

WATERVILLE ECONOMIC DEVELOPMENT AUTHORITY

Regular Meeting

May 22, 2017, 5:00 p.m.

There was a regular meeting of the Waterville Economic Development Authority held at 220 Paquin Street (Former Senior Center) at 5:00 p.m. on May 22, 2017.

Present: Jennifer Grobe, Richard Davis, Sue Myers, Sue Cutts and Chairperson Alan Schmidtke

Absent: None

Also Present: Administrator/Clerk Teresa Hill

Also Absent: None

1. **Call to Order.** Chairperson Alan Schmidtke called the meeting to order noting that all EDA members were present. Also present City Administrator Teresa Hill.
2. **Minute Approval – March 27, 2017.** Motion by Grobe, seconded by Myers to approve the minutes of March 27, 2017 and March 13, 2017. Unanimous vote. Motion carried.
3. **Agenda Approval.** Motion by Cutts, seconded by Davis to approve the agenda. Unanimous vote. Motion carried.
4. **New Business.**
  - A. **Housing Study Request for Proposals.** Ms. Hill advised that we only received one request for proposals for the price of \$9,900. They are a very well known company and have done a lot of studies. The EDA Commissioners previewed the Lake Crystal Housing Study earlier. Ms. Hill said she thinks we would get a good quality study from them. Ms. Hill said she spoke with the Lake Crystal Administrator and he was pleased with the outcome of the housing study that they did for him. Mr. Schmidtke called a few references but has not heard back from them.
  - B. **Funding.** Ms. Hill said she had a change in the funding plans. In our general fund we have funds that we set aside for safety equipment. When she previewed one of the department expenditures of what they wanted to buy she could move those into the safety expense line so she can cover the \$9,900 without needing to make a change in the budget, just by swapping the budget lines. Ms. Hill said she spoke with the Lake Crystal Administrator and he was pleased with the outcome of the housing study that they did for him. Ms. Hill said that the study would take 120 days to complete. Discussion regarding the Housing Study.
  - C. **Award of Housing Study Proposal.** Motion by Cutts, seconded by Myers that the EDA is in support and approval of the Housing Study Proposal of Community Partners

Research, Inc. contingent upon the City Council approving the line item budget adjustment. Unanimous vote. Motion carried.

**5. Blight Properties Update.** Chairperson Schmidtke said the Police Department is working on the blight properties. Ms. Hill said that they have sent notices out on long grass but the weather is not cooperating at this time. Ms. Hill said that the nuisance committee reviewed the ordinance to see if anything needed to change, they also looked at what type of enforcement they should look at doing. They are doing everything on a complaint basis. The Police Department is the enforcement arm of the nuisance ordinance.

**6. Rental License/Registration Update.** Ms. Hill advised that the City Council looked at adopting a rental licensing ordinance. There were some landlords that were present at the public hearing that wanted to have a committee set up to review and see if they can come up with something on neutral grounds that would work for both the Council and the landlords. Ms. Hill said they will be holding three meetings next week to bring something back to the City Council at the next meeting. The committee has to come up with something in agreement to present to Council. The committee consists of two Council members, two landlords, City Attorney Moran and Ms. Hill. Chairperson Schmidtke said if they don't have a settlement agreement between both parties the rental license ordinance will go as what was presented at the last Council meeting.

**7. Adjourn.** Motion by Davis, seconded by Grobe to adjourn. Unanimous vote. Motion carried. Meeting adjourned 5:17 p.m.

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Alan Schmidtke, Chairperson

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Teresa Hill, Administrator/Clerk