

**CARVER COUNTY CDA REGULAR BOARD MEETING**  
**705 N. Walnut Street, Chaska, MN**  
**October 18, 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, Judy Erickson

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 5:00 p.m. by Chair Carlson.

**III. AGENDA REVIEW AND ADOPTION**

Motion to approve the Agenda as presented. Motion by Carlson, Second by Anderson. Motion carried.

**IV. CONSENT AGENDA**

Motion to approve Consent Agenda. Motion by Anderson, Second by Sudheimer. Motion carried.

**V. PUBLIC PARTICIPATION**

- A. Nick Koktavý, Deputy Director of Public Services Carver County  
Carver County was recognized by the National Association of Counties for Project Community Connect.

**VI. DASHBOARD REPORT/DEPARTMENT REPORTS**

**A. Finance**

1. Resolution No. 18-28 - Approving the September 2018 Record of Disbursements
  - a. Motion by Koivumaki. Second by Sudheimer to approve Resolution No. 18-28 as presented.  
Motion carried.

**B. Economic and Community Development**

1. Resolution No. 18-29 - Approving Contract Services for County-wide Placemaking and Economic Development Strategic Assessment by Ady Advantage
  - a. Koivumaki stated the Ady proposal felt more like a Comp Plan process proposal and that it went way beyond Placemaking. It appeared the CDA staff would be required to do a lot of the work. She felt Springsted was more in line with our objectives. Sudheimer and Carlson were concerned about extra costs associated with Ady proposal. Frick explained that the \$3500 for data from Greater MSP would not apply as we are a member of Greater MSP. The \$9000 for a survey was for a paper copy, otherwise they would use Survey Monkey. Carlson stated we need to go back to what we were asked to do by Commissioner Maluchnik. Carlson stated she is not sure either proposal completely addresses what we should be doing. Fahey stated that if we don't have buy-in from the Chambers and we go on our own and then organize without the Chamber, what have we gained? Koivumaki said we should focus on the role the CDA can play in understanding businesses in Carver County. Frick stated the Chamber would be valuable in this process. Frick suggested pulling in the Chamber Presidents and asking for them to help identify how we can help market their community. After discussion, Motion by Fahey. Second by Sudheimer to not approve Resolution No. 18-25 as presented and meet with Chamber Presidents. Motion carried.

**C. Housing**

1. Resolution No. 18-30 – Approving Write Off of Past Tenant Balances for Septemer 2018
  - a. Motion by Anderson. Second by Fahey to approve resolution No. 18-30 as presented. Motion carried.

**D. Administrative**

1. Strategic Plan, 2019-2021
  - a. Frick reviewed the high points of the Strategic Plan. After discussion, Motion by Anderson, Second by Koivumaki to adopt the final version of the 2019-2021 Strategic Plan.
2. CAP Funding discussion
  - a. Streich presented to the Board the history of funding the CAP. The CDA funded the CAP as someone from their agency served as the Continuum of Care Coordinator, as a requirement of HUD to receive funding for homelessness. Scott/Carver is no longer its own CoC. Scott and Carver counties are now part of SMAC (Suburban Metro Area Continuum of Care), which consists of Carver, Scott, Anoka, Washington and Dakota counties. Streich explained that outside of the many other benefits to merging as one CoC years ago, part of the discussion at the time of the merger is that the funding paid to the CAP Agency would go away, as there would be one CoC Coordinator for SMAC and we would not need a local coordinator just for Scott and Carver. The CDA has objected to language in the Scott/Carver by-laws that requires the CDA, in addition to Scott County CDA, Carver County and Scott County, to pay funding to the CAP on an annual basis. However, there has continued to be a lack of discussion around that topic. In reviewing the letter submitted by the CAP Agency, Streich explained there are a number of items listed that are voluntary and that in fact CDA staff have held those positions in the past and could potentially in the future as well. Staff explained that \$5200 dedicated to the agency’s Homeless Initiative Fund could make a difference for those households that present at the CDA as homeless. After discussion, Motion by Fahey, Second by Sudheimer to not pay the CAP Agency invoice. Motion carried.

**VII. CLOSED MEETING-Employee Medical Data/Separation Agreement**

1. Motion by Carlson, Second by Anderson to Close the Meeting.
2. Motion by Sudheimer, Second by Fahey to Open the Meeting.
3. Motion by Anderson, Second by Sudheimer to accept the Separation Agreement. Motion carried.

**VIII. UNFINISHED BUSINESS / ITEMS OF INTEREST**

- A.** Open to Business Quarter 3 report

**IX. ADJOURN**

Motion by Fahey. Second by Sudheimer to adjourn the meeting at 6:41 p.m. Motion carried.

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Sarah Carlson, Chair

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Date