

COMMUNITY DEVELOPMENT AUTHORITY

November 20, 2014

The monthly meeting of the Community Development Authority was called to order by Chairmperson Andrew Keogh at 9:00 a.m. in the Parkview Community Room, 606 South Walnut Avenue, Marshfield, Wisconsin.

Affirmation of proper posting of meeting: Meeting posted November 12, 2014 at 3:16 p.m.

ROLL CALL:

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

OTHERS PRESENT: Mary James-Mork – Executive Director, Ann Kleinschmidt – Management Assistant

ABSENT: Peter O. Hendler

Declaration of a quorum.

Identify any Potential Conflicts of Interest: None

Invitation for Public Comment: Commissioner and Parkview resident John Conklin asked if a decision was made as to whether the public can interject with comments. Chairman Keogh confirmed any organization can interject if the Chairman allows the exception.

CDA-14-B11-1 Motion by Tom Buttke, second by Dave LaFontaine to accept the October 23, 2014 Board meeting minutes. 6 Ayes

MOTION CARRIED

CDA-14-B11-2 Motion by Tom Buttke, second by Dave LaFontaine to accept the November 18, 2014 Finance meeting minutes. 6 Ayes

MOTION CARRIED

CDA-14-B11-3 Motion by Dave LaFontaine, second by John Conklin to accept the Financial report as presented. 6 Ayes

MOTION CARRIED

Strategic Planning Committee Update: Strategic Planning meeting is scheduled for December 3, 2014 at 1:30 pm. at Cedar Rail Court.

Personnel Committee Update: No update

Grievance Committee Update: No update

CDA-14-B11-4 Motion by Marilyn Hardacre, second by Dave LaFontaine to accept and place on file the Executive Director's Report. 6 Ayes

MOTION CARRIED

Phone System Implementation Update: Executive Director James-Mork indicated that RMM Solutions has completed all system tests and the final implementation is scheduled for December 1 through December 3.

Chairman Keogh discussed the RAD program and the potential for funding new projects should that program be pursued. A discussion continued regarding financial options that RAD funding may provide the Community Development Authority.

Tom Buttke raised the question to Executive Director James-Mork concerning employee health insurance benefit options. Executive Director James-Mork indicated that she attempted to get Security Health Plan to come to today's meeting, but was unable to secure an appointment. She stated that we need to review options and then allow staff to explore their options before December 31, 2014. She stated that it appears that the CDA staff would have a comparable package, and the CDA would see a significant savings, if the ACA option under Security Health was selected. Chairman Keogh requested that we set a special meeting to recommend our health insurance benefit for 2015. It was determined that Executive Director James-Mork will set a meeting with Security Health Plan for December 3 at 12:30 p.m. to tie with the Strategic Planning meeting scheduled for December 3, 2014 at 1:30 p.m.

New Business: No new business was discussed.

Next Board Meeting Date and Time: Thursday, December 18, 2014 at 4:00 p.m. to 5:00 p.m. in the Community Room at Cedar Rail Court. Annual Dinner will follow this meeting.

Agenda Items for December: Employee Health Insurance Recommendation.

Motion by Dave Marsh, second by Andy Keogh to adjourn. Meeting adjourned at 9:44 a.m.

Respectfully submitted,

Mary James-Mork
Executive Director

Andy Keogh
Chairperson

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

1. Occupancy-

In the month of November, 2014, three (3) residents moved to assisted living and five (5) passed away.

Elderly/Disabled Housing- Parkview eleven (11) openings, with four (4) units on hold for modernization.

Cedar Rail – Twelve (12) openings.

Scattered Sites- One (1) open

Section 8-The program has fifty (50) active, leased vouchers.

2. Economic Development Board (EDB)-

EDB meeting cancelled for December.

3. RAD Project-

The passing of the Federal Budget Bill includes an increase in the Cap of the number of projects that can be processed to qualify for the RAD program. It also assures that applicants who applied before December 2013 will be approved. The MCDA is among those projects. The recommendation will be to pursue guidance/consultation regarding the impact of this transition and models available before making a commitment to make the change.

4. RMM Solutions-

RMM Solutions has completed the installation of the hosted phone system, with the exception of completing the connection to security access that has historically existed between the administrative office and Parkview.

5. Capital Projects (CFP)-

The Finance Committee has selected specific projects for prioritization based upon the facility urgency and marketing value. The goal will be to assure that our investment in the current buildings is appropriately placed while we explore the potential for the RAD transition.

6. Recertification - Public Housing

The recertification process has begun and phase one is progressing well. Though time consuming, new methods and efforts are demonstrating a more effective approach to completing this annual project that in the past.

7. 2015 Health Benefits-

Julie Koplitz, Account Manager for Security Health met with the CDA board to review the proposed plan for group coverage under the Affordable Care Act. Board members were made aware of the potential for significant savings to the CDA, based upon their unique situation/group. Staff members will meet with Ms. Koplitz on Tuesday, December 23rd for an explanation of benefits.