

**Cambridge Economic Development Authority (EDA)  
Regular Meeting Minutes  
April 18, 2016**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, April 18, 2016 at Cambridge City Center, 300 3<sup>rd</sup> Ave NE, Cambridge, Minnesota, 55008.

Members Present: President Joe Morin and EDA members Marlys Palmer and Tiffany Kafer.

Members Absent: Vice President Howard Lewis and EDA member Lisa Iverson.

Staff Present: Executive Director Woulfe and Housing Supervisor Moe.

**Call to Order**

Morin called the meeting to order at 4:15 pm.

**Approval of Agenda**

Palmer moved, seconded by Kafer, to approve the agenda as presented. Motion carried 3/0.

**New Business**

***Accept the Heather Creek Apartments Conversion to Section 8 Vouchers***

Moe reported the Minneapolis HUD office contacted Cambridge EDA Staff informing them an owner in Chisago County has decided not to renew its contract with HUD. Moe explained when a private owner leaves a HUD based subsidy program by opting out of their Section 8 contract, Section 8 vouchers are issued to the tenant providing the tenant with a new subsidy allowing the tenant to continue remain in their housing. Moe stated these section 8 vouchers are not tied to a specific property but may be used with any landlord in our region that takes Section 8 vouchers.

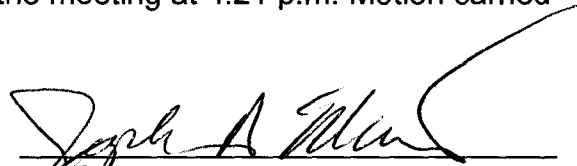
Moe informed the Board that HUD asked the Cambridge EDA to administer these vouchers. Moe reported if the Cambridge EDA Board recommends that they accept the vouchers, Mora HRA has agreed to administer the vouchers on behalf of the Cambridge EDA. Moe indicated that HUD has requested a reply from the board within ten days.

Moe informed Council that HUD will pay the City \$200 per voucher for any administrative fees that may incur related to the assumption of these vouchers. Palmer confirmed there are no issues with Mora HRA administering the program.

Palmer moved, seconded by Kafer to approve the administration of the vouchers created via the Heather Creek Apartment exiting from a HUD subsidy program and authorize executive director to sign HUD documents as necessary to achieve action. Motion carried 3/0.

**Adjournment**

Kafer moved, seconded by Palmer, to adjourn the meeting at 4:21 p.m. Motion carried unanimously.

  
\_\_\_\_\_  
Joe Morin, President

ATTEST:

  
\_\_\_\_\_  
Lynda J. Woulfe, Executive Director