

Minutes

Regular Meeting
Thursday, September 12, 2013
3:00 p.m.
Lake Melissa Room, Human Services Building
Detroit Lakes, MN

Meeting called by: Paul Joyce
Type of meeting: Regular Meeting
Attendees: Barry Nelson, Paul Joyce, Abby Anderson, Mike Maloney, Chuck Jost
Staff present: Jon Thomsen, Guy Fischer, Shawn Olson
Others: Britton Ramsey (MMCDC)
Board Members Absent: John Okeson, Heath Peterson

Agenda topics

1. **Call Regular Meeting to order:** Vice President P Joyce called the meeting to order at 3:00 p.m.
2. **Approval of the Regular Meeting Agenda:** **Motion** and second to approve the Agenda (C Jost, B Nelson), carried.
3. **Approval of Minutes – August 8, 2013 Regular Meeting:** **Motion** and second to approve the minutes of the Regular Meeting (M Maloney, C Jost), carried.
4. **Monthly Financial Report:**
 - a. **Management Representation Letter:** The letter was reviewed. **Motion** and second to authorize execution of the letter as presented (B Nelson, M Maloney), carried.
 - b. **LIPH Capital Fund:** Staff presented the 2013 Capital Fund Grant Award. **Motion** and second to adopt the CFP Annual Statement for 2013 and authorize the Housing Director and EDA Board Vice President to execute all contracts and documents required for the receipt of the 2013 Capital Fund Grant Award (C Jost, A Anderson), carried.
 - c. **Monthly Report:** S Olson presented the monthly report. **Motion** and second to accept the monthly financial report (M Maloney, B Nelson), carried.
5. **Housing Program:**
 - a. **Maple Avenue Apartments:** J Thomsen reported that Wells Fargo's appraisal on the property has been completed. Wells Fargo will put together a proposal for selling the building.
 - b. **Monthly Housing Update Report:** J Thomsen directed the Boards attention to the written report of the activities of the various housing programs and he spoke towards the public housing and rental assistance programs, property management, grant administration and his property inspection services. Discussion followed on DL Housing Study. **Motion** and second to accept the monthly housing report (M Maloney, C Jost), carried.
6. **Economic Development**
 - a. **Employer Assisted Housing:** B Ramsey with MMCDC proposed a tax abatement program that will be administered by MMCDC. Discussion followed. It was generally agreed that it was a County decision and that the EDA would support and recommend it. No action taken.
 - b. **Monthly Economic Development Report:** G Fischer provided an update report and he spoke towards PMC, Detroit Mountain, Crisis Stabilization, Frazee's Design Team activities along with the activities of other Becker County departments; discussion followed. **Motion** and second to accept the monthly economic development report (A Anderson, B Nelson), carried.
7. **EDA Board – Open Forum:** J Thomsen noted that there was a new format for County Board approval of the EDA Levy. There being no further business brought before EDA Board,
8. **Adjourn:** **Motion** and second to adjourn (C Jost, M Maloney), carried. The meeting at 4:25 pm.

ATTEST:

Respectfully submitted:

/s/ Jon Thomsen
Housing Director

/s/ Paul Joyce
EDA Board Vice President