

# Minutes

Regular Meeting  
Thursday, June 14, 2007  
3:30 p.m.  
Lake Melissa Room, Human Services Building  
Detroit Lakes, MN

**Meeting called by:** Terry Johnson  
**Type of meeting:** Regular Meeting  
**Attendees:** Karen Mulari, Terry Johnson, Gerald Schram, Paul Joyce, Dan Aune  
Staff present: Jon Thomsen, Guy Fischer, Shawn Olson  
**Board Members Absent:** Harry Salminen, Mike Metelak

## Agenda topics

- 1) **Call Regular Meeting to order:** T Johnson called the meeting to order at 3:30 p.m.
- 2) **Approval of Regular Meeting Agenda: Motion** and second to approve the Agenda, as presented (D Aune, P Joyce), carried.
- 3) **Approval of Minutes from May 10, 2007 Regular Meeting: Motion** and second to approve the Minutes of the May 10, 2007 regular meeting (G Schram, P Joyce), carried.
- 4) **Financial:**
  - a) **Monthly Report:** Staff directed the Boards attention to the written monthly financial report. Discussion followed. **Motion** and second to accept the report as presented (G Schram, K Mulari), carried.
  - b) **Bad Debt Write Off:** Staff presented their review of the Public Housing accounts receivable. Discussion followed. **Motion** and second to expense bad debts as proposed by staff so as to cover the expected loses for the public housing tenants whose rent, damages and cleanup will not be collected (G Schram, P Joyce), Carried.
  - c) **FYE 2008 Public Housing Budget:** The Public Housing budget was presented by staff. **Motion** and second to approve the operating budget for the Public Housing Program as proposed by staff; authorize Board President Mike Metelak to sign the HUD-52574 and direct the staff to submit documents to HUD, as required (G Shcram, D Aune), carried.
  - d) **HRA Tax Levy:** Staff noted that the 1<sup>st</sup> half of the 2007 HRA Tax Levy would be received in June. Discussion followed. **Motion** and second to reimburse Becker County for the administrative expenditures made in 2007 that are covered by the HRA Tax Levy and the various housing programs (G Schram, P Joyce), carried. Staff also noted that the EDA Board of Directors will have to act on or before their August 9<sup>th</sup> Board meeting should they be interested in a 2008 HRA Tax Levy. D Aune presented information on how his own property taxes have changed since 1999. Discussion followed; no action taken.
- 5) **Economic Development:**
  - a) **JobZ Subzone Creation:** G Fischer noted that JobZ ends in December 2015 and presented the 1.54 acre JOBZ request by CMH Industries, along with the revamped Business Subsidy Policy. Discussion followed on the JobZ acreage and the need to revamp the Business Subsidy Policy to include required JobZ language. **Motion** and second to recommend that the Becker County

Commissioners enter into the "Sub-Zone Resolution of Approval to Authorize Tax Exemptions" as presented by staff (P Joyce, G Schram), carried. **Motion** and second to recommend that the Becker County Commissioners adopt the "Business Subsidy Policy and Criteria for Becker County" as presented by staff (G Schram, D Aune), carried. **Motion** and second to recommend that the Becker County Commissioners enter into the proposed "Business Subsidy Agreement between the County and CMH Industries, Inc.", pending approval from the County Attorney's office (G Schram, P Joyce), carried.

**b) Update Report:** G Fischer provided an update report. It was noted that the Permanent Supportive Housing project has been put out to bid. He updated the Board on a variety of projects ongoing within Becker County, including the City of Frazee's redevelopment project, CURA CAP project, Heartland Trail Bike Path, D L Trolley, SJE Rhombus expansion plans, ATV Trail project and the Ike Fischer Land Trust. No action taken.

**6) Housing - Update Report:** J Thomsen directed the Board's attention to his written report; he briefed the Board on the progress with the various housing programs. It was noted that the contract with the State Department of Corrections is up for renewal. Discussion followed on the potential use of the ICWC crew and the desire to include Becker County officials in the discussion. No action taken.

**7) EDA Board – Open Forum:** T Johnson updated the Board on housing projects within the City of Audubon. There being no further business to be brought before the Board,

**8) Adjourn:** **Motion** and second to adjourn the meeting at 4:45 p.m. (P Joyce, G Schram), carried.

ATTEST:

Respectfully submitted:

/s/ Jon Thomsen  
Housing Director

/s/ Terry Johnson  
EDA Board Vice President