COMMUNITY DEVELOPMENT AUTHORITY
February 3rd, 2011

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

Affirmation of Proper Posting of Meeting: Meeting Posted January 28th, 2011 at 3:00pm.

ROLL CALL: PRESENT: Peter O. Hendler, Marilyn Hardacre, Dr. John Parker, Dave LaFontaine, Ken Zittleman, Dave Marsh, John Conklin, ex-officio.
ABSENT: Paula Jero.
OTHERS PRESENT: Steve Barg City Administrator, Jason Angell Planning and Economic Development Director, Tom Buttke Alderman, Mary Luepke Greater Insurance Service Vice President, Mary James-Mork Executive Director, Julie Mess Housing Operations Supervisor and Kathy Scheuer Executive Assistant.

Declaration of a quorum.
Public Comment: None

CDA 11-18 Motion by Parker, seconded by Marsh to accept the January 6th, 2011 monthly Board minutes. 6 Ayes

MOTION CARRIED

CDA 11-19 Motion by Hardacre, seconded by Parker to accept the January 6th, Personnel minutes. 6 Ayes

MOTION CARRIED

CDA 11-20 Motion by LaFontaine, seconded by Zittleman to accept the January 7th Financial Meeting minutes. 6 Ayes

MOTION CARRIED

CDA 11-21 Motion by Hardacre, seconded by Marsh to accept the January 11th, Personnel meeting minutes. 6 Ayes

MOTION CARRIED

7:35am Paul Jero arrives.

CDA 11-22 Motion by Zittleman, seconded by LaFontaine to accept the January 13th, Financial meeting minutes. 7 Ayes

MOTION CARRIED

CDA 11-23 Motion by LaFontaine, seconded by Marsh to accept the Financial Report. 7 Ayes.

MOTION CARRIED

CDA 11-24 Motion by LaFontaine, seconded by Parker to accept and place on file the Executive Director's Report. 7 Ayes

MOTION CARRIED

CDA 11-25 Motion by LaFontaine, seconded by Marsh to accept the Financial Committee Report. 7 Ayes

MOTION CARRIED

Jason Angel and Mary James-Mork updated the commissioners regarding the grant writer. Consensus was to pursue the grant writer position for the City, Marshfield School District and the CDA.

Steve Barg leaves at 8:20am

Mary Luepke, Greater Insurance Service gave a presentation on insurance. No action taken.

Jason Angell, Tom Buttke and Mary Luepke leaves at 8:55 am.

CDA 11-26 Motion by Zittleman, seconded by Jero to accept Resolution # 479: PHA Board Resolution Approving Operating Budget. 7 Ayes

MOTION CARRIED

CDA 11-27 Motion by Hardacre seconded by LaFontaine to accept the Professional Auditing services by Clifton Gunderson LLP for:

4-1-2010 to 3-31-2011	$6300.00	
4-1-2011 to 3-31-2012	$6400.00	
4-1-2012 to 3-31-2013	$6500.00	7 Ayes

MOTION CARRIED

Draft of By-Laws distributed. No Action Taken.

Procurement discussed. No Action Taken.

CDA 11-28 Motion by LaFontaine, seconded by Zittleman to approve the Interagency Contract with the City of Marshfield regarding the Parkview Parking Lot after City Attorney, Board of Public Works and Kyle Gulya review the contract. 7 Ayes

MOTION CARRIED

Agenda items for next month: Bylaws, Procurement Policy, Fee Accountant. Next Board Meeting scheduled for March 3rd, 2011.

Motion by Marsh, seconded by Hardacre to adjourn the meeting. Meeting adjourned at 9:35am.

Respectfully submitted,

Mary James-Mork
Executive Director

Peter O. Hendler
Chairperson