

**Cambridge Economic Development Authority (EDA)
Special Meeting Minutes
February 5, 2018**

Pursuant to due call and notice thereof, a special meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, February 5, 2018 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

Members Present: President Joe Morin and EDA members Lisa Iverson, Marlys Palmer, Kersten Conley, and Jim Godfrey. All present, no absences.

Call to Order

Morin called the meeting to order at 5:20 pm.

Approval of Agenda

Iverson moved, seconded by Conley, to approve the agenda as presented. Motion carried unanimously.

New Business

Approve Replacement of One Roof Top Unit on City Center Mall

Gustafson explained NAC Mechanical and Electrical Services has been the preferred contractor providing HVAC service for City Hall, Police, Fire Department and City Center Mall for many years. They have a maintenance agreement on all of the units and provide information and quotes if repairs or replacement is needed. During a recent maintenance inspection they encountered one unit (unit 5) in need of repair or replacement. The unit has a cracked heat exchanger and is in poor condition. This roof top unit is one of three 5-ton units within the mall.

Gustafson reported in the long-range Capital Improvement plan, staff has been setting aside funds for replacement of all these units. Staff has been doing their best to preform regular maintenance. NAC provided two options - one is to repair the unit and one be to replace the unit with a new energy efficient unit. Gustafson reviewed the options and recommended replacing the unit.

Morin confirmed funds are budgeted for and available. Palmer confirmed when the roof is replaced there won't be any problems with disconnecting the new unit.

The board discussed the bid process and Gustafson explained NAC is the current contractor that is most familiar with the appliances and there is currently no local contractor that can perform the work that NAC can perform. Palmer requested staff receive bids in the future.

Conley moved, seconded by Godfrey, to approve the quote submitted by NAC Mechanical & Electrical Services to replace the unit for \$9,990.00 and authorized the EDA President and Executive Director to sign the proposal with NAC Mechanical Electrical Services. Upon roll call vote Conley, Iverson, Palmer, Morin, and Godfrey voted aye. No nays. Motion carried unanimously.

Adjournment

Godfrey moved, seconded by Conley, to adjourn the meeting at 5:31 p.m. Motion carried unanimously.



Joe Morin, President

ATTEST:



Caroline Moe, Executive Director