



Carver County Board of Commissioners  
 September 18, 2018  
 Regular Session  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

**REGULAR SESSION**

4:00 p.m.	1.	a)	<b>CONVENE</b>		
		b)	<b>Pledge of allegiance</b>		
		c)	<b>Public comments</b> - <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)	<b>New Employee Introduction</b> .....		1
	2.	Agenda review and adoption			
	3.	Approve minutes of September 4, 2018, Regular Session .....			2-5
	4.	Community Announcements			
4:10 p.m.	5.	<b>CONSENT AGENDA</b>			
		<i>Connections: Develop strong public partnerships and connect people to services and information</i>			
	5.1	Midwest Public Safety Divers Association Conference .....			6
	5.2	Adopt a Resolution to approve JPA No. 1031242 with State of MN for Preliminary and Final Design on TH 212 .....			7-10
		<i>Growth: Manage the challenges and opportunities resulting from growth and development</i>			
	5.3	Approval of Official Comment on Metropolitan Council's 2040 Regional Parks Policy Plan Update .....			11-13
	5.4	Professional Services Agreement with SRF Consulting Group for Preliminary and Final Design on TH 212 .....			14
		<i>Culture: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government</i>			
	5.5	Addition of 1.0 FTE School Linked Supervisor .....			15-16
	5.6	Employee Relations Temporary Employee .....			17-18
		<i>Finances: Improve the County's financial health and economic profile</i>			
	5.7	Contract with RBM Services .....			19-20
	5.8	Set Public Hearing for the 2019 Budget and Levy .....			21
	5.9	Review Social/ Commissioners' Warrants .....			NO ATT
4:10 p.m.	6.	<b>COMMUNITIES: Create and maintain safe, healthy and livable communities</b>			
	6.1	Recognition of Chanhassen Red Birds .....			22-23

4:20 p.m.            **ADJOURN REGULAR SESSION**

4:20 p.m.            **BOARD REPORTS**  
1.     Chair  
2.     Board Members  
3.     Administrator  
4.     Adjourn

David Hemze  
County Administrator

**UPCOMING MEETINGS**

September 25, 2018	9:00 a.m. Board Work Session
October 2, 2018	9:00 a.m. Board Meeting
October 9, 2018	No Meeting
October 16, 2018	4:00 p.m. Board Meeting
October 23, 2018	9:00 a.m. Board Work Session
October 30, 2018	9:00 a.m. Board Meeting

# Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Eric Sieger, Communications Manager**

Primary Originating Division/Dept: Public Services

Meeting Date: 9/18/2018

Contact: Nick Kuktavy Title: Deputy Director

Item Type:  
New Employee Intro

Amount of Time Requested: 5 minutes

Attachments:  Yes  No

Presenter: Nick and Eric Title:

**Strategic Initiative:**

Culture: Provide organizational culture fostering accountability to achieve goals &amp; sustain public trust/confidence in County government

**BACKGROUND/JUSTIFICATION:**

Eric Sieger is the County's new Communications Manager, filling a vacancy. Eric worked at Carleton College for about 18 years. Since 2007, he was the College's Director of Media and Public Relations.

At Carver County, Eric is responsible for external and internal communications, including the development of a communications strategic plan.

**ACTION REQUESTED:**

Welcome Eric to Carver County.

**FISCAL IMPACT:** None

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:** None

Total \$0.00

 Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5675

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on September 4, 2018. Chair Gayle Degler convened the session at 9:01 a.m.

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

Members absent: None.

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

Maluchnik moved, Workman seconded, to approve the minutes of the August 21, 2018, Regular Session. Motion carried unanimously.

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

Approved an increase of the Veterans Court Coordinator position to .7 FTE.

Approved issuing a charitable gambling license to River Valley Ducks Unlimited for a raffle to be held on September 27, 2018.

Authorized the use of dollars originally designed for a new brush and yard waste collection site to be used for improvements at the Carver County Environmental Center, to approve an addition to Environmental Services budget for funds received from the SWMCB final distribution, to be used for facility improvements, and related Environmental Services budget amendment.

Approved hiring an Environmental intern for the fall of 2018, to approve shifting funds from the part time budget line to the short term on call line to cover wages and related Environmental Services budget amendment.

Resolution #71-18, Support of Submission of Conservation Partners Legacy Grant Proposal for Installation of CD3 Waterless Boat Cleaning Stations.

Approved the issuance of the special event use permits to both ISD 108 Central School and the informal local speed walking group for the event dates of September 11, September 22 and October 16, 2018.

Resolution #72-18, Awarding Bridge 10J41 and 10J45 Construction Project, Carver County Contract 18-314.

Contract with Alternative Business Furniture to replace, rearrange and expand the number of work stations in Planning and Water and an adjacent Land Management work station, pending completion of the contract review process.

Contract with Video Services, Inc., pending completion of the contract review process.

Approved the following abatements:

30.9510475	Edy Hernandez
25.1600170	Roby Kendall
85.2250630	Paige Ehalt
75.2960270	Timothy Lovett
30.0610170	Daniel Lee
85.9510115	Robert Stevens

Reviewed August 28, 2018, Community Social Services' actions/Commissioners' warrants in the amount of \$536,444.60 and reviewed September 4, 2018, Community Social Services' actions/Commissioners' warrants in the amount of \$249,383.75.

Motion carried unanimously.

Sam Pertz, Parks, introduced Candance Amberg, with WSB Associates, to review the draft Minnesota River Bluffs LRT Regional Trail Acquisition Master Plan amendment. He indicated this would allow the trail to be eligible for funding from the Met Council.

Amberg identified the trail location in the County and explained the Hennepin County Regional Rail owned that section. She pointed out a section of the trail was closed due to slope failure in 2014. She explained that Hennepin County was unsuccessful in obtaining FEMA funding to repair the failure and is proposing to sell the corridor to Carver County. Amberg stated they would partner with the County obtaining Acquisition Opportunity funds from the Met Council and Hennepin County Rail would use the funds to repair the slope failure.

She indicated the acquisition master plan identifies parcels to be acquired from Hennepin County, with the actual sale price yet to be negotiated. She identified how the trail fits in with the trail network. Amberg noted they also did a couple of public engagement opportunities as required.

Amberg explained the next step was to submit the plan amendment to the Met Council for their approval.

Workman moved, Degler seconded, to approve the Minnesota River Bluffs LRT Regional Trail Acquisition Master Plan Amendment, contingent upon approval of the Metropolitan Council. Motion carried unanimously.

Julie Frick, CDA, requested the Board adopt a Resolution to approve the CDA's proposed 2019 budget and payable 2019 tax levy. Karen Reed, CDA Finance Director, indicated they were requesting a levy of \$2,503,130 which was a \$149,429 increase from the 2018 levy and an increase

of \$3.32 to an average valued home. She highlighted CDA's revenues and expenditures over the last three years.

Sarah Carlson, CDA Board member, reviewed services and programs provided by the CDA over the last two years. She pointed out CDA's accomplishments within the County and ongoing initiatives.

Frick noted the improvements made to Waybury Apartments they were able to complete due to the County's support for refinancing.

Maluchnik offered the following Resolution, seconded by Ische:

Resolution #73-18  
Approving the 2019 Proposed Budget and Payable 2019 Tax  
Levy of the Carver County Community Development Agency and  
Certifying Said Levy to the County Auditor

On vote taken, all voted aye.

David Hemze, County Administrator, requested the Board approve the County's preliminary 2019 levy and budget. He noted the levy could not go up but could go down as they move through the final budget process. Hemze pointed out the County is facing many challenges including cost shifts and societal impacts. He highlighted the increase in overall tax base and average value increases to homes and commercial.

Hemze cited examples of services provided by the County and the allocation of County taxes for those services.

David Frischmon, Finance Director, provided a four-year summary of the budget gap. He identified 2019 Division levy adjustments. He explained adjustments to vacancy savings and the new shift of CPA from the operating budget to one-time projects. Frischmon highlighted recommended staffing changes and the number of employees per 1,000 citizens.

He explained the Administrator's recommended 2.6M tax levy increase and the tax impact to an average valued home. Frischmon also reviewed the recommended \$3.00 increase in the solid waste fee due to higher volumes and needs at the Environmental Center. He pointed out the 2019 recommended capital projects and the 2018 projected year end savings balance. Frischmon highlighted the long term financial plan.

Ische moved, Maluchnik seconded, to approve preliminary 2019 tax levy of \$56,264.855, budget of \$146,906,535 and to set a 2019 budge public hearing for December 6, 2018 at 6:00 p.m.

Maluchnik requested the Board consider changing the public hearing date to December 4<sup>th</sup>. Hemze suggested striking the public hearing date from the motion and approving the public hearing

date at another meeting. Following discussion, Ische modified his motion to approve the preliminary levy and budget as stated and to bring back setting the public hearing date.

Degler, Ische, Maluchnik, Workman voted aye. Lynch voted nay. Motion carried.

Degler and Workman stated they supported the motion at this time but encouraged Administration to continue to work on the budget. Lynch recognized the State cost shifts impact the budget but would have liked to have the preliminary set lower.

Paul Moline, Water Management, requested the Board set the 2019 Water Management Organization preliminary levy. He reviewed the areas covered by the WMO. He indicated they started their budget process with the advisory committee that gave recommendations and asked for projects from cities. He identified projects submitted by Waconia and Chaska. Moline reviewed the amount set aside for SSTS direct discharge program and amount set aside for matches for BWSR grants. He explained proposed changes to 2019 budget that resulted in \$39,823 increase. Moline indicated the tax impact would be an increase of \$1.02 to an average valued home.

Lynch moved, Maluchnik seconded, to set the preliminary 2019 CCWMO levy at \$764,979. Motion carried unanimously.

Lynch moved, Workman seconded, to adjourn as the County Board and convene as the Carver County Regional Rail Authority. Motion carried unanimously.

Lyndon Robjert, Public Works, requested the Rail Authority set their 2019 preliminary levy. He indicated the recommended levy would remain the same and be used for stewardship on the corridor; planning for future trials and staffing.

Maluchnik moved, Lynch seconded, to approve setting the CCRRA 2019 preliminary tax levy at \$162,000 and budget at \$166,000. Motion carried unanimously.

Lynch moved, Maluchnik seconded, to adjourn as the Carver County Regional Rail Authority at 10:32 a.m. 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:**

**Midwest Public Safety Divers Association Conference**

Primary Originating Division/Dept: Sheriff

Meeting Date: 9/18/2018

Contact: David Williams  Title: Lieutenant

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:**

This conference is in LaCrosse Wisconsin. It is the only public safety divers conference in the area and will cover many important topics.

**ACTION REQUESTED:**

Consent to send two members to the conference in Wisconsin.

**FISCAL IMPACT:** Included in current budget

If "Other", specify: Dive Team Training Budget

**FUNDING**

County Dollars =  **\$800.00**

**FTE IMPACT:** None

**Total**  **\$800.00**

Insert additional funding source

**Related Financial/FTE Comments:**

budget from Dive Team 201-231-1651-6260

*Office use only:*

RBA 2018 - 5656



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Adopt a Resolution to approve JPA No. 1031242 with State of MN for Preliminary and Final Design on TH 212**

Primary Originating Division/Dept: <input type="text" value="Public Works - Administration"/>	Meeting Date: <input type="text" value="9/18/2018"/>
Contact: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="Public Works 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 checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

**BACKGROUND/JUSTIFICATION:**

Carver County, MnDOT and the Southwest Corridor Transportation Coalition have been working together to improve US 212 between Chaska/Carver and Norwood Young America for many years. Carver County has led or assisted in several activities along the corridor in the last several years:

1. Corridor Safety and Phasing Plan - Complete
2. Official Right of Way Map - West Segment: Carver to Cologne - Complete
3. Preliminary Design Engineering - West Segment: Carver to Cologne - Complete
4. Federal grant applications: TIGER, FASTLANE, INFRA, BUILD - East and West Segments - (BUILD still under consideration)
5. State grant applications: Corridors of Commerce, MHFP -East and West Segments - (Awarded \$15 million in MHFP for West Segment.)
6. Regional Solicitation grant applications: SRTS in Norwood Young America (successful), Roadway Expansion for West Segment (under consideration)

Work continues with the goal to construct safety improvements as necessary along the corridor and eventually complete the expansion of each 2-lane segment to 4-lanes.

The following activities are scheduled to be done in the next few years:

1. 2020: Pavement rehabilitation and reconstruction of Us212 from West of Cologne through Norwood Young America. This includes new traffic signals, trails and a pedestrian underpass in Norwood Young America and reconstruction of US 212 at CR 51 (Bongards area). The 2-lane portion of US 212 will not be expanded with this project. Detailed engineering (final design) will occur in 2018 and 2019. MnDOT is paying for 100% of this work and will be leading the effort. At the same time the County and MnDOT will perform concept engineering (preliminary design) for the future 4-lane expansion. The intent of this work is to make sure the reconstruction piece of the 2-lane project fits with the future 4-lane design where feasible. (minimize "throw away" work). The County and MnDOT will split the 4-lane concept engineering 50-50.

A joint powers agreement is required for this work. MnDOT has asked the County to contract with SRF Consulting Group to perform these engineering services. A memorandum is attached requesting this. SRF has considerable experience on the corridor and will provide the most cost-effective service.

2. 2022: Expansion of US 212 between Carver and Cologne. Construction of this 4-lane highway project is expected to begin in 2022. There is only a \$12 million funding shortfall out of \$46 million for this project and the County and MnDOT are actively working on procuring the gap funding. To that end it is importation that the project construction plans and right of way acquisition be completed before 2022. Separate agreements with MnDOT defining responsibility for final design and right of way will prepared for County Board consideration later this Fall.

**ACTION REQUESTED:**

Adopt a resolution to approve Joint Powers Agreement No.1031242 with the State of MN for Preliminary & Final Design for TH 212 from Cologne through Norwood Young America, pending finalization of the contract review process.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>								
If "Other", specify: <input type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td><b>County Dollars =</b></td> <td style="text-align: right;"><b>\$0.00</b></td> </tr> <tr> <td>Sales Tax</td> <td style="text-align: right;">\$70,460.37</td> </tr> <tr> <td>State of MN</td> <td style="text-align: right;">\$945,185.30</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$1,015,645.67</b></td> </tr> </table>	<b>County Dollars =</b>	<b>\$0.00</b>	Sales Tax	\$70,460.37	State of MN	\$945,185.30	<b>Total</b>	<b>\$1,015,645.67</b>
<b>County Dollars =</b>	<b>\$0.00</b>								
Sales Tax	\$70,460.37								
State of MN	\$945,185.30								
<b>Total</b>	<b>\$1,015,645.67</b>								
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input type="checkbox"/> Insert additional funding source								
Related Financial/FTE Comments:									

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

Date: September 18, 2018

Resolution No: \_\_\_\_\_

Motion by Commissioner: \_\_\_\_\_

Seconded by Commissioner: \_\_\_\_\_

**JOINT POWERS AGREEMENT NO. 1031242  
WITH  
STATE OF MINNESOTA  
FOR  
PRELIMINARY & FINAL DESIGN – TH 212**

BE IT RESOLVED, that the County of Carver enter into an agreement with the State of Minnesota for the following services:

Trunk Highway (TH) 212 from CSAH 34 in Norwood Young America to CSAH 36 in Cologne in Carver County; Preliminary Design, Public Involvement, Preliminary Layout. (SP 1013-77)

Trunk Highway (TH) 212 from 0.1 miles west of the junction with TH 5/CR 131 in Norwood Young America to 0.1 miles west of CSAH 36 in Cologne in Carver County; Final Design for CIR, M&O, Pavement Reconstruction, Turn Lanes, Signals, ADA improvements, Pedestrian Underpass, Trails and Drainage Repairs. (SP 1012-24)

BE IT FURTHER RESOLVED that the County Board Chair is hereby authorized to execute the agreement, and thereby assume for and on behalf of the County all or the contractual obligations contained therein.

YES

ABSENT

NO

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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 18<sup>th</sup> day of September, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 18<sup>th</sup> day of September, 2018.

\_\_\_\_\_  
Dave Hemze

\_\_\_\_\_  
County Administrator

# Memo

**To:** Lyndon Robjent

**From:** Jon Solberg, MnDOT South Area Manager

**Date:** Sept 10, 2018

## **RE: US 212 Final Design Contract Administration**

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MnDOT has been coordinating with Norwood Young America on the potential for an underpass of US 212 as part of our State Fiscal Year 2020 project on US 212 between Cologne and Norwood Young America. As part of the coordination we partnered with NYA to pay for SRF Consulting to deliver the preliminary design of an underpass, bicycle and pedestrian connection in town as well as drainage improvements. In the next several months MnDOT will be entering into final design stage of the project. MnDOT cannot deliver the final design of the US 212 project in house due to staffing constraints and will need to hire a consultant to execute that work. MnDOT is requesting Carver County's help via a Joint Powers agreement to deliver the final design.

- **Request for Carver County Participation**– MnDOT would normally select a consultant from our prequalified list of contractors and consultants, however the direct select method known as General Engineering Contractor (GEC) is no longer an available method to select SRF due to program restraints. As a result, the only method available to retain SRF's services is through a Joint Powers Agreement with Carver County. MnDOT would be the project manager, Carver County would pass through the funding and MnDOT will pay 100% of the contract costs.
- **Need for maintaining Consultant Continuity**– MnDOT is requesting the County direct select SRF Consulting for the final design to maintain continuity on the US 212 project in NYA. SRF is currently under contract to deliver the preliminary design for the urban portion of the project. In addition to maintaining continuity with the current project SRF Consulting has extensive knowledge of the corridor and community. They are the Consultant working on the US 212 2 to 4 lane project and Norwood Young America's Comprehensive Plan update. MnDOT feels that retaining SRF for the final design will reduce delays and errors that may result from selecting a consultant unfamiliar with the project.

- **Scope of Work**– MnDOT proposes to enter into a Joint Powers Agreement with Carver County. Carver County would need to enter into a contract with SRF Consulting for MNDOT approved scope of work consisting of approximately \$875,000. MnDOT will retain responsibility for project management of consultant work. Carver County would process invoices and request reimbursement from MnDOT for 100% of the costs.
- **Future Vision Coordination-** MnDOT would like to coordinate this work with Carver County's desire to start preliminary engineering on the 2-4 lane segment of US 212 between Cologne and Norwood Young America. We proposed to split the cost of that effort 50/50 with the county at a cost of approximately \$70,000 for each party. This work will ensure the current effort does not preclude the future 4 lane vision for the corridor.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approval of Official Comment on Metropolitan Council's 2040 Regional Parks Policy Plan Update**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="9/18/2018"/>
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"/> minutes Presenter: <input type="text"/> Title: <input type="text" value="Public Works Director/County En"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

**BACKGROUND/JUSTIFICATION:**

The Metropolitan Council prepares and adopts a long-range system policy plan for regional recreation open space as part of the Council's Metropolitan Development Guide. The Metropolitan Council is required to complete a comprehensive review of the Regional Parks Policy Plan every four years. Comments on the Draft 2040 Regional Parks Policy Plan Update are being accepted through September 27, 2018.

In response to the request for comments on the Draft 2040 Regional Parks Policy Plan, a comment letter has been prepared with suggested changes to the draft Plan.

**ACTION REQUESTED:**

Motion to approve official comment letter on the Metropolitan Council's 2040 Regional Parks Policy Plan.

**FISCAL IMPACT:**    
 If "Other", specify:

**FUNDING**

County Dollars =	<input type="text"/>
<input type="text"/>	<input type="text"/>
<b>Total</b>	<b>\$0.00</b>

**FTE IMPACT:**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5676



**Carver  
County  
Parks**

11360 Highway 212 West, Suite 2  
Cologne, MN 55322

September 10, 2018  
Alene Tchourumoff, Chair  
Metropolitan Council  
390 Robert St. N  
St. Paul, MN 55101

SUBJECT: CARVER COUNTY OFFICIAL COMMENT ON METROPOLITAN COUNCIL 2018 REGIONAL PARKS POLICY PLAN UPDATE

Dear Chair Tchourumoff,

Carver County, as one of ten Regional Park Implementing Agencies of the Metropolitan Regional Park System, and submits the following comments on the Draft 2018 Regional Parks Policy Plan Update for consideration by the Metropolitan Council.

Below are suggested comments for submittal to the Metropolitan Council on the Draft 2040 Regional Parks Policy Plan.

### **Chapter 7: Recreation Activities and Facilities Policy and Strategies**

#### Equity Strategies

Carver County looks forward to the development of the Equity Grant Program proposed for 2019. Language should be added that such a grant program will be done in consultation with Implementing Regional Park Agencies and consistent with language stated in the Equity Grant Program section.

### **Chapter 8: Finance Policy and Strategies**

#### Equity Toolkit

Carver County supports strengthening “equitable usage of regional parks and trails by our regions residents, such as across race, ethnicity, income, and ability”. However, Carver County is vehemently opposed to the ability of the Council to shift or reprioritize capital projects of an Implementing Regional Park Agency to be funded with state bonds, regional bonds and other funding sources the Council may find appropriate. Project priority is best determined at the Implementing Agency level that has the full knowledge which supports the priority of a project. The Council lacks sufficient knowledge to make such determinations and can/will adversely affect other projects, related funding sources, and public processes which support an Implementing Agency’s priorities.

#### Equity Grant Program

Carver County supports an equity grant program which includes funding for regional park areas which are underdeveloped, new or emerging. Without the delivery of basic services (land, restrooms, utilities, roads, parking lots,...) an agency is ill equipped to deliver a more targeted approach towards equitable usage of such park areas. The grant program should also seek geographical and proportional representation in the distribution of these funds.

#### Additional Finance Policy and Strategy Comments

In preparation for the 2022 Regional Parks Policy Plan revision, and to help ensure time allows for well thought out

CARVER COUNTY

finance policies, Carver County encourages the Council to initiate discussion of new finance strategies. Work could begin over the next year in partnership with Implementing Agencies of how to best fund regional parks and trails into the future.

The overall value received from bonding has declined, State bonding is uncertain, O & M funding has never reached the stated funding level of 40%, and Council bonds have gone unmatched.

The regional park system has grown in number of park and trail units and usage continues to increase. New finance strategies are needed to meet the needs of the system now and into the future.

Martin Walsh  
Parks and Recreation Director

CC: Deb Barber, District 4 Council Member  
Tony Yarusso, MPOSC Chair  
Robert Moeller, MPOSC District B MPOSC Representative  
Emmett Mullen, Parks and Natural Resources Manager



CARVER COUNTY

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Professional Services Agreement with SRF Consulting Group for Preliminary and Final Design on TH 212**

Primary Originating Division/Dept: <input type="text" value="Public Works - Administration"/>	Meeting Date: <input type="text" value="9/18/2018"/>
Contact: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="Public Works Director"/>	Item Type: Consent <input type="text" value=""/>
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:**

Carver County, MnDOT and the Southwest Corridor Transportation Coalition have been working together to improve US 212 between Chaska/Carver and Norwood Young America for many years. Carver County has led or assisted in several activities along the corridor in the last several years:

1. Corridor Safety and Phasing Plan - Complete
2. Official Right of Way Map - West Segment: Carver to Cologne - Complete
3. Preliminary Design Engineering - West Segment: Carver to Cologne - Complete
4. Federal grant applications: TIGER, FASTLANE, INFRA, BUILD - East and West Segments - (BUILD still under consideration)
5. State grant applications: Corridors of Commerce, MHFP -East and West Segments - (Awarded \$15 million in MHFP for West Segment.)
6. Regional Solicitation grant applications: SRTS in Norwood Young America (successful), Roadway Expansion for West Segment (under consideration)

SRF Consulting Group has assisted the County and MnDOT with most of these activities.

Work continues with the goal to construct safety improvements as necessary along the corridor and eventually complete the expansion of each 2-lane segment to 4-lanes.

MnDOT is planning the following project in 2020:

Pavement rehabilitation and reconstruction of Us212 from West of Cologne through Norwood Young America. This includes new traffic signals, trails and a pedestrian underpass in Norwood Young America and reconstruction of US 212 at CR 51 (Bongards area). The 2-lane portion of US 212 will not be expanded with this project.

Detailed engineering (final design) will occur in 2018 and 2019. MnDOT is paying for 100% of this work and will be leading the effort. At the same time the County and MnDOT will perform concept engineering (preliminary design) for the future 4-lane expansion between Cologne and norwood Young America. The intent of this work is to make sure the reconstruction piece of the 2-lane project fits with the future 4-lane design where feasible. (minimize "throw away" work). The County and MnDOT will split the 4-lane concept engineering 50-50.

MnDOT has asked the County to contract with SRF Consulting Group to perform these engineering services.

Approval of joint powers agreement with MnDOT has been requested under separate board action.

**ACTION REQUESTED:**

Motion to approve a Professional Services Agreement with SRF Consulting Group for Preliminary and Final Design on TH 212 for \$1,015,645.67, pending finalization of the contract review process.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>								
If "Other", specify: <input type="text" value=""/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td><b>County Dollars =</b></td> <td style="text-align: right;"><b>\$0.00</b></td> </tr> <tr> <td>Sales Tax</td> <td style="text-align: right;">\$70,460.37</td> </tr> <tr> <td>State of MN</td> <td style="text-align: right;">\$945,185.30</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$1,015,645.67</b></td> </tr> </table>	<b>County Dollars =</b>	<b>\$0.00</b>	Sales Tax	\$70,460.37	State of MN	\$945,185.30	<b>Total</b>	<b>\$1,015,645.67</b>
<b>County Dollars =</b>	<b>\$0.00</b>								
Sales Tax	\$70,460.37								
State of MN	\$945,185.30								
<b>Total</b>	<b>\$1,015,645.67</b>								
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input type="button" value="Insert additional funding source"/>								

Related Financial/FTE Comments:



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Addition of 1.0 FTE School Linked Supervisor**

Primary Originating Division/Dept: Health & Human Services

Meeting Date: 9/18/2018

Contact: Rod Franks Title: HHS Director

Item Type: Consent

Amount of Time Requested: minutes

Attachments:  Yes  No

Presenter: Title:

Strategic Initiative:  
Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government

**BACKGROUND/JUSTIFICATION:**

Carver County Health and Human Services currently operates two mental health Adolescent Day Treatment Programs. State regulations now require that a program supervisor be on site at day treatment programs a minimum of 50% of the time the program is open for operations. Currently, the Carver County day treatment programs are supervised by just one School Linked Supervisor, who must also supervise the other School Linked Therapists in the unit as well, which are all co-located in schools throughout the entire County. Without additional supervisory support to allocate to our day treatment programs, we will be out of compliance with State regulations.

Both day treatment programs currently have waiting lists, as well as current capacity for additional patients in each program. Current program therapeutic staff do not have the administrative time available to ensure the programs are operating at participant capacity, and process and follow up on third party billing. We have been unable to realize maximum revenue generation from these programs under the current staffing pattern.

The annual cost of the requested 1.0 FTE School Linked Supervisor is \$124,150 . With this FTE focused on the day treatment programs, we will be able to increase program revenue to the extent necessary to cover the cost of the position, as well as ensure the program is in compliance with State regulations. No additional county levy dollars will be required to fund this position.

**ACTION REQUESTED:**

Motion to approve creation of an additional 1.0 FTE School Linked Supervisor funded by an increase in 3rd party billings.

**FISCAL IMPACT:** Budget amendment request form

**FUNDING**

If "Other", specify:

County Dollars = \$0.00

3rd party billing increase \$124,150.00

**FTE IMPACT:** Increase budgeted staff

**Total** \$124,150.00

Insert additional funding source

**Related Financial/FTE Comments:**

Cost of position will be covered by increase in program revenue. No additional county levy required.

Office use only:

RBA 2018 - 5677

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Addition of 1.0 FTE School Linked Supervisor

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	11-427-740-3670-6111	\$124,150.00
<b>TOTAL</b>		\$124,150.00

CREDIT		
Description of Accounts	Acct #	Amount
Anicca State MA	11-427-740-3670-...	\$20,000.00
Anicca Federal MA	11-427-740-3670-...	\$20,000.00
Anicca Private Insurance	11-427-740-3670-...	\$75,000.00
Anicca Client Fees	11-427-740-3670-...	\$4,150.00
Anicca PMAP	11-427-740-3670-...	\$5,000.00
<b>TOTAL</b>		\$124,150.00

Reason for Request:

Addition of a 1.0 FTE School Linked Supervisor to meet the day treatment program need which will be funded by additional insurance billing.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Employee Relations Temporary Employee**

Primary Originating Division/Dept:  ▼

Meeting Date:

Contact:  Title:

Item Type:  
 ▼

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

▼

**BACKGROUND/JUSTIFICATION:**

Two Employee Relations staff members are participating in the implementation of a new Human Resource Information System (HRIS) technology. There will be a high level of staff time commitment required for this project through 2018 and the first quarter of 2019. To assist with the Employee Relations Division workload during the remainder of the implementation, it is requested that a temporary employee relations professional position be authorized.

**ACTION REQUESTED:**

Approval of a temporary employee relations professional position.

**FISCAL IMPACT:**  ▼

If "Other", specify:

**FTE IMPACT:**  ▼

**FUNDING**

County Dollars =

2018 ER STOC budget	\$18,790.00
2019 ER STOC budget	\$18,789.00
<b>Total</b>	<b>\$37,579.00</b>

Insert additional funding source

**Related Financial/FTE Comments:**

This request increases overall headcount by one FTE for a limited timeframe.

This has been discussed with Finance, with a recommendation to utilize ER STOC budget to meet this need.

*Office use only:*

RBA 2018 - 5667

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Employee Relations Temporary Employee

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
FT- temp- 2018	01-050.6119	\$18,790.00	STOC- ER- 2018	01-050.6119	\$18,790.00
FT- temp- 2019	01-050.6119	\$18,789.00	STOC- ER- 2019	01-050.6119	\$18,789.00
<b>TOTAL</b>		\$37,579.00	<b>TOTAL</b>		\$37,579.00

Reason for Request:

Utilize ER STOC budget in 2018 and 2019 to cover the need for a temporary FTE within Employee Relations during the implementation of HRIS.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Contract with RBM Services**

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 Facility Services Department currently contracts for custodial cleaning services at the First Street Center, the Historical Society and Museum, the Encore Center, and the County's Public Works Headquarters. Facilities is recommending that the County also contract for cleaning at the Chanhassen Service Center. The services provided would include daily cleaning and servicing of restrooms and office areas. This would allow the County's custodial staff to concentrate on special custodial projects and "deep" cleaning of the other facilities in the County and avoid making special trips to the Chanhassen Service Center for routine cleaning and servicing. The addition of the Chanhassen Service Center would not alter the FTE level of the Facilities staff.

The current contract is due. Facility Services received two quotes for cleaning the five facilities: MN Services, Inc. quoted \$104,337.89 and RBM Services, Inc. quoted \$84,660 for the first year. RBM is the vendor that the County currently uses, and Facility Services is pleased with their work. The staff recommends that we enter into a three-year agreement with RBM.

**ACTION REQUESTED:**

Motion to contract with RBM Services pending completion of the customary contract review process.

**FISCAL IMPACT:**

**FUNDING**

If "Other", specify:

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

The first year price is \$84,660. Each succeeding year would increase by 3%. The total cost for three years of service is \$261,676. Facility Services has funds budgeted for cleaning, a budget amendment is included to reallocate dollars to cover the additional contract cost for the Chanhassen Service Center cleaning (\$4,995 in 2018 and \$20,580 in 2019).

Office use only:

RBA 2018 - 5666

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Contract with RBM Services

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
Professional Services- 2018	01-110.6260	\$4,995.00
Professional Services- 2019	01-110.6260	\$20,580.00
<b>TOTAL</b>		\$25,575.00

CREDIT		
Description of Accounts	Acct #	Amount
Grounds keeping- 2018	01-110.6311	\$4,995.00
Grounds keeping- 2019	01-110.6311	\$20,580.00
<b>TOTAL</b>		\$25,575.00

Reason for Request:

Reallocate budget dollars in 2018 and 2019 to cover cleaning services at Chanhassen Service Center.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Set Public Hearing for the 2019 Budget and Levy**

Primary Originating Division/Dept: Administration (County)

Meeting Date: 9/18/2018

Contact: David Frischmon Title: PFS Director

Item Type:  
Consent

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

By October 1st, the County is required to a public hearing for the 2019 budget and levy. The earliest date for the budget public hearing is November 29, 2018.

Staff recommends setting the 2019 Budget Public Hearing on November 29, 2018 at 6:00 pm.

**ACTION REQUESTED:**

Motion to set the 2019 Budget Public Hearing for November 29th, 2018 at 6:00 pm.

**FISCAL IMPACT:** Other

If "Other", specify: see comment below

**FUNDING**

County Dollars =

**FTE IMPACT:** None

**Total**  \$0.00

Insert additional funding source

**Related Financial/FTE Comments:**

The FTE and tax impacts from the Administrator's Recommended Final 2019 Budget and Levy will be presented at the public hearing.

Office use only:

RBA 2018 - 5673

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Recognition of Chanhassen Red Birds**

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 Board would like to recognize and congratulate the Chanhassen Red Birds, the 2018 Class B State Amateur Baseball Tournament Champions.

**ACTION REQUESTED:**

Recognize and congratulate the Chanhassen Red Birds on this accomplishment.

**FISCAL IMPACT:**  ▼

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**  ▼

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2018 - 5674





## In Recognition of the Chanhassen Red Birds

Whereas, Minnesota has a rich baseball history and town teams are the link from past to present;  
and

Whereas in 1857, the State's first town team was formed and Minnesota owns a long and proud history of our national pastime;  
and

Whereas, people from all walks of life have dedicated themselves to town teams for the betterment of their communities; and

Whereas, the Chanhassen Red Birds, representing our communities and area, and members of the Minnesota Baseball Association and River Valley League, were renewed in 2010 after a short stint as a team in the 1940s; and

Whereas, the Red Birds compiled an outstanding 33-8 record this year, and defeated the two-time defending state champions, winning twice on Labor Day to capture the state title; and

Now, Therefore, the Carver County Board of Commissioners recognizes the Chanhassen Red Birds, the 2018 Minnesota State Amateur Class B Champions.

### **BOARD OF COMMISSIONERS**

*Gayle Degler, Chair*  
*Randy Maluchnik, Vice Chair*  
*James Ische*  
*Tim Lynch*  
*Tom Workman*

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*Carver County Board*