CALL TO ORDER AND PLEDGE
Vice-Chair Sotis called the Regular Meeting of the Scott County Community Development Agency Board of Commissioners to order at 4:04 p.m. on September 12, 2017, and led the Pledge of Allegiance.

ROLL CALL

Commissioners present: District III, Kent Robbins
District IV, Patti Sotis
District II, Ben Zweber

Commissioners absent: District I, DeAnn Croatt
District V, Jane Vicorey

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

Others present: Bethany Tjornhom, Executive Director, FISH

MINUTES SUBMITTED FOR APPROVAL

3.1) Regular Meeting Minutes – August 8, 2017
Commissioner Robbins made a motion to approve Minutes of August 8, 2017. Commissioner Zweber seconded the motion. Unanimous roll call vote followed. Motion carried.

AGENDA ACTION(S)

4.1) Agenda Modifications
Add Item 6.14) RESOLUTION NO. 30-17: AUTHORIZATION TO ENTER INTO A GRANT AGREEMENT WITH MINNESOTA HOUSING FINANCE AGENCY FOR HOUSING TRUST FUND RENTAL ASSISTANCE PROGRAM AND EXECUTION OF GRANT DOCUMENTS. Commissioner Zweber made a motion to add this item to the Agenda. Commissioner Robbins seconded the motion. Unanimous roll call vote followed. Motion carried.

4.2) Consent Agenda (5.2, 6.11, 6.12)
Commissioner Robbins made a motion to approve the Consent Agenda. Commissioner Zweber seconded the motion. Unanimous roll call vote followed. Motion carried.
FINANCIAL REPORT

5.1) Payment of Bills
Commissioner Zweber made a motion to approve the check registers in the amount of $510,564.71. Commissioner Robbins seconded the motion. Unanimous roll call vote followed. Motion carried.

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

5.3) County Board Budget/Levy Presentation
Executive Director Jaffa stated that the presentation went well and thanked Staff for the great job.

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]

6.13) RESOLUTION NO. 29-17: ADOPTING PAYMENT STANDARDS FOR SECTION 8 PURSUANT TO HUD’S FAIR MARKET RENT LIMITS
Housing Director Siegert explained the calculation of payment standards. Commissioner Robbins made a motion to approve Resolution No. 29-17. Commissioner Zweber seconded the motion. Unanimous roll call vote followed. Motion carried.

6.14) RESOLUTION NO. 30-17: AUTHORIZATION TO ENTER INTO A GRANT AGREEMENT WITH MINNESOTA HOUSING FINANCE AGENCY FOR HOUSING TRUST FUND RENTAL ASSISTANCE PROGRAM AND EXECUTION OF GRANT DOCUMENTS
This item was added to the Agenda. Commissioner Robbins made a motion to approve Resolution No. 30-17. Commissioner Zweber seconded the motion. Unanimous roll call vote followed. Motion carried.

6.2) Home Ownership Programs

6.21) Homeownership Programs Report
Commissioner Zweber made a motion to approve additional funding in the amount of $28,000 for Homebuyer Club grants. Commissioner Robbins seconded the motion. Unanimous roll call vote. Motion carried.

6.3) Liaison Report – Scott County Commissioner
Commissioner Ulrich not present; no report.
6.4) First Stop Shop (FSS)
Commissioner Robbins made a motion to accept the Economic Development Incentive Grant Program RFP Guide and Application for 2018. Commissioner Zweber seconded the motion. Unanimous roll call vote followed. Motion carried.

6.5) SC-CDA Development Activities

6.52) Central Business District Development Concept - Belle Plaine
Executive Director Jaffa stated that in further conversations with staff, it was suggested that the City of Belle Plaine may want to submit this project for an Economic Development Incentive grant.

6.6) Families and Individuals Sharing Hope (FISH)
Bethany Tjonhoma, Executive Director, thanked the Board for their support. She shared a story of a FISH partner providing a car to a mom so that she could get to work. Ms. Tjonhoma also indicated that of the FISH requests in the past month, 22 out of 39 were filled, equaling $9,618.

6.7) River City Centre Master Lease Tenant (MLT)
Executive Director Jaffa indicated that Great Lakes Management will be collecting items, and answered Commissioner questions.

6.8) Residential Chemical Dependency-Mental Health Treatment Center – Shakopee
Executive Director Jaffa stated there really is no discussion items at this point. Topaz Investments will come before the Board again upon determining what loan amount will be requested from the CDA.

7) NEW BUSINESS

7.1) RESOLUTION NO. 28-17: AUTHORIZING THE SALE OF PUBLICLY OWNED HOUSING LOCATED AT 1285-1287 SHAKOPEE AVENUE EAST, SHAKOPEE, MN
Assistant to the Executive Director Janovsky explained what the process is for selling a property with a deferred loan backed by State GO bonds. Commissioner Robbins made a motion to approve Resolution No. 28-17. Commissioner Zweber seconded the motion. Unanimous roll call vote followed. Motion carried.

8) SET NEXT MEETING DATE, TIME AND PLACE

8.1) Regular Meeting October 10, 2017
8.2) EDI Grant Committee TBD-late November
8.3) SPECIAL Meeting: as needed

9) ADJOURN
Commissioner Robbins made a motion to adjourn at 5:06 p.m. Commissioner Sotis seconded the motion. Unanimous voice vote followed. Motion carried.