

Minutes

Regular Meeting
Thursday, December 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, John Okeson, Paul Joyce, Mike Maloney, Chuck Jost
Staff present: Jon Thomsen, Guy Fischer, Shawn Olson
Others: None
Board Members Absent: Abby Anderson; one position vacant

Agenda topics

- 1) Call Regular Meeting to order:** Vice President P Joyce called the meeting to order at 3:08 p.m.
- 2) Approval of the Regular Meeting Agenda:** **Motion** and second to approve the Agenda (B Nelson, C Jost), carried.
- 3) Approval of Minutes – November 14, 2013 Regular Meeting:** **Motion** and second to approve the minutes of the November 14th Regular Meeting (M Maloney, B Nelson), carried.
- 4) Financial:**
 - a. **Monthly Report:** S Olson presented the monthly report. **Motion** and second to accept the monthly financial report (C Jost, M Maloney), carried.
 - b. **2014 HCVP Payment Standards:** S Olson presented the new FMR's and Payment Standards; discussion followed. **Motion** and second to approve and adopt the 2014 Payment Standards effective 1-1-2014 for the Housing Choice Voucher Program as proposed by staff (C Jost, M Maloney), carried.
 - c. **FYE 12-31-2013 Year End Accounting Items – Bad Debt:** S Olson presented a review of the vacated tenant accounts receivable; discussion followed. **Motion** and second to expense up to \$10,000 in bad debts so as to cover the expected losses for tenant #12349, #12508, #12374 and #12439 whose rents, damages and cleanup costs will not be collected by December 31, 2013 (C Jost, M Maloney), carried.
 - d. **FYE 12-31-2014 Public Housing Budget:** S Olson presented the 2014 LIPH Budget; discussion followed. **Motion** and second to approve the operating budget for the public housing program, as proposed by staff; authorize Board Vice President Paul Joyce to sign the HUD-52574 and direct the staff to submit documents to HUD, as required (M Maloney, B Nelson), carried.
- 5) Maple Avenue Apartments:** The draft documents from Wells Fargo were offered for Board review; discussion followed on the terms and language in agreement. J Thomsen was directed to obtain further clarification on terms and language and report back.
- 6) Future Direction:** J Thomsen reported on the meeting with Becker County, Mahube and MHP regarding the future direction of the housing programs and the potential of contracting of housing services; discussion followed; no action taken.
- 7) 2013 EDA Fund Balance Classifications:** Staff presented information on the projected fund balance for 12/31/2013; discussion followed. **Motion** and second to classify fund balance as follows: Restricted for Specific Purpose – Land held for resale \$123,806; Restricted for Specific Purpose – Maple Avenue Apartments \$35,000; Committed to Maple Avenue Apartments - \$301,000 (B Nelson, J Okeson), carried.
- 8) 2014 EDA Governmental Fund Budget:** Staff requested direction; no action taken.
- 9) Housing Program Update Report:** J Thomsen provided an update report of activities. **Motion** and second to accept the monthly housing report (B Nelson, M Maloney), carried.

- 10) Economic Development Update Report:** G Fischer provided an update report of activities; no action taken.
- 11) EDA Board – Open Forum:** There being no further business brought before EDA Board,
- 12) Adjourn: Motion** and second to adjourn (B Nelson, C Maloney), carried.

ATTEST:

Respectfully submitted:

/s/ _____ Jon Thomsen
Housing Director

/s/ _____ Paul Joyce
EDA Board Vice President