

# BARABOO COMMUNITY DEVELOPMENT AUTHORITY

227 First Ave., Baraboo WI 53913  
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Carolyn Wastlund, Chair  
Joan Fordham, Vice Chair  
Cliff Bobholz, Treasurer

Stuart Koehler  
Joel Petty  
Dean Skare  
Michael Zolper

Mission Statement: To ensure affordable, attractive housing and to foster business and community development consistent with the general plan of the City

**Agenda for the Monthly Meeting of the Board of Commissioners of the Baraboo CDA**  
**Tuesday, March 6, 2018 7:00 PM**  
**Corson Square Apartments, 920 Tenth St., Baraboo WI 53913**

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| I. <u>Call to Order</u>  | Wastlund |
| II. <u>Roll Call</u>   | Cannon   |
| III. <u>Note Compliance with the Open Meeting Law</u>  | Wastlund |
| IV. <u>Approval of Agenda</u>  | Action   |
| V. <u>Approval of Minutes</u>  |          |
| 1. Meeting of February 6, 2018   | Action   |
| VI. <u>Announcement of Public Events</u>   |          |
| VII. <u>Public Comment</u>   |          |
| No formal CDA action will be taken during this meeting on any topic brought up in public comment that is not on this agenda. Issues raised by the public may become a part of a future agenda. Items brought up in public comment that are already included on the meeting's agenda will not be discussed by the Board at this time. |          |
| VIII. <u>Receipt of Financial Statements and Approve Vouchers and Journal Entries</u>  |          |
| 1. February 1, 2018 through March 1, 2018 Vouchers   |          |
| 2. Financial Statements December 31, 2017  |          |
| 3. Vacancy Report  |          |
| 4. Outstanding Loan Report   |          |
| IX. <u>Executive Director's Report</u>   |          |
| 1. Update on resident meetings   | Cannon   |
| X. <u>Committee Reports</u> – Action by the CDA Board may be taken on any and all of the Committee Report items:   |          |
| A. BEDC  | Wastlund |

**B. Executive Committee**

Wastlund

1. Consideration and discussion of Pay Request #12 in the amount of \$615,604.74
2. Consideration and discussion of project Change Order #11
3. Consideration and discussion of ratification of previously purchased items
4. Consideration and discussion of the Alliant Energy invoices for the Municipal Building Project
5. Consideration and discussion of a Letter of Support for Sauk County's application to the Local Government Institute for a Futures Program award
6. Consideration and discussion of locations for future CDA meetings
7. Consideration and discussion of changing the date/time for the April 2018 CDA meeting

**C. Finance Committee**

Wastlund

1. Consideration and discussion of a rent increase study for Corson Square Apartment
2. Consideration and discussion of formal 2018 Budget Resolution and authorization to submit to HUD

**D. Loan Review Committee**

Fordham

**XI. Old Business**

1. Update on CDA Projects
  1. Update on City Hall – Public Safety Construction project status
  2. Web site RFP
  3. Use of solar energy at CDA owned facilities
  4. Update on vacancy fulfillment implementation process.

**XII. New Business**

1. Consideration and discussion of a Letter of Support for Sauk County's application to the Local Government Institute for a Futures Program award
2. Consideration and discussion of locations for future CDA meetings
3. Consideration and discussion of changing the date/time for the April, 2018 CDA meeting
4. Consideration and discussion of a rent increase study for Corson Square Apartment
5. Consideration and discussion of formal 2018 Budget Resolution and authorization to submit to HUD

**XIII. Board Member Comments**

No formal CDA action will be taken during this meeting on any topic brought up in board member comment that is not on this agenda. Issues raised by the board may become a part of a future agenda. Items brought up in board member comment that are already included on the meeting's agenda will not be discussed by the Board at this time.

**XIV. Public Comment**

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**XV. Adjournment**

**PLEASE TAKE NOTICE** that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk (135 4<sup>th</sup> Street or phone ((608) 355-2700) during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.