# COMMUNITY DEVELOPMENT AUTHORITY April 1st, 2010

The monthly meeting of the Community Development Authority was called to order by the Chairman Tim Kolstad at 7:30am in the Cedar Rail Court Executive Conference Room located at 601 S. Cedar Avenue Marshfield, WI.

PRESENT: Tim Kolstad, Midge Anderson, Peter Hendler, Dr. John Parker, Dave Lafontaine, Ken Zittleman and John Conklin ex officio.

ABSENT: Peg Odness.

OTHERS PRESENT Tom Buttke Alderman, Ashley Smith Marshfield News Herald, Jason Angell Planning and Economic Development, Kathy Scheuer Executive Assistant, Julie Mess Interim Executive Director

No citizen's comments.

CDA 10-26 Motion by LaFontaine, seconded by Parker to accept the March 4th, 2010 minutes. All Ayes.

## MOTION CARRIED

Items discussed in Executive Director's Report.

CDA 10-27 Motion by Hendler, seconded by LaFontaine, to install HDS2Win update. All Ayes.

#### MOTION CARRIED

CDA 10-28 Motion by Hendler, seconded by Zittleman to purchase updated or purchase new ACOP and Admin policies. All Ayes.

MOTION CARRIED

Jason Angell commented on grant writer needs in the City of Marshfield. After discussing the position, the CDA board is in favor of partnering for a grant writer. More discussion to follow.

Tim Kolstad was given a plague, card and flowers in appreciation of his many years of service to the Community Development Authority.

Midge Anderson was given a plague, card and flowers in appreciation of her many years of service to the Community Development Authority.

We need to review By-laws regarding Ex-officio's position.

CDA 10-29 Motion by Anderson, seconded by Parker to accept the Executive Director's Report. All Ayes.

### MOTION CARRIED

CDA 10-30 Motion by LaFontaine, seconded by Parker to accept the Financial Report. All Ayes.

## MOTION CARRIED

Zittleman reported all vouchers were in order for February 2010. Hendler reported all vouchers were in order for March 2010.

Tim Kolstad informed the board that Julie Burrill is resigning her position as Section 8 Coordinator. Her last day will be April 27th, 2010.

CDA 10-31 Motion by Anderson, seconded by Zittleman to go to Closed Session pursuant to Wisconsin Statutes, 19.85 (1)(c) to discuss information involving personnel management of CDA financial information.

Roll Call vote, All Ayes Time: 8:50 am. MOTION CARRIED

Present in closed session: Parker, Hendler, Zittleman, LaFontaine, Anderson, Kolstad,
Buttke and Conklin.

CDA 10-32 Motion by Anderson, seconded by Zittleman to return to Open Session. Roll Call vote, all ayes. Time: 8:57 am

MOTION CARRIED

No business conducted.

CDA 10-33 Motion by LaFontaine, seconded by Parker to accept Resolution # 474: Amendment A Part 85 Compliance shall be included as a part of any solicitation and award pertaining to ARRA monies. All Ayes.

## MOTION CARRIED

Motion by LaFontaine, seconded by Hendler to adjourn the meeting. Meeting adjourned at 9:00 a.m.

Respectfully submitted,

Julie Mess Tim Kolstad
Interim Executive Director Chairman