

Minutes of the Baraboo Community Development Authority  
Finance Committee  
Tuesday February 1, 2021

The meeting was called to order by Chairperson Wastlund at 6:39 pm in the Council Chamber, Baraboo City Hall, 101 South Blvd. Baraboo, WI 53913

**I. Roll Call**

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

**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.

Koehler (1); Wastlund (2)  
Aye: All via voice vote  
Nay: None

**IV. Approval of the Minutes – December 7, 2021**

A motion to approve the minutes of December 7, 2021 as presented.

Koehler (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 2022 rent increase for Donahue Terrace Apartments**

Staff indicated that Donahue Terrace is eligible for a rent increase effective on June 1, 2022. The rent increase is calculated by WHEDA. The rent increase is 1.031 of the current base rent. The new base rent would be \$558.00

The rent increase would not affect the current rent paid by a resident. This change would only serve to increase the subsidy from the State.

After careful review, the Committee moved to recommend to the Board to accept the base rent increase that Staff be authorized to sign the documents.

Motion:

To recommend to the CDA Board that the 2022 rent increase for Donahue Terrace Apartments be accepted and authorize Staff to sign and submit the required documents.

Koehler (1); Wastlund (2)

Aye: All

Nay: None

**B. Consideration and discussion of 2022 rent increase for Corson Square Apartments**

Staff also indicated that the base rent for Corson Square Apartments might be adjusted. Unlike the rent at Donahue Terrace, the base rent is not calculated by WHEDA. The CDA would need to conduct a rent comparison and determine the rent increase.

CDA Staff completed a comparison of the rents for comparable apartments in Baraboo. The recommendation is to increase the base rent by 35% effective on June 1, 2022. Similar to the base rent increase for Donahue Terrace, most residents will not see an increase in their rent amount.

Because the base rent has not been adjusted for several years, the CDA is limited to a maximum increase of 35%. This rent adjustment will bring the CDA to be closer to the market rate rents for the area.

The new rents are as follows:

1 bedroom	\$540.00
2 bedroom	\$653.00
3 bedroom	\$772.00
4 bedroom	\$891.00

Motion:

To recommend to the CDA Board that the 2022-rent increase of 35% for Corson Square Apartments be authorize effective on June 1, 2022.

Koehler (1); Wastlund (2)

Aye: All via voice vote

Nay: None

**C. Consideration and discussion of the purchase of security cameras for Corson Square**

Staff noted that we have temporarily installed two security cameras at Corson Square. These cameras are free as a demonstration of the various camera types. Staff is recommending that additional cameras be purchased and installed at various spots both inside and outside of the building.

After careful review, the Committee moved to recommend to the Board that staff be authorized to purchase 8 to 10 cameras and install them throughout the building, both inside and outside.

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Motion:

To recommend to the CDA Board that staff be authorized to purchase between 8 to 10 cameras and install them at Corson Square.

Koehler (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 7:53 pm.

Koehler (1); Wastlund (2)

Aye: All via voice vote

Nay: None

Approved by the Finance Committee on:

Carolyn Wastlund, Chair

Patrick Cannon, Recorder