

Minutes

Regular Meeting
Thursday, June 12, 2008
3:30 p.m.
Lake Melissa Room, Human Services Building
Detroit Lakes, MN

Meeting called by: Gerald Schram
Type of meeting: Regular Meeting
Attendees: Karen Mulari, Harry Salminen, Gerald Schram, Paul Joyce, Dan Aune
Staff present: J Thomsen, G Fischer, C Markuson, Shawn Olson
Others Present: Hank Ludtke (City of Frazee)
Board Members Absent: Mike Metelak, Terry Johnson

Agenda topics

- 1) **Call Regular Meeting to order:** G Schram called the regular meeting to order at 3:35 pm.
- 2) **Approval of Regular Meeting Agenda:** **Motion** and second to approve the Agenda (P Joyce, D Aune), carried.
- 3) **Approval of Minutes from the May 8, 2008 Regular Meeting:** **Motion** and second to approve the Minutes of the May 8th Regular Meeting (H Salminen, K Mulari), carried.
- 4) **Financial:**
 - a) **Monthly Financial Report:** The written report was presented by staff. **Motion** and second to accept the monthly financial report (H Salminen, K Mulari), carried.
 - b) **FYE 6-30-2008 Year End Accounting Items:** The Board reviewed the accounts receivable of vacated tenants. **Motion** and second to expense bad debts as proposed by staff, to cover the expected losses for the public housing tenants whose rents, damages and cleanup costs will not be collected in the fiscal year ending June 30, 2008 (H Salminen, D Aune), carried.
 - c) **FYE 6-30-2009 Public Housing Budget:** The Board reviewed the budget proposed by staff. **Motion** and second to approve the operating budget for the Public Housing Program as proposed by staff; authorize Board President Gerald Schram to sign the HUD-52574 and direct the staff to submit documents to HUD, as required (H Salminen, P Joyce), carried.
- 5) **Economic Development:**
 - a) **Monthly Update Report:** Mayor Ludtke (City of Frazee) updated the Board on several items, including the various activities taking place in Frazee. G Fischer updated the Board on the work he has done on the Parks and Recreation trails, the Otter Tail Watershed and spoke about a variety of area activities. He noted that the geothermal in being installed at the West River Townhomes. Discussion followed. No action taken.
 - b) **Short & Long-Term Project Planning:** No changes anticipated.
- 6) **2009 Departmental Budget/Levy:** J Thomsen noted that the Departments Heads will be submitting their Departmental Administrative Budgets to the County by July 11th. The Board reviewed several expense items and provided direction. A proposed budget and suggested levy amount will be presented at the July meeting. Discussion followed.
- 7) **Monthly Housing Update Report:**
 - a) **Monthly Update Report:** J Thomsen briefed the Board on the various housing activities. Discussion followed.
 - b) **Supportive Housing Development:** Discussion followed on a potential funding opportunity. **Motion** and second to approve the submission of a grant application with Minnesota Housing (H Salminen, P Joyce), carried.

- c) **GMHF Loan Repayment:** The single family home built with GHMF loan funds has not yet sold. Discussion followed. **Motion** and second to pay off the GMHF loan with EDA General Fund dollars (H Salminen, K Mulari), carried.
- d) **Agency Plan:** The staff presented information on the Violence Against Women Act that was passed into law and must be included in the Agency Plan. **Motion** and second to approve an insignificant change in the 2008 Agency Plan to include information regarding any VAWA goals, activities, objectives or policies, as applicable (K Mulari, P Joyce), carried.

8) EDA Board – Open Forum: There being no further business to be brought before the Board,

9) Adjourn: **Motion** and second to adjourn the meeting at 4:40 p.m. (H Salminen, K Mulari), carried.

ATTEST:

Respectfully submitted:

/s/ Jon Thomsen
Housing Director

/s/ Gerald Schram
EDA Board President