

**SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY**

323 South Naumkeag Street, Shakopee, MN 55379

Phone: (952) 402-9022 | Fax: (952) 496-2852

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**BOARD OF COMMISSIONERS  
MINUTES - REGULAR MEETING  
September 14, 2021**

**(1) CALL TO ORDER**

This meeting was held via Zoom videoconferencing due to the substantial transmission of the COVID delta variant in Scott County. Chair Croatt called the meeting to order at 2:00 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  
    Stacy Crakes, Business Development Director  
    Adam Johnson, Finance Director  
    Linda Janovsky, Recording Secretary

Others present:                                      Jon Ulrich, Scott County Commissioner

**(3) MINUTES SUBMITTED FOR APPROVAL**

**3.1) CDA Regular Meeting – August 10, 2021**

Commissioner Sotis made a motion to approve the Minutes. Commissioner Sotis seconded. Unanimous roll call vote followed. Motion carried.

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

**4.1) Agenda Modifications**

None.

**4.2) Consent Agenda**

Commissioner Stock made a motion to approve the Consent Agenda. Commissioner Sotis seconded the motion. Unanimous roll call 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 \$416,269.18. Commissioner Stock seconded the motion. Unanimous roll call vote followed. Motion carried.

**5.2) Levy/Budget Presentation to Board**

Executive Director Jaffa indicated that the County Board approved the CDA's levy request with Commissioner Wolf making the motion and Commissioner Weckman-Brekke seconding the motion. Commissioners did have a few questions. Commissioner Beard asked about the tax credit development in the County. It was interpreted that he was asking if a tax credit rental developer needs the CDA to do a development. They do not; however, unless they have other local support (i.e. City TIF) it helps them score better on their application and increases the likelihood of the award of tax credits.

**(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) Housing Choice Voucher Program – High Performer Designation under SEMAP**

Commissioner Croatt offered kudos to Kim and her staff in recognition of a job well done to get this high performer designation.

**6.14) Prior Manor Conversion**

Housing Director Siegert went through some of the history of the conversion. It started with MN Housing in February 2019 to get sign off regarding some deferred loans on the property. As of now, the CDA is engaging in the conversion process with HUD. One resident meeting was held earlier this year, with another coming up soon. It is estimated about 6-8 households may take a tenant protection voucher to move elsewhere.

## **6.2) Home Ownership Programs**

### **6.21)\* Homeownership Programs Report**

[Consent; no discussion]

## **6.3) Liaison Report – Scott County Commissioner**

Commissioner Ulrich reported on the County, CAP Agency, and SW Metro Schools closing on the sale of the Workforce Center by the end of this year; payback to the CDA for the IRTS will be completed yet this year; County Road 27 is under construction and will be closed for about a week; and lastly, the County has set their max levy at 3.99%.

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

[Consent; no discussion]

## **6.5)\* FISH Update**

[Consent; no discussion]

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

Executive Director Jaffa stated there is no new information. The CDA awaits a formal request for any documents the MLT or their attorney would like to review.

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

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

[Consent; no discussion]

## **(7) NEW BUSINESS**

### **7.1) RESOLUTION NO. 34-21: Approving the Designation of County Newspaper Scott County Community Development Agency for 2021**

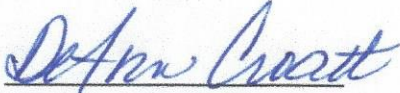
Commissioner Sotis made a motion to approve Resolution No. 34-21. Commissioner Stock seconded the motion. Unanimous roll call vote followed. Motion carried.

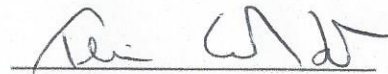
## **(8) SET NEXT MEETING DATE, TIME AND PLACE**

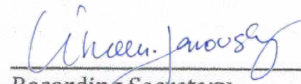
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|------|-------------------------------------|---|
| 8.1) | Regular Meeting<br>& Public Hearing | October 12, 2021, 2:00 p.m.               |
| 8.2) | Strategic Planning Workshop         | September 28, 2021, <b>1:00 in person</b> |
| 8.3) | SPECIAL Meeting                     | as needed                                 |

**(9) ADJOURN**

Commissioner Sotis made a motion to adjourn the meeting at 2:51 p.m.  
Commissioner Gulstad seconded the motion. Unanimous roll call vote followed.  
Motion carried.

  
Chair DeAnn Croatt

  
Secretary Terri Gulstad

  
Recording Secretary

10/15/2021  
Date