

**CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES**

**May 150, 2021**

1. CALL TO ORDER AND ROLL CALL. Thomas called the meeting to order at 5:30 p.m. Members present: Thomas, Kuhl & Rhynes. Absent: none. Other attending: Mayor Quimby; Chief Sorenson; Utility Superintendent Sorenson; Chief Benish and Clerk/Treasurer Hansen.
2. UNFINISHED BUSINESS
  - a. Considering A Scope Of Work And Funding For A Prospective Economic Development Service Provider. DISCUSSION: The committee reviewed meeting handouts including similar prior year Request for Proposal documents and prior year contracts. Members commented on what they liked from the handouts. Rhynes contributed an interest in tiny houses; Kuhl contributed an interest in Vilas County business incubator activities. The skill set needed was discussed. Thomas said a contract no shorter than 12 months and a broad scope of work was his preference. Hansen said Waterloo Utilities could provide parameters for water/sewer use in targeting industries. The Mayor said she like the contract outline from a prior year contract. MOTION: Moved by Rhynes, seconded by Kuhl to direct the Clerk/Treasurer to draft a Request for Proposal based on the discussion and to refer it the Community Development Authority. VOICE VOTE: Motion carried.
3. ADJOURNMENT. MOTION: Moved by Kuhl, seconded by Rhynes to adjourn. VOICE VOTE: Motion carried. The time was approximately 6:00 pm.



Mo Hansen  
Clerk/Treasurer