

Wednesday June 15, 2022

7:00 pm

In-PERSON/VIRTUAL MEETING

Council Chambers, 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: Marchant, Ruetten, Bartz, Zimmermann, Zastrow
 - b. Absent: Salas, Kuenzi
3. Determination of Quorum and Call to Order
4. **Review/Approve:** Minutes of Previous Meetings – May 18, 2022
 - a. **Zimmermann motioned to approve. Marchant seconded the motion. Minutes were unanimously approved.**
5. Public Comment
 - a. No members of the public present.
6. Status Reports
 - a. Community Support/Communication – Mueller
 - i. Social media and web analytics – Facebook reach has increased since the Elias Inn post.

Around the Square videos have continued and a Future Fund Video is in the works.

The RDA has a booth at the Chamber of Commerce's Main Street Vendor Fair on Saturday, June 25th. If anyone is interested in volunteering at the booth for an hour or more, please let Jeanne know.

TWall has provided some marketing materials and a sign up sheet for leasing for anyone who expresses interest. They've also worked up a banner to be hung on the Town Square construction fencing.

- b. Common Council Update – Ruetten
City submitted grant application for Bike and Pedestrian Master Plan. Having this plan would help the City with future grant applications

City also submitted a grant application to do a study on the Historic Tivoli Island Bridge.

City is discussing road and parking widths for Main Street east of Market Street in advance of DOT design process.

c. Historical Installation Task Force – Zimmermann

Task force met once since the last meeting and discussed specific pictures for the installation and started to work on drafting text for the installation.

Smithgroup is slated to have a progress set of documents by week's end, with the intention of going out to bid for that sooner than later.

d. Executive Director Update – Allon

i. Town Square Construction

1. Work in Progress

Construction is anticipated to be early October, but electrical materials are not coming in until December. That may change once our contractor puts in an order, but it is likely that the ribbon cutting ceremony will be without power on site. Electrical components have been one item that everyone has been struggling with in construction projects right now. This would change the opening ceremony slightly in how that's put together.

Seawall work was completed by the DNR's waterwork deadline. There is a lot of utility work being done right now on site. The schedule has been moving well and foundation work is upcoming. Both utility companies are slated to start they're work as well.

2. Budget and Funds Update

We've received two payment requests from Maas Brothers to date. The associated costs with those are reflected in the materials in the packet.

The project has used up over half of the unsuitable soils contingency at this point. This is primarily from sending on-site materials to the landfill. It is likely that the budget will get close to the total of \$200,000 we've allocated for unsuitable soils contingencies.

Change orders were related to the Bridge delay for CO#2. Change orders were related to plumbing materials substitutions and erosion control work to expedite schedule in CO#1.

The May statement from the Greater Watertown Area Community Foundation, is in the packets. The general account balance sits at roughly \$800,000 with the Bentzin account at \$500,000. All of the funds have been deposited with the exception of the second half of the Bentzin Family donation which will be disbursed at 50% project completion and the Bentzin Family donation for the Historical Installation – which is \$120,000.

So far, for uses of funds, the RDA has paid Maas from the DNR's project advance of \$453,818 and an additional \$168,463.11 from the City's commitment.

ii. Town Square Programming

Mayor McFarland sat in on the programming team's last meeting as they discussed potential planning for the grand opening. The team was planning for a grand opening Halloween weekend, but with electrical not on site, there will have to be some adjustments to what that looks like.

iii. New Revolving Loan Fund Application

The request is for \$41,500 from someone who has borrowed from the RDA before. Right now, there is \$46,104 available to lend and \$1,934 in grant funds.

Zastrow commented that the board would need better estimates in order to proceed, but that the project would qualify for the program.

Zastrow motioned to move the request to the loan review committee, pending the receipt of requested project information. Marchant seconded the motion. Motion passed unanimously.

7. Review and possibly approve May financial report.

Allon spoke with the City's Finance Director about accounting for our revolving loan interest as income for the RDA. The RDA lends out at 2% and is supposed to keep 1% as income and give 1% interest back to the banks. So, going forward, that will be reflected in RDA financial reports.

Zimmermann motioned to approve the financial reports, Zastrow seconded. Financial reports approved unanimously.

8. Future possible agenda items.

9. Adjournment.

Ruetten motioned to adjourn, Bartz seconded. Motion carried unanimously. Meeting adjourned.