

# Minutes

**Regular Meeting**  
**Thursday, June 12, 2014**  
**3:00 p.m.**  
**Lake Melissa Room, Human Services Building**  
**Detroit Lakes, MN**

<b>Meeting called by:</b>	Barry Nelson
<b>Type of meeting:</b>	Regular Meeting
<b>Attendees:</b>	Barry Nelson, Ben Grimsley, Chuck Jost, Mike Maloney, Abby Anderson Staff present: Jon Thomsen, Guy Fischer, Shawn Olson Others present: Leah Pigatti (Mahube-Otwa CAP) and Gordy Grabow (HRA of Detroit Lakes)
<b>Board Members Absent:</b>	Paul Joyce, One Position Vacant

## Agenda topics

- 1) **Call Regular Meeting to order:** B Nelson called the meeting to order at 3:00 p.m.
- 2) **Approval of Regular Meeting Agenda:** **Motion** and second to approve the Agenda (B Grimsley, A Anderson), carried.
- 3) **Approval of Minutes from April 8, 2014 Regular Meeting:** **Motion** and second to approve the minutes (M Maloney, B Grimsley), carried.
- 4) **Future Direction for Housing**
  - a) **Mahube-Otwa CAP Contract for Services:** An overview of the Contract for Services was presented by L Pigatti; discussion followed. G Grabow noted that he was involved with the establishment of the Becker County HRA in 1978; discussion followed. J Thomsen noted that contracting for services requires following federal procurement policies and recommended that a meeting with HUD & MHFA be arranged; discussion followed.
  - b) **Short and Long-Term Direction:** B Nelson reported that the County Board wants to see the EDA moving forward on this issue. **Motion** and second to recommend to Becker County that the Becker County EDA's housing programs combine with the HRA of Detroit Lakes (M Maloney, A Anderson), carried unanimously.
- 5) **Maple Avenue Apartments:** J Thomsen presented the letter from the County Attorney; discussion followed. J Thomsen was directed to contact Wells Fargo and ask for the appraisal and ask if better terms are possible and confirm that it can be transferred to the new HRA; no action taken.
- 6) **Monthly Financial Report:** S Olson presented the report; discussion followed. **Motion** and second to accept the report (C Jost, M Maloney), carried.
- 7) **Housing**
  - a) **Monthly Report:** J Thomsen updated the EDA Board on the housing activities; discussion followed. **Motion** and second to accept the report (M Maloney, C Jost), carried.
  - b) **Public Housing – Public Hearing:**
    - i) **Capital Fund Program Annual & Five Year Action Plan Amendment:** **Motion** and second to amend the 2014 Capital Fund Program Annual and Five Year Action Plan to match the actual and projected CFP grant amount with no change in planned expenditures, (A Anderson, C Jost), carried.
    - ii) **Public Housing Flat Rent Amendment:** **Motion** and second to amend the Flat Rent Policy of the Becker County EDA Agency (PHA) Plan and authorize staff to set the flat rent amount for each public housing unit that complies with the requirement of Public Law 113-76, that all flat rents be set at no less than 80 percent of the applicable Fair Market Rent (FMR) adjusted, if necessary, to account for reasonable utilities costs. The new flat rental amount will apply to all new program

admissions effective June 1, 2014. For current program participants that pay the flat rental amount, the new flat rental amount will be offered as well as the income based rental amount at the next annual rental option, (C Jost, A Anderson), carried.

- c) **Mortgage Satisfaction – BCCA05:** J Thomsen presented information on the homeowner repayment of DEED rehabilitation grant; discussion followed. **Motion** and second to accept \$12,437.60 as DEED revolving funds and satisfy lien BCCA05 (M Maloney, B Grimsley), carried. Jon Thomsen presented information on subordination request by DEED rehabilitation grant homeowner #346458; discussion followed. **Motion** and second to subordinate file #346458 and allow the bank to take first position (B Grimsley, M Maloney), carried.

**8) Economic Development:**

- a) **Monthly Report:** G Fischer presented his monthly report; discussion followed. No action taken.
- b) **Business Subsidy Policy:** G Fischer presented the draft Business Subsidy Policy; discussion followed. G Fischer was directed to provide the EDA Board with the old policy for them to review and compare and directed him to meet with the County Attorney to review the draft policy. No action taken.
- c) **Future Direction & Goals for the EDA:** At the last meeting, each EDA Board Member was asked to bring 3 suggestions to this next meeting; discussion followed. The EDA Board Members gave G Fischer a list of ideas and asked him to combine it with his list of ideas and bring it back to the EDA Board for consideration. No action taken.
- d) **Statewide PACE Program – County Participation:** G Fischer presented the Statewide PACE Program administered by the St. Paul Port Authority; discussion followed. G Fischer was directed to find out if the Auditor/Treasurer's office supported the added work for their department. **Motion** and second to forward the Statewide PACE Program to the County Commissioners for their consideration (M Maloney, C Jost), carried.

- 9) **EDA Board Meetings – Future Meeting Times:** The next regularly scheduled meeting would take place on July 10<sup>th</sup> at 3:00 pm.

10) **EDA Board – Open Forum:** There being no further business brought before the EDA Board,

11) **Adjourn:** B Nelson adjourned the meeting at 5:15 pm.

ATTEST:

Respectfully submitted:

/s/ Jon Thomsen  
Housing Director

/s/ Barry Nelson  
EDA Board President