

Baraboo Community Development Authority
Minutes of the Monthly Meeting
Wednesday June 9, 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
Absent: Skare
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
Bobholz (1); Petty (2)
Aye: All via voice vote
Nay: None

V. Approval of Minutes

A motion was made to approve the meeting minutes for May 4, 2021 with minor changes
Koehler (1); Petty (2)
Aye: All via voice vote
Nay: None

VI. Presentation – Public Hearings

None scheduled

VII. Announcement of Public Events

The use of masks is no longer required by the City of Baraboo in any of their buildings. This requirement was lifted at the last City Council meeting.

VIII. Public Comment

None

IX. Receipt of Financial Statements and Approval of Vouchers

- a. May 1, 2021 to May 28, 2021 Vouchers
- b. Financial Statements - April, 2021
- c. Vacancy Report
- d. Outstanding Loan Report
- e. Bank Balances

A motion was made to approve the vouchers from May 1, 2021 to May 28, 2021 as presented in the amount of \$65,715.09

Petty (1); Bobholz (2)
Aye: All via voice vote

Nay: None

X. Executive Report

Attached

XI. Committee Reports

A. BEDC

Met to discuss Strategic Planning

B. Executive Committee

Met earlier this evening to discuss:

- HUD letter

C. Finance

Did not meet

D. Loan Review Committee

Did not meet

XII. Old Business

1. Update on CDA Projects

i. Web Site

ii. Solar Energy

2. Library Project

Staff gave an update on the USDA Application

3. Update on RAD process for Corson Square

Staff indicated that the RFP for consulting services is due in June

4. Awarding a contract for repair/replacement of Air Handler at Donahue Terrace Apartments

Staff indicated they are still waiting on proposals

XIII. New Business

1. Consideration and discussion of HUD letter of “Failure to Comply” dated May 11, 2021.

The CDA received a letter dated May 11, 2021 from HUD indicating that the CDA has failed to comply with the terms outlined by HUD. The original letter outlined areas that the CDA needed to improve upon in order to achieve a higher score.

The Board wanted to state upfront that they are very serious about this letter. They have directed staff to work on the areas outlined and work to correct them.

Staff noted that the letter is based upon the information dated approximated 20 months ago. Since then, staff has worked on several of these areas and have brought them into compliance.

The Board also feels that with the limited staff, it is very difficult to complete all of these tasks. Staff agreed with the analysis and indicated that other CDA project shave taken a higher priority to date. These projects are being completed and will allow more staff time

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to the HUD projects.
No additional action was taken.

XIII. Board Member Referrals

None

XIV. Public Comment

None

XV. Adjournment

Motion:

To adjourn the meeting at 7:26 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