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**A JOINT MEETING OF THE  
WATERLOO COMMUNITY DEVELOPMENT AUTHORITY AND  
WATERLOO COMMUNITY DEVELOPMENT COMMITTEE - 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: Monday, September 21, 2015**  
**Time: 6:00 p.m.**  
**Location: Police Training Room or Council Chamber, 136 N Monroe Street**

1. Roll Call and Call to Order
2. Meeting Minutes Approval: July 20, 2015 and August 17, 2015
3. Public Comment
4. Unfinished Business
  - a. 203 East Madison Street - Reuse Concept
    - i. Requests For Public Input
    - ii. Concept Cost Estimates
    - iii. Identifying Next Steps
5. Future Agenda Items and Announcements
  - a. Next meeting, Monday, October 19, 2015 at 6:00 pm
  - b. Other Announcements

6. Adjournment

*Mo Hansen*  
Mo Hansen  
Clerk/Treasurer

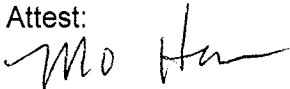
Community Development Authority: Stinnett, Ziaja, Freund, Norton, Hermanson, Vacant (1) and Vacant (2)  
Committee Development Committee: Ziaja, Reynolds and Thomas  
Posted, Mailed and E-mailed: 9/15/2015

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.

**A JOINT MEETING OF THE  
WATERLOO COMMUNITY DEVELOPMENT AUTHORITY  
AND  
WATERLOO COMMUNITY DEVELOPMENT COMMITTEE  
MEETING MINUTES: July 20, 2015**

1. CALL TO ORDER, ROLL CALL. Michael Strasser call the meeting to order at 6:00 p.m. Members Present: Strasser, Stinnett, Freund, Hermanson, Reynolds and Thomas. Absent: Ziaja and Norton. Others present: Diane Graff with the Courier and Clerk/Treasurer Mo Hansen.
2. MEETING MINUTES APPROVAL. June 15, 2015 (no quorum) and May 18, 2015. MOTION: Moved by Hermanson, seconded by Freund to approve the minutes as presented and listed. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. UNFINISHED BUSINESS
  - a. 203 EAST MADISON STREET, STAFF UPDATE. DISCUSSION: It was noted that a concept drawing had been previously approved. Community engagement was requested to allow for citizen input. Boards and other visuals were requested. No action taken.
  - b. DISPOSITION OF YOUTH CENTER. DISCUSSION: Thomas asked about the opportunity to have a skating rink in Youker Park. Thomas raised the concern over the loss of public parking on Mill Street for the Dog Park and other uses. Strasser referenced a Lake Mills home renovation effort that netted dollars for that community. No consensus was arrived at regarding how or if the property should be disposed.
  - c. CONNECT COMMUNITIES APPLICATION, PRIMARY AND ADDITIONAL CONTACTS. The group identified additional contacts for the application. No further action taken
5. NEW BUSINESS
  - a. FINANCE SUBCOMMITTEE, REPORT. DISCUSSION: Strasser said work would be needed to be done on the 2016 budget and that the dollars should be requested. No action taken.
  - b. IDENTIFY SUBCOMMITTEE, REPORT. No action taken.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. By consensus a next meeting was set for August 17<sup>th</sup> at 6 p.m.
  - b. Strasser announced that he would be stepping down as he was moving to Illinois.
7. ADJOURNMENT. MOTION. Moved by Springer, seconded by Quimby to adjourn. VOICE VOTE: Motion carried. Approximate time was 7:14 pm.

Attest:



Mo Hansen  
Clerk/Treasurer

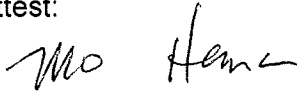
**A JOINT MEETING OF THE  
WATERLOO COMMUNITY DEVELOPMENT AUTHORITY  
AND  
WATERLOO COMMUNITY DEVELOPMENT COMMITTEE  
MEETING MINUTES: August 17, 2015**

1. CALL TO ORDER, ROLL CALL. CDA Vice-Chair Matt Ziaja call the meeting to order at 6:00 p.m. Members Present: Ziaja, Stinnett, Freund, Hermanson, Reynolds and Thomas. Absent: none with two vacancies. Others present: Sharon Burbach, Al Kegler and Clerk/Treasurer Mo Hansen.
2. MEETING MINUTES APPROVAL. July 20, 2015. MOTION: Moved by Ziaja, seconded by Thomas to table approval of the listed meeting minutes. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. ## Sharon Burbach asked if what makes a commercial rental property rentable. He asked if the Building Inspector has completely inspected the property at 120 West Madison Street. Ziaja said staff would check on the questions and report back to the Burbach,
4. UNFINISHED BUSINESS
  - a. 203 EAST MADISON STREET - REUSE CONCEPT
    - i. REQUESTS FOR PUBLIC INPUT. NOTE: No member of the public can to address the group on this topic. It was requested to invite residents again.
    - ii. CONCEPT COST ESTIMATES. DISCUSSION: A handout from Kunkel Engineering was in the meeting material. No action taken.
    - iii. IDENTIFYING NEXT STEPS. DISCUSSION: The group discussed what property owners Bergan and Stewart may want to offer an easement. Matt Ziaja said that he would attempt to contact Emma Stewart and Tom Bergan the two property owners that would need to grant an easement to allow for a pedestrian trail to run north from 203 East Madison Street to Youker Park. No further action taken.
  - b. DISPOSITION OF YOUTH CENTER - 257 MILL STREET, REFERRED BY PARKS COMMISSION TO CDA. DISCUSSION: Thomas said he had received comments and was concerned that the lot in question was not defined. Ziaja said he had received input and said the majority comment was to make the most of the property. Reynolds said she was frustrated in that no money was budgeted for programming. Thomas said alternative uses could be found for the building. Al Kegler asked if the sale proceeds could be earmarked for future park projects. Stinnett said her brother-in-law who previously expressed interested hasn't been in the discussion related to a sale. She said he was interested in a lease. Hermanson said to look at the opportunity cost of not doing anything. Stinnett said her brother-in-law was open to all ideas. Thomas asked if the group wanted to go on record with a position. No action taken.
  - c. 120 WEST MADISON STREET, STAFF UPDATE. DISCUSSION: Hansen said the property owner had applied for a façade grant, had taken action to make improvements and was moving forward on the project. No action taken.
5. NEW BUSINESS
  - a. 2015 & 2016 BUDGET REVIEW, RECOMMENDATIONS TO FINANCE, INSURANCE & PERSONNEL COMMITTEE. MOTION: Moved by Ziaja, seconded by Stinnett to ask the Finance Committee to move expenses for the Maunasha Business Center from Fund 600 to the General Fund. VOICE VOTE: Motion carried.
  - b. ELECTION OF CHAIR AND VICE-CHAIR. Nominations were accepted for both positions and Ziaja and Hermanson were unanimously elected Chair and Vice-Chair.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. JEFFERSON COUNTY ECONOMIC DEVELOPMENT CONSORTIUM, JULY 23<sup>RD</sup> MEETING REPORT. Noted.

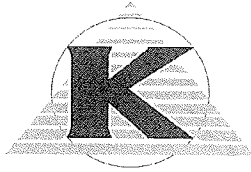
- b. NEXT MEETING, MONDAY, SEPTEMBER 21, 2015 AT 6:00 PM
- c. OTHER ANNOUNCEMENTS. Linda Norton said that due to a scheduled surgery, she may be unavailable for the next meeting.

7. ADJOURNMENT. MOTION. Moved by Hermanson, seconded by Freund to adjourn. VOICE VOTE: Motion carried. Approximate time was 7:32 pm.

Attest:



Mo Hansen  
Clerk/Treasurer



City of Waterloo, Wisconsin  
**PRELIMINARY ESTIMATE OF COST**  
**203 E. Madison Street & Path**

Date: August 17, 2015  
Revised:

**Project Overview**

Site Work: Subject property will need to be graded, retaining wall installed, some base course work completed, asphalt lot installed and other misc. restoration to be completed.

Path Work: From the subject property, a gravel pedestrian path will be constructed 10' wide and connect with Youker Park (located north of 203 E Madison)

**203 E. Madison Estimated Quantities for Site Work**

Quantity	Unit	Item	Unit Cost	Item Cost
1	LS	Site Grading		\$15,000
160	TN	Aggregated Base Course	\$23.25	\$3,720
110	TN	HMA Pavement E-1, 4"	\$82.00	\$9,020
250	SF	Retaining Wall	\$32.00	\$8,000
140	SY	Restoration	\$9.00	\$1,260
1	LS	Pavement Markings		\$1,600
1	LS	Erosion Control		\$1,000
<b>Site Work - Total Estimated Construction Cost</b>				<b>\$39,600</b>

**Estimated Quantities for 10' Wide Pedestrian Path**

**360 LF**

Quantity	Unit	Item	Unit Cost	Item Cost
1	LS	Unclassified Excavation		\$8,600
100	TN	Aggregate Base Course	\$23.25	\$2,325
480	SY	Restoration	\$9.00	\$4,320
400	LF	Silt Fence	\$3.25	\$1,300
<b>10' Wide Path - Total Estimated Construction Cost</b>				<b>\$16,545</b>

- Notes:**
- o Cost does not include Engineering or Easement/Property Acquisition.
  - o Cost does not include Regulatory Approval (DNR).
  - o No cost has been included for Kiosk, Interpretive Signage, Potential Overlook, or Decorative Benches (as shown on McKay's Concept Plan).