

Baraboo Community Development Authority
Minutes of the Monthly Meeting
Tuesday June 7, 2022

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, Koehler, Bobholz, Hazard, 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 with minor corrections.

Hazard (1); Bobholz (2)
Aye: All via voice vote
Nay: None

V. Approval of Minutes

A motion was made to approve the meeting minutes for May 3, 2022 with minor corrections.

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

VI. Presentation – Public Hearings

VII. Announcement of Public Events

An update of events in Baraboo was attached to the agenda.

VIII. Public Comment

None

IX. Receipt of Financial Statements and Approval of Vouchers

- a. April 29, 2022 to May 27, 2022 Vouchers
- b. Financial Statements – April, 2022
- c. Vacancy Report
- d. Outstanding Loan Report
- e. Bank Balances

A motion was made to approve the vouchers from April 29, 2022 to May 27, 2022 as presented in the amount of \$77,285.79.

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

X. Executive Report

Attached

XI. Committee Reports

A. BEDC

Did not meet in June due to lack of quorum

B. Executive Committee

Met earlier in month to approve Library invoices

Met earlier in evening

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 project status

3. Fire/EMS Update

Building Committee continues to meet with Architects on the project design

4. Update on RAD process for Corson Square

Baker Tilly continues to work on the project.

5. Update on the Energy Innovation Grant

The City did not receive a grant under this project

6. Consideration and discussion of No Candle/Open Flame Policy

The Executive Committee reviewed the Policy and made several changes. It was referred back to staff for adjustments. No action was taken.

XIII. New Business

1. Consideration and discussion of Grievance Procedure

The Executive Committee met earlier on this policy. They referred the policy back to staff with several changes.

No action was taken by the CDA Board.

2. Consideration and discussion of Smoke Free Policy.

The Executive Committee has reviewed the changes at their prior meeting and approved the Policy. The Executive Committee is recommending that the Board approve the Smoke Free Policy.

Motion:

To accept the recommendation of the Executive Committee to approve the Smoke Free Policy.

Fordham (1); No second required

Aye: All via voice vote

Nay: None

3. Consideration and discussion of Request to Address CDA Board Policy.

The Executive Committee has reviewed the changes at their prior meeting and approved the Policy. The Executive Committee is recommending that the Board approve the Request to Address the CDA Board Policy.

Motion:

To accept the recommendation of the Executive Committee to approve the Request to Address the CDA Board Policy.

Fordham (1); No second required

Aye: All via voice vote

Nay: None

4. Board Member Referrals

The Board would like to meet at Corson Square in August and Donahue Terrace in September.

The Board decided to not hold a meeting in July due to the Holiday.

5. Public Comment

None

6. Adjournment

Motion:

To adjourn the meeting at 7:28 pm

Petty (1); Hazard (2)

Aye: All via voice vote

Nay: None

Minutes were approved by the Community Development Authority on:

Baraboo Community Development Authority
Minutes of the Regular Monthly Meeting
Tuesday June 7, 2022

Carolyn Wastlund, Chairperson

Patrick Cannon, Recorder