

SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY

323 South Naumkeag Street, Shakopee, MN 55379

Phone: (952) 402-9022 / Fax: (952) 496-2852

BOARD OF COMMISSIONERS

MINUTES – REGULAR

September 11, 2018

(1) CALL TO ORDER AND PLEDGE

Chair Croatt called the meeting to order at 2:03 p.m. and led the Pledge of Allegiance.

(2) ROLL CALL

- 2.1) Introduction of New Employee Amal Osman. Assistant Housing Director Link introduced Amal, who is a Housing Specialist – Rental Assistance, and Amal told the Commissioners a little about her background and that she lives in Savage. The Board welcomed her on-board!

Commissioners Present	District I, DeAnn Croatt District IV, Patti Sotis District V, Barry District II, District III, Kent Robbins
-----------------------	--

Commissioners Absent	District VI, Ben Zweber
----------------------	-------------------------

Staff Present	Bill Jaffa, Executive Director Julie Siegert, Housing Director Adam Johnson, Finance Director Molly Link, Assistant Housing Director Amal Osman, Housing Specialist Linda Janovsky, Recording Secretary
---------------	--

Others Present	Jon Ulrich, Scott County Commissioner Bethany Tjornhom, Executive Director, FISH Kevin Wetherille, Jaspers, Moriarty Chris Stokka, MWF
----------------	---

(3) MINUTES SUBMITTED FOR APPROVAL

3.1) CDA Regular Meeting – August 14, 2018

Commissioner Stock made a motion to approve the Minutes of August 14.

Commissioner Sotis seconded the motion. Unanimous voice vote followed. Motion carried. (Commissioners Croatt and Robins abstained)

(4) AGENDA ACTION(S)

4.1) Agenda Modifications

An Agenda Modification was requested: Add item 6.14) RESOLUTION 29-18 ADOPTING PAYMENT STANDARDS FOR SECTION 8 PRORAM. Commissioner Sotis made a motion to accept the modification. Commissioner Stock seconded the motion. Voice vote followed. Motion Carried.

4.2) Consent Agenda (5.2, 6.11, 6.12, 6.21, 6.4, 6.51)

Commissioner Robbins made a motion to approve the consent agenda. Commissioner Stock seconded the motion. Voice vote followed. Motion carried.

(5) FINANCIAL REPORT

5.1) Payment of Bills

Commissioner Robbins made a motion to approve the check registers in the amount of \$232,436.28. Commissioner Stock seconded the motion. Unanimous roll call vote followed. Motion carried.

5.2)* Procurement Summary
(Consent)

5.3) County Board Levy/Budget Presentation

(6) OLD BUSINESS

6.1) Affordable Housing Programs

6.11)* Affordable Housing Occupancy Report
(Consent)

6.12)* Housing Choice Voucher Utilization Report
(Consent)

6.13) Section 8 Management Assessment Program (SEMAP)

Housing Director Siegert explained the SEMAP process. The CDA is required to self-score SEMAP indicators, for which a high performer score of 135/135 was determined. This information is then provided to HUD. The Scott County CDA was notified that they were selected for a SEMAP Remote Review Audit. Housing Director Siegert indicated that this was a good learning process, and because of it the CDA will increase the local resource information that is provided, which did deduct 5 points; however, the Scott County CDA is still a high performer at 130/135 points.

6.14: RESOLUTION 29-18 ADOPTING PAYMENT STANDARDS FOR SECTION 8 PRORAM

Housing Director Siegert went through a rent calculation with Commissioners so that they could see how tenant rent and Housing Assistance Payment are calculated for each participant. (This item was added to the agenda). Commissioner Robbins made a motion to approve Resolution No. 29-18. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

6.21)* Homeownership Programs Report
(Consent)

6.3) Liaison Report – Scott County Commissioner

Commissioner Ulrich stated that 169/41 road project had a groundbreaking. SCALE is working on a new branding/logo project, and there will be FISH retreat in October.

6.4)* First Stop Shop (FSS)
(Consent)

SC-CDA Development Activities

6.51)* Louisiana Lofts, Savage—MWF Properties

Nothing at this time, but check out their construction webcam at:
<https://nbphotos.eaglebuildingllc.com/2018projects/18540/>

6.52) Sarazin Flats, Shakopee—MWF Properties

RESOLUTION NO. 28-18: AMENDING RESOLUTION NO. RESOLUTION NO. 10-18: AUTHORIZATION TO PROVIDE DEFERRED LOAN TO MWF PROPERTIES FOR SECTION 42 TAX CREDIT DEVELOPMENT, SARAZIN FLATS, LOCATED IN SHAKOPEE, MINNESOTA

Mr. Stokka thanked the Board for considering this project for funding, as MWF initially thought that would not be necessary. He stated that MWF's bank is requesting that the loan from us be a term of 30 years; however, MWF will pay us back upon refinancing of the first loan, which is expected to take place in approximately 18 years. Mr. Wetherille, Jaspers & Moriatory, expressed that the subordination process with this loan will be much smoother. Commissioner Stock made a motion to approve Resolution No. 28-18. Commissioner Robbins seconded the motion. Unanimous roll call followed. Motion carried.

6.53) Concept Planning – 55+ Independent Living Building next to Brentwood Court Campus, Jordan, MN

Executive Director Jaffa indicated that land closing will be at the end of October.

6.54) Intensive Residential Treatment Services (IRTS) Facility, Savage, MN

The Executive Director stated that the County Board approved the "Resolution 2018-140; Declaring Scott County's Intent to Provide Financial Assistance to the Scott County Community Development Agency for the Development and Operation of a Residential Mental Health Treatment Facility in the City of Savage". Executive Director Jaffa also filled in the Board on the first Workgroup meeting with continued effort going forth.

6.6) Families and Individuals Sharing Hope (FISH)

Bethany Tjornhom indicated that in the near future there will be two great presentations—With the End in Mind---written by Kathy Wurzer of NRP and then the retreat event of the year on October 11, 2018, which will feature a speaker and curriculum on Bridges out of Poverty. Ms. Tjornhom indicated that this month there were 226 needs with 129 filled, for a contribution amount of \$25,234 (Ms. Tjornhom corrected this amount from what she stated at the meeting).

6.7) River City Centre Master Lease Tenant (MLT)

Executive Director Jaffa indicated that there is no new information but he will be meeting with Michael Pagh, Great Lakes Management.

(7) NEW BUSINESS

7.1) New Prague 55+ Independent Living Apartments

Executive Director Jaffa indicated that the City reached out to us for some information and that is expected that the CDA will be invited to a Council workshop at some point in the future.

(8) SET NEXT MEETING DATE, TIME AND PLACE

8.1) Regular Meeting & Public Hearing October 9, 2018, 2:00 p.m.

8.2) Finance Committee - TBD
AH Loan Policy

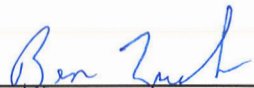
8.3) SPECIAL Meeting: as needed

(9) ADJOURN

Commissioner Robbins made a motion to adjourn the meeting at 3:23 p.m. Commissioner Stock seconded the motion. Unanimous voice vote followed. Motion carried.


DeAnn Croatt, Chair




Ben Zweber, Secretary


Recording Secretary

10/9/18
Date