




TO: SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY
BOARD OF COMMISSIONERS

FROM:  William I. Jaffa, Executive Director

DATE: January 6, 2021

SUBJECT: NOTICE OF ANNUAL MEETING

The Annual Meeting of the Scott County Community Development Agency Board of Commissioners is scheduled for **Tuesday, January 12, 2021, at or after 2:00 PM** at the office of the Agency or via Zoom at

<https://us02web.zoom.us/j/85326087449?pwd=QzUvQUJUSmtwYXZFQ2ZtWDJFOVlwdz09>

AGENDA

- (1) CALL TO ORDER
- (2) SWEARING IN RE-APPOINTED COMMISSIONER
 - 2.1) Oath of Office to Scott County CDA District I Commissioner DeAnn Croatt.
- (3) ELECTION OF OFFICERS
 - 3.1) Chair
 - 3.2) Vice Chair
 - 3.3) Secretary/Treasurer
- (4) COMMITTEE ASSIGNMENTS
 - 4.1) Admin/Personnel Committee
 - 4.2) Finance Committee
- (5) RESOLUTION NO. 01-21 DESIGNATE OFFICIAL DEPOSITORIES
- (6) FRAUD POLICY

An Anti-Fraud Policy was put into place via Resolution No. 23-07; therefore the Fraud Policy will be distributed for review by Commissioners on a yearly basis; no other action is required.
- (7) CONFLICT OF INTEREST STATUTE

This will be provided to Commissioners on a yearly basis for review. No other action is required.
- (8) ADJOURN

Greentree Development Corporation

An affiliate of the Scott County CDA

323 South Naumkeag Street
Shakopee, MN 55379
Telephone: (952) 402-9022
Facsimile: (952) 496-2852

TO: GREENTREE DEVELOPMENT CORPORATION
BOARD OF DIRECTORS

FROM: William I. Jaffa, Executive Director 

DATE: January 6, 2021

SUBJECT: NOTICE OF ANNUAL MEETING

Please be advised that the Annual Meeting of Greentree Development Corporation is scheduled for Tuesday, **January 12, 2021 at or after 2:00 PM** at <https://us02web.zoom.us/j/85326087449?pwd=QzUvQUJUSmtwYXZFQ2ZtWDJFOVlwdz09>


AGENDA ANNUAL MEETING January 12, 2021

- (1) CALL TO ORDER
- (2) ROLL CALL
- (3) ELECTION OF OFFICERS/COMMITTEE ASSIGNMENTS: It is expected the Election of Officers and Committee assignments will follow that of the Scott County CDA, so no action is required at this meeting.
- (4) RESOLUTION NO. 01-2021: DESIGNATE OFFICIAL DEPOSITORIES
- (5) CONFLICT OF INTEREST POLICY – ANNUAL REVIEW
- (6) ADJOURN



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TO: SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY
BOARD OF COMMISSIONERS

FROM:  William I. Jaffa, Executive Director

DATE: January 6, 2021

SUBJECT: **NOTICE OF REGULAR MEETING**

Please be advised that the Regular Meeting of the Scott County Community Development Agency Board of Commissioners **will be held at 2:00 PM, Tuesday, January 12, 2021, via Zoom:**

<https://us02web.zoom.us/j/85326087449?pwd=QzUvQUJUSmtwYXZlZkZtWDJFOVlwdz09>

- (1) CALL TO ORDER
- (2) ROLL CALL
 - 2.1) Introduction of New Employees
- (3) MINUTES SUBMITTED FOR APPROVAL
 - 3.1) CDA Regular Meeting – December 8, 2020
- (4) AGENDA ACTION(S)
 - 4.1) Agenda Modifications
 - 4.2) Consent Agenda (6.11, 6.12, 6.21, 6.82 6.84, items listed with an asterisk (*))
- (5) FINANCIAL REPORT
 - 5.1) Payment of Bills
 - 5.2) Procurement Summary
 - 5.3) RESOLUTION NO. 02-21: ADOPTING INTERNAL REVENUE SERVICE (IRS) STANDARD MILEAGE RATE FOR COMMISSIONER AND STAFF TRAVEL
 - 5.4) Audit Dates

OLD BUSINESS

- 6.1) Affordable Housing Programs
 - 6.11)* Affordable Housing Occupancy Report
 - 6.12)* Housing Choice Voucher Utilization Report
 - 6.13) Family Self Sufficiency Program Grant
 - 6.14) Prior Manor Conversion to Project Based
RESOLUTION 03-21: AMEND 2021 PHA PLAN ANNUAL
SUBMISSION
- 6.2) Home Ownership Programs
 - 6.21) * Homeownership Programs Report
 - 6.22) RESOLUTION NO.04-21: AUTHORIZING PARTICIPATION IN THE
MINNESOTA CITIES PARTICIPATION PROGRAM (MCP) FOR 2021,
MANAGED BY MINNESOTA HOUSING
- 6.3) Liaison Report – Scott County Commissioner
- 6.4) First Stop Shop (FSS)
- 6.5) Landlord Assistance - CARES
- 6.6) COVID-19 Updates
- 6.8) SC-CDA Development Activities
 - 6.81) Brentwood Terrace, Jordan, MN
 - 6.82)* Intensive Residential Treatment Services (IRTS) Facility, Savage
 - 6.83) Scott County Community Land Trust
 - 6.84)* Core Crossings, Tax Credit Development, Shakopee

(7) NEW BUSINESS

- 7.1) Per Diem Policy

(8) SET NEXT MEETING DATE, TIME AND PLACE

- 8.1) Regular Meeting February 9, 2021
- 8.2) SPECIAL Meeting as needed

(9) ADJOURN

WORKSHOP