

Joint Work Session with Scott County Board
 July 16, 2013
 2:30 p.m.
 County Board Room



Carver County Board of Commissioners
 July 16, 2013
 Regular Session
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

PAGE

- 4:00 p.m. 1. **a) CONVENE**
b) Pledge of allegiance
c) Public comments (limited to five minutes)
d) New Employee Introductions
2. Agenda review and adoption
3. Approve minutes of June 25, 2013 Regular Session 1-4
4. Community Announcements

- 4:10 p.m. 5. **CONSENT AGENDA**
- Connections: Develop strong public partnerships and connect people to services and information*
- 5.1 Tobacco License 5
- 5.2 Charitable Gambling Application for Exempt Permit - SE Region
 Delta Waterfowl..... 6

- Communities: Create and maintain safe, healthy and livable communities*
- 5.3 Request for approval to contract with Metropolitan Council
 Environmental Services..... 7
- 5.4 Approval to Contract with Huber Universal Services for Public Health
 Nuisance Abatement Services 8
- 5.5 Request to approve an amendment to grant SG -2011-106 with
 Metropolitan Council..... 9
- 5.6 Snow and Ice Control Policy 10-13
- 5.7 Purchase of two Variable Message Board Trailers..... 14

- Growth: Manage the challenges and opportunities resulting from growth and development*
- 5.8 Amendment No. 9 to Professional Services Agreement - CSAH 18 (Lyman
 Blvd.) with SRF Consulting Group, Inc..... 15
- 5.9 Request to approve contract to refinish public bench seating in
 courtrooms..... 16
- 5.10 Miriam Braunhausen - High Amenity Wooded Lots (PH/E)..... 17-21
- 5.11 Request for approval to contract with Wenck Associates 22
- 5.12 Request for approval to contract with Emmons & Olivier Inc..... 23
- 5.13 Request for approval to contract with Hydromethods LLC 24
- 5.14 Final Plat Approval for Whispering Creek Ranch (PH/E) 25-29

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

5.15 Review Social Services/Commissioners Warrants NO ATT

- 4:10 p.m. **6. CONNECTIONS: Develop strong public partnerships and connect people to services and information**
6.1 Minnesota Inter-County Association legislative update 30
- 4:30 p.m. **7. COMMUNITIES: Create and maintain safe, healthy and livable communities**
7.1 Approve project budget for security enhancements for the Justice Center 31-34
- 4:50 p.m. **8. CULTURE: Provide organizational culture fostering accountability to achieve goals and sustain public trust/confidence in County government**
8.1 Resolution defining 2014 Pay-for-Performance 35-41
- 5:15 p.m. **ADJOURN REGULAR SESSION**
- 5:15 p.m. **BOARD REPORTS**
1. Chair
2. Board Members
3. Administrator
4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

July 23, 2013	9:00 a.m. Board Meeting
July 30, 2013	9:00 a.m. Board Meeting
July 30, 2013	7:30 p.m. Carver County Township Association Meeting American Legion, Waconia
August 6, 2013	9:00 a.m. Board Meeting
August 13, 2103	9:00 a.m. Work Session

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on June 25, 2013. Vice Chair James Ische convened the session at 9:06 a.m.

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

Members absent: Tim Lynch.

The following amendment was made to the agenda:

Additional applications for Personnel Board of Appeals.

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

Maluchnik moved, Degler seconded, to approve the minutes of the June 17, 2013, Board of Equalization and June 18, 2013, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Approved an agreement with TC&W Railroad Company for the replacement of the railroad crossing at CR 153 pending finalization of the contract review process.

Approved an agreement with TC&W Railroad Company for the railroad crossing replacement at CSAH 41 upon finalization of the contract review process.

Authorized the County Engineer to advertise for bids for the replacement of bridge 10501 on CSAH 43.

Awarded contract for Carver County Project No. 1308, application of pavement markings to Traffic Marking Service, Inc.

Awarded project SAP 010-641-005, the reconstruction of CSAH 41 Bridge #10547 to Minnowa Construction, Inc. in the amount of \$410,985.50

Approved the following tobacco licenses:

License #10-508, Dahlgreen Golf Club, Inc

License #10-509, Nash Finch Co dba Econofoods #318

License #10-513, Good Time Liquors

License #10-515, Holiday Stationstores, Inc dba Holiday Stationstore #199

License #10-519, Ivan's Convenience Store, Inc.
License #10-523, Mid-County Coop
License #10-526, R E Smith Oil & Tire Co, Inc
License #10-535, Harms Bar
License #10-540, Bluff Creek Golf Association
License #10-541, Plocher's, Inc dba Floyd's Bar
License #10-557, TBI Liquors Two, Inc. dba Cheers Wine & Spirits
License #10-566, Schoknecht, Inc dba Lisa's Place
License #10-578, Kwik Trip, Inc dba Kwik Trip #402
License #10-594, Holiday Stationstores, Inc dba Holiday Stationstore #360
License #10-600, Grand St. Paul CVS, LLC dba CV/Pharmacy #1747
License #10-604, Holiday Stationstores, Inc. dba Holiday Stationstore #371
License #10-605, Walgreen Co. dba Walgreens #9728
License #10-606, Harvey's Bar & Grill Inc
License #10-608, Alouls Fuel & Food Service dba Chanhassen BP
License #10-611, Last Call Properties, LLC dba Last Call Too
License #10-613, Casey's Retail Company dba Casey's General Store #2655
License #10-619, B&B Hospitality dba HI-5 Market
License #10-624 Kleinprintz Liquors, LLC dba MGM Liquor Warehouse
License #10-627, Kwik Trip, Inc. dba Kwik Trip #492
License #10-628, Walgreen Co dba Walgreens #12434
License #10-631, Crossroads Liquor of Victoria LLC Crossroads Liquor
License #10-632, The Dog House II Saloon dba The Dog House
License #10-633, Northern Tier Retail LLC dba SuperAmerica #4366
License #10-634, GMB Enterprise, LLC dba Inn Town Wine & Spirits
License #10-635, Jamen, LLC dba Schmidty's New Germany
License #10-636, Schmidt C-Stores, Inc. dba Schmidty's Mayer
License #10-637, Fleet and Farm of Green Bay, dba Mills Gas Mart
License #10-638, Family Dollar, Inc. #6540
License #10-639, Chanhassen Food & Market LLC dba Chanhassen Market
License #10-640, Trans Inc., dba Carver Liquor
License #10-642, Chanhassen Stop, LLC
License #10-643, Northern Tier Retail, LLC dba SuperAmerica #5001
License #10-644, D&E Enterprises dba T-Road Tavern

Approved Charitable gambling license to Zoar United Church of Christ for a raffle to be held on October 12, 2013.

Memorandum of agreement setting the salary range for the database administrator.

Approved contract between Outland Builders and Carver County for \$47,930, the project budget of \$111,950, authorized the Assistant Administrator to purchase the FF&E through a State contract purchase agreement not to exceed \$39,020 and related budget amendment.

Approved the following abatements/additions:

30.9510049	Eustolia Valazquez
25.2030810	John Nemetz
75.3130420	Marvin Parker
30.2650460	Lisa Roberts
75.2990070	Ronald Johnson
40.1110100	Wendy Wildung

Reviewed Community Social Services' actions/Commissioners' warrants in the amount of \$205,512.89.

Motion carried unanimously.

Dave Frischmon, Finance Director, requested the Board adopt a Resolution to continue participation in the State Performance Measurement Program.

Mary Kaye Wahl, Finance, explained in 2010 the Legislature created the Council on Local Results and Innovation to develop standard performance measures for cities and counties. She stated the purpose of the program was to aid residents, taxpayers, and state and local elected officials in determining the efficiency and effectiveness of counties in providing services and measuring resident's opinions of those services. She noted the County participated in the program in 2011 and 2012 and received approximately \$13,000.

She indicated in 2013 they were again asking the Board to adopt a Resolution that implements fifteen performance measures; to implement a system to use this information to plan, budget and manage programs and to continue reporting the results through the County's website.

Maluchnik offered the following Resolution, seconded by Degler:

Resolution #39-13
Performance Measurement Program, 2013 Report

On vote taken, all voted aye.

Frischmon requested approval for the assignment of 2012 year end savings funds. He noted the work session held last month on the preliminary budget strategy and the use of the 2012 year-end savings account. He highlighted vacancies savings, increased revenue and decreased expenditures and stated 3.6 million was available for assignment from 2012.

He stated he was recommending assigning one million to the 101 bridge project, one million for the Watertown bridge project, one million for Public Works equipment, \$268,000 for Sheriff's communications/software, \$150,000 for Employee Relations software, \$115,000 for IT infrastructure projects and \$60,000 for County fair buildings.

Degler moved, Workman seconded, to approve the County Administrator's recommended 2012 year-end savings assignments. Motion carried unanimously.

Lyndon Robjent, Public Works, requested approval to purchase a pneumatic packer to replace their 1986 Hyster packer. He stated this purchase would be covered by some of the funds they just assigned from the 2012 YES account. He pointed out the existing machine is 25 years old and reached its useful life.

Workman moved, Degler seconded, to approve the purchase of a 2011 Ingersoll Rand PT 125R from Swanston Equipment Company in the amount of \$69,289.00. Motion carried unanimously.

The Board was asked to consider appointments to the Personnel Board of Appeals.

Ische moved, Degler seconded, to appoint Gerald Bruner to the Personnel Board of Appeals. Motion carried unanimously.

Maluchnik moved, Degler seconded, to appoint Nate Bostrom to the Personnel Board of Appeals. Motion carried unanimously.

Workman moved, Degler seconded, to go into closed session at 9:26 a.m. according to MSA 13D.05 to discuss confidential land acquisition data related to CSAH 92 property acquisition opportunity and to thereafter go into closed session according to MSA 13D.03 to discuss the 2014 labor negotiation strategy. Motion carried unanimously.

The Board adjourned the closed sessions and Regular Session at 10:50 a.m.

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:

Tobacco License

Primary Originating Division/Dept:

Meeting

Date:

Contact:

Title:

Item Type:

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Champlin 2005 LLC dba Cub Foods #1644(31564) has applied for a Tobacco License and is in compliance with the Carver County Tobacco Ordinance. The owner is requesting the Carver County Board of Commissioners approval to sell tobacco products.

ACTION REQUESTED:

Approval of the County Board to issue a Tobacco License to Champlin 2005 LLC dba Cub Foods #1644(31564).

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1983

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Charitable Gambling Application for Exempt Permit - SE Region Delta Waterfowl

Primary Originating Division/Dept: <input type="text" value="Property Records & Taxpayer Services"/>	Meeting Date: <input type="text" value="7/16/2013"/>
Contact: <input type="text" value="Lisa Dreier"/> Title: <input type="text" value="Taxpayer Services Clerk"/>	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:
 Connections: Develop strong public partnerships and connect people to services and information

BACKGROUND/JUSTIFICATION:

A Charitable Gambling application for Exempt Permit was received from SE Region Delta Waterfowl. They plan to hold a raffle on August 15, 2013 at the Lake Waconia Event Center located at 8155 Paradise Lane, Waconia, MN 55387.

ACTION REQUESTED:

Approval to issue a Charitable Gambling License to SE Region Delta Waterfowl for a raffle to be held on August 15, 2013.

FISCAL IMPACT: <input type="text" value="None"/> If "Other", specify: <input type="text"/>	FUNDING County Dollars = <input type="text"/> <input type="text"/> Total <input type="text" value="\$0.00"/>
FTE IMPACT: <input type="text" value="None"/>	

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1985

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for approval to contract with METROPOLITAN COUNCIL ENVIRONMENTAL SVCS

Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Planning & Water M"/>	Meeting Date: <input type="text" value="7/16/2013"/>
Contact: <input type="text" value="Timothy Sundby"/> Title: <input type="text" value="Water Resources Analyst"/>	Item Type: Consent <input type="text"/>
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:
 Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

For over a decade, Carver County Environmental Services has sampled area lakes under an agreement with the Met Council. For a minimal fee per lake (\$550), the Met Council analyzes the samples that are taken bi-weekly during the summer months (April – October). The samples help us to establish trends for area lakes and are reported in the annual Water Quality Report. Also, this data gives us the ability to see what management techniques are working and which ones may need to be put in place as well as provide the data needed to complete the various TMDL related activities we are currently conducting. We have Carver County WMO, BWSR and Lower Minnesota River Watershed Distract dollars budgeted to pay for the lakes that we are sampling this year (Bavaria, Benton, Brickyard, Burandt, Courthouse, Eagle, Fireman's, Goose, Grace, Hazeltine, Hydes, Jonathon, McKnight, Miller, Reitz, Swede, and Waconia).

ACTION REQUESTED:

Motion to contract with METROPOLITAN COUNCIL ENVIRONMENTAL SVCS pending finalization of the contract review process.

<p>FISCAL IMPACT: <input type="text" value="Included in current budget"/></p> <p>If "Other", specify: <input type="text"/></p> <p>FTE IMPACT: <input type="text" value="None"/></p>	<p>FUNDING</p> <table style="width: 100%;"> <tr> <td>County Dollars =</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Lower Minnesota Wat...</td> <td style="text-align: right;">\$1,650.00</td> </tr> <tr> <td>Clean Water Legacy Gr...</td> <td style="text-align: right;">\$550.00</td> </tr> <tr> <td>BWSR</td> <td style="text-align: right;">\$5,150.00</td> </tr> <tr> <td>Carver County Water ...</td> <td style="text-align: right;">\$2,000.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$9,350.00</td> </tr> </table>	County Dollars =	\$0.00	Lower Minnesota Wat...	\$1,650.00	Clean Water Legacy Gr...	\$550.00	BWSR	\$5,150.00	Carver County Water ...	\$2,000.00	Total	\$9,350.00
County Dollars =	\$0.00												
Lower Minnesota Wat...	\$1,650.00												
Clean Water Legacy Gr...	\$550.00												
BWSR	\$5,150.00												
Carver County Water ...	\$2,000.00												
Total	\$9,350.00												

Related Financial/FTE Comments:
 Lower Minn Watershed District will pay \$1,650; Grant funding will pay \$550; BWSR will fund \$5,150; CCWMO will fund \$2,000.

Office use only:
 RBA 2012- 1947

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval to Contract with Huber Universal Services for Public Health Nuisance Abatement Services

Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Public Health"/>	Meeting Date: <input type="text" value="7/16/2013"/>
Contact: <input type="text" value="Marcee Shaughnessy"/> Title: <input type="text" value="Public Health Department M..."/>	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:
 Communities: Create and maintain safe, healthy, and livable communities

BACKGROUND/JUSTIFICATION:

On June 18, 2013 the Carver County Board of Commissioners adopted Ordinance 76-2013, the revised Chapter 55 Public Health Nuisances. Carver County Public Health has updated its policies and procedures for investigating public health nuisances throughout Carver County to incorporate the new ordinance language. MN Statute Section 145A.04 requires that public health nuisances be abated within 10 days. When property owners are not able to show progress or are unable to make an effort to abate public health nuisances, the abatement becomes the responsibility of the County Board of Health.

Having a professional service agreement in place for this work will allow for a streamlined and an efficient way of contracting for the cleanup of public health nuisances, using work orders for each of the abatement situations.

Public Health staff received proposed fee structures from two local businesses that provide this type of service and determined that Huber Universal Services, LLC provided the best value for this type of service. This contract will be effective through December 31, 2014. The cost of abatement is ultimately the responsibility of the property owners and reimbursement will be sought through the assessment of their property taxes.

ACTION REQUESTED:

Motion to authorize the Division to contract with Huber Universal Services for public health nuisance abatement, subject to contract review by the Attorney's Office and Risk Management.

<p>FISCAL IMPACT: <input type="text" value="Other"/></p> <p style="margin-left: 20px;"><i>Any costs incurred by the County would be the responsibility of the property owner and ultimately repaid to the County via special assessment, when necessary.</i></p> <p>If "Other", specify: <input type="text"/></p>	<p>FUNDING</p> <table style="width: 100%;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="width: 30%; text-align: right;">\$50,000.00</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$50,000.00</td> </tr> </table>	County Dollars =	\$50,000.00			Total	\$50,000.00
County Dollars =	\$50,000.00						
Total	\$50,000.00						

FTE IMPACT:

Related Financial/FTE Comments:
 Budget line 01-460-460-2315-6260.

Office use only:
 RBA 2012- 1971

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request to approve an amendment to grant SG -2011-106 with METROPOLITAN COUNCIL

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="7/16/2013"/>
Contact: <input type="text" value="Martin Walsh"/> Title: <input type="text" value="Parks Director"/>	Item Type: <input type="text"/>
Amount of Time Requested: <input type="text"/> minutes	Consent: <input type="text"/>
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:

Carver County requests an amendment to grant agreement SG-2011-106. In addition to the existing deliverable of matching federal funds to construct a trail and underpass at Lake Minnewashta Regional Park, the amendment to the grant would match \$1,202,000 of federal funds to engineer, construct, landscape 5.5 miles of trail and trailhead of Phase II of the Dakota Rail Regional Trail.

Additionally, it is requested that any remaining balance of funds from SG-2011-106 be allowed to be used to match a 3rd federally funded trail project of the Southwest Regional Trail. The amended grant would be used to match \$437,000 of federal funds to acquire land needed for approximately .8 mile of the trail, engineering and construction. It is further requested that the grant period be extended to June 30, 2016 to coincide with the federal funding for the project.

ACTION REQUESTED:

Approve the amendment to grant # SG 2011-106 with the Metropolitan Council and authorize the Board Chair and County Administrator to sign the amendment pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="None"/>	FUNDING
If "Other", specify: <input type="text"/>	County Dollars = <input type="text"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$0.00"/>

Related Financial/FTE Comments:

Grant was previously approved, scope of grant is changed to allow for funding to also include the Southwest Regional Trail

Office use only:

RBA 2012- 1976

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Snow and Ice Control Policy

Primary Originating Division/Dept:

Meeting

Date:

Contact: Title:

Item Type:

Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Public Works has prepared a Snow and Ice Control policy for County Highways. The policy gives the employees and the public a clear understanding of expectations and desired outcomes of snow and ice control for the county highway system.

The policy was presented to discussed with the board at the June 18th Committee of the Whole meeting and is attached for information.

ACTION REQUESTED:

Adopt the Carver County Snow and Ice Control Policy.

FISCAL IMPACT:
If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1977



Carver County

Division of Public Works

CAVER COUNTY SNOW and ICE CONTROL POLICY **Applicable to Snow and Ice control of County Highways**

Adopted by the Carver County Board of Commissioners on xxxx, 2013.

1. Purpose:

The following Policy has been established to provide guidelines for the public and for plow operators to follow in order to ensure consistent practices for snow and ice removal during winter months. It is the goal of Carver County to have all highways under the jurisdiction of Carver County passable within a reasonable amount of time after a snowfall has stopped. The County is committed to ensure the greatest extent possible that roads are kept open to serve critical facilities and to provide access between state highways and our communities.

When unusual situations arise, the County Engineer and the Highway Maintenance Superintendent will deal with them on a case-by-case basis. Each decision to mobilize the snow plow crew is a judgment call based on the particular weather conditions. Past experience, combined with the resources available at the time, will also be factors in determining how closely this general policy will be followed.

2. Primary Responsibility of the Division of Public Works

Each year as the Minnesota winter approaches, the public's concern about access to work, school, and business increases. The removal of snow and ice from the roadways is an emergency operation

The Carver County Highway Maintenance Department presently operates with one main crew, consisting of Highway Maintenance employees. Each plow operator is assigned a plow route that they are to cover for the year. Back up plow operators are currently limited to employees of the Division of Public Works.

The traveling public is reminded to exercise caution and drive with care. Driving the legal speed limit may not be advisable, depending on conditions. The public is also requested **NOT TO CROWD THE PLOW**. Passing of snow removal equipment is also discouraged; plow trucks can make sudden movements that are outside of normal operation in an effort to clear snow from the roadway. In general, plows are out due to poor driving conditions, snow, slush and ice coming from plowing equipment can damage vehicles and cause reduced visibility. People who drive during the winter season will encounter snow and ice removal equipment. Flashing lights will generally be the first indication of the presence of snow removal equipment. You should reduce speed, pass with care, and keep a safe distance when encountering this equipment.

3. Snow and Ice Control Policy:

A. Dispatching of Snowplows

- The County, to the best of its ability, will try to maintain the roadways during snow periods. Operations will be halted when it is too hazardous for our operators and for the public or if reasonable expectations are not being met.
- For snow/ice activities, plows will generally be dispatched at 2 a.m., or as conditions dictate. Weekend plowing will be handled in a similar fashion.

B. Operations

- Generally, plow operations will consist of three phases: making roads passable, widening and applying chemicals, then general cleaning up.
- All roads receive equal priority for snow and ice control operations.



Carver County

Division of Public Works

- Mailboxes and fences damaged during snow removal will be evaluated on a case by case basis. Only those mailboxes and fences that were properly located and installed, and which were damaged by actual contact with County equipment will be repaired at the County's expense and with only a swing away type of mail box.
- County removal of the windrow across driveways and from in front of mailboxes is not feasible and is the property owner's responsibility. Residents are reminded that it is unlawful to plow or blow snow onto or across County highways.
- Residents must remove parked vehicles from County highways to assist in snow removal.
- Carver County personnel may assist stranded motorists by contacting law enforcement/emergency personnel. The Public Works Division will not attempt to remove stuck vehicles unless directed by law enforcement personnel to eliminate a safety hazard.
- Carver County snow plow operators will be pulled from the road based on a number of factors:
 1. Roads are clear.
 2. Length of shift.
 3. Hazardous conditions.
 4. Forecasted weather conditions.

C. Emergencies

- For plowing for emergencies, the public should contact the Sheriff's Office. During snow emergency's, Carver County Plows will not be dispatched from regular plow routes or called for extra duty unless it is an actual emergency coordinated through the Sheriff's Office. This provision is necessary to ensure that other emergency fire, medical, or law enforcement services are available to all residents of Carver County and to maintain efficiency of snow and ice operations.

4. Operational Goals

The Carver County Public Works Division continually reviews our operations and research new methods to find the most economical ways of controlling snow and ice on County Highways. The operational goals are:

- A. Make the roads passable within 4 hours of the end of the snow event.
 - Clean one lane in each direction. This usually involves the placement of chemicals.
2. Widen the lanes to edge of shoulders and apply chemicals.
 - The County does not assure a completely bare road within a specified timeline.
 - During a continuous snow fall, the County will perform sanding operations at problem areas, including: curves, hills, intersections, and bridges.
3. Deicing
 - Using Salt, Treated Salt, and Sand mixed with Salt or Treated Salt, and Liquid deicers are all used to achieve substantially bare pavement.
4. Clean up.
 - Remove ice and slush off roadway after chemicals have been allowed to work.



Carver County

Division of Public Works

- Re apply chemicals to areas that need additional attention.
5. End of operations
- Operations will be halted when: (a) all lanes are substantially bare pavement (b) crews have completed their route after the termination of the snowfall, (c) conditions are too hazardous for safe operation.
6. Non-Storm days-
- Patrolling for drifting, frost issues, and snow removal from accumulated locations will be prioritized as the needs arise.
7. Snow Removal
- On occasion the county determines the need or cities and townships request snow be removed from Carver County Right of Way, the county will require the cities and townships to provide: (a) a dump site to deposit snow, (b) to remove snow from city sidewalks, trails and boulevards, (c) provide assistance in hauling when available.
8. Use of Technology
- Carver County will strive to use the latest technology to optimize snow and ice control. AVL (automated vehicle location) provides management the ability to track locations for closest vehicle response, route run times to maximize efficiency and material use.
 - MDSS (management decision support system) Carver County uses the MN DOT MDSS system to assist in the decision making process on best practices for snow and ice control. This system uses forecast, current road conditions and desired result to allow Highway Maintenance to be proactive instead of reactive to snow and ice.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Purchase of two Variable Message Board Trailers

Primary Originating Division/Dept: <input type="text" value="Public Works - Highway Maintenance"/>	Meeting Date: <input type="text" value="7/16/2013"/>
Contact: <input type="text" value="Mike Legg"/> Title: <input type="text" value="Highway Superintendent"/>	Item Type: <input type="text"/>
Amount of Time Requested: <input type="text"/> minutes	Consent: <input type="text"/>
Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text"/>	
Communities: <input type="text" value="Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

In order to enhance public awareness of projects, increase the safety of our employees and the public, Public Works purchased 2 variable message board units last year and plans to purchase 2 a year until we have a total of 6 units. These message boards can be programmed to get messages to the public regarding road work, events or any other issue that may interfere with travel on Carver County highways.

Public Works will be purchasing the same model that we currently have from SteetSmart Rental, this Item is offered through the State Cooperative Bidding program.

ACTION REQUESTED:

Approve the purchase of two variable message boards for \$36,754.32 from StreetSmart Rental.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING
If "Other", specify: <input type="text"/>	County Dollars = <input type="text" value="\$36,754.32"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$36,754.32"/>

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1984

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment No. 9 to Professional Services Agreement - CSAH 18 (Lyman Blvd.) with SRF Consulting Group, Inc.

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="7/16/2013"/>
Contact: <input type="text" value="Bill Weckman"/> Title: <input type="text" value="Assistant County Engineer"/>	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:

BACKGROUND/JUSTIFICATION:

SRF Consulting Group is under contract to provide design engineering services for the reconstruction of CSAH 18 (Lyman Blvd.). The agreement defines the tasks and services that will be completed and allows for completion of this work. As the project design progressed and Phase 3 of the project was supported by federal funding, there were additional design tasks that had to be added to the consultant work in order to complete this project.

Amendment No. 6 to this agreement supplemented the original agreement to include tasks and services necessary for completion of Phase 3 of this project to meet federal funding requirements.

Amendment No. 7 provided for additional design and traffic work to analyze potential future traffic impacts to roadways in the project and surrounding area. This information was needed to make detailed recommendations regarding number of lanes, turn lanes, traffic control, etc. for the final design of this project.

Amendment No. 8 provided for completion of a noise study and analysis to meet the requirements of a federally funded project.

This Amendment No. 9 provides for completion of additional culvert design, wetland mitigation work, soil borings, traffic signal design, fiber conduit design and final plan adjustments that were not included in the original agreement or previous amendments.

ACTION REQUESTED:

Approve amendment #9 to the professional services agreement # 13-234 for CSAH 18 (Lyman Blvd) construction with SRF Consulting Group, Inc. and authorize the Chair of the County Board and County Administrator to sign the amendment.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: none;">County Dollars =</td> <td style="border: none; text-align: right;">\$112,447.00</td> </tr> <tr> <td style="border: none;">City of Chanhassen</td> <td style="border: none; text-align: right;">\$112,447.00</td> </tr> <tr> <td style="border: none;">Total</td> <td style="border: none; text-align: right;">\$224,894.00</td> </tr> </table>	County Dollars =	\$112,447.00	City of Chanhassen	\$112,447.00	Total	\$224,894.00
County Dollars =	\$112,447.00						
City of Chanhassen	\$112,447.00						
Total	\$224,894.00						
FTE IMPACT: <input type="text" value="None"/>							

Related Financial/FTE Comments:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request to approve contract to refinish public bench seating in courtrooms

Primary Originating Division/Dept: <input type="text" value="Administrative Services - Facilities"/>	Meeting Date: <input type="text" value="7/16/2013"/>
Contact: <input type="text" value="Kevin Maas"/> Title: <input type="text" value="Facilities Manager"/>	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:

BACKGROUND/JUSTIFICATION:

The original woodwork finishes are now 20 years old in the three original courtrooms. The public seating benches have exceeded the finish warranties and the woodwork in each courtroom is faded, worn, scratched and difficult to clean.

This contract refinishes the public bench seating in Courts 1,2, & 3. It also refinishes the black ebony trim on all bench Court millwork. Touch up to wear spots and scratches are planned as well as the vestibules. Temporary seating is planned for one-week periods for the benches and work shall be done Thursday evenings through Sunday allowing for minimal Court disruption.

A small amount of overtime is expected from Facilities. The project was quoted higher by another company and local quotes were pursued and exhausted.

ACTION REQUESTED:

Move approval of Contract between Facilities and Dan Gelfand Woodcare.

FISCAL IMPACT: <input type="text" value="Other"/>	FUNDING
<i>If "Other", specify:</i> <input type="text" value="Deferreed Maintenance"/>	County Dollars = <input type="text" value="\$31,657.50"/>
FTE IMPACT: <input type="text" value="None"/>	<input type="text" value=""/>
	Total <input type="text" value="\$31,657.50"/>

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1973

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Miriam Braunhausen - High Amenity Wooded Lots (PH/E)

Primary Originating Division/Dept:

Meeting

Date:

Contact:

Title:

Item Type:

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

File #PZ20130013. The Planning Commission recommended approval of Miriam Braunhausen et al's request for a Conditional Use Permit (CUP) for three high amenity wooded lots on an approximate 64 acre parcel in Section 19 of San Francisco Township. The proposed lots would be served by existing roads and would be created through the Minor Subdivision process (i.e. without platting). The Environmental Services Department has reviewed the proposed primary and alternate SSTS locations. San Francisco Township has recommended approval.

ACTION REQUESTED:

Motion to adopt findings of fact and issue Order #PZ20130013 for the issuance of a Conditional Use Permit.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1978

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20130013

RESOLUTION #: 13-05

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

FILE #: PZ20130013

APPLICANT/OWNER: Miriam Braunhausen, et al.

SITE ADDRESS: XXXX 188th Street

PERMIT TYPE: Additional Density - High Amenity Wooded Lots

PURSUANT TO: County Code, Section(s) 152.078

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 08-019-0530

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of June 18, 2013; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Miriam Braunhausen, et al. (Dean Willson Farm) owns a 64.67 acre parcel located in Section 19 of San Francisco Township. Approximately 7.33 acres is separated to the north by 188th Street. The parcel has three (3) "1 per 40" eligibilities and is primarily agricultural production land with wooded lands on the northerly most portion of the property and on the east side (approximately 8 acres in size) as well as wooded lands with a small stream on the west side (approximately 21 acres).
2. The parcel was subdivided from the rest of the farmstead (approximately 113 acres on the north side of 188th Street) in 2008 with three (3), "1 per 40" eligibilities and additional density potential. The properties are located in the Agricultural Zoning District and the Carver County WMO-Bevens Creek watershed.
3. The applicant requested three (3) High Amenity Wooded Lots per Section 152.078 of the Carver County Code. According to the applicant, they have purchase agreements in place which would assign the three (3) "1 per 40" building eligibilities and the additional high amenity wooded lot eligibilities as follows:
 - TRACT 1 (23.347 ac.) – One (1) "1 per 40" eligibility and one (1) High Amenity Wooded Lot (TRACT 1 "W") in the southwest corner of the wooded area; and
 - TRACT 2 (34.00 ac.) – Two (2) "1 per 40" eligibilities and one (1) High Amenity Wooded Lot (TRACT 2 "W") in easterly woods; and
 - TRACT 3 "W" (7.33 ac.) – One (1) High Amenity Wooded Lot (TRACT 3 "W") on the north side of 188th Street.
4. The parcel from which the lots would be subdivided was a parcel of 40 acres or more as of July 1, 1974, and was under one ownership at that time. The proposed future building sites would comply with the "4 per 40" limitation. The subject property is not enrolled in the Ag Preserve program.

5. The applicant's request meets the intent of the 2030 Comprehensive Plan. San Francisco Township allows for additional density in their Chapter and the property has substantial high amenity (wooded) areas while providing for the continuation of agricultural activities.
6. The proposed wooded lots would be created thru the Minor Subdivision process, which limits the property owners to only one (1) Minor Subdivision (i.e. residential lot) per calendar year. Due to its location, the proposed 7.33 acre wooded lot would be created as a result of the subdivision of the proposed 24.347 acre parcel. The proposed lots have road frontage on 188th Street and Market Avenue. The Carver County Surveyor would review and approve the survey as part of the Minor Subdivision process. Based on the submittal, the applicant and purchasers are aware of the one (1) Minor Subdivision per calendar year restriction.
7. The Environmental Services Department has reviewed information submitted by Swedlund Septic reflecting a primary and alternate SSTS for each of the three proposed wooded lots. Additional information will be required as part of the Minor Subdivision process prior to the issuance of permits.
8. The applicant has acknowledged no additional high amenity or wooded lot eligibilities on this parcel will be permitted in the future. Section 152.078 states that the CUP provision may be exercised only once for each parcel that was of record as of July 1, 1974.
9. The San Francisco Town Board considered the request at their May 20, 2013 regular meeting and has recommended approval of the request.

THEREFORE, BE IT RESOLVED, THAT The Carver County Planning Commission hereby recommends the issuance of the permit for three (3) high amenity wooded lots, on the land described in Exhibit "A" of the permit application. The Planning Commission further recommends that the following conditions be attached to the permit:

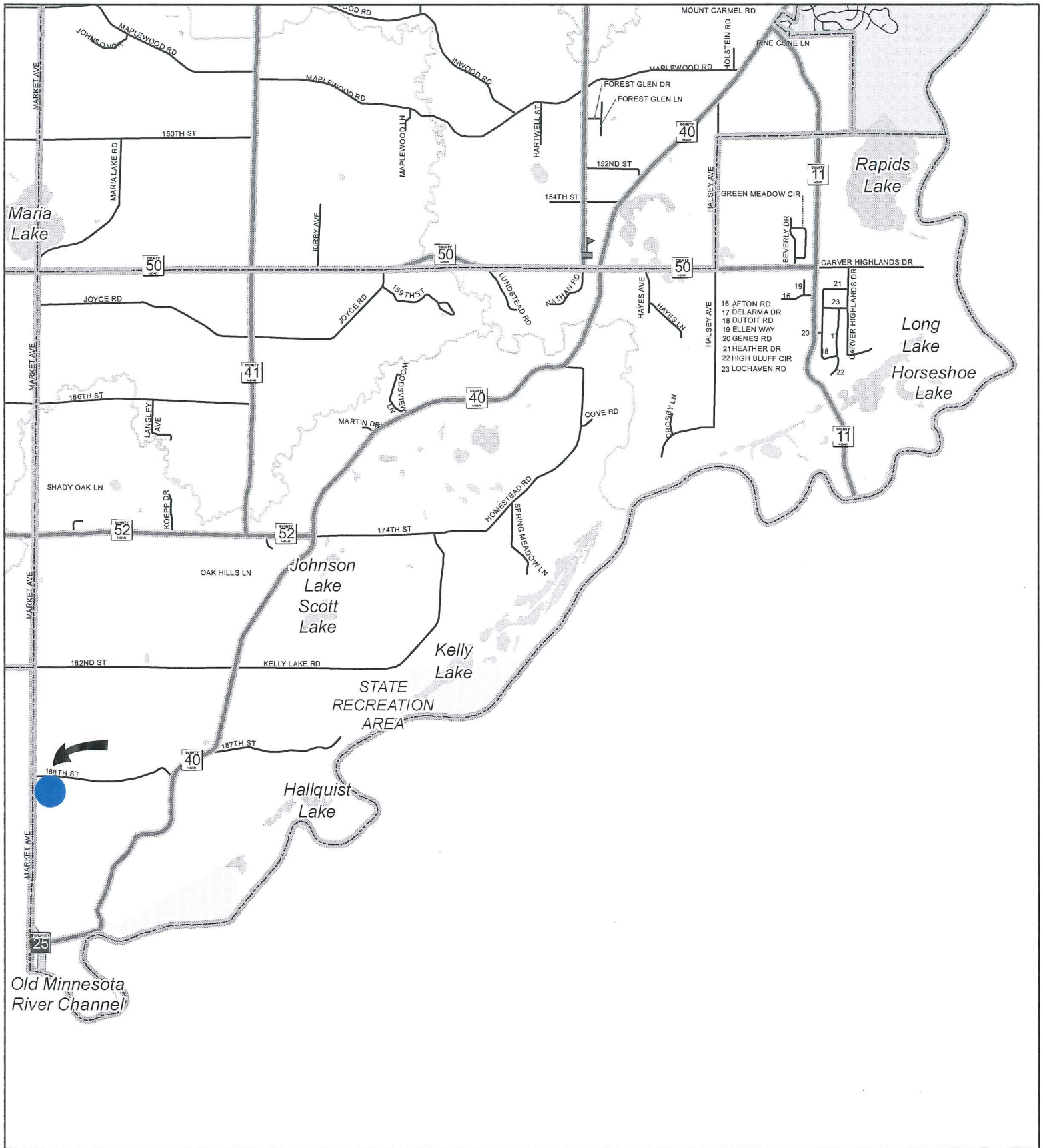
1. Three (3) high amenity wooded lots are permitted which each shall have only one (1) building eligibility and shall conform substantially to the approved site plan. These additional eligibilities shall be assigned as follows:
 - TRACT 1 (23.347 ac.) – One (1) "1 per 40" eligibility and one (1) High Amenity Wooded Lot (TRACT 1 "W") in the southwest corner of the wooded area; and
 - TRACT 2 (34.00 ac.) – Two (2) "1 per 40" eligibilities and one (1) High Amenity Wooded Lot (TRACT 2 "W") in easterly woods; and
 - TRACT 3 "W" (7.33 ac.) – One (1) High Amenity Wooded Lot (TRACT 3 "W") on the north side of 188th Street.
2. Only one (1) minor subdivision shall be permitted per calendar year for the high amenity wooded residential lots. Additional eligible lots shall not be granted as a conditional use. All lots must be subdivided in accordance with the Minor Subdivision requirements including, but not limited to: a survey, primary and alternate on-site sewer locations, final determination of the one (1) acre building site by Land Management and other requirements of the County Code, if applicable.
3. The lot location is rural and commercial agricultural, feedlots and other rural use activities will likely be occurring in the area. The lot owner is hereby provided notice that there may be odors, dirt, dust, insects, noises, long hours of operation and other factors associated with agricultural and feedlot activities. Complaints relating to these activities shall be considered unwarranted so long as the activities are being conducted in accordance with the existing standards.

4. As high amenity wooded residential lots, all conditional use permit activities and the keeping of animals, with the exception of dogs, cats and similar animals kept as household pets, are prohibited.

ADOPTED by the Carver County Planning Commission this 18th day of June, 2013.

John P. Fahey
Planning Commission Chair

SAN FRANCISCO TOWNSHIP



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



Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for approval to contract with WENCK ASSOCIATES INC

Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Planning & Water Mgm"/>	Meeting Date: <input type="text" value="7/16/2013"/>
Contact: <input type="text" value="Paul Moline"/> Title: <input type="text" value="Planning & Water Managemen..."/>	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:
 Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

Continuation of 2011-13 contract. With the implementation of the Carver County Water Management Organization (CCWMO) Water Plan, there are programs which require the need of engineering services. Wenck Assoc. is the primary firm which handles stormwater review. The Funded amount is an estimated maximum for 2013-15 based on available WMO project funds/existing grants and forecasted 2014-2015 funds. 2014-2015 funds will be based on County Board approved budgets, rollovers, water levy, and future grants. The contract is NOT a commitment by the County to allocate project funds to WENCK as this will be handled on a work order basis.

CONTRACT BENEFITS - Engineering services are essential for implementing pieces of the water management plan including stormwater review, project design, modeling work or review, and sub-contracting for construction. The WMO does not have an engineer on staff and use of outside consultants is the most efficient way to accomplish engineering tasks in 2013-2015.

ACTION REQUESTED:

Motion to contract with WENCK ASSOCIATES INC pending finalization of the contract review process.

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING <table style="width: 100%;"> <tr> <td>County Dollars =</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>CCWMO levy</td> <td style="text-align: right;">\$100,000.00</td> </tr> <tr> <td>State & Federal Grants</td> <td style="text-align: right;">\$200,000.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$300,000.00</td> </tr> </table>	County Dollars =	\$0.00	CCWMO levy	\$100,000.00	State & Federal Grants	\$200,000.00	Total	\$300,000.00
County Dollars =	\$0.00								
CCWMO levy	\$100,000.00								
State & Federal Grants	\$200,000.00								
Total	\$300,000.00								
FTE IMPACT: <input type="text" value="None"/>									

Related Financial/FTE Comments:

\$100,000 CCWMO; \$200,000 state/federal grants based on estimated max for 2013-15, 2014-15 funds will be based on Co Board approved budgets,WMO levy,future grants. Contract NOT a commitment to allocate all funds to WENCK.

Office use only:

RBA 2012- 1991

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for approval to contract with EMMONS & OLIVIER INC

Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Planning & Water Mgm"/>	Meeting Date: <input type="text" value="7/16/2013"/>
Contact: <input type="text" value="paul moline"/> Title: <input type="text" value="PWM manager"/>	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: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

Continuation of 2011-13 contract. With the implementation of the Carver County Water Management Organization (CCWMO) Water Plan, there are programs which require the need of engineering services. Emmons & Olivier Resources (EOR) provides project level engineering. The Funded amount is an estimated maximum for 2013-15 based on available WMO project funds/existing grants and forecasted 2014-2015 funds. 2014-2015 funds will be based on County Board approved budgets, rollovers, water levy, and future grants. The contract is NOT a commitment by the County to allocate project funds to EOR as this will be handled on a work order basis.

CONTRACT BENEFITS - Engineering services are essential for implementing pieces of the water management plan including stormwater review, project design, modeling work or review, and sub-contracting for construction. The WMO does not have an engineer on staff and use of outside consultants is the most efficient way to accomplish engineering tasks in 2013-2015.

ACTION REQUESTED:

Motion to contract with EMMONS AND OLIVIER INC pending finalization of the contract review process

FISCAL IMPACT: <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	FUNDING <table style="width: 100%;"> <tr> <td colspan="2">County Dollars =</td> </tr> <tr> <td style="width: 70%;">CCWMO</td> <td style="text-align: right;">\$50,000.00</td> </tr> <tr> <td>State & Federal Grants</td> <td style="text-align: right;">\$100,000.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$150,000.00</td> </tr> </table>	County Dollars =		CCWMO	\$50,000.00	State & Federal Grants	\$100,000.00	Total	\$150,000.00
County Dollars =									
CCWMO	\$50,000.00								
State & Federal Grants	\$100,000.00								
Total	\$150,000.00								
FTE IMPACT: <input type="text" value="None"/>									

Related Financial/FTE Comments:

\$50,000 CCWMO; \$100,000 state/federal grants based on estimated max for 2013-15, 2014-15 funds will be based on Co Board approved budgets,WMO levy,future grants. Contract NOT a commitment to allocate all funds to EOR.

Office use only:

RBA 2012- 1997

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for approval to contract with HYDROMETHODS LLC

Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Planning & Water M"/>	Meeting Date: <input type="text" value="7/16/2013"/>
Contact: <input type="text" value="Paul Moline"/> Title: <input type="text" value="Planning & Water Manageme..."/>	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="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

Continuation of 2011-13 contract. With the implementation of the Carver County Water Management Organization (CCWMO) Water Plan, there are programs which require the need of engineering services. Hydromethods provides project level engineering. The Funded amount is an estimated maximum for 2013-15 based on available WMO project funds/existing grants and forecasted 2014-2015 funds. 2014-2015 funds will be based on County Board approved budgets, rollovers, water levy, and future grants. The contract is NOT a commitment by the County to allocate project funds to Hydromethods as this will be handled on a work order basis. **CONTRACT BENEFITS** - Engineering services are essential for implementing pieces of the water management plan including stormwater review, project design, modeling work or review, and sub-contracting for construction. The WMO does not have an engineer on staff and use of outside consultants is the most efficient way to accomplish engineering tasks in 2013-2015.

ACTION REQUESTED:

Motion to contract with HYDROMETHODS LLC pending finalization of the contract review process.

FISCAL IMPACT:
 If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	\$0.00
CCWMO levy	\$50,000.00
State & Federal Funds	\$100,000.00
Total	\$150,000.00

Related Financial/FTE Comments:

\$50,000 CCWMO; \$100,000 state/federal grants based on estimated max for 2013-15, 2014-15 funds will be based on Co Board approved budgets,WMO levy,future grants. Contract NOT a commitment to allocate all funds to Hydromethods.

Office use only:

RBA 2012- 2003

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Final Plat Approval for Whispering Creek Ranch (PH/E)

Primary Originating Division/Dept: <input type="text" value="Public Health & Environment - Land Mgmt."/>	Meeting Date: <input type="text" value="7/16/2013"/>
Contact: <input type="text" value="Jason Mielke"/> Title: <input type="text" value="Senior Planner"/>	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:
 Growth: Manage the challenges and opportunities resulting from growth and development

BACKGROUND/JUSTIFICATION:

File #PZ20120033. Jerry Hartman is requesting final plat approval for Whispering Creek Ranch for his conservation incentive development located in Section 3 of San Francisco Township. The Preliminary Plat of Whispering Creek Ranch was approved October 16, 2012, allowing for seven (7) homes which consists of six (6) conservation incentive lots (Lots 1-4, Block 2 and Lots 1 & 2, Block 3) and one (1) 1 per 40 lot (Lot 1, Block 1). The plat would also include two (2) Outlots (A & B). The entire Outlot B would have a conservation easement recorded on the plat. Two (2) new township roads (Red Roan Drive & Palomino Point) are required and would be privately maintained by the homeowners association. The County Surveyor has approved the plat. The County Attorney's Office has approved the conservation easement, covenants and title information for platting purposes. Mr. Hartman has submitted an acceptable letter confirming that his financing has been secured with a local bank pursuant to the development contract for grading, road construction and County Water Rules. The two (2) sureties, which will be in the form of Letters of Credit, will be submitted to Carver County Land Management prior to (or simultaneously to) the recording, as a condition of the final plat. The conditions of the preliminary plat have been satisfied and San Francisco Township has signed the official mylar. The final plat map and County Board resolution are attached for the Board's consideration.

ACTION REQUESTED:

A motion adopting a resolution approving the Final Plat of Whispering Creek Ranch and authorizing the Chair's signature, and also authorizing the Public Health & Environment Director's signature on the Conservation Easement Agreement.

FISCAL IMPACT: <input type="text" value="None"/> If "Other", specify: <input type="text"/>	FUNDING County Dollars = <input type="text"/> <input type="text"/>
FTE IMPACT: <input type="text" value="None"/>	Total <input type="text" value="\$0.00"/>

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1986

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

Date: July 16, 2013
Motion by Commissioner

Resolution #
Seconded by Commissioner

**A RESOLUTION APPROVING THE FINAL PLAT OF
WHISPERING CREEK RANCH**

WHEREAS, the preliminary plat has been submitted and approved by the County Board of Commissioners by Resolution No. 46-12, adopted October 16, 2012:

WHEREAS, the final plat of WHISPERING CREEK RANCH has been prepared and submitted for consideration; and

WHEREAS, the Carver County Planning Commission in Resolution No. 12-10 waived any additional review of the final plat if no significant changes were made from the preliminary plat it approved; and

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

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

1. The final plat of WHISPERING CREEK RANCH meets all the requirements of the County Board Preliminary Plat Resolution No. 46-12.
2. The road and stormwater controls will be constructed as required by the development contract. The applicant has submitted an acceptable letter confirming his financing has been secured and that two (2) sureties, which will be in the form of Letters of Credit, will be submitted to Carver County Land Management prior (or simultaneously) to the recording of the final plat. The final plat shall not be allowed to be recorded without the Carver County Land Management Department receiving the Letters of Credit.
3. The County Attorney has reviewed the information pertaining to the Certificate of Title and determined that Gerald M. Hartman and Anne M. Hartman are the fee owners of the subject property to be platted.
4. The Assistant County Attorney has reviewed the conservation easement and restrictive covenants, which contain all items required by the preliminary plat approval.
5. The final plat conforms to the requirements of Chapter 151 of the Carver County Code (Subdivisions), Chapter 152 of the Carver County Code (Zoning), and Conditional Use Permit #PZ20120019.
6. The San Francisco Town Board Chair has signed the final plat.

THEREFORE, BE IT RESOLVED, THAT The Carver County Board of Commissioners hereby approves the final plat of WHISPERING CREEK RANCH, with the following condition:

1. The sureties shall be submitted prior to (or simultaneously) with the final recording of the official mylar.

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

=====

YES	NO	ABSENT
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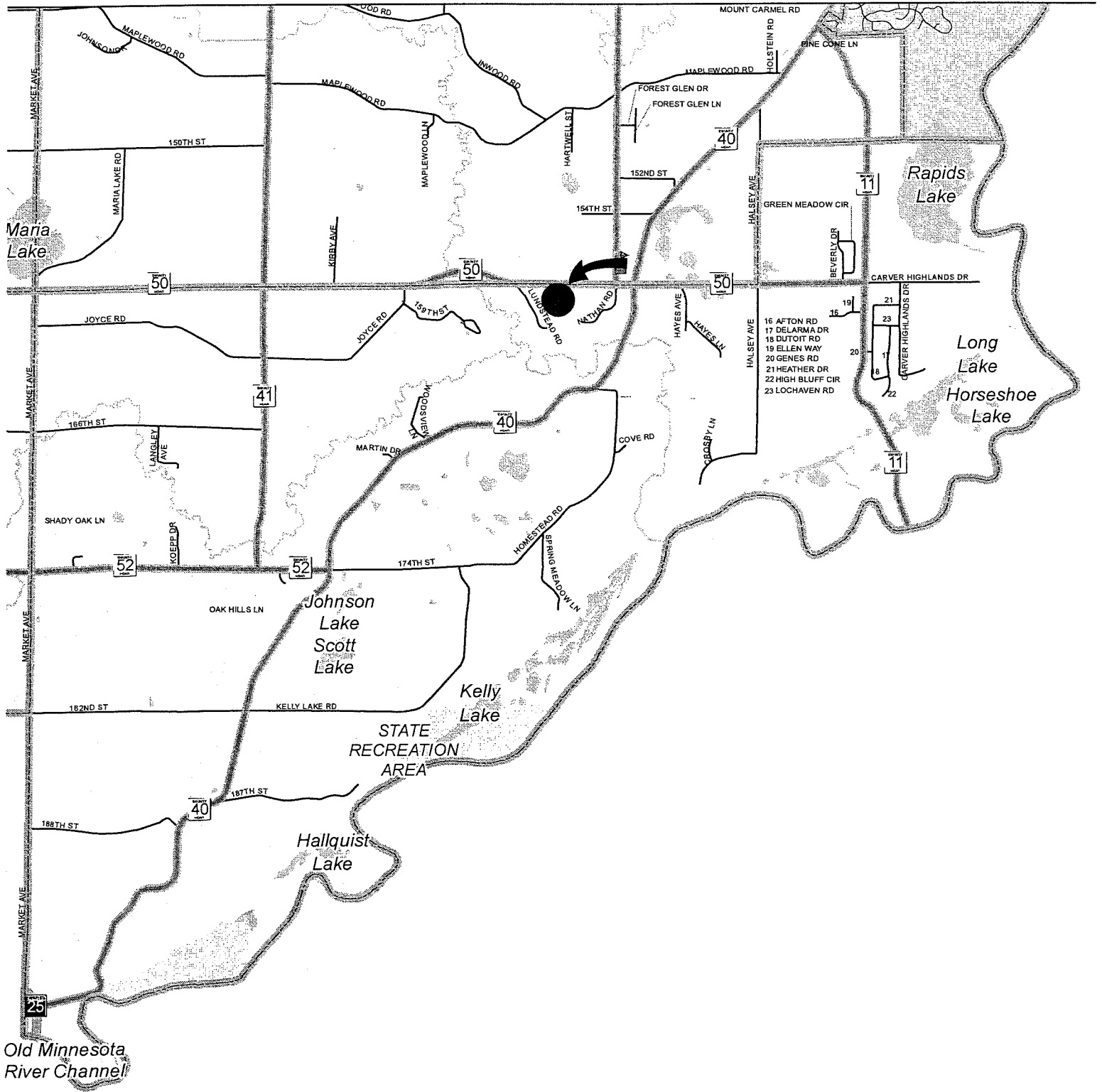
STATE OF MINNESOTA
COUNTY OF CARVER

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 16st day of July, 2013, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

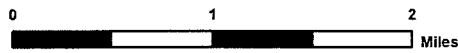
Dated this _____ day of _____, 2013.

David Hemze, County Administrator

SAN FRANCISCO TOWNSHIP



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

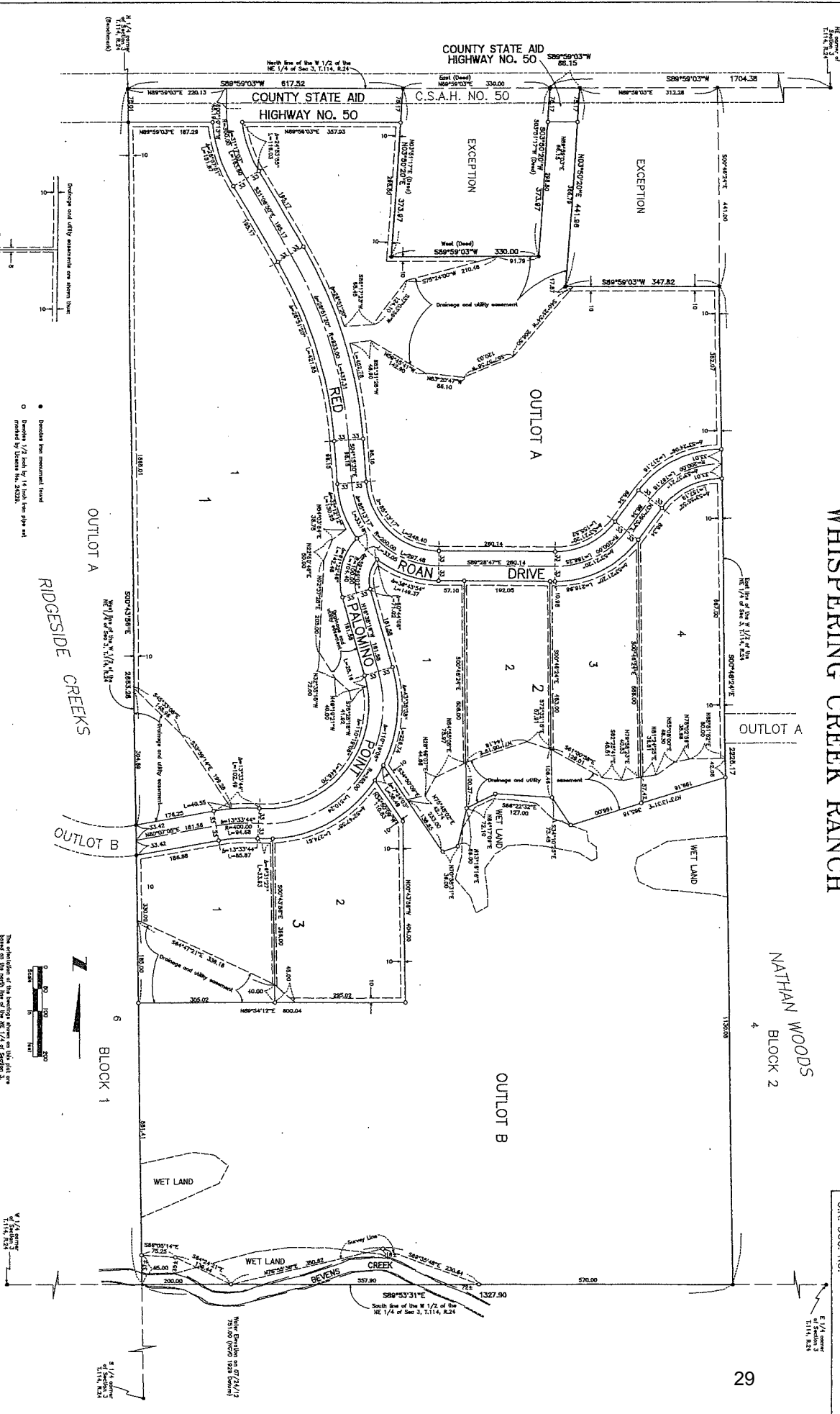


WHISPERING CREEK RANCH

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

5/1/2009
1:114, 824

NATHAN WOODS
BLOCK 2



Drainage and utility easements are shown. Note: Being 5 feet in width and adjoining lot lines and any lines within otherwise indicated on the plat.

● denotes the measurement level
○ denotes 1/2 inch by 1/4 inch iron pipe set marked by U.S. No. 2025.

BENCHMARK
Top of rock, 5 feet measured at the north quarter corner of Section 3, T.114, R.24, S.18, Beaver County, Pennsylvania. Elevation = 818.28 (2000 USL datum)

The orientation of this plat is shown on the plat on which this plat is based on the north line of the NE 1/4 of Section 3, T.114, R.24, S.18, which is assumed to have a bearing of N89°53'31\".

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Minnesota Inter-County Association 2013 Legislative Update

Primary Originating Division/Dept: Administration (County)

Meeting

Date: 7/16/2013

Contact: Dave Hemze Title: County Administrator

Item Type:

Regular Session

Amount of Time Requested: 20 minutes

Presenter: Keith Carlson Title: MICA Executive Director

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Keith Carlson, MICA Executive Director, along with Nancy Sileksy, Steve Novak and John Tuma, will be covering the 2013 legislative session and briefly look ahead at next year.

ACTION REQUESTED:

Information only.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Related Financial/FTE Comments:

Office use only:

RBA 2012- 1906

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approve project budget for security enhancements for the Justice Center

Primary Originating Division/Dept: <input type="text" value="Administrative Services"/>	Meeting Date: <input type="text" value="7/16/2013"/>
Contact: <input type="text" value="Steve Taylor"/> Title: <input type="text"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="20"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text" value="Steve Taylor"/> Title: <input type="text"/>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Carver County has been discussing the need for greater security at the Justice Center for some time and this board action, which requests approval of a project budget, will allow staff to move forward with a point-of-entry weapons screening system to fulfill this need. A copy of the floorplan is attached to this board action for reference purposes. Also included in this request is the installation of security cameras which will allow Sheriff personnel the ability to monitor at the weapons screening location the main parking lot, back pathway and employee parking lots of the Government Center.

Program Plan:

The location of the screening equipment is in the main entry point of the Justice Center lobby positioned between the Sheriff's Office and courts entrance. Upon entering the courts area, a walk-through metal detector and baggage x-ray machine will be installed to screen visitors. To accommodate this equipment and to allow adequate visitor circulation through this area, it is necessary to expand the lobby requiring the wall to the south to be pushed out. This also allows a small office for the Bailiffs and/or other Sheriff staff to complete paperwork. Other items to note are the following:

- The space offers excellent sight lines for security staff as the proposed interior walls will be glass partitions
- In the event there is a surge of visitors entering the courts area (data shows the busiest times are from 8:30-10:30 am on Monday and Tuesdays), the area can accommodate approximately 18 people
- Should an individual require a more thorough screening there is a secondary wandering area
- The proposal allows staff to bypass the screening system through the use of their county access badge
- Camera monitoring of all courthouse hallways and public and employee parking lots will be performed in this area

Capital Costs:

Construction Costs including 10% contingency	\$347,000
Signage	\$1,000
Steel & concrete testing	\$4,000
Security Equipment	\$70,000
Architectural & CM Fees	\$33,300
Additional 14 cameras in parking areas	<u>\$30,000</u>
Total	\$485,300

Operating Cost:

Historically, Bailiffs have been stationed in each courtroom but with the added security in place, County and 1st Judicial District staff (including Judges) have agreed that Bailiffs will now only staff courtroom trials/hearings if there is a particular need for their presence. Even though this will allow for greater flexibility to staff the weapons screening area, there is still a need for one additional sworn officer FTE to accommodate adequate back-up for the point-of-entry screening staff and for inmate transports. The additional FTE including benefits will cost about \$75,000 and has been budgeted. On an ongoing basis, two deputies will typically man the screening area which equates to approximately \$150,000.

Schedule:

Construction drawings and bidding would be completed by early September with construction taking place over a three month period ending in mid-December 2013. Plans call for testing of the new system over a two week period with start-up in early January 2014. Upon completion of the construction drawings, staff has instructed the architect to send bid documents to local Carver County firms.

Funding Sources:

- 2013 Security funding \$100,000
- 2009 building project \$157,163
- Capital security rollover \$ 50,000
- 2013 CPA \$178,137
- \$485,300

The Board will be asked to approve future contracts associated with this project that are over \$25,000.00.

ACTION REQUESTED:

Motion to:

- Approve project budget of \$485,300.00
- Approve contract with CMA Architects for \$33,300 to provide design, bidding and construction management services pending finalization of the contract review process.

FISCAL IMPACT: Budget amendment request form
If "Other", specify:

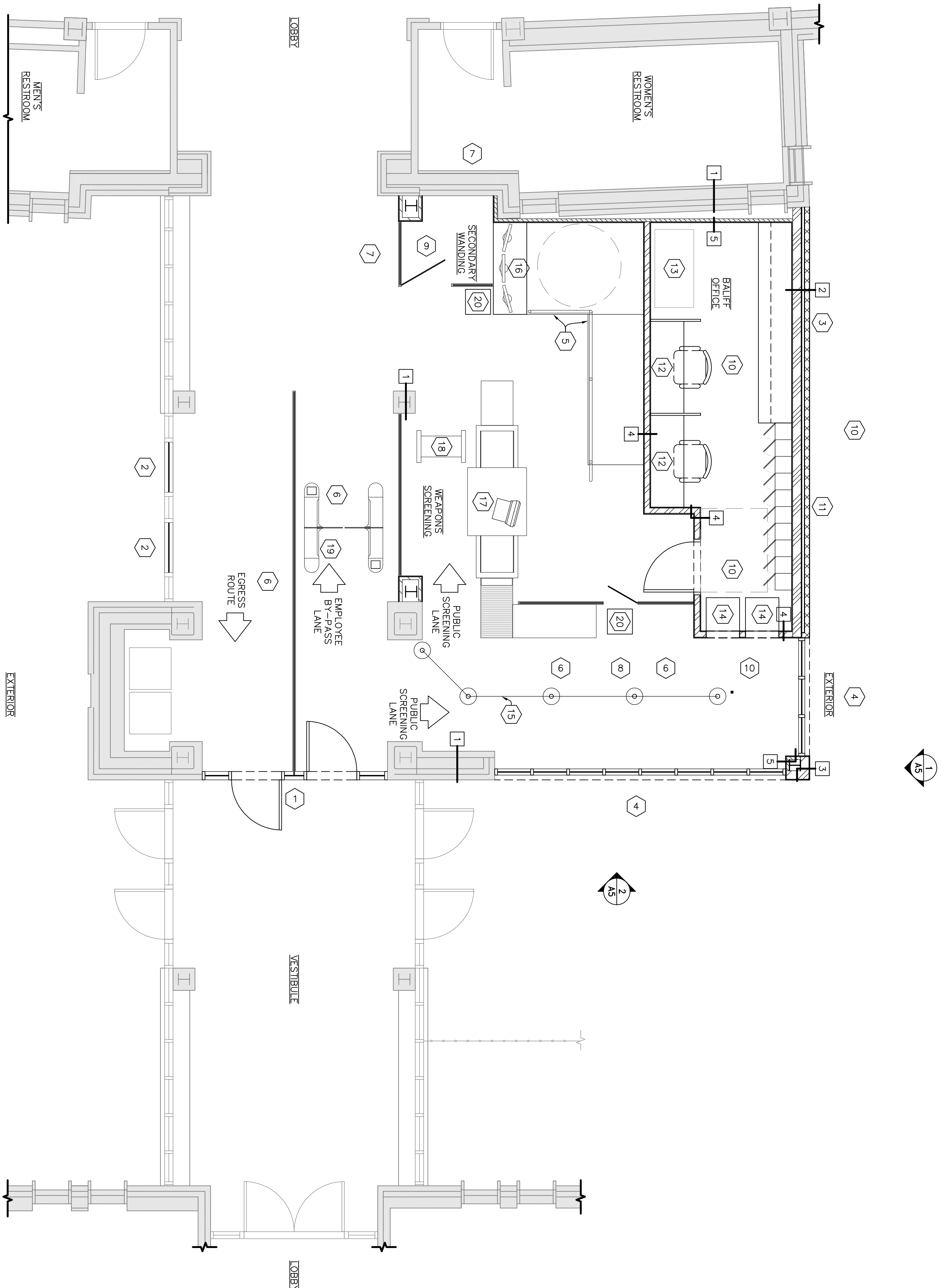
FUNDING	
County Dollars =	\$307,163.00
State CPA	\$178,137.00
Total	\$485,300.00

FTE IMPACT: Increase budgeted staff

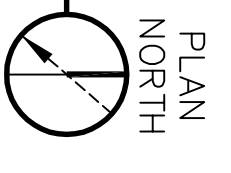
Related Financial/FTE Comments:

Office use only:

RBA 2012- 1995



1 FLOOR PLAN
SCALE: 1/4" = 1'-0"



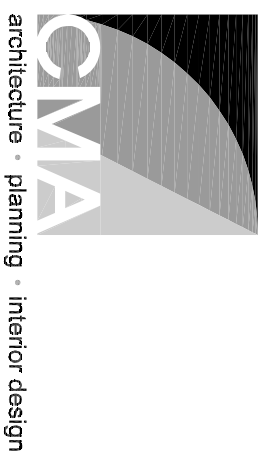
PARTITION SCHEDULE

SYMBOL	PLAN	DESCRIPTION	REMARKS
1		6" EXG DEMISING/PARTITION TO REMAIN. REPAIR GYP BD AS REQ. PREPARE FOR NEW FINISHES AS REQ.	
2		6" METAL STUDS WITH BATT INSULATION, 5/8" TYPE "X" GYP BD ON INTERIOR SIDE ONLY, 1/2" EXTERIOR GRADE SHEATHING, 2" AIR SPACE, AND 3 5/8" BRICK TO MATCH EXG ON EXTERIOR SIDE ONLY.	
3		6" METAL STUDS WITH BATT INSULATION, 1/2" EXTERIOR GRADE SHEATHING WRAPPED W/ BREAK METAL TO MATCH STOREFRONT MULLIONS ON EXTERIOR SIDE ONLY.	
4		3 5/8" METAL STUDS WITH 5/8" TYPE "X" GYP BD ON BOTH SIDES TO 8'-6".	
5		2" METAL STUDS WITH 5/8" TYPE "X" GYP BD ON ONE SIDE ONLY TO DECK ABOVE.	

NOTES:
 1. CONTROL JOINTS @ 30'-0" OC OR AS REQ AT GYP BD ASSEMBLES.
 2. ALL GYP BD TO BE TAPED, SPACKLED, THREE (3) COATS, AND PRIMED FOR FINISH.
 3. ALL METAL PARTITION TO REMAIN TO BE REPAIRED TO ORIGINAL CONDITIONS.
 4. SHADED AREAS REPRESENT EXG TO REMAIN CONDITIONS.

KEYED NOTES

- 1 NEW INSULATED ENTRY/GLAZING SYSTEM.
- 2 INFILL GLAZING SYSTEM WITH EXACT MATCHING SYSTEM AS REQ.
- 3 FURNISH AND INSTALL UPPER AND LOWER CABINETRY.
- 4 NEW 11'-0" H INSULATED GLAZING SYSTEM TO MATCH ADJ EXG GLAZING SYSTEM.
- 5 PROVIDE 9" H ELEVATED MONITORING STATION PLATFORM W/ ADA COMPLIANT RAMP AND ALUMINUM RAILING SYSTEM.
- 6 48" H TEMPERED GLASS PARTITION WALL.
- 7 48" H TEMPERED FROSTED GLASS PARTITION WALL.
- 8 48" H TEMPERED GLASS DOOR.
- 9 48" H TEMPERED FROSTED GLASS DOOR.
- 10 NEW PARTITION WALL W/ GLAZING ABOVE FROM 8'-6" AFF TO 11'-0" AFF.
- 11 FURNISH AND INSTALL BALUFF LOCKERS.
- 12 FURNISH AND INSTALL BALUFF WORKSTATION.
- 13 EXG COPY MACHINE.
- 14 PROVIDE THRU WALL DROP BINS FOR TRASH AND WEAPONS.
- 15 TAPE BARRIERS FOR CROWD CONTROL.
- 16 PROVIDE MONITORING STATION.
- 17 X-RAY TABLE WITH INFEED/OUTFEED TABLES.
- 18 METAL DETECTOR.
- 19 OPTICAL LANE WITH CARD READER.
- 20 XRAY TRAYS.



C.M. ARCHITECTURE, P.A.
 800 WASHINGTON AVE. N., SUITE 208
 MINNEAPOLIS, MN 55401
 PHONE: (612) 547-1300
 FAX: (612) 547-1300
 E-MAIL: info@cmarch.com
 CONTACT: TRACY BORCHARDT
 tborchardt@cmarch.com

CONSULTANTS:

SEAL:

I HEREBY CERTIFY THAT THIS WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT UNDER THE LAWS OF THE STATE OF MINNESOTA.
 PATRICK G. BLEES, ARCHITECT

SIGNATURE: _____
 DATE ISSUED: 4-9-2013
 REG. NO.: 18079



CARVER COUNTY
 JUSTICE CENTER
 604 EAST
 FOURTH STREET
 CHASKA, MN
 55318

WEAPONS SCREENING
 AREA

SHEET TITLE:
 FLOOR PLAN,
 PARTITION LEGEND
 AND NOTES

ISSUANCE:
 NO. DATE: NAME:

PROJECT NO.: 13142.001
 DRAWN BY: CLB

A1

Budget Amendment Request Form



Agenda Item:

Approve project budget for security enhancements for the Justice Center

Department:
t:

Meeting Date: 7/16/2013

Requested By:

Steve Taylor

Fund:

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

Description of Accounts	Acct #	Amount
Transfers out	30-977.6932	\$157,163.00
Building construction	30-976.6630	\$157,163.00
TOTAL		\$314,326.00

Description of Accounts	Acct #	Amount
Transfers in	30-976.5880	\$157,163.00
Building Improvements	90-977.6640	\$157,163.00
TOTAL		\$314,326.00

Reason for Request:

To fund security improvements.

(note: the remaining funding sources for security improvements are already accounted for in 30-976)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution Defining 2014 Pay-for-Performance

Primary Originating Division/Dept: Employee Relations

Meeting Date: 7/16/2013

Contact: Kerie Anderka Title: Employee Relations Director

Item Type:
Regular Session

Amount of Time Requested: 15 minutes

Presenter: Kerie Anderka Title: Employee Relations Director

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Historically many public sector entities have provided salary increases based on employee tenure and/or general adjustments, often referred to as cost of living adjustments. More recently a number of organizations have begun to migrate to a pay-for-performance system, or a compensation structure that provides employees with differential salary increases based on their specific contributions to organizational success. Objectives of a pay-for-performance system include attracting and retaining top talent and rewarding excellence.

The attached resolution includes the following:

For bargaining units participating in pay-for-performance in 2014, increase the 2013 salary ranges by two point two five percent (2.25%) at the range minimums, mid-points and maximums, effective January 1, 2014. This does not have an immediate impact on individual employees' salaries. The two point two five percent (2.25%) salary range increase shall not apply to attraction and retention salary ranges or to salary range exceptions as defined in collective bargaining agreements.

For non-bargaining employees, increase the pay-for-performance 2013 salary ranges by two point two five percent (2.25%) at the range minimums, mid-points and maximums, effective January 1, 2014. This does not have an immediate impact on individual employees' salaries. Definition is provided on which salaries would receive base adjustments and which would receive lump sum payments, as well as the effective date for the increase (pay period beginning March 10, 2014), and the percentage amount of the performance-based increases determined by each employee's overall rating on their performance evaluation: zero percent (0%) for needs improvement, two percent (2.0%) for meets expectations, three percent (3.0%) for exceeds expectations, and four point two five percent (4.25%) for outstanding.

The resolution also states the Board's authority to make additional adjustments to compensation through future action.

The action requested is adoption of the Resolution defining 2014 employee pay-for-performance ranges for participating bargaining units and specifying the 2014 pay-for-performance system for non-bargaining employees.

ACTION REQUESTED:

Motion to adopt the Resolution defining 2014 pay-for-performance.

FISCAL IMPACT: Other

If "Other", specify: See comments below

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Related Financial/FTE Comments:

The 2014 budget is currently under development and will be recommended including funding for pay-for-performance increases.

Office use only:

RBA 2012- 1994

2014 Pay-For-Performance Range Adjustment Recommendation

1. Background

Historically many public sector entities have provided salary increases based on employee tenure and/or general adjustments, often referred to as cost of living adjustments (or COLA's). In recent years organizations have begun to migrate to a pay-for-performance system, or a compensation structure that provides employees with differential salary increases based on their specific contributions to organizational success. Objectives of a pay-for-performance system include attracting and retaining top talent and rewarding excellence.

2. Carver County Compensation System History

Prior to 2013, Carver County provided salary increases in the traditional manner. The top of the range adjustments for the past four years are listed in the below table.

Table #1 Carver County Traditional Comp Model Range Adjustment	
Year	Increase
2010	0%
2011	1%
2012	0.5%
2013	1.25%

In 2013, Carver County had a number of groups move to pay-for-performance including Non-bargaining, Supervisor and Managers Association (SMACC), and the Assistant County Attorneys. Over the past month Public Works and Teamsters -Detention Sergeants have reached tentative agreements that will incorporate pay-for-performance in 2013 if these agreements are ratified.

Personnel policy and collective bargaining agreements state that the County Board will establish the salary ranges for those participating in the pay-for-performance compensation system. A 2% range adjustment was provided under the pay-for-performance model in 2013.

In 2014, the following employee groups will be added to the pay-for-performance compensation model: AFSCME-General, AFSCME-Social Services, Teamsters Non-Licensed Management. The majority of Carver County's employee population will be on pay-for-performance in 2014. In addition, Carver County will soon open year 2014 contract negotiations with the four remaining union groups not on the pay-for-performance system. A tentative agreement was reached with AFSCME Public Works on June 14, 2013. If the tentative agreement is ratified this employee group will also move to pay-for-performance. The negotiated pay-for-performance matrix for 2014 is:

Table #2 Carver County 2014 Pay-for-Performance Matrix	
Rating	Increase
Needs Improvement	0%
Meets Expectations	2%
Exceeds Expectations	3%
Outstanding	4.25%

**2014 Pay-For-Performance
Range Adjustment Recommendation
Page 2**

3. Data Summary

Prior to making a recommendation for a range adjustment for 2014, Employee Relations obtained 2012 through 2014 wage information from the groups listed below. This is the same grouping which comprised a comprehensive compensation review of Carver County wages in 2008. The detailed report is attached to this document.

- a) Minnesota suburban cities with a population over 25,000
- b) Anoka, Dakota, Scott, and Washington counties
- c) Private sector

The data reveals that cities generally provide a general adjustment to adjust actual wages and increase the minimum and maximum of the wage range. In addition, a majority of the cities have tenure-based step increases within their salary ranges. The data reveals that the cities generally reported having a pattern of a 1-2% general adjustment for 2012 and 2013 with a few outliers reporting higher general adjustments in 2013. The only 2014 data available is the City of Bloomington with a 2% general adjustment for their Police and AFCSME unit members, the City of Cottage Grove with a 2% general adjustment, the city of Eagan with a 1% in January and 1% in July general adjustment, the City of Inver Grove Heights with a 2% general adjustment for their police officers, and the City of Maple Grove with 2.25% general adjustment for their non-union employees.

Metro counties' compensation structures are split with Dakota, Scott, and Anoka on a pay-for-performance system and Washington on a model where they negotiate the within range movement. The data for counties reveals a 2012 general adjustment pattern that is slightly lower than the cities with a 2013 that pattern is generally slightly higher.

According to the most recent information from the Bureau of Labor Statistics Employment Cost Index (ECI), private sector wages increased 1.7% from March of 2012 to March of 2013. No comparable private sector wage data is available for year 2014.

Private sector salary reports, utilizing methodology differing from that of ECI, have shown average 2013 base pay increases ranging from 2.6% to 3%. Salary trends demonstrate an overall steady increase from 2010 through 2013.

4. Recommendation

To stay competitive and attract and retain top talent a 2.25% year 2014 range adjustment is recommended for the employee groups participating in the pay-for-performance compensation.

While 2014 data is limited, information collected indicates that employers are providing general adjustments that are increasing relative to current and past years. Recognizing this and responding accordingly, a 2.25% pay range adjustment keeps Carver County competitive in the market in our continued effort to attract and retain top talent.

Carver County Compensation Structure and
Range Adjustment Comparison

City Jurisdictions	Program Type	2012 General Adjustment NON UNION	2012 General Adjustment UNION	2013 General Adjustment NON UNION	2013 General Adjustment UNION	2014 General Adjustment NON UNION	2014 General Adjustment UNION
Andover	General Adjustment + Step in first year of employment	0.00%	0.00%	1.50%	1.50%	Unknown	Unknown
Blaine	General Adjustment + Step	1.00%	1.00%	2.00%	2.00%	Unknown	Unknown
Bloomington	General Adjustment + Step to max for union groups; Merit for non-union	1.00%	1.5% for Police, 1% for AFSCME	2.50%	2.50%	Unknown	2% for Police and AFSCME
Burnsville	General Adjustment + Step increases to maximum of scale	1.00%	1.00%	1.5% in Jan and .5% in March	1.5% in Jan and .5% in March	Unknown	Unknown
Coon Rapids	General Adjustment + Step increases to maximum of scale	1% in Jan and 1% July	1% in Jan and 1% July	1.25% in Jan and 1.25% in July (2.5%)	1.25% in Jan and 1.25% in July (2.5%)	Unknown	Unknown
Cottage Grove	General Adjustment + Step increases to maximum of scale	3.80%	3.80%	2.00%	2.00%	2.00%	2.00%
Eagan	General Adjustment + Step increases to maximum of scale	2.00%	1% in Jan and 1% July	1% in Jan and 1% July	1% in Jan and 1% July	1% in Jan and 1% July	1% in Jan and 1% July
Eden Prairie	General Adjustment + Steps for union; General Adjustment and Merit for non-bargaining	2.00%	2.00%	2.00%	2.00%	Unknown	Unknown
Edina	General Adjustment + Steps to maximum of scale	2.00%	2.00%	2.00%	2.00%	Unknown	Unknown
Fridley	General Adjustment + Step increases to maximum of scale	1.00%	2.00%	2.00%	2.00%	Unknown	Unknown
Inver Grove Heights	General Adjustment + Step increases to maximum of scale	1.00%	1.00%	1.00%	2% for police (only settled contract)	Unknown	2% for police (only settled contract)
Lakeville	General Adjustment- no merit and no step	1.0% and .75% for December	1.0% and .75% for December	1% in Jan and .5% December	1% in Jan and .5% December	Unknown	Unknown
Maple Grove	General Adjustment + Step increases to maximum of scale	1.00%	1.00%	1% in Jan and 1% July	1% in Jan and 1% July	2.25%	Unknown
Maplewood	General Adjustment + Step increases	1.00%	1.00%	1% in Jan and 1% July	1% in Jan and 1% July	Unknown	Unknown
Plymouth	General Adjustment + Step increases to maximum if meeting expectations	2.00%	1.00%	2.00%	2.00%	Unknown	Unknown
Richfield	General Adjustment + Steps	1% in Jan and 1% July	1% in Jan and 1% July	2.00%	2.00%	Unknown	Unknown
Shakopee	General Adjustment + Step increases to maximum of scale	2.00%	2.00%	2.00%	2.00%	Unknown	Unknown

Carver County Compensation Structure and
Range Adjustment Comparison

Shoreview	General Adjustment + Steps to Max if meeting performance standards; After reaching max someone may be eligible for merit increases if supervisor requests and it is approved	1.00%	NA	2.00%	NA	Unknown	Unknown
County Jurisdictions	Program Type	2012 NON UNION	2012 UNION	2013 NON UNION	2013 UNION	2014 NON UNION	2014 UNION
Anoka	Merit-Majority of employee population is non-union	0.00%	1.5% range adjustment for deputies	0%-range adjustment; Increases of 0-2% based on performance	3% range adjustment for one union group (Lieutenants); Increases of 0-2% based on performance	Unknown	Unknown
Carver County	Merit (Pay-for-Performance) and negotiated range movement	1.0% within range movement and .5% for those at top of range in July	1.0% within range movement and .5% for those at top of range in July	2% range adjustment; Increase of 0%-3.5% based on performance	1.75% within range movement or 1.25% at maximum in May		
Dakota	Merit	0% range adjustment; with a 1.5% for all employees and a \$400 lump sum	0% range adjustment; with a 1.5% for all employees and a \$400 lump sum	2% range adjustment; with a 2.5% or 3.0% increase based on performance and 1% lump sum	2%-range adjustment; with a 2.5% or 3.0% increase based on performance and a 1% lump sum.	Unknown	Unknown
Scott	Merit	0% range adjustment; Lump sum of 0-1% based on performance.	0% range adjustment; Lump sum of 0-1% based on performance	0% range adjustment; Increase of 0-4% based on performance	0% range adjustment; Increase of 0-4% based on performance	Unknown	Unknown
Washington	Within range movement	0% range adjustment; 1.5% increase	0% range adjustment; 1.5% increase	0% range adjustment; 1.5% within range movement if at max 2% lump sum	0% range adjustment ; 1.5% within range movement if at max 2% lump sum	Unknown	Unknown

*Cites that we were unable to obtain data from include: Apple Valley, Brooklyn Center, Brooklyn Park, Minnetonka, St. Cloud, St. Louis Park, Woodbury, Roseville, and Oakdale.

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

Resolution Defining 2014 Employee Pay-for-Performance

DATE _____ RESOLUTION NO. _____
MOTION BY COMMISSIONER _____ SECONDED BY COMMISSIONER _____

WHEREAS, the Carver County Board of Commissioners has authority to establish and revise compensation systems for non-bargaining and certain represented employees; and

WHEREAS, the Carver County Board of Commissioners has established a pay-for-performance system for non-bargaining and certain represented employees; and

WHEREAS, the pay-for-performance system includes the salary ranges for the affected employees' classifications, the methods, amounts and timing of salary increases based on employee performance evaluation ratings; and

WHEREAS, certain collective bargaining agreements provide authority to the Carver County Board of Commissioners to establish the pay-for-performance salary ranges for job classifications of represented employees participating in pay-for-performance;

THEREFORE, BE IT RESOLVED, the current 2013 salary ranges for represented employees who have negotiated pay-for-performance effective in 2014 shall be increased by two point two five percent (2.25%) at the range minimums, mid-points and maximums, effective January 1, 2014. The two point two five percent (2.25%) salary range increase shall not apply to attraction and retention salary ranges or to salary range exceptions as defined in collective bargaining agreements; and

BE IT FURTHER RESOLVED, Carver County shall set forth a pay-for-performance system effective in 2014 for non-bargaining employees, indicating the salary range adjustments, salary payment methods, percentage salary increases based on employee performance evaluation overall ratings, and timing of salary increases:

- A. The current 2013 salary ranges for non-bargaining employees' classifications shall be increased by two point two five percent (2.25%) at the range minimums, mid-points and maximums, effective January 1, 2014.
- B. In 2014, the percentages used to compute pay-for-performance salary increases based on the overall rating on each employee's performance evaluation shall be: zero percent (0%) for needs improvement, two percent (2.0%) for meets expectations, three percent (3.0%) for exceeds expectations, and four point two five percent (4.25%) for outstanding.
- C. Pay-for-performance salary increases shall be base pay adjustments for employees whose salaries are within the current range, not to exceed the new range maximum, and computed on: the midpoint of the salary range for salaries at or below the midpoint of the new range, or the employee's actual salary for salaries above the midpoint of the new range, but not exceeding the new range maximum.
- D. Pay-for-performance salary increases shall be lump sums for any amount of the increase that exceeds the new range maximum, as long as the employee's current base salary is at or below the new range maximum.
- E. Pay-for-performance salary increases shall be lump sums based on the new range maximum for any employee whose current salary is above the new range maximum.

- F. Effective with the first full pay period following successful completion of a new hire probationary period or a trial period resulting from a promotion, non-bargaining employees shall receive a performance increase that correlates to the overall rating on the probationary or trial period evaluation.
- G. The pay-for-performance salary adjustments shall be effective for the pay period beginning on March 10, 2014, based on the overall performance evaluation rating for 2013 work, with the evaluation completed and signed by all parties, no later than February 15, 2014; and

BE IT FINALLY RESOLVED, that the County reserves the right to make additional adjustments to compensation or benefits by amendment to the Carver County Personnel Policies or future Board Actions.

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 16th day of July, 2013, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this _____ day of July, 2013

_____ County Administrator