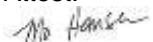


## **WATERLOO COMMUNITY DEVELOPMENT AUTHORITY -- MEETING MINUTES: July 20, 2021**

Digital audio files are archived with these written minutes additionally serving as the official record.

1. ROLL CALL AND CALL TO ORDER. CDA Vice-Chair Weihert called the meeting to order at 6:00 p.m. attended in-person & remotely. Members present: Sharpe, Petts, Kuhl, Weihert, Woods and Soter. Absent: O'Connell and non-voting member Henning. Others present: Don Nell, Tim Thomas, Ben Reigel and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: June 15, 2021 and July 12, 2021. MOTION: [Kuhl/Weihert] To table approvals. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. UPDATES & REPORTS
  - a. Summary Report (7/17 email). Noted.
  - b. Website Revisions. Interest in a community guide was mentioned. Incomplete items noted by Hansen.
    - i. Google Drive Data
    - ii. Community Welcoming Material
  - c. School District Liaison. Hansen said Henning has asked his Board to assign or appoint a new contact.
  - d. Grant Tracking. Noted.
  - e. Treyburn Farms. Noted and taken up below.
  - f. Economic Development Plan Implementation Progress. Noted.
    - i. 333 Portland Road Development
      1. RTG Enterprise Interest In Purchasing 1.4 Acres of 333 Portland Road
  - g. Financial Reports Tax Incremental Finance Districts 2, 3 & 4 and Fund 600. Noted.
  - h. 575 West Madison Street. Owner interest in constructing a fence to store vehicles and equipment in the parking lot was shared by Hansen.
  - i. Hawthorn & Stone Development Agreement. The developer's payment delinquency was noted.
5. UNFINISHED BUSINESS
  - a. Implementing A Blight Policy, Hiring Code Compliance Services, Follow-up (Outreach In Progress). Hansen asked for more time to complete the project. [Weihert/Petts] to table until the next meeting. VOICE VOTE: Motion carried.
  - b. Jesus and Aidhe Aranda Re-Use Support Proposals, 692 West Madison Street. Hansen said according to Jesus Aranda private negotiations had stalled.
  - c. Considering A Request For Proposal For Economic Development Services. Hansen said the deadline for submittals was extended from 7/19 to 8/9. No action taken
  - d. 2022 Budget Deliberation Process – CDA Budget Submittal
  - e. Review Of Tax Incremental Finance – Overview & Progress Report
  - f. Request For Tax Incremental Financing Assistance, Acquisition Plan For Retail Businesses And Real Estate At 305 West Madison Street.
6. NEW BUSINESS
  - a. CDA Meetings Policy And Citizen Input. Weihert said in Middleton no citizen is allowed to speak during committee meetings. Kuhl and Soter noted that if a citizen spoke no action could be taken. Hansen said the item was for Boards, Committees & Commissions to listen to input, rather than act. Woods and Sharpe spoke in favor or moving the item to the end of the agenda to minimize the opportunity for meeting minutes to be consumed by long amounts of input at the beginning. Thomas spoke in favor of having citizen input. MOTION: [Woods/Soter] to move the agenda item to the end of the agenda. VOICE VOTE: Motion carried.
  - b. Treyburn Farms Project, Marketing Of Lot #3. Hansen said thanks to Sharpe's follow-up, the expired Lot #3 offer to purchase was being represented to the person who initially submitted it to be refreshed. He said communication from the party led him to believe the offer would be renewed.
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Annual Calendar. Noted.
8. ADJOURNMENT. MOTION: [Kuhl/Weihert] To adjourned. VOICE VOTE: Motion carried. Time: 7:20 p.m.

Attest:





Mo Hansen  
Clerk/Treasurer