

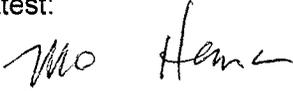
**A JOINT MEETING OF THE  
WATERLOO COMMUNITY DEVELOPMENT AUTHORITY  
AND  
WATERLOO COMMUNITY DEVELOPMENT COMMITTEE  
MEETING MINUTES: August 17, 2015**

1. CALL TO ORDER, ROLL CALL. CDA Vice-Chair Matt Ziaja call the meeting to order at 6:00 p.m. Members Present: Ziaja, Stinnett, Freund, Hermanson, Reynolds and Thomas. Absent: none with two vacancies. Others present: Sharon Burbach, Al Kegler and Clerk/Treasurer Mo Hansen.
2. MEETING MINUTES APPROVAL. July 20, 2015. MOTION: Moved by Ziaja, seconded by Thomas to table approval of the listed meeting minutes. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. ## Sharon Burbach asked if what makes a commercial rental property rentable. He asked if the Building Inspector has completely inspected the property at 120 West Madison Street. Ziaja said staff would check on the questions and report back to the Burbach,
4. UNFINISHED BUSINESS
  - a. 203 EAST MADISON STREET - REUSE CONCEPT
    - i. REQUESTS FOR PUBLIC INPUT. NOTE: No member of the public can to address the group on this topic. It was requested to invite residents again.
    - ii. CONCEPT COST ESTIMATES. DISCUSSION: A handout from Kunkel Engineering was in the meeting material. No action taken.
    - iii. IDENTIFYING NEXT STEPS. DISCUSSION: The group discussed what property owners Bergan and Stewart may want to offer an easement. Matt Ziaja said that he would attempt to contact Emma Stewart and Tom Bergan the two property owners that would need to grant an easement to allow for a pedestrian trail to run north from 203 East Madison Street to Youker Park. No further action taken.
  - b. DISPOSITION OF YOUTH CENTER - 257 MILL STREET, REFERRED BY PARKS COMMISSION TO CDA. DISCUSSION: Thomas said he had received comments and was concerned that the lot in question was not defined. Ziaja said he had received input and said the majority comment was to make the most of the property. Reynolds said she was frustrated in that no money was budgeted for programming. Thomas said alternative uses could be found for the building. Al Kegler asked if the sale proceeds could be earmarked for future park projects. Stinnett said her brother-in-law who previously expressed interested hasn't been in the discussion related to a sale. She said he was interested in a lease. Hermanson said to look at the opportunity cost of not doing anything. Stinnett said her brother-in-law was open to all ideas. Thomas asked if the group wanted to go on record with a position. No action taken.
  - c. 120 WEST MADISON STREET, STAFF UPDATE. DISCUSSION: Hansen said the property owner had applied for a façade grant, had taken action to make improvements and was moving forward on the project. No action taken.
5. NEW BUSINESS
  - a. 2015 & 2016 BUDGET REVIEW, RECOMMENDATIONS TO FINANCE, INSURANCE & PERSONNEL COMMITTEE. MOTION: Moved by Ziaja, seconded by Stinnett to ask the Finance Committee to move expenses for the Maunasha Business Center from Fund 600 to the General Fund. VOICE VOTE: Motion carried.
  - b. ELECTION OF CHAIR AND VICE-CHAIR. Nominations were accepted for both positions and Ziaja and Hermanson were unanimously elected Chair and Vice-Chair.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. JEFFERSON COUNTY ECONOMIC DEVELOPMENT CONSORTIUM, JULY 23<sup>RD</sup> MEETING REPORT. Noted.

- b. NEXT MEETING, MONDAY, SEPTEMBER 21, 2015 AT 6:00 PM
- c. OTHER ANNOUNCEMENTS. Linda Norton said that due to a scheduled surgery, she may be unavailable for the next meeting.

7. ADJOURNMENT. MOTION. Moved by Hermanson, seconded by Freund to adjourn. VOICE VOTE: Motion carried. Approximate time was 7:32 pm.

Attest:



Mo Hansen  
Clerk/Treasurer