

CARVER COUNTY CDA REGULAR BOARD MEETING

705 N. Walnut Street, Chaska, MN 55318

January 16, 2020

MINUTES

PRESENT:

CDA Board: Sarah Carlson, Molly Koivumaki, John Fahey

Staff: Julie Frick, Allison Streich, Karen Reed, Elise Durbin

Others: Emilie Robinson, Rental Housing Specialist, CDA

Absent: Greg Anderson-Commissioner, Darrel Sudheimer-Commissioner, Dave Beddoe-CDA

I. The meeting was called to order at 5:00 p.m. by Executive Director Julie Frick.

II. NOMINATION AND ELECTION OF BOARD CHAIR FOR 2020

Frick asked for nominations for the 2020 Chair.

Nomination made by Koivumaki to elect Sarah Carlson as Chair. Motion by Koivumaki, Second by Fahey. Motion carried.

Carlson elected as Board Chair.

Frick turned the meeting over to Chair Carlson.

III. NOMINATION AND ELECTION OF BOARD VICE-CHAIR FOR 2020

Carlson asked for nominations for the 2020 Board Vice-Chair.

Nomination made by Fahey to elect Molly Koivumaki as Board Vice-Chair. Motion by Fahey, Second by Carlson. Motion carried.

Koivumaki elected as Board Vice-Chair.

IV. NOMINATION AND ELECTION OF BOARD SECRETARY/TREASURER FOR 2020

Carlson asked for nominations for the 2020 Board Secretary/Treasurer.

Nomination made by Koivumaki to elect John Fahey as Board Secretary/Treasurer. Motion by Koivumaki, Second by Carlson. Motion carried.

V. SWEARING IN OF OFFICERS AND COMMISSIONERS

Allison Streich swore in the Officers and Commissioners.

VI. CALL TO ORDER BY BOARD CHAIR

The meeting was called to order by Board Chair Carlson.

VII. AGENDA REVIEW AND ADOPTION

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

VIII. CONSENT AGENDA

Motion to approve the Consent Agenda, including December 19, 2019 CDA regular Board minutes, Resolution 20-01, Resolution 20-02, 2020 official meeting dates, January 2020 Dashboard and Resolution 20-03. Motion by Koivumaki, Second by Fahey. Motion carried.

- A. Resolution No. 20-01 - Approve 2020 Recommended Official Newspaper
- B. Resolution No. 20-02 - Approve 2020 Recommended Financial Institutions
- C. Approve 2020 Official meeting dates, time and place
- D. Resolution 20-03 – Approve Acceptance of Donations

IX. PUBLIC PARTICIPATION

Emilie Robinson, Rental Housing Specialist with the CDA. Robinson presented to the board on the Resident Services Program she has been working on since August 2019. She has time on Wednesday, or as needed, to meet with residents to help address their needs. She completes an intake overview sheet to determine need. She helps fill out energy assistance, SNAP, free cell phone and other applications and helps to collect required documentation. She also coordinates the mobile food shelf at Waybury. She has arranged for numerous presentations for residents and a mini health fair in conjunction with River Valley Health Services.

X. DEPARTMENT REPORTS

A. Finance

- 1. Resolution No. 20-04 - Approve the December 2019 Record of Disbursements

A1. After discussion, Motion by Fahey, second by Koivumaki to approve Resolution No. 20-04 as presented. Motion carried.

B. Community and Economic Development

- 1. Resolution No. 20-05 – Approve the Community Development Strategy

A1. Durbin presented the finalized Community Development strategy. After discussion, Motion by Fahey, second by Koivumaki to approve Resolution No. 20-05 as presented. Motion carried.

C. Housing

- 1. Resolution No. 20-06 – Approve the Write-off of Past Tenant Balances for December 2019

A1. After discussion, Motion by Fahey, second by Koivumaki to approve Resolution No. 20-06 as presented. Motion carried.

- 2. MN Housing RFP Consultant Approval

A1. Streich presented a proposal to work with a consultant on submission of four applications to MN Housing during the upcoming RFP. This would include a general occupancy and senior building on the Carver land and general occupancy and senior building on the Waconia land. Both locations have been in front of the board over the last few years as staff have worked to develop the projects. After discussion, Motion by Koivumaki, second by Fahey to approve using a consultant to submit applications to MN Housing. Motion carried.

C. Administrative – None.

XI. OTHER BUSINESS

XII. UNFINISHED BUSINESS

XIII. ADJOURNMENT

Motion by Fahey, Second by Koivumaki to adjourn the meeting at 5:48 p.m. Motion carried.

Sarah Carlson, Chair

Date