

SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY
323 South Naumkeag Street, Shakopee MN 55379
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BOARD OF COMISSIONERS
MINUTES- REGULAR MEETING
September 10, 2024

The regular meeting was called to order at 1:58 PM.

Roll Call

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

Staff present: Executive Director Julie Siegert, Finance Director Adam Johnson, Housing Director Molly Link, Business & Community Development Director Jo Foust, Rental Assistance Housing Manager Kim Meierbachtol, Project Based Housing Manager Anna Sexton, Assistant Housing Director Courtney Zimprich, IT Manager Tim Fairbanks, Recording Secretary Lisa Braunhut.

Others present: Scott County Commissioner Jody Brennan

Public Participation

None

Minutes Submitted for Approval & Agenda Actions

4.1 CDA Regular Meeting- August 12, 2024

Commissioner Choudek made a motion to approve the minutes of August 12th, 2024. Commissioner Stock seconded the motion. Unanimous voice vote followed. Motion carried.

4.2 Agenda Modifications

No Agenda modifications were requested.

4.3 Consent Agenda (6.1, 6.11, 6.31.6.4)

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

Financial Report

5.1 Payment of Bills

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

5.2 Scott County Board Approval of 2025 Budget and Levy

During its September 3rd Board meeting, the County Board approved the CDA's 2025 Budget and Payable Tax Levy of \$5,059,108 by unanimous vote.

Old Business

6.1 Affordable Housing Programs

6.11* Housing Programs Report

Consent item; no report.

6.2 Liaison Report – Scott County Commissioner

Commissioner Brennan said they are going into budget meeting next week and she expects an estimated 6.8 to 6.9 levy increase.

6.3 Business and Community Development

Business Development Director Foust reviewed the quarterly report and answered Commissioner questions. She invited the Commissioners to the Fast Track Challenge on Oct 10th at The Link. There are 7 applicants and a dozen sponsors that donated around \$20,000 in funds.

6.31* Homeownership Programs Report

Consent item; no report

6.32 RESOLUTION NO. 40-24: APPROVING PURCHASE OF COMMUNITY LAND TRUST PROPERTY

Commissioner Gade made a motion to approve Resolution No. 40-24. Commissioner Stock seconded the motion. Unanimous roll call vote followed. Motion carried.

6.4* River City Centre

Consent item; no report

6.5 SC-CDA Development Activities

6.51 LEGACY CENTRAL/CDA OFFICE BUILDING

The building permit was issued on Friday, August 23. Greystone Construction has mobilized and begun work on the site.

Administration

7.1 Executive Director Information Report

Executive Director Siegert provided updates on developments that are in various stages. The emergency housing development the CDA is developing in partnership with Scott County will go before the Prior Lake planning commission on September 23rd. Executive Director Siegert thanked Commissioner Stock for his work on the Spring Lake Township and Prior Lake annexation committee as well as Business Development Director Foust. An updated agreement was approved by the township and is on the agenda at the city today and is expected to be approved.

7.2 Strategic Goal Update – Expand Organizational Capacity

Housing Director Link provided a presentation on the implementation of the housing management software Yardi. Housing Director Link was joined in the presentation by the Core Yardi Team of Adam Johnson, Tim Fairbanks, Courtney Zimprich, Kim Meierbachtol, and Anna Sexton.

