

**BOARD OF COMMISSIONERS**  
**MINUTES - REGULAR MEETING**  
**June 8, 2021**

**(1) CALL TO ORDER**

This meeting was held at the Brentwood Terrace Community Room. Chair Croatt called the meeting to order at 2:01 p.m.

**(2) ROLL CALL**

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

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

**(3) MINUTES SUBMITTED FOR APPROVAL**

**3.1) CDA Regular Meeting – May 12, 2021**

Commissioner Sotis made a motion to approve the Minutes of May 12.  
Commissioner Stock seconded the motion. Unanimous voice vote followed.  
Motion carried.

**3.2) CDA Special Meeting – May 25, 2021**

Commissioner Gulstad made a motion to approve the Minutes of May 25.  
Commissioner Stock seconded the motion. Unanimous voice vote followed.  
Motion carried.

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

**4.1) Agenda Modifications**

None requested.

**4.2) Consent Agenda (6.11, 6.12, 6.21, 6.4, 6.8)**

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

**(5) FINANCIAL REPORT**

**5.1) Payment of Bills**

Commissioner Gulstad made a motion to approve Check Registers in the amount of \$600,778.30. Commissioner Stock seconded the motion. Unanimous roll call vote followed. Motion carried.

**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)**

[Consent; no discussion]

**6.5) FISH Update**

Not present; no report.

**6.6) River City Centre Retail Master Lease**

Executive Director Jaffa summarized where we are at currently with the Master Lease Tenant (MLT) and working with the City. The clock is ticking for the MLT as the next payment is due the beginning of July. While the City has expressed interest in stepping into the role as Master Lease Tenant for the building, there has been no commitment as of yet. Increasing the cost per square foot from \$8.50 back to the scheduled rate of \$10.00 may help the MLT decide they need to exit the agreement. Mr. Pagh, Great Lakes Management, has engaged Steve Dombrowski to find out their intentions but no communication with him yet. Commissioners discussed with Commissioner Stock stating that we need to be ready if they default on their upcoming payment and also to let the MLT know if they do make their payment, that the square footage rates will go up to \$10 beginning in

January 2022. There was Board consensus that we take a wait and see approach until the next payment is received or there is a default.

**6.7) COVID-19 Updates**

Most staff are fully vaccinated and starting to work in the office more.

**6.8)\* Workshop**

[Consent; no discussion]

**6.9) SC-CDA Development Activities**

**6.91) Scott County Community Land Trust**

Assistant to the Executive Director Janovsky stated that the closing for the Shakopee home is scheduled for July 29, 2021. The buyer is a CDA rental assistance client, who has really worked hard to become a homeowner, and this will allow someone else to use the Housing Choice Voucher. For the New Prague new construction homes, drawings are being completed to use in the Invitation for Bids which will occur the beginning of July. Lastly, the CDA will be partnering with Twin Cities Habitat for Humanity (TCHH) to submit a funding application to Minnesota Housing to assist in the development/construction of townhome units in Prior Lake.

**(7) NEW BUSINESS**

**INVEST Program Awards**

Housing Director Siegert summarized the awards stating that SMSC and Carver County has committed leverage for the Prairie Point project. Commissioners Gulstad and Stock (Finance Committee) indicated that they support these funding awards.

**7.1) RESOLUTION NO. 17-21: AUTHORIZATION TO PROVIDE INVEST PROGRAM DEFERRED LOAN TO JOSEPH DEVELOPMENT, LLC, FOR SECTION 42 TAX CREDIT DEVELOPMENT, MAIN STREET LOFTS, LOCATED IN ELKO NEW MARKET, MINNESOTA**

Commissar Stock made a motion to adopt Resolution No. 17-21.

Commissioner Gulstad seconded the motion. Unanimous roll call vote followed. Motion carried.

**7.2) RESOLUTION NO. 18-21: AUTHORIZATION TO PROVIDE INVEST PROGRAM DEFERRED LOAN TO BEACON INTERFAITH HOUSING COLLABORATIVE, FOR SECTION 42 TAX CREDIT DEVELOPMENT, PRAIRIE POINT, LOCATED IN SHAKOPEE, MINNESOTA**

Commissar Gulstad made a motion to adopt Resolution No. 18-21.

Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

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

- 8.1) Regular Meeting July 13, 2021, 2:00 p.m.
- 8.2) SPECIAL Meeting as needed

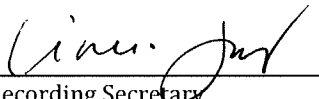
**(9) ADJOURN**

Commissioner Sotis made a motion to adjourn the meeting at 3:21 p.m.  
Commissioner Stock seconded the motion. Unanimous voice vote followed. Motion carried.

  
Chair DeAnn Croatt



  
Secretary Terri Gulstad

  
Recording Secretary

7/14/21  
Date