

**Cambridge Economic Development Authority (EDA)
Meeting Minutes
June 2, 2014**

Pursuant to due call and notice thereof, a special meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, June 2, 2014 at Bridge Park Apartments, 121 Fern Street South, Cambridge, Minnesota, 55008.

Members Present: President Lisa Iverson, Vice President Chris Caulk and EDA members Howard Lewis, Marlys Palmer, and Corey Bustrom

Members Absent: None

Others Present: Executive Director Lynda Woulfe and Housing Supervisor Marilyn Fromm

Call to Order

President Iverson called the meeting to order at 4:55 pm.

Approval of Agenda

Fromm added under New Business "Automatic Door Opener and Fab System" and "Update on Transfer on Bridges and Section 8 Housing Programs". Lewis moved, seconded by Iverson, to approve the agenda as amended. Motion carried unanimously.

Consent Agenda

Lewis moved, seconded by Bustrom, to approve the consent agenda item A - E as presented:

- A. Approve May 5, 2014 EDA meeting minutes
- B. Approve Housing Division Bills – Check #16693 and ACH payments , totaling \$62,557.00
- C. Approve EDA Bills – Check #96314 to #96556 , totaling \$29,912.92
- D. Approve Draft April Financial Statements
- E. Housing Supervisor Report

Upon call of the roll, Bustrom, Caulk, Palmer, Lewis, and Iverson voted aye, no nays. Motion passed unanimously.

New Business

Automatic Door Opener and Fab System

Fromm stated as part of the 2013 Capital Projects, the City has budgeted \$15,000 to upgrade the security system. Fromm stated with the detour going on and with tenants and guests having to use the back entrance staff would like to get this project completed as soon as possible to ensure the safety for those who live at Bridge Park Apartments. Fromm added opening the back door is difficult for the residents who use a wheel chair.

Fromm stated staff would like to install an automatic door opener in the back entrance and a Fab System for both the front and back entrances. Fromm stated staff has received a preliminary

proposal from Lakes Telecom for the installation of the system for both the front and back entrance for \$4,800.

Fromm stated if EDA approves staff would seek bids immediately and would bring back proposals to the EDA at the July 7th meeting.

Woulfe stated if the EDA would like to fast track the project for the residents they could authorize staff to expend up to \$15,000 budgeted amount.

Lewis moved, seconded by Caulk to direct staff to solicit three quotes and accept the low bidder and authorized staff to install an automatic door opener for the back entrance and a Fab System for both the entrances at Bridge Park Apartments. Motion passed unanimously.

Update on Transfer of Bridges and Section 8 Housing Program

Fromm gave an update on the transfer of the Bridge's and Section 8 Programs. Fromm gave a timeline that staff would like to see happen and the process that must take place as the City moves forward with the transfer.

Discussion ensued and concerns were expressed that the residents of Isanti and Chisago County would need to be treated fairly.

Woulfe stated there will be a more in depth conversation on June 11th long range planning meeting.

Unfinished Business

There was no unfinished business.


Adjournment

Lewis moved, seconded by Bustrom, to adjourn the meeting at 5:24 p.m. The motion passed unanimously.



Lisa Iverson, President

ATTEST:



Lynda J. Woulfe, Executive Director