



# COUNTY OF BECKER

## ECONOMIC DEVELOPMENT AUTHORITY

REGULAR MEETING AGENDA

Becker County  
915 Lake Avenue  
Detroit Lakes, MN 56501

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Thursday, February 15<sup>th</sup>, 2024

3:30 PM

3<sup>rd</sup> Floor Meeting Room Courthouse

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Attended: Karen Mulari, Abby Anderson, Sean Felker, Tom Klyve, Erica Jepson, Richard Vareberg

Other: Cody Piper (Staff), Mary Hendrickson (Treasurer), Laura McKnight (MMCDC), Karen Pifher (Creative Community Consulting), Andrea Froeber (City of Frazee)

Absent: Hank Ludtke

### **MEETING AGENDA**

#### **I. CALL REGULAR MEETING TO ORDER**

Vice President Mulari called the meeting to order at 3:31 pm

#### **II. APPROVAL OF REGULAR AGENDA**

Motion to approve by Agenda and add 2023 Annual minutes. Motion Jepson; Second Klyve; Motion carried.

#### **III. APPROVAL OF REGULAR MEETING MINUTES FROM JANUARY 18TH, 2023**

Motion to approve January minutes with changes. Motion Klyve; Second Jepson; Motion carried.

Motion to approve 2022 annual meeting minutes. Motion by Klyve; Second Jepson; Motion carried.

#### **IV. OPEN FORUM**

Karen Pifher - Creative Community Consulting; Andrea Froeber – Frazee City Council:

Presentation given to board about ongoing projects being done relating to housing and homelessness as well as results on community assessment done DL Ministerial Association identifying priorities surrounding homelessness. Updates also included new businesses opening in the City of Frazee.

#### **V. CONSENT ITEMS (APPROVAL NEEDED)**

- a. **EDA - Budget and Balance Sheets** – Hendrickson presented EDA financial statements. No changes to investments on January balance sheets. Motion to accept. Motion Felker; Second Klyve; Motion carried.
- b. **2024 Budget Update** – Revised general budget presented with updated contract and expenses.
- c. **Housing - Registers, Bills, and Financial Statements** – McKnight presented year-end financial statements and month of January statements. Discussion about each of account balances and how they are affected by revenues, expenses, and depreciation. Mulari asked about change of hourly maintenance rate from \$50/hour to \$62/hour and different charges occurring in the month of December. McKnight explained cost increase for labor. Piper inquired about payments and vendors without invoices and how the board can identify what work is done and which unit it is in. McKnight stated it is tracked in the Lindsey software system but there isn't a report to pull out of that system. Sean Felker excused himself from meeting at 4:47 pm. Discussion about what the board wants to see for reports moving forward. Motion to accept consent items as presented. Motion by Jepson; Second by Anderson; Motion carried.



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### VI. HOUSING

- a. **Midwest Minnesota Community Development Corporation** (4:00 PM)
  - i. **Public Housing Updates** – McKnight presented, no updates.
  - ii. **MURL Loan Report** – McKnight presented, no concerns.
- b. **Public Housing Agency – Annual Civil Rights Certification** – Motion to sign certification by Chair, Vice President, Karen Mulari. Motion by Klyve; second by Jepson; Motion carried.
- c. **Public Housing Overview Presentation** – Motion to defer presentation to next month’s meeting due to time constraints. Motion by Jepson; Second by Anderson; Motion carried.
- d. **Housing Subcommittee Report** - Piper reported subcommittee reviewed Otter Tail County’s Big Build Initiative and housing programs. More discussion regarding a Housing Trust Fund, the funding sources, support, and uses. Narrowing down recommendations for the Affordable Housing Aide that the County is receiving to include rebate programs, Housing Trust Funding, and affordable housing construction.
- e. **MN City Participation Program 2024** – Piper presented monthly report and it is showing utilization already. Confirmation for approval was received and will be effective through 2024. Recommendation to move report to consent agenda in future.

### VII. ECONOMIC DEVELOPMENT

- a. **U of M Extension – Economic Futures Workshop Proposal**  
Piper presented proposal from the Extension and outlined the timeline and participation requested. Workshop has received positive feedback from local agencies expressing willingness to participate. Cost is verbally indicated to be covered by funds from the University of Minnesota Economic Development Center. Report from past workshop pulled from Extension website reviewed for reference. Motion to approve proposal. Motion by Jepson; Second by Anderson; Motion carried.
- b. **Economic Development Specialist Updates**
  - i. **MN DEED Updates**  
New resource guide book is now available with new programs and updates. Legislative updates have been published and will be forwarded to the group

### VIII. ADJOURN

Meeting adjourned by Chair Mulari at 5:10 pm