



# Board of Commissioners

## Meeting Minutes

**Meeting Date: June 15, 2023**

**5:00 pm**

**CDA Boardroom, Chaska, MN**

Board Chair Carlson called the meeting to order at 5:01 p.m.

**COMMISSIONER ROLL CALL:**

		<b>Present</b>	<b>Absent</b>
Chair	Sarah Carlson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vice Chair	Molly Koivumaki	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Secretary/Treasurer	Darrel Sudheimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Commissioner	Adam Teske	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner	Greg Anderson	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**CDA Staff in attendance:**

Executive Director	Julie Frick
Deputy Director	Allison Streich
Director, Finance	Karen Reed
Director, Housing	Shanika Bumphurs
Director, Economic Development	Chuck Swanson
Human Resources	Janette Meyer
Office & Media Coordinator	Kari Steen

**Others in attendance:**

John Fahey, Carver County Commissioner  
 Nick Koptavy, Assistant County Admin. CC  
 Matt Udermann, Carver County Commissioner  
 Nick Johnson, City of Mayer

**AUDIENCE**

*No audience members addressed the board.*

**APPROVAL OF AGENDA AND MEETING MINUTES**

**23-17 Approval of Agenda and Meeting Minutes**

BE IT RESOLVED by the Carver County Community Development Agency Board of Commissioners, that the agenda for the May 18, 2023 Regular 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 May 18, 2023 Regular meeting be approved as written.

**Motion: Anderson**

**Second: Sudheimer**

Ayes: 3    Nays:                  Absent:                  Abstain:

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

Sudheimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Anderson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**APPROVAL OF COMMUNITY GROWTH PARTNERSHIP INITIATIVE GRANT AWARDS**

**I HEREBY CERTIFY** that I am the duly elected Secretary and keeper of the records of Carver County Community Development Agency (the “CDA”), a public body corporate and politic of the County of Carver, which is a political subdivision of the State of Minnesota; that the following is a true and correct copy of the Resolutions duly and unanimously adopted by all of the members of the CDA on June 15, 2023 all of the members of the CDA being present and constituting a quorum for the transaction of business; that the meeting was called in compliance with all applicable laws of the CDA; that the Resolutions do not conflict with any laws of the CDA; that the Resolutions have not been in any way altered, amended, or repealed and are in full force and effect, unrevoked and unrescinded as of this date, and have been entered upon the regular Minute Book of the CDA as of this date; and that all of the members of the CDA have, and at the time of adoption of the Resolution had, full power and lawful authority to adopt the Resolutions and to confer the powers thereby granted to the officer(s) named therein, who has (have) full power and lawful authority to exercise the same.

**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 an approved budget of available grant funds of \$400,000 for the fiscal year ending December 31, 2023; and

**WHEREAS**, Carver County cities and townships 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 four pre-developments grants and six community development applications from Carver County cities and townships on May 26th, 2023, for a total request of \$630,000; and

**WHEREAS**, the Initiative Review Panel reviewed applications based upon the threshold and competitive criteria; and

**WHEREAS**, the Initiative Review Panel recommends four pre-development grants and four 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;** Laketown Township, **Project;** Sewer Feasibly, **Grant Source;** Pre-Development, **Funding Amount;** \$7,500

**Applicant;** City of NYA, **Project;** Comp Hsg Study, **Grant Source;** Pre-Development, **Funding Amount;** \$7,500

**Applicant;** City of Chanhassen, **Project;** Downtown Design, **Grant Source;** Pre-Development, **Funding Amount;** \$7,500

**Applicant;** City of New Germany, **Project;** Black Forest/Trophy Lake Wastewater, **Grant Source;** Pre-Development, **Funding Amount;** \$7,500

**Applicant;** Waconia Township, **Project;** Sovereign Estates Tasting Rm Kitchen & Bathroom, **Grant Source;** Community Development, **Funding Amount;** \$90,000

**Applicant;** City of Mayer, **Project;** Old Firehall Redevelopment, **Grant Source;** Community Development, **Funding Amount;** \$90,000

**Applicant;** City of Mayer, **Project;** Mizzy’s Pizza, **Grant Source;** Community Development, **Funding Amount;** \$90,000

**Applicant;** City of Watertown, **Project;** Watertown Warehouses, **Grant Source;** Community Development, **Funding Amount;** \$90,000

**Motion:**

**Second:**

	Ayes: 3	Nays:	Absent:	Abstain:	
		Yes	No	Absent	Abstain
Carlson		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Koivumaki		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sudheimer		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Teske		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Anderson		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**THE APPROVAL OF COMMUNITY GROWTH PARTNERSHIP INITIATIVE GRANT AWARDS resolution was amended by Chair Sarah Carlson and Vice Chair Molly Koivumaki to be readdressed no later than the August 17, 2023, Regular Carver County CDA Board meeting.**

**APPROVAL OF THE REVISED CDA DRUG FREE WORKPLACE POLICY**

**23-18 Approval of the Revised CDA Drug**

**I HEREBY CERTIFY** that I am the duly elected Secretary and keeper of the records of Carver County Community Development Agency (the “CDA”), a public body corporate and politic of the County of Carver, which is a political subdivision of the State of Minnesota; that the following is a true and correct copy of the Resolutions duly and unanimously adopted by all of the members of the CDA on June 15, 2023 all of the members of the CDA being present and constituting a quorum for the transaction of business; that the meeting was called in compliance with all applicable laws of the CDA; that the Resolutions do not conflict with any laws of the CDA; that the Resolutions have not been in any way altered, amended, or repealed and are in full force and effect, unrevoked and unrescinded as of this date, and have been entered upon the regular Minute Book of the CDA as of this date; and that all of the members of the CDA have, and at the time of adoption of the Resolution had, full power and lawful authority to adopt the Resolutions and to confer the powers thereby granted to the officer(s) named therein, who has (have) full power and lawful authority to exercise the same.

**BE IT RESOLVED,** by the Carver County Community Development Agency Board of Commissioners, that after review and consideration, the Drug Free Workplace Policy will be amended to Drug & Alcohol-Free Workplace & Testing Policy and is approved as written.

**Motion: Anderson**

**Second: Sudheimer**

	Ayes: 3	Nays:	Absent:	Abstain:	
		Yes	No	Absent	Abstain
Carlson		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Koivumaki		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sudheimer		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Anderson		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**REGULAR AGENDA**

DISCUSSION **Strategic Plan Discussion**

DISCUSSION **County-Wide Tourism Tour**

**INFORMATION**

**ADJOURNMENT**

**23-19 Adjournment**

BE IT RESOLVED that the Carver County Community Development Agency Board of Commissioners hereby adjourns until Thursday, June 15, 2023.

**Motion: Anderson**

**Second: Sudheimer**

Ayes: 3    Nays:

Absent:

Abstain:

	Yes	No	Absent	Abstain
Carlson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Koivumaki	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sudheimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teske	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Anderson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*The CDA Board meeting adjourned at 6:42 p.m.*