

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY - Minutes

January 17, 2012 – POLICE TRAINING ROOM, MUNICIPAL BUILDING

** corrected per 2/21/2012 CDA action **

- 1) **Roll Call And Call To Order.** Vice Chair Sellnow called the meeting to order at 6:00. Members present: Sellnow, Wiltzius, Van Holten, Stinnett and Cole. Absent: Kluck, Van Holten and Abell. Others attending – Clerk/Treasurer Mo Hansen.
- 2) **Approval Of Meeting Minutes - October 18, November 15, November 17 and December 20, 2011.** **Motion:** Moved by Cole, seconded by Wiltzius to approve the October 18, 2011 meeting minutes as presented. **Voice vote:** Motion carried. **Motion:** Moved by Cole, seconded by Wiltzius to approve the November 15, 2011 meeting minutes as presented. **Voice vote:** Motion carried. **Motion:** Moved by Cole, seconded by Wiltzius to approve the November 17, 2011 meeting minutes as presented. **Voice vote:** Motion carried. **Motion:** Moved by Cole, seconded by Wiltzius to approve the December 20, 2011 meeting minutes as presented. **Voice vote:** Motion carried.
- 3) **Citizen Input.** None.
- 4) **Miscellaneous Business And Communications**
 - a) **Clerk/Treasurer's Budget Report (informational).** **Discussion:** Hansen gave a brief update saying he was working on reimbursements from the EDA for the Maunesha Business Center project.
- 5) **Unfinished Business**
 - a) **Maunesha Business Development Program – Update.** **Discussion:** Hansen read from a Kettleson email reporting on project activity. No action taken.
- 6) **New Business**
 - a) **Community Development Authority's Role Going Forward**
 - i) **Residential Housing Improvements – USDA Program Overview.** **Discussion:** Sellnow presented an outline from Errin Welty which Hansen reviewed. The committee discussed the merits of promoting the USDA Very Low-Income Housing Repair program in Waterloo. Referencing the handout, Hansen said the CDA members could serve as ambassadors to recruit qualified candidates to apply for the program. Wiltzius spoke in support of the CDA coordinating the programming locally. **Motion:** Moved by Wiltzius, seconded by Stinnett that the Community Development Authority assume coordination of the residential housing improvement program through the USDA in Waterloo and perhaps Marshall if they are interested. **Voice vote:** Motion carried. **Further Discussion:** Sellnow said a 60-day period for educating ambassadors and recruiting candidates would be appropriate to time with the construction season. Sellnow and Hansen summarized a Monday meeting with housing developers Jean & Mike Valent, John DeWitt and Deb Egli of F&M Bank focused on how to ensure that Waterloo gets its share of home buyers. Hansen said a Welty outline was reviewed and opinions from attendees sought. He said he and Welty would be following up with a program outline for home sales. Sellnow directed that the topic should be added to the next CDA meeting agenda. Cole said many factors would have to play out in the housing market before things changed. He said housing sales are dependent on trends in Madison, Sun Prairie and Marshall. Sellnow suggested Kris Marconnet be sought out to assist with marketing.
 - b) **Maunesha Business Center Follow-up**
 - i) **General Overview.** It was noted that follow-up press should be pursued.
 - ii) **Council Resolution #2011-50 An Agreement Between The City Of Waterloo And D & D Cleaning LLC For Cleaning Of The Municipal Building, Library And Maunesha Business Center.** Noted.
 - c) **Election Of Officers. Call For Nominations:** Wiltzius was nominated for Vice-Chair, Sellnow was nominated for Chair. **Unanimous Ballot:** Without objection unanimous ballots were cast for Wiltzius and Sellnow.

7) Future Agenda Items And Announcements.

8) Adjourn. Motion: Moved by Cole, seconded by Wiltzius to adjourn. **Voice vote:** Motion carried. Time was 7:10.

Attest:

Mo Hansen, Clerk/Treasurer