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**CATV REGULATORY BOARD
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
136 N. MONROE STREET
January 29, 2014
5:00 p.m.**

1. **Call to Order and Roll Call.** Steve Battenberg called the meeting to order at 5:00 p.m. CATV board members present: Bobbi Foutch-Reynolds, Laura Cotting, Dale Van Holten, and CATV Director Jesus Burgos.
2. **Approval of Previously Unapproved Meeting Minutes**
Motion: Moved by Bobbi Foutch-Reynolds to approve the minutes from the past meeting, seconded by Laura Cotting. **Voice vote:** Approved.
3. **Citizen Input**
None
4. **Director's Report**
Jesus Burgos reported new programming that was available such as art views, Today's Bow Hunter, The Road To Recovery, American Democracy Programming, Army News Watch, Emergency Educational Network, Healthy View, and the university channel. These programs will begin airing as soon as they are received by each organization. Jesus also reported on the Waterloo High School varsity games that will start to air on Thursdays, Fridays and repeated on Saturday.
5. **New Business**
Laura Cotting touched on the review of station facilities. Laura felt that we should consider looking at the possibilities of moving the station to a larger facility. Laura also mentioned that the Youth Center was available and for sale. Jesus agreed that CATV did need more room and that it was worth looking at. The board agreed upon Laura Cotting taking the next step by meeting with Mo Hansen to find out about the possibilities of purchasing or renting out the building.
7. **Adjournment**
Motion: Moved by Dale Van-Holten, seconded by Laura Cotting to adjourn. **Voice vote:** Motion carried.


Jesus Burgos
WLOO Coordinator/Director

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY - Minutes

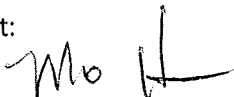
MARCH 19, 2013 – POLICE TRAINING ROOM, MUNICIPAL BUILDING

- 1) **Roll Call And Call To Order.** Chairperson Sellnow called the meeting to order at 6:00. Members present: Van Holten, Stinnett, Cole, Ziaja, Wiltzius and Freund. Absent: none. Others attending – Laura Cotting, Daniel Knapton and Clerk/Treasurer Mo Hansen.
- 2) **Approval of Meeting Minutes.** **Motion:** Moved by Wiltzius, seconded by Ziaja to approve the January 15, 2013 meeting minutes and notice the February 19, 2013 no meeting minutes. **Voice vote:** Motion carried.
- 3) **Citizen Input.** The Finance, Insurance & Personnel Committee at its last meeting referred the matter of Alderperson Springer's property at 120 W. Madison Street to the CDA which will appear on the April agenda. Hansen explained the wants and needs of the building. Laura Cotting informed the CDA of the concerns that Sharon Burbach, the adjoining owner, has regarding the razing of the building since the two buildings share a wall. The committee continued discussion extensively as to what the next step was going to be.
- 4) **Recurring Reports**
 - a) **Clerk/Treasurer's Budget Report** – A written report was presented.
 - b) **Maunsha Business Development Program** – Hansen gave a verbal report of Craig Kettleison's work.
 - c) **Find Your Path Here Program** – A written report was presented.
- 5) **Unfinished Business.**
 - a) **Entering Into Negotiations Regarding Redevelopment & Reuse Sites**
 - i. **333 Portland Road, 173 North Monroe Street, 115 North Monroe Street, 123 South Monroe Street.**

Discussion: Clerk/Treasurer Hansen informed the committee that the City has talked with Jim Gauthier indirectly about the properties owned by him. The city is trying to get Gauthier to agree to a price.

Discussion: Clerk/Treasurer Hansen also updated the committee on the Donnelley property. He stated that the city was offered all of the property for \$10.00, which includes the 50,000 square foot glass palace, the 300,000 square foot plant, the two warehouses – about 35,000 square feet each and the warehouse south of the tracks. There is a letter of intent before the city from Hawthorne & Stone Development Inc to demolish the corporate office, the plant and to build an assisted living facility and multi-family residential housing. Hansen went on to inform the committee that the city is in the process of applying for a \$500,000 CDBG grant. Developer 2 is solely interested in the corporate office. More information will be available at the next meeting.
 - b) **Interactive Map Update.** **Discussion:** Laura Cotting updated the committee regarding the Interactive Map. Since there is a personnel change in the process, the update is on hold at the time. The item will be placed on the next agenda under unfinished business.
- 6) **New Business.** None.
- 7) **Future Agenda Items And Announcements.** #Larry Cole thought ideas should be continued to be sought for the Find Your Path Here program.
- 8) **Adjournment.** **Motion:** Moved by Cole, seconded by Van Holten to adjourn at approximately 7:17 pm. **Voice vote:** Motion carried.

Attest:



Mo Hansen, Clerk/Treasurer

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY - Minutes

MAY 21, 2013 – POLICE TRAINING ROOM, MUNICIPAL BUILDING

- 1) **Roll Call And Call To Order.** Chairperson Sellnow called the meeting to order at 6:30. Members present: Sellnow, Stinnett and Ziaja. Late: Cole. Absent: Van Holten, Wiltzius and Freund. Others attending Laura Cotting and Clerk/Treasurer Mo Hansen.
- 2) **Approval of Meeting Minutes.** **Motion:** Moved by Ziaja, seconded by Stinnett to approve the April 16, 2013 meeting minutes. **Voice vote:** Motion carried.
- 3) **Citizen Input.** None.
- 4) **Recurring Reports - Informational**
 - a) **Budget Report.** A written report was presented. **Motion:** Moved by Stinnett, seconded by Sellnow to approve the Budget Report as presented. **Voice vote:** Motion carried.
 - b) **Maunasha Business Development Program.** Hansen gave a written report of Craig Kettleson's work that he verbally submitted to Clerk/Treasurer Hansen. Clerk/Treasurer Hansen advised the CDA that the one item that Kettleson felt should be brought to the committee was to initiate steps for a TID 4 to include the Piggly Wiggly property. **Discussion:** The CDA discussed the pros and cons of initiating a TID 4. The committee did not want to make any recommendations without some feedback from other committee members who were not present.
 - c) **Find Your Path Here Program.** A written report was presented.
- 5) **Unfinished Business.**
 - a) **Entering Into Negotiations Regarding Redevelopment & Reuse Sites - Update**
 - i. **333 Portland Road, 173 North Monroe Street, 115 North Monroe Street, 123 South Monroe Street.**
Discussion: The concept was reviewed. **Motion:** Moved by Stinnett, seconded by Ziaja that Clerk/Treasurer Hansen enter into negotiation with Gauthier that the city will offer 55% of the assessed value of all properties, not to exceed 60% with a time limit of one month. **Voice Vote:** Motion carried.
 - b) **Interactive Map Update.** Laura Cotting assured the CDA that the project is still ongoing.

Chairperson Sellnow asked the committee to skip to Item 6b.

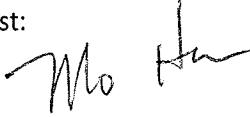
- c) **Lighting Find Your Path Here Welcome Signs.** **Discussion:** Hansen said he was still pursuing information. **Motion:** Moved by Ziaja, seconded by Stinnett to table the Lighting of the Find Your Path Here sign to the next meeting. **Voice vote:** Motion carried.

Clerk/Treasurer Hansen informed the CDA that the Council is seeking leadership from the CDA on scope of work and various details, and reporting back to the Council. Mayor Thompson referred several items to the CDA, Knapton property and the land acquired in 2010 which is Schultz Street, an alley behind Hurley Computers and the bar. The committee discussed the issues at length.

- 6) **New Business.**
 - a) **Lighting Find Your Path Here Welcome Signs.** Discussed under 5c.
 - b) **120 West Madison Street – Considering Financial, Operational and Overall Project Feasibility.** **Discussion:** Laura Cotting has been urging the Council to turn around and give the property to the CDA. Sellnow informed the committee that they need to decide what to do with the property. **Motion:** Moved by Van Holten, seconded by Wiltzius to recommend to Council only the adoption of the original resolution accepting the property donation. **Voice Vote:** Motion carried.
- 7) **Future Agenda Items And Announcements.** The Knapton property and the Schultz Street property will be placed on the next agenda.

8) **Adjournment. Motion:** Moved by Ziaja, seconded by Sellnow to adjourn at approximately 8:05 p.m. **Voice vote:**
Motion carried.

Attest:

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

Mo Hansen
Clerk/Treasurer

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY - Minutes

JULY 16, 2013 – POLICE TRAINING ROOM, MUNICIPAL BUILDING

- 1) **Roll Call And Call To Order.** Ziaja called the meeting to order at 6:00. Members present: Stinnett, Cole, Ziaja, Strasser and Freund. Absent: Sellnow and Van Holten. Others attending: Laura Cotting (to talk about Interactive Map item) and Clerk/Treasurer Mo Hansen.
- 2) **Approval of Meeting Minutes.** **Motion:** Moved by Stinnett, seconded by Cole to approve the January 15, 2013 and April 16, 2013 meeting minutes. **Abstain** – Strasser. **Voice vote:** Motion carried.

Motion From The Floor: Motion: Moved by Ziaja, seconded by Stinnett to amend the agenda to take up items 5b before 3. **Voice vote:** Motion carried. The Council took the item up at this time. **Note:** For purposes of the meeting minutes, the actions are documented in the sequences of the posted agenda.

3) **Citizen Input.** None.

4) **Recurring Reports - Informational**

- a) **Budget Report.** A written report was presented.
- b) **Maunsha Business Development Program.** Hansen gave a verbal report of Craig Kettleson's work.
- c) **Find Your Path Here Program.** A written report was presented.

5) **Unfinished Business.**

- a) **Entering Into Negotiations Regarding Redevelopment & Reuse Sites - Update**
 - i. **333 Portland Road, 173 North Monroe Street, 115 North Monroe Street, 123 South Monroe Street.**
Discussion: The concept was reviewed. No response has been received from Gauthier.
- b) **Interactive Map Update.** Laura Cotting reported that great progress has been made with the Interactive Map. The total package would be approximately \$15,000.
- c) **Lighting Find Your Path Here Welcome Signs.** **Discussion:** Hansen reported that vendors are still compiling their price lists. The costs are coming in at \$5,000 - \$12,000/light, with a total of 5 signs. Freund is going to contact an electrician for his expertise. More information forthcoming.
- d) **120 West Madison Street – Post Acquisition Activities.** Clerk/Treasurer Hansen updated the committee. The committee discussed the issue at some length. It was suggested to assemble all ideas gathered thus far and proceed with some decision.
- e) **Find Your Path Here Program Marketing Options - \$5,000 TV Plan.** Clerk/Treasurer informed the committee of marketing ideas to enhance the Find Your Path Here program. Jesus Burgos, CATV Director is willing to assist in the creation of the advertising gimmicks. Freund and Strasser volunteered to help on a sub-committee with the objective of bringing back information for the third Tuesday in August.

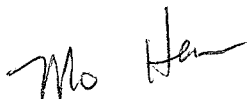
6) **New Business.** None.

- a) **Creation of Tax Incremental District No. 4 – Recommendation To Council.** Clerk/Treasurer Hansen briefed the committee on the Creation of the Tax Incremental District No. 4. **Motion:** Moved by Freund, seconded by Stinnett to recommend to Council for the creation of a Tax Incremental District No. 4. **Voice vote:** Motion carried.

7) **Future Agenda Items And Announcements.**

- 8) **Adjournment.** **Motion:** Moved by Ziaja, seconded by Stinnett to adjourn at approximately 7:07 p.m. **Voice vote:** Motion carried.

Attest:



Mo Hansen
Clerk/Treasurer

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY

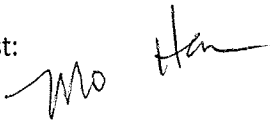
Minutes – August 20, 2013

POLICE TRAINING ROOM, MUNICIPAL BUILDING

CORRECTED IN THE SEPTEMBER 17, 2013 MINUTES

- 1) **Roll Call And Call To Order.** Chairperson Sellnow called the meeting to order at ~~6:30~~ 6:00 p.m. Members present: Sellnow, Stinnett, Strasser and Freund. Absent: Ziaja with two vacancies. Others attending: Dionne Ratliffe, Flora Ratliffe and Clerk/Treasurer Mo Hansen for a portion of the meeting.
- 2) **Approval of Meeting Minutes.** **Motion:** By consensus approval of meeting minutes was tabled. **By Consensus:** Motion approved.
- 3) **Citizen Input.** Keri Sellnow mentioned Flora Ratliffe as a possible interested person to serve on the Community Development Authority.
- 4) **Recurring Reports – Informational.** Written reports were presented for items 4a, 4b and 4c. No action taken.
 - a) **Budget Report.**
 - b) **Maunsha Business Development Program.**
 - c) **Find Your Path Here Program.**
- 5) **Unfinished Business.**
 - a) **Negotiations Regarding Redevelopment & Reuse Sites: 333 Portland Road, 173 North Monroe Street, 115 North Monroe Street, 123 South Monroe Street Discussion:** Hansen said limited progress had occurred in the negotiations. No action taken.
 - b) **Interactive Map Update.** No action.
 - c) **Lighting Find Your Path Here Welcome Signs. Discussion:** Freund commented on contacts she had made to generate estimates for this topic. No action taken.
 - d) **120 W Madison Street – Post Acquisition Activities. Discussion:** Hansen said no new information was available on the topic at this time.
 - e) **Find Your Path Here Program, Marketing Options - \$5,000 TV Plan And Other Options. Discussion:** Strasser and Freund reviewed activities since the last meeting including review of testimonials, a video shoot at Firemen's Park, review of TV buy submittals and drafting of a script. The CDA reviewed a WKOW media buy proposal recommended by Jesus Burgos. Hansen provided information regarding billboards and Facebook ads. **Motion:** By consensus the body authorized the WKOW TV buy with the modifications to the buy to include certain shows. **By Consensus:** Motion approved.
- 6) **Future Agenda Items And Announcements.** # Sellnow asked that a 2014 budget recommendation be put on the next agenda.
- 7) **Adjournment. Motion:** By consensus the body adjourned.

Attest:



Mo Hansen
Clerk/Treasurer

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY

Minutes – September 17, 2013

POLICE TRAINING ROOM, MUNICIPAL BUILDING

- 1) **Roll Call And Call To Order.** Chairperson Sellnow called the meeting to order at 6:30 p.m. Members present: Sellnow, Stinnett, Strasser and Freund. Absent: Ziaja with two vacancies. Others attending: Clerk/Treasurer Hansen.
- 2) **Approval of Meeting Minutes.** **Motion:** Moved by Strasser, seconded by Stinnett to approve the April 16, 2013 meeting minutes as presented. **Voice vote:** Motion approved. **Motion:** Moved by Strasser, seconded by Freund to approve the August 20, 2013 meeting minutes as presented with the correction of start time as 6:00 p.m. **Voice vote:** Motion approved.
- 3) **Citizen Input.** None.
- 4) **Recurring Reports – Informational.**
 - a) **Budget Report.** A written report was presented. There was some discussion regarding the report.
 - b) **Find Your Path Here Program.** A written report was presented. There was a change on the merchant list due to the HIPPA law.
- 5) **Unfinished Business.**
 - a) **Redevelopment & Reuse Of Targeted Sites: 333 Portland Road, 173 North Monroe Street, 115 North Monroe Street, 123 South Monroe Street – Update.** **Discussion:** Hansen shared a document drafted by Errin Welty to Jim Gauthier basically stating if he can sell all properties in an arm's length transaction with a total value greater than the option price higher cost the city would pay the closing costs for that transaction. The likelihood of that transaction taking place is unlikely. No action taken.
 - b) **Interactive Map Update.** **Discussion:** Hansen reported no new information from Laura Cotting on the topic. No action taken.
 - c) **Lighting Find Your Path Here Welcome Signs.** **Discussion:** Freund reported on contacts she made. Hansen said he had no new information. After lengthy discussion on the topic, the consensus was to assemble all the information compiled, which includes wiring, lighting fixtures and monthly electric charges, and present it to the Chamber of Commerce explaining that the CDA has exhausted all of their avenues. **Motion:** Moved by Stinnett, seconded by Freund that Keri Sellnow and Clerk/Treasurer Hansen assemble the information gathered thus far and Keri Sellnow present it to the Chamber of Commerce and let them have the Lighting Find Your Path Here Welcome Signs back for them to continue with. **Voice Vote:** Motion carried.
 - d) **120 West Madison Street – Post Acquisition Activities.** **Discussion:** Clerk/Treasurer Hansen reported that Tim Geske of Hawthorn & Stone had identified two estimates for demolition work but the information was not received. Sellnow asked Hansen to email the estimates to the committee members for their viewing prior to the next meeting. **Motion:** Moved by Freund, seconded by Stinnett to prepare an RFP for the demolition of the property at 120 W. Madison Street. **Voice Vote:** Motion carried.
- 6) **New Business**
 - a. **2014 Budget For Finance Committee Consideration.** Clerk/Treasurer Hansen presented a spreadsheet of the 2014 Budget. The objective is to prepare a budget for the November Finance, Insurance & Personnel Committee meeting. Errin Welty had Clerk/Treasurer Hansen present a matrix for their ranking of the items listed for prioritization in the budget process.
- 7) **Future Agenda Items And Announcements.** #Clerk/Treasurer Hansen mentioned that he is going to have the Parks Commission change their meeting times to 7:00 p.m.
- 8) **Adjournment.** **Motion:** Moved by Stinnett, seconded by Freund to adjourn at approximately 7:13 p.m. **Voice vote:** Motion carried.

Attest:

Mo Hansen
Clerk/Treasurer

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY

Minutes – October 15, 2013

POLICE TRAINING ROOM, MUNICIPAL BUILDING

- 1) **Roll Call And Call To Order.** Stinnett called the meeting to order at 6:00 p.m. Members present: Stinnett, Freund and Strasser and Sellnow via telephone. Absent: Ziaja with two vacancies. Others attending: Linda Norton and Clerk/Treasurer Hansen.
- 2) **Approval of Meeting Minutes.** **Motion:** Moved by Strasser, seconded by Freund to approve the September 18, 2012, April 16, 2013, June 18, 2013 (no meeting), and August 20, 2013 meeting minutes as presented. **Voice vote:** Motion approved.
- 3) **Citizen Input.** None.
- 4) **Recurring Reports – Informational.**
 - a) **Budget Report.** A written report was presented. Clerk/Treasurer Hansen reported that there were 29 recipients so far and that there are 2 new homes in progress. Hansen reported that the funds are quickly being exhausted. **Discussion:** The committee discussed different avenues of the program since the dollars are quickly being exhausted. It was suggested to approach the Finance Committee for more dollars and the possibility of using the impact fee dollars received on new home buildings. **Motion:** Moved by Stinnett, seconded that Keri Sellnow appear before the Finance, Insurance & Personnel Committee at 5:00 p.m. October 16, 2013 and present them with how the program has been successful and ask them for money. **Voice Vote:** Motion carried.
 - b) **Find Your Path Here Program.** Discussed and acted upon in 4a.
- 5) **Unfinished Business.**
 - a) **Redevelopment & Reuse Of Targeted Sites: 333 Portland Road, 173 North Monroe Street, 115 North Monroe Street, 123 South Monroe Street – Update.** **Discussion:** Clerk/Treasurer Hansen reported that there has not been much new activity with Jim Gauthier.
 - b) **Interactive Map Update.** **Discussion:** Clerk/Treasurer Hansen reported no new information, but there was extensive discussion. **Motion:** Moved by Strasser, seconded by Freund to drop the Interactive Map item from the Community Development Authority Agenda. **Voice Vote:** Motion carried.
 - c) **Lighting Find Your Path Here Welcome Signs – Sellnow Solar Test.** **Discussion:** Keri Sellnow asked that the item be tabled. She ordered lights from the hardware store, but they are too low to the ground. It was suggested to have them placed on a post to raise them. The posts have not been received yet. Sellnow said the cost would be approximately \$70.00. **Motion:** Moved by Sellnow, seconded by Stinnett to table the Sellnow Solar Test to the next meeting. **Voice Vote:** Motion carried.
 - d) **120 West Madison Street – Demolition Proposal Requests.** **Discussion:** Clerk/Treasurer Hansen reported that he has not acted on preparing the RFP for demolition. The demolition proposal requests will be tabled to the next meeting.
- 6) **New Business**
 - a) **Project Prioritization Exercise.** **Discussion:** After some discussion it was decided to bring this back to the November meeting as unfinished business.
 - b) **2014 Budget For Finance Committee Consideration.** Clerk/Treasurer Hansen informed the committee that a budget should be put together to submit to the Finance, Insurance & Personnel Committee.
 - c) **Find Your Path Here – Additional Revenue Sources.** Discussed under 4a.
- 7) **Future Agenda Items And Announcements.** #Clerk/Treasurer Hansen reported that Al Kegler was very interested in taking care of Youker Park and energize citizens to participate. Kegler also asked Sellnow about the plans that Waterloo 2000 & Beyond had drawn up for that area. **Motion:** Moved by Stinnett, seconded Strasser to allow Kegler to take steps to update Youker Park. **Voice Vote:** Motion carried. #Confirmation of agenda items to be placed on the next agenda: Project Prioritization Exercise, 2014 Budget, Find Your Path Here – Additional Revenue Sources, RFP for demolition proposal of 120 West Madison Street, and Sellnow Solar Test.
- 8) **Adjournment.** **Motion:** Moved by Strasser, seconded by Freund to adjourn at approximately 7:00 p.m. **Voice vote:** Motion carried.

Attest:

Mo Hansen
Clerk/Treasurer

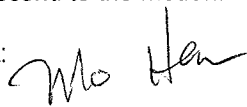
WATERLOO COMMUNITY DEVELOPMENT AUTHORITY

Minutes – November 19, 2013

POLICE TRAINING ROOM, MUNICIPAL BUILDING

- 1) **Roll Call And Call To Order.** Chairperson Sellnow called the meeting to order at 6:00 p.m. Members present: Stinnett, Freund, Ziaja and Thurnbauer. Absent: Strasser with one vacancy. Others attending: Linda Norton and Clerk/Treasurer Hansen.
- 2) **Approval of Meeting Minutes.** **Motion:** Moved by Stinnett, seconded by Freund to table the meeting minute. **Voice vote:** Motion approved.
- 3) **Citizen Input.** None.
- 4) **Recurring Reports – Informational.**
 - a) **Budget Report.** A written report was presented.
 - b) **Find Your Path Here Program.** Clerk/Treasurer presented an update for the program. Discussion was held regarding the continuance of the program. **Motion:** Moved by Ziaja, seconded by Stinnett to potentially make notice that the campaign will end January 31, 2014 and will officially approach the City Council for funds to continue the program, notify the media of the success of the program and hold an event for the participants, merchants and the CDA members. **Voice vote:** Motion carried.
- 5) **Unfinished Business.**
 - a) **Redevelopment & Reuse Of Targeted Sites: 333 Portland Road, 173 North Monroe Street, 115 North Monroe Street, 123 South Monroe Street – Update.** **Discussion:** Clerk/Treasurer Hansen reported that Jim Gauthier has not demonstrated any interest in the city's proposal. It was suggested to step back and let the private sector take control of the matter at hand.
 - b) **Interactive Map Update.** Struck from the agenda.
 - c) **Lighting Find Your Path Here Welcome Signs – Sellnow Solar Test.** **Discussion:** Keri Sellnow said to buy better solar lights. Sellnow mentioned that she discussed the landscaping around the signs, to which he said it could not be completed until spring.
 - d) **120 West Madison Street – Demolition Proposal Requests.** **Discussion:** Clerk/Treasurer Hansen reported that he has not acted on preparing the RFP for demolition. The demolition proposal requests will be tabled to the next meeting. Linda Norton mentioned that since the property was close to residential properties, it may be a security issue. Strasser mentioned that many people would like to see it placed back on the market.
 - e) **Project Prioritization Exercise.** Tabled to the next meeting.
 - f) **2014 Budget For Finance Committee Consideration.** Clerk/Treasurer Hansen suggested going through a prioritization process which will direct the budget numbers.
 - g) **Find Your Path Here – Additional Revenue Sources.** Addressed under 4b.
- 6) **New Business.** None.
- 7) **Future Agenda Items And Announcements.** #Clerk/Treasurer Hansen asked about the Holiday Parade, which is December 14th. #The next meeting is scheduled for December 17th.
- 8) **Adjournment.** **Motion:** Moved by Stinnett to adjourn at approximately 6:47 p.m. The tape was ended prior to a second to the motion.

Attest:


Mo Hansen
Clerk/Treasurer

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

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 5:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Reynolds and Ziaja. Absent – none. Others attending – Errin Welty of Vierbicher & Associates, Sharon Earhart, Solid Waste-Clean Sweep Program, Jefferson County, Steve Viper, Marketing Manager, Universal Recycling Technologies, Janesville and Rick Schultz, City of Watertown Street Superintendent/Solid Waste & Recycling.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Ziaja, seconded by Reynolds to approve the March through December, 2012 and February through June, 2013 meeting minutes. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNIFNISHED BUSINESS**

Motion From The Floor: Motion: Moved by Reynolds, seconded by Ziaja to amend the agenda to take up items 4b before 4a. **Voice vote:** Motion carried. The Council took the item up at this time. **Note:** For purposes of the meeting minutes, the actions are documented in the sequences of the posted agenda.

- a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** Welty reviewed her printed report. Noted.
 - b. **County/Municipal Trash and Recycling Opportunities – E-Waste, Chemical Waste And Other Waste Streams.** Reynolds contacted Sharon Earhart regarding her concerns about possibilities of chemical waste being placed with trash in the city. Sharon Earhart explained how the Clean Sweep program. Sharon also explained the process that is used for disposal of drugs and electronics and small appliances in other communities. Steve Viper explained the process of their facility. Rick Schultz explained their process.
 - c. **Neighborhood Project Ideas – Review and Comments On Community & Neighborhood Improvement Project Business Plan.** Ziaja mentioned that he was exploring the idea of joining the Rock River Coalition and beginning a chapter in Waterloo.
5. **NEW BUSINESS**
 - a. **Mural Project.** Van Holten mentioned cleaning up the old coal bin (former Van Holten property) and have a mural painted on the wall to clean it up. Cotting informed the committee that she asked Kunkel Engineering to go through Firemen's Park and evaluate the buildings. A report will be available at a later date.
 6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** #Rock River Coalition. #Economic Development Program update. #County Trash and Recycling ideas. #Neighborhood Project Ideas.
 7. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:15 p.m.

Attest:

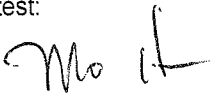


Morton Hansen
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
August 15, 2013**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:45 p.m. in the Police Training Room. Alderpersons present – Van Holten and Reynolds. Absent – Ziaja.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Van Holten, seconded by Reynolds to table the minutes. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **WATERLOO ECONOMIC DEVELOPMENT PROGRAM UPDATE – ERRIN WELTY, VIERBICHER & ASSOCIATES (WRITTEN REPORT).** Report filed.
5. **UNIFINISHED BUSINESS**
 - a. **County/Municipal Trash and Recycling Opportunities – E-Waste, Chemical Waste And Other Waste Streams.** **Motion:** Moved by Van Holten, seconded by Reynolds to table. **Voice Vote:** Motion carried.
 - b. **Rock River Coalition – Local Chapter.** No action taken.
 - c. **Neighborhood Project Ideas – Review and Comments On Community & Neighborhood Improvement Project Business Plan Including Mural Project.** No action taken.
6. **NEW BUSINESS**
 - a. **Rock River Coalition – Local Chapter.** Take off new business.
7. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
8. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Van Holten to adjourn. Motion carried. Approximate time: 6:47 p.m.

Attest:

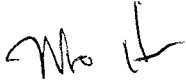


Morton Hansen
Clerk/Treasurer

CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING COUNCIL CHAMBERS - 136 NORTH MONROE ST
September 19, 2013

No meeting due to lack of quorum.

Attest:

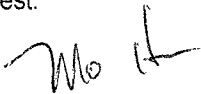


Morton Hansen, Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
October 17, 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.** No minutes presented to approve.
3. **CITIZEN INPUT.** None.
4. **WATERLOO ECONOMIC DEVELOPMENT PROGRAM UPDATE – ERRIN WELTY, VIERBICHER & ASSOCIATES (WRITTEN REPORT).** Welty reviewed her printed report. Noted.
5. **UNIFINISHED BUSINESS**
 - a. **County/Municipal Trash and Recycling Opportunities – E-Waste, Chemical Waste And Other Waste Streams.** The item has been transferred to the Public Works & Property Committee. The Community Development Committee would like to continue to check on the E-Waste Recycling program. Reynolds will call about the program also.
 - b. **Rock River Coalition – Local Chapter.** Ziaja explained the process of joining the Rock River Coalition. He did entertain assistance and ideas of advertising the idea. Van Holten thought holding a special meeting to invite citizens to participate. No action taken.
 - c. **Neighborhood Project Ideas – Review and Comments On Community & Neighborhood Improvement Project Business Plan Including Mural Project.** No action taken.
6. **NEW BUSINESS**
 - a. **Weiner & Kraut Festival Post-Event Review.** No information collected. The item should be placed on unfinished business.
7. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
8. **ADJOURN. Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:58 p.m.

Attest:

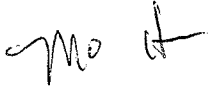


Morton Hansen
Clerk/Treasurer

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

No meeting due to lack of agenda items.

Attest:

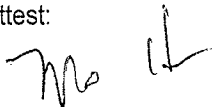
A handwritten signature in black ink, appearing to read 'Morton Hansen', written over the word 'Attest:'.

Morton Hansen, Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST
December 19, 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 and Ziaja. Late – Reynolds. Absent – none. Others attending - Errin Welty of Vierbicher & Associates, Laura Cotting, Police Chief Timothy Thomas and Clerk/Treasurer Hansen.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Van Holten, seconded by Ziaja to table the minutes. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** Laura Cotting reported she received a phone call from a resident of Waterloo Meadows Apartments which is income subsidized. She was concerned that since the property was paid off and it may change hands that it would no longer be subsidized.
4. **WATERLOO ECONOMIC DEVELOPMENT PROGRAM UPDATE – ERRIN WELTY, VIERBICHER & ASSOCIATES (WRITTEN REPORT).** Welty reviewed her printed report. Noted.
5. **UNIFINISHED BUSINESS**
 - a. **County/Municipal Trash and Recycling Opportunities – E-Waste, Chemical Waste And Other Waste Streams.**
 - b. **Rock River Coalition – Local Chapter.**
 - c. **Neighborhood Project Ideas – Review and Comments On Community & Neighborhood Improvement Project Business Plan Including Mural Project.**
 - d. **Weiner & Kraut Festival Post-Event Review.**
Motion: Moved by Ziaja, seconded by Reynolds to table all of item 5 until the next meeting. **Voice Vote:** Motion carried.
6. **NEW BUSINESS**
 - a. **Economic Development Services – Vierbicher & Associates Contract.** Errin Welty has taken a new position and will no longer be serving Waterloo. The city will be taking on the decision to continue with Vierbicher & Associates.
7. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
8. **ADJOURN.** **Motion:** Moved by Ziaja, seconded by Reynolds to adjourn. Motion carried. Approximate time: 6:55 p.m.

Attest:



Morton Hansen
Clerk/Treasurer

CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
February 7, 2013

1. **CALL TO ORDER AND ROLL CALL.** Alderperson Springer called the meeting to order at 5:30 p.m. Members present: Springer, Cotting and Quimby. Absent – none. Others present: Mayor Thompson, Police Chief Thomas, Library Director Cecilia Wiltzius and Clerk/Treasurer Hansen.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Quimby, seconded by Cotting to table approval of meeting minutes as none were presented. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **COMMUNICATION TO THE COMMITTEE**
 - a. **2012 Carry Over And Funds Adjustments.**
 - b. **2012 Fund 100 (General Fund) Actual vs. Budgeted – Spending Out/Spending Over Report.**
Discussion: Clerk/Treasurer Hansen described the reports. The committee discussed these items at some length.
5. **NEW BUSINESS**
 - a. **Resolution #2013-01 A Resolution Amending The 2012 Budget.** **Discussion:** Clerk/Treasurer Hansen explained the items listed in the Resolution. **Motion:** Moved by Quimby, seconded by Cotting to recommend Council approval of Resolution #2013-01 as presented. Cotting questioned where the money goes for the Youth Center Director. Clerk/Treasurer Hansen explained that they are rolled back into the fund balance. **Roll call vote:** Ayes: Springer, Cotting and Quimby. Noes: none. Motion carried.
 - b. **Treasurer's Report & Budget Reports For October, November & December 2012.** **Motion:** Moved by Quimby, seconded by Springer to recommend Council approval of the Treasurer's Reports for October, November and December 2012 as presented. **Roll call vote:** Ayes: Springer, Cotting and Quimby. Noes: none. Motion carried.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS**
 - a. **Municipal Credit Card.** Noted.
 - b. **Capital Planning.** Noted.
 - c. **Tax Incremental Finance.** Noted.
120 W. Madison Street will also be added as a future agenda item.
7. **ADJOURN.** **Motion:** Moved by Cotting, seconded by Springer to adjourn **Voice Vote:** Motion passed. Time: 6:43 p.m.

Attest:


Mo Hansen, Clerk/Treasurer