



Scott County  
Community Development Agency

323 South Naumkeag Street  
Shakopee, MN 55379-1652

Phone: 952.402.9022  
Fax: 952.496.2852

## **MEMORANDUM OF UNDERSTANDING**

### **BETWEEN**

### **SCOTT COUNTY COMMUNITY DEVELOPMENT AGENCY (CDA) FIRST STOP SHOP**

### **AND THE**

### **CITY OF SHAKOPEE**

1. **PURPOSE:** The Economic Development Incentive Grant Program (the “EDI Program”) was established in March of 2014 and is funded by the Scott County Community Development Agency (CDA). The goals of the EDI Program are to facilitate the creation of jobs, increase the tax base and improve the quality of life in Scott County through two specific strategies: Corridor Readiness and Technical Planning Assistance.

*Corridor Readiness.* This program is intended to assist communities in completing land use, transportation and environmental studies and contracted planning services that are intended to maximize development and/or redevelopment opportunities and the investment of capital within the top ten commercial corridors as established by the SCALE Transportation and Economic Development Committee.

*Technical Assistance.* This program is intended to provide funding for those projects that will enhance economic development activities with the goal of achieving new job creation in Scott County.

2. **SCOPE:** The City of Shakopee has been awarded a 2019 Corridor Readiness grant for the 169/69 West End AUAR Project and a 2019 Technical Assistance grant for the Scott County Innovation Center Feasibility Study Project.

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**DeAnn Croatt**  
Commissioner  
District I

**Ben Zweber**  
Commissioner  
District II

**Kent Robbins**  
Commissioner  
District III

**Patti Sotis**  
Commissioner  
District IV

**Barry Stock**  
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District V

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The project descriptions were identified as follows:

### **169/69 West End AUAR**

The Metropolitan Council recently met with staff and recommended the city complete an Alternative Urban Area Review (AUAR) for the west end of Shakopee to plan for the feasibility of the proposed development of this area. The AUAR will address possible issues prior to development of the West End Corridor and allow future development to move forward without requiring an EAW or EIS, if the development is in substantial conformance to the West End Plan. The review will conduct environmental analyses raised in proposed development scenarios pertaining to density, regional stormwater and sewer capacity, road capacity and traffic management, etc. The City of Shakopee is applying for an EDI Grant to help with the cost of the AUAR.

### **Scott County Innovation Center Feasibility Study**

The City of Shakopee, in collaboration with Scott County, is requesting funds to conduct a feasibility study for a county-wide innovation center. The feasibility study is the first step in evaluating the viability of implementing an innovation center in the city or within the Scott County region. Phase I of the feasibility study will analyze the market demand for an innovation center with a post-secondary component and the potential economic impact it might produce. This feasibility study will address many questions which have been raised regarding the development of this facility.

3. UNDERSTANDING: The City of Shakopee has been awarded a 2019 Corridor Readiness EDI Grant in the amount of \$95,040 for the 169/69 West End AUAR Project and agrees to complete the project as outlined in their application. Any changes to the project after the effective date of this agreement must be approved by the CDA prior to implementation to remain eligible for the CDA grant funding awarded.

The City of Shakopee has also been awarded a 2019 Technical Assistance EDI Grant in the amount of 30% of the feasibility study project cost, not to exceed \$30,000, with the following condition: the City of Shakopee will submit a copy of the Feasibility Study Request for Proposal (RFP) to the CDA before it is issued to verify the scope includes evaluation of multiple sites in Scott County in addition to the city owned site. The City of Shakopee agrees to complete the project as outlined in their application. Any changes to the project after the effective date of this agreement must be approved by the CDA prior to implementation to remain eligible for the CDA grant funding awarded.

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4. **TERMS:** These are reimbursement grants and only the amounts incurred up to the award amounts will be reimbursed. EDI Grant Payment Request Forms must be submitted when requesting reimbursement.

For Corridor Readiness Grants, reimbursement requests must be accompanied by appropriate documentation including a payment request form, paid invoices detailing work completed on the awarded project including the required 1:2 (City:CDA) match, and a project report summarizing work completed and project outcomes. Reimbursement in full upon completion of the project is preferred, though a mid-year payment up to 50% of the awarded amount can be considered if requested in June.

For Technical Assistance Grants, reimbursement requests shall be processed upon receipt of a final project report. Final project report shall include a summary of the project and outcomes, along with a payment request form and submittal of paid invoices detailing work completed including the required local 1:1 match.

The CDA may request mid-year project progress reports. The City of Shakopee is required to submit a progress report to the CDA when requested.

Projects must be completed by December 31, 2019. Waivers and extensions to any provision in the agreement requested by the grantee will be considered on a case by case basis depending on the merits of the request.

5. **EFFECTIVE DATE:** This Memorandum of Understanding will be effective as of December 4, 2018.

\_\_\_\_\_/\_\_\_\_\_  
William I. Jaffa                      Date  
Executive Director  
Scott County CDA

\_\_\_\_\_/\_\_\_\_\_  
William Mars                      Date  
Mayor,  
City of Shakopee

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