



Carver County Board of Commissioners
 August 21, 2018
 Regular Session
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

PAGE

WORK SESSION

| | | | |
|-----------|-----------|---|-----|
| 3:00 p.m. | A. | COMMUNITIES: Create and maintain safe, healthy and livable communities | |
| | 1. | 2019 CDA Budget and Levy | 1-9 |

REGULAR SESSION

| | | | |
|-----------|------|---|-------|
| 4:00 p.m. | 1. | 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> d) New Employee Introduction | 10 |
| | 2. | Agenda review and adoption | |
| | 3. | Approve minutes of August 7, 2018, Regular Session..... | 11-14 |
| | 4. | Community Announcements | |
| 4:10 p.m. | 5. | CONSENT AGENDA | |
| | | <i>Communities: Create and maintain safe, healthy and livable communities</i> | |
| | 5.1 | 2020 and 2021 Parks and Trails Legacy Funding Requests to the Metropolitan Council | 15 |
| | 5.2 | GreenCorps Temporary Staff Member | 16-17 |
| | 5.3 | Contract for Residential Treatment Services for child | 18 |
| | 5.4 | Public Health Staffing Changes | 19 |
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| | 5.7 | Contract with B & D Striping, LLC | 22 |
| | 5.8 | Contract with Wold Architects & Engineers..... | 23 |
| | 5.9 | Carver County Right of Way Plat No. 27 for the Highway 41/18 Project | 24-25 |
| | 5.10 | Crisis Grant Contract Amendment..... | 26-27 |
| | 5.11 | Request approval for Bold Planning contract for Continuity of Operations Planning | 28 |
| | 5.12 | Settlement for Right-of-Way Acquisition for the Highway 140 Bridge Project - Carver Creek West | 29-32 |
| | | <i>Connections: Develop strong public partnerships and connect people to services and information</i> | |
| | 5.13 | IT Contract with TechAir, Inc. | 33 |
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5.15 Out of State Travel for AVSO Accreditation Training 35

Growth: Manage the challenges and opportunities resulting from growth and development

5.16 Veteran Services Office Temporary Staffing 36-37

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

5.17 Approval of Acting Chief Deputy Employment Agreement..... 38

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

5.18 Veteran Services Enhancement Grant - FY 2019 39-40

5.19 Review Social/ Commissioners’ Warrants..... NO ATT

4:10 p.m. **6. COMMUNITIES: Create and maintain safe, healthy and livable communities**

6.1 Presentation of NACo Achievement Award for Project
Community Connect..... 41

4:15 p.m. **7. CULTURE: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government**

7.1 Reappointment of County Veteran Services Officer..... 42

7.2 **Public Hearing** - Amending the Carver County Parks and Recreation
Ordinance..... 43-48

4:40 p.m. **8. CONNECTIONS: Develop strong public partnerships and connect people to services and information**

8.1 **Public Hearing** - Amendment to the County Fee Schedule –
Waconia Event Center 49-51

5:05 p.m. **ADJOURN REGULAR SESSION**

WORK SESSION

5:05 p.m. **A. COMMUNITIES: Create and maintain safe, healthy and livable communities**

1. Update on Public Transportation in Carver County 52

5:45 p.m. **BOARD REPORTS**

- 1. Chair
- 2. Board Members
- 3. Administrator
- 4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

- August 28, 2018 9:00 a.m. Board Work Session
- September 4, 2018 9:00 a.m. Board Meeting
- September 11, 2018 No Meeting
- September 18, 2018 4:00 p.m. Board Meeting
- September 25, 2018 9:00 a.m. Board Work Session

Carver County Board of Commissioners Request for Board Action



Agenda Item:
2019 CDA 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 community economic development in the County. The CDA's special benefit tax levy is distributed upon all taxable property within Carver County and is completely separate from the County's property tax levy. The CDA staff will present information on the 2019 budget and levy at the work session. On September 4, the CDA will present the 2019 levy and budget for the County Board's consideration.

ACTION REQUESTED:

Provide comments on the CDA's 2019 levy and budget.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5610

Carver County Community Development Agency

CDA Board of Commissioners

Sarah Carlson - Chair
Molly Koivumaki - Vice Chair
Greg Anderson- Secretary/Treasurer
Darrel Sudheimer – 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.

2019 BUDGET NARRATIVE

For the 2019 budget, the Carver County Community Development Agency (CDA) is requesting a levy of \$2,503,130 which is a \$149,429 or about 6% increase from the 2018 levy. The impact on a \$336,900 valued home is \$3.32 for a total of \$53.96.

Tenant Based Rental Assistance Programs

Bridges Program

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

Housing Trust Fund

A rental assistance program through MN Housing designed to address homelessness (preference) for those with a disability.

Permanent Supportive Housing 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.

Carver County Homes

The CDA will contract with Met Council to provide vouchers for the 81 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

Project-Based Vouchers:

Thirty-one (31) units scattered throughout our properties are Project Based Vouchers.

Of that total, nine (9) are designated for homeless and three (3) are designated for homeless veterans.

A newly created partnership with the school districts includes two (2) units designated for homeless households within the Waconia School District and three (3) units designated for homeless households within Eastern Carver County School District.

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/community development; through direct grants to Cities within Carver County.

Since its inception, the Initiative has achieved the following:

Planning Grants:

- The City of Carver-Create a Redevelopment Plan for the Lenzen Bus Garage for senior housing.
- The City of Watertown-Create a Redevelopment Plan for the former Carver County Public Works satellite location. The new location for Lakeview Clinic is under construction.
- City of New Germany-Complete a Wastewater Facility Plan.
- City of NYA-Complete a Redevelopment Plan for downtowns.

Redevelopment Grants:

- 191 jobs created (81 FTE positions). 14 jobs retained.

Housing Counseling

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

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

The CDA received funding in 2017 to expand the Land Trust program in the City of Waconia. The CDA will be adding an addition four to five units.

Septic/Well Replacement Loan

The CDA has partnered with Carver County 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.

In 2017, 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.

To date, grant funds totaling \$122,631 have been expended. This includes four commercial rehabs that have been completed. In process rehab includes two commercial and four single family homes. The entire amount of the commercial portion of the grant will be expended by the end of 2018 and half of the owner-occupied.

Watertown EDA rehab fund

The CDA is administering a home ownership rehab fund on behalf of the Watertown EDA for households throughout the entire City of Watertown at or below 100% AMI. This allows more flexibility in funding than Small Cities Development Program.

One loan has been fully executed, one is out to bid, and three applications are pending.

MN Housing Rehab

The CDA administers the Minnesota Housing 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 MN Housing. The MCP program is designed to assist first-time homebuyers in Carver County obtain affordable financing to purchase a home. The 2018 MCP program year has been a resounding success to date.

MCP results as of 6-30-18:

- Carver County 2018 Allocation Amount: \$1,721,784
- Committed Loans: 16
- Committed Amount: \$3,047,089 (177% usage rate)
- Carver County Non-MCP Committed Loans: \$1,161,387 (5 loans)
- Overallotment for Carver County: \$6,262,066 (364% usage rate)

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

The Open to Business program has had the following activity through June 2018:

Clients Served:

| | |
|---------------------------------|-----------|
| Pre-Start Planning | 10 |
| Start-up | 9 |
| Existing Business - Opportunity | 16 |
| Existing Business - Challenged | 2 |
| Total Clients: | 37 |

Industry Segment:

| | |
|---------------------------|----|
| Construction/Real Estate | 4 |
| Food | 7 |
| Health/Fitness | 4 |
| Manufacturing | 3 |
| Professional / Consulting | 1 |
| Retail | 5 |
| Service | 10 |
| Technology | 1 |
| Wholesale/Distribution | 2 |

Financing:

| | |
|-----------------|----------|
| Loans Approved: | 4 |
| Amount: | \$80,500 |
| Leveraged: | \$75,000 |

City: Bus. Res.

| | | |
|------------|----|---|
| Carver | 1 | 1 |
| Chanhassen | 11 | 9 |
| Chaska | 6 | 7 |
| Cologne | 0 | 0 |
| Mayer | 0 | 0 |
| NYA | 4 | 4 |
| Victoria | 2 | 1 |
| Waconia | 9 | 9 |
| Watertown | 2 | 2 |

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.
- Enhanced partnerships with Carver County and GIS applications.

The CDA actively looks for opportunities in the County to further senior and affordable workforce rental housing in an effort to preserve the “Naturally Occurring Affordable Housing” in Carver County. The CDA actively looks for financing opportunities to construct affordable housing for Carver County to meet the housing demand outlined in the Carver County 2017 Affordable Housing Study Updates and the 2030 Comprehensive Plan.

The CDA has been in discussions with the City of Watertown regarding the 25 acres the CDA currently owns.

The CDA is also investigating the potential of utilizing the Land Trust model in partnership with MAC-V for veterans.

The CDA is going to pursue a contract to study Tourism and Economic Development in 2018/2019.

| | 2017 Budget | 2018 Budget | 2019 Requested Budget |
|-------------------------------------|-------------------|-------------------|-----------------------------|
| REVENUES | | | |
| Administrative Revenues | 75,620 | 100,620 | 94,030 |
| Pass-Through Grant Funds | 222,600 | 524,000 | 416,000 |
| Revolving Loan Funds | | | |
| Other Revenues | 1,239,750 | 1,711,448 | 2,332,499 |
| Housing Revenues | 6,714,635 | 6,864,600 | 6,396,981 |
| | | | |
| TOTAL REVENUES | 8,252,605 | 9,200,668 | 9,239,510 |
| | | | |
| EXPENDITURES | | | |
| Administrative & Operating Expenses | 2,757,359 | 3,059,769 | 3,823,659 |
| Pass-Through Grant Funds | 222,600 | 524,000 | 416,000 |
| Other Expenditures | 376,000 | 276,000 | 276,000 |
| Community/Economic Development | 480,000 | 830,000 | 830,000 |
| Housing Expenditures | 6,714,635 | 6,864,600 | 6,396,981 |
| | | | |
| TOTAL EXPENDITURES | 10,550,594 | 11,554,369 | 11,742,640 |
| | | | |
| TOTAL CDA DIFFERENCE BETWEEN | 2,297,989 | 2,353,701 | 2,503,130 |

*Revenues: Other Revenues will increase, and Housing Revenues decrease due to the reclassification of the public housing portfolio from Housing Revenues to Other Revenues (grouping these units with other CDA owned scattered site units).

*Expenditures: Administrative & Operating Expenses will increase while Housing Expenditures decrease due to the reclassification of the operating expenses of the public housing units as well.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Bryan Liedahl, Environmental Center Attendant

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Bryan Liedahl is our newest colleague in the Environmental Services Department. He began serving Carver County residents at the Environmental Center this summer as a Recycling Center Attendant, filling a vacant position.

ACTION REQUESTED:

Welcome Bryan Liedahl to Carver County.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5596

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on August 7, 2018. Chair Gayle Degler convened the session at 9:03 a.m.

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

Under public comments, Karen Johnson Leuthner, 15735 38th Street, Mayer, explained she was a public watchdog and did not represent the County or Hollywood Township. She pointed out the article that referenced a three million expenditure for the Event Center and acknowledged this was not to be used for the building but they would pay for maintenance. She stated they have an emergency communications tower that is almost 20 years old and no money is being spent on that. She noted the expansion of broadband and pointed out the request for an additional antenna on the same tower as the emergency communications equipment. She asked that the County Attorney stop this and believed that Hollywood Township should not be signing leases.

Noah McCourt, 33 West Lake Street, Waconia, stated he submitted a data request in March and he still had not received all the data. He indicated it had been difficult to correspond to the person responsible to provide the data. He stated the County was not in compliance and the current policy needs to be revised.

Ische moved, Lynch seconded, to approve the agenda as amended. Motion carried unanimously.

Workman moved, Maluchnik seconded, to approve the minutes of the July 17, 2018, Regular Session. Motion carried unanimously.

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

Approved the one day to four day temporary on-sale liquor license application for Augusta Ball Club, Inc., for October 6, 2018.

Approved the one day to four day temporary on-sale liquor license application for Justin Kukowski Foundation for October 6, 2018.

Approved a joint powers agreement with the City of Waconia for a corridor study for Highway 10-Oakpointe Area, pending finalization of the contract review process.

Approved issuing a charitable gambling license to the Augusta Ball Club, Inc., for a raffle to be held on October 6, 2018.

Approved one day to four day temporary on-sale liquor license application for St. Peter Lutheran Church, Watertown for September 29, 2018.

Contract with Pro-West & Associates.

Authorized receipt of \$30 and \$470.64 donation for Encore Adult Day Care Services.

Resolution #60-18, Authorizing Settlement of Compensation to Owner for Acquisition of Real Property Interests Needed for the Highway 44 Bridge West Chaska Creek Project.

Resolution #61-18, Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for the Highway 140 Bridge Project Carver Creek East \$148738.

Approved housing supports grant renewal for a two year period in the amount of \$227,000 and related HH&S budget amendment.

Professional services agreement with Olson Construction for \$44,060 for CSAH 52 culvert repairs, pending finalization of the contract review process.

Professional services agreement with Bolton & Menk, Inc., for the Highway 10 Study-Victoria/Chaska area, pending finalization of the contract review process.

Adopted Findings of Fact and issued Order #PZ20180013 for the issuance of a Conditional Use Permit, Reginald Vinkemeier, Watertown Township.

Resolution #62-18, Authorizing Offers of Compensation to Owners for Acquisition of Real Property Interests Needed for the Highway 61 Project-Brickyard Clayhole.

Resolution #63-18, Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests Needed for the Highway 41/18 Project.

Resolution #64-18, Awarding of Bid for Purchase of Residential Real Property Carver County Purchase Agreement and related Public Works budget amendment.

Approved official comment letter on the Metropolitan Council's 2040 Transportation Policy Plan Update.

Approved and Release and Settlement Agreement in the amount of \$45,000 to settle a lawsuit initiated by Mark Hagelin.

Approved the following abatements:

| | |
|------------|-----------------|
| 65.4740020 | Matthew Kohler |
| 30.3580060 | Brandon Donohue |
| 30.0620110 | Brian Czock |
| 50.1250360 | Blake Ignoffo |
| 75.1300310 | Cyle Greenwell |
| 30.6820070 | Miguel Ortega |

| | |
|------------|----------------|
| 75.1300250 | Matt Nyhammer |
| 20.2400400 | Charles Weibel |
| 50.2410020 | Mitchell Boll |
| 25.6150020 | Jody Carlson |

Approved grant agreement SG-22057 with the Metropolitan Council pending finalization of the contract review process and related Parks budget amendment.

Reviewed July 24, 2018, Community Social Services' actions/Commissioners' warrants in the amount of \$452,974.51; reviewed July 31, 2018, Community Social Services' actions/Commissioners' warrants in the amount of \$509,329.85 and reviewed August 7, 2018, Community Social Services' actions/Commissioners' warrants in the amount \$577,407.14.

Motion carried unanimously.

Keith Carlson, MICA Executive Director, appeared before the Board to give an overview of the 2018 legislative session. He pointed out the legislature had three major bills but only enacted a bonding bill. He reviewed implications of not enacting the tax bill that conformed to the recent federal changes and a supplemental budget bill. Carlson stated the bonding bill was one success and provided much needed funding. He indicated MNLARS funding was largely unaddressed, as was reimbursement to deputy registrars. He pointed out the Governor's vetoes that related to environmental regulations and the veto of the Met Council restructuring bill. Carlson referenced the healthy balance remaining unspent and funds needed in the future for MnCare and MA.

Ryan Erdman, Steve Novak and Nancy Silesky, representing MICA, updated the Board on legislative issues related to public safety, transportation and health and human services.

Carlson recognized the results were both good and bad and there would have been a number of policy changes that would have been helpful to counties. He thanked the County for their continued membership and recognized Commissioners Degler and Maluchnik for representing Carver County on the MICA Board.

Rod Franks, Health and Human Services Director, explained he was present for an update on the Steiner-Kelting Mental Wellness Center and for approval for an advisory committee. He highlighted a sketch of the center and proposed addition. He explained a community open house was held in June and comments were all positive. He indicated a number of people had expressed an interest in participating in the advisory committee.

He stated the grant agreement has been executed with the State and the funds can be released to the County as expenditures are incurred. They are moving forward with the design of the addition and rfps for architect services have gone out.

Franks displayed a rendering of what the building will look like and stated they wanted it to be an asset to the community and be realized by the community as something as value. He identified the

areas that advisory committee would focus on. Franks stated appointments would be for two years and they would work with the consultant to review the applications and make appointment recommendations to the Board. He reviewed the proposed makeup of committee members.

The Board discussed the option to appoint a Board member to serve on the Committee. Following discussion the Board expressed consensus to have Maluchnik serve as a liaison on the Committee, with Workman as an alternate.

Maluchnik moved, Workman seconded, to approve creation of the Steiner-Kelting Wellness Facility Advisory Committee. Motion carried unanimously.

Workman moved, Lynch seconded, to adjourn the Regular Session at 10:10 a.m. and go into a work session with Finance. 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:
2020 and 2021 Parks and Trails Legacy Funding Requests to the Metropolitan Council

| | |
|---|--|
| Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/> | Meeting Date: <input type="text" value="8/21/2018"/> |
| Contact: <input type="text" value="Martin Walsh"/> Title: <input type="text" value="Parks and Recreation Director"/> | Item Type: <input type="text" value="Consent"/> |
| Amount of Time Requested: <input type="text" value=""/> minutes | Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Presenter: <input type="text" value=""/> Title: <input type="text" value=""/> | |
| Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/> | |

BACKGROUND/JUSTIFICATION:

In 2008, voters approved the Legacy Amendment to provide 3/8ths of 1% sales tax for Outdoor Heritage, Clean Water, Parks and Trails, and Arts. The amendment was implemented in July of 2009 and will remain in effect for 25 years or until 2034. Parks and Trails Funds collected are to supplement traditional funding sources for the State Park System, Metropolitan Regional Park System and Regional Parks of Greater Minnesota.

For Carver County as an implementing agency of the Regional Park System, the total Parks and Trails Legacy Funding allocation is anticipated to be approximately \$796,166 for state fiscal years 2020 and 2021. An actual amount will be determined during the 2019 legislative session.

Parks and Trail Legacy Funds are recommended to be allocated towards staffing, recreation programs, marketing and outreach, and capital projects. These activities are consistent with how these funds can be utilized. New to the requested allocation of Parks Trails Legacy Funds is partial funding for a new position of Parks Operations and Natural Resource Supervisor. This requested position will manage the assets of built improvements and natural resources within the parks and trails system. Below is the recommended breakdown for allocation with funding amounts by year and percentage of the allocation.

- SFY 2020 (Beginning July, 1 2019) Projected Allocation \$396,451
- Parks and Recreation and Volunteer Specialist \$38,000 (10%)
 - Recreation Programs, Marketing, Outreach Activities \$28,000 (7%)
 - Capital Project -TH 5 Regional Trail/Arboretum Connection \$285,451(72%)
 - Parks Operations and Natural Resource Supervisor \$45,000 (11%)
- SFY 2021(Beginning July1, 2020) Projected Allocation \$399,715
- Parks and Recreation and Volunteer Specialist \$39,000 (10%)
 - Recreation Programs, Marketing, Outreach Activities \$28,000 (7%)
 - Capital Project – Lake Waconia Regional Park \$286,751 (72%)
 - Parks Operations and Natural Resource Supervisor \$46,000 (11%)

The County Park Commission at it's May 16, 2018 meeting recommended the capital projects of the TH 5 Regional Trail/Arboretum Connection and the Lake Waconia Regional Park. The recommendation works to fill funding needs for these two planned CIP projects.

ACTION REQUESTED:

Motion to authorize the Parks Director to submit SFY 2020 and SFY 2021 Parks and Trails Legacy Fund requests to the Metropolitan Council.

| | | | | | | | |
|---|--|------------------|--------|------------------------|--------------|--------------|---------------------|
| FISCAL IMPACT: <input type="text" value="Other"/> <p style="font-size: small;">See Related Fiscal/FTE Comments Below If "Other", specify: <input type="text" value="W"/></p> | FUNDING <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;">\$0.00</td> </tr> <tr> <td>Parks and Trails Funds</td> <td style="text-align: right;">\$796,166.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$796,166.00</td> </tr> </table> <input checked="" type="checkbox"/> Insert additional funding source | County Dollars = | \$0.00 | Parks and Trails Funds | \$796,166.00 | Total | \$796,166.00 |
| County Dollars = | \$0.00 | | | | | | |
| Parks and Trails Funds | \$796,166.00 | | | | | | |
| Total | \$796,166.00 | | | | | | |
| FTE IMPACT: <input type="text" value="Increase budgeted staff"/> | | | | | | | |

Related Financial/FTE Comments:

The request for the Parks Operations and Natural Resource Supervisor is a new funding request to begin July 1, 2019. It is recognized that the County has not yet approved the 2019 budget and related FTE for the Parks Operations and Natural Resource Supervisor. Should the County decide not to fund the position, the request for this position will be withdrawn from the Metropolitan Council and the identified funding for the position is to be reallocated to the identified capital projects.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

GreenCorps Temporary Staff Member

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Minnesota GreenCorps is part of the larger federal AmeriCorps program. The program places AmeriCorps members with host organizations to assist in addressing a variety of environmental management needs.

Environmental Services has participated in the program in the past, hosting staff persons on four occasions since 2010. The ES Department is fortunate to be one of a few organizations chosen to host a GreenCorps member for a third consecutive year. Costs to Carver County are limited to in-kind training, supervision, office space/equipment, and potentially some minor incidental costs (such as mileage and training). Salaries of GreenCorps members are paid by the AmeriCorps program and the MPCA.

Our ES GreenCorps member will assist ES staff members with researching methods for increasing recycling, expanding organic waste composting, and assisting with food rescue. All of these efforts are important to meet goals in our Solid Waste Master Plan.

The MPCA administers this GreenCorps program. It requires that finalists submit a resolution of support from their governing body and a host site agreement. Attached is a draft County Board Resolution expressing support for hosting this GreenCorps member during the 2018-2019 season (september 2018 through the summer of 2019).

ACTION REQUESTED:

Motion to approve the attached Resolution of Support for hosting one GreenCorps member and to authorize signature of the host site agreement, pending completion of the County's contract review process.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total **\$0.00**

Insert additional funding source

Related Financial/FTE Comments:

In-kind match provided by the County through supervision, use of equipment, and space. Any minor incidental expenses (mileage, training) will be paid from existing ES budgets. The temporary GreenCorps member will not be an employee of Carver County.

Office use only:

RBA 2018 - 5594

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

DATE August 21, 2018 RESOLUTION NO. 18-
 MOTION BY COMMISSIONER _____ SECONDED BY COMMISSIONER _____

WHEREAS the Environmental Services Department of the Carver County Public Services Division has applied to host one AmeriCorps member from the Minnesota GreenCorps, a program of the Minnesota Pollution Control Agency (MPCA), for the 2018-2019 program year; and

WHEREAS when the MPCA selects Carver County, the County is committed to implementing the proposed project as described in the host site application and in accordance with pre-scoped position description; and

WHEREAS the MPCA requires that the Environmental Services Department of the Carver County Public Services Division enter into a host site agreement with the MPCA that identifies terms, conditions, and roles and responsibilities; and

WHEREAS the Environmental Services Department of the Carver County Public Services Division has hosted one AmeriCorps member through the State of Minnesota for an 11-month period for each of the past two years, with much success.

NOW, THEREFORE, BE IT RESOLVED THAT Carver County, through the Public Services Division, hereby agrees to enter into and sign a host site agreement with the MPCA to carry out the member activities specified therein and to comply with all of the terms, conditions, and matching provisions of the host site agreement and authorizes and directs the Assistant County Administrator to sign the grant agreements on its behalf.

| 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 21st of August, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

 County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Contract for Residential Treatment Services for child.

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

This is a contract for the specialized care and placement for one child. This facility will not accept placement of the child without a secondary contractual agreement. No treatment facility in the State of Minnesota will accept this child, and the child's family located this facility in Colorado. It is anticipated that this placement will be paid for through the child's family's private medical insurance, and Medical Assistance as a secondary source of payment.

ACTION REQUESTED:

Motion to approve contract with Devereux for children's residential treatment services.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

| | |
|------------------|--------------------|
| County Dollars = | \$50,000.00 |
| Insurances | (\$50,000.00) |
| Total | \$0.00 |

Insert additional funding source

Related Financial/FTE Comments:

This is a not to exceed amount. Current placement dollars will be used if needed. no additional levy dollars are required.

Office use only:

RBA 2018 - 5595

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Public Health Staffing Changes

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Public Health needs to modify its staffing positions to be responsive to the changing health needs of Carver County residents. There has been a unexpected increase in demand for the following public health nursing services: Immunizations and disease prevention; communicable disease outbreak mitigation planning; refugee health; Child and Teen Checkups outreach; and chronic disease management among a growing elderly population.

ACTION REQUESTED:

Motion to approve eliminating 1.0 FTE Program Specialist (Senior Public Health Services Professional), and add 1.0 FTE Public Health Nurse.

FISCAL IMPACT:
If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total **\$0.00**

Insert additional funding source

Related Financial/FTE Comments:

Public Health Nurse and Public Health Program Specialists are the same DBM - C42; therefore, no FTE or fiscal impact with this change. No additional levy dollars required for this change.

Office use only:

RBA 2018 - 5597

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Restrictive Covenant with METROPOLITAN COUNCIL

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes
Presenter: Title:

Attachments: Yes No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Carver County entered into an agreement SG-2011-084 with the Metropolitan Council for land acquisition and funding to acquire a segment of railroad property from Union Pacific Railroad. This agreement requires that the County place a restrictive covenant on the property which ensures that the property will be maintained for recreation and public open space. The proposed restrictive covenant recognizes the existing condition on the corridor which include:

- The railroad property acquired was purchased with an Interim Trail Use Condition on the property
- An easement for sewer line to Metropolitan Council
- An easement to the City of Carver for flood control Levee
- Agreements for utility crossings
- Acknowledgement that Carver County has transferred the property to the Carver County Regional Railroad Authority

The proposed restrictive covenant brings Carver County and the Metropolitan Council into compliance with the grant agreement SG 2011-084.

ACTION REQUESTED:

Motion to approve the restrictive covenant with METROPOLITAN COUNCIL for grant SG 2011-084 and authorize Board Chair to sign pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5600

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Grant agreement SG-06019 with METROPOLITAN COUNCIL

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:

Proposed grant agreement SG-06019 provides \$301,214 in Parks and Trails Legacy funding to assist in the design and construction of 2 miles of the Trunk Highway 5 Regional Trail, MN Landscape Arboretum Connection.

Carver County was previously notified that it was awarded \$1,103,840 in federal funding for this project as a part of the 2014 Regional Solicitation for Bikeway and Pedestrian Facilities.

This project is consistent with local and regional plans for a trail and scheduled for construction during 2019.

ACTION REQUESTED:

Motion to approve grant agreement SG-06019 with METROPOLITAN COUNCIL, and authorize the Board Chair to sign pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FUNDING

| | |
|-------------------------|---------------------|
| County Dollars = | \$0.00 |
| Metropolitan Council | \$301,214.00 |
| Total | \$301,214.00 |

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5603

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Contract with B & D Striping, LLC

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Carver County manages a number of bituminous trails. Seal coat work is proposed to maintain and extend the useful life of the pavement surface on trails. Trail segments identified for seal coat work include:

- MN River Bluffs Regional Trail, from Audubon Road east to the former Union Pacific Rail road corridor at County Road 61
- Johnathan Carver Parkway, from Levi Griffin Road north to County Road 10
- MN River Bluffs Regional Trail from Athletic Park in Chaska west to County Road 40 in Carver

Proposals

B&D Striping \$53,240

Integrated Painting Solutions - \$67,500.00

ACTION REQUESTED:

Motion to contract with B & D Striping, LLC pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

| | |
|-------------------------|--------------------|
| County Dollars = | \$22,840.00 |
| CCRRA | \$30,400.00 |
| | |
| Total | \$53,240.00 |

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5605

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Contract with WOLD ARCHITECTS & ENGINEERS

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Facility Services is working with Health and Human Services (HHS) on improvements and modifications to the Steiner-Kelting Mental Wellness Facility. The scope of the project includes an approximately 2,500-square foot addition and modification to the existing space to meet operational needs and licensure requirements.

The county received proposals from three architects (CMA, Leo A. Daly, and Wold) to provide design services and construction drawings for this project. The staff reviewed the proposals and interviewed the three firms. The staff is recommending Wold Architects and Engineers on account of their overall knowledge and experience as well as their bid price, which was the lowest of the three.

ACTION REQUESTED:

Motion to contract with WOLD ARCHITECTS & ENGINEERS pending completion of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FUNDING

| | |
|-------------------------|--------------------|
| County Dollars = | |
| State Bond Funds | \$42,000.00 |
| Total | \$42,000.00 |

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

The State of Minnesota has approved through legislative action \$1,250,000 in the State Bond funds for the improvements and modification of the Steiner-Kelting Mental Wellness Facility.

Office use only:

RBA 2018 - 5607

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Carver County Right of Way Plat No. 27 for the Highway 41/18 Project

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes
Presenter: Title:

Attachments: Yes No

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

The 2019 construction season includes the reconstruction of Highway 18 (Lyman Blvd) from approximately 1,500 feet west of Highway 41 easterly to Highway 15 (Galpin Blvd). In order to meet state and federal regulations, additional right-of-way acquisition in some areas is necessary.

The County Surveyor has prepared CARVER COUNTY RIGHT OF WAY PLAT NO. 27 to simplify the writing of easement descriptions and to identify to the public the County's interest in the highway right of way.

ACTION REQUESTED:

Adopt a resolution to approve CARVER COUNTY RIGHT OF WAY PLAT NO. 27 and authorize the Chair of the County Board to sign the plat.

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 2018 - 5611

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

Date: August 21, 2018
Motion by Commissioner: _____

Resolution No: _____
Seconded by Commissioner: _____

Carver County Right of Way Plat No. 27

WHEREAS, Carver County will be improving County State Aid Highway (CSAH) No. 18 (Lyman Blvd) from approximately 1,500 feet west of Trunk Highway 41 easterly to CSAH 15 (Galpin Blvd); and

WHEREAS, the County Surveyor has prepared Carver County Right of Way Plat No. 27 to simplify the writing of legal descriptions and to identify to the public the County's interest in the highway right of way.

NOW, THEREFORE BE IT RESOLVED, that the Carver County Board of Commissioners approves Carver County Right of Way Plat No. 27 and authorizes the Chair of the County Board to sign the plat.

| | | |
|-------|--------|-------|
| YES | ABSENT | NO |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

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 21st day of August, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 21st day of August, 2018.

Dave Hemze County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Crisis Grant Contract Amendment

| | |
|---|--|
| Primary Originating Division/Dept: <input type="text" value="Health & Human Services"/> | Meeting Date: <input type="text" value="8/21/2018"/> |
| Contact: <input type="text" value="Rod Franks"/> Title: <input type="text" value="HHS Director"/> | 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="Communities: Create and maintain safe, healthy, and livable communities"/> | |

BACKGROUND/JUSTIFICATION:

The Carver County Crisis program currently provides crisis services to McLeod County. For 2018, the State awarded \$873,000 to operate these programs, of which \$173,000 was to be used for services in McLeod County, and \$700,000 for services in Carver County. The original Grant award was approved by the County Board on 2/27/18.

In order to provide increased Mobile Crisis Response services to McLeod County, the State has granted an additional \$150,000 for the McLeod County program. These funds will be used to hire a 1.0 FTE Grant Funded Crisis Therapist. The cost of this Grant funded position is \$114,423.69. The remainder will be used for related administrative costs.

ACTION REQUESTED:

Motion to approve the 2018 Crisis Grant Amendment, awarding an additional \$150,000 for McLeod County crisis services pending approval by Risk Management and County Attorney, and the creation of a 1.0 FTE Grant Funded Crisis Therapist for McLeod County.

| | |
|--|--|
| FISCAL IMPACT: <input type="text" value="Budget amendment request form"/> | FUNDING |
| <i>If "Other", specify:</i> <input type="text"/> | County Dollars = <input type="text"/> |
| FTE IMPACT: <input type="text" value="Increase budgeted staff"/> | Additional Crisis Funds <input type="text" value="(\$150,000.00)"/> |
| | Total <input type="text" value="(\$150,000.00)"/> |
| | <input checked="" type="checkbox"/> Insert additional funding source |

Related Financial/FTE Comments:
 Cost of requested FTE covered by grant dollars. No additional levy dollars required.

Office use only:

RBA 2018 - 5615

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Crisis Grant Contract Amendment

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 |
| salaries | 11-480-745-0000-6111 | \$114,424.00 |
| Client Program Costs | 11-480-745-0000-6035 | \$35,576.00 |
| TOTAL | | \$150,000.00 |

| CREDIT | | |
|-------------------------|---------------------|--------------|
| Description of Accounts | Acct # | Amount |
| McLeod Crisis Grant | 11-480-745-0000-... | \$150,000.00 |
| TOTAL | | \$150,000.00 |

Reason for Request:

Additional Carver Crisis Grant award for work in McLeod County.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request approval for Bold Planning contract for Continuity of Operations Planning

| | |
|---|--|
| Primary Originating Division/Dept: Sheriff <input type="text"/> | Meeting Date: 8/21/2018 <input type="text"/> |
| Contact: Debra Paige <input type="text"/> Title: Commander, Emergency Mana <input type="text"/> | Item Type: Consent <input type="text"/> |
| 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: Communities: Create and maintain safe, healthy, and livable communities <input type="text"/> | |

BACKGROUND/JUSTIFICATION:

Sheriff's Office is contracting with BOLD planning in order to update the Carver County Continuity of Operations Plan (COOP). A COOP plan allows the county to continue essential operations when significantly affected by an emergency or disaster. The existing Carver County COOP was completed in 2008. Since then there have been many changes throughout Carver County including personnel, policies, organizational structure and resources. We are well overdue for a plan update/rewrite.

This plan will require all county departments' participation. It will outline the process the county will use to designate essential functions, records, personnel, resources, systems, equipment, internal communication methods, and alternative work sites. County departments will also define short and long-term continuity goals and objectives, forecast budgetary needs, anticipate and address issues and potential obstacles for continuing county operations.

The BOLD planning and their software system will provide us guidance and training that will assist county departments to develop and implement the county plan. Plan maintenance will continue with testing and exercising the COOP plan.

ACTION REQUESTED:

Approve and authorize the Board Chair to sign the contract with BOLDplanning

| | | | | | | | |
|---|---|------------------|-------------|--|--|--------------|--------------------|
| FISCAL IMPACT: Included in current budget <input type="text"/> | FUNDING | | | | | | |
| If "Other", specify: <input type="text"/> | <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;">\$41,800.00</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$41,800.00</td> </tr> </table> | County Dollars = | \$41,800.00 | | | Total | \$41,800.00 |
| County Dollars = | \$41,800.00 | | | | | | |
| | | | | | | | |
| Total | \$41,800.00 | | | | | | |
| FTE IMPACT: None <input type="text"/> | <input checked="" type="checkbox"/> Insert additional funding source | | | | | | |

Related Financial/FTE Comments:

Bold Planning will invoice the county after the completion of each phase which is identified at the end of the Scope of Work (Exhibit A: MSA SOW) attached to the contract.

Office use only:

RBA 2018 - 5616

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Settlement for Right-of-Way Acquisition for the Highway 140 Bridge Project - Carver Creek West

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 2018 construction season includes the replacement of an existing bridge/culvert on Highway 140, 1/2 mile east of Highway 284, known as the Highway 140 Bridge Project - Carver Creek West. In order to complete the project, additional right of way is needed. The Carver County Right-of-Way Agent completed minimum damage assessments for the permanent roadway and temporary construction easements within the project area. The County Board approved the making of offers to the property owners affected by the project at their June 19, 2018 regular board meeting. The county's Right-of-Way Agent has negotiated a settlement with one of the affected property owners located at PID #09.0361010.

ACTION REQUESTED:

Motion to adopt a resolution approving the settlement for right-of-way acquisition for the Highway 140 Bridge Project-Carver Creek West.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5624

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

Date: August 21, 2018

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution Authorizing Settlement of Compensation to Owner for Acquisition of Real Property Interests Needed for the Highway 140 Bridge Project

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, and pursuant to Minnesota Statutes, § 163.02, subd. 2; §117.012; and § 117.042, to acquire land and other real property interests in Carver County which the County needs for a public use or public purpose; and

WHEREAS, the County proposes to construct highway and related improvements in Carver County for the Highway 140 Carver Creek West Bridge No. 10J35 Project (“Project”); and

WHEREAS, to complete the Project, the County must acquire the real property interests described in Exhibit A, attached hereto, from the Owners of the real property interests identified in said Exhibit A; and

WHEREAS, the County obtained a minimum Damages Assessment report from the Carver County Right-of-Way Agent which estimates the full amount of damages which the County’s proposed acquisition of the property interests described in said Exhibit A will cause to Owners of said real property interests; and

WHEREAS, County must determine and submit an initial written offer of just compensation to the Owners of said needed real property interests covering the full amount of damages caused by the County’s proposed acquisitions; and

WHEREAS, the Owners of said real property interests may obtain an independent appraisal by a qualified appraiser of the real property interests which the County proposes to acquire for the Project; and

WHEREAS, the Owners of said real property interests are entitled to reimbursement for the reasonable costs of the appraisal from the County up to a maximum of the limits stated in Minn. Stat. §117.036, provided the Owner submits to County the information necessary for reimbursement; and

WHEREAS, the Carver County Board of Commissioners authorized the Public Works Division Director or agents under his supervision, to make initial written offers of just compensation to the Owners within the Project from whom property interests are required, in the amounts of the Right-of-Way Agent’s opinions; and

WHEREAS, the Public Works Division Director or agents under his supervision, have negotiated settlement(s) with the Owners impacted by the project as described in said Exhibit A.

NOW, THEREFORE, BE IT RESOLVED that County's acquisition of the real property interests described in said Exhibit A and the reconstruction of Bridge #10J35 on the County Highway 140 constitute a valid public use or public purpose; and

BE IT FURTHER RESOLVED that based upon the independent appraisal report(s) of damages obtained by the County from an independent real estate appraiser and the negotiations between said Owner(s) and the Public Works Division Director or agents under his supervision, County shall make a payment of compensation to the Owners within the Project from whom the County must acquire needed real property interests, in the amounts as described in said Exhibit A; and

BE IT FURTHER RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Stipulation of Settlement Agreement with said property owner(s), in the name of the County of Carver for the Project.

| YES | ABSENT | NO |
|-------|--------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

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 August 21, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 21st Day of August, 2018.

Dave Hemze County Administrator

Insert Exhibit A
to
Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property
Interests

(Acquisition)

P.I.D. No. 09.0361010

RADS Land Company, LLC

Taking of a permanent roadway easement over County Highway 140, (containing 16,162 sq. ft., more or less).

Taking of a temporary easement for construction purposes over County Highway 140, (containing 7,170 sq. ft., more or less).

Settlement Amount: \$7,720.00.

Carver County Board of Commissioners Request for Board Action



Agenda Item:
IT Contract with TechAir, Inc.

Primary Originating Division/Dept: Public Services - IT

Meeting Date: 8/21/2018

Contact: Lisa Wu Title: IT Manage - PMO

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

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

BACKGROUND/JUSTIFICATION:

Carver County's Land Management, Planning and Water Management, and Environmental Services Departments are tasked with managing a variety of permits such as Administrative, Building, Septic Systems, Water Projects, and Conditional Use. Their permitting software was developed on an older version of Microsoft Dynamics CRM that is housed within the County's datacenter. IT wants to upgrade the application to the new Microsoft Dynamics 365 (Cloud) platform. This will remove the application from the County's datacenter to the Cloud and provide a facelift to the user interface for managing permits. Moving to the Cloud platform provides opportunities to take advantage of new technology to increase efficiencies in permit workflows, data analytics, and the removal of custom code to ease future upgrades and maintenance of the system. IT would like to contract with Techair, which has experience in migrating similar CRM on-premise solutions to the Cloud.

ACTION REQUESTED:

Motion to contract with TechAir, Inc., pending completion of the customary County contract review process.

FISCAL IMPACT: Included in current budget
If "Other", specify:

| FUNDING | |
|------------------|--------------------|
| County Dollars = | \$76,492.50 |
| | |
| Total | \$76,492.50 |

FTE IMPACT: None

Insert additional funding source

Related Financial/FTE Comments:
Funding from IT's Professional Services budget.

Office use only:

RBA 2018 - 5584

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 20, 2018 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 20, 2018.

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 2018 - 5613

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Out of State Travel for AVSO Accreditation Training

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Newly hired Assistant Veteran Services Officer (AVSO) Brett Lyons, who filled a vacancy, will need to attend accreditation training from the National County Veteran Service Officers Association in Peoria, IL from September 24, 2018 to September 28, 2018. After cost analysis of travel, the staff has directed Brett Lyons to drive a County vehicle rather than fly and rent a car. Expenses will include fuel, hotel, conference registration, and meals, all of which are already factored into the Veteran Services Department budget.

ACTION REQUESTED:

Approval for Brett Lyons from Veteran Services to attend the National County Veteran Service Officers Association training in Peoria, IL.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

The current Veteran Services Department budget (Conferences and Training) would be used for these costs. The total cost including travel, hotel, and registration is estimated at \$1,500.

Office use only:

RBA 2018 - 5618

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Veteran Services Office Temporary Staffing

| | |
|--|--|
| Primary Originating Division/Dept: <input type="text" value="Public Services - Veterans"/> | Meeting Date: <input type="text" value="8/21/2018"/> |
| Contact: <input type="text" value="Dan Tengwall"/> Title: <input type="text" value="Veteran Services Officer"/> | 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:

One of Carver County's Assistant Veteran Service Officers (AVSO) will be deploying with his National Guard unit soon. We expect him to be leaving in September and returning in late 2019. The Veteran Services Department is requesting that an AVSO Seasonal, Temporary, On-Call (STOC) position be created to "backfill" some of the work.

This STOC position would fall under the professional level support STOC category. The employee in this position would assist in administering and coordinating veteran programs throughout Carver County; provide direct support to veterans and their families to obtain benefits from Federal, State, and County agencies; perform intake functions, prepare documents for submittal to the US Department of Veteran Affairs / State of MN Department of Veteran Affairs, and help case management in office.

This position would enable Veteran Services to stay up-to-date with incoming calls, appointments, walk-ins, and other tasks. It would also ensure that our County's veterans and military families see minimal effect from one of the three veteran services positions being absent from the office for 14 months while serving his country on an Active Duty deployment.

ACTION REQUESTED:

Authorize the addition of a professional level support Assistant Veteran Services Officer STOC employee beginning on September 15, 2018 through December 31, 2019.

| | | | | | | | |
|--|---|-------------------------|-------------|-------------------------|-------------|--------------|--------------------|
| FISCAL IMPACT: <input type="text" value="Budget amendment request form"/> | FUNDING | | | | | | |
| <i>If "Other", specify:</i> <input type="text" value=""/> | County Dollars = | | | | | | |
| FTE IMPACT: <input type="text" value="Increase budgeted staff"/> | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">2018 CVSO vacancy savin</td> <td style="width: 30%; text-align: right;">\$14,563.00</td> </tr> <tr> <td>2019 CVSO vacancy savig</td> <td style="text-align: right;">\$14,563.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$29,126.00</td> </tr> </table> | 2018 CVSO vacancy savin | \$14,563.00 | 2019 CVSO vacancy savig | \$14,563.00 | Total | \$29,126.00 |
| 2018 CVSO vacancy savin | \$14,563.00 | | | | | | |
| 2019 CVSO vacancy savig | \$14,563.00 | | | | | | |
| Total | \$29,126.00 | | | | | | |
| <input checked="" type="checkbox"/> Insert additional funding source | | | | | | | |

Related Financial/FTE Comments:

The maximum number of days a STOC can work for Carver County per calendar year is 67. The position could work 67 days in 2018 and 67 days in 2019. Assuming we hire at mid-point of the STOC professional range, plus employment costs with FICA, etc., the position would cost approximately \$29,126. While on deployment, the County will realize an estimated \$82,000 in vacancy savings. A portion of these savings would be used to fund the STOC position.

Office use only:

RBA 2018 - 5621

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Veteran Services Office Staffing

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 |
| STOC-wages | 01-120.6119 | \$14,563.00 | FT salaries (2018) | 01-120.6111 | \$14,563.00 |
| STOC-wages- 2019 | 01-120.6119 | \$14,563.00 | FT salaries (2019) | 01-120.6111 | \$14,563.00 |
| TOTAL | | \$29,126.00 | TOTAL | | \$29,126.00 |

Reason for Request:

Utilization of vacancy savings within the VSO office to cover STOC costs for temporary VSO staffing needs.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of Acting Chief Deputy Employment Agreement

| | |
|--|--|
| Primary Originating Division/Dept: <input type="text" value="Employee Relations"/> | Meeting Date: <input type="text" value="8/21/2018"/> |
| Contact: <input type="text" value="Kerie Anderka"/> Title: <input type="text" value="Employee Relations Director"/> | 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="Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government"/> | |

BACKGROUND/JUSTIFICATION:

The County Sheriff, Jim Olson, has requested the approval of an Acting Chief Deputy Sheriff Employment Contract to begin August 20, 2018. The current Chief Deputy Sheriff, Jason Kamerud, is on a leave of absence beginning August 20, 2018 and the Sheriff requires an interim appointment to fulfill the duties of the Chief Deputy role. The Sheriff has selected Paul Tschida to work as the Acting Chief Deputy during the leave of absence.

Paul Tschida will take a leave of absence from his current position of Commander of Operations in the Sheriff's Office to work as the Acting Chief Deputy.

The terms of the employment agreement clarify the Acting Chief Deputy is an exempt "at will" position. The agreement includes a gross bi-weekly salary of \$4,844.81, which is a 9% increase to Paul Tschida's current wage as a Commander, and is within the 2018 non-bargaining salary scale for DBM D71. This agreement for the Acting Chief Deputy Sheriff will conclude when the Chief Deputy Sheriff returns from the leave of absence, at which time Paul Tschida may request to be reinstated to active duty in the position of Commander.

ACTION REQUESTED:

Approval of the Acting Chief Deputy Sheriff Employment Agreement with Paul Tschida.

| | |
|--|--|
| FISCAL IMPACT: <input type="text" value="Other"/> | FUNDING |
| If "Other", specify: <input type="text" value="utilize 2018 Sheriff vacancy savings"/> | County Dollars = |
| FTE IMPACT: <input type="text" value="None"/> | Sheriff vacancy savings <input type="text" value="\$2,400.00"/> |
| | Total <input type="text" value="\$2,400.00"/> |
| | <input checked="" type="checkbox"/> Insert additional funding source |

Related Financial/FTE Comments:

The approximate \$2,400 that is needed would come out of the CCSO's current vacancy savings accumulated through August 2018.

Office use only:

RBA 2018 - 5601

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Veteran Services Enhancement Grant - FY 2019

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 Minnesota Department of Veterans Affairs (MDVA) annually offers a County Veteran Services Office (CVSO) Operational Grant program in which each county applying receives a base grant of \$7,500. In addition to the base grant, each county is eligible to receive additional funds based on the county's veteran population. The formula awarding grant funds is based on veteran population estimates, as of September 30, 2017, produced by the United States Department of Veteran Affairs Office of the Actuary. According to the US Dept. of Veterans Affairs Office of the Actuary, Carver County's veteran population is 4,599 (down 186 veterans from last year). This year, Carver County is eligible for an additional amount of \$5,000, yielding a total grant of \$12,500.

The Carver County Veteran Services Officer proposes to use this grant for important training opportunities for staff members, outreach operations/materials, and technology advancements that the Carver County Veterans Service Office will use during the state fiscal year.

The approval of this board action and resolution would greatly benefit Carver County's veterans, military families, and the operations of Carver County Veteran Services.

ACTION REQUESTED:

Motion to approve the resolution to enter into a Minnesota Department of Veterans Affairs CVSO Operational Grant Contract in the amount of \$12,500 pending completion of the contract review process.

FISCAL IMPACT: ▼

FUNDING

If "Other", specify:

| | |
|-------------------------|--------------------|
| County Dollars = | \$0.00 |
| MN Department of Veter | \$12,500.00 |
| Total | \$12,500.00 |

FTE IMPACT: ▼ Insert additional funding source

Related Financial/FTE Comments:

Funds are awarded based on the State of Minnesota fiscal year and must be spent prior to June 30, 2019.

Office use only:

RBA 2018 - 5622



BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: August 21, 2018

Resolution No.: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

RESOLUTION OF CARVER COUNTY

BE IT RESOLVED by the Carver County Board of Commissioners that the County enter into the attached **Grant Contract** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: **County Veteran Services Office Operational Enhancement Grant Program**. The grant must be used to provide outreach to the County's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veteran services office, as specified in Minnesota Laws 2017 Chapter 4, Article 1, Section 38, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by the Carver County Board of Commissioners that Dan Tengwall, the Carver County Veterans Service Officer, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

WHEREUPON the above resolution was adopted at the Carver County Board Meeting in Chaska, Minnesota this twenty first day of August 2018.

| 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 twenty first day of August, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Presentation of NACo Achievement Award for Project Community Connect

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

Project Community Connect (PCC) is an event that helps those who are struggling to meet their basic needs. The goal is to expedite the process for receiving services, helping as many people as possible find services they need, under one roof, in one day. Services provided included a job fair, employment services, healthcare, education assistance, legal assistance, veteran's services, haircuts, food, energy assistance, housing and homeless services, and vouchers to help obtain birth certificates, ID cards, drivers licenses, gas, food, hotels for the homeless and more.

The event costs approximately \$5,000.00 dollars each year. At the 2017 event, a total of 112 service providers (including 20 employers) and 132 volunteers assisted 489 guests. The event is organized by three primary entities. Carver County, Scott County and The CAP Agency.

Carver County was recognized at the NACo National Conference in July as an Award Winner. Commissioner Maluchnik was in attendance at the Awards ceremony on behalf of Carver County.

ACTION REQUESTED:

Accept 2018 NACo Achievement Award for Project Community Connect

FISCAL IMPACT: ▼

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: ▼

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5586

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Reappointment of County Veteran Services Officer

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Per MN State Statute 197.60, each County in the State of Minnesota shall appoint a County Veterans Service Officer (CVSO). The term of appointment of a CVSO shall be for four years. The County Board of Commissioners must reappoint a CVSO after a four-year term for another term if it wishes to continue to employ that CVSO. Every CVSO, before entering upon duties, shall take and subscribe the oath required of public officials.

Dan Tengwall has served as the Carver County Veteran Services Officer since 2014. The staff recommendation is to reappoint Dan Tengwall to this position.

To reappoint the CVSO, the Board Chair must administer the oath of office.

ACTION REQUESTED:

Motion to reappoint Dan Tengwall as Carver County Veteran Services Officer for an additional four-year term and authorize the Board Chair to administer the oath of office.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5623

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amending the Carver County Parks and Recreation Ordinance

| | |
|--|--|
| Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/> | Meeting Date: <input type="text" value="8/21/2018"/> |
| Contact: <input type="text" value="Martin Walsh"/> Title: <input type="text" value="Parks and Recreation Director"/> | Item Type: <input type="text" value="Regular Session"/> |
| Amount of Time Requested: <input type="text" value="10"/> minutes Presenter: <input type="text" value="Martin Walsh"/> Title: <input type="text" value="Parks and Recreation Director"/> | 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:

The Parks and Recreation Department and County Attorney's Office reviewed the Carver County Parks and Recreation Ordinance, Title IX: Chapter 91, Ordinance No. 72-2011, identified several areas needing improvement, and drafted proposed amendments that: 1) Create internal constancies in language; 2) Clarify language; 3) Correct citations; 4) Add languagage and terms so ordinance is consistent with other County policies and practices; and 5) Clarify roles of the County Board and the Parks and Recreation Director or designee.

Further, the Parks and Recreation Director requests that the Board:

- 1) Designate select misdemeanor violations of the Parks and Recreation Ordinance as payable offenses so defendants may pay a fine and avoid appearing in district court as otherwise required by the Minnesota Judicial Branch.
- 2) Allow fine amounts to be set for designated payable offenses.
- 3) Allow enhanced fine amounts to be set for designated payable offenses for repeat offenders.

A public hearing is required to amend the Parks and Recreation Ordinance, Title IX: Chapter 91, Ordinance No. 72-2011, and adopt Ordinance 86-218.

A Notice of Public Hearing and Intent to Enact an Ordinance to Amend Carver County Parks and Recreation Ordinance was published in the County's official newspaper as required by law.

ACTION REQUESTED:

- 1) Open Public Hearing
- 2) Close Public Hearing
- 3) Motion to:
 - a. Adopt Ordinance No. 86-218 amending Carver County Parks and Recreation Ordinance, Title IX: Chapter 91, 72-2011
 - b. Designate select misdemeanor violations of the Parks and Recreation Ordinance as payable offenses so defendants may pay a fine and avoid appearing in district court as otherwise required by the Minnesota Judicial Branch.
 - c. Allow fine amounts to be set for designated payable offenses.
 - d. Allow enhanced fine amounts to be set for designated payable offenses for repeat offenders

| | |
|---|---|
| FISCAL IMPACT: <input type="text" value="Included in current budget"/> | FUNDING County Dollars = <input type="text"/> |
| <i>if "Other", specify:</i> <input type="text"/> | <input type="text"/> |
| FTE IMPACT: <input type="text" value="None"/> | Total <input type="text" value="\$0.00"/> |
| <input type="checkbox"/> Insert additional funding source | |

Related Financial/FTE Comments:

NOTICE OF PUBLIC HEARING AND INTENT TO ENACT AN ORDINANCE TO AMEND CARVER COUNTY PARKS AND RECREATION ORDINANCE

Notice is hereby given that a Public Hearing will be held on Tuesday, August 21, 2018 as soon as possible after 4:00 p.m. at the meeting of the Carver County Board of Commissioners in the Carver County Board Room in the Carver County Government Center, Chaska Minnesota, for the purpose of hearing concerns, and receiving testimony and other information related to:

ADOPTING ORDINANCE NO. 86-2018 AMENDING THE CARVER COUNTY PARKS AND RECREATION ORDINANCE, TITLE IX: CHAPTER 91.

The proposed amendments to the Carver County Parks and Recreation Ordinance under Ordinance No. 86-2018 include the following:

Section 91.03 Definitions.

Director. Delete definition of “Director” and replace with definition of “Parks and Recreation Director.” Clarify language.

Geocaching. Remove unnecessary line space.

Parks Department. Change word order to improve readability. Clarify language.

Smoke/ Smoking. Add language relating to inhalation from electronic smoking devices.

Section 91.04 Public Use Regulations.

91.04(A)(1) Hours of operation. Clarify language.

91.04(A)(2) Hours of operation. Clarify language. Add language to allow the County Board to close park or any portion of park.

91.04(B)(3) Use permits. Clarify language.

91.04(C)(4) User and special use fees/ modifications. Clarify language. Add language to allow the County Board to approve use permits to reduce or eliminate fees.

Section 91.05 Conduct; Personal Behavior.

91.05(A)(2) Drug and alcohol use. Clarify language. Add language to allow County Board approve use permit for alcohol use.

91.05(B) Gambling. Clarify language. Add language to allow County Board to approve use permit for charitable gambling.

91.05(D)(2) Property of others. Clarify language. Add language to allow personal property on park property when County Board approves that conduct or when use permit allows that conduct.

91.05(F)(1) Firearms; dangerous weapons; fireworks. Clarify language. Add language to allow conduct relating to firearms or dangerous weapons when County Board approves use permit for that conduct. Change “Director” to “Parks and Recreation Director.”

91.05(F)(2) Firearms; dangerous weapons; fireworks. Clarify language. Add language to allow conduct relating to fireworks when County Board approves use permit for that conduct.

91.05(G) Interference with employee performance of duty. Change “Parks Division” to “Parks Department.” Correct citation.

Section 91.06 Operation Requirements.

91.06(A)(2) Commercial use; solicitation; advertising and photography. Clarify language. Add language to allow conduct relating to operating still, motion picture, or other camera when Parks and Recreation Director approves of conduct, or when County Board approves uses permit for that conduct.

91.06(A)(3) Commercial use; solicitation; advertising and photography. Change “Parks Division” to “Parks Department.”

91.06(C)(1)(a) Noise; amplification of sound. Simplify language. Add language to allow conduct relating to use of sound amplifying equipment when County Board approves of conduct, or when County Board approves uses permit for that conduct.

91.06(C)(1)(b) Noise; amplification of sound. Add language to allow conduct relating to music or sound equipment when County Board approves of conduct, or when County Board approves uses permit for that conduct.

91.06(C)(1)(c) Noise; amplification of sound. Simplify and clarify language. Add language to allow conduct relating to making loud or unusual noises when County Board approves of conduct, or when use permit permits that conduct.

91.06(E) Assemblies, meetings, and the like. Clarify language. Add language to allow conduct relating to meetings, assemblies, worship services, entertainment, parades or demonstrations when Parks and Recreation Director approves of that conduct or approves a use permit for that conduct.

91.06(F) Amusement contraptions. Add language to allow conduct relating to amusement or entertainment contraptions when Parks and Recreation Director approves of that conduct or when use permit authorizes conduct.

91.07 Protection of Property, Structures and Resources.

91.07(C)(2) Destruction or defacement. Change “Public Works Department” to “Public Works Division.”

91.08 Recreational Activities.

91.08(A)(7). Camping. Add language for consistency.

91.08(C)(1). Swimming. Simplify language.

91.08(J). Other special activity uses. Change “Parks Division” to “Parks Department.”

91.09 Traffic Regulations.

91.09(A) Motorized recreation vehicles. Clarify language. Add language to allow conduct relating to operation of motorized recreation vehicle when Parks and Recreation Director or designee approves of that conduct or a use permit is approved for that conduct.

91.10 Enforcement.

91.10 (D) Clarify language. Change “Parks Division” to “Parks Department.”

91.10 (E) Change “Parks Division” to “Parks Department.”

91.99 Penalty.

The Parks and Recreation Director will ask the County Board to: 1) Designate select misdemeanor violations of the Parks and Recreation Ordinance as payable offenses so defendants may pay a fine and avoid appearing in district court as otherwise required by the Minnesota Judicial Branch; 2) Allow fine amounts to be set for those payable offenses; and 3) Allow enhanced fine amounts to be set for designated payable offenses for repeat offenders.

Copies of the proposed Ordinance No. 86-2018, a list of the proposed payable offenses, and a list of the proposed fine amounts are available at the Carver County Parks Department. Information also is available on-line at the Carver County Parks Department web site.

All interested persons are invited to attend the hearing and be heard on the matter.



BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: August 21, 2018 Resolution No.: _____

Motion by Commissioner: _____ Seconded by Commissioner: _____

A RESOLUTION ADOPTING ORDINANCE 86-2018, AMENDING THE CARVER COUNTY PARKS ORDINANCE, TITLE IX: CHAPTER 91

WHEREAS, the County Board of Commissioners may enact ordinances relating to the county park system or to any county park or other unit subject to the provision of sections 398.31 to 398.36; and

WHEREAS, the County Board of Commissioners desires to update the Carver County Parks Ordinance removing inconsistencies, providing clarifying language, better identifying roles of the County Board and Parks and Recreation Director or designee. Further the Board of Commissioners amends the ordinance to include:

- 1) Designate select misdemeanor violations of the Parks and Recreation Ordinance as payable offenses so defendants may pay a fine and avoid appearing in district court as otherwise required by the Minnesota Judicial Branch
 - 2) Allow fine amounts to be set for those payable offenses
 - 3) Allow enhanced fine amounts to be set for designated payable offenses for repeat offenders.
- ; and

NOW, THEREFORE BE IT RESOLVED, that the Carver County Board of Commissioners hereby ordains adoption of Ordinance 86-2018 amending the Carver County Parks Ordinance, Title IX: Chapter 91, effective August 21, 2018.

| YES | ABSENT | NO |
|-------|--------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

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 21 day of August, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 21 day of August, 2018 _____

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment to the County Fee Schedule- Waconia Event Center

| | |
|---|--|
| Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/> | Meeting Date: <input type="text" value="8/21/2018"/> |
| Contact: <input type="text" value="Martin Walsh"/> Title: <input type="text" value="Parks and Recreation Director"/> | Item Type: <input type="text" value="Regular Session"/> |
| Amount of Time Requested: <input type="text" value="20"/> minutes Presenter: <input type="text" value="Martin Walsh"/> Title: <input type="text" value="Parks and Recreation Director"/> | Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/> | |

BACKGROUND/JUSTIFICATION:

Minnesota statutes require that service fees, charges and rates be established by ordinance. The Board previously adopted Ordinance 48-2018 establishing the 2018 County Fee Schedule.

Changes in the manner the Waconia Event Center is operated necessitate updating the 2018 County Fee Schedule to add fees, charges and rates for services the County provides at the Waconia Event Center.

A Public Hearing is required to amend the County Fee Schedule. A notice of the Public Hearing was published in the County's official newspaper as required by law.

ACTION REQUESTED:

- 1) Open Public Hearing
- 2) Close Public Hearing
- 3) Adopt Ordinance 87-2018, amending the 2018 Carver County Fee Schedule, Ordinance 48-2018, to set fair, reasonable and proportionate fees for the cost of services the County provides at the Waconia Event Center, Lake Waconia Regional Park, 8155 Paradise Lane, Waconia, MN 55387.

| | |
|---|---|
| FISCAL IMPACT: <input type="text" value="Included in current budget"/> | FUNDING County Dollars = <input type="text"/> |
| If "Other", specify: <input type="text"/> | <input type="text"/> |
| FTE IMPACT: <input type="text" value="Increase budgeted staff"/> | Total <input type="text" value="\$0.00"/> |
| <input checked="" type="checkbox"/> Insert additional funding source | |

Related Financial/FTE Comments:
 Anticipated revenue and expenses are budgeted in the 2018 budget.

Office use only:

RBA 2018 - 5592

Event Service Discription

| | | Daily/Event Fee | Hourly Service Fee |
|---|---|-----------------|--------------------|
| 1 | Custodial: \$500 per event/day | \$500 | |
| 2 | Septic Services; \$230 based on estimate of 3000 gallons per event/day | \$230 | |
| 3 | Utilities & Trash/Recycling: \$150/day estimate for 4 hours of electricity, natural gas, trash/recycling, etc. | \$150 | |
| 4 | Staff Time working with Customers reservation, showing, facility to perspective customers and follow up, etc. (estimate for 90 minutes for one showing at \$20/hr. + benefits =\$35) & 1 hour pre showing info., follow up with customers, permitting, and invoicing at \$22/hr= \$25 | \$60 | |
| 5 | Facility Maintenance: Building systems monitoring/preparation for event (Septic, HVAC, Electrical) 1.45 hours (one hour on site, 45 minutes drive time) at \$34.06/hr + benefits = \$60 | \$60 | |
| 6 | Building Attendent: \$120 (\$20 x 6 hrs on average 4pm to 1:00am + benefits) (They pay rate needs to be attractive enough to ensure a responsbile person for intermittent type work) | | \$20 per hour |
| 7 | Sheriff/Security: \$480 estimate for 6 hours @ \$80 per hour (\$80 is the rate of Sheriff Dept.) | | \$80 per hour |
| | Base Rate | \$1,000 | TBD |

Optional Services

| | | | |
|---|---------------------------------|------|--|
| 1 | Early Set-up Fees 4 hours @\$20 | \$80 | |
| 2 | Additional Trash - Cost + 10% | | |

Payments

| | | | |
|---|-------------------------------------|---------|-----|
| 1 | Deposit at Time of Reservation | \$1,000 | |
| 2 | Final Payment, 14 Days Before Event | | TBD |



BOARD OF COUNTY COMMISSIONERS
CARVER COUNTY, MINNESOTA

Date: August 21, 2018 Resolution No.:

Motion by Commissioner: Seconded by Commissioner:

A RESOLUTION ADOPTING ORDINANCE 87-2018,
AMENDING THE 2018 CARVER COUNTY FEE SCHEDULE
ORDINANCE 48-2018

WHEREAS, the County Board of Commissioners may charge fees for services provided by any county office, official, department, court, or employee; and

WHEREAS, there is a reasonable relation between the fees contained in this schedule and the cost of providing the service; and

WHEREAS, Minnesota Statutes state that these services fees, charges, and rates must be established by ordinance.

NOW, THEREFORE BE IT RESOLVED, that the Carver County Board of Commissioners hereby ordains adoption of Ordinance and the fees contained in the amended schedule, effective August 21, 2018.

Table with 3 columns: YES, ABSENT, NO. Each column has five horizontal lines for signatures.

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 day of , 2010, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 21 day of August, 2018

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Update on Public Transportation in Carver County

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Carver County continues it's collaborative effort with Scott County to provide public transportation alternatives to residents through the SmartLink system. Transportation Supervisor, Alan Herrmann will provide the Board with a Power Point update and answer questions regarding current services and future direction of public transit in Carver County.

ACTION REQUESTED:

Receive SmartLink update.

FISCAL IMPACT:
If "Other", specify:

FUNDING
County Dollars =

Total

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5570