

CARVER COUNTY CDA REGULAR BOARD MEETING

705 N. Walnut Street, Chaska, MN 55318

April 19th, 2018

MINUTES

PRESENT:

CDA Board: Sarah Carlson, John Fahey, Greg Anderson, Darrel Sudheimer

Staff: Julie Frick, Allison Streich, Karen Reed, Brenda Lano, David Beddoe

Others: Matt Podhradsky, City Administrator, Chaska
Chris Johnston, Wilkerson & Hegna

Absent: Molly Koivumaki, Board Vice Chair
Nick Koktavý, Deputy Director of Public Services Carver County

I. CONVENE CARVER COUNTY CDA BOARD MEETING

II. CALL TO ORDER BY CHAIR

The meeting was called to order at 5:01 p.m. by Chair Sarah Carlson.

III. AGENDA REVIEW AND ADOPTION

Motion to approve Agenda as presented. Motion by Sudheimer, Second by Fahey. Motion carried.

IV. CONSENT AGENDA

Motion to approve Consent Agenda and Resolution No. 18-05 – Approving Acceptance of Donations. Motion by Fahey. Second by Sudheimer. Motion carried.

V. PUBLIC PARTICIPATION - None

VI. DASHBOARD REPORT/DEPARTMENT REPORTS

A. Finance

1. Resolution No. 18-06 - Approving the March 2018 Record of Disbursements
 - a. Motion by Anderson. Second by Fahey to approve Resolution No. 18-06 as presented. Motion carried.

B. Economic and Community Development

1. Resolution No. 18-07 - Approving Agreement with City of Watertown for Administration of City Rehab Program
 - a. Lano presented to the Board on the request of the City of Watertown to administer a rehab program on the City's behalf. The Watertown EDA has \$50,000 for the program and it would supplement the SCDP well. The income limit is 100% AMI. After discussion, Motion by Anderson. Second by Fahey to approve Resolution No. 18-07 as presented. Motion carried.
2. City of Chaska redevelopment discussion.
 - a. Frick presented a summary of where the process was and that she and Streich had met with City Staff recently. Podhradsky explained that the city worked to keep maximum use of the CDA's current back parking lot. It will keep the current ADA spaces, in addition to all but six (6) of the other parking spaces. The city agreed to compensate the CDA for the lost spaces a total of \$6,000 per space, for a total of \$36,000. There was a change regarding the alternate parking that was proposed to be located at Cooper's parking lot. The alternative being proposed is on Walnut St near Coopers and is a public street. The city would stripe, and sign five to six spaces as reserved during the day for CDA staff. The city will also ensure that they incorporate Subway deliveries into the redevelopment. Other things to tie to the project: The housing program the CDA has with

the school district. The city has an affordable housing TIF district and have TIF funds that could be used for this expansion. They would need the CDA to provide some definition on the needs and cost. At this time, the city is looking for feedback and to move forward with a purchase agreement (start the process and would come back to board). After discussion, motion by Anderson, second by Carlson for the City to move forward with a purchase agreement

C. Housing

1. Resolution No. 18-08 – Approving Write Off of Past Tenant Balances for March 2018
 - a. Motion by Fahey. Second by Anderson to approve Resolution No. 18-08 as presented. Motion carried.
2. Resolution No. 18-09 – Approving the Significant Amendment to the Five Year PHA Plan
 - a. The Chair opened the public hearing. No public present at the public hearing. No comments received from the public. Streich read a Clarification on the Significant Amendment at after the public hearing was opened. Streich explained to the Board where the CDA is in regards to the first milestone (financing plan and supporting documentation). After discussion, Motion by Sudheimer, Second by Anderson to close the public hearing.
 - b. Motion by Anderson. Second by Fahey to approve Resolution No. 18-09 as presented. Motion carried.
3. Resolution No. 18-10 – Approving Revision to 2016 and 2017 Capital Funds.
 - a. Streich explained requesting a revision to Capital Funds to use as part of the RAD conversion. Motion by Carlson. Second by Anderson to approve Resolution No. 18-10 as presented. Motion carried.
4. Resolution No. 18-11 – Approving the Purchase of Additional Units for the Expansion of Partnership with School Districts.
 - a. Streich explained the CDA has been in discussion with the school districts about expanding the current partnership for Project Based Voucher units designated for homeless families within the school districts. With how tight the housing market is currently, it is crucial that staff are able to enter into a purchase agreement without having to come back to the Board, or we risk losing units. After discussion, Motion by Fahey. Second by Anderson to approve Resolution No. 18-11 as presented. After further discussion on amount requested, Amended Motion made by Carlson to approved up to \$650,000. Second by Anderson. Fahey agreed to amend motion 18-11, not to exceed \$650,000. Amended motion carried.

D. Administrative

1. MN NAHRO spring conference discussion for interested Board members. At this time, no Board members are electing to attend.

VII. OTHER BUSINESS

- A. Nick Koktavy not present for updates.
- B. Ravoux Townhomes Discussion-Closed Meeting – Attorney Client Privilege.
 - a. Motion by Anderson, Second by Carlson to close the meeting at 5:45 p.m. Motion carried.
 - b. Motion by Carlson, Second by Anderson to open the meeting at 6:26 p.m. Motion carried.

VIII. UNFINISHED BUSINESS/ITEMS OF INTEREST

- A. Open to Business

IX. ADJOURNMENT

Motion by Anderson, second by Fahey to adjourn the meeting at 6:52 p.m. Motion carried.

Sarah Carlson, Chair

Date