

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 & PUBLIC HEARING
October 13, 2020**

(1) CALL TO ORDER AND PLEDGE

This meeting was held via Zoom videoconferencing. Chair Croatt called the meeting to order at 2:00 pm.

(2) ROLL CALL

Commissioners present: District I, DeAnn Croatt
 District II, Terri Gulstad
 District III, Jeff Delbow
 District IV, Patti Sotis (2:21 p.m.)
 District V, Barry Stock

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: Paul Steinman, Baker Tilly
 Renee Christianson, Elko New Market
 Tom Terry, Elko New Market
 Joe Julius, Mayor ENM
 Andrea Poehler, Attorney ENM
 Patty Kettles, Baker Tilly ENM

(3) MINUTES SUBMITTED FOR APPROVAL

3.1) Regular Meeting - September 8, 2020

Commissioner Gulstad made a motion to approve the Minutes of September 8, 2020. Commissioner Stock seconded the motion. Unanimous roll call vote followed. Motion carried.

(4) AGENDA ACTION(S)

4.1) Agenda Modifications

Agenda modification was requested to add 6.83.1) 2228 Eastway Avenue, Shakopee and 6.83.2) 4099 West 136th Street, Savage

4.2) Consent Agenda (6.11, 6.12, 6.21, 6.5)

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 \$798,237.98. Commissioner Gulstad seconded the motion. Unanimous roll call vote followed. Motion carried.

5.2) 2021 CDA Special Benefits Tax Levy

Executive Director Jaffa indicated that emails were sent to update the Board but he wanted to thank the management team, especially Julie and Stacy for their presentations.

5.2) RESOLUTION NO. 34-20: PROVIDING FOR THE SALE OF GOVERNMENTAL REFUNDING BONDS (SCOTT COUNTY, MINNESOTA UNLIMITED TAX GENERAL OBLIGATION-PHILLIP SQUARE PROJECT), SERIES 2020A; APPROVING THE EXECUTION OF DOCUMENTS IN CONNECTION THEREWITH; AND PROVIDING FOR THE REDEMPTION OF BONDS REFUNDED THEREBY

Paul Steinman, Baker Tilly, was in attendance and explained the purpose of the Resolutions and went over the pre-sale summaries and answered questions as they arose.

Commissioner Stock made a motion to approve Resolution No. 34-20. Commissioner Gulstad seconded the motion. Unanimous roll call vote followed. Motion carried.

5.3) RESOLUTION NO. 35-20: PROVIDING FOR THE SALE OF GOVERNMENTAL DEVELOPMENT REFUNDING BONDS (SCOTT COUNTY, MINNESOTA UNLIMITED TAX GENERAL OBLIGATION-NORTHRIDGE COURT PROJECT), SERIES 2020B; APPROVING THE EXECUTION OF DOCUMENTS IN CONNECTION THEREWITH; AND PROVIDING FOR THE REDEMPTION OF BONDS REFUNDED THEREBY

Commissioner Delbow made a motion to approve Resolution No. 35-20. 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; no discussion]

6.12)* Housing Choice Voucher Utilization Report

[Consent; no discussion]

6.13) RESOLUTION NO. 36-20: ADOPTING REASONABLE CHILDCARE EXPENSE ALLOWANCES FOR SCOTT COUNTY SECTION 8 AND PUBLIC HOUSING PROGRAMS EFFECTIVE DECEMBER 1, 2020

Housing Director Siegert answered commissioner's questions. Commissioner Sotis made a motion to approve Resolution No. 36-20. Commissioner Delbow seconded the motion. Unanimous voice 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 report]

6.4) First Stop Shop (FSS)

Business Development Director Crakes provided information on the Small Business Recovery Grant. The funds were disbursed among daycares, small business owners and farmers with a total of 438 applicants—70 daycares, 96 small business and 17 farmers were assisted with the grant funds.

Business Development Director Crakes stated they are nine days away from the Fast Track Challenge. It will be held in person with social distancing precautions at Prior Lake City Hall with the five finalists.

6.41) Elko New Market Sewer/Water Infrastructure Assistance

Tom Terry, City Administrator of The City Elko New Market and Renee Christianson, Community Development Specialist of The City of Elko New Market were in attendance to provide updated information to the Board on the sewer/water infrastructure to the 35W corridor.

The City of Elko New Market has done a traffic impact study and utility design to construct the area of County Road 2 and the 35W corridor. The area will be used for commercial or light industrial. The obstacle is lack of sanitary/sewer water structure.

The City of Elko New Market will authorize and finance utility extension, and are asking the CDA to fund the gap between annual debt service and assessments/fees. They are asking the CDA Board to approve the concept and direct CDA staff to work with the city on preparation of implementation items.

City Administrator Terry as well as Community Development Specialist Christianson answered commissioner's questions regarding the 2021 construction of this area. Joe Julius, Mayor, thanked the Board for their consideration.

The CDA has approved the general concept of partnering with the City of Elko New Market on the sewer/water infrastructure project.

6.5) Mortgage Assistance Program

A report will be provided at the November meeting.

6.6) Agency Plan FY2021

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

Housing Director Siegert reported the RAB meets once a year as standard operating procedure.

6.6.2) Public Hearing – 2021 Agency Plan

6.6.2.1) Open Public Hearing

Commissioner Croatt made a motion to open the public hearing at 3:13 p.m. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

6.6.2.2) Public Hearing

Commissioner Croatt noted no one from the public was present via Zoom teleconferencing.

6.6.2.3) Close Public Hearing

Commissioner Stock made a motion to close the public hearing at 3:15. Commissioner Gulstad seconded the motion. Unanimous roll call vote followed. Motion carried

6.63) RESOLUTION NO. 37-20: AUTHORIZING APPROVAL OF THE SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY'S ANNUAL PLAN COMPONENTS DEVELOPED IN COMPLIANCE WITH PHA PLAN REGULATIONS 24 CFR PART 903 AND AUTHORIZING SUBMISSION OF CERTIFICATIONS

Commissioner Stock made a motion to approve Resolution No. 37-20. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

6.7) COVID-19 Updates

Assistant to the Executive Director Janovsky said it has been quiet at the office with no COVID-19 issues to report. Most of the staff continues to work at home as much as possible with flexible schedules in place.

6.8) SC-CDA Development Activities

6.81) Brentwood Terrace, Jordan, MN

Executive Director Jaffa stated it is almost complete. He would like the commissioners to take a tour, while taking social distancing precautions. The units are 66% reserved at this time.

Patients are being seen at the clinic again in Jordan.

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

Assistant to the Executive Director Janovsky stated the Department of Human Services signed off on the grant agreement. The ribbon cutting ceremony was held on September 29th, which was well attended and great speakers.

6.83) Scott County Community Land Trust

Assistant to the Executive Director Janovsky reported that it is a very tight market for homes, however last week she put two offers in on two separate homes and these have been added to the agenda.

6.83.1) 2228 Eastway Avenue, Shakopee, closing scheduled for 11/17

6.83.2) 4099 W 316th Street, Savage, closing scheduled for 12/16.

(7) NEW BUSINESS

None at this time.

(8) SET NEXT MEETING DATE, TIME AND PLACE

- 8.1) Regular Meeting November 10, 2020, 2:00 p.m.
8.2) SPECIAL Meeting as needed

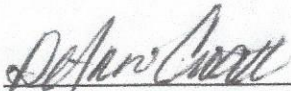
ADJOURN

Commissioner Sotis made a motion to adjourn at 3:36 p.m. Commissioner Stock seconded the motion. Unanimous roll call vote followed. Motion carried.

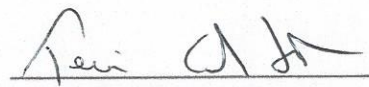
It was discussed that the Finance Committee should meet to discuss River City Centre Retail.

WORKSHOP

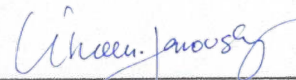
Postponed.



Chair DeAnn Croatt



Secretary Terri Gulstad



Recording Secretary

11/12/2020
Date