

**A JOINT MEETING OF THE
WATERLOO COMMUNITY DEVELOPMENT AUTHORITY & WATERLOO COMMUNITY DEVELOPMENT COMMITTEE
MEETING MINUTES: May 16, 2017**

1. ROLL CALL AND CALL TO ORDER. CDA Chair Hermanson called the joint meeting to order at 6:00 p.m. in the Municipal Building Council Chambers. CDA members present: Hermanson, Norton, Stinnett, Tuttle, Moe & Ziaja. Absent: Reynolds. CDC members present: Petts, and Ziaja. Absent: Thomas. Others present: Diane Graff, Mike Kawula and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: April 18, 2017. MOTION: Moved by Stinnett, seconded by Petts to approve the minutes as. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. ## Linda Norton said Jode Rettschlag questioned the new sidewalk installation at Anna & Lum saying it would adversely affect property values.
4. UPDATES & REPORTS
 - a. Chamber of Commerce Liaison. DISCUSSION: Liaison Tuttle confirmed that the Chamber would do new business welcome going forward. The municipality is to communicate out when new businesses are identified. She said the Chamber was organizing a May 25 at 9AM downtown planting event, 4-H was involved.
 - b. Fund 600 - Monthly Financials. Noted.
 - c. 2016 Grant Tracking. Noted.
5. ECONOMIC DEVELOPMENT PLAN IMPLEMENTATION TRACKING
 - a. Clerk/Treasurer's "Next 28 Days Checklist." DISCUSSION: Hansen reviewed the handout.
6. UNFINISHED BUSINESS
 - a. "You Are Here" Kiosks, Follow-up Information After Following High School Outreach. DISCUSSION: Petts and Stinnett said outreach to groups was needed; 4-H, Tri-County Twisters and others. Hansen to write letter which he promised last month. No action taken.
 - b. Street Market Initiative, Recruiting A Market Manager, Sub-committee Follow-up With Amanda Wermuth. NOTE: Amanda did not attend. DISCUSSION: Hansen said Wermuth worked for Phil Herron and said the Market Manager concept was a lot of work for the money. He said she would have been a good candidate but stepped out of consideration.
 - c. 203 East Madison Street, Review & Comment On Kunkel Engineering Revised Concept. DISCUSSION: Hansen said Kunkel Engineering was drafting a bid documents for the riparian area improvements. Communication with neighbor Jeff Bogstad was noted. Hansen said the City would have to find additional open public space to substitute for the land at 203 East Madison Street before the DNR would consider allowing the City to sell the land to Bogstad. No action taken.
 - d. A 2017 Hotel Feasibility Study, Considering A Recommendation To The City Council. DISCUSSION: Hansen said a RFP submittals would be available by next meeting. No action taken.
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Next Meeting: June 20, 2017 at 6 p.m.
 - b. Linda Norton ask that Sharon Burbach's concerns about City-Strauss 120 West Madison Street sale agreement be reviewed at the next meeting.
8. ADJOURNMENT. MOTION: By consensus the body adjourned: Approximate time: 6:50 p.m.

Attest:



Mo Hansen
Clerk/Treasurer