

**CARVER COUNTY CDA REGULAR BOARD MEETING**

705 N. Walnut Street, Chaska, MN 55318

September 17, 2020

**MINUTES**

**PRESENT:**

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

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

**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 Carlson.

**III. AGENDA REVIEW AND ADOPTION**

Frick added to the agenda a discussion around the Subway lease to Other Business. Motion to approve the amended Agenda. Motion by Fahey, Second by Anderson. Motion Carried.

Commissioner Roll Call	Yes	No	Absent	Abstain
Carlson	X			
Koivumaki	X			
Anderson	X			
Fahey	X			
Sudheimer	X			

**IV. CONSENT AGENDA**

Motion to approve the August 13, 2020 CDA Regular Board Meeting Minutes and Dashboard as presented. Motion by Sudheimer, Second by Anderson. Motion carried.

Commissioner Roll Call	Yes	No	Absent	Abstain
Carlson	X			
Koivumaki	X			
Anderson	X			
Fahey	X			
Sudheimer	X			

**V. PUBLIC PARTICIPATION – None.**

**VI. BOARD REPORT/DEPARTMENT REPORTS**

**A. Finance**

- Resolution No. 20-37 - Approve the August Record of Disbursements

A1. After discussion, Motion by Anderson, second by Koivumaki to approve Resolution No. 20-37 as presented. Motion carried.

Commissioner Roll Call	Yes	No	Absent	Abstain
Carlson	X			
Koivumaki	X			
Anderson	X			
Fahey	X			
Sudheimer	X			

**B. Community and Economic Development**

- 1. Durbin presented an update on the CARES Act funding. \$51,000 out the door for the Housing program and another \$50,000 waiting on vendor information. For the small business program, the randomized selection has been completed and businesses will be notified tomorrow or Monday. The application period for non-profits closes on September 21. So far there are 14 applications.

**C. Housing**

- 1. Resolution No. 20-38 - Resolution Approving the Write-Off of Past Tenant Balances for August 2020

A1. After discussion, Motion by Fahey, second by Sudheimer to approve Resolution No. 20-38 as presented. Motion carried.

Commissioner Roll Call	Yes	No	Absent	Abstain
Carlson	X			
Koivumaki	X			
Anderson	X			
Fahey	X			
Sudheimer	X			

- 2. Resolution No. 20-39 - Resolution Approving the Authorization to Execute Various Rural Development Documents and Establish Authority of Person to Execute Documents

A2. After discussion, Motion by Koivumaki, second by Sudheimer to approve Resolution No. 20-39 as presented. Motion carried.

Commissioner Roll Call	Yes	No	Absent	Abstain
Carlson	X			
Koivumaki	X			
Anderson	X			
Fahey	X			
Sudheimer	X			

**D. Administration – None.**

**VII. OTHER BUSINESS**

- 1. Frick explained the CDA had been contacted by Subway, as it is time for them to decide whether to stay or give notice. They are asking for a new lease at \$52,000 for 2021 (effective April 2021), with a 2 ½ % increase in 2022 and 2023. At that time, the CDA will re-evaluate the lease provisions. This would be a \$13,700 loss over the current lease for the next three years. However, the CDA is not sure if we will need the space at this time due to COVID. It is better to have the space leased.

After discussion, motion by Anderson, second by Sudheimer to execute a new lease with Subway at the provisions outlined.

Commissioner Roll Call	Yes	No	Absent	Abstain
Carlson	X			
Koivumaki	X			
Anderson	X			
Fahey	X			
Sudheimer	X			

Frick informed the Board that the 2021 Budget and Levy request was approved by the County board.

**VIII. UNFINISHED BUSINESS**

**IX. ADJOURNMENT**

Motion by Fahey, second by Koivumaki to adjourn the meeting at 5:25 p.m. Motion carried.

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Sarah Carlson, Chair

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Date