

**SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY**

323 South Naumkeag Street, Shakopee, MN 55379

Phone: (952) 402-9022 | Fax: (952) 496-2852

---

**BOARD OF COMMISSIONERS  
MINUTES - ANNUAL MEETING**

**January 11, 2022**

**(1) CALL TO ORDER AND PLEDGE**

The meeting was called to order and the Pledge of Allegiance recited.

**(2) WELCOME AND INTRODUCTIONS**

Commissioner Croatt asked Commissioners and staff to go around the table and introduce themselves. Executive Director Siegert welcomed new Commissioners and returning Commissioners. In attendance was Commissioner Croatt District I, Commissioner Gulstad, District II, Commissioner Gade, District III, Commissioner Choudek, District IV, Commission Stock, District V and Scott County Commissioner Mike Beard, District III. Staff present were Executive Director Siegert, Business Development Director Crakes, Finance Director Johnson and Assistant to Executive Director Janovsky.

**(3) SWEARING IN NEWLY APPOINTED COMMISSIONERS**

3.1) Oath of Office to Scott County CDA District III Commissioner Dale Gade

3.2) Oath of Office to Scott County CDA District IV Commissioner Michelle Choudek

Chair Croatt administered the Oath of Office for new Commissioners Dale Gade and Michelle Choudek.

**(4) ELECTION OF OFFICERS**

**4.1) Chair**

Commissioner Croatt called for nominations for Chair. Commissioner Gulstad nominated Commissioner Croatt. Commissioner Stock seconded the motion. Commissioner Croatt called three times for other nominations. Hearing none, unanimous voice vote followed. Motion carried.

**4.2) Vice Chair**

Chair Croatt called for nominations for Vice Chair. Commissioner Gulstad nominated Commissioner Stock. Chair Croatt seconded the motion. Chair Croatt called three times for other nominations. Hearing none, unanimous voice vote followed. Motion carried.

4.3) Secretary/Treasurer

Chair Croatt called for nominations for the Secretary/Treasurer. Commissioner Stock nominated Commissioner Gulstad. Chair Croatt seconded the motion. Chair Croatt called three times for other nominations. Hearing none, unanimous voice vote followed. Motion carried.

(5) COMMITTEE ASSIGNMENTS

5.1) Admin/Personnel Committee

Commissioner Stock volunteered to be on Admin/Personnel Committee so that one of the new Commissioners could be on the Finance/Programs Committee. Commissioner Choudek also agreed to be on the Admin/Personnel Committee.

5.2) Finance/Programs Committee

Commissioner Gulstad indicated that she would stay on the Finance Committee and Commissioner Gade agreed to be on the Finance/Programs Committee.

Commissioner Choudek mentioned that she will also be the liaison to the Center For Entrepreneurship (CFE) Board.

(6) RESOLUTION NO. 01-22: DESIGNATE OFFICIAL DEPOSITORIES

Commissioner Gulstad made a motion to approve Resolution No. 01-22. Commissioner Stock seconded the motion. Unanimous roll call vote followed. Motion carried.

(7) RESOLUTION NO. 02-22: APPROVING THE DESIGNATION OF COUNTY NEWSPAPER SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY FOR 2022-2024

Commissioner Stock made a motion to approve Resolution No. 02-22. Commissioner Gulstad seconded the motion. Unanimous roll call vote followed. Motion carried.

(8) FRAUD POLICY

Commissioner Stock agreed to be the employee contact to report any suspected fraud.

(9) CONFLICT OF INTEREST STATUTE

Yearly item; no discussion.

(10) Board Schedule for 2022

The Board schedule was discussed and there was agreement that the Regular Meeting time would remain at 2:00 and the scheduled dates/times worked for all.

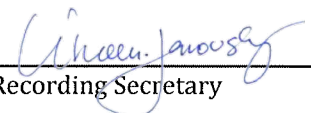
(11) ADJOURN

Commissioner Gulstad made a motion to adjourn the Annual Meeting at 2:15 p.m. Commissioner Gade seconded the motion. Unanimous voice vote followed. Motion carried.

  
Chair



  
Secretary Commissioner Choudek

  
Recording Secretary

02/09/2022  
Date