BOARD OF COMMISSIONERS
MINUTES - REGULAR MEETING
January 13, 2015

(1) CALL TO ORDER

Secretary Victorey called the Regular Meeting of the Scott County Community Development Agency Board of Commissioners to order January 13, 2015, at 4:13 p.m.

(2) ROLL CALL was held over from the previous Annual Meetings and was as follows:

Commissioners present: District IV, Patti Sotis
District V, Jane Victorey
District II, Ben Zweber

Commissioners absent: District I, DeAnn Croatt
District III, Vacant

Staff present: Bill Jaffa, Executive Director
Melissa Jensen, Homeownership Coordinator
Linda Janovsky, Recording Secretary

Others present: Jon Ulrich, Scott County Commissioner

(3) MINUTES SUBMITTED FOR APPROVAL

3.1) CDA Regular Meeting – December 9, 2014
Commissioner Zweber made a motion to approve the Minutes of December 9. Commissioner Sotis seconded the motion. Unanimous voice vote followed. Motion carried.

(4) AGENDA ACTION(S)

4.1) Agenda Modifications
None requested.

4.2) Consent Agenda
Commissioner Sotis made a motion to approve the Consent Agenda. Commissioner Zweber seconded the motion. Unanimous voice vote followed. Motion carried.

(5) FINANCIAL REPORT

5.1) Payment of Bills
Commissioner Zweber made a motion to approve the check registers in the amount of $339,528.61. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

5.2)* Procurement Summary
[Consent item; no discussion]
5.3) RESOLUTION 02-15: ADOPTING INTERNAL REVENUE SERVICE (IRS) STANDARD MILEAGE RATE FOR COMMISSIONER AND STAFF TRAVEL
Commissioner Sotis made a motion to approve Resolution No. 02-15. Commissioner Zweben seconded the motion. Unanimous voice vote followed. Motion carried.

5.4) RESOLUTION NO. 03-15: AUTHORIZING LAST FLOOR COVERING CONTRACT EXTENSION
Commissioner Sotis made a motion to approve Resolution No. 03-15. Commissioner Zweben seconded the motion. Unanimous roll call vote followed. Motion carried.

5.5) RESOLUTION NO. 04-15: AUTHORIZING BID AWARD FOR PAINTING CONTRACT TO ELLIOT'S PAINTING & DECORATING INC.
Commissioner Zweben made a motion to approve Resolution No. 04-15. Commissioner Sotis seconded the motion. Unanimous roll call vote followed. Motion carried.

(6) OLD BUSINESS

6.1) Affordable Housing Programs

6.11)* Belle Haven Apartments
[Consent item; no discussion]

6.12)* Britland Apartments
[Consent item; no discussion]

6.13)* Workforce Housing - Occupancy Report
[Consent item; no discussion]

6.2) Public Housing

6.21)* Prior Manor Apartments Occupancy Report
[Consent item; no discussion]

6.22) Public Housing Resident-Purchased Utilities
It was noted that this was for Commissioners information only since there was no change in the allowance from the previous year.

6.3) Housing Choice Voucher Program

6.31)* Utilization Report
[Consent item; no discussion]

6.4) Home Ownership Programs

6.41) Homeownership Programs Report
Melissa Jensen, Homeownership Coordinator, was in attendance. She updated the Board on the homeownership programs and shared some success stories of people that were not only able to keep their home, but were also able to reduce their house payment considerably.
6.42) PARTICIPATION IN 2015 MINNESOTA CITIES PARTICIPATION PROGRAM (MCPP)
Executive Director Jaffa explained that this was a yearly program and asked for a motion to participate. Commissioner Sotis made a motion to approve participation in the 2015 Minnesota Cities Participation Program. Commissioner Zweber seconded the motion. Unanimous voice vote followed. Motion carried.

6.5) SC-CDA Development Activities

6.51) Mixed Use Concept – “The Henderson”
Executive Director Jaffa reported that the City approval process is moving along well. The CDA is currently working on the financing. At this point, it is a $300,000 yearly contribution. Ways to bring that amount down are being explored. The construction climate is tight now as the economy has picked up and there are many large projects underway in the metro.

6.52) River City Centre Exterior Maintenance
Executive Director indicated that there is a small amount of work left for Spring.

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

6.7) First Stop Shop (FSS)
The new website was provided for Commissioners’ information (www.scottfss.org).

(7) NEW BUSINESS

7.1) Liaison Report – Scott County Commissioner
Commissioner Ulrich was in attendance and updated the Board on County Commissioner Officer appointments and current road projects.

(8) SET NEXT MEETING DATE, TIME AND PLACE

8.1) Regular Meeting
4:00 p.m., February 10

8.2) SPECIAL Meeting:
as needed

(9) ADJOURN
Commissioner Sotis made a motion to adjourn the Meeting of the Scott County CDA Board of Commissioners at 4:55 p.m. Commissioner Zweber seconded the motion. Unanimous voice vote followed. Motion carried.

Jane Victorey, Secretary/Treasurer

Patti Sotis, Vice-Chair

Recording Secretary 2/19/15

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