

Minutes of the Baraboo Community Development Authority  
Finance Committee  
Tuesday December 7, 2021

The meeting was called to order by Chairperson Wastlund at 6:30 pm in the Council Chamber, Baraboo City Hall, 101 South Blvd. Baraboo, WI 53913

**I. Roll Call**

Present:	Wastlund, Petty
Absent:	Koehler
Staff:	Patrick Cannon
Other CDA Board members:	Bobholz, Fordham, Kierzek, Skare

**II. Note of Compliance with Open Meeting Laws**

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

**III. Approval of Agenda**

A motion to approve the agenda as presented.

Petty (1); Wastlund (2)

Aye: All via voice vote

Nay: None

**IV. Approval of the Minutes – April 6, 2021**

A motion to approve the minutes of April 6, 2021 as presented.

Petty (1); Wastlund (2)

Aye: All via voice vote

Nay: None

**V. Public Comment**

No one from the public wished to speak at this time.

**VI. Old Business**

None

**VII. New Business**

**A. Consideration and discussion of 2021 Physical Needs Assessment**

Staff indicated That MSA Professional Services has completed their physical review of the housing facilities. The report is a summary of physical repairs and upgrade that need to be considered.

This Report is a requirement from HUD as part of the overall management of the facilities. The Committee noted that this report could be used to look for energy efficiencies.

After careful review, the Committee moved to recommend that the Board accept the report form MSA Professional Services.

Motion:

To recommend to the CDA Board accept the Physical Needs Assessment prepared by MSA Professional Services.

Petty (1); Wastlund (2)

Aye: All

Nay: None

**B. Consideration and discussion of extension of no payments being required due to Covid-19 for CDBG RLF loans.**

Staff noted that the current no payment required extension will expire on January 1, 2022. These extensions were established to assist local businesses with the economic downturn related to the pandemic.

After discussion of the various options, the Committee recommended that loan payments would resume on February 1, 2022. However, any business owner could apply for a hardship, which would allow them to negotiate repayment terms. The Loan Review Committee would review any hardship request.

Motion:

To recommend to the CDA Board that all CDBG-RLF loan payments would resume on February 1, 2022. Each business may apply for a hardship, which would allow them to negotiate their repayment. The Loan Review Committee would review any hardship request. The Loan Review Committee would need to establish criteria for a hardship and make that recommendation to the Board.

Petty (1); Wastlund (2)

Aye: All via voice vote

Nay: None

**VIII. Committee Member Comments**

No Board members comments were made

**IX. Adjournment**

A motion was made to adjourn the meeting at 7:0 pm.

Petty (1); Wastlund (2)

Aye: All via voice vote

Nay: None

Approved by the Finance Committee on: