

Baraboo Community Development Authority
Minutes of the Monthly Meeting
Tuesday, May 4, 2021

The meeting was called to order by Chairperson Wastlund at 7:00 p.m. In the Council Chambers, Baraboo Municipal Building, 101 South Blvd. Baraboo, WI 53913

I/II. Call to Order/Roll Call

Present: Wastlund, Fordham, Kierzek, Koehler, Bobholz, Petty, Skare
Absent: None
Staff: Patrick Cannon

III. Note of Compliance with Open Meeting Laws

The Chair noted that the agenda was posted in compliance with the Wisconsin State Statutes.

IV. Approval of Agenda

A motion was made to approve the agenda as presented
Petty (1); Bobholz (2)
Aye: All via voice vote
Nay: None

V. Approval of Minutes

A motion was made to approve the meeting minutes for April 6, 2021 with minor changes
Fordham (1); Bobholz (2)
Aye: All via voice vote
Nay: None

VI. Presentation – Public Hearings

None scheduled

VII. Announcement of Public Events

The Art Fair on the Square will be held in May

VIII. Public Comment

No one wished to speak

IX. Receipt of Financial Statements and Approval of Vouchers

- a. April 1, 2021 to April 30, 2021 Vouchers
- b. Financial Statements - March, 2021
- c. Vacancy Report
- d. Outstanding Loan Report
- e. Bank Balances

A motion was made to approve the vouchers from April 1, 2021 to April 30, 2021 as presented in the amount of \$35,157.02

Petty (1); Skare (2)
Aye: All via voice vote
Nay: None

X. Executive Report

The report was included in the packet.

XI. Committee Reports

A. BEDC

- Met and discussed the goals for BEDC and EDA grant

B. Executive Committee

- Met earlier this evening to discuss:
 - CDA Strategic Initiatives
 - Update on RAD process for Corson Square
 - Discussion of Recovery Plan

C. Finance

- Did not meet this month

D. Loan Review Committee

- Did not meet this month

XII. Old Business

1. Update on CDA Projects

- Web Site**
- Solar Energy**

2. Library Project

Staff gave a brief update on the project status

3. Update on RAD process for Corson Square

Staff requested that authorization to let an RFP for a consultant to assist with this process.

Motion:

To authorize the Executive Director to create an RFP for RAD conversion consulting
Wastlund (1) No second required (2)

Aye: All

Nay: None

XIII. New Business

1. Consideration and discussion of CDA Strategic Initiatives

The Chair noted that the Executive Committee met earlier this evening and reviewed the draft initiatives prepared by staff. The Executive Committee had some minor changes to the document but is recommending that the Board approve these initiatives in concept.

Motion:

To approve in concept the Strategic Initiatives

Fordham (1); Skare (2)

Aye: All via voice vote (7)

Nay: None

2. Consideration and discussion of changing the date of for the June CDA monthly meeting.

Staff noted that due to a personal vacation, the Executive Director would not be able to attend the meeting if held on June 1. Therefore, it was requested that the meeting date be changed.

Motion:

To approve changing the June meeting from June 1, 2021 to June 8, 2021

Petty (1); Bobholz (2)

Aye: All via voice vote (7)

Nay: None

XIII. Board Member Referrals

None

XIV. Public Comment

None

XV. Adjournment

Motion:

To adjourn the meeting at 7:37 pm

Petty (1); Bobholz (2)

Aye: All via voice vote

Nay: None

Minutes were approved by the Community Development Authority on:

Carolyn Wastlund, Chairperson

Patrick Cannon, Recorder