

Minutes

Regular Meeting
Thursday, July 9, 2009
3:30 p.m.
Lake Melissa Room, Human Services Building
Detroit Lakes, MN

Meeting called by:	Dan Aune
Type of meeting:	Regular Meeting
Attendees:	John Bellefeuille, Harry Salminen, Dan Aune, Terry Johnson, Michael Brown, Paul Joyce Staff present: Jon Thomsen, Guy Fischer, Shawn Olson Others Present: None
Board Members Absent:	Harry Salminen, Karen Gray

Agenda topics

- 1) **Call Regular Meeting to order:** D Aune called the meeting to order at 3:30 pm.
- 2) **Approval of Regular Meeting Agenda:** **Motion** and second to approve the Agenda as presented (J Bellefeuille, P Joyce), carried.
- 3) **Approval of Minutes from June 11, 2009 Regular Meeting:** **Motion** and second to approve the Minutes of the June 11, 2009 meeting (T Johnson, P Joyce), carried.
- 4) **Financial:**
 - a) **Monthly Financial Report:** The written report was presented by staff. Discussion followed. **Motion** and second to accept the monthly financial report as presented (J Bellefeuille, T Johnson), carried.
 - b) **Multi Year Audit Agreement:** Staff solicited a Request for Proposals for a Multi-Year Audit Agreement. The proposals were presented; staff recommended entering into the written agreement with Hoffman, Dale & Swenson PLLC, as described in the multi-year audit agreement. Discussion followed. **Motion** and second to sign the Multi-Year Audit Agreement with Hoffman, Dale, & Swenson for a maximum annual fee (for the years ending 2009, 2010 and 2011) at \$8,200 per year, provided activities and expenditures remain approximately the same and unexpected circumstances will not be encountered during the audit; if significant additional time is necessary, it will be discussed and a new fee estimate will be obtained (T Johnson, P Joyce), carried.
- 5) **Housing Choice Voucher Program:** Staff reported that the renewal funding for the EDA's Housing Assistance Payment Program was insufficient; additional funds have been applied for but HUD has not yet made a commitment that additional funds will be awarded. Discussion followed. The Board agreed with the staff recommendation on closing the Waiting List and requesting a HUD waiver on Payment Standard and Utility Allowances. Additional ways on which the EDA could reduce costs were offered for discussion. Discussion followed on how the shortfall could be funded. A public hearing is scheduled for August 13th.
- 6) **2010 Departmental Budget/Levy:** Jon Thomsen noted that unless unforeseen circumstances arise, the 2010 levy request would be the same as it has been for the past 5 years. An update

report was provided; Board input was requested; the EDA Board may be required to take action at the August meeting. Discussion followed.

7) Housing:

a) Monthly Report: J Thomsen reported that Karen Gray gave verbal notice that she is resigning from the EDA Board of Directors; County Commissioner Schram is responsible for appointing a replacement. J Thomsen reported that a Contract for Deed Holder abandoned their MURL home and the EDA is getting it ready for re-sale; the Inmate crew is working on public housing modernization; staff will be applying for a SCDP grant on behalf of Mahnomen, Waubun and Callaway. Discussion followed. **Motion** and second to accept the Housing Director's report (T Johnson, P Joyce), carried.

8) Housing & Economic Development Coordinator:

a) Monthly Report: G Fischer provided an update report on the area activities, including those taking place in Frazee and Audubon. He reported on the BioBusiness and Heartland Trail meetings, dissolution of the RJ Anderson land agreement and the Forest Hills expansion plans. He presented a letter from the Chairman of the Becker County Park Board; they are seeking funding for a Recreational Plan. Discussion followed. **Motion** and second to accept the report (J Bellefeuille, P Joyce), carried.

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

10) Adjourn: **Motion** and second to adjourn the meeting at 5:00 p.m. (T Johnson, M Brown), carried.

ATTEST:

Respectfully submitted:

/s/ Jon Thomsen
Housing Director

/s/ Dan Aune
EDA Board President