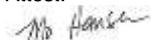


**A JOINT MEETING OF THE
WATERLOO COMMUNITY DEVELOPMENT AUTHORITY & WATERLOO COMMUNITY DEVELOPMENT COMMITTEE
MEETING MINUTES: June 19, 2018**

1. ROLL CALL AND CALL TO ORDER. CDA-Vice Chair Stinnett called the joint meeting to order at 6:02 p.m. in the Municipal Building Council Chambers. CDA members present: Stinnett, Tuttle, Lewandowski, Ziaja and Reynolds. Absent: Hermanson. CDC members present: Ziaja and Thomas. Absent: Petts. Others present: Ron Griffin; Deputy Clerk/Treasurer Mike Kawula and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: May 15, 2018. MOTION: Moved by Thomas, seconded by Ziaja to approve the meeting minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. UPDATES & REPORTS
 - a. Chamber of Commerce Liaison. DISCUSSION: Tuttle said the Chamber was focused on the Wiener & Kraut event; it was seeking input from different groups; and it would be held at multiple locations. The topic of Local Business Day was raised. Stinnett said students were planning a poster. Tuttle said the Chamber had visited with students involved. Stinnett said she would attempt to locate the students. The Chamber meets the 2nd Tuesday each month.
 - b. Fund 600 - Monthly Financials. DISCUSSION: Thomas asked why the cleaning services line item was over budget. Hansen said he would research and report back. Lewandowski requested a contract copy.
 - c. Grant Tracking. DISCUSSION: Hansen said his focus is to get the municipality fully reimbursed for expenditures related to awarded grants.
 - d. 117 East Madison Street, Maunsha Business Center, 2nd Electric Meter. DISCUSSION: Hansen said the contractor would install the meter on June 26th at 7 am.
 - e. 333 Portland Road, Phase 3 – Demolition. DISCUSSION: Hansen said a demolition bid was post and bid summaries would be before the CDA-CDC on July 17th for review.
5. ECONOMIC DEVELOPMENT IMPLEMENTATION PROGRESS
 - a. WORK GROUP PROGRESS REPORT
 - i. Project Neighbor. DISCUSSION: Hansen said after two delays data from the individual working on the project should be available Friday.
 - ii. Street Market Launch. DISCUSSION: Tuttle said had had setbacks; would keep moving forward; a poster would be created. She said she had eight vendors.
 - iii. Brand Waterloo “Green Healthy” – No new information.
 - b. May – June Implementation Tracking. The body reviewed the report.
6. UNFINISHED BUSINESS
 - a. FlipGrid CDA-CDC Review. DISCUSSION: Lewandowski said the password was blocked and would be remedied. He said use would be for students at first. He described the tool as facilitating citizen engagement.
 - b. Bingo, staff follow-up. DISCUSSION: Hansen said a municipal license is possible. Stinnett said it would be popular; Lewandowski said some like digital activities; others like bingo. Thomas said his church no longer offered bingo; it was not sustainable once a Madison casino opened. Tuttle said Columbus played City Council Bingo. Stinnett said the MT’s bingo was not suitable for children. No action taken.
 - c. Pop-up Retail. DISCUSSION: Hansen shared how Viroqua was funded. No further action.
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. Theses follow-up were requested: (1) Local Business Day; (2) Review of parcels for development focus; (3) FlipGrid; (4) Google Drive file sharing; (5) Brian Henning as School District liaison; (6) Building a volunteer base.
8. ADJOURNMENT. By Consensus the body adjourned at 7:08 p.m.

Attest:



Mo Hansen
Clerk/Treasurer