CALL TO ORDER AND PLEDGE
Chair Croatt called the Regular Meeting and Public Hearing of the Scott County Community Development Agency Board of Commissioners to order October 11, 2016, at 4:00 p.m. and led the Pledge of Allegiance.

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

Staff present: Bill Jaffa, Executive Director, Terri Gulstad, Finance Director, Julie Siegert, Housing Director, Stacy Crakes, Business Development Director, Linda Janovsky, Recording Secretary

Others present: Jon Ulrich, Scott County Commissioner (liaison)

MINUTES SUBMITTED FOR APPROVAL
3.1) CDA Regular Meeting – September 13, 2016
Commissioner Sotis made a motion to approve the Regular Meeting Minutes of September 13, 2016. Commissioner Zweber seconded the motion. Voice vote followed with Commissioner Victorey abstaining. Motion carried.

AGENDA ACTION(S)
4.1) Agenda Modifications
No agenda modifications were requested.

4.2) Consent Agenda
5.2, 5.6, 6.11, 6.12, 6.15, 6.21, 6.6
Commissioner Sotis made a motion to accept the Consent Agenda. Commissioner Victorey seconded that motion. Unanimous voice 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 $317,295.80. Commissioner Victorey seconded the motion. Unanimous roll call vote followed. Motion carried.
5.2)*  Procurement Summary  
   [Consent item; no discussion]

5.3)  RESOLUTION NO. 29-16: ADOPTING BELLE HAVEN AND BRITLAND CONSOLIDATED LOAN RESOLUTION (Properties)  
Finance Director Gulstad explained that this was consolidating the properties for administrative purposes, but the mortgages remain unchanged. Commissioner Robbins made a motion to approve Resolution No. 29-16. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

5.4)  RESOLUTION NO. 30-16: RESTATE THE RETIREMENT PLAN  
Finance Director Gulstad answered Commissioners questions, stating that the Agency continues to use HART for its retirement plan and the new contribution rates will be 7.5% from employer and 6.5% from employee (previously 5.25% for both). Part-time employees will now also be able to participate. Commissioner Robbins made a motion to approve Resolution No. 30-16. Commissioner Victorey seconded the motion. Unanimous roll call vote followed. Motion carried.

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]

6.13)  RESOLUTION NO. 31-16: ADOPTING REVISED UTILITY ALLOWANCES FOR SCOTT COUNTY SECTION 8 PROGRAM EFFECTIVE JANUARY 1, 2017  
Housing Director Siegert explained the new regional approach to utility allowances. Commissioner Victorey made a motion to approve Resolution No. 31-16. Commissioner Sotis seconded the motion. Unanimous voice vote followed. Motion carried.

6.14)  RESOLUTION NO. 32-16: ADOPTING NEW PAYMENT STANDARDS FOR SECTION 8 PURSUANT TO HUD’S FAIR MARKET RENT LIMITS  
Housing Director Siegert indicated that there was an increase for some bedroom sizes. Commissioner Zweber made a motion to approve Resolution No. 32-16. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

6.15)*  REASONABLE CHILDCARE ALLOWANCES  
   [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**
Commissioner Ulrich updated the Board on transportation issues, such as the new 495 bus route and upcoming road construction projects. Commissioner Ulrich also stated that Cedar Lake Park will be trying “Camper Cabins” next summer. Commissioner Ulrich gave a reminder about the FISH Annual meeting which will take place on October 13.

6.4) **First Stop Shop (FSS)**
Business Development Director, Stacy Crakes, indicated that an offer of employment has been made for the Business Development Specialist position. Business Development Director Crakes provided an update on the 50x30 Workforce Readiness group activities. In giving the status of the Housing Study progress, Business Development Director Crakes stated that members of the SCALE Tech Team are reviewing the information for their cities. Executive Director Jaffa indicated that SCALE has agreed to pay for half the cost for both the Housing and Commercial/Industrial studies ($30,000). Business Development Director Crakes also indicated that the EDI grant applications will be ready for distribution to the cities on November 4. Commissioner Sotis made a motion authorizing the Finance Committee award the grants on behalf of the Board. Commissioner Zweber seconded the motion. Unanimous voice vote followed. Motion carried.

6.5) **SC-CDA Development Activities**

6.51) **The Henderson**
Executive Director Jaffa invited the Board to a tour of the building on October 18 and stated the Grand Opening will be on October 26. Executive Director Jaffa also stated that the manager of the building is Terri Kosse, Great Lakes Management, who previously managed Brentwood Court and leased up that building at opening.

6.52) **First-Time Homebuyer New Construction – Pilot**
Assistant to ED Janovsky stated that construction is ongoing and the home is being marketed to First Time Homebuyer Club graduates.

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

6.7) **Maxfield Housing Study and Commercial Industrial Studies**
An update was provided under 6.4).

6.8) **Shepherd’s Path Parcels**
Executive Director Jaffa clarified that the tentative purchase of these lots is not by the YMCA, but rather by a developer that plans to build luxury apartment units.

6.9) **Agency Plan FY2017**

6.9.1) **Resident Advisory Board (RAB) Review of Policy Changes**
Chair Croatt acknowledged the RAB meeting minutes.
6.9.2) **PUBLIC HEARING — 2017 Agency Plan**

6.9.2.1) Open Public Hearing
Commissioner Robbins made a motion to open for a Public Hearing.

6.9.2.2) Public Hearing
Seeing no one from the public present, Chair Croatt asked for a motion to close the Public Hearing.

6.9.2.3) Close Public Hearing
Commissioner Robbins made a motion to close the Public Hearing. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

6.9.3) **RESOLUTION NO. 33-16: AUTHORIZING APPROVAL OF THE SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY’S ANNUAL PLAN COMPONENTS DEVELOPED IN COMPLIANCE WITH PHA PLAN REGULATIONS 24 CFR PART 903 AND AUTHORIZING SUBMISSION OF CERTIFICATIONS**
Commissioner Robbins made a motion to approve Resolution No. 33-16. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

(7) **NEW BUSINESS**

(none at this time)

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

8.1) Regular Meeting 4:00 p.m., **November 15, 2016**
(date changed due to general election on the 8th)

8.2) The Henderson Commissioners Tour
October 18, 2016, at 8:30 a.m.

8.3) The Henderson Grand Opening
Tentative October 26, 2016

8.4) SPECIAL Meeting: as needed

(9) **ADJOURN**
Commissioner Sotis made a motion to adjourn the Meeting of the Scott County CDA Board of Commissioners at 5:10 p.m. Commissioner Robbins seconded the motion. Unanimous voice vote followed. Motion carried.

DeAnn Croatt, Chair

Patti Sotis, Vice Chair

Recording Secretary 11/10/16

Date