



136 N. MONROE STREET, WATERLOO, WI 53594
PHONE (920) 478-3025
EMAIL cityhall@waterloowi.us
FAX (920) 478-2021

**PUBLIC NOTICE OF A COMMITTEE MEETING OF THE
COMMON COUNCIL OF THE CITY OF WATERLOO**

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and to the news media, that the following meeting will be held:

COMMITTEE: COMMUNITY DEVELOPMENT COMMITTEE

DATE: Thursday, July 18, 2013 TIME: 5:30 p.m. – 6:15 p.m.

LOCATION: Municipal Building - 136 N. Monroe Street, Police Training Room

to consider the following:

1. CALL TO ORDER & ROLL CALL
2. APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES
3. CITIZEN INPUT
4. UNFINISHED BUSINESS
 - a. Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report)
 - b. County/Municipal Trash and Recycling Opportunities – E-Waste, Chemical Waste And Other Waste Streams
 - c. Neighborhood Project Ideas – Review and Comments On Community & Neighborhood Improvement Project Business Plan
5. NEW BUSINESS
 - a. Mural Project
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
7. ADJOURN

Morton Hansen

Morton Hansen
Clerk/Treasurer

*** See Council Packet

Committee Members: Van Holten, Ziaja and Reynolds

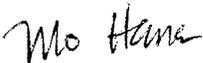
Posted, Emailed & Distributed: July 15, 2013

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.

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
March 15, 2012**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten and Ziaja. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF MINUTES – FEBRUARY 16, 2012.** **Motion:** Moved by Ziaja, seconded by Van Holten to approve the minutes as presented.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
 - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates.** **Discussion:** Welty reviewed her printed report. No action taken.
5. **NEW BUSINESS**
 - a. **Resolution #2012-08 Authorizing The Submittal Of A Wisconsin Department of Natural Resources Recreational Trails Grant Application Providing For A Parking Trail Connecting The 200 Block Of Madison Street With Firemen's Park.** **Motion:** Moved by Van Holten, seconded by Ziaja to recommend Council approval. **Voice Vote:** Motion carried.
 - b. **Resolution #2012-09 Authorizing The Submittal Of A Wisconsin Economic Development Corporation Site Assessment Grant Application To Assess The Soil At 333 Portland Road.** **Motion:** Moved by Van Holten, seconded by Ziaja to recommend Council approval. **Voice Vote:** Motion carried.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
7. **ADJOURNMENT.** **Motion:** Moved by Ziaja, seconded by Van Holten to adjourn. Motion carried. Approximate time: 6:50 p.m.

Attest:

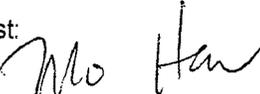


Mo Hansen
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING COUNCIL CHAMBERS - 136 NORTH MONROE ST
April 19, 2012**

No meeting due to lack of a quorum.

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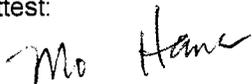
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Morton Hansen, Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
May 17, 2012**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF MINUTES – MARCH 15, 2012 AND APRIL 19, 2012.** **Motion:** Moved by Ziaja, seconded by Van Holten to approve March 15, 2012 meeting minutes as presented. The April 19, 2012 minutes were not presented to the committee at this time. Abstain – Reynolds. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
 - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates. Discussion:** Welty reviewed her printed report. Discussions regarding Trek Bicycle Corp. renting 129 N. Monroe Street, the R.R. Donnelley plant and warehouses, and the old meat plant off of Portland Road. No action taken.
5. **NEW BUSINESS**
 - a. **100 & 200 Block Of South Monroe Street – Construction Update.** Chief Thomas said the project was to be completed prior to Memorial Day.
 - b. **720 West Madison Street – Demolition Update.** Van Holten suggested holding a fund raiser to raise funds for the future park, which he is suggesting naming “Maunasha Park”. He instituted the issue be placed as a future talking point.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
7. **ADJOURNMENT.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:57 p.m.

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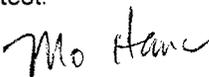

Mo Hansen
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
June 21, 2012**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF MINUTES – MARCH 15, 2012, APRIL 19, 2012 AND MAY 17, 2012.** Motion: Moved by Ziaja, seconded by Reynolds to table the meeting minutes. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
 - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates.** Discussion: Welty reviewed her printed report. No action taken.
5. **NEW BUSINESS**
 - a. **720 West Madison Street – Demolition Fuel Contamination Update.** No new information. Van Holten suggested “Pennies for the Park” as a fundraiser and naming the park “Maunesha Park”. Ziaja asked about the concrete slabs and pillars across the river and Van Holten suggested that they be kept there and cleaned up.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.**

Ziaja mentioned that several people have stepped forward to help with the planting and watering of plants and flowers in the park and wanted to say thank you for the participation and suggested the committee and neighbors help out too. Welty wondered about the “Community Garden” and thought it would be a great idea to bring it back to the community.
7. **ADJOURNMENT.** Motion: Moved by Ziaja, seconded by Reynolds to adjourn. Motion carried. Approximate time: 6:58 p.m.

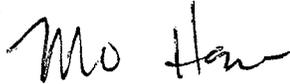
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Mo Hansen
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING COUNCIL CHAMBERS - 136 NORTH MONROE ST
July 19, 2012**

No meeting due to lack of a quorum.

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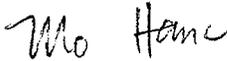
A handwritten signature in black ink, appearing to read "Morton Hansen". The signature is written in a cursive style with a large initial "M" and "H".

Morton Hansen, Clerk/Treasurer

CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
August 16, 2012

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MINUTES.** **Motion:** Moved by Ziaja, seconded by Reynolds to table all meeting minutes. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
 - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** **Discussion:** Welty reviewed her printed report. No action taken.
 - b. **720 West Madison Street – Demolition Fuel Contamination Update**
5. **NEW BUSINESS**
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** The committee was urged to think of mural artists and river cleanup.
7. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:59 p.m.

Attest:

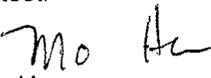


Mo Hansen
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
September 20, 2012**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MINUTES.** **Motion:** Moved by Ziaja, seconded by Reynolds to table all meeting minutes. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
 - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** **Discussion:** Welty reviewed her printed report. No action taken.
 - b. **720 West Madison Street – Demolition Fuel Contamination Update.** Van Holten reported that toweeling (solvent) was found around the tank and it was unknown as to the cost of removal.
5. **NEW BUSINESS**
 - a. **Resolution #2012-41 Designating The Parcels At 720 West Madison Street as Maunsha Park.** **Discussion:** Ziaja was interested in the public's comments on the naming of the park. **Motion:** Moved by Reynolds, seconded by Ziaja to recommend approval of Resolution #2012-41 to Council. **Voice Vote:** Motion carried.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.**
7. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:56 p.m.

Attest:


Mo Hansen
Clerk/Treasurer

CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
October 18, 2012

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MINUTES.** **Motion:** Moved by Ziaja, seconded by Reynolds to table all meeting minutes. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
 - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** **Discussion:** Welty reviewed her printed report. No action taken.
 - b. **720 West Madison Street – Demolition Fuel Contamination Update.** No action taken.
5. **NEW BUSINESS**
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.**
7. **ADJOURN.** **Motion:** Moved by Ziaja, seconded by Reynolds to adjourn. Motion carried. Approximate time: 6:45 p.m.

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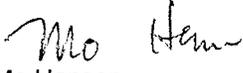


Mo Hansen
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
November 15, 2012**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending – Errin Welty of Vierbicher & Associates; Karen Turley, Vice-President of Waterloo Area Historical Society, another lady from the historical society and John Spies, member of the Waterloo Area Historical Society.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MINUTES.** **Motion:** Moved by Ziaja, seconded by Reynolds to table all meeting minutes. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** Karen Turley, Vice-President of the Waterloo Are Historical Society appeared seeking funds for the Historical Society to pay for utility expenses. Ziaja told her that he would approach the Community Development Authority at their next meeting on November 20, 2012. They were seeking an amount of \$1500 - \$2000. Ziaja also mentioned to Turley to contact other council members.
4. **UNFINISHED BUSINESS**
 - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** **Discussion:** Welty reviewed her printed report. No action taken.
 - b. **720 West Madison Street – Demolition Fuel Contamination Update.** Errin Welty reported the there was a non-petroleum contaminant located on site and that retesting was going to be done.
5. **NEW BUSINESS.** Errin Welty is seeking volunteers to help on the Mural Committee Sounding Board.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.**
7. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:52 p.m.

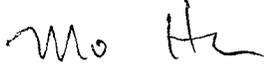
Attest:


Mo Hansen
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING COUNCIL CHAMBERS - 136 NORTH MONROE ST
December 20, 2012**

No meeting due to inclement weather.

Attest:

A handwritten signature in black ink, appearing to read 'Morton Hansen', written in a cursive style.

Morton Hansen, Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING COUNCIL CHAMBERS - 136 NORTH MONROE ST
February 21, 2013**

No meeting due to lack of quorum.

Attest:

Handwritten signature of Morton Hansen in cursive script.

Morton Hansen, Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
March 21, 2013**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:00 p.m. in the Police Training Room. Alderpersons present – Van Holten and Ziaja. Arrived late – Reynolds. Others attending – Errin Welty of Vierbicher & Associates and Sharon Burbach.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Ziaja, seconded by Van Holten to approve the meeting minutes for January 17, 2013 as presented. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** Sharon Burbach was in attendance to listen to the discussion on the property located at 120 W. Madison Street. Van Holten explained the history of this property on various committees and that it was to appear on the Community Development Authority agenda in April. Sharon asked if anyone knew when a decision might be arrived at because she cannot make decisions on her building until she knows what is transpiring with 120 W. Madison Street. Van Holten said the earliest decision would be the third Tuesday in April. Burbach asked if the city would be responsible for expenses to make the brick wall weather resistant since it will be exposed to the elements after the building is razed at 120 W. Madison Street. Hansen said that the city would be responsible for any damages done while razing but that they would not be responsible for weatherization. Burbach had other concerns regarding the demolition and Hansen said that they would all be addressed. Van Holten told Burbach that the questions for her should come from the Community Development Authority. Ziaja and VanHolten mentioned that the subject has been moved from committee to committee because the City wants to make sure things are done in proper order and it is in the City's best interest. Burbach was told that the issue is back to CDA and they can make a decision or refer it to Council. The entire discussion is on audio in the Clerk's office.

Burbach brought up the extension that was built onto the Gauthier property (the old community building) that was built in the leeway. She was told that the Gauthier properties are also on the CDA agenda.

4. UNIFNISHED BUSINESS

- a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** Noted.
- b. **720 West Madison Street – Demolition Fuel Contamination Site Investigation Update.** Noted. No new information.
- c. **Maunsha River Clean-up Schedule.** Schedule weekly meetings to organize event. Next meeting scheduled for Aril 11, 2013 at 6:00 p.m. Ziaja will begin the process by talking with businesses and residents.
- d. **Railroad Bridge Mural.** The grant was submitted for the second time.
- e. **Matching Funds For Civic Group Fundraising.** **Motion:** Moved by Van Holten, seconded by Ziaja to table the Matching Funds for Civic Group Fundraising. **Voice Vote:** Motion carried.

5. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** Van Holten announced that the next feature at the Mode is Radio LFTR airing on June 14 & 15, 2013 and the proceeds going to the Carousel. Van Holten will be resigning from CDC after Angie Stinnett is elected but he will continue his efforts on the Cable Board and gearing towards web marketing.

6. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:48 p.m.

Attest:



Morton Hansen
Clerk/Treasurer

CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
April 11, 2013

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:00 p.m. in the Police Training Room. Alderpersons present – Van Holten, Reynolds and Ziaja. Absent – none. Others present – Angie Stinnett, Tim Stinnett, Jim Stonestreet, Laura Cotting.
2. **MAY 11, 2013 MAUNESHA RIVER CLEAN-UP.**
Sponsors list was handed out, which is not complete. Angie Stinnett reported that the Daisies and Brownies would like to help and a lot of people have commented on facebook that they will be there. Ziaja mentioned that he would like to be able to present all volunteers with some kind of award for their help. He would like to pull names at each stage.

Items of discussion were:

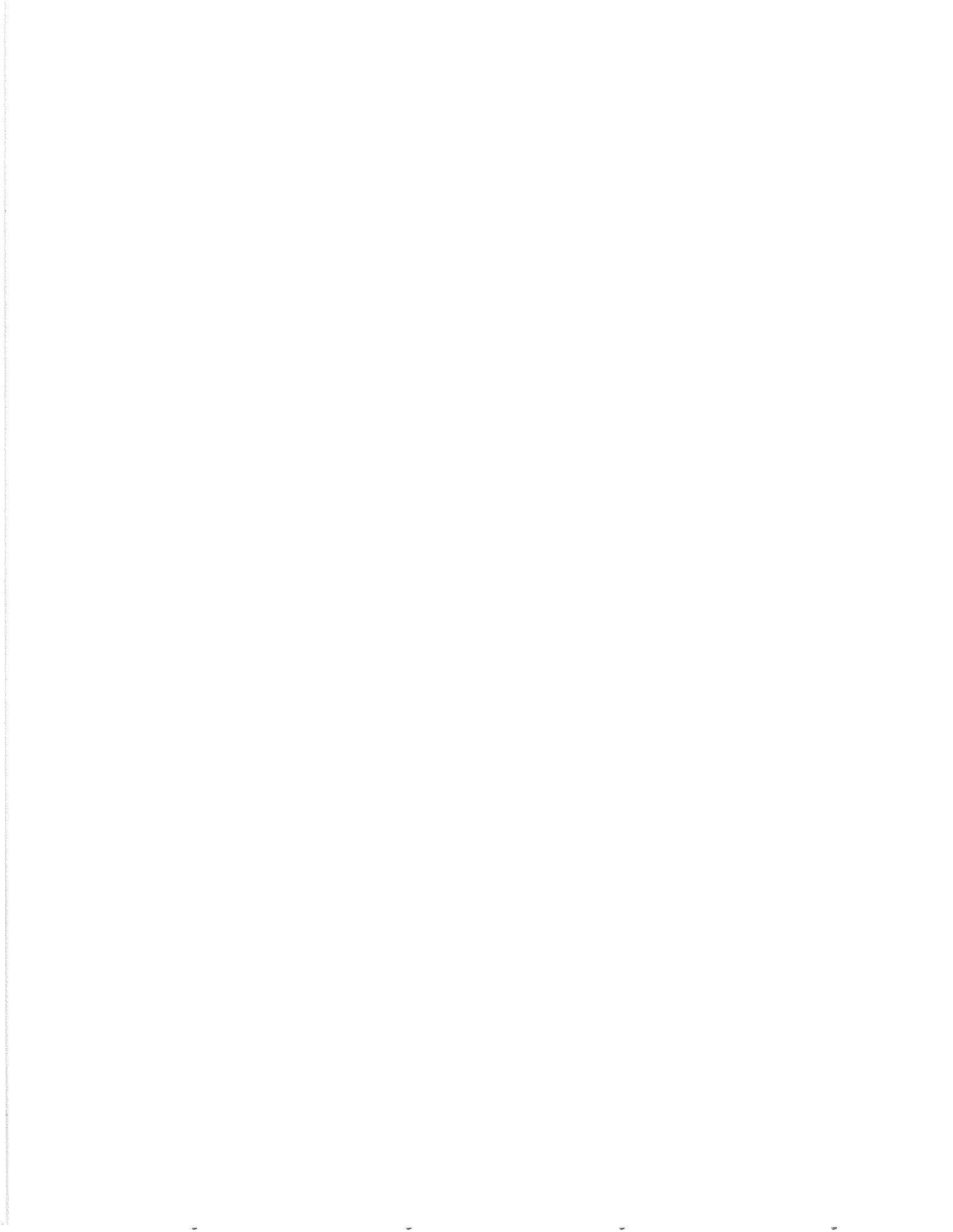
- Sponsorship
- Door Prizes
- Bring your own lunch
- Contact land owners, more so the Lang Group reference the N. Monroe Street parking lot
- Final gathering place by the Wastewater Treatment Plant
- Route of travel
- Conduct CTY to notify if water is too high, Rain date – just do it, if it rains it rains
- Ziaja wants to pin down the donations. Angie Stinnett will help in making phone calls to sponsors.
- All items to be stored at city hall
- Pre-walk May 9 at 5:00 pm at Burger King. Invite Gary Yerges or someone from Public Works.

3. **ADJOURN.** The meeting was adjourned at approximately 6:30 p.m.

Attest:



Morton Hansen
Clerk/Treasurer



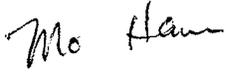
CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
April 18, 2013

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:00 p.m. in the Police Training Room. Alderpersons present – Van Holten, Reynolds and Ziaja. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Reynolds, seconded by Ziaja to table the minutes. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNIFINISHED BUSINESS**
 - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** Noted.
 - b. **720 West Madison Street – Demolition Fuel Contamination Site Investigation Update.** **Motion:** Moved by Ziaja, seconded by Reynolds to transfer the item to the Parks Commission. **Voice Vote:** Motion carried.
 - c. **Maunasha River Clean-up Schedule.** Van Holten commended Ziaja and Stinnett for the work already put into the Maunasha River Clean-up. Ziaja reported that he and Stinnett split the list of sponsors to contact them for their commitments and when they could expect to receive them. May 9th has been set as the date for a walk through to survey the areas and mark the hazard areas or areas where there might be wildlife. An emergency call will be placed if there is high water or extremely bad weather in the forecast. The rain date will be April 18th.

Van Holten has a display in the Courier window advertising the “Great Maunasha River Clean-up”. Mo is to contact Burger King and the Lang Group for permission to use their parking lots for staging areas. Ziaja would like to have liability waivers signed from property owners who may abutt the river. The route will be from Burger King around the bend to the Edison Street (N. Monroe Street) parking lot and then to wherever they end up, hopefully to the park. They plan on playing it by ear and probably will schedule a second clean-up. The Courier will be having another front page story.
 - d. **Railroad Bridge Mural.** Errin Welty reported that the grants would be reviewed on April 19th.
 - e. **Matching Funds For Civic Group Fundraising.** Van Holten is seeking approximately \$5,000 in seed money as a starter for Civic Group Fundraising. Certain organizations are offering to donate – Schwandts gave to the bank and the Masons are helping the Waterloo EMS fund the Lifeline project. Van Holten said he would like to see matching funds for non-profit organizations in the City of Waterloo. He mentioned that there was \$1,500 in the Park fund for the skateboard park and \$50,000 had already been transferred from the Cable Board to pay bills and the rest went to Firemen’s Park. Errin Welty mentioned the Waterloo Community Foundation, which is ran by Steve Battenberg as an avenue to run funds through. Van Holten asked the committee to bring thoughts to the next meeting for Matching Funds for non-profit organizations.
5. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** Van Holten informed Welty that the CDA has referred to 120 W. Madison Street issue to Council. Discussion was held on the Gauthier buildings, the Hotmar block building, Hurley’s building about things that could be done with them. Ziaja mentioned a “No Hassle Way” to advertise the “Find Your Path Here” program and that possibly Lannoy’s Piggly Wiggly could put fliers in the shopping bags. Errin Welty thought a photo opportunity would be great with a family in front of a house with a shopping cart, trees, a car and other items from merchants. Van Holten asked Hansen to place on the next CDC agenda the “Find Your Path Here” merchant promo and photo opportunity. Van Holten informed the committee that the Cable Board interviewed another candidate for Cable Director and they are waiting for another to respond. When that is completed the director will be able to help promote the program. Welty mentioned the program “THRIVE” as a possibility. Van Holten asked that she put them on their mailing list for their newsletter.

6. **ADJOURN. Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:48 p.m.

Attest:

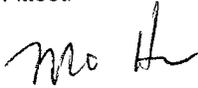
A handwritten signature in cursive script, appearing to read "Morton Hansen".

Morton Hansen
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
May 16, 2013**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Reynolds and Ziaja. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Reynolds, seconded by Ziaja to table the minutes. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNIFINISHED BUSINESS**
 - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** Errin Welty showed the video for "Find Your Path Here". Jesus filmed the I-94 Waterloo exit sign and the new Welcome signs. Welty reviewed her printed report. No action taken.
 - b. **Maunsha River Clean-up – Post Event Summary.** Van Holten reported that the clean-up was excellent. They are thinking about starting to plan for Phase #2 in August, which is to be placed on the next agenda. Ziaja would like to begin reaching out to businesses and residents earlier.
5. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
 - a. **Notice Of Public Hearing Of The Plan Commission For Land Use Rezoning – 720 West Madison Street May 28, 2013.** Noted. Van Holten mentioned that the Peots, owners of 163 N. Monroe Street having a rezoning issue before the Plan Commission also.
6. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:55 p.m.

Attest:



Morton Hansen
Clerk/Treasurer

CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
June 20, 2013

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Reynolds and Ziaja. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** Motion: Moved by Reynolds, seconded by Ziaja to table the minutes. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNIFINISHED BUSINESS**
 - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** Welty reviewed her printed report. Noted.
5. **NEW BUSINESS**
 - a. **County/Municipal Trash and Recycling Opportunities – E-Waste, Chemical Waste And Other Waste Streams (Alder Reynolds).** Reynolds showed her concern about e-waste, chemical waste and other waste being left curbside, placed behind buildings or in garbage totes. The nearest location for such materials is in Fort Atkinson in September. To set something up in Waterloo would involve \$14,000 - \$20,000, a drive thru area for semi-trucks and an enclosed building. The cost could be cut down to \$5,000 - \$7,000 by piggy backing with Watertown. The concerns of the committee are where these chemicals are going. The Clerk/Treasurer was asked to contact Advanced Disposal what their capabilities were for this time of waste. The county could do a presentation, which the committee agreed to for the next CDC meeting and Council meeting and have this item as an ongoing agenda item.
 - b. **Neighborhood Project Ideas (Alders Ziaja & Stinnett).** Ziaja brought up the idea of neighborhood projects to enhance Waterloo, such as getting rid of old stuff then beautifying the community such as painting houses, planting trees, community garden, putting in volunteer hours. It was the consensus of the committee to place this item as an ongoing agenda item.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
7. **ADJOURN.** Motion: Moved by Ziaja, seconded by Reynolds to adjourn. Motion carried. Approximate time: 7:00 p.m.

Attest:



Morton Hansen
Clerk/Treasurer

Waterloo Economic Development Program 7/8/13

Business Prospecting

- Discussions with multiple property owners regarding vacant space and marketing options
- Updated available property listing and forwarded to commercial real estate contacts
- Discussions with national tenants or representatives regarding Waterloo locations and market opportunities

Infill/Redevelopment Planning

- Followup information sent regarding west Madison Street development opportunities
- Submitted Portland Road site for inclusion on County Brownfields project listing
- Ongoing discussions with developers with formal intent to redevelop portions of Donnelley facilities.
- Ongoing financial projections and municipal impact calculations for redevelopment efforts.

Program Development/Implementation

Community Engagement

- Developed business plan for community enhancement program.
- Attended Firemen's Park Trustee meeting to discuss business planning and financial analysis capabilities and opportunities.
- Send additional blast email regarding competitive advantages of Waterloo.
- Crated prioritization matrix to evaluate potential community/CDA projects.

Residential Recruitment

- Completed Path video, launched on website and via blast email.
- Communications with retailers regarding Path program followup activities.

Business Council

- No initiatives at this time. Next meeting will occur August 2013.

Merchant Council

- Updates to shopping/dining guide completed – distribution underway.

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Community & Neighborhood Improvement Project Business Plan

Phase I) Community Clean Up

Goal: To Improve the appearance of Waterloo's main corridors, gateways and public spaces

Components: Maunesh River Cleanup, Home Improvement Program, Dumpster Days

Elements:

Schedule Fall Maunesh River Cleanup

To do: Set Date, Solicit Sponsors/Bags/Dumpsters, Marketing

Coordinate Hammer with a Heart Program

To do: Coordinate with Habitat for Humanity, Churches, Meals on Wheels to identify elderly residents

Send/conduct surveys to identify needed assistance

Schedule volunteer day to coordinate volunteers to perform tasks

Solicit in kind support of tools/supplies (i.e. paint, ladders) to use for projects.

Dumpster Days

To do: Discuss potential of large scale dumpster rental with waste management company or other local company.

Pursue low seasons for discount or potential sponsorship.

Seek one volunteer per block/area to host a dumpster in their driveway for a designated 3-day weekend.

Host will be in charge of posting flyers on neighbor doors to promote dumpster use and encourage larger joint projects.

Potential Future Items

Family Paddle Event?

Garden Tour or Curb Appeal Contest?

Funding: Phase I (Excludes Time & In Kind Expenses)

River Cleanup: \$0

Hammer with a Heart: \$250 for supplies

Dumpster Days: \$1,000 (4 dumpsters)

Phase 2) Enhance

Goal: Improve aesthetics of community, introduce new elements, public art or community amenities.

Components: Mural program, neighborhood enhancements, tree-a-thon

Elements

Mural Program

To do:

Find Alternate grant program to sponsor rail bridge mural. Consider expanding to include blank downtown building walls or restoration of 'ghost murals'

Host contest to solicit designs for murals.

Neighborhood Enhancements

To Do:

Develop Neighborhood grant program. Earmark \$500 per neighborhood for a project identified by the neighbors.

Host Neighborhood visioning sessions to determine priorities for individual neighborhoods.

Present options (park amenity, public art, speed bump, neighborhood gathering).

Tree a Thon

To Do: Discuss bulk purchase/donation of trees from McKay or local nursery. Offer trees to residents at steep discount (i.e \$35, or \$50 with free trees to income qualifying or elderly)

in exchange for homeowner assistance in installation of all trees in community (exceptions for elderly).

Set date and host city-wide tree a thon to promote landscaping enhancements.

Potential Future Projects:

Public Art Program, Downtown Planter Program, Curb Appeal Grants, Student Landscaping Assistance/Budgeting

Funding Phase 2

Mural Program: \$10,000 artist fee/printing

Neighborhood Enhancements: \$2,000 (4 neighborhoods, or do 1 per year)

Tree A Thon: \$500 (write-down of cost of trees for participants)

Phase 3) Volunteer

Goal: To increase participation from all segments of the community and create a sense of community among younger and/or new residents

Components:NextGen group, Community Pride Volunteer Tracking, Bring a Friend Board Meetings

Elements:

NextGen

To Do:

Schedule second NextGen event at Jim's Cheese for fall 2013

Identify topic for discussion, method of soliciting input

Work to market to local professionals and residents - daycare partnership?

Community Pride

To Do: develop listing/guide to volunteering in Waterloo

Schedule visioning meeting including representatives from each civic organization

Choose goal, tracking system and awards structure (i.e. 3300 hours for Waterloo, most dedicated volunteer, newest volunteer, etc)

Develop marketing materials and solicit sponsors for prizes to target groups.

Encourage each citizen to dedicated 1 hour to Waterloo during 2014

Bring a Friend Board Meeting Challenge

To do: for partner civic organizations, issue a challenge to each group to have all board members bring a friend to a board meeting

Friend should be someone not currently involved in the organization

Community Foundation

To do: Explore partnership with community foundation to create local group to sustain community engagement

Solicit \$10 per household donation to support a community newsletter and annual event (i.e. ice cream social).

Have sustained method of approaching new households with shopping guide, volunteer guide and invitation to join foundation.

Utilize mailing list for foundation to produce semi-annual community newsletter and social network.

Funding: Phase 3

NextGen: \$250 for food (1 year of events)

Community Pride: \$200 for printing

Board Meeting Challenge: \$0

Community Foundation: \$0

