



CARVER COUNTY
COMMUNITY
DEVELOPMENT
AGENCY

Board of Commissioners Packet

February 19th, 2026

5:00 p.m. - Regular Meeting

CDA Office, 705 N. Walnut Street, Chaska





**CARVER COUNTY CDA
BOARD OF COMMISSIONERS**

Agenda

Meeting Date: February 19, 2026

5:00 pm

CDA Boardroom, Chaska, MN

1. Call to Order by Chair

2. Audience

Anyone wishing to address the CDA Board on an item not on the agenda, or an item on the consent agenda, may notify Ellie Logelin (elliel@carvercda.org or 952-448-7715) and instructions will be given to participate during the meeting or provide written comments. Verbal comments are limited to five minutes.

3. Approval of Agenda and Meeting Minutes

A. Approval of Meeting Minutes – January 15th, 2026, Regular Meeting

4. Consent Agenda - All agenda items listed on the Consent Agenda are considered routine business and will be considered for approval by one motion. There will be no separate discussion of items unless requested to be removed by a Board Member. If removed, the item will be considered immediately following the adoption of the consent agenda.

A. Approval of February 2026 Dashboard

B. Approval of Write-Off of Past Tenant Balances for January 2026

C. Approval of Record of Disbursements January 2026

5. Regular Agenda

A. Approval of Procurement for CDA Office Expansion

B. Rent Assistance Update

6. Information

A. Lisa Anderson, Carver County Commissioner

B. Nick, Koktavy, Assistant County Administrator Carver County

C. Carver Oaks ribbon cutting March 2, 2026

7. Adjournment

For More Information, call 952-448-7715

Carver County CDA Board meeting agendas are available online at:

<https://www.carvercda.org/about-cccda/board-of-commissioners/>

Next Meeting:

CDA Board of Commissioners Annual Meeting

March 19th, 2026, at 5:00 pm

Carver County CDA Boardroom, 705 N Walnut St Chaska, MN 55318



Board of Commissioners
Meeting Minutes

Meeting Date: January 15, 2026

5:00 pm

CDA Boardroom, Chaska, MN

Executive Director Allison Streich called the meeting to order at 5:00 p.m.

COMMISSIONER ROLL CALL:

		Present	Absent
Commissioner	Adam Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner	Troy Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner	Sylvia MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner	Celi Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner	Gretchen Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>

CDA Staff in attendance:

Executive Director	Allison Streich
Director, Comm. Development	Melodie Bridgeman
Director, Finance	Brittany Larson
Director, HR & Operations	Janette Meyer
<i>Janette Meyer left the meeting at 6:07 p.m. and returned at 6:09 p.m.</i>	
Director, Housing	Andra Willis
HR & Operations Specialist	Ellie Logelin

Others in attendance:

Lisa Anderson, Carver County Commissioner
 Nick Kuktavy, Assistant County Administrator - Carver County
 Christen Bruns, Property Manager – Carver County CDA

AUDIENCE

No audience members addressed the board.

NOMINATION AND ELECTION OF BOARD CHAIR FOR 2026

Executive Director Allison Streich asked for nominations for the 2026 Carver County Community Development Agency’s Board Chair.

Approval of Celi Haga as CCCDA 2026 Board Chair.

Motion: Haga

Second: Williams

Ayes: 5

Nays: 0

Absent: 0

Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Celi Haga elected as Board Chair for 2026.

Executive Director Allison Streich turned the meeting over to Board Chair Celi Haga at 5:01 p.m.

NOMINATION AND ELECTION OF BOARD VICE CHAIR FOR 2026

Board Chair Celi Haga asked for nominations for the 2026 Carver County Community Development Agency’s Board Vice Chair. Commissioner Williams made a motion to elect Adam Teske as Vice Chair for 2026; former Vice Chair Adam Teske declined.

Approval of Sylvia MateKole as CCCDA 2026 Board Vice Chair.

	Motion: Teske		Second: Williams	
	Ayes: 5	Nays: 0	Absent: 0	Abstain: 0
	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opprecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Sylvia MateKole elected as Board Vice Chair for 2026.

NOMINATION AND ELECTION OF BOARD SECRETARY/TREASURER FOR 2026

Board Chair Celi Haga asked for nominations for the 2026 Carver County Community Development Agency’s Board Secretary/Treasurer.

Approval of Adam Teske as CCCDA 2026 Board Secretary/Treasurer.

	Motion: MateKole		Second: Williams	
	Ayes: 5	Nays: 0	Absent: 0	Abstain: 0
	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opprecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Adam Teske elected as Board Secretary/Treasurer for 2026.

SWEARING IN OF OFFICERS AND COMMISSIONERS

Board Chair Celi Haga called the meeting to order at 5:05 p.m.

26-01 Approval of Agenda and Meeting Minutes

BE IT RESOLVED by the Carver County Community Development Agency Board of Commissioners, that the agenda for the January 15, 2026, CDA Board meeting be approved as written.

BE IT FURTHER RESOLVED by the Carver County Community Development Agency Board of Commissioners that the minutes for the December 18, 2025, meeting be approved as written.

Motion: Teske

Second: MateKole

Ayes: 5

Nays: 0

Absent: 0

Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CONSENT AGENDA

26-02 Approval of Recommended Official Newspaper

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Community Development Agency (CDA) that after review and consideration, the Waconia Patriot is approved as the 2026 Official Newspaper.

26-03 Approval of Recommended Qualified Depositories

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Community Development Agency (CDA) that after review and consideration, the list of qualified depositories is approved for 2026 with the addition of all Carver County locations for Security Bank.

26-04 Approval of 2026 Official Meeting Dates, Times and Location

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Community Development Agency (CDA) that after review and consideration, the 2026 Meeting schedule is adopted.

26-05 Approval of the January 2026 Dashboard

BE IT RESOLVED by the Carver County Community Development Agency Board of Commissioners, that the January 2026 Dashboard is approved as written.

26-06 Approval of the Write-Off of Past Tenant Balances for December 2025

BE IT RESOLVED by the Carver County Community Development Agency Board of Commissioners that the Past Tenant balance for December 2025 is hereby approved to be written off.

26-07 Approval of Record of Disbursements – December 2025

BE IT RESOLVED by the Carver County Community Development Agency Board of Commissioners, that the December 2025 Record of Disbursements is approved as written.

26-08 Approval of the Review of the Annual CDA Financial Statements

BE IT RESOLVED by the Carver County Community Development Agency Board of Commissioners has received and reviewed the Carver County CDA’s unaudited financial statements for the fiscal year ending 2025, with final approval to occur upon acceptance of the audited statements in May.

Motion: Williams

Second: MateKole

Ayes: 5

Nays: 0

Absent: 0

Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opprecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REGULAR AGENDA

28-09 Approval of the Amended and Restated Bylaws of the Carver County CDA

Allison Streich presented.

BE IT RESOLVED by the Board of Commissioners that the Bylaws of the Agency are hereby amended in their entirety to read as set forth in the form attached hereto. The amendments shall take effect immediately following adoption of this resolution.

RESOLVED FURTHER, that any and all actions, whether previously or subsequently taken by the Commissioners, which are consistent with the intent and purposes of the foregoing resolutions and the consummation of the transactions contemplated therein, shall be and the same hereby are, in all respects, ratified, approved and confirmed;

RESOLVED FURTHER, that the Commissioners are authorized and empowered to do and perform or cause to be done and performed all such acts, deeds and things, and to make, execute and deliver, or cause to be made, executed and delivered, all such agreements, undertakings, documents, instruments or certificates in the name of the Organization and to retain such counsel, agents and advisors and to incur and pay such expenses, fees and taxes as shall, in the opinion of the Authorized Officers, be deemed necessary or advisable (such necessity or advisability to be conclusively evidenced by the execution thereof) to effectuate or carry out fully the purpose and interest of all of the foregoing resolutions; and that any and all such actions heretofore or hereafter taken by the Authorized Officers relating to and within the terms of these resolutions be, and they hereby are, approved, confirmed, adopted and ratified in all respects as the act and deed of the Organization;

RESOLVED FURTHER, that all actions taken by the Commissioners in respect of the foregoing are hereby approved, confirmed, adopted and ratified in all respects;

RESOLVED FURTHER, that these Resolutions may be executed in multiple counterparts, each of which shall be considered an original, and all of which together shall be deemed one instrument.

Motion: Opprecht de Garcia

Second: Teske

Ayes: 5

Nays: 0

Absent: 0

Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opprecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

26-10 Approval of the Updated Board Operating Rules

Allison Streich presented. Board Vice Chair Sylvia Matekole suggested providing clarification for what constitutes “sufficient notice” as stated on page 10 of the Updated Board Operating Rules.

WHEREAS, the Carver County Community Development Agency (“CDA”) operates pursuant to authority granted under Minnesota Statutes, including but not limited to Chapters 469, 375.025, and 13D; and

WHEREAS, the CDA Board reviews and adopts its Operating Rules annually at its statutory January meeting in order to ensure compliance with applicable law, alignment with current agency practices, and clarity in the conduct of Board business; and

WHEREAS, CDA staff have prepared revised Board Operating Rules dated January 2026, including updates to statutory references, officer roles, agenda procedures, citizen communication processes, staff responsibilities, and general organizational language; and

WHEREAS, a redlined version identifying all proposed changes has been provided to the Board for review and consideration; and

WHEREAS, the CDA Board finds that adoption of the revised Operating Rules is in the best interest of the agency and will promote transparency, clarity, and effective governance.

NOW, THEREFORE, BE IT RESOLVED, that the Carver County Community Development Agency Board hereby adopts the Carver County CDA Board Operating Rules, Revised January 2026, effective immediately upon passage.

Motion: Teske

Second: Williams

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opprecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion to Close the CDA’s Office on February 12th for an All Staff and Board Retreat

Allison Streich presented.

Motion: Teske

Second: MateKole

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opprecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

26-11 Approval of the Former Employee Access Policy

Janette Meyer presented. Board Vice Chair Sylvia MateKole and Board Chair Celi Haga suggested receiving advice from CDA council on if specific circumstances should be provided along with if formers employees should be prohibited from accessing CCCDA properties instead of may be prohibited. The Chair voted to approve the Former Employee Access Policy at the discretion of the CDA attorney.

WHEREAS, the Carver County CDA Board approves the resolution to approve the Former Employee Access to CCCDA Properties. THEREFORE, BE IT RESOLVED, by the Carver County Community Development Agency Board of Commissioners, that after review and consideration, the recommendation to approve the Former Employee Access to CCCDA Properties will be approved as written.

Motion: Williams

Second: Oppriecht de Garcia

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion to Shutter Choose Carver County Website

Melodie Bridgeman presented.

Motion: MateKole

Second: Williams

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

26-12 Approval of Attendance and Timekeeping Policy

Janette Meyer presented.

WHEREAS, the Carver County CDA Board approves the resolution to approve the combined and updated Attendance and Timekeeping Policy. THEREFORE, BE IT RESOLVED, by the Carver County Community Development Agency Board of Commissioners, that after review and consideration, the recommendation to approve the updated Attendance and Timekeeping Policy will be approved as written.

Motion: Williams

Second: Teske

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

26-13 Approval of CDA Staff Protection Guidance

Janette Meyer presented. Board Vice Chair Sylvia MateKole suggested adding the same language about calling 911 from the “In-person conduct (on site)” section on page 3 of the policy to the “In-person conduct (in office)” section on page 3 of the policy.

WHEREAS, the Carver County CDA Board approves the resolution to approve Staff Protection Guidance Policy. THEREFORE, BE IT RESOLVED, by the Carver County Community Development Agency Board of Commissioners, that after review and consideration, the recommendation to approve the Staff Protection Guidance Policy will be approved as written. and added to the CCCDA Employee Handbook.

Motion: MateKole

Second: Oppriecht de Garcia

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opprieht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

INFO - Carver County Update

Carver County Commissioner Anderson provided an update.

- Commissioner Anderson provided an update after the County Board reorganization meeting that took place January 6th, 2026.
 - o Commissioner Anderson will serve as the liaison between Carver County and Carver County CDA.
- Commissioner Anderson provided an update on the Sheriff’s office.
- Commissioner Anderson provided information and an update on the upcoming legislative session.

Carver County Assistant County Administrator Koptavy provided an update.

- Nick Koptavy provided an update on the County funding for Trail’s Edge Senior.
- Nick Koptavy provided information about the County Board meeting on January 13th where former CDA Board Chair Greg Anderson was recognized for his years of service.
- Nick Koptavy provided information about the Name the Snowplow contest that ends on January 16th.

INFORMATION

Carver County CDA will be hosting a retreat with staff and the CDA Board at Charlson Meadows on Thursday, February 12th, 2026.

All attendees provided an introduction and welcome for new Board member Gretchen Opprieht de Garcia.

Allison Streich provided an update on a Board survey that will be conducted along with the Permanent Supporting Housing program.

Janette Meyer provided an update on the Assistant Director of Housing and HQS Inspector positions that were posted internally.

Brittany Larson provided an update on the upcoming audits.

Melodie Bridgeman provided an update on the Land Trust homes.

Andra Willis provided an update on the lease up status of Carver Place and Carver Oaks.

Ellie Logelin provided an update on CDA marketing.

ADJOURNMENT

26-14 Adjournment

BE IT RESOLVED that the Carver County Community Development Agency Board of Commissioners hereby adjourns until Thursday, February 19th, 2026.

Motion: Teske

Second: MateKole

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The CDA Board meeting adjourned at 6:33 p.m.

Carver Housing Development Corporation

Executive Director Allison Streich called the meeting to order at 6:33 p.m.

Motion to approve the Carver County CDA Chair, Celi Haga, and Vice Chair, Sylvia MateKole as the Chair and Vice Chair and Director of Finance, Brittany Larson, as the Treasurer of the Carver Housing Development Corporation.

Motion: Teske

Second: Oppriecht de Garcia

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion to Approve the Amended and Restated Bylaws of the Carver Housing Development Corporation

BE IT RESOLVED by the Board of Commissioners, and the current Board of Directors, of the Organization, that the Bylaws of the Agency are hereby amended in their entirety to read as set forth in the form attached hereto. The amendments shall take effect immediately following adoption of this resolution.

RESOLVED FURTHER, that any and all actions, whether previously or subsequently taken by the officers (the "Authorized Officers") of the Organization, which are consistent with the intent and purposes of the foregoing resolutions and the consummation of the transactions contemplated therein, shall be and the same hereby are, in all respects, ratified, approved and confirmed;

RESOLVED FURTHER, that the Authorized Officers of the Organization are authorized and empowered to do and perform or cause to be done and performed all such acts, deeds and things, and to make, execute and deliver, or cause to be made, executed and delivered, all such agreements, undertakings, documents, instruments or certificates in the name of the Organization and to retain such counsel, agents and advisors and to incur and pay such expenses, fees and taxes as shall, in the opinion of the Authorized Officers, be deemed necessary or advisable (such necessity or advisability to be conclusively evidenced by the execution thereof) to effectuate or carry out fully the purpose and interest of all of the foregoing resolutions; and that any and all such actions heretofore or hereafter taken by the Authorized Officers relating to and within the terms of these resolutions be, and they hereby are, approved, confirmed, adopted and ratified in all respects as the act and deed of the Organization;

RESOLVED FURTHER, that all actions taken by the Authorized Officers in respect of the foregoing are hereby approved, confirmed, adopted and ratified in all respects;

RESOLVED FURTHER, that these Resolutions may be executed in multiple counterparts, each of which shall be considered an original, and all of which together shall be deemed one instrument.

Motion: Williams

Second: MateKole

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion to Adjourn the Carver Housing Development Corporation

Motion: Oppriecht de Garcia

Second: MateKole

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Carve4r Housing Development Corporation meeting adjourned at 6:37 p.m.

Carver County CDA Land Trust LLC

Executive Director Allison Streich called the meeting to order at 6:37 p.m.

Motion for the Carver County CDA Land Trust LLC Officers to Reflect the Carver County CDA Board of Commissioners Organizational Structure

Motion: Teske

Second: Oppriecht de Garcia

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Annual Financials of the Carver County CDA Land Trust LLC were presented and reviewed.

Motion to Adjourn the Carver County CDA Land Trust LLC

Motion: Williams

Second: MateKole

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Carver County CDA Land Trust LLC meeting adjourned at 6:40 p.m.

CCCDA Trail’s Edge South GP, LLC

Board Chair Celi Haga called the meeting to order at 6:40 p.m.

Allison Streich presented an operations update for Trail’s Edge South.

Motion to Adjourn the CCCDA Trail’s Edge South GP, LLC

Motion: Oppriecht de Garcia

Second: MateKole

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The CCCDA Trail’s Edge South GP, LLC meeting adjourned at 6:42 p.m.

CCCDA Carver Place GP, LLC

Board Chair Celi Haga called the meeting to order at 6:42 p.m.

Allison Streich presented an operations update for Carver Place.

Motion to Adjourn the CCCDA Carver Place GP, LLC

Motion: Teske

Second: Oppriecht de Garcia

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oppriecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The CCCDA Carver Place GP, LLC meeting adjourned at 6:43 p.m.

CCCDA Carver Oaks Senior Residence GP, LLC

Board Chair Celi Haga called the meeting to order at 6:43 p.m.

Allison Streich presented an operations update for Carver Oaks.

Motion to Adjourn the CCCDA Carver Oaks Senior Residence GP, LLC.

Motion: Williams

Second: Teske

Ayes: 5 Nays: 0 Absent: 0 Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opprecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The CCCDA Carver Oaks Senior Residence GP, LLC meeting adjourned at 6:44 p.m.

CCCDA Waybury LLC

Board Chair Celi Haga called the meeting to order at 6:44 p.m.

Allison Streich presented an operations update for Waybury.

Motion to Adjourn the CCCDA Waybury LLC

Motion: MateKole

Second: Teske

Ayes: 5

Nays: 0

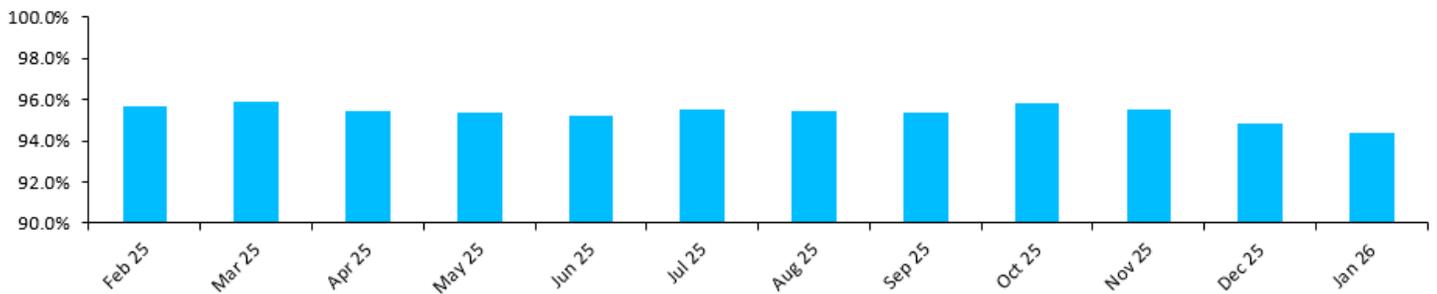
Absent: 0

Abstain: 0

	Yes	No	Absent	Abstain
Haga	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MateKole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opprecht de Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The CCCDA Waybury LLC meeting adjourned at 6:45 p.m.

HOUSING UPDATES



2026 Capital Improvement Projects in Process:

Property	Improvement Project	Status and Tentative Schedule
Brickyard	<ul style="list-style-type: none"> Exterior Work-patio Office Remodel 	<ul style="list-style-type: none"> Contractor selected, work will start in Spring 2026. Bids have been scored, a contractor has been selected, pending Board approval. Project scheduled to start Spring 2026.
Bluff Creek	<ul style="list-style-type: none"> Deck Repairs Mansards 	<ul style="list-style-type: none"> Contractor selected, engineering reports received, plan to start work by 3/15. Materials have been selected; project to start late Spring of 2026.
Carver Homes	<ul style="list-style-type: none"> 1385 Marigold 110 W 2nd Street and 100 State Ave. 	<ul style="list-style-type: none"> Siding project scheduled to begin Spring 2026. Received structural engineer reports. Nothing needed for 100 State St. Structural work is needed on 110 W. 2nd. We would like the project to start in May of 2026.
Waybury	<ul style="list-style-type: none"> Fire Doors 	<ul style="list-style-type: none"> Project completed week of 2/2/26
Windstone	<ul style="list-style-type: none"> Mail Hut 	<ul style="list-style-type: none"> Repairs completed.
Oak Grove	<ul style="list-style-type: none"> Elevator 	<ul style="list-style-type: none"> Repairs completed.
All Properties	<ul style="list-style-type: none"> Offices Upgrades 	<ul style="list-style-type: none"> Still gathering proposals to install Dutch doors and video doorbell monitors in onsite offices.

Staffing Update:

- **Assistant Director of Housing:**

Christen B. has filled the position of Assistant Director of Housing. Christen joined the agency in October 2025 as a Property Manager, she brings valuable experience in property management, supervision, and leadership. Christen will start in her new role on the 23rd of this month.

- **Housing Quality Specialist (HQS)**

Will C. has accepted the HQS position. Will has been with the agency for over five years as Maintenance Technician II. During that time, he has been a tremendous asset to the CDA Maintenance Team.

- **Caretaker**

Contract cleaning services are currently being utilized to cover Caretaker duties at Waybury and Trail's Edge South during the vacancy period. The same company that covers these properties will also start at Centennial Hill as that Caretaker will be transferring to Carver Place, Carver Oaks and Bluff Creek as of March 1st.

- **Property Manager**

We are currently in the process of hiring a Property Manager for Waybury Apartments, as well as a Property Manager for Centennial Hill and Brickyard. For both roles we will be working with Career Strategies to help us find qualified candidates.

Miscellaneous Updates:

- **Waybury Apartments**

There was a small kitchen fire at Waybury Apartments on January 21st. Two units were affected by the incident. Repairs have been completed in one of the units, and the resident has already returned home. Repairs are still underway in the second unit, and we anticipate having the resident back in the unit in the week of February 16th.

- **Carver Place**

Carver Place - We have four pending applications with fifty-six (**56**) units occupied. Our goal is to have the last unit moved in by the end of February.

- **Carver Oaks:**

We currently have twenty (**20**) units leased!! The property will operate on a six (**6**) month lease-up schedule. We are set to receive the Certificate of Occupancy on February 24th. We have eight (**8**) lease signings/move ins scheduled for the week of February 24th.

- **HOTMA Implementation: January 2027**

The Housing Opportunity Through Modernization Act of 2016 (HOTMA) is now scheduled to take effect on January 1st, 2027. This regulation will impact compliance and operations across our Rural Development, Section 8, and Low-Income Housing Tax Credit (LIHTC) properties.

- **NSPIRE-V: February 2027**

HUD extended the mandatory compliance date for the new voucher inspection protocol, NSPIRE-V, to February 1st, 2027, to give additional time to implement the requirements effectively. This extension also applies to HQS changes from both the NSPIRE and HOTMA final rules.

SPECIAL PROGRAMS

Program	Grant Term	# Units Under Contract	% Under Contract
Bridges	7/1/23-6/30/25	15	100%
Bridges RTC	7/1/23-6/30/25	2	100%
Housing Trust Fund	10/1/23-9/30/25	10	120% (13 units) 1 searching with zero HAP lease-up expected by February. Will reduce to 10 units as no additional households will be added.
CoC PSH	8/1/24-7/31/25	14	93% (13 units) not adding anyone new

Resident Services**Presentations 2026**

Agency	Property	Number of Residents
Fraud and Scams-MN Aging Pathways	Centennial	16
	Waybury	7
	Crossings	18
	Oak Grove	7
SW Prime	Centennial	9

2026 YTD

# of residents/clients	Mobile food shelf participants	Energy Assistance/SNAP Program Application assistance
5	34	3

CDA SERVICES BY COMMUNITY

The table below lists the main CDA services and number of participants or units for each Carver County Community. Numbers are updated on a quarterly basis (or are noted accordingly).

Updated as of December 31, 2025:

	Metro HRA Housing Choice Vouchers	CDA Affordable Rental Units	CDA Subsidized Rental Units	CDA Rental Assistance Participants	Community Growth Partnership Initiative (Projects Awarded 2016 - 2025)	NextStage – 2024 Year End Activity	Land Trust Units	Housing Rehab (Single Family and Multifamily Rental)
Carver	17	9	9	6	3	3		
Chanhassen	45	59	20	2	7	10		
Chaska	145	183	174	24	4	11	32	2
Cologne			3	2	3	1	1	
Hamburg								
Mayer			10		4	2	3	
New Germany				1	5			
NYA	3	47	10	1	7	4		3
Victoria		3	3		7	2	1	
Waconia	13	119	51	7	6	2	11	
Watertown	2		34		7	4	3	7
Townships					5			
Other						8		
TOTAL	225	420	314	43	62	46	51	12

FINANCE

FINANCE

		January 2026 YTD Actual	January 2026 YTD Budget	Variance
CDA	Revenue	1,513,235	1,585,677	(72,441)
	Expenses	1,064,092	1,154,494	100,402
	Cash Balance	3,150,931		

		January 2026 YTD Actual	January 2026 YTD Budget	Variance
Properties	Revenue	879,244	878,587	657
	Expenses	602,540	607,798	15,259
	Cash Balance	3,824,111		

Revenue Recapture collected through January

Note-Write-off amounts and collected amounts may not be from the same year.

Property:	Written off:	Collected:	Notes:
Lake Grace	\$5,246		
Carver Homes	\$516		
Bluff Creek			
Brickyard			
Centennial Hill			
Hilltop			
Oakgrove			
Trails	\$1,079	\$216	
Crossings			
Waybury	\$123		
Windstone			
Total:	\$6,964	\$216	

Other Finance updates

Consolidated YTD revenues for the CDA through January were \$1,513,235 and expenses were \$1,064,092. **Net Operating Income was \$449,143, 4.2% over budget primarily due to employee salaries and benefits and not being fully staffed.** YTD Revenues for the properties were \$879,244 and expenses were \$602,540. **Net Operating Income was \$276,705, 2.19% over budget.**

COMMUNITY DEVELOPMENT

COMMUNITY LAND TRUST (CCCLT)

Total Units	51
Total resales YTD	2 completed – YE2025
# of families helped	80
Interest/Waiting list	102
Homebuyer Initiated Program Commitment	5
Re-purchase/Acquisition YTD	1 - YE2025

Notes:

Community Land Trust

The Community Land Trust (CLT) portfolio now includes **51 homes**.

Homes to be added in 2026 include the following:

- 6721 Hopi Road, Chanhassen – Acquisition/Rehab partnership with Habitat for Humanity ~ Spring 2026
- HIP Home – location TBD

Sales/Resales:

- 114205 Hundertmark Road, Chaska – closed on December 30, 2025
- 211 N. Walnut, Chaska – closing scheduled January 30, 2026
- 908 Ringenbach Street, Chaska – currently available at \$144,250

Down Payment Assistance Program

We have two pending closings left for January and February of 2026 that will conclude the 2025 DPA Program. We anticipate opening the new First-Generation Homebuyer DPA Program in February/March of 2026.

BUSINESS DEVELOPMENT - NEXTSTAGE

	Q1 2025	Q2 2025	Q3 2025	Q4 2025	Total 4 Qtrs
Total Carver County Clients Assisted	23	11	14	2	50
# of Financing Events	2	1	3	0	6
Total Financing/Investment	\$271,600	\$356,600	\$1,281,100	\$831,100	\$2,922,450
New Business Starts	1	1	2	0	4
Business Expansions	1	0	3	0	4
New FT Jobs	6	0	19	1	20
New PT Jobs	10	0	6	0	10

MINNESOTA CITIES PARTICIPATION PROGRAM (MCP) – 2025 allocation is \$2,135,248 numbers through November 2025

	# Committed loans	Total \$	% of allocated funds
First Mortgage Loans	16	\$3,934,760	193%
Additional Start-up loans	0	\$ -	N/A
Step Up loans	3	\$960,686	N/A
Fix Up Loans	1	\$13,100	N/A
Down Payment and Closing Cost Loans		\$278,500	90%
TOTALS	20	\$4,908,546	N/A

Minnesota Cities Participation Program (MCP) 2025 Funding Breakdown:

Program	Loan Amount	City	County	Lender Name	Monthly Payment Loan Amount	Deferred Payment Loan Amount	BIPOC Households
Fix Up	\$13,100.00	Cologne	Carver	BankVista			N
Start Up	\$245,373.00	Waconia	Carver	Prosperity Home Mortgage, LLC		\$16,500.00	N
Start Up	\$197,500.00	Cologne	Carver	Fairway Independent Mortgage		\$14,000.00	Y
Start Up	\$326,968.00	Chanhassen	Carver	Everett Financial, Inc. dba Supreme		\$18,000.00	N
Start Up	\$245,000.00	Chaska	Carver	Everett Financial, Inc. dba Supreme		\$18,000.00	N
Start Up	\$221,645.00	Chanhassen	Carver	Guild Mortgage Company		\$14,000.00	Y
Start Up	\$216,015.00	Waconia	Carver	Prosperity Home Mortgage, LLC	\$14,000.00		Y
Start Up	\$241,656.00	Chaska	Carver	Mutual of Omaha Mortgage, Inc.		\$14,000.00	N
Start Up	\$197,000.00	Mayer	Carver	Old National Bank			N
Start Up	\$293,912.00	Chaska	Carver	New American Funding, LLC	\$14,000.00		N
Start Up	\$314,500.00	Chaska	Carver	Paramount Residential Mortgage Group,		\$18,000.00	Y
Start Up	\$218,250.00	Watertown	Carver	PrimeLending, A PlainsCapital Company		\$14,000.00	N
Start Up	\$296,423.00	Watertown	Carver	Lower, LLC		\$14,000.00	N
Start Up	\$116,613.00	Chaska	Carver	Old National Bank		\$14,000.00	N
Start Up	\$247,500.00	Chanhassen	Carver	Everett Financial, Inc. dba Supreme		\$18,000.00	Y
Start Up	\$306,100.00	Norwood Young America	Carver	Fairway Independent Mortgage Corporation		\$18,000.00	N
Start Up	\$250,305.00	Norwood Young America	Carver	Everett Financial, Inc. dba Supreme Lending		\$18,000.00	Y
Step Up	\$280,819.00	Watertown	Carver	Bell Bank	\$14,000.00		N
Step Up	\$292,022.00	Norwood Young America	Carver	Fairway Independent Mortgage Corporation	\$14,000.00		N
Step Up	\$387,845.00	Chanhassen	Carver	Bell Bank	\$14,000.00		N
	\$4,908,546.00				\$70,000.00	\$208,500.00	

SEPTIC / WELL LOAN PROGRAM (SSTS)

	2027 new assessments	Underway (anticipated 2027 assessment)	2026 Paid Off	Total active assessments
Applications	1	27	0	70

COMMUNITY GROWTH PARTNERSHIP INITIATIVE (CGPI)

Open Grants:

Year	Grant	City	Project	Budget
2023	Community Development	Waconia Township	Sovereign Estates	\$90,000
2024	Pre-Development	NYA	Urban Streetscape	\$7,500
2024	Pre-Development	Watertown	Spring Hills	\$10,000
2024	Pre-Development	Victoria	Tif Analysis	\$10,000
2024	Pre-Development	Chaska	Zoning Audit	\$10,000
2024	Community Development	Cologne	Cooperative	\$100,000
2024	Community Development	Chanhassen	Downtown Redev.	\$100,000
2025	Pre-Development	Mayer	Zoning Study	\$10,000
2025	Pre-Development	Victoria	Transportation	\$10,000
2025	Community Development	Chaska	Industrial Dev.	\$100,000
2025	Community Development	NYA	Apt. Building	\$100,000
2025	Community Development	Waconia	Well Abandonment	\$50,000
2025	Community Development	Watertown	Business Centers	\$100,000

SOCIAL MEDIA & MARKETING

FACEBOOK* Carver County CDA					
	Q2 2025 CDA	Q3 2025 CDA	Q4 2025 CDA		Totals
<i>Facebook Views</i>	972	6,149	9,598		16,719
<i>Total Engagement</i>	43	485	789		1,317
<i>Total New Followers</i>	+ 14	+ 23	+ 19		+ 56
<i>Total Facebook Followers</i>	14	37	56		

*CDA Facebook created beginning of Q2 2025

CARVERCDA.ORG					
	Q1 2025 CDA	Q2 2025 CDA	Q3 2025 CDA	Q4 2025 CDA	Totals
<i>Views</i>	13,924	17,573	21,010	17,232	69,739
<i>Total Users</i>	4,476	5,245	5,732	7,007	22,460
<i>Top 3 Pages</i>	Carver County CDA, CDA Owned Properties, Rental Assistance Programs	Carver County CDA, CDA Owned Properties, Rental Assistance Programs	Carver County CDA, CDA Owned Properties, DPA Program	Carver County CDA, Community Land Trust in Carver County, CDA Owned Properties	

LINKEDIN Carver County CDA					
	Q1 2025 CDA	Q2 2025 CDA	Q3 2025 CDA	Q4 2025 CDA	Totals
<i>LinkedIn Reach/Impressions</i>	7,093	8,154	9,148	9,043	33,438
<i>Total Activity (Reactions + Comments + Reposts)</i>	273	336	436	353	1,398
<i>Total New Followers</i>	+ 34	+ 29	+ 28	+ 25	+ 116
<i>Total LinkedIn Followers</i>	404	431	458	483	

FACEBOOK Choose Carver County

	Q1 2025	Q2 2025	Q3 2025	Q4 2025	Totals
<i>Facebook Reach</i>	89	99	62	95	345
<i>Facebook Page new likes</i>	1	1	1	0	3
<i>Total Facebook Followers</i>	328	329	330	329	

CHOOSECARVERCOUNTY.COM

	Q4 2024	Q1 2025	Q2 2025	Q3 2025	Totals
<i>Page Views</i>	3,331	4,541	5,466	3,317	16,655
<i>Average Engagement</i>	1:56m	2:39m	1:21m	1:16m	
<i>Top 3 Pages</i>	Home, Hillcrest Café & Catering, Events	Home, Hillcrest Café & Catering, Indoor Adventures in Carver County MN	Home, Downtown Chaska Farmers' Market, Events	Home, Downtown Chaska Farmers' Market, Events	

Community Events

Carver County CDA

	Q3 2025	Q4 2025			Totals
<i>Total Events* Attended/ Participated in as an Agency</i>	7				7
<i>List of Events*</i>	Chan. Business Expo Chaska River City Days (2) NYA Produce Market (2) Watertown Produce Market NNO @ Waconia				
<i>Total Events* Hosted as an Agency</i>	4	4			8
<i>List of Events*</i>	Homestretch Course NNO @ 12 CDA Locations CP Ribbon Cutting/CDA 45 th Anniversary Event Chaska Yards Ribbon Cutting	CP Ribbon Cutting with SW Metro Chamber Trunk or Treat @ TES Homestretch Course Loucks Presentation			

*Began tracking at end of Q3 2025

EXECUTIVE DIRECTOR REPORT

January was a busy month as usual. I attended the Watertown City Council meeting on January 13 to provide an update on the land we own in Watertown. I was on the MNCREW panel on 21. And I attended the NYA EDA meeting on January 26 to discuss housing.

Shanika and I will be attending the NAHRO Washington D.C. Conference in early March. This will also include a Day on the Capitol to meet with our federal delegation.

I met with the Mayor of Chaska and recorded an episode of *Locally Yours*. The city has not yet released the video. We filmed in the Ernst House and discussed the land trust program as well as other CDA initiatives. I will share the link once it becomes available.

As previously shared with the Board, I completed an employee survey in late 2025. In response, and to increase transparency and staff understanding of the CDA, I have begun hosting monthly “Coffee with the Boss” sessions. In January, I reviewed the CDA budget and walked staff through the budget presentation. In February, we discussed the CDA Strategic Plan. For March, I plan to provide a Washington D.C. debrief and updates on federal and state legislation.

Our all-staff and board retreat on February 12 was a tremendous success. It was wonderful to see staff engaging in team-building activities and getting to know one another. With everything happening throughout the agency, the time together allowed everyone to unwind and connect outside the normal work routine.



Board of Commissioners

Request for Board Action

Meeting Date: February 19, 2026

Agenda number: 4B

DEPARTMENT: Housing

FILE TYPE: Consent Agenda

TITLE: Approval of Write-Off of Past Tenant Balances for January 2026

PURPOSE/ ACTION REQUESTED: Approve write-off of Past Tenant Balances

SUMMARY: The Carver County CDA's policy is to write off past tenant balances that have been submitted to MN Revenue Recapture and was approved by the CDA Board. When a past tenant moves out with a balance, the tenant has 10 business days to contact the CDA to either pay the balance in full or set up a repayment agreement. If the past tenant does not contact the CDA, the balance due is submitted to MN Revenue recapture. The CDA will "write-off" the past balance in Yardi once it has been submitted to MN Revenue Recapture. Any former resident that has been submitted to MN Revenue Recapture due to that past balance will remain there until such time as that balance is paid or the six-year statute of limitations has passed.

RECOMMENDATION: Staff recommend approval of the write-off of past tenant balances.

EXPLANATION OF FISCAL/ FTE IMPACTS:

None Current budget Other Amendment requested New FTE(s) requested

RESOLUTION:

BE IT RESOLVED by the Carver County Community Development Agency Board of Commissioners that the Past Tenant balance for January 2026 is hereby approved to be written off.

PREVIOUS BOARD ACTION

N/A

ATTACHMENTS

Past tenant balances

BOARD GOALS

Focused Housing Programs Collaboration Development/Redevelopment
 Financial Sustainability Operational Effectiveness

PUBLIC ENGAGEMENT LEVEL

Inform and Listen Discuss Involve N/A

CONTACT

Department Head: Andra Willis, Director of Housing

Author: Shanika Bumphurs, Deputy Director

Tenant Unpaid Charges

Status = Past

Property Code	Tenant Status	Charge Type	Current Owed	Amount Paid
bluff				
Resident 1				
	Past	DAMAGE	\$4,600.75	\$526.28
Total For Resident 1			\$4,600.75	\$526.28
Resident 2				
	Past	DAMAGE	\$98.06	\$80.94
Total For Resident 2			\$98.06	\$80.94
lakegrc				
Resident 3				
	Past	DAMAGE	\$845.42	\$187.13
Total For Resident 3			\$845.42	\$187.13
ph				
Resident 4				
	Past	RENT	\$3,154.53	\$0.00
	Past	DAMAGE	\$1,392.00	\$0.00
	Past	LEGAL	\$430.00	\$410.06
Total For Resident 4			\$4,976.53	\$410.06
Resident 5				
	Past	SECDEP	\$20.64	\$979.36
Total For Resident 5			\$20.64	\$979.36
waybury				
Resident 6				
	Past	RENT	\$536.68	\$264.33
	Past	DAMAGE	\$140.00	\$0.00
Total For Resident 6			\$676.68	\$264.32
Totals			\$11,218.08	\$2,448.09



Board of Commissioners

Request for Board Action

Meeting date: February 19, 2026

Agenda number: 4C

DEPARTMENT: Finance

FILE TYPE: Consent Agenda

TITLE: Approval of Record of Disbursements - January 2026

PURPOSE/ ACTION REQUESTED: Approve Record of Disbursements for January 2026

SUMMARY: In January 2026, the Carver County Community Development Agency (CDA) had \$1,529,938 in disbursements and \$218,166 in payroll expenses. Attachment A provides the breakdown of disbursements. Additional detail is available from the Finance Department.

RECOMMENDATION: Staff recommends approval of the Record of Disbursements for January 2026.

EXPLANATION OF FISCAL/ FTE IMPACTS:

None Current budget Other Amendment requested New FTE(s) requested

RESOLUTION:

BE IT RESOLVED by the Carver County Community Development Agency Board of Commissioners, that the January 2026 Record of Disbursements is approved as written.

PREVIOUS BOARD ACTION

N/A

ATTACHMENTS

Attachment A: Record of Disbursements - January 2026

BOARD GOALS

Focused Housing Programs Collaboration Development/Redevelopment
 Financial Sustainability Operational Effectiveness

PUBLIC ENGAGEMENT LEVEL

Inform and Listen Discuss Involve N/A

CONTACT

Department Head: Brittany Larson, Director of Finance

Author: Brittany Larson, Director of Finance

**Carver County CDA
Record of Disbursements
For the Month of January 2026**

	Date	Amount	Total
CDA	01/08/26	\$467,941	(1)
	01/15/26	\$290,964	(2)
	01/22/26	\$75,972	
	01/29/25	\$34,454	
		<hr/>	\$869,331
Properties	01/08/26	\$199,782	(3)
	01/15/26	\$55,400	
	01/22/26	\$296,519	(4)
	01/29/26	\$108,906	(5)
		<hr/>	\$660,607
Total January 2026 Disbursements			<u><u>\$1,529,938</u></u>
January 2026 Payroll	01/14/26	\$122,152	
	01/28/26	\$96,014	
		<hr/>	<u><u>\$218,166</u></u>

Disbursement detail is available in the Finance Office

- (1) **MJS Construction & Remodeling (Franklin House) - \$215,322**
- (2) **110 Benton Closing - \$242,467**
- (3) **Minnesota Housing Finance Agency -Carver Place - Loans 1270564 and 1270563 - \$40,776
US Bank - Waybury - Bond Payments - \$34,368**
- (4) **Concrete Science - Lake Grace - Remove and replace concrete - \$60,545
Michael Schwartz - Lake Grace - Replace Windows - \$136,066**
- (5) **Merchants Capital - Trails Edge South - Mortgage Payment - \$33,340**



Board of Commissioners

Request for Board Action

Meeting date: February 19, 2026

Agenda number: 5A

DEPARTMENT: Administration

FILE TYPE: Regular Agenda

TITLE: Approval of Procurement for CDA Office Expansion

PURPOSE/ ACTION REQUESTED: To approve Project One as the selected contractor for the Carver County CDA Office Expansion & Renovation Project located at 705 Walnut Street N, Chaska, and to authorize the Executive Director to execute AIA Contract A101 2017 and all related documents necessary to proceed with construction.

SUMMARY: The Carver County CDA issued a formal Request for Proposal (RFP) seeking qualified, licensed, and insured general contractors to perform renovation and expansion work at the CDA's existing offices at 705 Walnut Street N, Chaska. The project scope includes renovation of a portion of the current CDA office space and expansion into the adjacent suite previously occupied by Subway.

The CDA received three proposals all from general contractors that we have worked with in the past. A CDA selection committee reviewed all complete proposals in accordance with the published Selection Criteria. After evaluation, the committee determined that Project One provided the most advantageous proposal, meeting all minimum qualifications, submitting complete and compliant supporting documentation, and offering the best overall combination of experience, capacity, and cost. Staff is recommending Project One at a not to exceed of \$625,000.

This sources to fund this project are as follows:

Carver County Arboretum Houses Reimbursement	\$158,659
Carver Place Developer Fee	\$466,341

RECOMMENDATION: Approval of Project One as the selected contractor for the CDA Office Expansion and Renovation Project.

EXPLANATION OF FISCAL/ FTE IMPACTS:

None Current budget Other Amendment requested New FTE(s) requested

RESOLUTION:

WHEREAS, the Carver County Community Development Agency (herein called the CDA) will be accepting a Best Value bid for the CDA Office Expansion and Remodeling Project;

WHEREAS, funds are available for this project as outlined in the Request for Action.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of CDA that the Contracting Officer or his/her designee be authorized to sign a contract/contracts for the project with the Best Value bidder/bidders, in an amount not to exceed \$625,000.

PREVIOUS BOARD ACTION

n/a

ATTACHMENTS

n/a

BOARD GOALS

Focused Housing Programs Collaboration Development/Redevelopment
 Financial Sustainability Operational Effectiveness

PUBLIC ENGAGEMENT LEVEL

Inform and Listen Discuss Involve N/A

CONTACT

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