

Community Development Authority Meeting Minutes

June 19, 2018

Meeting called to order by Alder Jason Schulte at 6:00 PM.

Present: Adam Kaney, Megan Cowan, Mary Pelton, Don Hull

Absent: Alder Dave Moon

Staff: Stephen Compton, Brian Duvall

Motion by Hull, seconded by Kaney to approve the 4/17/18 minutes.

Motion Approved

Review current CDA & CDBG budgets.

No action taken.

Consider City Council action for merger of CDA and CDBG functions; Pat Cannon scheduled for CDBG presentation.

Pat Cannon from City of Baraboo presented information on CDBG, including job creation loans, LMI standards, loan amounts, and loan paybacks. Additional discussion held and questions made on loans to property owners.

Consider CDA property sales policy.

Habitat has expressed interest in a former substation lot. However another party is interested as well. Discussion was held on competitive bidding, similar to the former concrete plant property.

Motion by Hull, seconded by Cowan to approve having competitive bids.

Motion Approved

Consider Vierbicher CDBG Administrative Services proposal and authorize City Administrator for CDBG Community Development/Small Business Administering Agency.

Proposals were sent out for RFPs but only Vierbicher responded. Money in bank accounts in all municipalities will soon all go to the state. The money can then be applied for in the next two years. Vierbicher could be approved for 12 months to administer the CDBG CLOSE funding.

Motion by Kaney, seconded by Hull to approve Vierbicher for up to \$16,000.

Motion Approved

Consider Closed Session per sec. 19.85(1)(e), Stats., deliberating or negotiating the purchasing of public properties, the investing of public funds (CDBG Loans), or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Motion by Cowan, seconded by Kaney to move to closed session.

Motion Approved

Reconvene into Open Session.

Motion by Hull, seconded by Cowan to move to open session.

Motion Approved

Consider process for sale and development of 1139 Wellington Dr - Parcel #0422 and other potential building sites and available City-owned lots.

Motion by Hull, seconded by Cowan to approve competitive bids for 913 4th St.

Motion Approved

Review Annual Code of Ethics

Motion by Cowan, seconded by Hull to adjourn at 7:08 PM.

Respectfully submitted,

Motion Approved

Brian Duvalle
Planner/Building Inspector