

# CARVER COUNTY CDA REGULAR BOARD MEETING

705 N. Walnut Street, Chaska, MN 55318

March 21, 2019

## MINUTES

### PRESENT:

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

Staff: Julie Frick, Allison Streich, David Beddoe

Others: Nick Koktavy, 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 5:00 p.m. by Chair Sarah Carlson.

### **III. AGENDA REVIEW AND ADOPTION**

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

### **IV. CONSENT AGENDA**

Motion to approve the February 21, 2019 CDA Regular Board Meeting Minutes and the Dashboard as presented. Motion by Fahey, Second by Anderson. Motion carried.

### **V. PUBLIC PARTICIPATION – None.**

### **VI. BOARD REPORT/DEPARTMENT REPORTS**

#### **A. Finance**

#### 1. Resolution No. 19-07 - Approve the February 2019 Record of Disbursements

A1. After discussion, Motion by Sudheimer, second by Koivumaki to approve Resolution No. 19-07 as presented. Motion carried.

#### **B. Community and Economic Development**

#### 1. Resolution No. 19-08 – Approve Pre-Development Costs Associated with Development of Carver Land

A1. Streich explained that the CDA owns land in Carver, Watertown and Waconia. From a funding standpoint, the land in Carver appears to be the most feasible for development. However, there is only a concept plan right now from when the CDA sold land to Ron Clark construction. The concept plan shows a 50-unit senior building and a 68-unit general occupancy building. In order to move forward to determine financing and funding, the CDA would need to spend money on pre-development activities. This would include a market study, updated appraisal and Architect fees. Estimated costs to complete the pre-development activities between \$60,000 and \$75,000. Staff has talked with the City and they are generally supportive of the development. Staff will schedule a meeting with the City to discuss feasibility.

After discussion, motion by Anderson, second by Sudheimer to approve Resolution No. 19-08 as presented. Motion carried.

2. Rural Development Application for Funding. Streich explained we have been working on acquiring three rural development properties, as we have been updating the Board on the Dashboard monthly. We are now at the place where we need to determine a funding mechanism for improvements, as well

as an acquisition price. In order to complete this process, we will need an appraisal to ensure we are on the same page as the owner for purchase price, and a consultant to help with the funding application. The total cost for the appraisal is \$7,500. This cost would encompass an as-is appraisal and a post rehab appraisal. The vendor will complete the as-is appraisal (about half the cost) and if we determine we are not on the same page as the current property owner regarding purchase price, we would go no further. If we are on the same page, we would come back to the board with a purchase agreement and move forward with a funding application.

After discussion, motion by Anderson, second by Koivumaki.

**C. Housing.**

1. Resolution No. 19-09 – Approving Write Off of Past Tenant Balances for February 2019.
  - a. Motion by Sudheimer. Second by Anderson to approve resolution No. 19-09 as presented. Motion carried.

**D. Administration**

1. Carver Crossings Resident Garden discussion. After talking with the CDA attorney, he has drafted a waiver for a resident to sign and an agreement for the management company of Carver Crossings to sign. Board members required two additional items to be added to the language: 1. Hold the CDA harmless from any use of chemicals, 2. Residents cannot use plants treated with Neonicotinoids.

After discussion, Motion by Anderson, Second by Sudheimer to approve use of land owned by the CDA for community gardens, subject to the above two additions.

2. Board member email. Frick had received a request from the Met Council for board member email addresses. She asked if the Board would like their email addresses on the website and a CDA email. After discussion, the Board requested their email addresses not be on the website and that correspondence to them go through the Executive Director.

**VII. OTHER BUSINESS**

1. Streich informed the board of the following items that were missed on the Dashboard. 1. The SCDP application for NYA was submitted on 2/28. 2. The meeting with the Chambers and Orange Ball was taking place tomorrow, March 22.
2. Nick Koktavy informed the Board that the County initiated an Emergency Operation Center due to the flooding. He also explained the recruitment process had started to replace Tom Vellenga, the Assistant County Administrator, who is moving and resigned. Carver County named healthiest county in MN for 7<sup>th</sup> year.

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

**IX. ADJOURNMENT**

Motion by Sudheimer, second by Anderson to adjourn the meeting at 5:55 p.m. Motion carried.

---

Sarah Carlson, Chair

---

Date