

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
September 10, 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 III, Kent Robbins
 District IV, Patti Sotis
 District V, Barry Stock

Commissioners absent: District II, Terri Gulstad

Staff present: Bill Jaffa, Executive Director
 Julie Siegert, Housing Director
 Adam Johnson, Finance Director
 Linda Janovsky, Recording Secretary

Others present: Julie Eddington, Kennedy & Graven
 Steve Dunbar, Ivy Properties

(3) MINUTES SUBMITTED FOR APPROVAL

3.1) Regular Meeting – August 13, 2019

Commissioner Robbins made a motion to approve the Minutes of August 13. Commissioner Sotis seconded the motion. Unanimous voice vote followed. Motion carried.

3.2) Special Meeting – September 3, 2019

Commissioner Robbins made a motion to approve the Minutes of September 3. Commissioner Sotis seconded the motion. Unanimous voice vote followed with Commissioner Stock abstaining. Motion carried.

(4) AGENDA ACTION(S)

4.1) Agenda Modifications

An agenda modification was requested for Item 6.62)

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

4.2) Consent Agenda (5.2, 6.11, 6.12, 6.21, 6.4, 6.5, 6.53)

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 Sotis made a motion to approve the check registers in the amount of \$318,215.79. Commissioner Stock seconded the motion.
Unanimous roll call vote followed. Motion carried.

5.2)* Procurement Summary

[Consent; no discussion]

(6) OLD BUSINESS

6.1) Affordable Housing Programs

6.11)* Affordable Housing Occupancy Report

[Consent; no discussion]

6.12)* Housing Choice Voucher Utilization Report

[Consent; no discussion]

6.13) RESOLUTION NO. 40-19: AUTHORIZATION TO ENTER INTO A GRANT AGREEMENT WITH MINNESOTA HOUSING FINANCE AGENCY FOR HOUSING TRUST FUND RENTAL ASSISTANCE PROGRAM AND EXECUTION OF GRANT DOCUMENTS

Housing Director Siegert explained this program and the new navigation services that will be available to clients. Commissioner Stock made a motion to approve Resolution No. 40-19. Commissioner Robbins seconded the motion. Unanimous roll call vote followed.
Motion carried.

6.2) Home Ownership Programs

6.21)* Homeownership Programs Report

[Consent; no discussion]

6.3) Liaison Report – Scott County Commissioner

[Not present; no discussion]

6.4)* First Stop Shop (FSS)
[Consent; no discussion]

6.5)* FISH
[Consent; no discussion]

6.6) SC-CDA Development Activities

6.61) Sarazin Flats, Shakopee—MWF Properties

The invitation for the grand opening was provided at the table for Commissioners.

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

RESOLUTION NO. 41-19: PROVIDING FOR THE SALE OF THE GOVERNMENTAL DEVELOPMENT BONDS (SCOTT COUNTY, MINNESOTA UNLIMITED TAX GENERAL OBLIGATION), SERIES 2019A; AND APPROVING THE EXECUTION OF DOCUMENTS IN CONNECTION THEREWITH

There was an agenda modification to change the dollar amount on page 2 to \$315,000 from \$250,000.

Commissioner Robbins made a motion to approve Resolution No. 41-19. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

Julie Eddington, Kennedy & Graven, was in attendance to share the options the CDA has regarding Jordan's request for \$386,518 in park dedication fees with one of the options to make a counter proposal. Jordan is basing their formula on 2.6 residents per household, which is an incorrect density for senior housing. Commissioner Stock made a motion to allow Executive Director Jaffa administrative approval to take formal action in the form of a counter proposal. Commissioner Robbins seconded the motion. Unanimous roll call vote followed. Motion carried. Steve Dunbar, Ivy Properties, was also in attendance and answered questions regarding contractors.

6.63)* Elko New Market Refunding Bonds
[Consent; no discussion]

6.64) Intensive Residential Treatment Services (IRTS) Facility, Savage
Executive Director Jaffa indicated that the plat is being released and the CDA has paid fees to get the permit. The goal would be to have building completion in 10 months, so around June 2020.

(7) NEW BUSINESS

None at this time.

(8) SET NEXT MEETING DATE, TIME AND PLACE

- | | | |
|------|--------------------------------|--------------------------------|
| 8.1) | Regular Meeting | September 10, 2019, 2:00 p.m. |
| 8.2) | SPECIAL Meeting | as needed |
| 8.3) | IRTS Groundbreaking | September 16, 2019, 4:00 p.m. |
| 8.4) | County Board Levy Presentation | September 17, 2019, 10:30 a.m. |
| 8.5) | Sarazin Flats Grand Opening | September 18, 2019, Time TBD |

(9) ADJOURN

Commissioner Sotis made a motion to adjourn the meeting at 2:51 p.m.
Commissioner Robbins seconded the motion. Unanimous voice vote followed.
Motion carried.


Chair DeAnn Croatt




Secretary Terri Gulstad


Recording Secretary

10/8/19
Date