CALL TO ORDER AND PLEDGE
Chair Croatt called the Regular Meeting of the Scott County Community Development Agency Board of Commissioners to order January 10, 2017.

ROLL CALL
Chair Croatt continued the roll call from the Annual meeting, which is below.

Commissioners present: District I, DeAnn Croatt
                        District III, Kent Robbins
                        District IV, Patti Sotis

Commissioners absent: District V, Jane Victorey
                        District II, Ben Zweber

Staff present: Bill Jaffa, Executive Director
              Linda Janovsky, Recording Secretary

MINUTES SUBMITTED FOR APPROVAL

3.1) CDA Regular Meeting – December 12, 2016
Commissioner Robbins made a motion to approve the Regular Minutes of December 12. Commissioner Sotis seconded the motion. Unanimous voice vote followed. Motion carried.

AGENDA ACTION(S)

4.1) Agenda Modifications
Chair Croatt removed the following items from the Agenda: 6.4) and 6.6) as these guests were offered, and accepted, rescheduling their items to the February meeting due to poor road conditions on this date.

4.2) Consent Agenda
5.2, 6.11, 6.12, 6.21
Commissioner Sotis requested that Item 5.2) be removed from the Consent Agenda. Commissioner Robbins made a motion to approve the Consent Agenda with that item removed. Commissioner Croatt seconded the motion. Unanimous voice vote followed. Motion carried.

FINANCIAL REPORT

5.1) Payment of Bills
Commissioner Robbins made a motion to approve the check registers in the amount of $421,613.12. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.
5.2) **Procurement Summary**
Commissioner Sotis had a question about what properties were having the kitchen remodels completed. This information was provided to the Commissioners at the end of the meeting.

5.3) **RESOLUTION NO. 02-17: ADOPTING INTERNAL REVENUE SERVICE (IRS) STANDARD MILEAGE RATE FOR COMMISSIONER AND STAFF TRAVEL**
Commissioner Sotis made a motion to approve Resolution No. 02-17. Commissioner Robbins seconded the motion. Unanimous roll call vote followed. Motion carried.

5.4) **Sales and Use Tax Exemption for Local Government Entities**
Chair Croatt confirmed that the CDA is just now eligible for this exemption even though cities/counties were exempted a few years back.

(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**
Not present.

6.4) **First Stop Shop (FSS)**
This item was removed from the Agenda.

6.5) **SC-CDA Development Activities**

6.51) **The Henderson**
Executive Director Jaffa updated the Board on the status of the units leased and minor warranty issues that are being resolved.

6.52) **First-Time Homebuyer New Construction – Pilot**
Assistant to the ED Janovsky indicated that a previous Homebuyers Club graduate who was participating in pre-purchase counseling may be interested in purchasing the home.

6.6) **Families and Individuals Sharing Hope (FISH)**
This item was removed from the Agenda.
6.7) River City Centre Master Lease Tenant
Executive Director Jaffa expanded on the email that he forwarded to Commissioners from Barbara Portwood, Bond Counsel, Stinson Leonard Street (which is attached to these minutes). The bonding requires that the CDA maintain possession of the residential portion of the building through February 2022. There is still a question if the CDA would be interested in potentially selling the retail space to Shakopee River City Centre Associates, LLC. Executive Director Jaffa indicated that the best way to proceed with this is to allow Steve Dombrovski to make his case to the Finance Committee. After discussion by the Board, it was agreed that the Finance Committee would meet with Mr. Dombrovski.

(7) NEW BUSINESS

7.1) RESOLUTION NO. 03-17: ADOPTING REVISIONS TO PERSONNEL POLICIES
Commissioner Sotis indicated that the Personnel Committee discussed and approved the changes to the personnel policies. Assistant to the ED Janovsky answered Commissioners’ questions. Commissioner Robbins made a motion to approve Resolution No. 03-17. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

7.2) Closed Session for Executive Director Performance Evaluation
Commissioner Sotis made a motion to close the meeting for Executive Director’s performance evaluation. Commissioner Robbins seconded that motion. Unanimous voice vote followed. Motion carried.

Commissioner Robbins made a motion to accept the Personnel Committee’s recommendation of a 3% increase to the Executive Director’s 2017 wage. Commissioner Croatt seconded the motion. Unanimous voice vote followed. Motion carried.

Commissioner Robbins made a motion to move back to regular session at 5:09 p.m. Commissioner Croatt seconded the motion. Unanimous voice vote followed. Motion carried.

(8) SET NEXT MEETING DATE, TIME AND PLACE

8.1) Regular Meeting February 14, 2017, 4:00 p.m.

8.2) SPECIAL Meeting: as needed

(9) ADJOURN
Commissioner Robbins made a motion to adjourn the Meeting of the Scott County CDA Board of Commissioners at 5:22 p.m. Commissioner Sotis seconded the motion. Unanimous voice vote followed. Motion carried.

Chair
Vice Chair
Recording Secretary
Date 2/15/17
Bill asked me to forward this on.

Linda

Sent from my iPad

Begin forwarded message:

From: "Bill Jaffa" <bjaffa@scottcda.org>
Date: December 16, 2016 at 8:22:32 PM CST
To: "Portwood, Barbara" <barbara.portwood@stinson.com>
Subject: Re: River City Centre

Thanks Barb, will pass this along and get back to you, Bill.

Sent from my iPad

On Dec 16, 2016, at 3:27 PM, "Portwood, Barbara" <barbara.portwood@stinson.com> wrote:

Bill, I did take a look at the bond documents for River City Center. The outstanding bonds (Series 2013A, 2013B and 2013E) are not callable until February 1, 2022, at which point they are callable at par. Minnesota Statues, Section 469.034, Subd. 2, under which the bonds were issued, requires that projects financed with general obligation bonds (these are Shakopee GO's) must be owned for the term of the bonds by a governmental entity (or in limited instances involving low income housing tax credit projects, by a limited partnership in which the governmental entity is the sole general partner – not applicable here).

Based on these provisions, the CDA may not sell the River City Center housing facility before the bonds are fully paid. It might be possible to sell just the commercial space, but you would have to establish a common interest community, and get approvals of the Trustee and the City, at a
minimum. I didn't explore that option in depth, but if the CDA is interested, we can look at it more detail.

Thanks,
Barbara

Barbara L. Portwood  |  Partner  |  Stinson Leonard Street LLP
150 South Fifth Street, Suite 2300  |  Minneapolis, MN 55402
T: 612.335.1594  |  M: 828.231.2171  |  F: 612.335.1657
barbara.portwood@stinson.com  |  www.stinson.com
Legal Administrative Assistant: Janice Snodie  |  612.335.1584 | janice.snodie@stinson.com

This communication (including any attachments) is from a law firm and may contain confidential and/or privileged information. If it has been sent to you in error, please contact the sender for instructions concerning return or destruction, and do not use or disclose the contents to others.