

CARVER COUNTY CDA REGULAR BOARD MEETING

705 N. Walnut Street, Chaska, MN

August 21, 2018 - 5 p.m.

MINUTES

PRESENT:

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

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

Others: Nick Koktavý, Deputy Director of Public Service Carver County

I. CONVENE CARVER COUNTY CDA BOARD

II. CALL TO ORDER BY VICE CHAIR

The meeting was called to order at 2:02 p.m. by Chair Carlson.

III. AGENDA REVIEW AND ADOPTION

Frick pulled Administrative agenda item #2 (Consultant for Dakota County CDA RAD conversion) from the agenda. Motion to approve the revised Agenda. Motion by Sudheimer, Second by Anderson. Motion carried.

IV. CONSENT AGENDA

Motion to approve Consent Agenda. Motion by Sudheimer. Second by Fahey. Motion carried.

V. PUBLIC PARTICIPATION – None

VI. DASHBOARD REPORT/DEPARTMENT REPORTS

A. Finance

1. Resolution No. 18-21 - Approving the July 2018 Record of Disbursements
 - a. Motion by Koivumaki. Second by Anderson to approve resolution No. 18-21 as presented. Motion carried.
2. Resolution No. 18-22 - Approving the 2019 Budget and Levy Request
 - a. Explanation by Reed of reclassification of scattered site units and SCDP funds and administrative fee. Motion by Anderson. Second by Fahey to approve resolution No. 18-22 as presented. Motion carried.

B. Economic and Community Development – None.

C. Housing

1. Resolution No. 18-23 – Approving Write Off of Past Tenant Balances for June/July 2018
 - a. Motion by Fahey. Second by Anderson to approve resolution No. 18-12 as presented. Motion carried.

D. Administrative

1. Website Presentation and Discussion-Streich presented the possible options for a company to provide website development. Staff is recommending using 8bit. 8bit worked with Washington County CDA and has an understanding of the work done by our agency. Streich pulled up the Washington CDA website for review. After discussion, Motion by Anderson, second by Sudheimer to approve 8bit.
2. Consultant for Dakota County CDA RAD Conversion-This item was pulled from the agenda.

VII. OTHER BUSINESS

A. Nick Koltavy-Mentioned the cross promoting of events using the County's Facebook page. The CDA has posted on Open to Business, Home Stretch and the upcoming Landlord/Service Provider training in September.

VIII. UNFINISHED BUSINESS / ITEMS OF INTEREST

- A. Open to Business 2nd Quarter Report
- B. Ravoux Mediation Discussed

IX. ADJOURN

Motion by Sudheimer. Second by Carlson to adjourn the meeting at 2:48 p.m. Motion carried.

Sarah Carlson, Chair

Date