

# WATERLOO COMMUNITY DEVELOPMENT AUTHORITY - Minutes

MARCH 18, 2014 – POLICE TRAINING ROOM, MUNICIPAL BUILDING

1. **Roll Call And Call To Order.** Sellnow called the meeting to order at 6:00 p.m. Members present: Sellnow, Norton, Freund, Stinnett, Strasser, Thurnbauer and Ziaja. Absent: none. Others attending: Paul Mattson, Randy Sharpe and Clerk/Treasurer Hansen.
2. **Approval Of The Past Unapproved Meeting Minutes.** **Motion:** Moved by Ziaja, seconded by Stinnett to table approval of minutes until such time as they are available. **Voice vote:** Motion carried.
3. **Citizen Input**
  - a. **Petition Submittals From Paul Mattson & Sharon Burbach.** The petitions were noted and were addressed under agenda item 6a.
4. **Reports - Informational**
  - a. **Budget Report.** Noted. No action taken.
  - b. **Introduction To Tax Incremental Finance Concepts.** A committee handout was noted. No action taken.
5. **Unfinished Business**
  - a. **Project Prioritization**
    - i. **Worksheet Scoring Results. Discussion:** Results were briefly reviews. NOTE: At this time there was a motion from the floor. **Motion:** Moved by Ziaja seconded by Stinnett to move to item 6a on the agenda. **Voice vote:** Motion carried. For purposes of the minutes, the sequence remains in order as the original agenda.
    - ii. **Review Of Community Development Authority Powers & Duties.** No action taken.
    - iii. **2014-2015 Project Prioritization.**
      - **203 East Madison Street Discussion:** Norton expressed interest in streetscape elements other than large concrete blocks. The topic of the former Knaption property was evaluated. It was noted that funding for the first phase only covered acquisition. It was noted that concept work was needed. **Motion:** Moved by Ziaja, seconded by Freund to seek \$2,000 from the Finance Committee for a concept plan to develop 203 East Madison Street for potential parking and trailhead uses. **Voice vote:** Motion carried. **Motion:** Moved by Sellnow, second by Freund to seek an estimate from McKay Nursery to design a concept. **Voice vote:** Motion carried.
      - **Gauthier All-in-one Proposal Discussion:** The proposal as offered in 2013 to the now deceased Jim Gauthier was reviewed. **Motion:** Moved by Stinnett, second by Thurnbauer to recommend to Council that it present to Diane Gauthier the previous offer without contingencies; then using a sweetener as needed, noting any Council recommended changes. **Voice vote:** Motion carried.
      - **Find Your Path Here Discussion:** By consensus it was determined to prioritize it for next time.
6. **New Business**
  - a. **Petition Submittals From Paul Mattson & Sharon Burbach. Discussion:** Ziaja said many signatures were gathered. It was noted that the property is assessed at \$30,000. The need to protect adjacent structures during demolition was noted. The history of the discussion was noted. **Motion:** Moved by Ziaja, second by Strasser to put the property up for sale. **Roll call vote:** Ayes: Ziaja, Strasser, Stinnett, Freund and Norton. Noes: Sellnow and Thurnbauer. Motion carried.
  - b. **Mobile Apps Documentation.** No action taken.
  - c. **An Annual Community Development Authority Organizational Calendar.** No action taken.
  - d. **Identifying & Assembling The Community Development Authority Toolkit.** No action taken.
7. **Future Agenda Items And Announcements.** None.
8. **Adjourn. Motion:** By consensus the body adjourned. Time was approximately 7:15 p.m.

Attest:

Mo Hansen, Clerk/Treasurer