

# BARABOO COMMUNITY DEVELOPMENT AUTHORITY

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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, 7:00 p.m. September 6, 2016**  
**Community Room, 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><br>A. Meeting of August 2, 2016  | Action   |
| VI. <u>Announcement of Public Events</u>   |          |
| VII. <u>Public Comment</u><br>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><br>A. August 1, 2016 through August 31, 2016 Vouchers<br>B. Financial Statements August, 2016<br>C. Vacancy Report<br>D. Outstanding Loan Report   |          |
| IX. <u>Executive Director's Report</u><br>A. Update on resident meetings   | Cannon   |
| X. <u>Public Hearing</u><br>A. To solicit public input on the CDA role in financing the City Police Administration – City Hall project   |          |

**XI. Committee Reports** – Action by the CDA Board may be taken on any and all of the Committee Report items

**A. BEDC**

Wastlund

**B. Executive Committee**

Wastlund

- Consideration and discussion of the adoption of the City of Baraboo Code of Ethics Policy.
- Consideration and discussion of authorizing signers for the long term financing of the new Public Safety- City Administration Building.
- Consideration and discussion of contracting with Quarles and Brady for legal services as Bond Counsel.
- Consideration and discussion of contracting with Ehlers, Inc. for services as Financial Advisor regarding debt issuance.
- Consideration and discussion of authorizing of architectural contract between the City of Baraboo and Zimmerman Architects – MSA Professional Services for design of new Public Safety- City Hall facility.
- Consideration and discussion of proposed Façade Improvement Program.
- Consideration and discussion of potential assistance with Chamber of Commerce projects.
- Consideration and discussion of potential marketing programs for the CDA:
  - Web Site development
  - Print materials
  - Community events
- Consideration and discussion of potential changes to BEDC ordinance regarding Board composition.
- Consideration and discussion of changes in role for CDA staff.

**C. Finance Committee**

Wastlund

**D. Loan Review Committee**

Fordham

- Adjustment to authorized CDBG RLF Home improvement loan 94- 72

**XII. Old Business**

**A. Update on CDA Projects**

- a. Laundry Room at Donahue Terrace Apartments
- b. Corson Playground equipment
- c. Roof replacement at Donahue Terrace

**XIII. New Business**

**A. None**

**XIV. 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.

**XV. Public Comment**

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.

**XVI. Adjournment**

It is possible that members of, and possibly a quorum of members of, other governmental bodies of the City of Baraboo who are not

members of the above Council, committee, commission or board may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, **other than the Council, committee, commission, or board identified in the caption of this notice.**

**PLEASE TAKE NOTICE** than 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.

Agenda Posted by: staff on 9-2-2016

Agenda Prepared by Patrick Cannon on 9-2-2016