

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 MEETING

June 11, 2019

(1) CALL TO ORDER AND PLEDGE

Chair Croatt called the meeting to order at 1:57 p.m. and led the Pledge of Allegiance.

(2) ROLL CALL

Commissioners present:

District I, DeAnn Croatt
District II, Terri Gulstad
District III, Kent Robbins
District IV, Patti Sotis
District V, Barry Stock

Staff present:

Bill Jaffa, Executive Director
Julie Siegert, Housing Director
Stacy Crakes, Business Development Director, FSS
Adam Johnson, Finance Director
Linda Janovsky, Recording Secretary

Others present:

Andrew Berg, Abdo, Eick & Meyers
Kathy Aho, Baker Tilly
Paul Steinman, Baker Tilly

(1) MINUTES SUBMITTED FOR APPROVAL

3.1) Regular Meeting – May 14, 2019

Commissioner Gulstad made a motion to approve the Minutes of May 14, 2019.
Commissioner Sotis seconded the motion. Unanimous voice vote followed. Motion carried.

(2) AGENDA ACTION(S)

4.1) Agenda Modifications

Item 6.62) Resolution No. 21-19: has been amended to not set a specific date for the public hearing. Instead, the Executive Director will set the public hearing after the bids are received for both the Intensive Residential Treatment Facility (IRTS) and Brentwood Court II, so it can be determined if this a viable project to set the next steps. In addition, the maximum bond amount was added in the amount of \$13,000,000. Commissioner Robbins made a motion to approve the Agenda Modification. Commissioner Gulstad seconded the motion. Unanimous voice vote followed. Motion carried.

4.2) Consent Agenda (5.2, 6.11, 6.12, 6.21, 6.4, 6.61)

Commissioner Sotis made a motion to approve the Consent Agenda. Commissioner Gulstad seconded the Motion. Unanimous voice vote followed. Motion carried.

(3) FINANCIAL REPORT

5.1) Payment of Bills

Commissioner Stock made a motion to approve the check registers in the amount of \$901,848.25. Commissioner Robbins seconded the motion. Unanimous roll call vote followed Motion carried.

5.2)* Procurement Summary

[Consent item; no discussion]

5.3) Agency Financial Audit FY2018

Andrew Berg, Abdo Eick & Meyers, was in attendance to go over the Agency Financial Audit. He went over the Management Letter detailing each program area and answering Commissioners' questions as they arose. Finance Director Johnson also answered Commissioners' questions. Mr. Berg stated it was a clean opinion, the best audit outcome that can be received. Commissioner Robbins made a motion to accept the Audit Report. Commissioner Stock seconded the motion. Unanimous voice vote followed. Motion carried.

5.4) RESOLUTION NO. 20-19: APPROVING PERMANENT TRANSFER TO HOUSING CHOICE VOUCHER PROGRAM

Commissioner Stock made a motion to approve Resolution No. 20-19. Commissioner Robbins seconded the motion. Unanimous roll call vote followed. Motion carried.

(4) OLD BUSINESS

6.1) Affordable Housing Programs

6.11)* Affordable Housing Occupancy Report

[Consent item; no discussion]

6.12)* Housing Choice Voucher Utilization Report

[Consent item; no discussion]

6.13) Minnesota Court of Appeals Case - Federal Regulations Calculating Rent

Housing Director Siegert indicated that the decision was in the Scott County CDA's favor and this decision will help other housing authorities know how to correctly calculate income when a family uses Consumer Direct Community Support funds to provide care for a family member.

6.2) Home Ownership Programs

6.21)* Homeownership Programs Report

[Consent item; no discussion]

6.3) Liaison Report – Scott County Commissioner

Commissioner Ulrich updated on the Government Center groundbreaking, County tours of Cities/Townships, and provided a transit plan update.

6.4)* First Stop Shop (FSS)

[Consent item; no discussion]

6.5) Families and Individuals Sharing HOPE (FISH)

Bethany Tjornhom, Executive Director, was in attendance and shared a FISH story where a teacher put out a need for braces for a student living with a grandparent on Social Security, and FISH contributions were able to cover the cost of braces for the student. FISH is currently having partner and outreach meetings in each city. For 2019, there have been 130 new needs, with a value of \$52,539. There are 700 partners and affiliates in the FISH Network.

6.6) SC-CDA Development Activities

6.61)* Sarazin Flats, Shakopee—MWF Properties

[Consent item; no discussion]

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

RESOLUTION NO: 21-19: ESTABLISHING THE DATE FOR A PUBLIC HEARING REGARDING THE ADOPTION OF A HOUSING FINANCE PROGRAM FOR BRENTWOOD COURT II PROJECT AND THE PLEDGE OF THE FULL FAITH AND CREDIT OF SCOTT COUNTY TO BONDS ISSUED TO FINANCE SUCH PROJECT*

Kathy Aho and Paul Steinman, Baker Tilly, were in attendance to present financial information for this project including basic legal requirements, Scott County GO housing debt limit, key cash flow assumptions, estimated project budget, things that could impact the required pledge, and actions needed to proceed. Ms. Aho answered Commissioners questions. Commissioner Robbins made a motion to approve Resolution No. 21-19 as amended. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

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

Executive Director Jaffa stated that on June 7th, he and Staff met with Danny Lenz, County CFO. Mr. Lenz was provided options for terms and interest rate for the interfund loan. A loan with a 15-year term was the option the County was interested in. Until more is known when the bids come in, the amount of the interfund loan is estimated to be \$2.75M.

(7) NEW BUSINESS

None at this time.

(8) SET NEXT MEETING DATE, TIME AND PLACE

8.1) Regular Meeting **July 9, 2019, 2:00 p.m.**

8.2) SPECIAL Meeting **as needed**

(9) ADJOURN

Commissioner Robbins made a motion to adjourn at 4:08 p.m. Commissioner Gulstad seconded the motion. Unanimous voice vote followed. Motion carried.

Chair Croatt
Chair Croatt



Sec Gulstad
Secretary Gulstad

Linengard
Recording Secretary

7/10/19
Date