

COMMUNITY DEVELOPMENT AUTHORITY

July 17th, 2014

The monthly meeting of the Community Development Authority was called to order by Chairperson Andy Keogh at 9:00 a.m. in the Cedar Rail Court Community Room, 601 S. Cedar Avenue, Marshfield, Wisconsin.

Affirmation of Proper Posting of Meeting: Meeting posted July 15th, 2014 at 5:04 p.m.

ROLL CALL:

PRESENT: Andrew Keogh, Dave Marsh, John Conklin, Marilyn Hardacre, Dave LaFontaine

OTHERS PRESENT: Mary James-Mork - Executive Director, Julie Mess – Finance and Operations Director, Carol Kerper - Executive Assistant

ABSENT: Peter O. Hendler, Tom Buttke

Declaration of a Quorum.

Identify any Potential Conflicts of Interest: None

Invitation for Public Comment: None

CDA 14-B07-1 Motion by LaFontaine, second by Marsh to accept the June 19th, 2014 Board meeting minutes. 5 Ayes

MOTION CARRIED

Strategic Planning Committee Update: No update

Personnel Committee Update: No update

Grievance Committee Update: No update

Executive Director's Report:

CDA 14-B07-2 Motion by Hardacre, second by LaFontaine to accept and place on file the Executive Director's Report. 5 Ayes

MOTION CARRIED

Finance Committee Update: Update presented. Committee update and the Financial meeting minutes of July 17th, 2014 will be formally accepted at the August, 2014 Board of Commissioners meeting.

Next Meeting Date and Time: Thursday, August 28st, 2014 at 1:00 p.m. in the Community Room of Parkview Apartments

Meeting adjourned at 9:37 a.m.

Respectfully submitted,

Mary James-Mork
Executive Director

Andy Keogh
Chairperson

COMMUNITY DEVELOPMENT AUTHORITY
Executive Director's Highlights
September 18th, 2014

1. Occupancy-

Elderly/Disabled Housing- Parkview six (6) openings, with four (4) on hold for modernization.

Cedar Rail – Seven (7) openings.

Scattered Sites-One (1) opening

Section 8-The program has fifty-one (51) active, leased vouchers.

2. Meetings/Partnerships

Economic Development Board

Committee on Aging

RMM Solutions

Hawkins Ash

Library Committee

Economic Development Board (Housing Committee)

3. Economic Development Board (EDB)

EDB met on September 11th, 2014. Executive Director hosted an EDB Housing Committee Meeting at the CDA on September 9th to discuss issues and options for dealing with rental property guidelines.

4. RAD Project-

No update to report from HUD on the status of the CDA RAD application.

5. RMM Solutions-

RMM Solutions met with the CDA management on July 16th, 2014 to review and discuss hosting the CDA phone system. Members of Finance met on August 26th, 2014 to review and accept the proposal for recommendation to the Board at the September 18th Board Meeting.

6. Capital Projects (CFP)-

ED, Environmental Services Manager, and Business Manager are scheduling meetings to review and update the 5 year Capital Funding Plan. At the close of the meetings, a draft of the plan will be completed for recommendation to the CDA Finance Committee.

7. Training-

Carol Kerper, Celena Wanca-Netzow, Tim Geldernick and Ann Kleinschmidt attended a day long training meeting on September 17th in Wisconsin Dells sponsored by the Wisconsin Association of Housing Authorities.

8. Section 8 Program-

Janet Southworth has accepted an occasional position with the CDA to focus on maintaining and advancing the Tenant Based - Section 8 Program. Her role will be exclusively with this program, and she will be utilizing the office formerly occupied by the Grant's Program.