



**Wednesday, January 18, 2023**

5:30 pm

In-PERSON/VIRTUAL MEETING

Room 0041, City Hall

**By Phone or GoToMeeting:**

<https://global.gotomeeting.com/join/471703029>

For the Public, Members of the media and the public may attend by calling: (US) +1 (872) 240-3412

Access Code: 471-703-029

All public participants' phones will be muted during the meeting except during the public comment period where applicable.

#### RDA STRATEGIC PRIORITIES

- 1) ~~400 W. Main St. block demolition, Town Square design etc., and publicizing town square project for possible funding from sources other than the City.~~
- 2) Facilitating quality development in downtown, and
- 3) Creating an approach and working to attract development projects downtown.

#### AGENDA

1. Pledge of Allegiance
2. Roll Call
  - a. Present: Becker, Salas, Kuenzi, Bartz, Zimmermann, Zastrow, Wagner
  - b. Absent: Marchant, Ruetten
  - c. Also Present: Dan Rahfaldt and Brian Konz
3. Determination of Quorum and Call to Order at 5:32 pm
4. **Review/Approve:** Minutes of Previous Meetings – December 7, 2022
  - a. **Zimmermann motioned to approve. Zastrow seconded the motion. Minutes were unanimously approved.**
5. Public Comment
  - a. No public comment.
6. Potential Board Member Changes – Review & Action
  - a. RDA Board Changes
    - i. Marchant tendered official resignation from the Board.
    - ii. Ryan Wagner, appointed by Mayor McFarland, will come in as vice chair. Salas will assume role of board chair.
    - iii. **Zastrow motioned to approve. Kuenzi seconded the motion. Salas elected chair, Wagner vice chair. Motion passed unanimously.**
7. Status Reports
  - a. Mueller reported on website, press releases, videos, and Facebook.
  - b. Bartz provided update on City Council activities and Spring elections.
  - c. Historical Wall Update – Zimmermann/Becker
    - i. Site visit with Sign Art Studio (firm selected to design/build history wall). Sign Art working on design. Zimmerman/Mueller providing potential history narrative and photos. Installation projected for Summer 2023.
    - ii. In addition, Sign Art is making recognition plaques for Town Square which will be installed prior to Grand Opening (May 20). Town Square sign committee: Zastrow and Zimmerman with Tony Meyers (CM-Maas Bros.) and Becker finalized plaque locations.
  - d. Executive Director Update - Becker

- i. Town Square
    - 1. Final electrical component installed. We Energies will activate week of 1/23. Railings installed. Fencing will remain up to preserve landscaping and for safety for now.
    - 2. Town Square budget. Becker will provide final numbers at the February RDA meeting including financials on the Future Fund.
    - 3. Grand Opening scheduled May 20. One day event with music, food, ribbon cutting, games, etc. A Grand Opening ad hoc committee has been formed to plan/execute.
    - 4. Programming Event Coordinator Status – Candidate has been selected. 30 candidates applied, 5 interviewed, 4 showed up. Next step: Formal offer extended.
    - 5. A Town Square Committee will be selected once Programming Event Coordinator is in place.
  - ii. TWall Project Update
    - 1. February 12 will end TWall's final 60-day extension. Details of TWall project available after that date.
  - e. Revolving Loan Fund – Zastrow
    - i. Zastrow/Becker met to review the Loan Program. Zastrow/Becker will be meeting with banks to reexamine program rates given the status of rising interest.
    - ii. Two potential loan applications pending. Becker will inform applicants when loan program will be reactivated.
  - f. Change Order – Becker
    - i. Bike Racks and Fencing change orders reviewed.  
**Zastrow motioned to approve, Kuenzi seconded the motion.**  
**Approve both change orders. Motion passed unanimously. Salas abstained.**
  - g. Future Fund Transfer – Becker
    - i. “Property Management Agreement between the City of Watertown and The City of Watertown Redevelopment Authority” reviewed.
      - 1. Becker noted in Section 2.1 this wording is removed: “as well as to a sub-committee which shall be created by the Park, Recreation & Forestry Commission.” Clarification: The full-time staff person shall report to an independent committee that will oversee the programming and activities of the Bentzin Family Town Square.
      - 2. Page 4: Nate Salas replace Robert J. Marchant as Chairperson.  
**Salas motioned to approve, Bartz seconded the motion.**  
**Approve the Amendments to the document. Motion passed unanimously.**  
  
**Salas motioned to approve, Wagner seconded the motion.**  
**Approve the “Property Management Agreement between the City of Watertown and The City of Watertown Redevelopment Authority”. Motion passed unanimously.**
8. Adjournment at 6:17 pm  
**Kuenzi motioned to adjourn, Wagner seconded the motion. Motion carried unanimously.**  
**Meeting adjourned.**