

**County Board Tour of Marie Stiener Kelting Hospice Home
September 5, 2017 – 8:00 a.m.
9120 Shady Oak Drive
Chaska, Minnesota**



Carver County Board of Commissioners
September 5, 2017
Regular Session
County Board Room
Carver County Government Center
Human Services Building
Chaska, Minnesota

PAGE

9:00 a.m.	1.	<ul style="list-style-type: none"> a) CONVENE b) Pledge of allegiance c) Public comments - <i>Anyone wishing to address the Board of Commissioners on an item not on the agenda may come forward at this time. Please limit your comments to five minutes.</i> 	
	2.	Agenda review and adoption	
	3.	Approve minutes of August 15, 2017 Regular Session.....	1-4
	4.	Community Announcements	
9:05 a.m.	5.	CONSENT AGENDA	
		<i>Communities: Create and maintain safe, healthy and livable communities</i>	
		5.1 Work out of classification designation	5-6
		5.2 Encore Adult Day Services Donation.....	7
		5.3 Special Event Permit for Large Running Meet at Baylor Regional Park	8
		<i>Connections: Develop strong public partnerships and connect people to services and information</i>	
		5.4 Tobacco License for Casey's Retail Company dba Casey's General Store #3591	9
		5.5 Contract with Provance Technologies, Inc	10
		5.6 Joint Powers Agreement with Scott County for County Highway 101 Bridge Deck Sealing	11
		5.7 Request for approval to contract with Minnesota Housing Finance Agency	12-13
		5.8 Charitable Gambling Application for Exempt Permit-Delano Ducks Unlimited	14
		5.9 Out of State travel request - HRIS User Group Conference	15
		<i>Growth: Manage the challenges and opportunities resulting from growth and development</i>	
		5.10 Final Plat Approval of Poppitz Woods	16-18
		5.11 Southwest Reconnection Project - Supplemental Agreement 12	19
		5.12 John Moorhouse - Rural Service District (RSD) Business	20-24
		5.13 Settlement Agreements for Right of Way Acquisition for TH 41 Improvement Project	25-30

Culture: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government

- 5.14 Out of State Travel Request - Public Works Director..... 31
- 5.15 Approval of Memorandum of Agreement (MOA) with SMACC for 2017
Attraction and Retention Salary Range for Program Delivery Manager... 32

Finances: Improve the County's financial health and economic profile

- 5.16 Abatements/Additions 33-34
- 5.17 Lease with Verizon Wireless..... 35
- 5.18 Review Social Services/Commissioners Warrants NO ATT

- 9:10 a.m. **6. FINANCES: Improve the County's financial health and economic profile**
 - 6.1 Community Development Agency 2018 Budget and Levy 36-45
 - 6.2 Preliminary 2018 County Budget & Levy 46-61
 - 6.3 Preliminary 2018 Carver County Water Management Organization
Levy..... 62-64

- 10:00 a.m. **RECESS AS COUNTY BOARD AND CONVENE AS CARVER COUNTY
REGIONAL RAIL AUTHORITY**
 - 6.4 Preliminary 2018 Regional Rail Authority Levy and Budget ("CCRRA") .. 65

10:15 a.m. **ADJOURN AS RAIL AUTHORITY AND RECONVENE AS COUNTY BOARD**

- 10:15 a.m. **7. CULTURE: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government**
 - 7.1 Land Records Scan and Index Project 66-67

- 10:30 a.m. **8. CONNECTIONS: Develop strong public partnerships and connect people to services and information**
 - 8.1 MICA Legislative Update 68

- 10:50 a.m. **9. COMMUNITIES: Create and maintain safe, healthy and livable communities**
 - 9.1 **Closed Session** to review appraisal data, and develop offer for purchase of property located at 9120 Shady Oak Dr, Chaska, MN 55318 69

- 11:00 a.m. **10. GROWTH: Manage the challenges and opportunities resulting from growth and development**
 - 10.1 **Closed Session** for Right of Way Acquisition for CSAH 11
Project #010-611-006-11175 Guernsey Ave, Dahlgren Twp, MN..... 70

- 11:45 a.m. **BOARD REPORTS**
 - 1. Chair
 - 2. Board Members
 - 3. Administrator
 - 4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

- September 12, 2017 No Meeting
- September 19, 2017 4:00 p.m. Board Meeting
- September 26, 2017 9:00 a.m. Board Work Session
- October 3, 2017 9:00 a.m. Board Meeting
- October 10, 2017 No Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on August 15, 2017. Chair Tim Lynch convened the session at 9:00 a.m.

Members present: Tim Lynch, Chair, James Ische, Vice Chair, Gayle Degler and Randy Maluchnik.

Members absent: Tom Workman.

Under public comments, Dan Cook, 7625 Rutz Lake, explained he was present to give an update on the Rutz Lake Solar garden construction CUP. He believed the CUP should not have passed and requested, as construction moved forward, that the County make sure it is installed correctly. He stated there had been no activity for six months but there has been financial activity with GreenMark being sold and new firms hired. He noted the design criteria has been challenged and the neighbors had to push back and were policing this. He pointed out the fragile relationships between the contractors and neighbors and highlighted the issues they have been dealing with.

Cook raised the number of trucks accessing the site and the dust. He stated there have been drainage issues, there have been no ongoing stray voltage checks and issues with the construction hours. He stressed the neighbors have been doing a lot of the heavy lifting and are getting tired.

Karen Johnson Leuthner, 15735 38th Street, Mayer, clarified she did not represent Hollywood Township, elected officials or staff and was present as a public watchdog. She pointed out the engineer's report she previously referred to and the engineer who provided an analysis but never visited the site. She noted the FCC and FAA information that Linder completed that she had received. She pointed out the tower height changed, the County was aware of it and residents were not protected. She suggested rules were not followed, things were done wrong and the County failed to do anything.

The following amendment was made to the agenda:

6.1 Sovereign Estate Wine – Special Event Request

Degler moved, Maluchnik seconded, to approve the agenda as amended. Motion carried unanimously.

Ische moved, Degler seconded, to approve the minutes of the July 25, 2017, Special Session. Motion carried unanimously.

Community announcements were made by the Board.

Maluchnik moved, Ische seconded, to approve the following consent agenda items:

Approved the one day to four day temporary on sale liquor license application for St. Peter Lutheran Church for October 7, 2017.

Contract with Computer Information Sys Inc., pending approval from Risk Management/County Attorney.

Authorized acceptance of \$1,000 donation to Encore Adult Day Care Services.

Approved issuing a charitable gambling license to Carver County Ducks Unlimited MN 128, pending township approval, for a raffle to be held on September 28, 2017.

Authorized the Chair and Administrator to sign the purchase agreement with Nesvold Farms, Inc., LLC for approximately six acres of property on Parcel #85.0090600.

Professional services agreement with Stonebrooke Engineering for \$65,990 for bridge safety inspections for 2017, pending finalization of the contract review process.

Approved an agreement with Barga, Inc., for seal coating and crack sealing at Lake Minnewashta Regional Park pending finalization of the contract review process.

Approved and authorized signature of the Twin Cities Public Health and Environmental Health Mutual Aid Agreement.

Approved a professional services agreement with Kennedy & Graven for the TH 41 expansion project – Jonathan Area Phase, pending finalization of the contract review process.

Adopted Findings of Fact and issued Order #PZ20170037 for the issuance of Conditional Use Permit #PZ20170037, Jim Russell, Laketown Township.

Resolution #53-17, Authorizing Eminent Domain to Acquire Real Property Interests Needed for TH 42 Reconstruction US 212 to CSAH 14.

Agreement with Xcel Energy for \$105,000 for relocating a transmission pole for the County Highway 10 construction project-Waconia School Phase, pending finalization of the contract review process.

Approved creation of additional 1.0 FTE school linked therapist for Day Treatment services and related HH&S budget amendment.

Resolution #54-17, For Minnesota Highway Freight Program Funding for Highway 41 and Lyman Boulevard.

Resolution #55-17 For Transportation Economic Development (TED) Program Funding for Highway 41 at Lyman Boulevard.

Resolution #56-17 For Minnesota Highway Freight Program Funding for US Highway 212 from Cologne to Carver.

Resolution #57-17 Establishing a School Zone Speed Limit of 40 MPH on Jonathan Carver Parkway (CSAH 11) North and South of Ironwood Drive for the new Carver Elementary School.

Approved request to convert 1 FTE Background Investigator to 1 FTE Senior Background Investigator and related budget amendment.

Appointed Brian Praske as the Carver County Surveyor effective August 1, 2017.

Approved the Teamsters Detention Deputies/911 Dispatchers/TAC Officer 2017-2018 Collective Bargaining Agreement.

Approved the Memoranda of Agreement outlining the terms for flex time, voluntary leave without pay, schedule change notification and educational incentive for the employees in the classification of Emergency Communication Supervisor.

Contract with Interstate Power Systems, Inc. pending completion of the contract review process.

Approved the following abatements:

25.5321070	Rena Blomquist
45.0500210	Harlan Poppler
25.1860050	Roland Thurk
65.3250810	Patricia Rodolosi
25.2560210	Brandt Jorgensen

Resolution #58-17, Minnesota Department of Veterans Affairs CVSO Operational Grant

Reviewed July 25, 2017, Community Social Services' actions/Commissioners' warrants in the amount of \$248,418.63; reviewed August 1, 2017, Community Social Services' actions/Commissioners' warrants in the amount of \$293,979.42; reviewed August 8, 2017, Community Social Services' actions/Commissioners' warrants in the amount of \$447,394.42 and reviewed August 15, 2017, Community Social Services' actions/Commissioners' warrants in the amount of \$497,098.80.

Motion carried unanimously.

Steve Just, Land Management, appeared before the Board to review Sovereign Estate Wine's request for a special event permit. He explained the business was allowed up to three requests per year and the current request was necessary because amplified outdoor music would be offered until 10:00 p.m. He also noted the requirement in the CUP that requires an application at least 30 days prior to an event but this application was received last Tuesday. He indicated the Waconia Town Board made

no recommendation but did express some concern about the late notification. Just clarified if the Board approved the permit they would also be waiving the 30 day notification for this situation only.

Ische stated he was disappointed in the lack of a recommendation from the township and requested, in the future, the applicant submit the request in a more timely fashion so neighbors are aware of it and any concerns can be addressed.

Ische moved, Degler seconded, to authorize the issuance of a Special Event Permit (#A20170329) for an event on August 19, 2017, with amplified music until 10 p.m. and waiving the 30 day application submittal requirement pursuant to CUP #PZ20140023. Motion carried unanimously.

Ische moved, Maluchnik seconded, to adjourn the Regular Session at 4:39 p.m. and go into a work session regarding the 2018 CDA budget and levy. Motion carried unanimously.

David Hemze
County Administrator

(These proceedings contain summaries of resolutions/claims reviewed. The full text of the resolutions and claims reviewed are available for public inspection in the office of the county administrator.)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Work out of classification designation

Primary Originating Division/Dept: Sheriff

Meeting Date: 9/5/2017

Contact: Paul Tschida Title: Commander

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

On June 23, 2017, the Carver County Sheriff's Office (CCSO) accepted the retirement of a Sergeant and a Lieutenant, subsequently creating an opportunity for internal promotions. An incumbent Sergeant was promoted to Lieutenant and two incumbent deputies were promoted to Sergeant. Due to an on duty injury to an incumbent Sergeant, the promotion to Lieutenant was delayed until September 4, 2017, with the possibility of the injured Sergeant coming back to full duty at that time. That has not happened, which will create a vacant sergeant position effective September 4, 2017.

On a temporary basis, until the return of the injured Sergeant or December 24, 2017 (last pay period of the year), whichever comes first, the CCSO proposes to work a deputy out of class as a Sergeant. A temporary pay increase of 9% would be assigned to this deputy for that time period. Existing operations budget dollars would be utilized to cover the additional personnel cost.

ACTION REQUESTED:

Approve the request to temporarily work a deputy out of class as a Sergeant and assign a temporary pay increase of 9% for the duration of the out of class period.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FUNDING

County Dollars = \$2,100.00

FTE IMPACT: Other staffing change (grade, classification, hours, etc.)

Total \$2,100.00

Insert additional funding source

Related Financial/FTE Comments:

The budget will not be affected as the dollars needed for the temporary assignment will come from available operational funds. Specifically from account 01-201-201-0000-6264 (Career Development)

Office use only:

RBA 2017 - 4917

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Work out of classification designation

Department:

Meeting Date:

Fund:

- 01 - General
- 02 - Reserve
- 03 - Public Works
- 11 - CSS
- 15 - CCRRA
- 30 - Building CIP
- 32 - Road/Bridge CIP
- 34 - Parks & Trails
- 35 - Debt Service

Requested By:

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Salaries & Wages - Perm	01-201-236.6111	\$2,100.00	Career Development	01-201-201-0000-...	\$2,100.00
TOTAL		\$2,100.00	TOTAL		\$2,100.00

Reason for Request:

To fund increased cost of out-of-class designation.

RBA 2017-4917

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Encore Adult Day Services Donation

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Encore Adult Day Services received a \$100 donation at the 40th Anniversary Celebration.

ACTION REQUESTED:

Motion to approve receipt of donation.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	<input type="text" value=""/>
Donation	\$100.00
Total	\$100.00

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Donation will be used for Encore program related costs.

Office use only:

RBA 2017 - 4932

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Special Event Permit for Large Running Meet at Baylor Regional Park

Primary Originating Division/Dept: <u>Public Works - Parks</u>	Meeting Date: <u>9/5/2017</u>
Contact: <u>Sam Pertz</u> Title: <u>Parks & Trails Supervisor</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

In good communication and awareness to the County Board, the Parks Department has issued a Special Event Permit to the Norwood Young America Central Schools as the primary agency involved in the large cross country running meets held at Baylor Regional Park.

By County Ordinance Chapter 91: Use permits shall be required for the exclusive or special use of all or portions of park areas and facilities when they are closed to the public; to conduct certain activities not normally permitted as per conditions of this chapter; for regulation of large group activities, as defined herein, or to reduce or eliminate certain user fees for groups, as defined herein.

The 2017 HS Cross Country Invitational Meet is planned for Tuesday September 12th.

The Permit issued recognizes:

- This event attracts approximately 1,800 park visitors associated with the school teams. Peak activity is between 3:00pm and 8:00pm. It should be noted that high volumes of vehicles will be parked throughout the park as well as on the shoulders of CR33 depending on event attendance.
- The Parks Department has issued a Special Event Permit to this group each year for 10+ years without issue or concern.
- Use Fees charged to host the event in the Park to be consistent with the approved Parks Fee Schedule for 2017.
- All portions of the Park remain open to the general public.
- The Park Commission has been made aware of these events on an annual basis.

ACTION REQUESTED:

Authorize the Park Staff to proceed with finalizing and issuing the Special Use Permit to Norwood Young America Central Schools.

FISCAL IMPACT: None

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =	<input style="width: 100%;" type="text"/>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Total	\$0.00

Related Financial/FTE Comments:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Tobacco License for Casey's Retail Company dba Casey's General Store #3591

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
Consent ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

Casey's Retail Company dba Casey's General Store #3591 has applied for a Tobacco License and is in compliance with the Carver County Tobacco Ordinance. The owner is requesting the Carver County Board of Commissioners approval to sell tobacco products. This business is located at 313 Shimmcor St, Mayer, MN 55360.

ACTION REQUESTED:

Approval of the Carver County Board to issue a Tobacco License to Casey's Retail Company dba Casey's General Store #3591.

FISCAL IMPACT: ▼
If "Other", specify:

FUNDING

County Dollars =

Total \$0.00

FTE IMPACT: ▼

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4911

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Contract with PROVANCE TECHNOLOGIES, INC

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Information Technology Department proposes to contract with Provance Technologies to implement its IT Service Management (ITSM) solution as a replacement for the County's current HelpStar application. The County Board had previously approved these project funds to work with Avtex Solutions on implementing their ITSM solution. The County staff recently cancelled that contract based on poor performance by the contractor. The Provance solution will deliver, manage, and improve how IT and Facilities provide services to all County divisions. It will manage the workflow and interaction among employees and the IT and Facilities staffs for "helpdesk" tickets. The solution will provide metrics, dashboards, and reports on tickets to help improve customer service. IT and Facilities will be implementing the asset management module to plan for, and effectively manage, assets through their entire life cycle. This contract will cover the costs of implementing the solution, plus 1-year fees for the Provance ITSM licenses.

ACTION REQUESTED:

Motion to contract with PROVANCE TECHNOLOGIES, INC.

FISCAL IMPACT:
If "Other", specify:

FUNDING	
County Dollars =	\$55,560.00
<input type="text"/>	<input type="text"/>
Total	\$55,560.00

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

This amount consists of \$44,800 (Professional Services) and \$11,760 (1-year fees for 35 Provance ITSM licenses)

Office use only:

RBA 2017 - 4913

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Joint Powers Agreement with Scott County for County Highway 101 Bridge Deck Sealing

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Southwest Reconnection Project was substantially completed in June 2016. The contractor, Ames Construction, Inc., is working on completing punch list items and warranty work. The landscaping work installed by subcontractors of Ames Construction, Inc. has a warranty period ending in June 2018.

In consultation with our consultant bridge safety engineer, MnDOT staff and internal Public Works staff, it was recommended to apply a sealer to the deck surface of the driving lanes and shoulders of the new Highway 101 causeway bridge, in order to preserve and extend the life of the investment that has been made with the Highway 101 causeway bridge. MnDOT has also been applying the same deck sealer to their more expensive bridges to lengthen the service life of the bridge.

It is anticipated that it may take up to 2 weeks to complete the deck sealing work. Traffic will be reduced down to 1 lane in each direction while the work is taking place, however no full closures are needed or planned. The deck sealing work will be completed by the end of October.

Scott County is an agency partner in this deck sealing project. The Scott County Board of Commissioners recently approved of this joint powers agreement for this work. Carver County will pay for 75% of the deck sealing costs, with Scott County paying for the remaining 25% costs.

ACTION REQUESTED:

Motion to approve a Joint Powers Agreement with Scott County for Bridge No. 10004 deck sealing on CSAH 101, pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	\$312,731.84
Scott County	\$104,243.94
Total	\$416,975.78

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Per the terms of the Southwest Reconnection Project and this new JPA , Carver County will pay 75% and Scott County 25%.

Office use only:

RBA 2017 - 4919

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Request for approval to contract with Minnesota Housing Finance Agency

Primary Originating Division/Dept: <input type="text" value="Health & Human Services"/>	Meeting Date: <input type="text" value="9/5/2017"/>
Contact: <input type="text" value="Jennifer Romero"/> Title: <input type="text" value="Housing Coordinator"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

BACKGROUND/JUSTIFICATION:

The Landlord Risk Mitigation Fund Pilot Program provides funds to Carver County on behalf of all of the Suburban Metro Counties (Anoka, Dakota, Scott, Washington and Carver). HousingLink will administer the program on behalf of Carver County as the sub-grantee. They will provide risk mitigation funds to landlords across the listed counties to incentivise them to accept clients with high rental barriers. The risk fund will work much like an insurance fund for landlords so that they do not need to fear damages or unpaid rent by high risk renters who are enrolled in this program.

The Landlord Risk Mitigation Fund Pilot Program will be a collaborative effort between all 5 Suburban Metro Counties (Anoka, Dakota, Scott, Washington and Carver) and the housing providers that are within those counties. The 5 CDA's may work with this project as well, but it will target support service providers, which the CDA's are not. CDA's will be helpful to the program because they have information and input from local landlords that will, in turn, inform the program. Carver County will hold the funds, which will be sub-granted to HousingLink. HousingLink will train support service staff across the Suburban Metro Counties on how to access the funds. For example, locally in Carver County - the CAP Agency, Launch Ministry, Simpson Housing, Skyline Incc, and Carver County Adult Mental Health will have the ability to help their clients apply for this program.

HousingLink is the sub-grantee for this grant. 66,480 is to be spent on reimbursement of landlords, 73,875 will be spent on housing navigation services, and 6,648 is for administration costs divided by the county and HousingLink.

ACTION REQUESTED:

Motion to approve contract with Minnesota Housing Finance Agency pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Budget amendment request form"/>	FUNDING						
<i>If "Other", specify:</i> <input type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%;"><input type="text"/></td> </tr> <tr> <td>State Grant Dollars</td> <td style="text-align: right;">\$147,003.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$147,003.00</td> </tr> </table>	County Dollars =	<input type="text"/>	State Grant Dollars	\$147,003.00	Total	\$147,003.00
County Dollars =	<input type="text"/>						
State Grant Dollars	\$147,003.00						
Total	\$147,003.00						
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source						

Related Financial/FTE Comments:

No County levy dollars are being used for this program. Funds being spent are grant dollars from the State. These funds are not included as a part of the current County budget.

Office use only:

RBA 2017 - 4922

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Request for approval to contract with Minnesota Housing Finance Agency

Department:

Meeting Date:

Fund:

- 01 - General
- 02 - Reserve
- 03 - Public Works
- 11 - CSS
- 15 - CCRRA
- 30 - Building CIP
- 32 - Road/Bridge CIP
- 34 - Parks & Trails
- 35 - Debt Service

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Landlord Mitigation	11-480-405-3580-6040	\$66,480.00
Housing Navigation	11-480-405-3581-6040	\$73,875.00
Admin Costs	11-480-405-3582-6040	\$6,648.00
TOTAL		\$147,003.00

CREDIT		
Description of Accounts	Acct #	Amount
MN Housing Landlord Risk Fund	11-480-705-0000-...	\$147,003.00
TOTAL		\$147,003.00

Reason for Request:

Approve acceptance of funds from Minnesota Housing Finance Agency for Landlord Risk Mitigation Pilot Program.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Charitable Gambling Application for Exempt Permit-Delano Ducks Unlimited

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

A Charitable Gambling application for Exempt Permit was received from the Delano Ducks Unlimited. They plan to hold a raffle on September 21, 2017 at B's On The River located at 1455 County Rd 27, Watertown, MN 55388. This applicant has received this same type of license previously.

ACTION REQUESTED:

Approval to issue a Charitable Gambling License to Delano Ducks Unlimited for a raffle to be held on September 21, 2017.

FISCAL IMPACT: ▼
If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: ▼

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4929

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Out of State travel request - HRIS User Group Conference

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
Consent ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

The County has recently purchased an HRIS system from High Line Corporation and is actively implementing the solution. The vendor is offering a user group conference for its clients on October 23-26 in Hilton Head, SC. As a chance to interact with other users and gain insights for using the product more fully, the project team would like to send 2 County employees to the conference.

ACTION REQUESTED:

Motion to approve out state travel for Lisa May, Payroll Administrator, and Lorraine Brady, IT Project Manager, to attend the High Line User Group Conference in Hilton Head, South Carolina from October 23rd to October 26th, 2017.

FISCAL IMPACT: ▼

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: ▼

Total

Insert additional funding source

Related Financial/FTE Comments:

Included in current conference and training budget for Finance and IT. Costs include conference registration and lodging/travel estimates for both attendees.

Office use only:

RBA 2017 - 4946

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Final Plat Approval of POPPITZ WOODS

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

File #PZ20160055. Poppitz Woods Development, LLC (Harry Niemela) is requesting final plat approval of POPPITZ WOODS, which is located in Section 33 of Laketown Township. The County Board approved the Preliminary Plat (Resolution #74-16), on December 13, 2016, allowing for 3 wooded lots with road frontage on Juniper Ave. The County Surveyor has approved/signed the final plat. The Assistant County Attorney has reviewed the covenants and title information for platting purposes. The conditions of the Preliminary Plat have been satisfied. The Laketown Town Board has also approved the final plat. The plat map and County Board resolution are attached for the Board's review.

ACTION REQUESTED:

Motion adopting a resolution approving the Final Plat of POPPITZ WOODS and authorizing the Chair's signature on the plat mylar.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4884

**BOARD OF COUNTY COMMISSIONERS
CARVER COUNTY, MINNESOTA**

Date: September 5, 2017

Resolution #

Motion by Commissioner

Seconded by Commissioner

A RESOLUTION APPROVING THE FINAL PLAT OF POPPITZ WOODS

WHEREAS, the preliminary plat has been submitted and approved by the County Board of Commissioners by Resolution No. 74-16, adopted December 13, 2016; and

WHEREAS, the final plat of POPPITZ WOODS has been prepared and submitted for consideration; and

WHEREAS, the Carver County Planning Commission, by Resolution No. 16-17, waived any additional review of the final plat if no significant changes were made from the preliminary plat it approved; and

WHEREAS, the final plat conforms to the approved preliminary plat; and

WHEREAS, the County Board has reviewed the final plat and accompanying documents and finds as follows:

1. The final plat of POPPITZ WOODS meets all the requirements of County Board Resolution No. 74-16.
2. The Assistant County Attorney has reviewed the April 4, 2017 First American Title Owners Policy, which states that Poppitz Woods Development, LLC is the fee owner of the subject property to be platted.
3. The Assistant County Attorney, in consultation with the Land Management Department, has reviewed the July 13, 2017, Declaration of Single Family Residential Covenants, which contain all items required by the December 13, 2016, Board of Commissioners' Resolution #74-16, and Conditional Use Permit #PZ20160044.
4. The final plat conforms to the requirements of Chapter 151 of the Carver County Code (Subdivisions), Chapter 152 of the Carver County Code (Zoning), and Conditional Use Permit #PZ20160044.
5. The County Surveyor has approved the final plat
6. The Laketown Town Board has approved the final plat.

THEREFORE, BE IT RESOLVED, THAT The Carver County Board of Commissioners hereby approves the final plat of POPPITZ WOODS.

BE IT FURTHER RESOLVED THAT THE Carver County Board of Commissioners hereby authorizes the Board Chair to sign the plat mylar.

YES	NO	ABSENT
------------	-----------	---------------

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 5th day of September, 2017, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this _____ day of _____, 2017.

David Hemze, County Administrator

POPPITZ WOODS

PLAT FILE NO.
C.R. DOC. NO.

INSTRUMENT OF DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS: That Poppitz Woods Development, LLC, a Minnesota Limited Liability Company, owner of the following described property situated in the County of Carver, State of Minnesota, to-wit:

Part of the North 1794.53 feet of the West 876.00 feet of the East Half of the Northwest Quarter of Section 33, Township 116, Range 24, Carver County, Minnesota, as measured along the North and West lines thereof, described as follows: Commencing at the northwest corner of said Section 33; thence on an assumed bearing of North 89 degrees 25 minutes 17 seconds East along the North line of said Northwest Quarter 1318.67 feet to a point at the northwest corner of said East Half of the Northwest Quarter, said point being the point of beginning of the tract to be described; thence South 00 degrees 43 minutes 15 seconds West along said West line 875.53 feet; thence North 89 degrees 25 minutes 17 seconds East 400.00 feet; thence South 00 degrees 43 minutes 15 seconds West 380.36 feet; thence North 86 degrees 32 minutes 21 seconds East 477.15 feet to the East line of said West 876.00 feet of the East Half of the Northwest Quarter; thence North 00 degrees 43 minutes 15 seconds East along said East line 1231.89 feet to the North line of said Northwest Quarter; thence South 89 degrees 25 minutes 17 seconds West along said North line 876.00 feet to the point of beginning. This tract contains 21.627 acres of land and is subject to any and all easements of record.

Have caused the same to be surveyed and platted as POPPITZ WOODS and do hereby donate and dedicate to the public for public use forever the public ways, and drainage and utility easements as created by this plat.

In witness whereof said Poppitz Woods Development, LLC, a Minnesota limited liability company have caused these presents to be signed by its proper officers this _____ day of _____, 2017. Poppitz Woods Development, LLC

By: _____
Harry E Niemela, President/Chief Officer

By: _____
Judy M. Niemela, Vice President

STATE OF MINNESOTA, COUNTY OF CARVER

The foregoing instrument was acknowledged before me this _____ day of _____, 2017, by Harry E Niemela, President/Chief Officer and Judy M. Niemela, Vice President of Poppitz Woods Development, LLC, a Minnesota limited liability company, on behalf of the company.

Printed name _____

Notary Public, _____ County, Minnesota
My Commission Expires _____

SURVEYORS CERTIFICATION

I Avery Grochow do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 2017.

Avery Grochow, Land Surveyor
Minnesota License No. 15475

STATE OF MINNESOTA, COUNTY OF _____

The foregoing Surveyor's Certificate was acknowledged before me this _____ day of _____, 2017, by Avery Grochow, Licensed Land Surveyor, Minnesota License No. 15475.

Printed name _____

Notary Public, _____ County, Minnesota
My Commission Expires _____

LAKETOWN TOWN BOARD

The plat of POPPITZ WOODS was approved by the Board of Supervisors of the Town of Laketown, Carver County, Minnesota, at a regular meeting held this _____ day of _____, 2017.

BOARD OF SUPERVISORS OF THE TOWN OF LAKETOWN, CARVER COUNTY, MINNESOTA

By: _____, Chairman

Attest _____, Clerk

CARVER COUNTY BOARD

I/We do hereby certify that on the _____ day of _____, 2017, the Board of Commissioners of Carver County, Minnesota, approved this plat of POPPITZ WOODS, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd.2.

By: _____, Chairman

Attest _____, Administrator

COUNTY SURVEYOR

Pursuant to Chapter 395, Minnesota Laws of 1971, this plat has been approved this _____ day of _____, 2017.

Brian Praske, County Surveyor

COUNTY TAXPAYER SERVICES

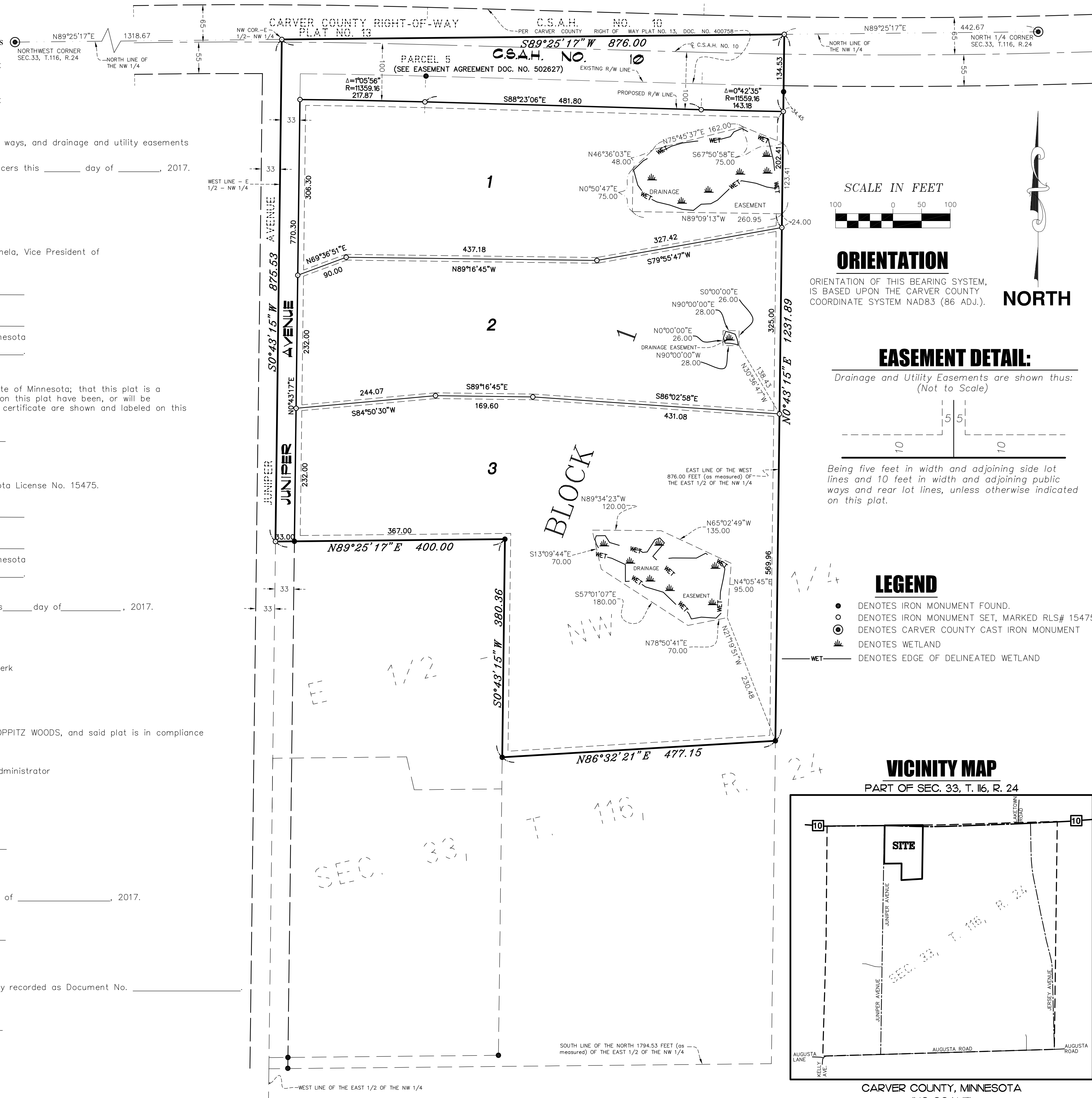
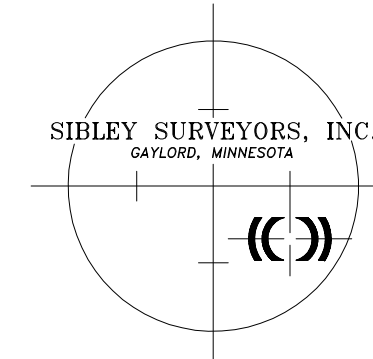
I hereby certify taxes payable in the year _____ and prior years have been paid for land described on this plat. Dated this _____ day of _____, 2017.

Laurie Davies, County Auditor/Treasurer

COUNTY RECORDER

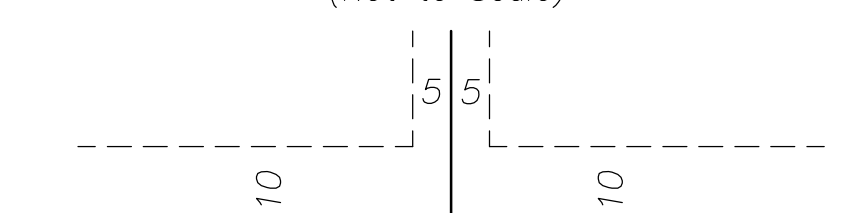
I hereby certify that this plat of POPPITZ WOODS was filed this _____ day of _____, 2017, at _____ o'clock _____ M., and was duly recorded as Document No. _____

David Frischmon, Interim County Recorder



ORIENTATION
ORIENTATION OF THIS BEARING SYSTEM, IS BASED UPON THE CARVER COUNTY COORDINATE SYSTEM NAD83 (86 ADJ.).

EASEMENT DETAIL:
Drainage and Utility Easements are shown thus: (Not to Scale)

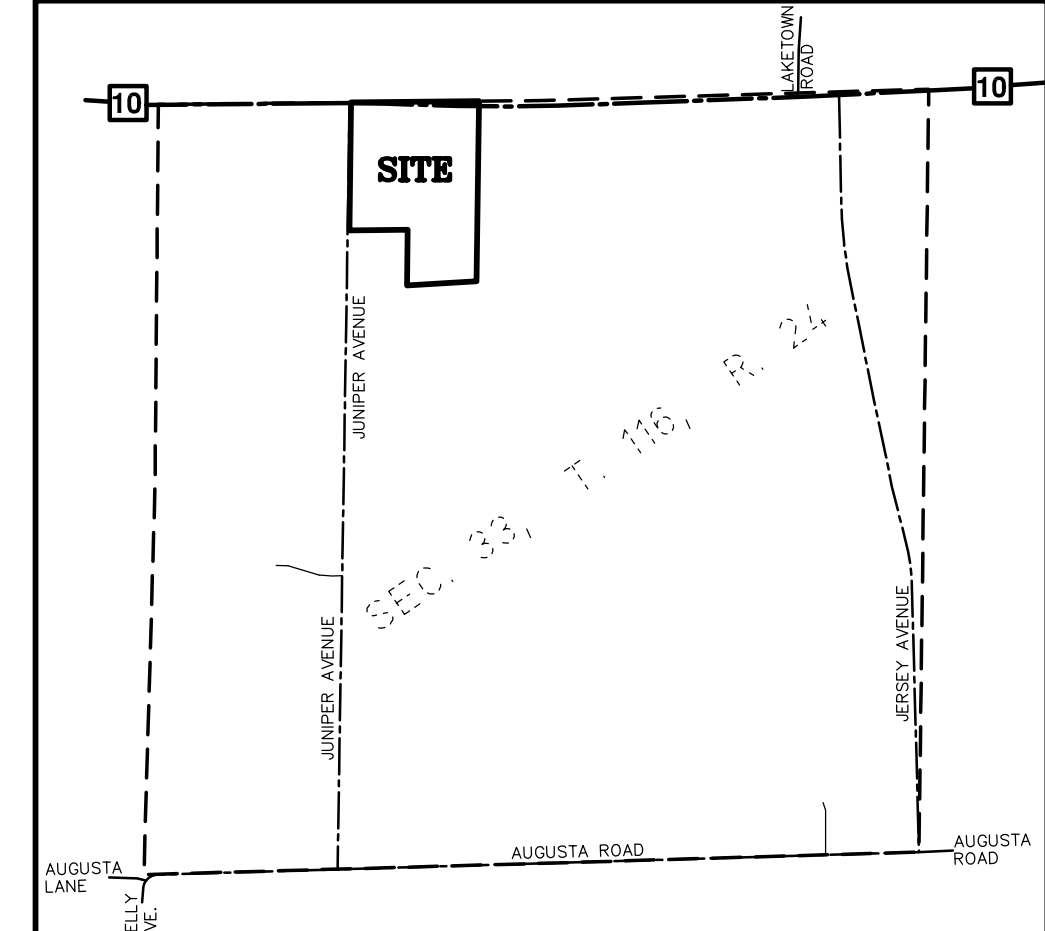


Being five feet in width and adjoining side lot lines and 10 feet in width and adjoining public ways and rear lot lines, unless otherwise indicated on this plat.

- LEGEND**
- DENOTES IRON MONUMENT FOUND.
 - DENOTES IRON MONUMENT SET, MARKED RLS# 15475
 - ⊙ DENOTES CARVER COUNTY CAST IRON MONUMENT
 - ☼ DENOTES WETLAND
 - WET— DENOTES EDGE OF DELINEATED WETLAND

VICINITY MAP

PART OF SEC. 33, T. 116, R. 24



CARVER COUNTY, MINNESOTA
(NO SCALE)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Southwest Reconnection Project - Supplemental Agreement 12

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="9/5/2017"/>
Contact: <input type="text" value="Darin Mielke"/> Title: <input type="text" value="Deputy County Engineer"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

The Southwest Reconnection Project was substantially completed in June 2016. The contractor, Ames Construction, Inc., is working on completing punch list items and warranty work. The landscaping work installed by subcontractors of Ames Construction, Inc. has a warranty period ending in June 2018.

In consultation with our consultant bridge safety engineer, MnDOT staff and internal Public Works staff, it was recommended to apply a sealer to the deck surface of the driving lanes and shoulders of the new Highway 101 causeway bridge, in order to preserve and extend the life of the investment that has been made with the Highway 101 causeway bridge. MnDOT has also been applying the same deck sealer to their more expensive bridges to lengthen the service life of the bridge.

Ames Construction, Inc. was agreeable to perform this work as part of the Southwest Reconnection Project. Staff have negotiated costs that are very comparable to other recent projects that MnDOT has performed. Ames Construction, Inc. is able to complete the work by the end of October 2017. It is anticipated that it may take up to 2 weeks to complete the deck sealing work. Traffic will be reduced down to 1 lane in each direction while the work is taking place, however no full closures are needed or planned.

The county board authorized the County Engineer to sign change orders and supplemental agreements up to \$100,000 per occurrence and with a project aggregate total of \$4 million. The County Engineer is requesting that the County Board authorize the County Engineer, or his designee, to approve of Supplemental Agreement 12 since it exceeds both of the above stated thresholds. The cost for this work has been anticipated and was included in the CIP budget.

Scott County is an agency partner in this deck sealing project. The Scott County Board of Commissioners recently approved of a joint powers agreement for this work. Carver County will pay for 75% of the deck sealing costs, with Scott County paying for the remaining 25% costs.

ACTION REQUESTED:

Motion to authorize the Carver County Engineer, or his designee, to approve Supplemental Agreement 12 for a total contract increase of \$416,975.78 for the Highway 101 causeway bridge deck sealing as part of the Southwest Reconnection Project.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING						
If "Other", specify: <input type="text"/>	<table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="text-align: right;">\$312,731.84</td> </tr> <tr> <td>Scott County</td> <td style="text-align: right;">\$104,243.94</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$416,975.78</td> </tr> </table>	County Dollars =	\$312,731.84	Scott County	\$104,243.94	Total	\$416,975.78
County Dollars =	\$312,731.84						
Scott County	\$104,243.94						
Total	\$416,975.78						
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source						

Related Financial/FTE Comments:

A separate Joint Powers Agreement between Scott County and Carver County is being executed for this additional work. Per the terms of the proposed new JPA, Carver County will pay 75% and Scott County 25%.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

John Moorhouse - Rural Service District (RSD) Business

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

File #PZ20170043. The Planning Commission recommended approval of John Moorhouse's request for a Conditional Use Permit (CUP) for Moorhouse Motorsports, located in Section 33 of Hollywood Township. The site is the former Fred W. Radde (FWR) Auction Center, in the Hollywood Station Rural Service District (RSD). Moorhouse Motorsports is a startup business venture for John Moorhouse, and his son, Ethan Moorhouse. Mr. Moorhouse is requesting to operate a service, sales, and storage business for boats and other recreational vehicles, including snowmobiles. Repair services would be a core aspect of the operation; however, contract storage of boats, trailers, snowmobiles, ATV's, etc. would also be offered. The operation would utilize the existing structure for office space(s), retail sales, a showroom, and repairs. Two outdoor fenced areas would be utilized for seasonal storage. Hollywood Township has also recommended approval of the request.

ACTION REQUESTED:

Motion adopting the Findings of Fact and issuing Order #PZ20170043 for the issuance of the Conditional Use Permit.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4931

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20170043

RESOLUTION #: 17-09

WHEREAS, the following application for a Conditional Use Permit has been submitted and accepted:

FILE #: PZ20170043

APPLICANT: John Moorhouse

SITE ADDRESS: 5545 Co Rd 33 New Germany, MN 55367

PERMIT TYPE: Rural Service District (RSD) Adaptive Reuse

PURSUANT TO: County Code, Chapter 152, Sections 152.097 (B)

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 06-033-1230

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of August 15, 2017; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. John & Ethan Moorhouse are interested in operating a business, Moorhouse Motorsports, from the FW Radde Auction Facility located in the West Half (W $\frac{1}{2}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section 33, Hollywood Township. The parcel (approx. 21.78 acres) is improved with a commercial structure (Radde Auction Facility) and two (2) outdoor chainlink fenced areas. The property is located in the Hollywood Station Rural Service District and the CCWMO – Crow River watershed.
2. The applicant is requesting a Conditional Use Permit (CUP) to operate a service, sales, and storage business for boats and other recreational vehicles and adaptive re-use of an existing structure pursuant to Sections 152.097 (B) of the Carver County Code.
3. The FW Radde Auction Facility CUP originated in 1996 and has been operated as a family business. The facility has evolved (been amended) over time from the original CUP request and currently operates as (#PZ20040006) which allows for auctions, sales, consignment and as a public venue for recreational & social events (i.e. wedding receptions, dances, tournaments, trade shows, etc.). Fred Radde has offered the property for sale, and the Moorhouse family has a purchase agreement contingent upon the approval of the CUP for their planned business operations.
4. Moorhouse Motorsports is a startup business venture for John Moorhouse and his son, Ethan Moorhouse. The operational plan provides a detailed outline of the proposed land use. According to the applicant, the business activity would utilize the site in a similar manner as the prior permitted use, including outdoor and indoor storage. According to the applicant, the existing 80' x 120' (9,600 sq. ft.) structure and fenced areas, which have been utilized as part of the FW Radde Auction Facility, provide for an excellent fit for their needs and would allow economical use for the newly proposed operations. The business involves storage, repairs & service, and sales of recreational vehicles (i.e. ATV/UTV's, snowmobiles, etc.), as well as basic service and winterization for boats and personal watercrafts (PWCs). According to the applicant, repair services would be the core aspect of their operations; however, contract storage of customer boats, trailers, snowmobiles, ATV's, etc. would be another core aspect of their operation.
5. The operation would utilize the existing structure for commercial activities (i.e. repair, office, retail sales and showroom) and the two (2) outdoor fenced areas for seasonal storage. The existing structure meets the required setback standards pursuant to the County Zoning Code. The existing chain link fence along County State Aid Highway (CSAH) 33 was granted a variance (#PZ20040042 attached) for placement at a reduced setback distance.

6. The number of employees initially will be one (1) full-time employee who is also an owner of the business, residing in Mayer, MN, and one (1) part-time family member who would also be an owner of the property. The initial hours of operation are approximately 9:00 am to 6:00 pm, Monday – Saturday, with the understanding that hours may be earlier or later in the event of a customer emergency, equipment repair, site maintenance, snowplowing, etc. According to the applicant, future plans to expand may allow for an increase in hours of operation to possibly 7:00 am to 7:00 pm, and seven days a week within the next 5 to 10 years. The number of business related vehicles utilizing the property would consist of four (4); including two (2) trucks, one (1) forklift, and one (1) compact tractor. Future plans would include additional vehicles and equipment to operate the business. The proposed use would meet the general requirements for a conditional use in the Rural Service District (adaptive re-use and rural community-related use serving the needs of the local rural community by providing minor repair services).
7. Mr. Moorhouse has stated, “*screening will include maintaining the existing plant screening that is around the building and fenced area behind*”. He further indicates that additional plant screening would be added along the west property line in order to help screen the larger fenced area along CSAH 33. The center parking lot area would be used for outdoor product display, and would require visibility from the road; therefore, no screening would be planned for that area.
8. The existing access locations would serve the property. The estimated daily trips (in and out) of the site would initially be four (4) to ten (10), with future plans of up to twenty (20) or thirty (30) in the next five (5) to ten (10) years. The number of parking spaces available on the site exceeds 100, as the site already has paved and gravel parking areas. The Zoning Code allows for additional driveway(s), if it is deemed necessary during the conditional use permit process. The Carver County Public Works Division was notified and, as of the date of this report, staff has not received any comments and/or concerns with regard to the proposed request. The applicant would need to comply with any and all requirements from the road authority.
9. According to Lori Brinkman, Carver County Septic Inspector, two (2) 1,650 gallon holding tanks were installed in 1995 as the sewer system for the property. As part of the original permit, a drainfield site was required to remain protected for future use and a tank pumping agreement was required to be maintained with a licensed SSTS (Subsurface Sewage Treatment System) pumping contractor. Pumping records have been maintained and show evidence of pumping. The current holding tanks were inspected on August 1, 2017, and were determined to be in compliance according to MPCA Agency Rules and Standards, Chapter 7080-83. At this time, any use involving holding tanks shall be reassessed for water usage and waste strength and are a short term consideration.
10. According to the applicant, the proposed operations substantially conform to the “*newly proposed use*” provisions of the RSD, based on the following fact that their repair, sales, and storage services will service the growing area population, many of which have recreational items that will require service, as well as, storage needs due to strict provisions in many homeowner association covenants, which prohibit storage on city properties. Repair services would be a core aspect of their operations; however, storage is another core aspect of their operation. The applicant has also stated “*we feel this site is sized right to fit current operations, as well as allow for potential future expansion to meet the needs of the area residents in the foreseeable future*”, which further indicated substantial conformity to the “*Adaptive re-use of existing structures and buildings*” provision of the RSD.
11. Any proposed sign would be required to meet the standards in Chapter 154 of the Carver County Zoning Code and would not exceed 32 square feet in size.
12. The Permittee would be required to contact the Carver County Environmental Services Department to further discuss the requirements of obtaining a Hazardous Waste Generator’s License, if required.
13. The neighborhood is comprised of residential, agricultural and commercial land uses within the Hollywood Station Rural Service District. The request would not cause a substantial change in the character of the neighborhood nor would it result in a detriment to neighboring properties.
14. The Hollywood Town Board reviewed and recommended approval of the request during their August 14, 2017 Town Board Meeting.

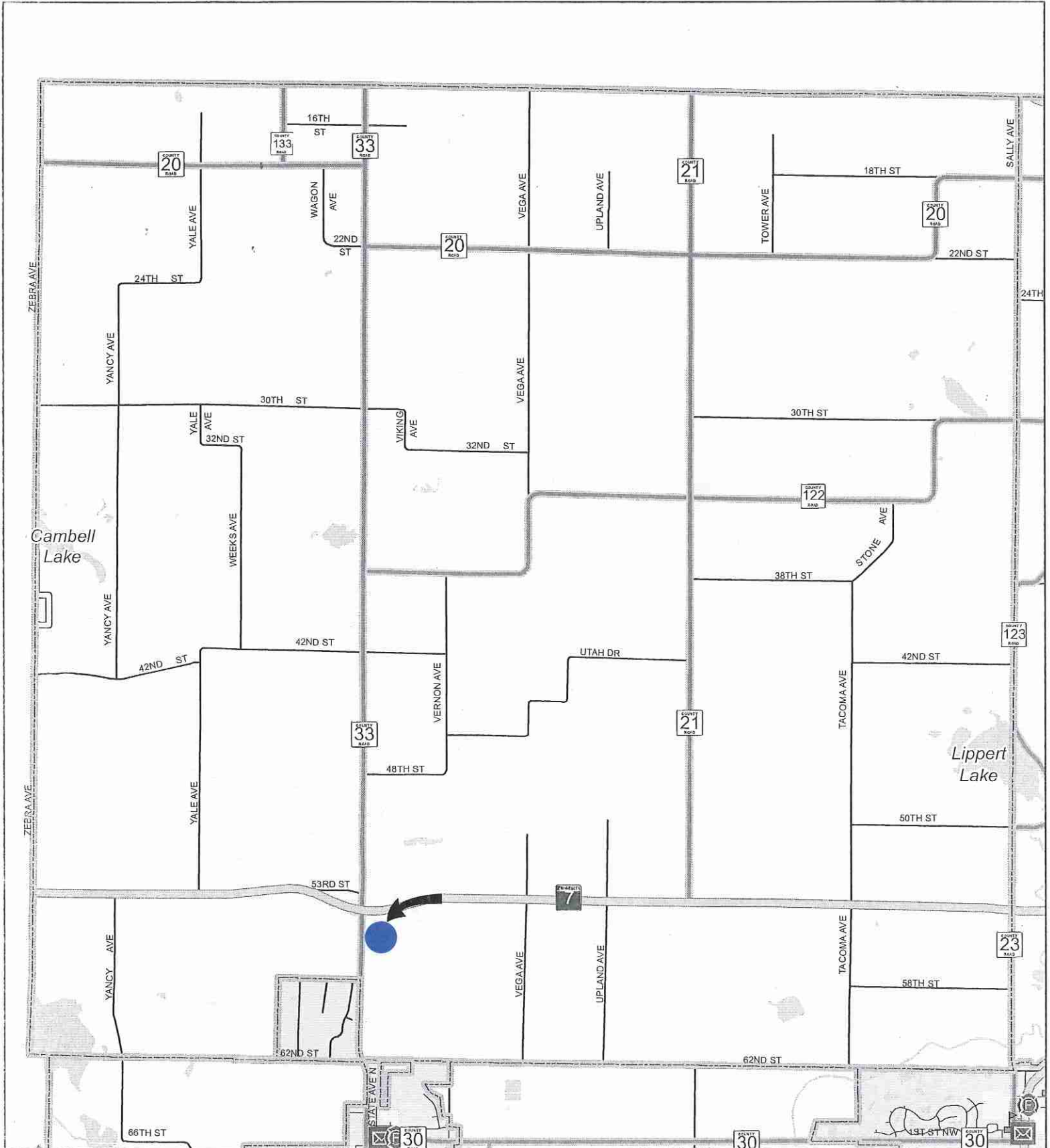
THEREFORE, BE IT RESOLVED, THAT The Carver County Planning Commission hereby recommends the issuance of Conditional Use Permit #PZ20170043 for an Adaptive Reuse Activity in the Hollywood Station Rural Service District (RSD) and on the land described in Exhibit “A” of the permit application. This permit would terminate and supersede CUP #PZ20040006 and any other permits or amendments for an RSD (Auction Facility), which would be considered null and void. The Planning Commission further recommends that the following conditions be attached to the permit:

1. The permit is subject to administrative review. A change in ownership, operations or operator shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners/operators are encouraged to contact Land Management as early on in the timeline of the proposed change as possible.
2. Moorhouse Motorsports (RSD Activity) shall operate in accordance with the operational letter and site plans (dated: 7/17/2017) and prior approved Variance (#PZ20040042). These plans shall be considered requirements of this permit.
3. All buildings/structures utilized by the operation must meet the State Building Code. The Permittee shall contact the Carver County Building official to determine whether or not a Certificate of Occupancy will need to be issued before retail sales or events commence within the interior of any structure.
4. Permittee shall comply with the road access requirements, if any, as determined by the County Highway Department, or the appropriate road authority if that changes in the future.
5. The Permittee shall maintain a conforming Subsurface Sewage Treatment System pursuant to Chapter 52 of the Carver County Code to accommodate any restroom(s) and/or wastewater produced within the structure of the business operation. The Permittee shall submit and maintain a pumping agreement (for the holding tanks) with a licensed SSTS maintainer.
6. The Permittee shall comply at all times with the County standards as detailed in Chapter 152 – Zoning Code and Chapter 154 – Sign Regulations. The Permittee shall not exceed the allowed square footage of signage per property. Any proposed signage within public road right-of-way must be approved by the appropriate road authority.
7. Permittee shall complete, submit, and maintain a Non-Generator’s Acknowledgment or Hazardous Waste Generator’s License to the Environmental Services Department within 30 days of the issuance of this conditional use permit. The acknowledgment or license shall be maintained for the duration of the CUP.
8. Permittee shall submit a Certificate of Workers’ Compensation Insurance and/or proper affidavit (stating that they do not have any employees) to the Land Management Department. The insurance or affidavit shall be maintained for the duration of the CUP.
9. The operation shall be in compliance with all local, state and federal regulations.

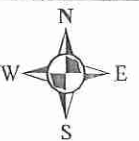
ADOPTED by the Carver County Planning Commission this 15th day of August, 2017.

Jim Burns
Planning Commission Chair

HOLLYWOOD TOWNSHIP



This map was created using Carver County's Geographic Information Systems (GIS), it is a compilation of information and data from various City, County, State, and Federal offices. This map is not a surveyed or legally recorded map and is intended to be used as a reference. Carver County is not responsible for any inaccuracies contained herein.



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Map Created by Carver County GIS

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Settlement Agreements for Right of Way Acquisition for TH 41 Improvement Project

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The 2018 construction season includes reconstruction of TH 41 from TH 212 on the south to Pioneer Trail, (CSAH 14), on the north. Additional right-of-way is needed to complete this project. Carver County has obtained appraisals completed by certified appraisers for the acquisition of permanent roadway, drainage and utility, noise wall and temporary easements along the construction corridor. The County Board previously authorized initial offers to property owners based on the values in the appraisals.

Public Works staff have negotiated settlements with numerous property owners being impacted by the project.

ACTION REQUESTED:

Adopt a resolution authorizing payment of negotiated settlements with the property owners listed in the resolution for easements required for the TH 41 Reconstruction Project (148758).

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

TED Funding	\$46,525.00
-------------	-------------

FTE IMPACT:

Total	\$46,525.00
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Insert additional funding source

Related Financial/FTE Comments:

The County was awarded a state Transportation Economic Development (TED) grant for \$3.5 million for this project.

Office use only:

RBA 2017 - 4935

**BOARD OF COUNTY COMMISSIONERS
CARVER COUNTY, MINNESOTA**

Date: September 5, 2017_____ Resolution No: _____

Motion by Commissioner: _____ Seconded by Commissioner: _____

**Resolution Authorizing Payment of Settlements of Compensation to
Landowners for Easements Required for the TH 41 Reconstruction Project,
Project Registry # 148758**

WHEREAS, the Board of Commissioners of Carver County is the official governing body of Carver County (“County”); and

WHEREAS, the County, acting by and through its Board of Commissioners, is authorized by law to acquire land and other interests in real estate which are needed for public use or purpose; and

WHEREAS, Carver County wishes to make improvements to TH 41, Project #148758, (“Project”); and

WHEREAS, in order to complete the Project it is necessary for the County to purchase property interests from the properties described in Exhibit A attached hereto; and

WHEREAS, the County received appraisals from certified appraisers to provide the County with estimates of the damages caused by the County’s acquisition of the property interests required for the Project; and

WHEREAS, upon completion of the appraisals, the County made offers of compensation to the land owners for the needed property interests consistent with the appraiser’s estimates of the damages being incurred by the various owners as a result of the County’s acquisitions; and

WHEREAS, a settlement has been reached with numerous property owners impacted by the project.

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

1. The Board of Commissioners finds that it is necessary and for a public purpose for the County to acquire the property interests described in Exhibit A for the Project.

2. Based upon appraisals completed by certified appraisers and negotiations with the affected property owners by the Director of Public Works or agents under his supervision pay to said property owners the negotiated settlement amounts in total of \$46,525.00.

YES	ABSENT	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

STATE OF MINNESOTA)
) ss.
 COUNTY OF CARVER)

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 5th day of September, 2017, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 5th day of September, 2017.

 Dave Hemze County Administrator

Subscribed and sworn to before me
 this ____ day of _____, 2017.

Notary Public _____

My Commission Expires _____

Notary Stamp

Exhibit A

Property Interests Required for reconstruction of TH 41 From TH 212 to CSAH 14
Project #148758

(Acquisition)

P.I.D. No. 30.3700010

Samuel J. Serner

Taking of a temporary easement for construction purposes over TH 41 (containing 1,180.00 sq. ft., more or less).

Settlement Amount: \$3,950.00.

(Acquisition)

P.I.D. No. 30.3060290

McKenzi J Scott & Mitchell F Moore

Taking of a permanent roadway easement for right of way purposes over TH 41 (containing 753 sq. ft., more or less).

Taking of a drainage & utility easement over TH 41, (containing 591 sq. ft., more or less)

Taking of a temporary easement for construction purposes over TH 41, (containing 241 sq. ft., more or less).

Settlement Amount: \$8,050.00.

(Acquisition)

P.I.D. No. 30.3060300

Douglas J & Debbie R Nesbitt

Taking of a permanent roadway easement for right of way purposes over TH 41 (containing 353 sq. ft., more or less).

Taking of a drainage & utility easement over TH 41, (containing 300 sq. ft., more or less)

Taking of a temporary easement for construction purposes over TH 41, (containing 447 sq. ft., more or less).

Settlement Amount: \$8,175.00.

(Acquisition)

P.I.D. No. 30.3060310

David B & Tanya Knippen

Taking of a permanent roadway easement for right of way purposes over TH 41 (containing 253 sq. ft., more or less).

Taking of a drainage & utility easement over TH 41, (containing 215 sq. ft., more or less)

Taking of a temporary easement for construction purposes over TH 41, (containing 548 sq. ft., more or less).

Settlement Amount: \$6,775.00.

(Acquisition)

P.I.D. No. 30.3060150

Brian John Cody

Taking of a temporary easement for construction purposes over TH 41, (containing 525 sq. ft., more or less).

Settlement Amount: \$1,850.00.

(Acquisition)

P.I.D. No. 30.3060160

Arlys M Evans

Taking of a temporary easement for construction purposes over TH 41, (containing 1,777 sq. ft., more or less).

Settlement Amount: \$5,925.00.

(Acquisition)

P.I.D. No. 30.3060180

Kathi L Dinicola

Taking of a temporary easement for construction purposes over TH 41, (containing 400 sq. ft., more or less).

Settlement Amount: \$1,850.00.

(Acquisition)
P.I.D. No. 30.3060190

Bradley R Allen

Taking of a temporary easement for construction purposes over TH 41, (containing 403 sq. ft., more or less).

Settlement Amount: \$1,875.00.

(Acquisition)
P.I.D. No. 30.3060200

AMC, Inc

Taking of a temporary easement for construction purposes over TH 41, (containing 837 sq. ft., more or less).

Settlement Amount: \$2,275.00.

(Acquisition)
P.I.D. No. 30.3060220

Loc Nguyen & Tam T Huynh

Taking of a drainage & utility easement over TH 41, (containing 865 sq. ft., more or less)

Taking of a temporary easement for construction purposes over TH 41, (containing 1,632 sq. ft., more or less).

Settlement Amount: \$5,800.00.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Out of State Travel Request - Public Works Director

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="9/5/2017"/>
Contact: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="Public Works Director/County E"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government"/>	

BACKGROUND/JUSTIFICATION:

Lyndon Robjent, Public Works Division Director, serves on the Minnesota Local Road Research Board (LRRB) as is currently the Chair. LRRB performs research on design, construction, materials and environmental items related to local roads in Minnesota. The board sponsors it's members to go to transportation related conferences to gain knowledge for Minnesota.

This year the LRRB has authorized Lyndon Robjent to attend the European Transport Conference in Barcelona, Spain. The conference is October 2-6, 2017. This includes a travel day on October 2nd.

LRRB pays 100% of the expenses to attend the conference. The board request is to allow Lyndon Robjent to attend the conference on paid county time.

ACTION REQUESTED:

Motion to approve Lyndon Robjent, Public Works Division Director, to attend the European Transport Conference in Barcelona, Spain from October 2nd to October 6th, 2017.

FISCAL IMPACT: <input type="text" value="None"/>	FUNDING
If "Other", specify: <input type="text"/>	County Dollars = <input type="text" value="\$0.00"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$0.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	
Related Financial/FTE Comments:	

Office use only:

RBA 2017 - 4926

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of Memorandum of Agreement (MOA) with SMACC for 2017 Attraction and Retention Salary Range for Program Delivery Manager

Primary Originating Division/Dept: Employee Relations

Meeting Date: 9/5/2017

Contact: Kerie Anderka Title:

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

The County and the Supervisors and Managers Association of Carver County (SMACC) are currently in negotiations for a successor collective bargaining agreement. The position of Program Delivery Manager has been vacant since January of 2017 and after multiple recruitment attempts, the County has not been able to successfully attract and hire a qualified candidate for this role.

The Program Delivery Manager directs and manages program delivery functions of the Public Works Division, including the Road and Bridge Capital Improvement Program. The individual in this role provides professional and complex highway engineering design and analysis, guides and supervises engineering team members, and oversees the preparation of project bid documentation. The Program Delivery Manager represents the County at meetings and on committees involving the public and officials of federal, state and local government agencies. The Program Delivery Manager oversees and leads multiple project management teams with diverse backgrounds, to ensure county strategic goals are successfully met.

The County and SMACC have agreed to enter into a Memorandum of Agreement setting the salary range for this position at \$70,000-\$107,000, which will sunset upon ratification of the successor agreement by both parties, and will be replaced by the salary range specified in the new agreement.

ACTION REQUESTED:

Motion to approve the Memorandum of Agreement for a 2017 attraction and retention salary range for the position of Program Delivery Manager, setting the salary range at \$70,000-\$107,000.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars =

Total \$0.00

FTE IMPACT: None

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4930

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Abatements/Additions

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Abatements requested by taxpayers. See attached listing.

ACTION REQUESTED:

Motion to approve.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

Other

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4933



Property & Financial Services
 Government Center - Administration
 Building
 600 East 4th Street
 Chaska, MN 55318-2102

**CARVER
 COUNTY**

Laurie Davies, Taxpayer Services Manager
 Phone: (952) 361-1907
 Email: ldavies@co.carver.mn.us

Angela Johnson, Carver County Assessor
 Phone: (952) 361-1961
 Email: ajohnson@co.carver.mn.us

**Abatements presented to the
 Carver County Board of Commissioners
 September 5, 2017**

Abatement approval is recommended by the Carver County Assessor & Taxpayer Services Manager on the following properties for the reasons listed.

Payable Year	Parcel Number	Name	Reason for Abatement	Original Tax Amount	Adjusted Tax Amount	Total Amount of Tax Adjustment	Reduction in Penalties and/or Interest Paid	Total Amount of Adjustment	County Dollars Abated
2017	06.0280800	Mark Strehlke	Homestead	\$ 1,328.00	\$ 666.00	\$ (662.00)	\$ (0.80)	\$ (662.80)	\$ (248.25)
2017	40.4000020	Thomas Notch	Homestead	\$ 1,980.00	\$ 1,654.00	\$ (326.00)	\$ -	\$ (326.00)	\$ (96.27)
2017	58.0510140	Amber Pasket	Homestead	\$ 2,100.00	\$ 1,770.00	\$ (330.00)	\$ -	\$ (330.00)	\$ (94.38)
2017	65.2450530	Gordon & Jeri Jo Poshkoff	Homestead	\$ 3,338.00	\$ 3,160.00	\$ (178.00)	\$ -	\$ (178.00)	\$ (61.10)
2017	02.0290400	David & Amy Stienessen	Homestead	\$ 6,904.00	\$ 6,850.00	\$ (54.00)	\$ -	\$ (54.00)	\$ (25.88)
2017	09.0080300	Neil & Colleen Dummer and Raymond Dummer	Fire Disaster	\$ 2,626.00	\$ 2,553.00	\$ (73.00)	\$ -	\$ (73.00)	\$ (29.37)
2017	45.0500040	Orrick & Vicki Howard	Homestead	\$ 2,556.00	\$ 2,058.00	\$ (498.00)	\$ -	\$ (498.00)	\$ (99.17)
2017	30.4670110	Andrew Mosenden	Homestead	\$ 2,996.00	\$ 2,804.00	\$ (192.00)	\$ -	\$ (192.00)	\$ (67.93)
2015	75.5220280	Raymond Kelzer	Veteran Exclusion	\$ 2,482.00	\$ 624.00	\$ (1,858.00)	\$ -	\$ (1,858.00)	\$ (527.03)
2016	75.5220280	Raymond Kelzer	Veteran Exclusion	\$ 2,490.00	\$ 666.00	\$ (1,824.00)	\$ -	\$ (1,824.00)	\$ (506.49)
2017	75.5220280	Raymond Kelzer	Veteran Exclusion	\$ 2,516.00	\$ 672.00	\$ (1,844.00)	\$ -	\$ (1,844.00)	\$ (506.18)
TOTALS				\$ 31,316.00	\$ 23,477.00	\$ (7,839.00)	\$ (0.80)	\$ (7,839.80)	\$ (2,262.05)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Lease with Verizon Wireless

Primary Originating Division/Dept: <input type="text" value="Public Services"/>	Meeting Date: <input type="text" value="9/5/2017"/>
Contact: <input type="text" value="Jim Kuchelmeister"/> Title: <input type="text" value="Facilities Services Manager"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

BACKGROUND/JUSTIFICATION:

Verizon Wireless approached the County about leasing space at the Environmental Center in Chaska to install a 104-foot "repeater" cell tower to distribute and improve cell coverage in the area. Verizon would rent approximately 650 square feet of land from the County. Verizon would construct and maintain the tower.

Under the terms of the proposed lease, the County would receive a one-time payment of \$2,500 and then \$18,000 annually. That price is a negotiated rate that reflects the market in this area for one company's equipment on the tower. The lease would be for five years and then automatically extend for four additional five-year terms. At the end of each term, the lease amount would increase by five percent.

A representative from Verizon sent a letter to neighbors and held an informational meeting. No neighbors attended the meeting. If the County Board approves the lease, the next step would be for Verizon to obtain a conditional use permit from the City of Chaska.

ACTION REQUESTED:

Motion to contract with Verizon Wireless to lease land at the County's Environmental Center for the purpose of constructing a cell tower, pending completion of the County's contract review process.

FISCAL IMPACT: <input type="text" value="Other"/> <p><i>If "Other", specify:</i> <input type="text" value="included in 2018 budget"/></p>	FUNDING <table style="width: 100%;"> <tr> <td>County Dollars =</td> <td><input type="text"/></td> </tr> <tr> <td>Lease Revenue</td> <td style="text-align: right;">\$18,000.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$18,000.00</td> </tr> </table> <input checked="" type="checkbox"/> Insert additional funding source	County Dollars =	<input type="text"/>	Lease Revenue	\$18,000.00	Total	\$18,000.00
County Dollars =	<input type="text"/>						
Lease Revenue	\$18,000.00						
Total	\$18,000.00						
FTE IMPACT: <input type="text" value="None"/>							

Related Financial/FTE Comments:

The County would receive a one-time payment of \$2,500 and then a total of \$18,000 annually. At the end of each five-year period, the lease amount would increase by 5%. The total value of the agreement, including the extensions for a total term of 25 years, is \$499,806.

Depending on the timing of the contract, \$2,500 may be received prior to year-end. It is anticipated that the lease revenue will begin in 2018 and is included in the 2018 budget.

Office use only:

RBA 2017 - 4939

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Community Development Agency 2018 Budget and Levy

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:
 ▼

BACKGROUND/JUSTIFICATION:

The Carver County Community Development Agency (CDA) provides affordable housing opportunities and fosters economic development in the County. The CDA would like to request a levy of \$2,353,701 for the 2018 budget. The proposed levy would result in a \$51.60 per year impact on the average value home of \$320,700 which would be an increase of \$0.55. The overall proposed budget is \$11,554,369.

On August 15, the CDA presented the proposed levy and budget at a County Board work session.

ACTION REQUESTED:

Motion to approve resolution approving the 2018 proposed budget and payable 2018 tax levy of the Carver County Community Development Agency and certifying said levy to the County Auditor.

FISCAL IMPACT: ▼

If "Other", specify:

FTE IMPACT: ▼

FUNDING

County Dollars =	<input type="text"/>
Other Revenue	\$9,200,668.00
CDA Tax Levy	\$2,353,701.00
Total	\$11,554,369.00

Insert additional funding source

Related Financial/FTE Comments:

The CDA's special benefit tax levy is spread upon all taxable property within Carver County and is completely separate from the County's property tax levy.

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RBA 2017 - 4888

Carver County Community Development Agency

CDA Board of Commissioners

Sarah Carlson - Chair
Molly Koivumaki - Vice Chair
Darrel Sudheimer - Secretary/Treasurer
Greg Anderson – Commissioner
John Fahey - Commissioner

Mission Statement:

The Carver County Community Development Agency provides affordable housing opportunities and fosters Community and Economic Development in Carver County.

Vision:

To be an innovative leader in creating housing and economic opportunities to create Communities for a Lifetime in Carver County.

Values:

Commitment to Quality Results

Providing quality housing and private development assistance activities will be the hallmark of the Carver County CDA.

Quality Customer Service

As the Carver County CDA communities continue to develop, we are committed to meeting our customers' needs.

Commitment to Our Employees

To promote a challenging, fulfilling and safe work environment that recognizes employee commitment to excellence.

Partnering

The CDA will achieve its mission through actively seeking partnerships and collaborative efforts with Carver County, its communities and with other agencies.

Integrity

In undertaking our duties, we are committed to the values of honesty, fairness and trust.

2018 BUDGET NARRATIVE

For the 2018 budget, the Carver County Community Development Agency (CDA) is requesting a levy of \$2,353,701 which is a \$55,712 increase from the 2017 levy. The impact on a \$320,700 valued home is an increase of \$0.55 per year for a total tax of \$51.60 in 2018.

Tenant Based Rental Assistance Programs

Bridges Program

MN Housing funded program to provide a housing subsidy for persons with serious mental illness.

Bridges Ending Long Term Homelessness Initiative Fund (ELHIF)

Same as Bridges with the addition of the Long-Term Homeless component.

Bridges Regional Treatment Center (RTC)

Same as Bridges with the addition of the RTC eligibility component.

Housing Trust Fund

A rental assistance program through Minnesota Housing Finance Agency (MHFA) designed to address homelessness (preference) for those with a disability.

Shelter Plus Care Program

A federally funded program as part of the HEARTH Act for persons that are homeless and disabled.

Coordinated Entry System

The CDA is a point of entry for the Coordinated Entry process for single adults and families that are experiencing homelessness in Carver County. This process is a HUD mandate to connect the homeless with housing program resources.

Public Housing Program

The CDA provides subsidized housing to low income households. Household income must be at or below 80% AMI. The CDA has public housing units scattered throughout Carver County.

Rental Housing Opportunities

The CDA provides and manages affordable housing opportunities for working families and seniors throughout Carver County.

- Bluff Creek – Carver
- Brickyard – Chaska
- Centennial – Chanhassen
- Clover Ridge Townhomes– Chaska
- Crossings – Waconia
- Lake Grace – Chaska
- Oak Grove – NYA
- West 1st Street – Chaska
- Waconia Townhomes Waconia
- Waybury – Chaska
- Windstone – Chaska

11 units scattered throughout our properties are Project Based Vouchers for Veterans and Homeless.

Community and Economic Development Programs

Community Growth Partnership Initiative

The Community Growth Partnership Initiative was created and funded by the Carver County Community Development Agency 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 development, job creation and redevelopment; through direct grants to Cities within Carver County.

Housing Counseling

The CDA is a HUD-approved housing counseling agency that provides the following services to Carver County residents:

- **Foreclosure Prevention Assistance**
- **Financial Fitness Counseling**
- **Pre-Purchase Counseling & Education**
- **Rental Assistance Counseling**
- **Post Purchase Counseling**
- **Rental Assistance Counseling**

Foreclosure Prevention Assistance - The CDA assists Carver County homeowners who are delinquent or may become delinquent on their mortgage.

Financial Counseling – The CDA assists residents with budgets, credit repair, negative rental reference report responses.

Pre-Purchase Counseling & Education - County residents and potential

homebuyers can meet with the CDA to determine if they would qualify for a mortgage to buy a home. The CDA will set up a plan of action with the client to help them overcome any barriers they may have to achieving homeownership. Potential homebuyers can attend our education workshop (HomeStretch). First-time homebuyer mortgage and down payment assistance programs require education certificates.

Post-Purchase Counseling- Carver County residents can meet with counselors to discuss refinance options or budgeting questions to ensure successful home ownership and maintenance questions.

Rental Assistance Counseling – The CDA provides assistance in finding rentals in Carver County, reviewing the rental history reports and assisting with the explanation of barriers.

Land Trust Program

The CDA administers a Community Land Trust program. The CLT model provides access to home ownership opportunities for moderate income households who might not otherwise afford homes in the community. The CLT ensures permanent affordability by removing from the real estate purchase. Homebuyers must be at or below 80% AMI and mortgage ready.

Currently, there are 28 land trust homes located throughout Carver County. Homes are currently located in Chaska, Victoria, and Waconia.

Septic/Well Replacement Loan

The CDA has partnered with Environmental Services to provide county residents with a low-interest loan to make improvements to their failing septic system or well. The CDA is responsible for approving clients for the program as well as filing the special assessment against the property.

Small Cities Development Program

The CDA administers this program for cities in Carver County that receive SCDP funding from the Department of Employment & Economic Development (DEED). The program can fund single-family, rental and commercial rehab, public facilities and homebuyer programs. The CDA has received funding of \$511,750 for the City of Watertown for Commercial Rehabilitation and Single-Family Owner-Occupied Rehabilitation within a targeted area.

MHFA Rehab

The CDA will be applying to Minnesota Housing to administer the Rehabilitation Loan/Emergency and Accessibility Loan Programs (RLP/ELP) throughout Carver County. The program provides deferred loan financing to eligible low-income homeowners who are unable to secure home improvement financing in the private sector. Funds may be used for basic home improvements that directly affect the

home's safety, habitability or energy efficiency.

Single Family Mortgage Program

The CDA administers the Minnesota City Participation Program (MCP) offered through the Minnesota Housing Finance Agency. The MCP program is designed to assist first time homebuyers in Carver County obtain affordable financing to purchase a home. The 2017 MCP program year has been a resounding success to date.

MCP results as of 6-30-17:

- Carver County 2017 Allocation Amount: \$1,551,740.22
- Committed Loans: 17
- Committed Amount: \$3,049,842.00 (197% usage rate)
- Carver County Non-MCP Committed Loans: \$1,482,890.00 (7 loans)
- Overallotment for Carver County: \$4,532,732.00 (292% usage rate)

Metropolitan Consortium of Community Developers (MCCD) Open to Business Program

The Open to Business program has had the following activity through June 2017:

Clients Served:

Pre-Start Planning	8
Start-up	9
Existing Business - Opportunity	16
Existing Business - Challenged	2
Total Clients:	36

Industry Segment:

Retail	2
Service	8
Food	10
Health/Fitness	6
Manufacturing	5
Construction/Real Estate	3
Undetermined	1

Financing:

5 Loans Approved	
Amount:	\$316,000
Leveraged:	\$3,481,000

Location:

	Bus.	Res.
Carver	1	2
Chanhassen	5	4
Chaska	5	6
Cologne	1	1
Mayer	2	2
NYA	5	3
Victoria	1	2
Waconia	6	8
Watertown	5	5

Ongoing Initiatives:

- Develop workforce, senior, and affordable housing in Carver County so workers can live and work here in Carver County, which will support economic development and business throughout the county.
- Promote redevelopment within the cities of Carver County through new mixed-use projects which promote downtown living and shopping.
- Provide marketing, technical assistance to cities and business finance resources to industrial and business park developments in the county.
- Establish and maintain high quality service with interested stakeholders to build a collegial working relationship that contributes to CDA initiatives.
- Participate in the Greater MSP Economic Development Partnership; represent Carver County as the Public-Sector Representative on the Greater MSP Advisory Group.
- Work towards attracting new sources of capital and investment to Carver County.
- CDA integration of SharePoint software use in conjunction with Carver County IT and Public Health
- Joint CDA-Carver County Public Works fuel purchasing and maintenance of CDA vehicles
- Enhanced partnerships with Carver County and GIS applications.

The CDA actively looks for properties and development sites in the County to develop new senior and affordable workforce rental housing to meet the housing demand outlined in the Carver County 2030 Comprehensive Plan.

The CDA is in the design phase of a for-sale product in the City of Watertown.

	2016 Budget	2017 Budget	2018 Requested Budget	2016 Actual
REVENUES				
Administrative Revenues	71,090	75,620	100,620	83,826
Pass-Through Grant Funds	263,500	222,600	524,000	209,200
Revolving Loan Funds				
Other Revenues	1,183,500	1,239,750	1,711,448	2,424,750
Housing Revenues	6,582,975	6,714,635	6,864,600	7,118,015
TOTAL REVENUES	8,101,065	8,252,605	9,200,668	9,835,791
EXPENDITURES				
Administrative & Operating Expenses	2,697,442	2,757,359	3,059,769	4,058,534
Pass-Through Grant Funds	263,500	222,600	524,000	207,744
Other Expenditures	312,000	376,000	276,000	276,000
Community/Economic Development	425,000	480,000	830,000	395,500
Housing Expenditures	6,582,975	6,714,635	6,864,600	7,118,015
TOTAL EXPENDITURES	10,280,917	10,550,594	11,554,369	12,055,793
REVENUES & EXPENDITURES	2,179,852	2,297,989	2,353,701	2,220,002



BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: _____

Resolution No.: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

RESOLUTION APPROVING THE 2018 PROPOSED BUDGET AND PAYABLE 2018 TAX LEVY OF THE CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY AND CERTIFYING SAID LEVY TO THE COUNTY AUDITOR

WHEREAS, in accordance with Minnesota Statutes, Section 469.033, Subd. 6 (“**Section 469.033**”), and Laws of Minnesota, including Laws of Minnesota for 1980, Chapter 482, as amended by Laws of Minnesota for 2001, Chapter 214, the Carver County Community Development Agency (the “**Agency**”) is authorized to levy special benefit taxes upon all property within its area of operation; and

WHEREAS, the area of operation of the Agency is the whole of the County of Carver, Minnesota; and

WHEREAS, the Agency has by resolution duly approved and adopted its 2018 budget and levied the special benefits tax, payable 2018, subject to the approval of the Carver County Board of Commissioners (the “**Carver County Board**”); and

WHEREAS, the Authority is authorized to levy its special benefits tax pursuant to Minnesota Statutes, Section 469.107 or Section 469.033, with the approval of the Carver County Board;

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

1. The County has previously approved the levy by the Authority for taxable year 2011 and any subsequent years of taxes upon the taxable property in the County in amounts pledged by the Authority to pay debt service with respect to its outstanding housing development bonds. In addition, the County hereby approves the levy by the Authority for taxable year 2018 of taxes upon the taxable property in the County in the amounts specified for purposes other than such debt services in the Authority’s annual budget upon the taxable property in the County.
2. The Authority’s requested levy of \$2,353,701 for taxes payable 2018 is hereby certified to the County Auditor.
3. A copy of this Resolution shall be furnished to the Authority through its Executive Director by the County Administrator.

YES

ABSENT

NO

**STATE OF MINNESOTA
COUNTY OF CARVER**

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 5th day of September, 2017, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 5th day of September, 2017.

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Preliminary 2018 County Budget & Levy

Primary Originating Division/Dept: Administration (County) <input type="text"/>	Meeting Date: 9/5/2017 <input type="text"/>
Contact: David Frischmon <input type="text"/> Title: Property & Financial Services C <input type="text"/>	Item Type: Regular Session <input type="text"/>
Amount of Time Requested: 20 <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: Dave Hemze & David Frischmon <input type="text"/> Title: County Administrator <input type="text"/>	
Strategic Initiative: Finances: Improve the County's financial health and economic profile <input type="text"/>	

BACKGROUND/JUSTIFICATION:

The 2018 Budget process began at a May 23rd, 2017 Board workshop where the County Board directed staff to develop two strategies for balancing the 2018 Budget:

- #A - "Zero Impact" on the average value home and
- #B - "Inflation Impact" on the average value home.

During July, Division Directors presented their 2018 budget requests and recommended levy adjustments for both strategies at budget hearings with Board members.

At the August 22nd Board Work Session, the County Administrator's Recommended Preliminary 2018 Budget Strategy was presented which included an "Inflation Impact" of 1.9% on the average value home. The increase in value for the \$320,700 average value home was 5%.

By September 30th, State law requires that the County Board adopt a 2018 preliminary property tax levy to finance 2018 County operations and capital projects. On September 5th, the County Board will be asked to adopt a 2018 preliminary property tax levy for the County, CCRRA and WMO. The final property tax levy, adopted in December, can be lower than the preliminary levy but not higher.

In November, County staff plan to present the Administrator's Recommended 2019 Long Term Financial Plan ("LTFP"), which along with the Annual Budget, fulfills the County Board's direction to "connect financial strategies to the County's short and long-term goals and objectives."

On December, the County Board is expected to hold a public hearing on the 7th and on the 19th adopt the 2018 Budget and the 2019 LTFP.

ACTION REQUESTED:

Motion to approve the Administrator's Recommended Preliminary 2018 Tax Levy of \$53,649,500 and Budget of \$122.8M and to set a 2018 Budget Public Hearing for December 7th, 2017 at 6:00 pm.

FISCAL IMPACT: Other <input type="text"/> <i>If "Other", specify: See comments below</i>	FUNDING County Dollars = <input type="text"/> <input type="text"/> Total <input type="text"/> \$0.00
FTE IMPACT: Increase budgeted staff <input type="text"/>	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

The FTE and tax impacts from the Administrator's Recommended Preliminary 2018 Budget and Levy will be presented at the Board Meeting.

2018 Budget: County Wide Net Levy Adjustments

	Item	Division Request	County Administrator's Preliminary Recommendation	Board Approved
County-wide				
Non-departmental	New increase in CPA for 2018	460,000	460,000	
Non-departmental	Increase in Vacancy Savings Projection	400,000	400,000	
	GRAND TOTAL =	\$ 860,000	\$ 860,000	\$ -

"Zero Impact (1)" 2018 Budget Gap = **\$ (480,000)**

Levy Adjustment Targets By Division:

Division(s)	2017 Levy /CPA Allocation	2017 Levy/ CPA %	2018 Initial Levy Target	Departments	Adjustment Type (Pick One): New Revenue, Trends, Cost Savings, "Decrease Programs/Services", etc.	DD Submitted Levy Adjustments	Administrator's Recommended Levy Adjustments	Administrator Notes	Board Approved Levy Adjustments	Describe Adjustments i.e. driving factors, impact, effective date, etc.
Property & Financial Services				Property Records	New Revenue	(11,000)	(11,000)			Favorable trends in recorder fee collections
				TSD	New Revenue	(11,000)	(11,000)			Favorable trends in mortgage registration and auditor fees
				TSD	New Revenue	(16,531)	(16,531)			Favorable trends in License Center transactions
				Land Records	Reorg	22,000	22,000			Creation of Land Records Department, RBA 4807
Subtotal PFS	1,897,423	3.4%	(16,531)			(16,531)	(16,531)			
Public Services				Information Technology	Trends	20,000	20,000			End Point Security Maintenance (Cyber Security)
				Information Technology	Trends	30,000	30,000			Microsoft licensing increases: anticipated cost increases for new Microsoft Enterprise licensing (\$20k) and Microsoft CRM licenses to support new ITSM system (\$10k)
				Extension Office	Trends	4,743	4,743			Extension memorandum of agreement increase
				Facilities	Trends	62,500	62,500			Increased costs for contractor labor on repair/maintenance
				Facilities	Trends	35,000	35,000			Increased costs for supplies and tools for repair/maintenance
				Library	Trends	16,200	16,200			Library requested 16,200 for more "mid-selling books" for the Collection.
				Library	Trends	8,000	8,000			Increased technology vendor costs and additional licenses for mobile printing.
				Environmental Services	Trends	168,000	168,000			Increased unavoidable costs for Environmental Center operations.
				Environmental Services	Trends	1,700	1,700			ES asked for \$7,000 more to provide additional recycling services at the County Fair. \$1,700 more would maintain service level.
				Environmental Services	Trends	500	500			Additional conference, training expenses, and tuition reimbursement.
				Environmental Services	Trends	4,523	4,523			ES requested \$30,000 more for recycling grants to the Cities.
				Environmental Services	New Revenue	(28,500)	(28,500)			Revenue from fee schedule increases for Environmental Center recycling fees (mattresses, tires, commercial appliances and large residential electronics/TVs)
				Environmental Services	New Revenue	(210,000)	(210,000)			Revenue from increasing the Solid Waste Service fee from \$25/unit to \$30/unit (necessary if we reduce General Levy for the ES Dept. to zero).
				Environmental Services	Cost saving	(70,000)	(70,000)			Decrease expenses by withdrawing from SWMCB
				Environmental Services	Cut Program	(11,300)	(11,300)			Discontinue the youth group recycling program.
				Facilities	New Revenue	(22,000)	(22,000)			Add projected revenue for new Verizon tower lease & budget correction for lease revenue on GC and PW cell tower leases.
				Facilities	New Revenue	(7,200)	(7,200)			Add projected lease revenue for Scott Co. bus storage
				Facilities	Cost saving	(5,000)	(5,000)			Reduce levy funds budgeted for conferences
				IT	New Revenue	(3,600)	(3,600)			Add projected revenue for the new collaborative agreement to provide phone services to City of Carver
				IT	Cost saving	(10,000)	(10,000)			Reduce levy funds budgeted for conferences
				IT	Cost saving	(3,000)	(3,000)			Cost savings from cutting coverage for mobile devices more quickly when employees leave.
				Land Management	New Revenue	(22,000)	(22,000)			Increase projection for building permit revenue (\$33k revenue net of \$11k additional building inspector costs)
				Library	Cost saving	(7,000)	(7,000)			Decrease expenses by moving Library Admin phone services over to the county's vendor
				Planning and Water Management	Cost SHIFT to WMO Levy	(43,658)	(43,658)			Allocate additional personnel expenses to the WMO
				Planning and Water Management	Cost saving	(5,000)	(5,000)			Reduce levy funded budget for Comp Plan (grant funds available when needed)
				Public Services Administration	New Revenue	(2,000)	(2,000)			Increase revenue projection for ATM commissions
				Public Services Administration	Cost saving	(25,000)	(25,000)			Reduce levy funds budgeted for Professional services
Public Services Administration	Cost saving	(1,000)	(1,000)			Reduce levy funds budgeted for conferences				

Subtotal PS	13,847,360	25.1%	(120,640)			(125,092)	(125,092)		
Historical Society						-	-		-
Historical Society	208,844	0.4%	(1,819)			-	-		Public Services cuts in order to hold Historical Society even with 2017 level.
Soil and Water Conservation District						-	-		-
Soil and Water Conservation District	302,197	0.5%	(2,633)			-	-		Public Services cuts in order to hold Historical Society even with 2017 level.
PS with HS & SWCD	14,358,401		(125,092)			(125,092)	(125,092)		
Sheriff's Office				Jail	New Revenue	(268,000)	(268,000)		- Favorable trends in inmate revenue
				Jail	Trends	58,950	58,950		Increased inmate meals and supplies
				Jail	Contract Increase	4,050	4,050		Increased cost for jail medical contract
				Medical Examiner	Contract Increase	4,100	4,100		- Increased cost for medical examiner contract
				Other	Trends	900	900		Other trends
Subtotal Sheriff	14,301,315	26.0%	(124,594)			(200,000)	(200,000)		
Public Works				All	Trends - Increase in services cost	50,174	50,174		- Software licenses, professional services
				Operations	Trends - Decrease in costs of supplies and materials	(51,700)	(51,700)		- Lower fuel cost
				All	New Revenue	(75,000)	(75,000)		Increase in CSAH revenue plus misc. revenue
Subtotal PW	4,933,379	9.0%	(42,980)			(76,526)	(76,526)		-
Road & Bridge CIP				Program Delivery	New Revenue	(25,000)	(25,000)		- Increase in CSAH revenue
						-	-		
Subtotal R & B CIP	2,049,808	3.7%	(17,858)			(25,000)	(25,000)		-
Parks & Trails CIP						-	-		-
						-	-		
Subtotal Parks & Trails CIP	79,904	0.1%	(696)			-	-		-
Buildings CIP						-	-		-
						-	-		
Subtotal Buildings CIP	19,904	0.0%	(173)			-	-		-
Health & Human Services				Behavioral Health	Crisis Program separation from Scott Co	TBD	TBD		Targeting cost neutral transition. We are reducing costs by cutting 1.5 FTE open Crisis Therapist positions.
				Behavioral Health	Unable to fill APN psych	60,000	60,000		Loss of revenue
				Child & Family	Trends	617,000	617,000		Increase in child placement budget
				Child & Family	New Revenue	(95,000)	(95,000)		Increase in IVE revenue
				HCBC	Legislative changes	242,000	242,000		MnChoices
				HCBC	Increased Revenue	(503,803)	(503,803)		Based on trends, increase in LTSS time study
				BH & HCBC	TCM Rate Drop	237,500	237,500		Rates for VA/DD & Adult MH Case Management has been cut in half for SFY 2018.
				Child & Family	Drug Testing (25K), PSOP Drop (11K) CMH Screening Drop (18K)	54,000	54,000		Increase in drug testing budget, decreased allocation budgets
				Child & Family	Beacon Housing	(25,000)		Don't cut funding	Carver County families in need of emergency housing will not be served. This loss could cause Beacon to cease operations & impact Scott County as well.
				HCBC	Early Childhood Respite Care	(9,000)		Don't cut funding	Families with disabled children will no longer have access to funds for respite care which could potentially result in more formal involvement with HHS.
				Income Support	WeCab	(1,500)		Don't cut funding	Loss of transportation for expansion of WeCab services in Eastern Carver County
				HHS	Training	(30,000)		Don't cut training	Continuing Education/Training
				Child & Family	Foster Care Recruitment	(4,000)		Don't cut funding	Will be unable to recruit new foster care homes for increased placements. This may result in additional expenses for professional foster care.

				HHS	Equipment	(30,000)		Don't cut funding		Significantly reduced ability to provide replacement equipment.
Subtotal HHS	9,972,862	18.1%	(86,885)			512,197	611,697		-	
County Attorney				Attorney	Trends/ Cost Savings	(14,500)	(7,500)	Don't cut \$7k in training	-	Reduce Victim Services, Continuing Education/Training, Expert Witness expenses
Subtotal CA	3,095,962	5.6%	(26,972)			(14,500)	(7,500)		-	
Employee Relations				Employee Relations	Cost Savings	(10,000)	(10,000)		-	Reduce Professional Services 01-050-000-0000-6260
				Employee Relations	Decrease Programs/Services	(3,142)		Don't cut training	-	Reduce County-Wide Training 01-050-000-0000-6335
				Employee Relations	Decrease Programs/Services	(2,000)		Don't cut Wellness	-	Reduce Professional Services -Wellness 01-050-050-0000-6260
Subtotal ER	1,738,040	3.2%	(15,142)			(15,142)	(10,000)		-	
Court Services/Probation				Probation	New Revenue	(9,000)	(9,000)		-	Revenue collection not recognized in 2017 budget 01-252-253-1853-5563- Juvenile Services and Programs
				Probation	New Revenue	(3,100)	(3,100)			Expected increase in collection 01-252-253-1853-5563- chemical testing fees
Subtotal Court Serv.	1,378,629	2.5%	(12,011)			(12,100)	(12,100)		-	
Court Administration				Court Administration	Trends- Based on market rates of County Attorneys and comparable to other surrounding counties, the hourly rate of Court Appointed Attorney's is \$100/hour and due to the increased CHIPS cases filed, the previous trends have increased, however from 2016 to 2017 it appears to have stayed consistent and do not expect a large increase in filings from 2017 to 2018.	50,000	50,000			CHIPS court appointed attorney fees are market driven hourly rates and the county is ordered to pay the hourly fees pursuant to statute. The court will review the model of providing these services and see if there are options to reduce the number of hearings, or look into other possibilities to reduce overall costs.
Subtotal Court Adm.	231,100	0.4%	(2,013)			50,000	50,000			Recommendation to keep \$100 hourly rate but work on other actions to avoid increased budget needs for court appointed attorney fees.
County Commissioners	-			Commissioner	Trends	38,000	38,000			Professional Services contract- metropolitan governance
				Commissioner	Trend analysis of Commissioner Contingency budget.	(50,000)	(50,000)			A \$50k adjustment to Commissioner Contingency is recommended to cover that cost and the Commissioner and County Admin levy targets. Commissioner contingency budget would be \$100k for 2018.
Subtotal County Commissioners	524,127	1.0%	(4,566)			(12,000)	(12,000)			
County Administration				County Admin	Trends	3,915	3,915		-	Increased costs in professional association dues and lobbying services
				County Admin	See County Commissioner adjustment.	-	-			See County Commissioner adjustment.
Subtotal County Admin.	403,945	0.7%	(3,519)			3,915	3,915		-	
County Commissioners & County Admin Total	928,072		(8,085)			(8,085)	(8,085)			
Fair Board										
Subtotal Fair Board	111,000	0.2%	(967)			-	-		-	

Subtotal	\$ 55,095,799	100.0%	\$ (480,000)			\$ 69,221	\$ 180,863	\$ 111,642		
Debt Service	4,542,200	n/a	n/a							
Interest Income	(1,543,391)	n/a	n/a							
Non-Departmental	(3,514,892)	n/a	n/a							
Total Levy/ CPA	54,579,716									

Gap as a % of Total Levy/CPA = 0.9%

The Difference between the DD Submitted Levy Adjustments Column and the Administrator's Recommended Levy Adjustments is \$112K.

Attachment B: Recommended Staffing Changes

Division/Department	Division Requested FTE's	Funding Source	Administrator Recommended FTE's Changes	Position	Requested Gross Cost (\$)	Direct Reimbursement	Indirect Funding	Division Requested Net Levy (\$)	Administrator Recommended Net Levy (\$)
Requested for 2018:									
1st Judicial District/Court Services	0.20	No Levy	0.20	Court Services Agent III	19,510	-	19,510	-	-
Attorney's Office	1.00	Levy	-	Asst. County Attorney I	100,855	-	-	100,855	-
Employee Relations	1.00	Levy	1.00	Deputy Director of ER/Labor Relations Manager	121,951	-	-	121,951	121,951
HHS/Income Maintenance	1.00	Partial Levy	-	Case Aide	66,988	34,834	-	32,154	-
HHS/Child and Family	1.00	Partial Levy	1.00	Social Worker II	92,515	7,401	-	85,114	85,114
HHS/Home & Community Based Care	1.00	Levy	1.00	Home & Community Based Services Supervisor	112,436	-	-	112,436	112,436
Property and Financial Services	1.00	Partial Levy	-	Payroll Technician	71,224	-	21,197	50,027	-
Property and Financial Services	1.00	No Levy	1.00	Licensing Specialist	62,753	-	62,753	-	-
Public Services/Facilities	1.00	Levy	-	Facilities Maintenance Worker I	72,706	-	-	72,706	-
Public Services/ IT	1.00	Partial Levy	1.00	Sr. Systems Engineer	100,855	-	25,214	75,641	75,641
Public Services/ IT	1.00	Levy	1.00	Business Analyst	92,383	-	-	92,383	92,383
Public Services/Library	1.00	Levy	-	Library Assistant	58,587	-	-	58,587	-
Public Services/ Library	0.63	Levy	-	Associate Librarian	37,652	-	-	37,652	-
Public Services/Planning & Water	0.20	No Levy	0.20	Water Resources Assistant	12,566	-	12,566	-	-
Public Services/VSO	1.00	Levy	1.00	Assistant County Veteran Services Officer	92,515	-	-	92,515	92,515
Public Works/Operations	1.00	Partial Levy	-	Hwy Maintenance Worker	71,224	-	35,612	35,612	-
Public Works/Parks	0.25	Partial Levy	0.12	PT Seasonal	6,505	-	3,122	3,383	-
Public Works/Parks	1.00	Partial Levy	-	Park Operations and Natural Resource Manager	103,080	-	9,896	93,184	-
Public Works/Program Delivery	1.00	No Levy	1.00	Right-of-Way Agent	80,892	-	80,892	-	-
Public Works/Program Delivery	1.00	No Levy	1.00	Civil Engineer	92,383	-	92,383	-	-
Public Works/Program Delivery	1.00	No Levy	1.00	Project Manager	106,695	-	106,695	-	-
Sheriff's Office/Admin	1.00	Levy	1.00	Records Specialist	71,224	-	15,000	56,224	56,224
Sheriff's Office/Admin	1.00	Levy	-	Safety and Security Specialist	92,383	-	-	92,383	-
Sheriff's Office/Patrol	0.80	Levy	0.40	Community Service Officer	38,161	-	19,080	19,081	-
Subtotal:	21.08		11.92		\$ 1,778,043	\$ 42,235	\$ 503,919	\$ 1,231,889	\$ 636,264
Levy Adjustments:									
Eliminate Vacant Positions	Division Submitted FTE's	Funding Source	Administrator Recommended FTE's Changes	Position	Division Submitted Gross Cost (\$)	Direct Reimbursement	Indirect Funding	Division Submitted Net Levy (\$)	Administrator Recommended Net Levy (\$)
HHS/Behavioral Health	(1.00)	Partial Levy	(1.00)	Clinical Support Specialist	(65,820)	-	(13,820)	(52,000)	(52,000)
HHS/Behavioral Health	(0.50)	Levy	(0.50)	Advanced Practice Nurse	(50,955)	-	-	(50,955)	(50,955)
HHS/Behavioral Health	(1.00)	Partial Levy	(1.00)	Psychotherapist (Jail)	(99,372)	-	(7,509)	(91,863)	(91,863)
HHS/Administration	(1.00)	Levy	(1.00)	Accounting Supervisor	(99,514)	-	-	(99,514)	(99,514)
HHS/Administration	(1.00)	Levy	-	Accounting Technician	(60,038)	-	-	(60,038)	-
	(1.00)	Levy	-	Eliminate Future Vacancies	(91,958)	-	-	(91,958)	-
Restructuring									
Restructuring	Division Submitted FTE's	Funding Source	Administrator Recommended FTE's Changes	Position	Division Submitted Gross Cost (\$)	Direct Reimbursement	Indirect Funding	Division Submitted Net Levy (\$)	Administrator Recommended Net Levy (\$)
HHS/Public Health	(2.00)	Levy	(2.00)	Public Health Nurse (Vacant)	(188,608)	-	-	(188,608)	(188,608)
HHS/Public Health	2.00	Levy	2.00	Community Health Worker	88,608	-	-	88,608	88,608
Subtotal:	(5.50)		(3.50)		\$ (567,657)	\$ -	\$ (21,329)	\$ (546,328)	\$ (394,332)
The Difference between the Division Submitted Net Levy Adjustments and the Administrator's Recommended Net Levy Adjustments =									\$ 151,996
Grand Total:	15.58		8.42		\$ 1,210,386	\$ 42,235	\$ 482,590	\$ 685,561	\$ 241,932

Attachment C: Capital Projects by Fund for 2018
as of 8/17/2017

DEPT.	CIP #	DESCRIPTION	2017	2018	2018	Inc./Dec
			Board Approved	2018 Recommended	Prelim County Administrator Recommendation	
Parks & Trails Capital Improvements						
		Repurposing Houses, Plans & Construction for Group Use Area & Trailhead(CPA)	79,904	-	-	(79,904)
522-516		TH5 Arboretum Trail (Municipal / State Participation)		1,472,000	-	1,472,000
522-516		TH5 Arboretum Trail (CPA)		79,904	-	79,904
522-516		TH5 Arboretum Trail (Parks & Trails)		299,000	-	299,000
528-519		Pavement Mgmt, Lk. Minnnewashta, Parking lots and trails (Parks and Trails)	119,000	-	-	(119,000)
525-518		MN River Bluffs RT Co. Rd 61 to Bluff Creek Drive (Federal TAP)	282,630	-	-	(282,630)
525-518		MN River Bluffs RT Co. Rd 61 to Bluff Creek Drive (Parks and Trails)	180,000	-	-	(180,000)
529-000		Reimbursement for Lake Waconia Park Land Acquisition (Met Council Grant)		705,270	-	705,270
		34-000-XXX-XXXX-66xx	661,534	2,556,174	-	1,894,640
Fund 34 Total		34-XXX-XXX-XXXX-66XX	661,534	2,556,174	-	1,894,640
Levy Dollars - Fund #34			-	-	-	-
Building and Other Capital Improvements						
		Contribution to Agricultural Society 2013/2014 Building Projects (CPA)	60,000	60,000	-	-
		Building Security Improvement Plan- (CPA)	19,904	19,904	-	-
		30-XXX-XXX-XXXX-6630	79,904	79,904	-	-
Fund #30 Total		30-XXX-XXX-XXXX-66XX	79,904	79,904	-	-
Levy Dollars - Fund #30			-	-	-	-
Regional Rail Authority Right-of Way Capital Improvements						
		Contribution to County for FTE (levy)	41,000	63,202	-	22,202
		Ditch Drainage, Culvert Cleaning, Tree Removal	99,000	99,000	-	-
		15-XXX-XXX-XXXX-66XX	140,000	162,202	-	22,202
Fund #15 Total		15-XXX-XXX-XXXX-66XX	140,000	162,202	-	22,202
Levy Dollars - Fund #15			140,000	162,202	-	22,202
Road & Bridge Capital Improvements						
Transfers						
		State Aid Regular transfer for FTEs		320,000	-	320,000
		CSAH Regular funds transfer to Fund 03	230,000	-	-	(230,000)
		Wheelage tax funds transfer to Fund 35	315,000	315,000	-	-
		03-304 & 35-814	545,000	635,000	-	90,000
Professional Services						
307-8712		CSAH 61 Turnback Improvements (Mun / State Participation)	1,859,400	-	-	(1,859,400)
307-8692		CSAH 14 Marsh Lake Road (State Aid)	546,000	-	-	(546,000)
307-8692		CSAH 14 Marsh Lake Road (Mun / State Participation)	234,000	-	-	(234,000)
307-8765		NON-CIP CSAH 10/51 Ring Road (Mun / State Participation)	406,750	-	-	(406,750)
307-8782		CSAH 33 / CSAH 34 Roundabout (State Aid)	200,000	-	-	(200,000)
307-8747		Hollywood Township Bridge #L2774 (Mun / State Participation)	-	10,000	-	10,000
307-8747		Hollywood Township Bridge #L2812 (Mun / State Participation)	-	10,000	-	10,000
307-8785		Camden Township Bridge #10508 (Mun / State Participation)	-	10,000	-	10,000
		32-307-000-0000-6680	3,246,150	30,000	-	(3,216,150)

Construction					
307-8015	Safety Set Aside (County Levy)	175,000	175,000	-	-
307-8016	Traffic Marking / Signs / Signals (County Levy)	315,000	315,000	-	-
TBD	Additional Wheelage Tax funded projects		879,166	-	879,166
TBD	Sales Tax funded projects		3,300,000	-	3,300,000
307-8712	CSAH 61 Turnback Improvements (Mun / State Participation)	10,320,000	-	-	(10,320,000)
307-8737	CR 140 Bridge #L2795 (CPA)	159,808	-	-	(159,808)
307-8737	CR 140 Bridge #L2795 (Bridge Bonding)	402,000	-	-	(402,000)
307-8738	CR 140 Bridge #10504 (Bridge Bonding)	462,332	-	-	(462,332)
307-8739	CR 140 Bridge #L2797 (Bridge Bonding)	200,000	-	-	(200,000)
307-8740	CSAH 51 Bridge over Carver Creek (State Aid)	450,215	-	-	(450,215)
307-8740	CSAH 51 Bridge over Carver Creek (Bridge Bonding)	127,000	-	-	(127,000)
307-8765	NON-CIP CSAH 10-51 Ring Road (State Aid)	1,942,039	-	-	(1,942,039)
307-8765	NON-CIP CSAH 10-51 Ring Road (Mun / State Participation)	4,067,500	-	-	(4,067,500)
307-8785	84th Street B#10508 over Buffalo Creek (Bridge Bonding)	571,000	-	-	(571,000)
307-8016	Traffic Marking / Signs / Signals (CPA)	-	159,808	-	159,808
307-8747	Hollywood Township Bridge #L2774 (Bridge Bonding)	-	447,000	-	447,000
307-8748	Hollywood Township Bridge #L2812 (Bridge Bonding)	-	315,000	-	315,000
307-8758	TH 41 Reconstruction (TH 212 - Pioneer Trail) (State Aid Regular)	-	210,723	-	210,723
307-8758	TH 41 Reconstruction (TH 212 - Pioneer Trail) (Federal)	-	7,420,000	-	7,420,000
307-8758	TH 41 Reconstruction (TH 212 - Pioneer Trail) (Municipal / State)	-	4,129,277	-	4,129,277
307-8783	Th 212 @ CSAH 43 and 34 (RICWS) (Federal)	-	273,618	-	273,618
307-8783	Th 212 @ CSAH 43 and 34 (RICWS) (Municipal / State)	-	30,402	-	30,402
307-8785	Camden Township Bridge #10508 (Bridge Bonding)	-	571,000	-	571,000
307-8790	CSAH 32 Shoulder Widening and CIR (TH 25 - CSAH 10) (State Aid Regular)	1,400,800	1,442,824	-	42,024
307-8796	CSAH 20 Bridge #93035 Replacement (Bridge Bonding)	-	149,589	-	149,589
32-307-000-0000-6681		20,592,694	19,818,407	-	(774,287)
Right of Way					
307-8637	CSAH 18 Reconstruction (TH41 to Galpin) (State Aid Regular)	1,007,500	-	-	(1,007,500)
307-8637	CSAH 18 Reconstruction (TH41 to Galpin) (Municipal/ State)	1,492,500	-	-	(1,492,500)
307-8692	CSAH 14 Marsh Lake Road (State Aid)	650,000	-	-	(650,000)
307-8692	CSAH 14 Marsh Lake Road (Mun / State Participation)	650,000	-	-	(650,000)
307-8739	CR 140 Bridge #L2797 (State Aid)	15,000	-	-	(15,000)
307-8740	CSAH 51 Bridge over Carver Creek (State Aid)	25,000	-	-	(25,000)
307-8782	CSAH 33 / CSAH 34 Roundabout (State Aid)	100,000	-	-	(100,000)
307-8796	CSAH 20 Bridge #93035 Replacement (State Aid Regular)	-	25,000	-	25,000
32-307-000-0000-6685		3,940,000	25,000	-	(3,915,000)
Resurfacing/Maintenance					
307-8000	Resurfacing/Maintenance (County Levy)	1,400,000	1,500,000	-	100,000
307-8000	Resurfacing/Maintenance (Wheelage)	545,229	564,166	-	18,937
307-8000	Resurfacing/Maintenance (State Aid)	358,855	787,326	-	428,471
32-307-000-0000-6684		2,304,084	2,851,492	-	547,408
Fund #32 Total	32-307-XXX-XXXX-66XX	30,627,928	23,359,899	-	(7,268,029)
Road & Bridge Levy Dollars - Fund #32		1,890,000	1,990,000	-	100,000

Attachment D: 2018 Facilities, Vehicles and Equipment

7/26/2017

DEPT.	CIP #	DESCRIPTION	2017	2018	2018	Inc./Dec
			Board Approved	Initially Rolled Forward from 2018 LTFP	County Administrator's Preliminary Recommendation	
Public Services - Facilities						
Building Improvements - 6640						
	01-110	Facilities - Manager Initiatives	330,000	330,000	330,000	-
Dept Total		01-110-XXX-2001-66XX	330,000	330,000	330,000	-
Public Services - Information Services						
Manager Capital Initiatives						
		Technology - Manager Initiatives	330,000	360,000	334,400	4,400
		Software: 01-049-046-0000-6660	330,000	360,000	334,400	4,400
Computer Services						
		Endpoint Network Security Protection	20,000	-	-	(20,000)
		Software: 01-049-000-0000-6655	20,000	-	-	(20,000)
Client Services						
		Scanner Replacement	20,000	15,000	15,000	(5,000)
		Equipment: 01-049-060-0000-6660	20,000	15,000	15,000	(5,000)
CarverLink						
		CarverLink buildout	20,000	20,000	20,000	-
		CarverLink equipment replacement	30,000	30,000	30,000	-
		Equipment: 02-048-000-130x-666x	50,000	50,000	50,000	-
Dept Total			420,000	425,000	399,400	(20,600)
Public Services - Library						
Administration						
		Furniture replacement	10,000	10,000	10,000	-
		Equipment replacement	-	20,000	20,000	20,000
		Equipment: 01-014-500-0000-6660	10,000	30,000	30,000	20,000
Dept Total		01-014-XXX-XXXX-66XX	10,000	30,000	30,000	20,000
Public Services - Planning & Water						
WMO						
		Carver County Water Mgmt. Organization Project Fund*	150,000	177,575	177,575	27,575
		16-XXX-XXX-XXXX-6630	150,000	177,575	177,575	27,575
Dept Total		16-XXX-XXX-XXXX-66XX	150,000	177,575	177,575	27,575
Sheriff's Office						
Jail						
		Jail- Paint	-	5,000	5,000	5,000
		Equipment: 01-201-235-0000-6660	-	5,000	5,000	5,000
		Total Capital Outlay 01-201-235	-	5,000	5,000	5,000

Support Services		Investigations: Forensic Computer	10,000			(10,000)
		Snowmobile Purchase	20,000			(20,000)
			-	-	-	-
		Vehicles: 01-201-231-000-XXXX	30,000	-	-	(30,000)
		Total Capital Outlay 01-201-231	30,000	-	-	(30,000)
Patrol	236-01	Vehicles	262,400	278,000	278,000	15,600
		Vehicles: 01-201-236-0000-6670	262,400	278,000	278,000	15,600
		Total Capital Outlay 01-201-236	262,400	278,000	278,000	15,600
Communication	240-	MDC Replacement and Mobile Radio Replacement	50,000	60,000	60,000	10,000
		Portable Radio Replacement Planning	35,000	35,000	35,000	-
		Equipment: 01-201-240-0000-6660	85,000	95,000	95,000	10,000
		Total Capital Outlay 01-201-240	85,000	95,000	95,000	10,000
Division Total		01-201-XXX-XXXX-66XX	377,400	378,000	378,000	600
Public Works Highway Operations		AVL / GPS for PW Fleet	-	-	-	-
		Public Works Equipment	315,000	390,000	315,000	-
		Public Works Equipment (CSAH)	150,000	150,000	150,000	-
		Equipment: 03-304-000-0000-6660	465,000	540,000	465,000	-
			-	-	-	-
Park Administration		Park Maintenance Projects (paid by increase in park permit fees*)	26,000	26,000	26,000	-
		Site Improvements: 01-520-000-0000-6610	26,000	26,000	26,000	-
	Division Total		491,000	566,000	491,000	-
Health & Human Services		Software Purchase	211,284	-	-	(211,284)
		Software 11-405-600-XXXX-6655	211,284	-	-	(211,284)
		Replacement Client Transport Vehicles (1 @ \$30,000)	30,000	30,000	30,000	-
		Vehicles 11-405-700-XXXX-6670	30,000	30,000	30,000	-
	Division Total		11-XXX-XXX-XXXX-66XX	241,284	30,000	30,000
County Totals			2,019,684	1,936,575	1,835,975	(183,709)
			*Non-Levy Dollars Available to Pay	(587,284)	(403,575)	(403,575)
			Net Levy Dollars Needed	\$ 1,432,400	\$ 1,533,000	\$ 1,432,400
				\$ -	\$ -	\$ -

2018 Budget: Software and Other One-Time Projects

as of 8/11/2017

	Item	2018 LTFP/Division Director Request	County Administrator Recommendation	Adopted Changes
2018 Long Term Financial Plan	Road & Bridge Projects- Bridge Replacements	650,000	650,000	
2018 Long Term Financial Plan	Tuck Point & Caulk 602 Building	100,000	100,000	
2018 Long Term Financial Plan	Data Storage Replacement	250,000	250,000	
2018 Long Term Financial Plan	Network Closets - Equipment Upgrades	75,000	75,000	
2018 Long Term Financial Plan	City of Chaska New Library - Architectural Fees for Collection & FFE	50,000	50,000	
Publ. Services/Planning&Water	Replacement Vehicle for Water Management programs	25,000	25,000	
Public Services/Facilities	Building Security Improvement Plan	80,000	80,000	
Public Services/IT	Upgrade CRM Permitting system for Land Management, Planning & Water Management, and Environmental Services departments	40,000	40,000	
Public Works/ Parks	Trail Construction at Lake Waconia RP in concert with MCES sewer project	100,000	-	
Public Works/Parks	Dock Structure from main park area to service Coney Island (ADA Access Mat)	25,000	25,000	
Public Works/Parks	Watercraft for Waconia RP to transport personnel and equipment to/from Coney Island	80,000	-	
Public Works/Operations	Culvert Camera	50,000	10,000	
Public Works/Program Delivery	Signal Bucket Truck	110,000	110,000	
Public Works/Operations	Grinder Pulverizer bucket	50,000	-	
Public Works/Operations	Shreader attachment	25,000	-	
Public Works/Operations	(2) Light Duty Pick ups	50,000	50,000	
Public Works/Program Delivery	Wide Format Laminator	25,000	25,000	
Public Works/Program Delivery	Traffic Counters	60,000	20,000	
Sheriff's Office	Uninterrupted Power Source (PSAP)	28,000	28,000	
Sheriff's Office	Jail Facilities Maint/Repair	27,000	27,000	
Sheriff's Office	Multisurface Cleaning Machine & Floor Scrubber (Jail)	10,000	10,000	
Sheriff's Office	Jail Camera System	100,000	100,000	
Property and Financial Services	Election Equipment Replacement (12 years old in 2018)	1,000,000	500,000	
One Time Projects Total =		3,010,000	2,175,000	-
Initial Project Funding Shortage		(1,710,000)	-	-
One-Time Funding Sources:				
YES Account Transfer		-	875,000	-
State Turnback Reimbursement		\$ 1,300,000	\$ 1,300,000	\$ -

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2018**

8/17/2017		2017	2018	2018	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Adopted	Inc./Dec
Commissioners					
District 1	AMC and miscellaneous instate	4,000	4,000		-
District 2	Transportation Alliance Fly-in-Washington	1,500	1,500		-
	Waste Expo-Outstate location TBD	1,500	1,500		-
	AMC and miscellaneous instate	1,000	1,000		-
District 3	Transportation Alliance Fly-in-Washington	1,000	750		(250)
	NACO Legislative-Washington		750		750
	NACO Annual Conference-Tennessee	1,500	1,000		(500)
	Western Interstate Conference-Idaho	500	500		-
	RAC California	500	500		-
	AMC and miscellaneous instate	500	500		-
District 4	AMC and miscellaneous instate	4,000	4,000		-
District 5	NACO Annual Conference-Tennessee	1,500	1,500		-
	Western Interstate Conference- Idaho	1,500	1,500		-
	AMC and miscellaneous instate	1,000	1,000		-
Total- Commissioners	01-001-XXX-0000-6332	20,000	20,000	-	-
County Administration					
	AMC Annual Conference	700	700		-
	MCMA/MACA Annual Conference	725	725		-
	MACA Fall	475	475		-
	NACO/ICMA National	2,000	2,000		-
	Misc.- Administrator/staff	200	200		-
Total- County Administration	01-030-000-0000-6332	4,100	4,100	-	-
Public Services - Administration					
	APMP Meetings- Minnesota	200	-	-	(200)
	MCMA Annual Conference- Minnesota - 2	1,350	1,350	-	-
	Parks Law Enforcement Contract	1,600	1,800	-	200
	MACA Fall- Minnesota	500	500	-	-
	Webinars and In State Training	2,800	2,900	-	100
	Staff Professional Training	100	-	-	(100)
Total- Public Services Admin	01-048-000-0000-6332	6,550	6,550	-	-
Public Services - Facilities					
Facilities Management					
	Boiler Chemical - Water Treatment - Electrical CE's	1,800	1,800	-	-
	Siemens Control Apogee Training - BAS HVAC	1,000	1,000	-	-
	Amag/Milestone Security software - Local	1,800	1,800	-	-
	IFMA & EDAM - Local	1,100	1,100	-	-
	IFMA National	1,400	1,400	-	-
Total- Facilities	01-110-000-0000-6332	7,100	7,100	-	-
Public Services - Information Services					
Manager					
	In state training	4,000	4,000	-	-
	01-049-000-0000-6332	4,000	4,000	-	-
Infrastructure					
	Sr. System Engineer - Security Conference (out of state - 1)	7,000	7,000	-	-
	Tech Supervisor Data Center Conference (out of state - 1)	3,000	3,000	-	-
	In state training	13,000	13,000	-	-
	01-049-046-0000-6332	23,000	23,000	-	-
Client Services					
	ARMA National Fall Conference or MER Conference (out of state - 1)	3,000	3,000	-	-
	In state training	4,000	4,000	-	-
	01-049-xxx-0000-6332	7,000	7,000	-	-
Development & GIS					
	ESRI International Conf. (out of state - 2)	4,000	4,000	-	-
	ESRI Developers Summit (out of state - 2)	4,600	4,600	-	-
	SQL Database Conference (out of state - 1)	-	3,500	-	3,500
	In state training	6,400	6,400	-	-
	01-049-062-0000-6332	15,000	18,500	-	3,500
Applications Services					
	Onbase National Conference (out of state - 1)	3,500	3,500	-	-
	Web and SharePoint (out of state - 1)	3,500	3,500	-	-
	SQL Database Conference (out of state - 1)	3,500	-	-	(3,500)
	PM/BA Conference (out of state - 2)	7,000	7,000	-	-
	In state training	5,500	5,500	-	-
	01-049-064-0000-6332	23,000	19,500	-	(3,500)
CarverLink					
	In state training	2,300	2,300	-	-
	02-048-000-0000-6332	2,300	2,300	-	-
Total- Information Tech	01-049-XXX-XXXX-6332 & 02-048.6332	74,300	74,300	-	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2018**

8/17/2017		2017	2018	2018	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Adopted	Inc./Dec
Public Services - Library					
	Book Expo of America (Out of State)	-			-
	ALSC National Institute (Out of State)	-			-
	IUG Conference (2018 in Orlando, FL-County funding pays for one attendee)	4,000	2,000		(2,000)
	IUG Conference (2018 in Orlando, FL-MELSA pays for one attendee)				
	PLA Annual Conference 2018 (Philadelphia - County funding pays for 2 attendees)	-	4,000		4,000
	PLA Annual Conference 2018 (Philadelphia - MELSA pays for 2 attendees)				
	ALA Conference - Out of State (County funding pays for one attendee)	2,000			(2,000)
	ALA Conference - Out of State (MELSA pays for one attendee)				
	Additional Staff Training - In-state trainings funded with non-county resources)				
	01-014-500-0000-6332	6,000	6,000		
	In State Training	500	500		
	American Association of Law Libraries (funded by Law Library Fees)				
	02-508-000-0000-6332	500	500		
Total- Library	01-014-500-0000-6332	6,500	6,500		
Public Services - Veteran Services					
	MN DVA Spring Training/Conference	1,000	350		(650)
	National County Veterans Service Officer Conference (Out of State)	2,200	2,250		50
	Minnesota County Veterans Service Officer Conference	1,500	2,100		600
	County Veterans Service Officer Assistant's & Secretary Association Conf	300	300		
Total- Veteran Services	01-120-000-0000-6332	5,000	5,000		
Public Services - Land Management					
	Planning/Zoning Administrators workshop or conference	900	900		
	Tuition Reimbursement	200	200		
	Continuing Education - Building Plan Technician Certification and Septic Certification	300	300		
	CRM Training	200	200		
	01-123-160-0000-6332	1,600	1,600		
Public Services- Environmental Services					
Administration					
	Annual Agricultural Inspectors Conference	250	250		
	Annual MPCA Sewage Treatment System Cont. Education (3)	1,900	1,900		
	Annual MPCA County Feedlot Officers Training	300	300		
	Misc. professional conferences or work related tuition reimbursement	400	400		
	National Environmental Health Assoc. Conference [Out of State]	1,000	1,000		
	Feedlot, SSTS and Water Quality misc. conferences	500	500		
Solid Waste					
	RAM/SWANA Annual Conference [4]	950	950		
	SWAA Annual conference	200	200		
	Misc. special issue conferences	300	300		
	National Household Hazardous Waste Conf. - [Out of State]- potentially Great Lakes				
	Product Stewardship Initiative, National Product Stewardship Council	650	650		
Industrial Hazardous Waste					
	National Hazardous Waste Conference - Out of State	500	500		
	MN GroundWater Conference				
	Misc. special issue conferences	300	300		
	OSHA/Safety Training	300	300		
	01-123-130-XXXX-6332	7,550	7,550		
Public Services - Planning & Water Management					
	Various water related, ISTS, WCA, Wetland, Erosion Control Conferences, seminars, training sessions	1,350	1,350		
	ESRI Annual User Conference - Out of State	1,500	1,500		
	Misc. Professional conferences or Tuition Reimbursement	250	250		
	Annual Water Resource Conference	550	650		100
	GIS Conference & Training	300	500		200
	National (Out of State) or State/Local Wetland and/or CRM Training	1,800	1,800		
	National (Out of State) or State Water & Planning conference: potential Nat. APA Conf., Nat. NALMS Conf., Nat. StormCon Conf., Nat. TMDL Conf., State Water Resources, State MNAPA or State MECA, National LID Symposium	1,550	1,550		
	National (Out of State) or State AIS conferences and training: State of Water, AIS Summit, AISRC center, Upper Midwest Invasive Species Conference, or related				
	National (Out of State) trainings	1,500	1,500		
	01-123-XXX-XXXX-6332 & 16.6332	8,800	9,100		300
Total- Public Services		117,400	117,700		300
Attorney					
	NDAAs- Out of State (outside funding)				
	02-090-000-0000-6332				
	IMLA & NDAA- Out of State	6,000	6,000		
	IMLA Conference - Out of State				
	Various training courses- continuing education credits for Attorneys	8,500	8,500		
Total- Attorney	01-090-000-0000-6332	14,500	14,500		

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2018**

8/17/2017		2017	2018	2018	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Adopted	Inc./Dec
Court Services - Probation					
	Correctional Evidence-Based Practices (LS/CMI, YLS, MI, Case Planning, etc.)	500	500	-	-
	APPA National Probation Training Institute (Out-of-State)	1,400	1,400	-	-
	MN Association of County Probation Officers (MACPO) - Spring Conference	2,000	2,000	-	-
	MACPO Regional Training for Probation Officers	250	250	-	-
	Miscellaneous Mental Health Training Opportunities	500	500	-	-
	Minnesota Corrections Association (MCA) - Fall Institute	850	850	-	-
Total- Court Services	01-252-XXX-XXXX-6332	5,500	5,500	-	-
Employee Relations - Personnel Services					
	MCHRMA Spring Conference	300	300	-	-
	MCHRMA Fall Conference	400	400	-	-
	MPELRA Summer Conference	500	500	-	-
	MPELRA Winter Session	200	200	-	-
	ADA, WC, FMLA, COBRA, ACA	500	500	-	-
	SHRM Seminars	600	600	-	-
	Support, MCIT Seminars	600	600	-	-
	Legal Update Seminars	2,400	2,400	-	-
	NPELRA, SHRM or IPMA or NEOGOV Out-of-State Conference	4,000	4,000	-	-
	IPMA Local, Regional or National Conference	700	700	-	-
	PRIMA National Conference (IN)	2,000	2,000	-	-
Total- Employee Relations	01-050-000-0000-6332	12,200	12,200	-	-
Property & Financial Services					
Property & Financial Services- Financial Services					
	National GFOA Conference- St. Louis, MO (OUT OF STATE)	2,200	2,200	-	-
	National APA Congress- National Harbor, MD (OUT OF STATE)	3,000	3,000	-	-
	Minnesota GFOA Conference (2)	1,500	1,500	-	-
	MCCC Annual Conference	850	1,000	-	150
	Additional Staff Training (IFS, Year-end, OSA)	1,250	1,250	-	-
	Treasurer's Mid-Year Conference	750	750	-	-
Total- Finance	01-045-000-0000-6332	9,550	9,700	-	150
Property & Financial Services- Taxpayer Services					
Administration/Taxation					
	MN Assoc. of County Officers	750	750	-	-
	MN Assoc. of County Auditors	1,600	1,600	-	-
	Tax Training /Dept. Revenue	1,500	1,500	-	-
	MCCC Conference	1,500	1,500	-	-
	Staff Training	2,150	2,150	-	-
	01-040-040-0000-6332	7,500	7,500	-	-
License Center					
	MN Assoc. of County Officers	600	600	-	-
	Deputy Registrar Annual Meeting	600	600	-	-
	Staff Training	800	800	-	-
	01-040-055-0000-6332	2,000	2,000	-	-
Elections					
	MN Assoc. of County Officers	600	600	-	-
	Sec. of State Training	600	600	-	-
	National NACRC Conference (OUT OF STATE)	2,000	2,000	-	-
	MCRA Conference	300	300	-	-
	National NAEO Conference (OUT OF STATE)	2,000	2,000	-	-
	Staff Training	600	600	-	-
	01-040-065-0000-6332	6,100	6,100	-	-
Total- Taxpayer Services	01-040-XXX-XXXX-6332	15,600	15,600	-	-
Property & Financial Services-Property Assessment					
	MAAO Fall Conference	1,220	1,220	-	-
	MAAO Seminars	700	700	-	-
	CLE Seminars	750	750	-	-
	MCCC Annual Conference	1,000	1,000	-	-
	Appraisal Training	3,100	3,100	-	-
Total- Property Assessment	01-047-000-0000-6332	6,770	6,770	-	-
Property & Financial Services-Property Records					
	MN Association of County Officers	2,000	2,000	-	-
	PRIA National Conference (OUT OF STATE)	-	2,000	-	2,000
	Recorder's Conference	2,000	2,000	-	-
	Examiner of Titles Training	500	500	-	-
	Staff Training	1,089	1,000	-	(89)
	MN GIS Conference	500	-	-	(500)
	MSPS Annual Conference	375	-	-	(375)
	MSPS Seminar	150	-	-	(150)
	MN RealEstate Institute	500	-	-	(500)
Total- Property Records	01-100-000-0000-6332	7,114	7,500	-	386

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2018**

8/17/2017		2017	2018	2018	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Adopted	Inc./Dec
Total- Property & Financial Services		39,034	39,570	-	536
Public Works - Road & Bridge					
Administration					
	MCEA Institute	500	500	-	-
	MCEA Summer Conference	-	-	-	-
	Highway Accountants Conference (2)	700	700	-	-
	AMC Annual Conference	550	600	-	50
	NACE Annual Conference (Wisconsin Dells) OUT OF STATE	1,450	1,500	-	50
	MTA Fly In	1,300	1,300	-	-
	MTA Annual Meeting	100	100	-	-
	MAPA (MN Asphalt Pavement Assoc.)	100	100	-	-
	Miscellaneous	1,800	1,700	-	(100)
	TRB Conference (Washington DC)- OUT OF STATE (paid for by others)	-	-	-	-
	03-301-000-0000-6332	6,500	6,500	-	-
Program Delivery					
	MCEA Institute	2,505	2,505	-	-
	MCEA Summer Conference	650	650	-	-
	MSPS Conference	490	980	-	490
	MN-Dot Survey Technical Conference	1,400	1,400	-	-
	Frontier Precision	1,000	1,000	-	-
	CTC AutoCad	-	-	-	-
	MN GISLIS Conference	3,450	3,450	-	-
	ESRI User Conference (San Diego) OUT OF STATE	1,400	3,000	-	1,600
	GIS Transportation Asset Management Conference (Arkansas) OUT OF STATE	-	1,650	-	1,650
	Cartograph Conference (Colorado) OUT OF STATE	-	2,550	-	2,550
	Leadership Training	1,000	1,000	-	-
	ESRI Instructor Lead Training	3,100	-	-	(3,100)
	MN Transportation Conference	600	600	-	-
	Toward Zero Deaths Conference	800	800	-	-
	MN-Dot and U of M certificates	3,000	3,000	-	-
	MN-Dot and U of M re-certificates	2,200	2,000	-	(200)
	MN-Dot R-O-W Conference	500	500	-	-
	Microsoft Project Training	2,000	-	-	(2,000)
	Project Management Training	2,000	2,000	-	-
	Project Management Institute Days Conference	-	1,600	-	1,600
	NACE Annual Conference (Wisconsin Dells) OUT OF STATE	2,250	2,250	-	-
	Drone Training & Testing	-	1,600	-	1,600
	MN Bar Association	500	500	-	-
	Miscellaneous	75	65	-	(10)
	03-303-000-0000-6332	28,920	33,100	-	4,180
Highway Operations					
	Equipment Training, Pesticide	3,000	3,000	-	-
	APWA National and Snow Conference, (out of State)	6,000	6,000	-	-
	U of W Snow and Ice Management	3,000	3,000	-	-
	NAFA 2016 Fleet Manager convention, (out of State)	-	-	-	-
	Asset Works Academy (2 staff) OUT OF STATE	3,000	3,000	-	-
	03-304-000-0000-6332	15,000	15,000	-	-
Equipment Operations					
	Hydraulic, Electrical, & Welding Training	2,500	2,500	-	-
	Mack Class OUT OF STATE	10,000	10,000	-	-
	03-306-000-0000-6332	12,500	12,500	-	-
Total- Public Works	03-XXX-XXX-XXXX-6332	62,920	67,100	-	4,180
Public Works - Parks					
	MRPA Annual Conference	1,500	1,500	-	-
	MN Shade Tree Short	100	100	-	-
	MRPA Seminars	100	100	-	-
	Park Supervisor Seminars	100	100	-	-
	National Park Institute (Out of State)	1,200	2,500	-	1,300
	Miscellaneous	500	700	-	200
Total- Parks	01-520-000-0000-6332	3,500	5,000	-	1,500
Sheriff's Office					
Administrative Services Unit					
	Clerical Support (15)	10,000	10,000	-	-
	MSA Summer Conference	-	-	-	-
	MSA Winter Conference	-	-	-	-
	Administrative Services Manager (PLEAA Conference)	-	-	-	-
	Sheriff MSA Jail Conference	-	-	-	-
	Chief Deputy	-	-	-	-
Jail Services Unit					
	Jail Training-Conf, Mgmt. Training, etc.	9,000	9,000	-	-
	From SS Other	-	-	-	-
Operation Services Unit					
	Investigation Division	10,005	10,005	-	-
	Crime Technician	-	-	-	-
	School Resource Officer/Gangs/Bike Patrol	-	-	-	-
	SERT	-	-	-	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2018**

8/17/2017		2017	2018	2018	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Adopted	Inc./Dec
Patrol Services Unit	Training - State POST, OSHA mandated, Elective, 1st Responder, PRISIM, ADA, etc. Traffic Safety/Criminal Interdiction/Weights/Scales K-9 Trials and Certifications Supervisor Development	-	-	-	-
Support Services Unit	ATV Civil Process Conceal and Carry Warrants Dive Team Community Service Officers (CSO) Court/Bailiffs Reserves Volunteer Services- Chaplain Rec Services - Water Patrol Snowmobile Training -In House Entire Office - Sex Harr, Cult Div., 1st Aid Instructor Courses-recertification, etc. Supervisory - Sgt & Cpl Licensed Personnel Training ILEETA Conference Outstate (1) EVOC, 1st Aid, SPSC <u>01-201-XXX-XXXX-6332</u>	59,763	59,675	-	(88)
Emergency Management Unit	AMEM Emergency Management Conference Governor's Emergency Mgmt. Conf. Emergency Management Training Hazardous Materials Training <u>01-201-280-0000-6332</u>	3,900 1,000 1,000 2,600 8,500	3,900 1,000 1,000 2,600 8,500	- - - - -	- - - - -
Conceal & Carry	Conceal & Carry- reserve fund <u>02-202-000-0000-6332</u>	1,700 1,700	1,700 1,700	- -	- -
Reserves-	Reserves <u>02-204-000-0000-6332</u>	1,000 1,000	1,000 1,000	- -	- -
Explorers	Explorers <u>02-205-000-0000-6332</u>	2,750 2,750	2,750 2,750	- -	- -
Posse	Posse Training <u>02-203-000-0000-6332</u>	3,750 3,750	3,750 3,750	- -	- -
911 Communication	Communications APCO/NENA MSA State Conference-(6) <u>02-911-000-0000-6332</u>	4,200 3,480 7,680	4,200 3,480 7,680	- - -	- - -
Total- Sheriff	<u>01-201-XXX-XXXX-6332</u>	114,148	114,060	-	(88)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Preliminary 2018 Carver County Water Management Organization Levy

Primary Originating Division/Dept: <input type="text" value="Public Services - Planning & Water Mgmt"/>	Meeting Date: <input type="text" value="9/5/2017"/>
Contact: <input type="text" value="Paul Moline"/> Title: <input type="text" value="PWM Manager"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="10"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text" value="Paul Moline"/> Title: <input type="text" value="PWM Manager"/>	
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

State Statute requires that the preliminary Carver County Watershed Management Organization (CCWMO) levy request be certified by the CCWMO authority, which is the County Board.

The levy request below is for the special taxing district making up the CCWMO. The levy consists of funds for projects (see attached project recommendation) plus general operating expenses. General operating expenses include staff time, the Carver Soil & Water Conservation District (SWCD, a State agency) allocation, general engineering costs, development review expenses, training, mileage, water monitoring equipment, maintenance, per diem for Citizens Water Advisory Committee meetings, educational expenses, and conservation cost share funds.

- The comparison from 2017 to 2018 shows a 12.6 percent increase in the levy request. The net levy increase consists of:
- 1) an increase in the requested project budget of \$32,575 (see attached project recommendation)
 - 2) an increase of \$35,448 to account for a budget adjustment from the County general levy to the WMO levy. This amount will be an increase in the portion of staff costs allocated from the CCWMO and a decrease in the portion allocated from general levy funds
 - 3) an increase of \$8,210 for staff cost increases (annual adjustment for salaries and benefits)
 - 4) an increase of \$4,990 in the allocation for the Carver SWCD (CCWMO portion).

	2018 LEVY REQUEST	2017 LEVY	CHANGE
CCWMO Taxing district	\$ 725,156	\$ 643,933	\$81,223

Based on the increased tax base projected for 2018, this requested CCWMO levy will result in an actual change (increase) in County (WMO) tax on an average home (\$) of 11.29% -- equivalent to an annual increase of **\$3.06**.

ACTION REQUESTED:

Motion to set the preliminary 2018 CCWMO levy at \$725,156.

FISCAL IMPACT: <input type="text" value="Other"/>	FUNDING
If "Other", specify: <input type="text" value="2018 recommended budget"/>	County Dollars = <input type="text"/>
FTE IMPACT: <input type="text" value="None"/>	CCWMO Levy (2018) <input type="text" value="\$725,156.00"/>
	Total <input type="text" value="\$725,156.00"/>
	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

Dollar amounts are needed to certify to Taxpayer Services the amount to include in the CCWMO levy. The County Board has approval authority for the CCWMO.



Carver County Water Management Organization

Planning and Water Mgmt Dept
Government Center - Administration Building
600 East 4th Street
Chaska, Minnesota 55318
Phone: (952)361-1820
Fax: (952)361-1828
www.co.carver.mn.us/water

Memo

Date: Aug 24, 2017
To: County Commissioners
From: Paul Moline, Planning & Water Management
Re: CCWMO Project Funding 2018
Cc: Dave Hemze, County Administrator
Tom Vellenga, Assistant County Administrator
WMO Advisory Committee Members

At their May 2017 meeting, the Carver County Water Management Organization (CCWMO) Advisory Committee recommended project funding for 2018. The staff request and subsequent committee recommendation was based on the following factors/considerations:

- The CCWMO evaluation process, which ranks projects based on a series of criteria
- Recent requests for project funding from LGU's
- Projects identified in the CCWMO plan
- Funds committed to matching grant agreements

Based on these factors, the following project recommendations for 2018 CCWMO funds are:

- 1. City of Waconia 10th Street Pond** **Recommended \$28,520**
Application for funds from the City of Waconia to install a bio-retention basin adjacent to the regional stormwater reuse pond to provide water quality treatment when reuse system is not in use. The pond also collects water from a large portion of urban area which is currently untreated. The City is requesting \$57,040 in CCWMO funding as match to city funding. Total project costs are estimated at \$114,080. Staff recommends funding 50% of the project request since a large portion of the pond is collecting runoff from redevelopment. Policy has typically been not to fund areas that already need to comply with WMO standards such as redevelopment.
- 2. City of Waconia Burandt Channel Restoration** **Recommended \$13,055**
Application for funds from the City of Waconia to install native vegetation (trees, shrubs, perennials, and short sedge meadow mix) on the outlet channel to stabilize banks and return channel to a natural condition. The project will decrease pollutant loading to Burandt Lake Bent Creek which is listed as impaired. **The City is requesting \$13,555** and staff recommend providing full funding of the request. Total project costs are estimated at \$26,110.
- 3. City of Cologne Conrad St Retrofit** **Recommended \$6,000**
Application for funds from the City of Cologne to install an infiltration basin and sump manhole with baffle to provide water quality treatment and volume reduction for an area with no current treatment measures. The retrofit will reduce phosphorous loading by 40% and the sediment loading by 20%. The City is requesting \$6,000 and staff recommend providing full funding of the request. Total project costs are estimated at \$9,000.
- 4. SSTS Direct Discharge** **Recommended \$60,000**
SSTS Direct Discharge Cost Share is an incentive based program to eliminate direct discharge SSTSs in the Bevens and Carver Creek Watersheds. This program has been in place for the past nine years and targets

specific sub-watersheds as identified by CCWMO Staff and the WMO Advisory committee. It is also available for first come first serve volunteers in the greater CCWMO area. The committee recommended at the February 2017 meeting, that the amount of incentive be increased to \$90,000 or more. Due to an uncertainty in the time available by designers and contractors, staff is recommending an amount of \$60,000 (an increase of \$10,000 over 2017 amounts) that will help fund incentives for up to 30 separate SSTS installations.

5. West Creek Stream Restoration and Re-meander Recommended \$50,000

An opportunity has been presented to restore a straightened (ditch) section of West Chaska Creek in the City of Chaska. As part of a private development parcel near Hwy 10 and Hwy 212, the WMO and City have proposed to re-meander an 800' stretch of the Creek which would re-introduce more bends, riffles and pools into the stream channel. Lengthening this channel will allow for slower movement of sediment and, along with restoration of the banks and a 50' buffer, create a more natural channel. Partners include the City of Chaska and potentially the Lower MN Watershed District. Staff is proposing to allocate \$50,000 towards this project with a total project cost exceeding \$150,000.

6. Benton Lake Restoration Phase II Recommended \$10,000

Phase II of Benton Lake Restoration consists of carp harvesting & management, installation of a rough fish barrier between lakes Meuwissen and Benton, and re-establishment of a healthy fish community to Benton Lake (includes stocking and aeration). Phase I was the installation of a fish barrier at the outlet of the lake, and a feasibility study for drawdown the lake. Previously allocated funds of approx. \$20,000 are available with a need for additional funding for Phase II to total \$30,000. (NOTE: Committee recommended \$20,000 for this project but project cost estimates have been reduced since that time).

7. CCWMO Grant Match & Project Maintenance Fund Recommended \$15,000

The CCWMO will need a small amount of local match (\$10,000) for state grants in 2018. In addition, several previously installed CCWMO projects need ongoing maintenance and potential repair (\$5,000). Staff is proposing to continue building this fund in 2018. (NOTE: the Grant match portion is in addition to the Committee recommendation),

TOTAL = \$182,575

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Preliminary 2018 Regional Rail Authority Levy and Budget ("CCRRA")

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The CCRRA is requesting \$162,000 2018 levy which is a \$22K (+11%) increase from 2017. The \$22K increase in the CCRRA's 2018 preliminary tax levy would be used to fund a .40 FTE Community Service Officer and a .12 FTE Parks Seasonal. The \$162,000 would be used to finance stewardship projects of \$99,000 and staffing of \$63,000.

The CCRRA levy is used to fund administrative, maintenance staff, and law enforcement time for day to day operations and stewardship. These duties included planning, permitting and capital improvement projects, patrol services, as well as corridor maintenance work of mowing, weed control, tree trimming, debris and trash removal, drainage corrections and site inspections for the Dakota Rail and Union Pacific Rail corridors.

The recommended 2018 levy increases funding for staffing by \$22K to provide enhanced law enforcement and maintenance activities on the rail authority property.

ACTION REQUESTED:

Motion to approve setting the CCRRA's 2018 preliminary tax levy at \$162,000.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

The \$22K increase in the CCRRA's 2018 preliminary tax levy would increase the CCRRA taxes on the average value home by 50 cents.

Office use only:

RBA 2017 - 4937

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Land Records Scan and Index Project

Primary Originating Division/Dept: <input type="text" value="Property & Financial Services"/>	Meeting Date: <input type="text" value="9/5/2017"/>
Contact: <input type="text" value="David Frischmon"/> Title: <input type="text" value="Financial Services Division Direc"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government"/>	

BACKGROUND/JUSTIFICATION:

Carver County Land Records from 1987 backward to the beginning of the County can only be viewed by coming in person to the Courthouse. The County's Land Records after 1987 can be viewed by the public using TriMinn's Land Records software. This Project will scan and index the County's paper and microfiche land records so all Land Records from the beginning of the County to the present will be seamlessly available electronically to the public. This project will also index Parcel ID's to create the opportunity for GIS Integration with land records as well as full indexing of 1911 - 1987 Torrens documents.

TriMin will partner with a national company, US Imaging, who will scan approximately 500,000 documents over approximately 2 weeks working on-site for 24 hours a day/7 days a week. US Imaging will then spend approximately 6-7 months inspecting and indexing each image. TriMin will then import the images and indexes into their software which will make them electronically available to the public.

Section 4 of TriMin's Master Computer Software License Agreement provides for a "Services Agreement" which covers the scope, services and costs for the Scan and Index Project. The \$276,397 cost of the project will be paid for by Recorders Technology Funds.

County staff received written proposals from two other Imaging firms. One proposal from ArcSearch was over \$300K and would have created a stand-alone imaging database and software program which would not have provided "seamless" searching from the present back to the beginning of the County. Another proposal from Indigital was over \$100K to take documents off-site over several months to create images that would provide an electronic back-up in case the paper land records were destroyed by a natural disaster but would not have made the historical images easily accessible by the public nor create the opportunity for GIS Integration with land records.

Thus, County staff recommends the attached \$276,397 proposal from TriMin.

ACTION REQUESTED:

Motion to contract with TriMinn for the Land Records Scan and Index Project.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING				
<i>If "Other", specify:</i> <input type="text"/>	County Dollars =				
FTE IMPACT: <input type="text" value="None"/>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Recorders Tech \$</td> <td style="width: 30%; text-align: right;">\$276,397.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$276,397.00</td> </tr> </table>	Recorders Tech \$	\$276,397.00	Total	\$276,397.00
Recorders Tech \$	\$276,397.00				
Total	\$276,397.00				

Insert additional funding source

Related Financial/FTE Comments:

Recorders Tech \$ is a statutory fee collected by the County that is restricted for technology projects related to maintaining Land Records so they are readily available to the public.



August 24, 2017

David Frischmon
 Carver County
 600 East 4th Street
 Chaska, MN 55318

Dear David,

TriMin is pleased to partner with US Imaging on this proposal to index parcel ID's, index Torrens documents, and scan Official Records from Books and Microfiche for Carver County. US Imaging will scan documents and create the indexes. TriMin will import these indexes into LandLink. TriMin understands the scope of work required, the critical success factors, and Carver County's goals. TriMin will manage the contract and the entire scanning and indexing project.

We selected US Imaging as our partner for this project because of our long, successful relationship with them. TriMin and US Imaging have teamed to become America's premier County Conversion Service for the following reasons:

- **Experience** – We have been in the land records software and imaging business for over 50 years combined.
- **County Focus** – TriMin and US Imaging are focused exclusively on county government. US Imaging has successfully scanned & indexed records for every County Department. TriMin is focused on County Recorders' office.
- **Backup** – US Imaging stores a backup of all images to provide duplicating, reformatting & enhancement services on demand or en mass at any time in the future.
- **Image & Index Formatting** – TriMin and US Imaging have worked together to provide data that is formatted and validated so that it works with TriMin's LandLink software. The data provided will go through an extensive validation process that is exclusively provided to TriMin customers. All images provided are in a format that works with the OnBase imaging system as well as TriMin applications.
- **Guaranteed Quality** – If Carver County is not satisfied with any index, US Imaging will correct it for free forever.

TriMin agrees to provide the following services specifically identified in this proposal and incorporated herein to Section 4 Services Agreement in the Master Computer Software License Agreement, dated 2/13/15, by reference:

Index parcel ID's for 2006-2015 documents	\$9,898.20
Full indexing of 1911-1987 Torrens documents	\$36,685.42
Official Records Scanning Project – Phases 1-8	\$211,813.68
TriMin Expanded Import Module and Services	\$18,000.00
Total	\$276,397.30

Carver County Board of Commissioners Request for Board Action



Agenda Item:
MICA Legislative Update

Primary Originating Division/Dept: Administration (County)

Meeting Date: 9/5/2017

Contact: Dave Hemze Title: County Administrator

Item Type:
Regular Session

Amount of Time Requested: 20 minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:
Connections: Develop strong public partnerships and connect people to services and information

BACKGROUND/JUSTIFICATION:

MICA Executive Director Keith Carlson, along with Ryan Erdmann, Steve Novak and Nancy Silesky, will be presenting a legislative update.

ACTION REQUESTED:

Information only.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4707

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Closed Session to review appraisal data, and develop offer for purchase of property located at 9120 Shady Oak Dr, Chaska, MN 55318.

Primary Originating Division/Dept: <input type="text" value="Health & Human Services"/>	Meeting Date: <input type="text" value="9/5/2017"/>
Contact: <input type="text" value="Rod Franks"/> Title: <input type="text" value="HHS Director"/>	Item Type: <input type="text" value="Closed Session"/>
Amount of Time Requested: <input type="text" value="20"/> minutes Presenter: <input type="text" value="Rod Franks"/> Title: <input type="text" value="HHS Director"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

Carver County and Ridgeview Medical Centers were successful in their legislative request for State bond funds for an addition to the Marie Stiener Kelting Hospice Home to repurpose its' use as a Residential Crisis Stabilization Facility. Ridgeview Medical Centers has approached Carver County about the County purchasing the facility from Ridgeview.

ACTION REQUESTED:

Motion to enter into closed session pursuant to Minnesota State Statute Section 13D.05 in order to discuss appraisal data and potential offers for the property located at 9120 Shady Oak Dr, Chaska, MN 55318.

FISCAL IMPACT: <input type="text" value="None"/> <p><i>If "Other", specify:</i> <input type="text"/></p>	FUNDING County Dollars = <input type="text"/> <input type="text"/> Total <input type="text" value="\$0.00"/>
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source
Related Financial/FTE Comments: <input style="width: 100%; height: 20px;" type="text"/>	

Office use only:

RBA 2017 - 4941

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Closed Session for Right of Way Acquisition for CSAH 11 Project #010-611-006-11175 Guernsey Ave, Dahlgren Twp, MN

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

In 2013-2014, the County reconstructed portions of CSAH 11 from CSAH 61 on the south to CSAH 10 on the north. As a consequence of the realignment and reconstruction, the County obtained right-of-way from numerous property owners along the CSAH 11 corridor. In order to complete the road construction in a timely manner, condemnation proceedings against several property owners was initiated by the County. Damages were awarded to the property owners by the condemnation commission and appeals were filed with District Court. The trial related to PID #04.0011200, 11175 Guernsey Ave, Dahlgren Township, was held and a verdict reached.

ACTION REQUESTED:

Motion to enter into closed session pursuant to Minn. Stat. Section 13D.05, subd. 3(b) to discuss trial results and strategy going forward for the property located at 11175 Guernsey Ave, Dahlgren Township.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2017 - 4944