

SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY
323 South Naumkeag Street, Shakopee, MN 55379
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**BOARD OF COMMISSIONERS
MINUTES - REGULAR MEETING
July 9, 2019**

(1) CALL TO ORDER AND PLEDGE

Chair Croatt called the meeting to order at 1:58 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 V, Barry Stock

Commissioners absent: District IV, Patti Sotis

Staff present: Bill Jaffa, Executive Director
 Julie Siegert, Housing Director
 Stacy Crakes, Business Development Director-FSS
 Adam Johnson, Finance Director
 Linda Janovsky, Recording Secretary
 Pam Hinze, Administrative Services

Others present: Julie Eddington, Kennedy & Graven

(3) MINUTES SUBMITTED FOR APPROVAL

3.1) CDA Regular Meeting – June 11, 2019

Commissioner Robbins made a motion to approve the Minutes of June 11, 2019.
Commissioner Gulstad seconded the motion. Unanimous voice vote followed.
Motion carried.

(4) AGENDA ACTION(S)

4.1) Agenda Modifications

None requested.

4.2) Consent Agenda (5.2, 6.11, 6.12, 6.21, 6.51, 6.6)

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

(5) FINANCIAL REPORT

5.1) Payment of Bills

Commissioner Gulstad made a motion to approve the check registers in the amount of \$408,154.09. Commissioner Robbins seconded the motion. Unanimous roll call vote followed. Motion carried.

5.2)* Procurement Summary

[Consent item; no discussion]

5.3) Agency Budget/Levy Preparation

Executive Director Jaffa stated that the Finance Committee will be meeting later in the month to go over the 2020 Agency Budget.

5.4) RESOLUTION NO. 14-18: EMPLOYEE HEALTH CARE PACKAGE

Health care premiums have risen 3% with no increase for dental or life insurance premiums. Commissioner Robbins made a motion to approve Resolution No. 14-18. Commissioner Stock seconded the motion. Unanimous roll call vote followed. Motion carried.

(6) 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]

6.2) Home Ownership Programs

6.21)* Homeownership Programs Report

[Consent item; no discussion]

6.3) Liaison Report – Scott County Commissioner

Commissioner Ulrich was not present

6.4) First Stop Shop (FSS)

Business Development Director Crakes reported there were 281 business filings in the second quarter. 50 new leads were created and tracked in the second quarter. Business Development Director Crakes and Jo Foust accompanied Scott County Commissioner Dave Beer on a trip to Cleveland June 19-20 to meet with leadership and key faculty at Lorain County Community College to look at innovation center.

Commissioner Stock made a motion to approve \$350,000 for the 2020 program for the EDI (Economic Development Incentive) Grants. Commissioner ~~Sotis~~ seconded the motion. Unanimous roll call vote followed. Motion carried.

Robbins y

6.5) SC-CDA Development Activities

6.51)* Sarazin Flats, Shakopee—MWF Properties

[Consent item; no discussion]

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

Executive Director Jaffa updated the board on the Brentwood Court project. A presentation was made to the County Board to ascertain GO pledge. There were four bids submitted. At the August 13th Board meeting the Board will approve the bid. Brentwood Court will have 59 units and two elevators. Attorneys are communicating on the \$400,000 park dedication fees.

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

Julie Eddington of Kennedy & Graven updated the board on the project. The award of the bid came in below what was expected. Executive Director Jaffa indicated that the bid qualifications were modified to allow more contractors the opportunity to bid. Ms. Eddington explained the aspects of the Guild Lease, Amended and Restated Joint Powers Agreement, and the property management agreement.

6.63.1) RESOLUTION NO. 23-19: APPROVING THE EXECUTION OF DOCUMENTS REGARDING A RESIDENTIAL MENTAL HEALTH TREATMENT FACILITY IN THE CITY OF SAVAGE AND TAKING OTHER ACTIONS IN CONNECTION THEREWITH

Commissioner Robbins made a motion to approve Resolution No. 23-19. Commissioner Stock seconded the motion. Unanimous roll call vote followed. Motion carried.

6.63.2) RESOLUTION 24-19: APPROVING AN INTERFUND LOAN TO ASSIST IN FINANCING THE RESIDENTIAL MENTAL HEALTH TREATMENT FACILITY IN THE CITY OF SAVAGE

Commissioner Stock made a motion to approve Resolution No. 24-19. Commissioner Robbins seconded the motion. Unanimous roll call vote followed. Motion carried.

6.63.3) RESOLUTION NO. 25-19: RESOLUTION ACCEPTING BID FROM LOWEST RESPONSIBLE BIDDER AND AWARDING CONTRACT FOR THE SAVAGE INTENSIVE RESIDENTIAL TREATMENT FACILITY

Commissioner Stock made a motion to approve Resolution No. 25-19. Commissioner Robbins seconded the motion. Unanimous roll call vote followed. Motion carried.

(7) NEW BUSINESS

7.1) Invitation to University of Minnesota's Resilient Communities Program Celebration

The County government booth will be set up at the Scott County Fair in Building #11. You can stop by anytime to see the U of M student projects.

(8) SET NEXT MEETING DATE, TIME AND PLACE

- 8.1) Regular Meeting August 13, 2019, 2:00 p.m.
- 8.2) SPECIAL Meeting: as needed
- 8.3) Finance Committee Will be end at the end of July to discuss 2020 budget

(9) ADJOURN

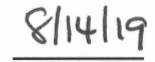
Commissioner Robbins made a motion to adjourn the meeting at 3:00 p.m. Commissioner Gulstad seconded the motion. Unanimous voice vote followed. Motion carried.


Chair DeAnn Croatt




Secretary Terri Gulstad


Recording Secretary


Date