CALL TO ORDER AND PLEDGE
Chair Croatt called the Regular Meeting of the Scott County Community Development Agency Board of Commissioners to order at 4:00 p.m. on July 11, 2017, and led the Pledge of Allegiance.

ROLL CALL
Commissioners present:  District I, DeAnn Croatt
                        District III, Kent Robbins
                        District IV, Patti Sotis
                        District V, Jane Victorey

Commissioners absent:  District II, Ben Zweber

Staff present:  Bill Jaffa, Executive Director
               Terri Gulstad, Finance Director
               Stacy Crakes, Business Development Director
               Alyssa Meierbachtol, Summer Intern
               Linda Janovsky, Recording Secretary

Others present:  Jason Palmby, Topaz Investments

MINUTES SUBMITTED FOR APPROVAL

3.1) Regular Meeting Minutes – June 13, 2017
Commissioner Robbins made a motion to approve the Minutes of June 13, 2017. Commissioner Victorey seconded the motion. Unanimous voice vote followed. Motion carried.

3.2) Special Meeting Minutes – June 27, 2017
Commissioner Robbins made a motion to approve the Minutes of June 27, 2017. Commissioner Sotis seconded the motion. Unanimous voice vote followed. Motion carried. (Commissioner Victorey abstained.)

AGENDA ACTION(S)

4.1) Agenda Modifications
None requested.

4.2) Consent Agenda
Commissioner Sotis made a motion to approve the Consent Agenda. Commissioner Victorey seconded the motion. Unanimous voice vote followed. Motion carried.
5.1) Payment of Bills
Commissioner Victorey made a motion to approve the Check Registers in the amount of $309,135.73. Commissioner Robbins seconded the motion. Unanimous roll call vote followed. Motion carried.

5.2)* Procurement Summary
[Consent item; no discussion]

5.3) Budget/Levy Preparation
Executive Director Jaffa indicated that Staff will meet on the budget on July 13, and then the Finance Committee will meet on July 18.

6) 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

6.4) First Stop Shop (FSS)
Business Development Director Crakes provided a summary of projects the FSS worked on in the first quarter of 2017 and also leads that the FSS worked on for businesses that were a win for Scott County.

6.5) Maxfield Research Studies
Business Development Director Crakes stated that there were some issues with the final reports that Maxfield was to provide. Maxfield agreed they will update the LIHTC mapping report to reflect the parcels that are no longer available from when Maxfield collected the information last year. In addition, the CDA and Maxfield agreed that the School Boundaries study would not be utilized (with no cost to the CDA).

6.6) SC-CDA Development Activities

6.61) The Henderson
Executive Director Jaffa indicated that the vibration from the elevator continues to be an issue in one unit and a resolution for this is being sought by Great Lakes.
6.62)* Pike Lake Marsh (Prior Lake) Tax Credit Development (Ron Clark)
[Consent item; no discussion]

6.65) Central Business District Development Concept - Belle Plaine
Executive Director Jaffa indicated that Urban Works should have a concept
drawing prepared soon.

6.66) Levee Drive Site – Shakopee
Executive Director Jaffa indicated that the City potentially has a developer that
will build a hotel in this area.

6.67) Concept Planning – New Prague
Executive Director Jaffa indicated there was nothing new to report at this time.

6.7)* Families and Individuals Sharing Hope (FISH)
[Consent item; no discussion]

6.8) River City Centre Master Lease Tenant (MLT)
Executive Director Jaffa indicated that he and Michael Pagh from Great Lakes
Management will be meeting with Mr. Dombrovski soon regarding the Amendment to
the Master Lease.

6.9) Life Cycle Housing Educational Presentation to Cities
Business Development Director Crakes gave a brief update on the presentations to
Cities and also the County Board. Many cities asked for the presentation and therefore
the FSS created a “Compilation of Labor Statistics and Housing Information” for Scott
County Communities to summarize all the information. This document was provided to
all Cities.

(7) NEW BUSINESS

7.1) Residential Chemical Dependency-Mental Health Treatment Center – Shakopee
Jason Palmby, Topaz Investments, was in attendance to present this project and give
some history on finding a site, which began about a year ago. He described the facility
and how it would be designed to create an atmosphere of healing for the clients. He
also provided information on the service provider, Five Stars/Northland Recovery. The
plan for the parcel on the west end of Shakopee will be going before the Board of
Adjustments on August 3. Mr. Topaz stated he didn’t know yet what loan amount he
may request.

7.2) Executive Session
Executive Director Jaffa briefed the Board regarding the engagement of an
Organizational Development Consultant.

(8) SET NEXT MEETING DATE, TIME AND PLACE

8.1) Regular Meeting August 8, 2017
8.2) Finance Committee Meeting July 18, 4:00 p.m.
8.3) SPECIAL Meeting: as needed
ADJOURN
Commissioner Robbins made a motion to adjourn at 5:55 p.m. Commissioner Sotis seconded the motion. Unanimous voice vote followed. Motion carried.

DeAnn Croatt, Chair

Patti Sotis, Vice Chair

Jane Victorey, Secretary

Recording Secretary  8/9/17

Date