

**CITY OF WATERLOO
COMMUNITY DEVELOPMENT AUTHORITY - MEETING MINUTES
WATERLOO MUNICIPAL BUILDING - 136 NORTH MONROE ST
Council Chambers
June 15, 2010**

1. **Call To Order & Roll Call.** Chairperson Hurley called the meeting to order at 6:00 p.m. Members present – Hurley, Forman, Van Holten and Wiltzius. Absent – Cole and Sellnow with one vacancy. Others attending – Clerk/Treasurer Hansen.
2. **Approval Of The May 18, 2010 Meeting Minutes. Motion:** Moved by Wiltzius, seconded by Van Holten to approve the May 18, 2010 meeting minutes as presented. **Discussion:** Hurley said he would like to see the minutes completed earlier. **Voice Vote:** Motion carried with Forman abstaining.
3. **Citizen Input.** None.
4. **Miscellaneous Business And Communications.** None.
5. **Unfinished Business**
 - a. **Bylaws & Operating Procedures (Hurley).** No action taken.
 - b. **Maunsha Business Center Action Plan**
 - i. **Building Work Group – Action Plan (Sellnow & Forman). Discussion:** Forman recommended that the project proceed to the construction & bid documents. Hansen said that a third appraisal required by the Economic Development Administration would be completed July 9. Hurley asked if the CDA should go back to Gail Towers-MacAskill if the appraisal comes up short? Van Holten suggested adding it to the Finance Committee’s agenda. No action taken.
 - ii. **Training Work Group – Action Plan (Wiltzius).** No action taken.
 - c. **2010 CDA Budget & Consideration Of Amendments (Hurley). Discussion:** Hansen presented and reviewed a budget. He noted necessary corrections. He said the budget accounted for the Maunsha Business Center project expenses and revenue, called for a revolving loan fund and for a business survey. **Action:** By consensus the group determined the budget was to be submitted to Council for consideration after the Chair was able to review revisions to be presented by the Clerk/Treasurer in the next several days.
 - d. **Consideration Of Closing Out TIF #1 (Hurley). Discussion:** Forman said to hold off to see what happens with the high speed rail project. No action taken. By consensus it was determined to take this item off the agenda.
 - e. **Reassessing CDA Project Priorities (Cole). Discussion:** Forman and Van Holten each shared redevelopment scenarios, each with a variation on a downtown tax increment district. No action taken.
6. **New Business**
 - a. **Promoting Waterloo (Van Holten). Discussion:** Van Holten said he was writing stories for the newspaper regarding the history of Waterloo. No action taken.
 - b. **South Monroe Street (Van Holten).**
 - i. **Community Building. Discussion:** Van Holten said the Community Building on South Monroe Street is in dire need of attention and was in disrepair. He suggested using the building for rehearsals, and senior group activities. He said it should be taken over by a private concern. No action taken.
 - ii. **Consideration of Tax Incremental District #2. Discussion:** Van Holten advocated for using tax incremental financing downtown. He said he would hope the CDA would take the lead on the tax incremental financing process. Forman agreed to the extent action represents economic development. No action taken.
 - c. **Freight Warehousing & Rail Based Economic Development (Van Holten). Discussion:** Wiltzius and Van Holten commented on the need to focus on this project. No action taken.
7. **Future Agenda Items And Announcements.** None.

8. **Adjournment. Motion:** Motion by Wiltzius, seconded by Van Holten to adjourn. **Voice Vote:** Motion carried.
The time was approximately 7:03 p.m.
Attest:

Morton Hansen
Clerk/Treasurer