

**A JOINT MEETING OF THE
WATERLOO COMMUNITY DEVELOPMENT AUTHORITY & WATERLOO COMMUNITY DEVELOPMENT COMMITTEE
MEETING MINUTES: March 20, 2018**

1. ROLL CALL AND CALL TO ORDER. CDA Vice-Chair Stinnett called the joint meeting to order at 6:00 p.m. in the Municipal Building Council Chambers. CDA members present: Stinnett, Moe, Tuttle, Lewandowski and Ziaja. Absent: Reynolds and Hermanson. CDC members present: Petts, Thomas and Ziaja. Absent: none. Others present: Parker Dow; Ron Griffin; Tama Griffin and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: February 20, 2018. MOTION: Moved by Thomas, seconded Ziaja to table meeting minute approval. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. ## Ziaja request a report on renting the Maunessa Business Center. ## Lewandowski asked about how removal of trees in public areas is determined.
4. UPDATES & REPORTS
 - a. Chamber of Commerce Liaison. Tuttle said the annual Chamber meeting was held; identified the board members as Evan Kurkowski, Rachel Giese, Brad Chadwick and Natalie Jonas; the Chamber would hold regular meetings the 2nd Tuesday of the month; and the group wanted to create a Wiener & Kraut Festival committee inviting non-members to participate.
 - b. Fund 600 - Monthly Financials. Noted.
 - c. Grant Tracking. Noted.
 - d. Sign-Kiosk Installations. Hansen said lack of funding was a deterrent to spend on kiosk installation. He said he would proceed with installation of a 2nd meter at 117 North Madison Street to aid in reducing monthly electric charges.
5. ECONOMIC DEVELOPMENT IMPLEMENTATION PROGRESS
 - a. WORK GROUP PROGRESS REPORT
 - i. Building Contact Database Stinnett said the Work Group did not meeting due to illness.
 - ii. Create Street Market Facebook. Tuttle said a Facebook page was in place and the market would start the last Sunday in May.
 - iii. Create Street Market Flyer. Tuttle distributed a flyer.
 - iv. Brand Waterloo "Green Healthy." Moe said 20 a flyer had been sent to 20 real estate agents.
 - v. Preferred Use(s) - 333 Portland Rd To Aid/Focus Parcel Marketing Efforts
 1. New business / Business Expansion Documents. No action.
 2. Community Feedback: Attracting & Retaining Young People In Waterloo. Lewandowski rebroadcast a WHA-Radio program discussing the topic. He work through an outline rating where Waterloo ranked related to the items discussed. He suggested testing FlipGrid as an online platform for engaging the public. Parker Dow and Ron Griffin submitted documents relating to interest acquiring all or portions of 333 Portland Road. Ziaja suggested steps to make the land available to any and all bidders such as a request for proposal.
 - b. March – April Implementation List. No hand was presented. No action taken.
6. UNFINISHED BUSINESS
 - a. Street Market Initiative – Preparing For Launch. See above from Tuttle.
7. NEW BUSINESS
 - a. Project Aluminum – Status Update. Hansen played a video which was part of a Project Aluminum site selection process.
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. None.
9. ADJOURNMENT. MOTION: Moved by Thomas, seconded by Petts to adjourn. Motion carried. Approximate time: 8:20 p.m.

Attest:



Mo Hansen
Clerk/Treasurer