



Board of Commissioners Packet

September 15, 2022

5:00 p.m. - Regular Meeting

CDA Office, 705 N. Walnut Street, Chaska



- I. CONVENE CARVER COUNTY CDA BOARD MEETING**
- II. CALL TO ORDER BY CHAIR**
- III. AGENDA REVIEW & ADOPTION**
- IV. CONSENT AGENDA**
- V. PUBLIC PARTICIPATION**

CARVER COUNTY CDA REGULAR BOARD MEETING
705 N. Walnut Street, Chaska, MN
September 15, 2022 – 5:00 p.m.

AGENDA

I. CONVENE CARVER COUNTY CDA BOARD

II. CALL TO ORDER BY CHAIR

III. AGENDA REVIEW AND ADOPTION

IV. CONSENT AGENDA

- A. Approve Minutes from August 18, 2022, Regular Board Meeting
- B. Approve September 2022 Dashboard
- C. Approve the Write-Offs of Past Tenant Balances for August 2022

V. PUBLIC PARTICIPATION (Anyone wishing to address the Board may email comments to julief@carvercda.org prior to the 5:00 p.m. board meeting and it will be accepted into the official record)

VI. DEPARTMENT REPORTS

A. Finance

- 1. Resolution No. 22-20 – Approving the August 2022 Record of Disbursements

B. Economic and Community Development

- 1. Ernst Project
- 2. Resolution No. 22-21 – Approving 2022 Community Growth Partnership Initiative Grant Awards

C. Housing

- 1. Resolution No. 22-22 – Approval of Procurement for Centennial

D. Administrative

- 1. Office Space

VII. OTHER BUSINESS

- A. John Fahey, Carver County Commissioner
- B. Nick Koktavy, Assistant County Administrator Carver County

VIII. UNFINISHED BUSINESS / ITEMS OF INTEREST

IX. ADJOURN

Next Board Meeting/Annual Meeting will be held at the Carver County CDA office, October 20, 2022, at 5 p.m.

The Carver County CDA is committed to the policy that all persons have equal access to its programs, services, activities, facilities, and employment without regard to Race, Color, Creed, Religion, National Origin, Sex, Disability, Age, Marital Status, Familial Status, Sexual Orientation or Status With Regard To Public Assistance. Auxiliary aids for persons with disabilities will be provided upon advance notice of at least 96 hours. If a notice of less than 96 hours is received, the Carver County CDA will attempt to provide such.

CARVER COUNTY CDA REGULAR BOARD MEETING

705 N. Walnut Street, Chaska, MN 55318

August 18, 2022

MINUTES

PRESENT:

CDA Board: Sarah Carlson, Darrel Sudheimer, Molly Koivumaki, Greg Anderson, Adam Teske

Staff: Julie Frick, Allison Streich, Karen Reed, Shanika Bumphurs, Chuck Swanson, and Angie Stacken

Other: Nick Koktavy, Assistant County Administrator

Absent: John Fahey, Carver County Commissioner

I. CONVENE CARVER COUNTY CDA BOARD MEETING

II. CALL TO ORDER BY BOARD CHAIR

The meeting was called to order at 5:00 pm by Board Chair Carlson.

III. AGENDA REVIEW AND ADOPTION

Motion to approve the agenda as presented. Motion by Anderson, Second by Koivumaki. Motion carried.

IV. CONSENT AGENDA

Motion to approve the Consent Agenda,

- Approve Minutes from July 21, 2022, Regular Board Meeting
- Approve August 2022 Dashboard
- Approve the Write-Offs of Past Tenant Balances for July 2022

Motion by Sudheimer, Second by Koivumaki. Motion carried

V. PUBLIC PARTICIPATION

VI. DEPARTMENT REPORTS

A. Finance

1. Resolution No. 22-19 – Approving the July 2022 Record of Disbursements
Motion by Koivumaki, Second by Teske to approve Resolution No. 22-19 as presented.
Motion Carried.

B. Community and Economic Development

a. Tourism

- i. Frick gave an update on tourism. Survey was sent out, only one board member received it. Frick will resend the survey to the rest of the board. Looking to host it inhouse.

b. 212 Corridor

- i. Task force will be doing a bus tour in September. Looking to get Greater MSP to reevaluate the 2009 study that was done.

C. Housing – None

D. Administrative - None

VII. OTHER BUSINESS

1. Koltavy provided a county update:
 - a. The county keeps plugging away at the budget
 - b. Work session for the CDA is Tuesday, August 23rd at 9am.
 - c. September 6th Levy Budget approval on the agenda.

VIII. UNFINISHED BUSINESS/ITEMS OF INTEREST

1. Frick would like to set up a work session before September 15th board meeting.
2. Koivumaki updated that 202 Walnut had a fence put up and it looks very nice.

IX. ADJOURNMENT

Motion by Sudheimer, second by Anderson to adjourn the meeting at 5:40 p.m. Motion Carried.

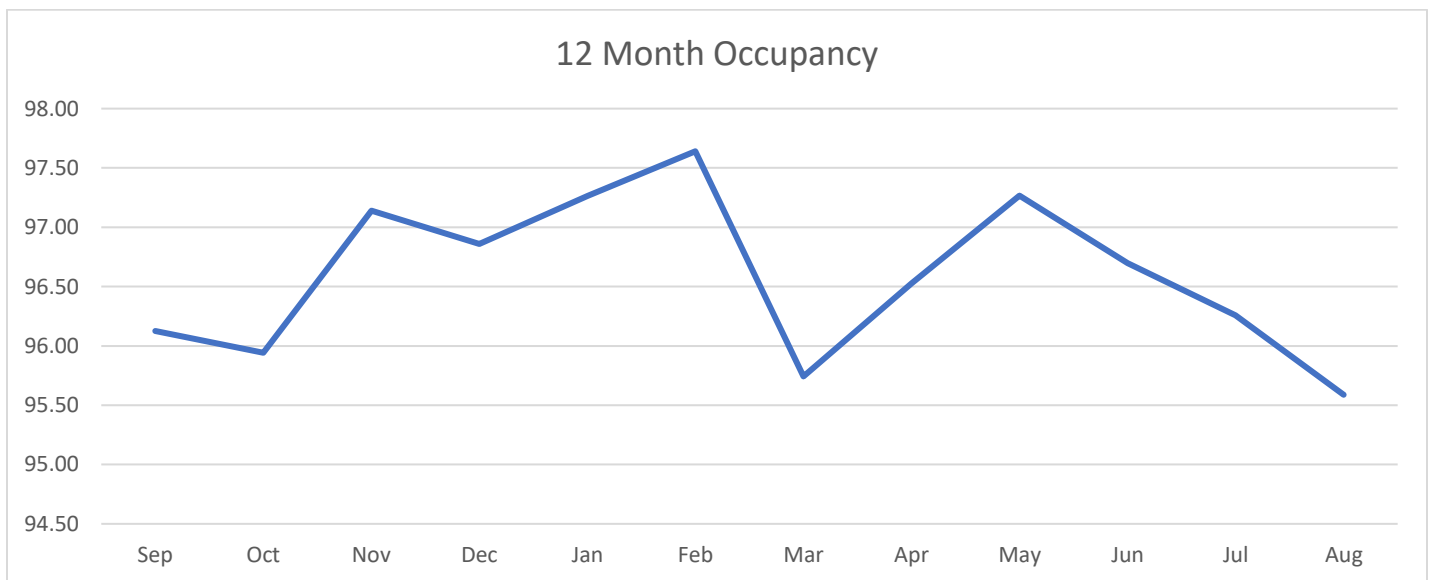
DASHBOARD/DEPARTMENT BOARD REPORT AUGUST 2022

HOUSING UPDATES

HOUSING OCCUPANCY

	Carver County Homes	Senior	Workforce	TOTAL
# Units	110	339	223	672
# Occupied (as of the last day of the prior month)	97 *2 units are rented	327 *8 units are rented	214 *all units are rented	638
Occupancy Rate	88% 90% leased	96% 99% leased	96% 100% leased	93% 96%-percentage leased
Waiting Lists (# households)	21	515	44	580

- **200 households on Project Based Voucher (PBV) interest list. Units are scattered throughout all CDA properties.**



2022 Capital Improvements in Process

Property	Improvement Project	Status and Tentative Schedule
Bluff Creek	Common area upgrades: lighting, flooring, doors, painting	New doors and trim installation work is complete. Painting, new hallway lights and flooring remaining.
Brickyard	Brick and concrete repairs around entire building.	Will need to rebid out this project.
Crossings	Garage floor drain replacements to prevent future leaks in City Hall	Finalizing painting and repairing.
Hilltop	Property Transition and Rehab	Initial emergency repairs and clean-up completed. Rehab to start. Ready to start bidding out projects and move forward.

SPECIAL PROGRAMS

Program	Grant Term	# Units Under Contract	% Under Contract
Bridges	7/1/21-6/30/23	13	100%
Bridges RTC	7/1/21-6/30/23	3	67% (1 October lease up)
Housing Trust Fund	10/1/21-9/30/23	16	60% (10/1 lease up, 3 searching, 1 application)
CoC PSH (Shelter Plus Care)	8/1/22-7/31/23	14	72% (1 searching, 1 referral, 1 referral request)

Community Land Trust – Affordable Homeownership

Total Units	36
Total resales YTD	0*
# of families helped	68
Waiting list	3
Acquisition this month	1* (repurchased in February and will be on the market this month)
Funding amount by source for current acquisitions	N/A
Community	N/A

MINNESOTA CITIES PARTICIPATION PROGRAM (MCP) –

2022 allocation is \$1,775,333 (increase of 14% from 2021). Numbers through April 2022

	# Committed loans	Total \$	% of allocated funds
First Mortgage Loans	18	\$4,257,664	240%
Additional Start-up loans	4	\$892,859	N/A
Step up loans	12	\$4,103,263	N/A
Downpayment assistance		\$478,450	N/A
TOTALS	34	\$9,253,786	N/A

Septic/Well Loan Program

	2022 new assessments	Underway (anticipated 2023 assessment)	2023 new assessments*	Total active assessments
Applications	6	12	1	54

*These are completed projects and will be added to the assessment rolls in late 2022.

Other Housing updates

Carver County Community Land Trust

We closed on the CLT property that was a resale and will be marketing it to buyers looking for an affordable unit that qualifies for the Land Trust.

Resident Services

Presentations (2022)-Will begin to start scheduling presentations again.

Agency	Property	Number of Residents
U of M SNAP ED	Waybury	7
River Valley Health Services	Waybury	10
Medicare Update	Waybury-11/15 Centennial-11/2 Oak Grove-11/15 Crossings-11/2 Spruce, Hilltop, Mayer-offering 11/2 or 11/15	

2022 YTD:

# of appointments	# of residents/clients	Mobile food shelf participants	Energy Assistance Program Application assistance
22	18	Waybury-30 Centennial-3 Crossings-3 Brickyard-3 Spruce-2	9 new

New resident resource packets have been created for all the properties with information specific to the property community.

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 year to date (or are noted accordingly).

	Housing Counselors (includes foreclosure prevention, homebuyers, rental, & homeless)-2021	Metro HRA Housing Choice Vouchers	CDA Affordable Rental Units	CDA Subsidized Rental Units	CDA Rental Assistance Participants	Septic Loans and Grants	Community Growth Partnership Initiative (awards since 2016) plus outstanding Business Loan Funds	Entrepreneur Support Program (Thru Q4 2021)	Land Trust Units	Housing Rehab (single family and multifamily rental)	Commercial and Mixed-Use Rehab
Carver	1	17	11	9	5		3	3			
Chanhassen	3	45	60	20	1		5	3			
Chaska	16	145	200	174	21		3	9	23	2	
Cologne				3			1	5	1		
Hamburg											
Mayer				10	1				1		
New Germany							4				
NYA		3	49		1		3	5		3	7
Victoria	1		1	3			4	4	1		
Waconia	3	13	69	44	3		2	4	9		
Watertown	2	2		34			4	2	1	7	9
Townships						17	1				
Other	29							1			
TOTAL	55	225	390	297	32	17	30	36	36	12	16

FINANCE

FINANCE

		August 2022 YTD Actual	August 2022 YTD Budget	Variance
CDA	Revenue	9,006,345	9,235,194	-228,849
	Expenses	6,033,485	6,614,884	581,399
	Cash Balance	7,877,777		

		August 2022 YTD Actual	August 2022 YTD Budget	Variance
Properties	Revenue	4,590,462	4,469,909	120,553
	Expenses	2,712,822	2,999,820	286,998
	Cash Balance	2,228,097		

Revenue Recapture collected through August

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

Property:	Written off:	Collected:	Notes:
Lake Grace	\$1,428		
Carver Homes	\$5,712	\$4,584	
Bluff Creek			
Oak Grove			
Centennial	\$2,931		
Crossings			
Waybury		\$210	
Windstone	\$5,193		
Total:	\$15,264	\$4,794	

Other Finance updates

Consolidated YTD revenues for the CDA through August were \$9,006,345 and expenses were \$6,033,485. **Net Operating Income was \$2,972,860 13.45% over budget.** YTD Revenues for the properties were \$4,590,462 and expenses were \$2,712,822. **Net Operating Income was \$1,877,640, 28% over budget.**

ARPA Residential funds disbursed for the month of August totaled \$43,223, with YTD disbursements of \$159,729. Funds available for disbursement are as follows: ARPA - \$0 (Budget Stabilization Account – County) - \$40,493.

COMMUNITY DEVELOPMENT

Small Cities Development Program

	Commercial	Single Family	Rental
Watertown	6 complete	4 complete 1 in process	N/A
Norwood Young America	3 completed	N/A	0 in process

SINGLE FAMILY REHAB LOAN PROGRAMS

	Applications sent	Program approved	Executed Loans
Watertown EDA	0	0	0
Minnesota Housing RLP/ELP	1	0	0

TOURISM WEBSITE

	January	YTD	2021
Page Views			1,128
Top cities viewing website	Medina (hub for Mediacom users-so may not necessarily be Medina), Minneapolis and Chaska		

Other Community Development Updates

Small Cities Development Program

Activity in Norwood Young America has stalled some with only three projects completed. Obtaining bids from contractors has been extremely difficult and has delayed projects. Also, it has been difficult to get accurate information for the mixed-use properties.

There is one residential property in Watertown that has a project that is complete (just waiting invoicing) and another property that is out to bid (again, getting bids has been difficult).

The 2022 COVID Housing Assistance program is still underway to assist those affected by COVID with their rent, HOA, mortgage, or utilities. Through September 12, 2022:

Applications received	163
Applications approved*	40
Applications in review	0
Applications denied/withdrawn/not eligible	44
Applications waiting information/pending	31
Applications with no response	48

ADMINISTRATIVE/OTHER ITEMS OF INTEREST

Past and Upcoming Events

Chaska Senior Expo-September

Project Community Connect-September

CARVER COUNTY CDA REQUEST FOR ACTION

MEETING DATE: September 15, 2022

AGENDA ITEM: Approval of Write-Off of Past Tenant Balances for August 2022

PREPARED BY: Allison Streich, Deputy Director

DISCUSSION: Introduction

The Carver County CDA's policy is to write off past tenant balances that have been submitted to MN Revenue Recapture.

History

When past tenants move out with a balance, the tenant has 45 days to contact the CDA to either pay the balance 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. Leaving the balance on the books overstates property income.

However, 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.

The Board approved the CDA Write-Off Policy at the October 2016 meeting.

Current

The Carver County CDA Past Tenant Aged Receivable Write-off amount for August 2022 is \$7,456.39.

**FINANCIAL
IMPACT:** \$0

ALTERNATIVES: 1. Approve the motion
2. Do not approve the motion

**STAFF
RECOMMENDED
MOTION:** 1. Board approval of the motion

ATTACHMENTS: 1. CDA Past Tenant Aged Receivable Write-Off for August 2022

Reviewed by: _____
Julie Frick, Executive Director

Tenant Unpaid Charges

Status = Past

Property Code	Unit Code	Tenant Status	Date Occurred	Period	Charge Type	Current Owed	Amount Paid	Remark
lakegrc								
Resident 1								
	C16	Past	06/30/2022	08/2022	DAMAGE	\$371.47		\$513.53 WALL REPAIRS/EXTRA PAINT
	C16	Past	06/30/2022	08/2022	DAMAGE	\$1,103.52		\$0.00 CARPET REPLACEMENT DUE TO CAT URINE
	C16	Past	06/30/2022	08/2022	CLEAN	\$360.00		\$0.00 Cleaning : 8 HRS @ \$45/HR
	C16	Past	06/30/2022	08/2022	KEYS	\$55.00		\$0.00 MISSING KEY FOB
Total For Resident 1						\$1,889.99	\$513.53	
Resident 2								
	114RAIL	Past	10/13/2021	10/2021	MISCTENA	\$361.12		\$813.88 basement bio-hazard clean up due to toilet clog from hair
	114RAIL	Past	12/08/2021	12/2021	MISCTENA	\$15.00		\$0.00 Charge for extra trash p/u on 11/23/2021
	114RAIL	Past	12/20/2021	12/2021	MISCTENA	\$500.00		\$0.00 Plumber charges on 11/2/21 & 11/16/21 for drain lines plugged from
	114RAIL	Past	03/02/2022	06/2022	CLEAN	\$1,260.00		^{dread locks or win} \$0.00 CLEAN CHG : 28 HRS (\$45/HR)
	114RAIL	Past	03/02/2022	06/2022	DAMAGE	\$100.00		\$0.00 REPLACE 2 BLINDS (\$50/EACH)
	114RAIL	Past	03/02/2022	06/2022	DAMAGE	\$300.00		\$0.00 REPAIR 2 DOORS DUE TO LG HOLES
	114RAIL	Past	03/02/2022	06/2022	DAMAGE	\$1,885.05		\$0.00 JUNKLUGGERS INVOICE - REMOVAL OF ITEMS FROM UNIT
	114RAIL	Past	03/02/2022	06/2022	DAMAGE	\$100.00		\$0.00 REPLACE ALL BURNERS ON STOVE
	114RAIL	Past	03/02/2022	06/2022	DAMAGE	\$625.00		\$0.00 PAINT CEILING DUE TO DIRTS/PATCHES/ETC/WASH WALLS, REPAIR
Total For Resident 2						\$5,146.17	\$813.88	^{HOLE IN WALL IN BDDM}
Resident 3								
	04FIELDS	Past	05/13/2022	07/2022	CLEAN	\$78.23		\$11.77 Cleaning charges : 2 hrs 2 \$45/hr
	04FIELDS	Past	05/31/2022	05/2022	LATE	\$25.00		\$0.00 May late fee
	04FIELDS	Past	05/31/2022	05/2022	RENT	\$317.00		\$0.00 rent 5/1-5/13 @ contract rent per day
Total For Resident 3						\$420.23	\$11.77	

Property Code	Charge Type	SubTotal
lakegrc		
	CLEAN	360.00
	DAMAGE	1,474.99
	KEYS	55.00
	lakegrc	1,889.99
ph		
	CLEAN	1,338.23
	DAMAGE	3,010.05
	MISCTENA	876.12
	LATE	25.00
	RENT	317.00

PH	5,566.40
Grand Total	7,456.39

VI. DEPARTMENT REPORTS

A. Finance

B. Economic and Community Development

C. Housing

D. Administrative

CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY

RESOLUTION NO. 22-20

RESOLUTION APPROVING THE AUGUST 2022 RECORD OF DISBURSEMENTS

BE IT RESOLVED BY CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY BOARD OF COMMISSIONERS, that after review and consideration, the following are approved as presented:

- a.) CDA Record of Disbursements for August, 2022.

Adopted on this 15th day of September, 2022.

**Carver County CDA
Record of Disbursements
For the Month of August 2022**

	Date	Amount	Total
Carver Homes	08/01/22	\$236,473.72 (1)	
	08/11/22	\$17,787.48	
	08/15/22	\$5,179.67	
	08/18/22	\$17,590.17	
		<hr/>	\$277,031.04
CDA	08/01/22	\$93,621.40 (2)	
	08/11/22	\$107,835.05 (3)	
	08/18/22	\$89,187.31 (4)	
	08/24/22	\$24,941.63	
		<hr/>	\$315,585.39
Properties	08/01/22	\$46,410.42 (5)	
	08/11/22	\$111,313.44 (6)	
	08/15/22	\$40,601.00	
	08/18/22	\$261,291.38 (7)	
		<hr/>	\$459,616.24
Total August 2022 Disbursements			<u>\$1,052,232.67</u>
August 2022 Payroll	08/03/22	\$62,662.72	
	08/17/22	\$61,789.30	
	08/31/22	\$63,275.01	
		<hr/>	<u>\$187,727.03</u>

- (1) Carver County Abstract & Title, Co. - \$229,000 - 760 Arboretum Blvd.
- (2) US Bank - \$30,000 - levy payments for Crossings \$17,500, Bluff Creek - \$12,500
ARPA Residential Assistance payments - \$15,000
HART, MN Deferred, HSA Bank - \$18,500 - pension and HSA contributions
- (3) ARPA/County Residential Assistance payments - \$8,500
NextStage - \$25,000 - 2nd half membership fee
MacDonald & Mack Architects - \$31,500 - schematic design & construction documents
Ernst House
Wire Masters - \$6,000 - deposit on camera system - Trail's Edge
- (4) ARPA/County Residential Assistance payments - \$10,300
Ivy Properties - \$27,700 Developer consultant - Trail's Edge
Carver County - \$37,000 - Health, Dental Life Insurance
- (5) Gilbert Mechanical - \$33,000 - progress billing on make-up air units & boiler
- (6) US Bank - \$34,500 debt service
Premier Heating & Cooling - \$10,000 - 2 MagicPaks (HVAC)
Wire Masters - \$4,800 - upgrade to security camera system
- (7) Clear interfund Properties to CDA - \$180,000
Gilbert Mechanical - \$33,110 - Waybury make-up air units & boiler

CARVER COUNTY CDA REQUEST FOR ACTION

MEETING DATE: September 15th, 2022

AGENDA ITEM: Resolution No. 22-21 - Approve 2022 Round Two Community Growth Partnership Initiative Grant Awards and Pre-Development Grant Awards

PREPARED BY: Chuck Swanson, Director of Community and Economic Development

DISCUSSION: Introduction

The Carver County CDA Community Growth Partnership Initiative (CGPI) Program was created and funded in January 2016. The goals of the program are to increase the tax base and improve the quality of life in Carver County through three specific strategies: affordable housing, job creation and redevelopment. Carver County cities are the eligible applicants.

The program supports two grants: pre-development and community development. Pre-development applications, which are accepted on a pipeline basis until all funds are committed, focus on getting cities ready for current or future development projects with eligible activities such as market analysis, feasibility studies, blight analysis and environmental assessments. The community development grant applications are accepted through a competitive solicitation process held in February and August (if funds are available). The application must focus specifically on a development or business project and can assist with activities such as acquisition, public improvements, streetscaping, and construction for buildings where living wage jobs are being created.

Applications for round two were due September 8th, 2022. There is \$190,000 in 2022 funds available.

Pre-development

The CGPI guidelines set aside 10% of the current year's funds (\$40,000) each year for pre-development grants. Maximum awards are \$7,500 per city with a minimum leverage of 1:1 (\$1 of non-CDA funding for every \$1 of CDA funding). Cities must submit an application and a resolution of support from their City Council. They are accepted on a year-round basis and will be brought forth to the board as they are received.

No were no applications submitted in round one of 2022. There are two applications submitted for this month:

APPLICANT	REQUEST AMOUNT	PROJECT
City of Mayer	\$7,500	Rehabilitation Of Old Fire Station
City of Victoria	\$10,000	Downtown West Public Space
Total	\$17,500	

Community Development

In 2022 Round Two, \$190,000 is available for community development grants. Cities applying for community development grants can request a maximum of \$100,000 through one project or a combination of projects. Similar to the pre-development funds, cities must submit an application, attachments and a resolution of support from their City Council. Additionally, the project must have a leverage of non-CDA funding of at least 2:1 and show a financial need.

In this round, two applications were submitted for community development funds.

APPLICANT	REQUEST AMOUNT	PROJECT
City of Norwood Young America	\$100,000	Tacoma West Industrial Park 2 nd Addition
City of Waconia	\$50,000	Waconia American Legion Post #150
Total	\$150,000	

Review

For pre-development funds, so long as there is sufficient funding, and the applicant has met the threshold criteria of a resolution of support and minimum 1:1 leverage, the requested funding is not scored competitively.

For community development funds, the review of the applications is done in two phases. The applications must meet all requirements of the threshold criteria in order to be further reviewed. In the second phase of review, a review team, made up mainly of city staff and one county staff member, score the applications on such things as readiness to proceed, affordable housing, economic benefit, environmental improvement, blight removal and livability.

On September 12th, 2022, the review panel meeting was scheduled for 1:00pm. No one from any Community was in attendance, and we only received one Evaluation and Scoresheet via email. Due to this fact, and the dollar amount requested is below the amount budgeted, CDA staff is bringing our recommendation to the CDA Board.

Recommendation

The CGPI review panel recommends the CDA Board fund the following projects:

APPLICANT	GRANT SOURCE	REQUEST AMOUNT	RECOMMENDED AMOUNT
City of Mayer	Pre-Development	\$7,500	\$7,500
City of Victoria	Pre-Development	\$10,000	\$7,500
City of Norwood Young America	Community Development	\$100,000	\$100,000
City of Waconia	Community Development	\$50,000	\$50,000

ALTERNATIVES:

1. Approve Resolution No. 22-21
2. Do not approve Resolution No. 22-21
3. Table for additional information

STAFF RECOMMENDED MOTION:

1. Approve Resolution No. 22-21

ATTACHMENTS:

1. Resolution
2. Application Summary

Reviewed by: _____
Julie Frick, Executive Director

**CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY
BOARD OF COMMISSIONERS**

**RESOLUTION NO. 22-21
Community Growth Partnership Initiative Grant Awards**

WHEREAS, the Carver County Community Development Agency (CDA) established a Community Growth Partnership Initiative program (Initiative) in 2016 to assist Carver County cities with redevelopment goals and promote the development of affordable housing; and

WHEREAS, the Initiative program has unallocated and returned funding from FY20 and FY21 in the amount of \$190,000; and

WHEREAS, Carver County cities can apply up to \$100,000 per community development project (through one or a combination of projects per local government) and up to \$7,500 per pre-development grant (one per local government);

WHEREAS, the CDA received two pre-developments grants and two community development applications from Carver County cities on September 8th, 2022, for a total request of \$167,500; and

WHEREAS, the CDA Staff reviewed applications based upon the threshold and competitive criteria; and

WHEREAS, the CDA Staff recommends two pre-development grants and two community development grants; and

NOW, THEREFORE, BE IT RESOLVED by the Carver County Community Development Agency Board of Commissioners as follows:

That the following projects be awarded upon the grantees meeting program guidelines, and entering into grant agreements with the CDA, in form and content acceptable to the Executive Director of the CDA; and

APPLICANT	PROJECT	GRANT SOURCE	FUNDING AMOUNT
City of Mayer	Old Firehall	Pre-Development	\$7,500
City of Victoria	Downtown West	Pre-Development	\$7,500
City of Norwood Young America	Tacoma West Industrial Park 2 nd	Community Development	\$100,000
City of Waconia	American Legion	Community Development	\$50,000

Adopted this 15th day of September 2022.

COMMUNITY GROWTH PARTNERSHIP INITIATIVE APPLICATION SUMMARY

Grant source: CGPI Community Development

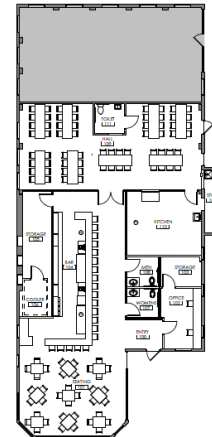
Applicant: City of Waconia

Requested Amount: \$50,000

Recommended Amount: \$50,000

Project Name: Waconia American Legion Post #150

Summary: Relocation of Waconia American Legion Post #150 from a dilapidated building at its current location to a leased space located at 4 Main St. E. Rehabilitation of 3,300 sq ft space into meeting, bar, and restaurant space in addition to rehabilitation of existing exterior parking space.



COMMUNITY GROWTH PARTNERSHIP INITIATIVE APPLICATION SUMMARY

Grant source: CGPI Community Development

Applicant: City of Norwood Young America

Requested Amount: \$100,000

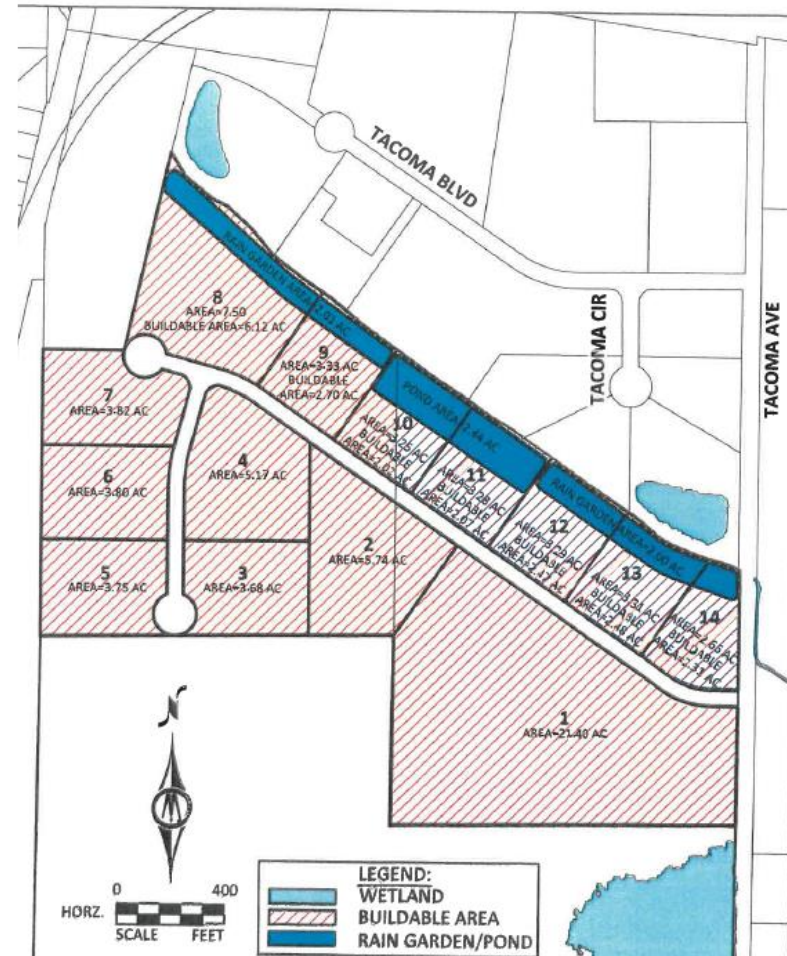
Recommended Amount: \$100,000

Project Name: Tacoma West Industrial Park 2

Summary: This project is for land acquisition for a second industrial park. The first park, directly north of the proposed site is 60 acres with 11 lots and is now full. The first park created 75 new jobs and increased the tax base by \$24M. The acquisition of the 60 acres of property would result in 14 new industrial lots. There are currently four businesses interested in expanding.

Jobs: Future count is unknown at this time

Jobs with Wages \geq \$15/hour: Future count is unknown at this time



**COMMUNITY GROWTH PARTNERSHIP INITIATIVE
APPLICATION SUMMARY**

Grant source: CGPI Pre-Development

Applicant: City of Mayer

Requested Amount: \$7,500

Recommended Amount: \$7,500

Project Name: Rehabilitation Of Old Firehall

Summary: Funds will be used for the architectural design to meet the City's design standards



COMMUNITY GROWTH PARTNERSHIP INITIATIVE APPLICATION SUMMARY

Grant source: CGPI Pre-Development

Applicant: City of Victoria

Requested Amount: \$10,000

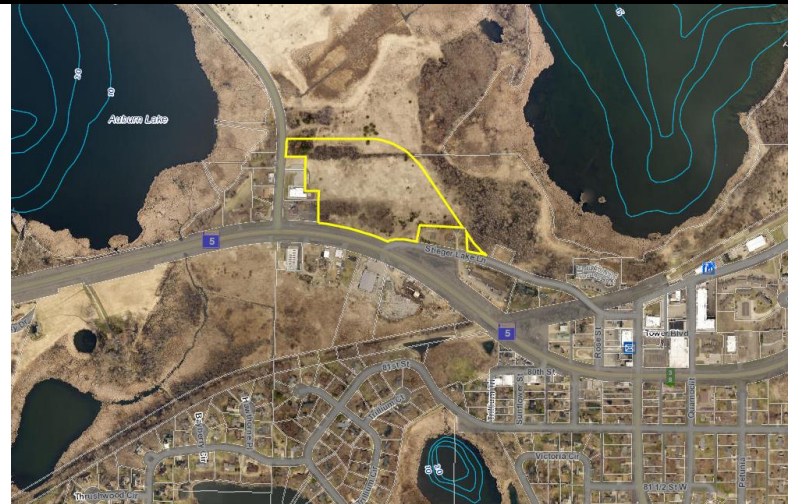
Recommended Amount: \$7,500

Project Name: Downtown West Public Space

Summary: This project will kick off Phase 1 of Downtown West, which also includes public investment in a central green, infrastructure and stormwater amenities. The vision for this site has always been to diversify housing stock, provide additional retail and office space, create jobs, provide open community gathering space and connectivity to community and regional parks and trails, and to become an extension of the City's existing downtown.

The result of this project will be an economic road map to:

- Assist the City in identifying and prioritizing future development in Downtown West, which will lead to additional housing and job creation
- Development of the Downtown West central green as a community gathering space
- Marketing, branding and investment strategy recommendations and tactics to attract businesses, visitors and new potential residents



CARVER COUNTY CDA REQUEST FOR ACTION

MEETING DATE: September 15, 2022

AGENDA ITEM: Resolution No. 22-22 Approval for Procurement at Centennial Hill

PREPARED BY: Allison Streich, Deputy Director

DISCUSSION: Introduction

Roof replacement at Centennial Hill Apartments

History

Roof Spec completed an inspection of the roof at Centennial Hill in 2021. It was determined that the roof would need to be replaced in 2022.

Current

Roof Spec will help bid out, select a vendor and oversee the entire project.

The improvement project is estimated at a not to exceed of \$200,000. Funds for the project will come from the property checking account/operating. Current balance is \$285,000.

FINANCIAL

IMPACT: Not to exceed \$200,000

ALTERNATIVES:

1. Approve resolution 22-22
2. Do not approve the resolution
3. Table upon additional information requested

**STAFF
RECOMMENDED
MOTION:**

1. Board approval of Resolution No. 22-22

ATTACHMENTS:

1. Resolution No.22-22

Reviewed by:

Julie Frick, Executive Director

CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY

RESOLUTION 22-22

Approval of Procurement for Centennial Hill Apartments

WHEREAS, the Carver County Community Development Agency (herein called the CDA) will be accepting a Best Value bid for the roof replacement at Centennial Hill Apartments;

WHEREAS, funds are available from the operating account for the property.

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 \$200,000

Date Adopted: September 15, 2022

VII. OTHER BUSINESS

VIII. UNFINISHED BUSINESS

IX. ADJOURNMENT