

SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY
323 South Naumkeag Street, Shakopee MN 55379
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BOARD OF COMISSIONERS
MINUTES- REGULAR MEETING
October 8, 2024

The regular meeting was called to order at 1:56 PM.

Roll Call

Commissioners present: Croatt, Gulstad, Gade, Choudek, Stock

Staff present: Executive Director Julie Siegert, Finance Director Adam Johnson, Housing Director Molly Link, Rental Assistance Housing Manager Kim Meierbachtol, Project Coordinator- Rental Assistance Andrea Ulstrom, Recording Secretary Lisa Braunhut.

Others present: Scott County Commissioner Jody Brennan, Savage Mayor Janet Williams

Public Participation

3.1 Recognition of City of Savage Mayor Janet Williams

Commissioner Stock presented Mayor Janet Williams a certificate and plaque on behalf of the CDA in recognition of her dedication and support of affordable housing efforts in Savage. During Mayor Williams tenure on the Council, nearly 200 affordable housing units were developed in Savage.

Minutes Submitted for Approval & Agenda Actions

4.1 CDA Regular Meeting- September 10, 2024

Commissioner Choudek made a motion to approve the minutes of September 10th, 2024. Commissioner Gade seconded the motion. Unanimous voice vote followed. Motion carried.

4.2 Agenda Modifications

Resolutions 6.52.1 and 6.52.2 were updated.

4.3 Consent Agenda (6.11, 6.3, 6.31, 6.4, 6.51, 7.2)

Commissioner Gade made a motion to approve the Consent Agenda. Commissioner Stock seconded the motion. Unanimous roll call vote. Motion carried.

Financial Report

5.1 Payment of Bills

Commissioner Gulstad made a motion to approve the Check Register. Commissioner Choudek seconded the motion. Unanimous roll call vote followed. Motion carried.

Old Business

6.1 Affordable Housing Programs

6.11* Housing Programs Report

Consent item; no report.

6.12 ANNUAL UPDATES TO PAYMENT STANDARDS AND UTILTY ALLOWANCES FOR HOUSING CHOICE VOUCHER PROGRAM

6.12.1 RESOLUTION NO. ~~42-24~~: ADOPTING PAYMENT STANDARDS FOR SECTION 8 PURSUANT TO HUD'S FAIR MARKET RENT LIMITS

Housing Director Link described the factors that are used to develop the payment standards. Commissioner Stock made a motion to approve Resolution No. 42-24. Commissioner Gulstad seconded the motion. Unanimous roll call vote followed. Motion carried.

6.12.2 RESOLUTION NO. ~~43-24~~: ADOPTING REVISED UTILITY ALLOWANCES FOR SCOTT COUNTY SECTION 8 PROGRAM EFFECTIVE JANUARY 1, 2025

Housing Director Link said that there was little change except that oil and gas went down and electric went up. Commissioner Gade made a motion to approve Resolution No. 43-24. Commissioner Choudek seconded the motion. Unanimous roll call vote followed. Motion carried.

6.13 5-YEAR Agency Plan and Related Components

6.13.1 Resident Advisory Board (RAB) Review of Policy Changes

The CDA is required to submit proposed policy changes to its RAB members for review and comment prior to adoption. Proposed changes were reviewed with the RAB on August 13, 2024.

6.13.2 PUBLIC HEARING – 2025-2029 5- Year Agency Plan The CDA is required to hold a Public Hearing soliciting public comment on its proposed Annual Plan and/or Plan Components.

6.13.2.1 Open Public Hearing

Commissioner Croatt opened the public hearing at 2:28 pm.

6.13.2.2 Public Hearing

No one from the public was in attendance.

6.13.2.3 Close Public Hearing

Commissioner Gade made a motion to close the public hearing at 2:29 pm. Commissioner Gulstad seconded the motion. Unanimous voice vote followed. Motion carried.

6.13.2 RESOLUTION NO. ~~44-24~~: AUTHORIZING APPROVAL OF THE SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY'S 5-YEAR/ANNUAL PLAN AND COMPONETS DEVELOPED IN

COMPLIANCE WITH PHA PLAN REGULATIONS 24 CFR PART 903 AND AUTHORIZING SUBMISSION OF CERTIFICATIONS

Commissioner Choudek made a motion to approve Resolution No. 44-24. Commissioner Stock seconded the motion. Unanimous roll call vote followed. Motion carried.

6.2 Liaison Report – Scott County Commissioner

Commissioner Brennan said that the Board approved the Alina St Francis Open Door Behavioral Health Center. This will provide health services to low-income residents. The Board will be putting a committee together on aging.

6.3* Business and Community Development

Consent item; no report

6.31* Homeownership Programs Report

Consent item; no report

6.4* River City Centre Retail Master Lease

Consent item; no report

6.5 SC-CDA Development Activities

6.51* LEGACY CENTRAL/CDA OFFICE BUILDING

Consent item; no report

6.52 Prairie Pointe

**6.52.1 RESOLUTION NO. 45-24: AMENDING RESOLUTION 16-22
AUTHORIZATION TO PROVIDE INVEST PROGRAM DEFERRED
LOAN TO BEACAN INTERFAITH HOUSING COLLABORATIVE**

Commissioner Stock made a motion to approve Resolution No. 45-24. Commissioner Choudek seconded the motion. Unanimous roll call vote followed. Motion carried.

**6.52.2 RESOLUTION NO. 46-24: AUTHORIZING LIVABLE
COMMUNITES ACT GRANT FUNDS AS A LOAN**

Commissioner Gulstad made a motion to approve Resolution No. 46-24. Commissioner Choudek seconded the motion. Unanimous roll call vote followed. Motion carried.

Administration

7.1 Executive Director Information Report

Executive Director Siegert Congratulated Chair Croatt on her MN NAHRO Commissioner award. The county has finished the infrastructure at County Road 18 and 16. The land should be deeded over to us by the end of the year.

7.2* Strategic Goal Update

Consent item; no report

New Business

None

Set Next Meeting Date, Time and Place

9.1 CDA Regular Meeting November 12, 2024 at 2 p.m.

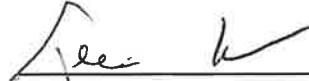
9.2 SPECIAL Meeting as needed

Adjourn

Commissioner Gulstad made a motion to adjourn at 2:43 p.m. Commissioner Gade seconded the motion. Unanimous voice vote followed. Motion carried.



DeAnn Croatt, Chair



Terri Gulstad, Secretary


Recording Secretary
Date