Madison Street south side of parcel



South of intersection of Madison & Jackson 3 of 3



West Madison Street



W Polk 2 of 2



W Polk 1 of 2



South Monroe St



Rolling blight.



# Waterloo Community Development Authority -- Annual Calendar

(updated: \_\_\_\_)

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

<b>JANUARY</b> <ul style="list-style-type: none"><li>- evaluate CDA Progress Measures</li><li>- finalize prior year Annual Report</li></ul>
<b>FEBRUARY</b> <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>
<b>MARCH</b> <ul style="list-style-type: none"><li>- notify Mayor of member reappointment interest</li><li>- Push to closeout incomplete prior year items</li></ul>
<b>APRIL</b> <ul style="list-style-type: none"><li>- Mayoral appointments</li><li>- Push to closeout incomplete prior year items</li></ul>
<b>MAY</b> <ul style="list-style-type: none"><li>- CDA election of Chair and Vice Chair</li><li>- evaluate CDA Progress Measures</li></ul>
<b>JUNE</b> <ul style="list-style-type: none"><li>- start future year budget submittal</li><li>- review of tax increment finance district progress</li></ul>
<b>JULY</b> <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>
<b>AUGUST</b> <ul style="list-style-type: none"><li>- future year budget submittal to Finance, Insurance &amp; Personnel Committee, including tax incremental finance funds</li></ul>
<b>SEPTEMBER</b> <ul style="list-style-type: none"><li>- evaluate CDA Progress Measures</li></ul>
<b>OCTOBER</b> <ul style="list-style-type: none"><li>- <u>s</u>trength, <u>w</u>eaknesses <u>o</u>pportunities &amp; <u>t</u>hreats (SWOT) exercise</li></ul>
<b>NOVEMBER</b> <ul style="list-style-type: none"><li>- community outreach</li></ul>
<b>DECEMBER</b> <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>