

SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY

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**BOARD OF COMMISSIONERS
MINUTES - REGULAR MEETING & PUBLIC HEARING
October 8, 2019**

(1) CALL TO ORDER AND PLEDGE

Chair Croatt called the meeting to order at 2:01 p.m. and led the Pledge of Allegiance.

(2) ROLL CALL

Commissioners present: District I, DeAnn Croatt
 District II, Terri Gulstad
 District IV, Patti Sotis
 District V, Barry Stock

Commissioners absent: District III, Kent Robbins

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

Others present: Bethany Tjornhom, FISH

(3) MINUTES SUBMITTED FOR APPROVAL

3.1) Regular Meeting – September 10, 2019

Commissioner Sotis made a motion to approve the Minutes of September 10, 2019. Commissioner Stock seconded the motion. Unanimous voice vote followed with Commissioner Gulstad abstaining. Motion carried.

(4) AGENDA ACTION(S)

4.1) Agenda Modifications

No agenda modifications were requested.

4.2) Consent Agenda (5.2, 6.11, 6.12, 6.21, 6.64)

Commissioner Gulstad made a motion to approve the Consent Agenda. Commissioner Sotis 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 \$635,123.56. Commissioner Stock seconded the motion. Unanimous voice vote followed. Motion carried.

5.2)* Procurement Summary

[Consent; no discussion]

5.3) 2020 CDA Special Benefits Tax Levy

Executive Director stated that Housing Director Siegert and Business Development Director Crakes did an excellent job presenting program information to the County Board. The County Board voted 5-0 to approve the budget/levy.

(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]

6.2) Home Ownership Programs

6.21)* Homeownership Programs Report

[Consent; no discussion]

6.3) Liaison Report – Scott County Commissioner

[not present; no report]

6.4) First Stop Shop (FSS)

Business Development Director Crakes provided information on the following activities: 1) upcoming SCALE meeting presentation on FSS-economic development; 2) FAST-TRACK business challenge that will take place on October 24; 3) business support for Live~Learn~Earn website for jobs (also housing, events); 4) Innovation Center-EDI grant; 5) EDI grant submission deadline and Finance Committee meeting; 6) rural industrial park/outside storage; Commissioner Stock has been meeting with Business Development Director Crakes and explained the concept of how a multi-user outside storage facility would work.

Commissioner Stock made a motion to allow the Finance Committee authority to approve EDI grant awards. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

6.5) FISH

Bethany Tjornhom, Executive Director, invited everyone to the FISH Annual meeting that was occurring on October 10. Ms. Tjornhom told the FISH story of the CAP Agency posting a need for cold-weather shelter vouchers. A generous donor provided \$3000 within days. Instead of stopping there, she encouraged the CAP Agency to post what their needs would be for the entire cold weather season, which was \$13,000. This goal was posted on the FISH network and several people donated to achieve this goal! Handed out was the Year to Date Report: total number of needs posted: 272; total number of needs met: 152, totaling \$80,395. FISH has 175 partners and 575 affiliates.

6.6) SC-CDA Development Activities

6.61) Sarazin Flats, Shakopee—MWF Properties

Executive Director Jaffa stated that the grand opening went well and provided an update on some of the other tax credit developments occurring in the County.

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

The bond rating was received as a AAA. Commissioner Croatt attended the City Council meeting on October 7. There was little discussion on the project; but all motions for the project were unanimous. Commissioner Croatt mentioned there was discussion on Brentwood Court residents in the presentation about the library being a beta-site for a new access entry system before/after hours which residents will be able to take advantage of. Executive Director Jaffa indicated that the PUD fee agreement was \$184,356.43 which will be paid in two installments, stating that the plan will be to have a workshop with the council to discuss partnership before the second installment is due upon the Certificate of Occupancy. Finance Director Johnson handed out a worksheet indicating what costs have been incurred to date on the project.

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

Executive Director Jaffa stated that the groundbreaking went very well. The speakers did an excellent job and so did Great Lakes Management in putting together the event. Finance Director Johnson handed out a worksheet showing the cost savings the County will realize in paying the “magic fund” interest rate versus bank qualified financing.

6.64)* Elko New Market Refunding Bonds

[Consent; no discussion]

6.7) Agency Plan 5 Year Plan - FY2020-2024

6.7.1) Resident Advisory Board (RAB) Review of Policy Changes

Housing Director Siegert indicated the RAB met on September 30 and received all plan documents. The FSS Action Plan was not included in the board packet, so this was handed out at the time of the meeting.

6.7.2) PUBLIC HEARING – 5-Year Agency Plan and Annual Plan

Commissioner Croatt asked that the public hearing be opened.

6.7.2.1)Open Public Hearing

Commissioner Sotis made a motion to open the public hearing at 2:56 p.m. Commissioner Gulstad seconded the motion. Unanimous voice vote followed. Motion carried.

6.7.2.2)Public Hearing

Commissioner Croatt noted no one from the public was present.

6.7.2.3)Close Public Hearing

Commissioner Sotis made a motion to close the public hearing at 2:57. Commissioner Gulstad seconded the motion. Unanimous voice vote followed. Motion carried.

6.7.3) RESOLUTION NO.: 42-19:

AUTHORIZING APPROVAL OF THE SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY'S 5-YEAR/ANNUAL PLAN AND COMPONENTS DEVELOPED IN COMPLIANCE WITH PHA PLAN REGULATIONS 24 CFR PART 903 AND AUTHORIZING SUBMISSION TO U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

Commissioner Stock made a motion to approve Resolution No. 42-19. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

(7) NEW BUSINESS

None at this time.

(8) SET NEXT MEETING DATE, TIME AND PLACE

Commissioner Stock stated that he has a table at Guild's Ladder of Hope fundraiser that will occur on November 20, 2019, at 12:00 at Bracket's Crossing in Lakeville, Commissioners and management team are invited to attend.

FISH Executive Director mentioned that the second Thursday meeting in November—which will be November 14, Guild will present on the services it will be providing at the Intensive Residential Treatment Services (IRTS) facility.

Finance Committee meeting will be held November 12, 2019, at 1:00.

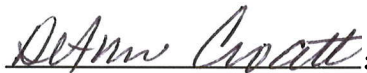
Commissioner Gulstad asked if the December meeting date could be changed to accommodate her availability. The meeting date has changed to December 17th. This meeting is held in the morning with lunch to follow.

8.1) Regular Meeting November 12, 2019, 2:00 p.m.

8.2) SPECIAL Meeting as needed

(9) ADJOURN

Commissioner Sotis made a motion to adjourn at 3:08 p.m. Commissioner Gulstad seconded the motion. Unanimous voice vote followed. Motion carried.



Chair DeAnn Croatt





Secretary Terri Gulstad


Recording Secretary

11/12/19
Date