

Baraboo Community Development Authority
Minutes of the Executive Committee
Tuesday April 5, 2022

Chairperson Wastlund called the meeting to order at 6:00 P.M. The meeting was held in the Council Chambers, Baraboo Municipal Building, 101 South Blvd., Community Room, Baraboo, WI 53913

1. Roll Call

Present: Wastlund, Fordham, Koehler

Absent: None

Also: Bobholz

Staff: Patrick Cannon

2. Note of Compliance with Open Meeting Laws

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

3. Approval of Agenda

A motion was made to approve the Agenda as presented

Fordham (1); Koehler (2)

Aye: All via voice vote

4. Approval of Minutes – March 1, 2022

A motion was made to approve the Minutes with minor corrections

Fordham (1); Koehler (2)

Aye: All via voice vote

Nay: None

5. Public Comment

No one from the public wished to speak.

6. Old Business

None

7. New Business

A. Consideration and discussion of USDA-Library Draw #1

Staff noted that since the USDA has approved the loan for the CDA, a new sequence of draws will be started.

After careful review, the Committee moved to approve USDA-Library Draw #1 in the amount of \$1,620.00.

Motion:

To approve Pay Request #5 in the amount of \$1,620.00.

Koehler (1); Fordham (2)

Aye: All via voice vote

Nay: None

B. Consideration and discussion of a Resolution Authorizing the Issuance and Sale of \$6,000,000.00 Interim Community Development Revenue Bonds.

Staff noted that as part of the financing for the Library project, the CDA will need to issue an Interim Revenue Bond. The Bond is in the amount of \$6,000,000.00. A Line of Credit is being established with Baraboo State Bank for this issue.

After careful review, the Committee moved to recommend to the Board that they approved the Interim Revenue Bond with Baraboo State Bank for \$6,00,000.00

Motion:

To recommend to the Board that they authorize the issuance of the Revenue Bonds in the amount of \$6,000,000.00

Fordham (1); Koehler (2)

Aye: All via voice vote

Nay: None

C. Consideration and discussion of CDA Parking Policy (Tabled by CDA Board and referred to Executive Committee)

The Committee reviewed the draft policy and made several changes to the draft policy. After review, the Committee returned the policy to staff for revisions.

After review, the Committee moved to recommend the policy to the Board for their consideration and approval.

Motion:

To recommend to the Board the approval of the Policy.

Fordham (1); Koehler (2)

Aye: All via voice vote

Nay: None

D. Consideration and discussion of CDA House Rules – Tenant Code of Conduct Policy (tabled by CDA Board and referred to Executive Committee)

The Committee reviewed the draft policy that had been returned to Staff for several changes to the draft policy.

After review, the Committee moved to recommend the policy to the Board for their consideration and approval.

Motion:

To recommend to the Board the approval of the Policy.

Fordham (1); Koehler (2)

Aye: All via voice vote

Nay: None

E. Consideration and discussion of Laundry Equipment and Room Use Policy

Staff provided a Policy for consideration by the Committee.

After careful review, the Executive Committee moved to recommend to the Board the approval of the Policy with minor changes

Motion:

To recommend to the Board the approval of the Policy.

Fordham (1); Koehler (2)

Aye: All via voice vote

Nay: None

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

Staff provided a revised policy for review by the Committee.

After care review, the Committee made several changes to the draft policy and returned it to Staff for revisions.

No further action was taken.

G. Consideration and discussion of Rent Collection Policy

Staff provided a Policy for consideration by the Committee.

After careful review, the Executive Committee moved to recommend to the Board the approval of the Policy with minor changes

Motion:

To recommend to the Board the approval of the Policy.

Koehler (1); Fordham (2)

Aye: All via voice vote

Nay: None

H. Consideration and discussion of Residential Unit Storage Area Policy

Staff provided a Policy for consideration by the Committee.

After careful review, the Executive Committee moved to recommend to the Board the approval of the Policy with minor changes

Motion:

To recommend to the Board the approval of the Policy.

Fordham (1); Koehler (2)

Aye: All via voice vote

Nay: None

I. Consideration and discussion of Common Storage Area Policy

Staff provided a Policy for consideration by the Committee.

After careful review, the Executive Committee moved to recommend to the Board the approval of the Policy with minor changes

Motion:

To recommend to the Board the approval of the Policy.

Koehler (1); Fordham (2)

Aye: All via voice vote

Nay: None

J. Consideration and discussion of Wireless Internet Access Policy

Staff provided a Policy for consideration by the Committee.

After careful review, the Executive Committee moved to recommend to the Board the approval of the Policy with minor changes

Motion:

To recommend to the Board the approval of the Policy.

Fordham (1); Koehler (2)

Aye: All via voice vote

Nay: None

8. Committee Member Comments

No Board members wished to make any comments

9. Adjournment

A motion was made to adjourn the meeting at 6:53 P.M.

Koehler (1); Fordham (2)

Aye: All via voice vote

Nay: None

Approved by Executive Committee on:

Carolyn Wastlund, Chair

Patrick Cannon, Recorder