

**SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY**

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**BOARD OF COMMISSIONERS  
MINUTES - REGULAR MEETING  
September 8, 2020**

**(1) CALL TO ORDER**

This meeting was held via Zoom videoconferencing. Chair Croatt called the meeting to order at 2:05 pm.

**(2) ROLL CALL**

Commissioners present: District I, DeAnn Croatt  
District II, Terri Gulstad  
District III, Jeff Delbow  
District V, Barry Stock

Commissioners absent: District IV, Patti Sotis

Staff present: Bill Jaffa, Executive Director  
Stacy Crakes, Business Development Director  
Adam Johnson, Finance Director  
Linda Janovsky, Recording Secretary

Others present: Bethany Tjornhom, FISH  
Julie Eddington, Kennedy & Graven  
Paul Steinman, Baker Tilly

**(3) MINUTES SUBMITTED FOR APPROVAL**

**3.1) CDA Regular Meeting – August 18, 2020**

Commissioner Stock made a motion to accept the Regular Minutes of August 18. Commissioner Gulstad seconded the motion. Unanimous roll call vote followed. Motion carried.

**3.2) Greentree Development Corporation Regular Meeting – August 18, 2020**

Commissioner Stock made a motion to accept the Greentree Development Corporation Minutes of August 18. Commissioner Gulstad seconded the motion. Unanimous roll call vote followed. Motion carried.

**(4) AGENDA ACTION(S)**

**4.1) Agenda Modifications**

An agenda modification was requested to add Item 7.1) Bond Refundings – Philipp Square and Northridge Court.

7.1.1) RESOLUTION NO. 32-20: PROVIDING FOR THE SALE OF GOVERNMENTAL DEVELOPMENT REFUNDING BONDS (SCOTT COUNTY, MINNESOTA UNLIMITED TAX GENERAL OBLIGATION – PHILIPP SQUARE PROJECT), SERIES 2020A

7.1.2) RESOLUTION NO. 33-20: PROVIDING FOR THE SALE OF GOVERNMENTAL DEVELOPMENT REFUNDING BONDS (SCOTT COUNTY, MINNESOTA UNLIMITED TAX GENERAL OBLIGATION – NORTHRIDGE COURT PROJECT), SERIES 2020B

**4.2) Consent Agenda (6.11, 6.12, 6.13, 6.21, 6.41, 6.63)**

Commissioner Gulstad made a motion to approve the Consent Agenda. Commissioner Delbow seconded the motion. Unanimous roll call vote followed. Motion carried.

**(5) FINANCIAL REPORT**

**5.1) Payment of Bills**

Commissioner Stock made a motion to approve the check registers in the amount of \$830,849.24. Commissioner Delbow seconded the motion. Unanimous roll call vote followed. Motion carried.

**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**

Not present; no report.

## **6.4)\* First Stop Shop (FSS)**

### **6.41)\* Elko New Market Sewer/Water Infrastructure Assistance**

[Consent item; no discussion]

## **6.5) COVID-19 Updates**

Executive to the Executive Director Janovsky provided a brief update.

## **6.5) FISH Update**

Bethany Tjornhom, Executive Director, provided an update stating that although live events in 2020 have been cancelled she is hopeful they can start again in 2021. 2<sup>nd</sup> Thursday programs are occurring virtually. In July \$13,000 of needs were filled; in August \$9,000 in needs were filled. Since Project Community Connect has been cancelled, FISH is looking for other ways to help with some items that were usually provided at this event, such as haircuts.

## **6.7) SC-CDA Development Activities**

### **6.71) Brentwood Terrace, Jordan, MN**

Executive Director Jaffa indicated that 59% of the units have been reserved.

### **6.72) Intensive Residential Treatment Services (IRTS) Facility, Savage**

Executive Director Jaffa indicated that there will be plaques commemorating the partners in the project, and also a dedication of the Courtyard area to the Janet Williams Family. The Ribbon Cutting is September 29 at 1:00.

### **6.73)\* Scott County Community Land Trust**

[Consent item; no discussion]

## **6.74) CARES Funding Disbursements**

### **6.74.1) Business Assistance Program**

Business Development Director Crakes updated the Board on the \$5.2M County CARES funds that was awarded to assist with businesses negatively impacted by COVID-19. It was reported that 40 farmers/ag business applied, 152 childcare providers, and 196 small businesses applied. Funding requests totaled \$4.3M. Because additional funds were available, the childcare assistance application was opened for an additional week. There is a waiting list for farmers and small businesses. NextStage is now verifying funding requests for eligibility.

### **6.74.2) Mortgage Assistance Program**

Housing Director Siegert updated the Board on the Mortgage Assistance Program. The CDA is now authorized to disburse up to \$ 1.5M of County CARES funds for homeowners that have had job reduction /loss and are unable to pay their mortgage payments.

On August 18, the State opened up their CARES Housing Assistance Program (CHAP) application funding for homeowners and renters. If households do not qualify for this program, they would be diverted to the Scott County program.

The CDA will provide homeownership assistance up to \$8,000 for up to three missed payments. The CAP Agency will provide assistance to renters.

Executive Director Jaffa asked Housing Director Siegert to provide an update on Core Crossings, a pending tax credit development by Sand Companies that would be developed in Shakopee. Sand Company has experienced a denial on the Reciprocal Easement Agreement with Home Depot, meaning that Home Depot will not sign off on an affordable housing development on the next-door development site for workforce housing. Letters in support of the development are being provided by the City, Live~Learn~Earn and the CDA to request Home Depot's cooperation for this development. Executive Director Jaffa indicated that Senator Angie Craig should be copied on the CDA letter. A motion approving copying Angie Craig on this letter was provided by Commissioner Gulstad. Commissioner Croat seconded the motion. Unanimous roll call vote followed. Motion carried.

## **(7) NEW BUSINESS**

Added these items:

### **7.1) Bond Refundings – Philipp Square and Northridge Court.**

Julie Eddington, Kennedy & Graven, introduced the topic, going over the Resolutions brought today. Paul Steinman from Baker Tilly indicated that rates are low, so it is a good time to refinance. The refundings for Philipp Square and Northridge Court will be done at the same time as the County Law Enforcement Center so the pricing call can be done concurrently to save time and effort. Mr. Steinman clarified that for New Prague, the City is currently paying 63% of the debt payments and the CDA pays 37%. This is expected to remain the same. The refunding parameters and establishment of a pricing committee will be brought to the October 13 meeting.

**7.1.1) RESOLUTION NO. 32-20: PROVIDING FOR THE SALE OF GOVERNMENTAL DEVELOPMENT REFUNDING BONDS (SCOTT COUNTY, MINNESOTA UNLIMITED TAX GENERAL OBLIGATION - PHILIPP SQUARE PROJECT), SERIES 2020A**

Commissioner Gulstad made a motion to approve Resolution No. 32-20. Commissioner Stock seconded the motion. Unanimous roll call vote followed. Motion carried.

**7.1.2) RESOLUTION NO. 33-20: PROVIDING FOR THE SALE OF GOVERNMENTAL DEVELOPMENT REFUNDING BONDS (SCOTT COUNTY, MINNESOTA UNLIMITED TAX GENERAL OBLIGATION - NORTHRIDGE COURT PROJECT), SERIES 2020B**

Commissioner Stock made a motion to approve Resolution No. 33-20. Commissioner Delbow seconded the motion. Unanimous roll call vote followed. Motion carried.

**(8) SET NEXT MEETING DATE, TIME AND PLACE**

- |      |                                  |                       |
|------|----------------------------------|-----------------------|
| 8.1) | Regular Meeting & Public Hearing | October 13, 2:00 p.m. |
| 8.2) | County Board Levy Presentation   | September 15, 2020    |
| 8.3) | SPECIAL Meeting                  | as needed             |

**(9) ADJOURN**

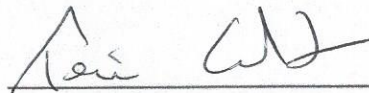
Commissioner Gulstad made a motion to adjourn at 3:21 pm. Commissioner Stock seconded the motion. Unanimous roll call vote followed. Motion carried.

**WORKSHOP**

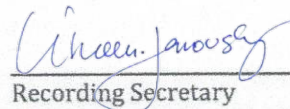
Postponed.



Chair DeAnn Croatt



Secretary Terri Gulstad



Recording Secretary

10/14/2020

Date