



136 North Monroe Street
Waterloo, WI 53594
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A MEETING OF THE WATERLOO COMMUNITY DEVELOPMENT AUTHORITY - AGENDA

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and to the news media, that a public meeting will be held to consider the following:

Date: September 16, 2025
Time: 6:00 p.m.
Location: Municipal Building, 136 North Monroe Street

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL
- 2) MEETING MINUTES APPROVAL: March 18, 2025
- 3) UPDATES & REPORTS
 - a) Financial Reports Tax Incremental Finance Districts 2, 3 & 4, and Fund 600
 - b) School District Liaison
 - c) Business Association Liaison
- 4) OLD BUSINESS
- 5) NEW BUSINESS
 - a) 2026 Budget discussion
 - b) Façade Grant 139-143 N. Monroe Street
- 6) CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS (3-minute time limit)
 - a) Annual Calendar
- 7) ADJOURNMENT

Jeanne Ritter, Clerk/Deputy Treasurer

Community Development Authority: Soter, C. Kuhl, A. Kuhl, Empey, Nell, Zimmermann, Haseleu, and School District Superintendent Brian Henning as non-voting School District liaison
Posted, Mailed and E-mailed: 09/10/2025.

Please note it is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noted. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location.

WATERLOO COMMUNITY DEVELOPMENT AUTHORITY -- MEETING MINUTES: March 18, 2025

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

1. PLEDGE OF ALLEGIANCE, ROLL CALL AND CALL TO ORDER. Zimmermann called the meeting to order at 6:00 p.m. Members present: C. Kuhl, Haseleu, A. Kuhl, Nell, Zimmermann, Empey, and Soter. Remote: none Absent: none Others in Attendance: D. Nell, L. Twarog from Town and Country, B.Sorenson Utilities and Clerk Ritter.
2. MEETING MINUTES APPROVAL: January 21, 2025 [Nell/A.Kuhl] VOICE VOTE: Motion carried.
3. Reports and Presentations
 - a. Review of Report for Fischer Rd from Town and Country -informational
4. UPDATES & REPORTS. – Discussion (see reports in packet)
 - a. Financial Reports Tax Incremental Finance Districts 2, 3 & 4, and Fund 600.
 - b. Business Association Liaison Report
 - c. School District Liaison
5. OLD BUSINESS
 - a. Goals for 2025 -Continued discussion on the direction for 2025 -discussion.
6. NEW BUSINESS
7. CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Annual Calendar
8. ADJOURNMENT. MOTION: [C. Kuhl/Nell] VOICE VOTE: Motion carried. Time approximately: 7:00 pm.

Attest:

Jeanne Ritter
Clerk/Deputy Treasurer

CITY OF WATERLOO

BALANCE SHEET

AUGUST 31, 2025

600-COMMUNITY DEVELOPMENT AUTHORITY

ASSETS

600-11100	TREASURER'S CASH	40,719.18	
600-15800	DUE FROM AGENCY FUND TAXES	2,119.60	
	TOTAL ASSETS		42,838.78

LIABILITIES AND EQUITY

LIABILITIES

600-26100	DEFERRED REVENUE	(.40)	
	TOTAL LIABILITIES		(.40)

FUND EQUITY

600-34300	FUND BALANCE	18,555.38	
600-34310	PROFESSIONAL SVCS CARRYOVER	25,000.00	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	(716.20)	
	TOTAL FUND EQUITY		42,839.18
	TOTAL LIABILITIES AND EQUITY		42,838.78

CITY OF WATERLOO

DETAIL REVENUES WITH COMPARISON TO BUDGET FOR THE 8 MONTHS ENDING AUGUST 31, 2025

FUND 600 - COMMUNITY DEVELOP AUTHORITY

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	OVER(UNDER)	% OF
	<u>TAXES</u>					
600-41-4111-000	LOCAL TAX-GENERAL FUND	.00	.00	2,120.00	(2,120.00)	.0
	TOTAL TAXES	.00	.00	2,120.00	(2,120.00)	.0
	<u>PUBLIC CHARGES FOR SERVICE</u>					
600-46-4674-000	MBC BUILDING RENTAL	.00	2,455.00	3,000.00	(545.00)	81.8
	TOTAL PUBLIC CHARGES FOR SERVICE	.00	2,455.00	3,000.00	(545.00)	81.8
	TOTAL FUND REVENUE	.00	2,455.00	5,120.00	(2,665.00)	48.0

CITY OF WATERLOO
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING AUGUST 31, 2025
FUND 600 - COMMUNITY DEVELOPMENT AUTHORITY

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>SPECIAL ACCTG COSTS</u>					
600-51-5151-399	SPECIAL ACCTNG COSTS - MISC	.00	239.00	300.00	61.00	79.7
	TOTAL SPECIAL ACCTG COSTS	.00	239.00	300.00	61.00	79.7
	<u>MAUNESHA BUSINESS CENTER</u>					
600-51-5162-221	MAUNESHA BUSINESS ELECTRIC	132.50	390.14	800.00	409.86	48.8
600-51-5162-222	MAUNESHA BUSINESS HEAT	10.89	858.13	1,200.00	341.87	71.5
600-51-5162-223	MAUNESHA BUSINESS WATER/SEWER	63.84	443.18	1,000.00	556.82	44.3
600-51-5162-290	MAUNESHA BUSINESS CLEAN CONTRA	55.00	440.00	660.00	220.00	66.7
600-51-5162-351	MAUNESHA BUSINESS REPAIRS/MAIN	17.77	800.75	.00	(800.75)	.0
	TOTAL MAUNESHA BUSINESS CENTER	280.00	2,932.20	3,660.00	727.80	80.1
	TOTAL FUND EXPENDITURES	280.00	3,171.20	3,960.00	788.80	80.1
	NET REVENUE OVER(UNDER) EXPENDITURES	(280.00)	(716.20)	1,160.00		

CITY OF WATERLOO

BALANCE SHEET
AUGUST 31, 2025

412-TIF DISTRICT 2 FUND

ASSETS

412-11100	TREASURER'S CASH	854,387.18	
412-15800	DUE FROM AGENCY FUND TAXES	4,573.68	
412-17000	DUE (TO)/FROM TID 2	34,250.00	
	TOTAL ASSETS		893,210.86

LIABILITIES AND EQUITY

LIABILITIES

412-26100	DEFERRED REVENUE	4,573.80	
	TOTAL LIABILITIES		4,573.80

FUND EQUITY

412-34300	FUND BALANCE	731,011.00	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	157,626.06	
	TOTAL FUND EQUITY		888,637.06
	TOTAL LIABILITIES AND EQUITY		893,210.86

CITY OF WATERLOO
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING AUGUST 31, 2025

FUND 412 - TIF DISTRICT 2 FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>TIF DISTRICT 2 FUND</u>					
412-41-4111-000	TAX INCREMENTS	.00	158,075.00	162,649.49	4,574.49	97.2
	TOTAL TIF DISTRICT 2 FUND	.00	158,075.00	162,649.49	4,574.49	97.2
	<u>INTERGOVERNMENTAL REVENUE</u>					
412-43-4364-000	STATE AID EXEMPT COMPUTERS	.00	783.21	783.21	.00	100.0
412-43-4366-000	STATE AID PERSONAL PROPERTY	.00	7,078.35	7,078.35	.00	100.0
	TOTAL INTERGOVERNMENTAL REVENUE	.00	7,861.56	7,861.56	.00	100.0
	<u>MISCELLANEOUS REVENUES</u>					
412-48-4800-000	MISC REVENUES	.00	.00	41,081.00	41,081.00	.0
	TOTAL MISCELLANEOUS REVENUES	.00	.00	41,081.00	41,081.00	.0
	TOTAL FUND REVENUE	.00	165,936.56	211,592.05	45,655.49	78.4

CITY OF WATERLOO
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING AUGUST 31, 2025

FUND 412 - TIF DISTRICT 2 FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>LEGISLATIVE SUPPORT</u>					
412-51-5112-325	LEGIS SUPPORT ANNUAL DOR FEE	.00	150.00	150.00	.00	100.0
	TOTAL LEGISLATIVE SUPPORT	.00	150.00	150.00	.00	100.0
	<u>ATTORNEY</u>					
412-51-5130-211	ATTORNEY ATTORNEY FEES	1,363.00	1,363.00	2,000.00	637.00	68.2
	TOTAL ATTORNEY	1,363.00	1,363.00	2,000.00	637.00	68.2
	<u>CLERK - WAGES</u>					
412-51-5142-110	CLERK SALARY/CLERK	.00	.00	15,380.08	15,380.08	.0
	TOTAL CLERK - WAGES	.00	.00	15,380.08	15,380.08	.0
	<u>SPECIAL ACCTG AND AUDITING</u>					
412-51-5151-214	SPEC ACCTG & AUD PROF FEES	1,567.50	3,047.50	.00	(3,047.50)	.0
	TOTAL SPECIAL ACCTG AND AUDITING	1,567.50	3,047.50	.00	(3,047.50)	.0
	<u>ENGINEERING AND ADMINISTRATION</u>					
412-53-5310-215	ENG & ADMIN PROF FEES	.00	3,750.00	10,000.00	6,250.00	37.5
	TOTAL ENGINEERING AND ADMINISTRATION	.00	3,750.00	10,000.00	6,250.00	37.5
	<u>CAPITAL PROJECT</u>					
412-57-5701-806	CAPITAL PROJ IMPROVEMENT PROG	.00	.00	5,000.00	5,000.00	.0
	TOTAL CAPITAL PROJECT	.00	.00	5,000.00	5,000.00	.0
	TOTAL FUND EXPENDITURES	2,930.50	8,310.50	32,530.08	24,219.58	25.6
	NET REVENUE OVER(UNDER) EXPENDITURES	(2,930.50)	157,626.06	179,061.97		

CITY OF WATERLOO

BALANCE SHEET
AUGUST 31, 2025

413-TIF DISTRICT 3 FUND

ASSETS

413-11100	TREASURER'S CASH	41,748.91	
413-15800	DUE FROM AGENCY FUND TAXES	2,379.86	
	TOTAL ASSETS		44,128.77

LIABILITIES AND EQUITY

LIABILITIES

413-26100	DEFERRED REVENUE	2,379.74	
	TOTAL LIABILITIES		2,379.74

FUND EQUITY

413-34300	FUND BALANCE	58,203.97	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	(16,454.94)	
	TOTAL FUND EQUITY		41,749.03
	TOTAL LIABILITIES AND EQUITY		44,128.77

CITY OF WATERLOO
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING AUGUST 31, 2025

FUND 413 - TIF DISTRICT 3 FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>TAXES</u>					
413-41-4111-000	TAX INCREMENTS	.00	82,239.00	84,619.27	2,380.27	97.2
	TOTAL TAXES	.00	82,239.00	84,619.27	2,380.27	97.2
	<u>INTERGOVERNMENTAL REVENUE</u>					
413-43-4364-000	STATE AID EXEMPT COMPUTERS	.00	319.94	319.94	.00	100.0
413-43-4365-000	STATE AID PERSONAL PROPERTY	.00	1,893.37	1,672.60	(220.77)	113.2
	TOTAL INTERGOVERNMENTAL REVENUE	.00	2,213.31	1,992.54	(220.77)	111.1
	<u>MISCELLANEOUS REVENUES</u>					
413-48-4800-000	MISC REVENUES	.00	.00	31,362.00	31,362.00	.0
	TOTAL MISCELLANEOUS REVENUES	.00	.00	31,362.00	31,362.00	.0
	TOTAL FUND REVENUE	.00	84,452.31	117,973.81	33,521.50	71.6

CITY OF WATERLOO
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING AUGUST 31, 2025

FUND 413 - TIF DISTRICT 3 FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>LEGISLATIVE SUPPORT</u>					
413-51-5112-325	LEGIS SUPPORT ANNUAL DOR FEE	.00	150.00	150.00	.00	100.0
	TOTAL LEGISLATIVE SUPPORT	.00	150.00	150.00	.00	100.0
	<u>ATTORNEY</u>					
413-51-5130-211	ATTORNEY ATTORNEY FEES	116.00	116.00	1,000.00	884.00	11.6
	TOTAL ATTORNEY	116.00	116.00	1,000.00	884.00	11.6
	<u>SPECIAL ACCTG AND AUDITING</u>					
413-51-5151-214	SPEC ACCTG & AUD PROF FEES	.00	1,300.00	2,500.00	1,200.00	52.0
	TOTAL SPECIAL ACCTG AND AUDITING	.00	1,300.00	2,500.00	1,200.00	52.0
	<u>ENGINEERING AND ADMINISTRATION</u>					
413-53-5310-215	ENG & ADMIN PROF FEES	.00	.00	1,000.00	1,000.00	.0
	TOTAL ENGINEERING AND ADMINISTRATION	.00	.00	1,000.00	1,000.00	.0
	<u>TRANSFER TO DEBT SERVICE</u>					
413-59-5929-000	TRANSFER TO DEBT SERVICE	.00	99,341.25	117,922.50	18,581.25	84.2
	TOTAL TRANSFER TO DEBT SERVICE	.00	99,341.25	117,922.50	18,581.25	84.2
	TOTAL FUND EXPENDITURES	116.00	100,907.25	122,572.50	21,665.25	82.3
	NET REVENUE OVER(UNDER) EXPENDITURES	(116.00)	(16,454.94)	(4,598.69)		

CITY OF WATERLOO

BALANCE SHEET
AUGUST 31, 2025

414-TIF DISTRICT 4 FUND

ASSETS

414-11100	TREASURER'S CASH	185,384.55	
414-15800	DUE FROM AGENCY FUND TAXES	1,832.60	
	TOTAL ASSETS		187,217.15

LIABILITIES AND EQUITY

LIABILITIES

414-26100	DEFERRED REVENUE	65,169.60	
	TOTAL LIABILITIES		65,169.60

FUND EQUITY

414-34300	FUND BALANCE	119,669.91	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	2,377.64	
	TOTAL FUND EQUITY		122,047.55
	TOTAL LIABILITIES AND EQUITY		187,217.15

CITY OF WATERLOO
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING AUGUST 31, 2025

FUND 414 - TIF DISTRICT 4 FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>TIF DISTRICT 4 FUND</u>					
414-41-4111-000	TAX INCREMENTS	.00	.00	65,170.16	65,170.16	.0
	TOTAL TIF DISTRICT 4 FUND	.00	.00	65,170.16	65,170.16	.0
	<u>INTERGOVERNMENTAL REVENUE</u>					
414-43-4364-000	STATE AID COMPUTERS	.00	238.03	238.03	.00	100.0
414-43-4365-000	STATE AID PERSONAL PROPERTY	.00	3,589.61	2,906.54	(683.07)	123.5
	TOTAL INTERGOVERNMENTAL REVENUE	.00	3,827.64	3,144.57	(683.07)	121.7
	TOTAL FUND REVENUE	.00	3,827.64	68,314.73	64,487.09	5.6

CITY OF WATERLOO
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING AUGUST 31, 2025

FUND 414 - TIF DISTRICT 4 FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>LEGISLATIVE SUPPORT</u>					
414-51-5112-325	LEGIS SUPPORT ANNUAL DOR FEE	.00	150.00	150.00	.00	100.0
	TOTAL LEGISLATIVE SUPPORT	.00	150.00	150.00	.00	100.0
	<u>SPECIAL ACCTG AND AUDITING</u>					
414-51-5151-214	SPEC ACCTG & AUD PROF FEES	.00	1,300.00	1,500.00	200.00	86.7
	TOTAL SPECIAL ACCTG AND AUDITING	.00	1,300.00	1,500.00	200.00	86.7
	<u>ENGINEERING AND ADMINISTRATION</u>					
414-53-5310-215	ENG & ADMIN PROF FEES	.00	.00	10,000.00	10,000.00	.0
	TOTAL ENGINEERING AND ADMINISTRATION	.00	.00	10,000.00	10,000.00	.0
	TOTAL FUND EXPENDITURES	.00	1,450.00	11,650.00	10,200.00	12.5
	NET REVENUE OVER(UNDER) EXPENDITURES	.00	2,377.64	56,664.73		

CITY OF WATERLOO

BALANCE SHEET
AUGUST 31, 2025

415-FUND 415

ASSETS

415-11100	TREASURER'S CASH	19,156.50	
415-15800	DUE FROM AGENCY FUND TAXES	623.00	
	TOTAL ASSETS		19,779.50

LIABILITIES AND EQUITY

LIABILITIES

415-26100	DEFERRED REVENUE	623.00	
415-27000	DUE (TO)/FROM TID 5	34,250.00	
	TOTAL LIABILITIES		34,873.00

FUND EQUITY

415-34300	TIF DISTRICT 5 FUND	(34,249.50)	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	19,156.00	
	TOTAL FUND EQUITY		(15,093.50)
	TOTAL LIABILITIES AND EQUITY		19,779.50

CITY OF WATERLOO
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING AUGUST 31, 2025

FUND 415 - FUND 415

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>SOURCE 41</u>					
415-41-4111-000	TAX INCREMENTS	.00	21,516.00	.00	(21,516.00)	.0
	TOTAL SOURCE 41	.00	21,516.00	.00	(21,516.00)	.0
	<u>SOURCE 48</u>					
415-48-4800-000	MISC REVENUE	.00	.00	22,139.39	22,139.39	.0
	TOTAL SOURCE 48	.00	.00	22,139.39	22,139.39	.0
	TOTAL FUND REVENUE	.00	21,516.00	22,139.39	623.39	97.2

CITY OF WATERLOO
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING AUGUST 31, 2025

FUND 415 - FUND 415

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
415-51-5112-325	LEGIS SUPPORT ANNUAL DOR FEE	.00	150.00	.00	(150.00)	.0
	TOTAL DEPARTMENT 5112	.00	150.00	.00	(150.00)	.0
	DEPARTMENT 5151					
415-51-5151-214	SPEC ACCTG & AUD PROF FEES	.00	1,300.00	.00	(1,300.00)	.0
	TOTAL DEPARTMENT 5151	.00	1,300.00	.00	(1,300.00)	.0
415-53-5310-215	ENG & ADMIN PROF FEES	910.00	910.00	.00	(910.00)	.0
	TOTAL DEPARTMENT 5310	910.00	910.00	.00	(910.00)	.0
	TOTAL FUND EXPENDITURES	910.00	2,360.00	.00	(2,360.00)	.0
	NET REVENUE OVER(UNDER) EXPENDITURES	(910.00)	19,156.00	22,139.39		