



Carver County Board of Commissioners  
 November 26, 2013  
 Regular Session  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

PAGE

9:00 a.m.	1.	<ul style="list-style-type: none"> <li>a) <b>CONVENE</b></li> <li>b) <b>Pledge of allegiance</b></li> <li>c) <b>Public comments (limited to five minutes)</b></li> <li>d) <b>Introduction of New Employees</b></li> </ul>	
	2.	Agenda review and adoption	
	3.	Approve minutes of November 19, 2013 Regular Session .....	1-2
	4.	Community Announcements	
9:00 a.m.	5.	<b>CONSENT AGENDA</b>	
		<i>Communities: Create and maintain safe, healthy and livable communities</i>	
	5.1	Approval of Local Public Health Act, Title V-MCH Block Grant, TANF Funding Agreement.....	3
	5.2	Purchase of Swap Loader Aerial Lift Chassis and Henderson Wedge Tank Brine System.....	4
	5.3	Request for Approval of Trails Grant Agreement with the Metropolitan Council .....	5-6
		<i>Culture: Provide an organizational culture which fosters individual accountability to achieve goals</i>	
	5.4	Approve Employment and Training Annual Assessment .....	7-21
		<i>Growth: Manage the challenges and opportunities resulting from growth and development</i>	
	5.5	Right of Entry Agreement for Southwest Reconnection Project (101 Bridge & 61/101 "Y" Construction).....	22
	5.6	Carver County Comments on the Metropolitan Council Preliminary 2040 Forecasts .....	23-27
		<i>Finances: Improve the County's financial health and economic profile</i>	
	5.7	Abatements/Additions .....	28-29
	5.8	Approval of Conveyance of Tax Forfeited Land for an Authorized Public Purpose or Conservation-Related Use.....	30-34
	5.9	Review Social Services/Commissioners Warrants .....	NO ATT
9:05 a.m.	6.	<b>COMMUNITIES: CREATE AND MAINTAIN SAFE, HEALTHY AND LIVABLE COMMUNITIES</b>	
	6.1	Approval of Statewide Health Improvement Program - Planning Grant.....	35-36

- 9:30 a.m. 7. **FINANCES: Improve the County's health and economic profile**  
7.1 **Public Hearing** and Adoption of Ordinance 48-2014 and the 2014  
Carver County Fee Schedule..... 37-95
- 9:45 a.m. **ADJOURN AS CARVER COUNTY BOARD AND CONVENE AS CARVER  
COUNTY REGIONAL RAIL AUTHORITY**
- 9:45 a.m. 8. **FINANCES: Improve the County's health and economic profile**  
8.1 **Public Hearing** – Public Hearing and Adoption of Ordinance  
48-2014 and the 2014 Carver County Regional Rail Authority  
Fee Schedule ..... 96-99
- 10:00 a.m. **ADJOURN AS CARVER COUNTY REGIONAL RAIL AUTHORITY**

**WORK SESSION**

- 10:00 a.m. A. **FINANCES: Improve the County's health and economic profile**  
1. Proposed Changes to the Administrator's 2014 Recommended  
Budget..... 100-102  
2. Financial Services Update ..... 103

- 11:00 a.m. **BOARD REPORTS**  
1. Chair  
2. Board Members  
3. Administrator  
4. Adjourn

David Hemze  
County Administrator

**UPCOMING MEETINGS**

- |                   |  |
|-------------------|--|
| December 3, 2013  | 7:30 a.m. Legislative Breakfast, Chanhassen American Legion  |
| December 3, 2013  | 9:30 a.m. Board Meeting  |
| December 3, 2013  | 11:30 a.m. Joint Meeting/Marschall Road Transit Station<br>Tour/Lunch with Scott County Board of Commissioners |
| December 10, 2013 | No Meeting – AMC Conference  |
| December 17, 2013 | 9:00 a.m. Board Meeting  |
| December 24, 2013 | No Meeting   |

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on November 19, 2013. Vice Chair James Ische convened the session at 4:05 p.m.

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

Members absent: Tim Lynch.

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

Maluchnik moved, Degler seconded, to approve the minutes of the November 5, 2013, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Resolution #64-13, Right of Way Acquisition-CSAH 40-Project SAP 010-610-010.

Professional services agreement with SRF Consulting Group and authorized the Chair to sign the agreement upon review and approval of Risk Management and County Attorney's Office.

Approved Marcus Zbinden's attendance at the UCCC 2014 Annual Conference in California.

Approved out of state travel to allow Mark Metz and Peter Ivy to attend training.

Authorized internship in Administrative Services and related budget amendment.

Contract with RFID Library Solutions, Inc. pending finalization of the contract review process.

Resolution #65-13, Right of Way Acquisition-CSAH 10-SAP 010-610-047.

Resolution #66-13, Authorizing Final Offers of Compensation to Landowners for Easements Required for the TH 101 Bridge and CSAH 61 "Y" Intersection Project also known the Southwest Reconnection Project.

Approved PRISM grant application.

Resolution #67-13, Authorizing and Directing Condemnation of Easements Required for the TH 101 Bridge and CSAH 61 "Y" Intersection Project, also known as the Southwest Reconnection Project.

Resolution #68-13, Authorizing Offers of Compensation to Landowners for Easements Required for the CSAH 10 Bridge Reconstruction and Related Roadway Improvements, Project #SAP 010-610-047.

Approved right of way agreement with Rain, Snow or Shine Golf and authorized the Chair to sign the document.

Resolution #69-13, Revoking and Designating a Portion of County State Aid Highway 11.

Reviewed November 12, 2013 Community Social Services' actions/Commissioners' warrants in the amount of \$318,925.81 and reviewed November 19, 2013 Community Social Services' actions/Commissioners' warrants in the amount of \$345,164.92.

Motion carried unanimously.

Maluchnik moved, Degler seconded, to go into closed session according to Minnesota Statute Section 13D.05 in order to discuss confidential real estate information for CSAH 20/CSAH 10 right of way acquisition.

The Board adjourned the closed session and Regular Session at 5:11 p.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:**

Approval of Local Public Health Act, Title V-MCH Block Grant, TANF Funding Agreement

Primary Originating Division/Dept: Public Health & Environment - Public Health

Meeting Date: 11/26/2013

Contact: Marcee Shaughnessy Title: Public Health Department Ma...

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:**

As part of receipt of the Local Public Health Act funding from the Minnesota Department of Health (MDH), Community Health Boards (CHBs) are annually asked to review and sign the Assurance and Agreement contract. The agreement outlines CHB responsibilities related to receiving formula-based general state revenue funds, as well as federal Title V Maternal & Child Health (MCH) funds, and Temporary Assistance for Needy Families (TANF) Family Home Visiting Program funds. In Carver County, these funds have been used to support the essential local public health activities adopted by the State Community Health Services Advisory Committee (SCHSAC) and to address the local public health priorities and issues as identified by the community health assessment and action plan.

The 2014 Local Public Health Act funding award to the Carver County Community Health Board is \$268,437 for the calendar year January 1, 2014 to December 31, 2014. The breakdown of this funding is as follows: General Fund \$169,402; Title V MCH Block Grant \$42,089; TANF \$56,946.

The total available funding for the Local Public Health Act and the Family Home Visiting (TANF) awards has not changed from last year (2013). However, the MCH Block Grant funding available, is 13.3 percent lower than the total funding available in calendar year 2013. According to the MDH, the reduced amount available in calendar year 2014 reflects federal reductions due to sequestration that occurred in federal fiscal year 2013, and the anticipated sequestration reductions to the MCH Block Grant scheduled in federal fiscal years 2014 and 2015.

**ACTION REQUESTED:**

As the Community Health Board, motion to approve the 2014 Assurances and Agreements that the Local Public Health Act, Title V-MCH Block Grant, and TANF Family Home Visiting funding will be used in accordance with the terms outlined in the Community Health Board's Master Grant contract and as amended, and to accept this grant funding from the Minnesota Department of Health.

**FISCAL IMPACT:** Included in current budget  
if "Other", specify:

**FTE IMPACT:** None

**FUNDING**

County Dollars =	
Local Public Health Act...	\$169,402.00
TANF funds	\$56,946.00
Title V - MCH Block Grant	\$42,089.00
<b>Total</b>	<b>\$268,437.00</b>

Related Financial/FTE Comments:

Office use only:

RBA 2012- 2246



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Purchase of Swap Loader Aerial Lift Chassis and Henderson Wedge Tank Brine System**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Carver County is continuously looking to get more efficient use out of equipment and improving the quality of service. This can best be achieved by purchasing equipment that can be used in multiple operations and utilizing the most effective, industry proven materials. To help achieve this goal, Public Works is proposing to purchase a swap-loader attachment equipped with an aerial bucket lift and a wedge tank system for anti-icing to an existing plow truck.

The aerial lift chassis will allow us to tree trim on our schedule rather than be reliant on availability of a rental, as well as service traffic signal lights and signage along the county road system. The aerial lift chassis is proposed to be purchased from Aspen Equipment in Bloomington, MN. Aspen Equipment is currently building the swap-loader chassis purchased earlier in the year and it is essential that they build the aerial lift chassis to match the mounting and hydraulic system on the swap-loader chassis. Total cost is \$70,000.00.

The Henderson Wedge Tank will be retro-fit into an existing plow truck and will be deployed in route 15 in the Northwest corner of the county. The wedge tank allows the driver to apply up to 1500 gallons of liquid deicer to the road. This can be done with straight brine pre-storm, or at the spinner minimizing the bounce and scatter of salt off the road leading to quicker improving road conditions.

The Henderson Wedge Tank system is being purchased through Aspen Equipment in Bloomington using the State Bid. Aspen Equipment has the material in stock to install the system. Total cost for this system is \$14,000.00.

The Swap Loader Aerial Lift Chassis is not available on the State Bid and until we have the Swap Loader unit on site and are able to demonstrate to other vendors the exact requirements, we cannot seek an alternative bid.

No local vendors are available to provide this equipment.

**ACTION REQUESTED:**

Approve the purchase of a swap loader aerial lift chassis and wedge tank inserts from Aspen Equipment for \$84,000.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =	<b>\$0.00</b>
County Y.E.S.	\$84,000.00
<b>Total</b>	<b>\$84,000.00</b>

**FTE IMPACT:**

**Related Financial/FTE Comments:**

The County Board approved \$1,000,000 in 2012 Year End Savings (Y.E.S.) for Public Works Equipment.

Office use only:

RBA 2012- 2258

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request for Approval of Trails Grant Agreement with the Metropolitan Council**

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="11/26/2013"/>
Contact: <input type="text" value="Martin Walsh"/> Title: <input type="text" value="Parks Director"/>	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:

**BACKGROUND/JUSTIFICATION:**

Grant Agreement SG 2013-108 provides matching funding of up to \$294,000 for trail design and construction projects of the Southwest Regional Trail and the MN River Bluffs Regional Trail.

Construction of the Southwest Regional Trail provides 1/3 of a mile of trail in Chaska connecting a trail along Engler Boulevard to the MN River Bluffs Regional Trail. Additionally, funding is provided to pave 3/4 mile trail from Kirke-Lachen Park to the Stieger Lake Boat Access in Victoria connecting the Southwest Regional Trail to the Lake Minnetonka Regional Trail.

Further, grant funding is provided to design and construct 2 miles of the extension of the Minnesota River Bluffs Regional Trail from Athletic Park in Chaska to the City of Carver utilizing the former Union Pacific Railroad corridor and the Carver levee terminating at County Road 40.

Grant SG 2013 -108 matches federal funding. In 2011 Carver County applied for federal funding to construct the Southwest Regional Trail and was awarded \$436,640 and in 2013 the County was awarded \$694,600 for the extension of the Minnesota River River Bluffs Regional Trail.

**ACTION REQUESTED:**

Approve grant agreement SG 2013-108 and authorize the Board Chair to sign upon completion of the contract review process.

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

<b>FUNDING</b>	
<b>County Dollars =</b>	<input type="text"/>
Metropolitan Council	\$294,000.00
<b>Total</b>	<b>\$294,000.00</b>

**FTE IMPACT:**

Related Financial/FTE Comments:

Office use only:

# Budget Amendment Request Form



**Agenda Item:**

Request for Approval of Trails Grant Agreement with the Metropolitan Council

Department:

Meeting Date: 11/26/2013

Requested By:

Francis Kerber

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
SG13-108 / SP 090-004	34-524-514-5018-...	\$147,000.00
SG13-108 / SP 090-005	34-525-516-5018-...	\$147,000.00
<b>TOTAL</b>		\$294,000.00

Description of Accounts	Acct #	Amount
MET COUNCIL 13-108	34-524-514-5018-...	\$147,000.00
MET COUNCIL 13-108	34-525-516-5018-...	\$147,000.00
<b>TOTAL</b>		\$294,000.00

**Reason for Request:**



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approve Employment and Training Annual Assessment**

Primary Originating Division/Dept:

**Meeting**

Date:

Contact:

Title:

**Item Type:**

Consent

Amount of Time Requested:  minutes

Presenter:

Title:

Attachments:  Yes  No

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

This Annual Assessment is designed to determine whether the Minnesota Department of Employment and Economic Development Grantee and/or its subrecipient(s) have developed and implemented a comprehensive set of plans, policies and procedures to ensure that the criteria established for participants in the various program activities are met and that administrative management requirements are met.

**ACTION REQUESTED:**

Approve the Employment and Training Annual Assessment as required by the Minnesota Department of Employment and Economic Development.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 2261

**State Fiscal Year (SFY) 14  
Program Year (PY) 13**

**EMPLOYMENT & TRAINING  
PROVIDERS ANNUAL ASSESSMENT**

For

**Minnesota's Integrated  
Workforce Investment System**

To be used in conjunction with  
[Employment and Training Providers Instructions and Reference Manual](#)

**– Submitted by –**

Name: Rod Franks

Agency: Carver County community Social services

## SECTION A: STRATEGIES

**BE SURE TO USE THE CORRESPONDING INSTRUCTIONS AND REFERENCE MANUAL.**

1. A. How does the Provider's vision/mission fit into the Governor's top priority of "Getting Minnesotans Back to Work"?

Carver County's Workforce Services have been strategically developed over time to fulfill the Governor's priority not only in getting Minnesotans back to work, but also in providing Minnesotans with the tools necessary to maintain gainful and productive employment once back to work. It is our goal to assist all job seekers coming through our doors in gaining the skills and opportunities to successfully enter into the workforce. We do this by individualizing services as much as possible, and tailoring our efforts to the needs of employers in our area. In this way, we are able to align the existing and developed skills of our clients with the employment needs of area businesses. It is this partnership with the client and employer community that has helped us be successful in "Getting Minnesotans Back to Work".

- B. As an employment and training provider, how will your service delivery strategies fit into the Governor's priorities (i.e., identifying key industries, demand occupations, etc.)

Caver County Workforce Services is engaged in not only identifying key industries in our area, but also actively working to enlist these industry employers in being a part of job seeking activities. Key industry representatives are invited to present skill based and informational workshops to clients as a part of their overall program. Key industry employers are brought in to our workforce services center on a weekly basis to engage interested clients.

We have also listened to employers in our area and are working to increase the number of clients with the industry certifications and credentials necessary to meet the needs of ever increasing technical and quality demands of key industry employers.

A strategy we also use effectively is train job seekers and employers in utilizing the most current communication technologies. This is done through a variety of classroom settings and personal instruction by the Employment Counselor.

2. Keeping the changing economy in mind, describe the workforce investment needs of your local area:

- A. Businesses

In our specific area we are seeing a need for trained, certified/credentialed employees in a variety of high technology manufacturing settings and in the health care industry. More effort is being put into developing relationships with training and educational partners to provide clients with the needed training opportunities and certifications. Our internal workshops and presentations are being modified to help address this need as well. We are working with qualified employers on developing relevant on the job training opportunities to help meet the demand as well.

**B. Job seekers AND/OR current workers**

Many job seekers are coming to us looking for and requesting assistance with training in certified programs in health care and manufacturing. We have been successful in nurturing partnerships with technical education programs. Securing entry level health care jobs has helped create a pathway to more advanced certifications in that field.

**C. Describe the current and projected employment opportunities in your service area.**

Currently, the employment picture in our area is slowly improving. The improvement in the employment look out was led by service industry jobs. This has been followed by the increasing need for skilled manufacturing workers, many in the medical device industry, and also for health care related jobs. Health care and manufacturing are seen as continued growth areas in our local job market. This will put increased pressure for more workers certified as CNA's, PCA's, CNC's and others.

**D. Describe the job skills necessary to obtain such employment opportunities.**

The certifications and skills in manufacturing that provide employers with the workforce necessary to stay competitive in the ever changing dynamic economic environment. The properly trained workforce placed in relevant settings will help ensure the continued economic growth in our area which will lead to enhanced employment opportunities into the future.

**3. What is your strategy to ensure that **job-ready** job seekers enrolled in your programs are registering in MinnesotaWorks.net and are making their resumes viewable to employers?**

Job seekers are asked personally about their registration status. Those not registered receive personal assistance to help them do so. This activity is highly encouraged, and our participation has steadily increased from year to year.

**4. Identify employment disparities in your region/area and explain how you will, as a Provider, address these employment disparities?**

We are addressing the disparities in employment in our immigrant community through partnering with the local educational cooperative to support ELL classes, as well as Adult Basic Education classes. At the same time, we encourage and support staff in formal and informal diversity training experiences. The expansion of Fastrac programming would also help in addressing the disparities which exist in our area.

## SECTION B: PROGRAM/SYSTEM OPERATIONS

**BE SURE TO USE THE CORRESPONDING INSTRUCTIONS AND REFERENCE MANUAL.**

1. The Provider is aware of TEGL 36-11 regarding the American Job Center Network.

Yes     X    

2. Acknowledge that Providers conduct customer satisfaction surveys and their Board Members are aware of results AND are using the results as part of their continuous improvement and priorities for the future.

Yes           

3. Describe your planned continuous improvement activities in which your staff will participate.

Consumer feedback is used in different ways to improve our service delivery, from workshop development, to utilization and availability of technology, and Employment Counselor service. Staff also participates in weekly case review and discussion. In addition, all staff are required to develop annual performance goals which are monitored by the Workforce Services supervisor.

4. **A. If applicable**, how does the Provider inform the State **Trade Act** staff of companies that are potentially TAA certifiable?

Every effort to work with TAA staff and participants will be made to jointly provide the greatest resources and joint program services as possible. Co-enrollment and appropriate charges to TAA before charging to DW programs will be required and monitored. Staff will receive information on new program requirements, including those associated with reporting.

- B.** How does the Provider cooperate with the state Trade Act staff where the layoff involves a company that the DOL Trade-certified?

Staff will ensure that individuals filing for unemployment claims who are permanently laid off will receive a letter inviting them to an orientation of services available to them through the Workforce Services center. Appropriate claimants will receive information on the Dislocated Worker program. Staff will promote offered services such as workshops, and encourage people to register/upload their resume in Minnesota Works.

5. **A. If applicable**, how does the Provider ensure staff comply with the policies and procedures for **Rapid Response** (specifically 13.9 and 13.10) as communicated on [DEED's website](#)?

Within 24 hours upon staff learning of a local dislocation event, whether actual or potential, Workforce Services staff will notify the State Rapid Response team. Once a potential layoff becomes an actual dislocation event, information about the event is



shared with all involved staff so that services can be delivered as quickly and efficiently as possible. Following confirmation of such a dislocation event, all state and federal polices which may apply to the particular event will be identified and Workforce Services supervisor will monitor compliance. The Workforce Services staff will seek to cooperate with state, unions, employee groups, and others effected by the event.

- B.** How does the local area inform the State Rapid Response team within 24 hours about an actual or potential dislocation event when there is possibility of a mass layoff (50 or more dislocations)?

As indicated above, when staff hear of an event involving a layoff of 50 individuals or more, the information is provided to the state Rapid Response personnel.

- C.** How does the local area cooperate with the State Rapid Response team in securing information when there is a possibility of a mass layoff?

Workforce Services staff are prepared to support and coordinate services with the state Rapid Response team by providing information, data, and resources as appropriate. Surveys can be developed and distributed to generate additional information regarding the event. We are able to coordinate with our Hennepin WSA partner in providing additional facilities and resources if needed.

- D.** Who is the rapid response liaison for mass layoffs?

<b>Name</b>	Gwen Jansen
<b>Title</b>	Workforce Services Supervisor
<b>Phone</b>	952-361-1713
<b>TTY</b>	
<b>E-mail</b>	gjansen@co.carver.mn.us

- 6.** The Provider has processes in place to assure non-duplicative services, and avoid duplicate administrative costs.

Yes \_\_\_\_\_ No \_\_\_\_\_

- 7. A.** List contact information for the Equal Opportunity Officer (whose duties include resolving local discrimination complaints).

<b>Name</b>	Municipality is Exempt
<b>Title</b>	_____
<b>Phone</b>	_____
<b>TTY</b>	_____
<b>E-mail</b>	_____
<b>Reports To</b>	_____

- B.** The Provider is aware of the responsibilities of an Equal Opportunity Officer?

Yes   X

8. Does the Provider have in place an agreed upon internal Discrimination complaint process?  
(This is different than posting a complaint procedure for the customer.)

Yes  No

If no, please indicate when a process will be in place:

9. Does the Provider have in place a Program Complaint Policy?

Yes  No

If no, please indicate when a policy will be in place:

10. Do you need training or technical assistance in regards to complying with questions 7-9?

Yes \_\_\_\_\_ No  \_\_\_\_\_

If yes, please contact Susan Tulashie at 651-259-7586 or Susan.Tulashie@state.mn.us

11. List contact information for the Provider complaint officer.

<b>Name</b>	Gwen Jansen
<b>Title</b>	Workforce Services Supervisor
<b>Phone</b>	952-361-1713
<b>TTY</b>	
<b>E-mail</b>	gjansen@co.carver.mn.us
<b>Reports To</b>	Income Support Manager

List the programs this individual is responsible for taking complaints:

WIA Adult DW, WIA Youth, MN DW, MFIP, DWP, MYP, Special Projects
--

12. List contact information for the Americans with Disabilities Act (ADA) coordinator for Provider.

<b>Name</b>	Kerie Anderka
<b>Title</b>	Employee Relations Director
<b>Phone</b>	952-361-1572
<b>TTY</b>	
<b>E-mail</b>	kanderka@co.carver.mn.us
<b>Reports To</b>	

13. List contact information for the Provider data practices coordinator.

<b>Name</b>	Thomas Haines
<b>Title</b>	Asst. Co. Atty. III
<b>Phone</b>	952-361-1396
<b>TTY</b>	
<b>E-mail</b>	thaines@co.carver.mn.us
<b>Reports To</b>	Caver County Attorney

14. List contact information for English as a Second Language (ESL) coordinator.

<b>Name</b>	Joyce Eissinger
<b>Title</b>	Research and Development Coordinator
<b>Phone</b>	952-567-8105
<b>TTY</b>	
<b>E-mail</b>	<a href="mailto:jeissinger@swmetro.k12.mn.us">jeissinger@swmetro.k12.mn.us</a>
<b>Reports To</b>	SW Metro Executive Director

Considering the [Public Law](#) and [Executive Order](#), answer the following questions pertaining to your process and procedures that ensure that Veterans receive priority for service.

15. What is the process you use to identify Veterans coming in for services?

Every effort is made to identify veterans as quickly as possible so that they can be assessed and offered priority service consideration for all program services. Every client requesting information, either by phone or in person, will be asked if they are a veteran. Determining a client's veteran status is also a part of the screening form.

16. A. What is the process you use to assess the needs of Veterans seeking services? How do you identify Veterans with a barrier to employment?

We have a designated Employment Counselor who works with all clients who have been identified as veterans.

B. Understanding that this program requires participation of all staff, what is the Provider doing to identify post 9/11 Veterans coming in for services?

See Above

17. Is the Provider complying with the guidance provided in TEGl 11-11, 11-11 Change 1, and 11-11 Change 2 regarding Selective Service?

Yes  \_\_\_\_\_

18. **Board Conflict of Interest and Integrity:** Provider Boards must make decisions in keeping with several laws and regulations. Indicate below that your Board is aware of DOL Training and Employment Guidance Letter 35-10 and Minnesota OGM 08-01 and its relevant federal laws and regulations.

Yes  \_\_\_\_\_

19. Is the Provider's area's conflict of interest policies in compliance with above two references?

Yes  \_\_\_\_\_ No \_\_\_\_\_

20. Briefly describe the Provider Board's policy and timetable for filling vacancies, replacing/reappointing individuals when terms come to an end. **Include in your description any plans to fill the terms that are expired.**

Carver County is governed by an elected five member Board of Commissioners. Each commissioner serves a four year term. Elections are staggered on a two year cycle.

21. A. The Provider is aware of the referenced statute on Government Records.

Yes  X

**B. Indicate the Records Management/Retention Coordinator.**

<b>Name</b>	Michelle Miller
<b>Title</b>	Client Services Supervisor
<b>Phone</b>	952-361-1572
<b>TTY</b>	
<b>E-mail</b>	mmiller@co.carver.mn.us
<b>Reports To</b>	

**22.** There should be in place a **Handling and Protection of Personally Identifiable Information** procedure. Is the Provider and their staff complying with the guidance provided in TEGl 39-11?

Yes  X                       No \_\_\_\_\_

If No, when will you have this process in place?

**23. Human Trafficking:** The provider is aware of TEGl 09-12 and will follow the procedures for working with trafficked persons.

Yes  X



## CERTIFICATIONS AND ASSURANCES

By signing and submitting this plan, the Provider's Board is certifying on behalf of itself and the grant recipient, where applicable:

- A. That this *Program Year 2013 Independent Provider Unified Plan* was prepared and is in accordance with all applicable titles of the Workforce Investment Act of 1998 (WIA), Title V of the Older Americans Act, applicable Minnesota state statutes and that it is consistent with the Minnesota Unified State Plan;<sup>(1)</sup>
- B. that members of the Provider's Board have been allowed at least a thirty day period for comment and that any comments representing disagreement with the plan are included with the local plan forwarded to DEED (as the Governor's representative) that the public (including individuals with disabilities) have access to all of the Providers Board's and its components' meetings and information regarding the Board's and its components' activities;
- C. that fiscal control and fund accounting procedures necessary to ensure the proper disbursement of, and accounting for, funds paid through the allotments funded through the contract/master agreement issued by DEED have been established;
- D. that veterans will be afforded employment and training activities authorized in WIA, Section §134, and the activities authorized in Chapters 41 and 42 of Title 38 US code, and in compliance with the veterans' priority established in the Jobs for Veterans Act. (38 USC 4215.), U.S. Department of Labor, Training and Employment Guidance Letter 5-03, and Minnesota's Executive Order 06-02;
- E. that it is, and will maintain a certifiable Board ;
- F. that it will comply with the confidentiality requirements of WIA, Section §136 (f)(3);
- G. that the respective contract/master agreement and all assurances will be followed;
- H. that it will ensure that no funds covered under the contract/master agreement are used to assist, promote, or deter union organizing;
- I. that collection and maintenance of data necessary to show compliance with the nondiscrimination provisions of WIA, Section §188, as provided in the regulations implementing that section, will be completed;
- J. that this plan was developed in consultation with the Provider's Board;
- K. that it acknowledges the specific performance standards for each of its programs and will strive to meet them;
- L. that there will be compliance with the Architectural Barriers Act of 1968, Sections §503 and §504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990;<sup>(2)</sup>
- M. that the Provider's Board members will not act in a manner that would create a conflict of interest as identified in Regulations 20 CFR, Section §667.200(a)(4), including voting on any matter regarding the provision of service by that member or the entity that s/he represents and any matter that would provide a financial benefit to that member or to his or her immediate family;

(1) [Minnesota's Unified Plan](#) is available on the DEED website

(2) See [Discrimination Complaint Handling Procedures](#)

- N. that the required voter registration procedures described in Minnesota Statutes §201.162 are enacted without the use of federal funds;
- O. that insurance coverage be provided for injuries suffered by participants in work-related activities where Minnesota's workers' compensation law is not applicable as required under Regulations 20 CFR, Section §667.274;
- P. that the local policies on fraud and abuse adheres to DEEDs Chapter 2.9 of WIA Title I-B and Related Activities Manual as required under Regulations 20 CFR, Section §667.630 (The local policy is to be in accordance with State requirements;<sup>(3)</sup>)
- Q. that it has provided an opportunity for public comment and input into the development of plan by persons with disabilities and has provided information regarding the plan and the planning process, including the plan and supporting documentation, in alternative formats when requested;
- R. that Provider Board and Staff are aware of local WorkForce Center services, and are working with and referring to the WorkForce Center services as appropriate. ;
- S. that all staff are provided the opportunity to participate in appropriate staff training;
- T. that an acceptable program complaint procedure will be established and will be maintained;
- U. that an acceptable discrimination complaint procedure will be established and will be maintained;
- V. that it will comply with the nondiscrimination provisions of WIA, Section §188 and it's implementing Regulations at 29 CFR, Part 37. Each grant applicant for financial assistance as defined in Regulations 29 CFR, Part 37.4 must include in the grant application the exact language as is in the following (29 CFR, Part 37.20):

OTHER ASSURANCES

*As a condition of any awards of financial assistance from the Department of Labor under Title I of the Workforce Investment Act of 1998 (WIA), the Provider assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:*

- *WIA, Section §188, which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age, disability, political affiliation or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIA Title I financially assisted program or activity;*
- *Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the bases of race, color, and national origin under any program receiving federal financial assistance;*
- *Title VII of the Civil Rights Act, as amended, which prohibits discrimination on the basis of race, color, religion, sex or national origin in employment;*
- *Section §504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;*
- *The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age; and*
- *Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs;*

---

(3) See [Chapter 2.9 of WIA Title I-B Related Activities Manual](#)

- *The Minnesota Human Rights Act of 1973, Minnesota Statutes, Chapter 363A, which prohibits discrimination on the bases of race, color, creed, religion, natural origin, sex, marital status, disability, status with regard to public assistance, sexual orientation, citizenship, or age;*
- *The Americans with Disabilities Act of 1990 (42 USC 12101), as amended, which prohibits discrimination on the basis of physical sensory, or mental disability or impairment, and the ADA Amendments Act of 2008 effective January 1, 2009;*
- *Each grant applicant and each training provider seeking eligibility must also ensure that they will provide programmatic and architectural accessibility for individuals with disabilities.*
- *Title II of the Genetic Information Nondiscrimination Act of 2008 which prohibits discrimination in employment on the basis of genetic information.*
- *The Provider also assures that it will comply with Regulations 29 CFR, Part 37 and all other regulations implementing the laws listed above. This assurance applies to the Provider operation of the WIA Title I-financially assisted program or activity, and to all agreements the Provider makes to carry out the WIA Title I-financially assisted program or activity. The Provider understands that the United States has the right to seek judicial enforcement of this assurance.*
- *As Providers are receiving many of the federal dollars discussed in [Minnesota's Unified Plan](#) submitted September 2012, it is realized that Providers partners and their subgrantees must also adhere to the same certifications and assurances that the state must assure.*

## SIGNATURE PAGE

Independent Provider Name Carver County Community Social Services

Provider Board Name Carver County Board of Commissioners

Name and Contact Information for the Provider Board Chair:

<b>Name</b>	<u>Tim Lynch</u>
<b>Title</b>	<u>Chair, Carver County Board of Commissioners</u>
<b>Organization</b>	<u></u>
<b>Address 1</b>	<u>600 East 4<sup>th</sup> Street</u>
<b>Address 2</b>	<u></u>
<b>City, State, ZIP Code</b>	<u>Chaska MN, 55318</u>
<b>Phone</b>	<u>952-361-1500</u>
<b>E-mail</b>	<u></u>

We, the undersigned, attest that this submittal is the Program Year 2013 Independent Provider Unified Plan for our Board and hereby certify that this Independent Provider Unified Plan has been prepared as required, and is in accordance with all applicable state and federal laws, rules and regulations.

### Independent Provider Board Chair

Name Tim Lynch \_\_\_\_\_

Title Board Chair \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

# INDEPENDENT PROVIDER PROGRAM SERVICE DELIVERY LOCATION LIST

Program Year 2013

Provider \_\_\_\_\_  
\_\_\_\_\_

Date Submitted: \_\_\_\_\_

Name and Location (City)	Program Service Delivered



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Right of Entry Agreement for Southwest Reconnection Project (101 Bridge & 61/101 "Y" Construction)**

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="11/26/2013"/>
Contact: <input type="text" value="Lyndon Robjent"/> Title: <input type="text" value="Public Works Director/Count..."/>	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="Public Works Director/County ..."/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

The 101 river bridge and CSAH 61/101 "Y" intersection (aka "The Southwest Reconnection Project") is planned for construction in 2014. Public Works has negotiated a no cost right of entry agreement with David B. Zamjahn, Diane V. Zamjahn, Kathleen E. Fink, Victoria A Lundgren and Mark B Lundgren for archaeological investigation purposes necessary for the project.

Public Works is in negotiations with the landowners for a permanent and temporary easement required to construct the project, however, the right of entry is needed now so that the archaeological investigation can occur in November and December. The landowners are agreeable to this and have already signed the right of entry agreement and are not seeking compensation for it.

**ACTION REQUESTED:**

Approve a Right of Entry Agreement with David B. Zamjahn, Diane V. Zamjahn, Kathleen E. Fink, Victoria A Lundgren and Mark B Lundgren and authorize the Carver County Board Chairman to sign the document.

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

Related Financial/FTE Comments:

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Carver County Comments on the Metropolitan Council Preliminary 2040 Forecasts**

Primary Originating Division/Dept: <input type="text" value="Public Health &amp; Environment - Planning &amp; Water Mgm"/>	Meeting Date: <input type="text" value="11/26/2013"/> Item Type: Consent <input type="text"/>
Contact: <input type="text" value="paul moline"/> Title: <input type="text" value="PWM manager"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

The Metropolitan Council has released preliminary 2040 forecasts for the 7-County Area which include population, household, and employment forecasts for Carver County and all its Cities and Townships. The 2040 forecasts with comparison to the previous forecasts are attached.

The forecasts have been reduced significantly from the current 2030 projections and there is general concern that the new numbers are now too low and may have impacts on growth policy and funding for Carver County for the next 10 years. A DRAFT letter is attached summarizing Carver County's comments to be submitted to the Metropolitan Council by the Dec. 1 deadline. The County will also be sending a separate letter to the Council which compiles input from affected cities.

**ACTION REQUESTED:**

Motion to authorize Chair to sign and submit the Carver County comment letter to the Metropolitan Council

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

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 2271



**Office of County Commissioners**  
Carver County Government Center  
Human Services Building  
602 East Fourth Street  
Chaska, MN 55318-1202  
Phone: 952 361-1510  
Fax: 952 361-1581

November 26, 2013

Susan Haigh, Chair  
Metropolitan Council  
300 Robert Street North  
St. Paul, MN 55101

**RE: Preliminary Metropolitan Council Forecasts for *Thrive MSP 2040***

Dear Chairwoman Haigh:

Carver County appreciates the opportunity to comment on the preliminary 2040 local forecasts released by the Metropolitan Council on September 11, 2013. Carver County strongly disagrees with the new forecasts and has a number of concerns with the regional assumptions and impacts to the County which will be outlined in this letter. Given the pattern of steady growth experienced over the past 60 years, and evidence of improving market conditions in the last few years, Carver County does not see significant supporting evidence from the Metropolitan Council to explain the dramatic growth pattern shifts forecasted.

Carver County wants to emphasize that decisions made based on forecasts have wide sweeping impacts at the county and city level. These include resulting regional planning efforts and policies that are developed by the Metropolitan Council, examples of these include the Local System Statements for long range planning, the Transportation Policy Plan, the Bus Rapid Transit Study, and the Regional Bikeway Master Plan.

The policies laid out in these regional planning efforts will have direct impacts on investment in infrastructure within the County such as:

- Sewer capacity,
- Water services,
- County/regional parks & trails,
- Public works facilities and road funding,
- Affordable housing targets and planning

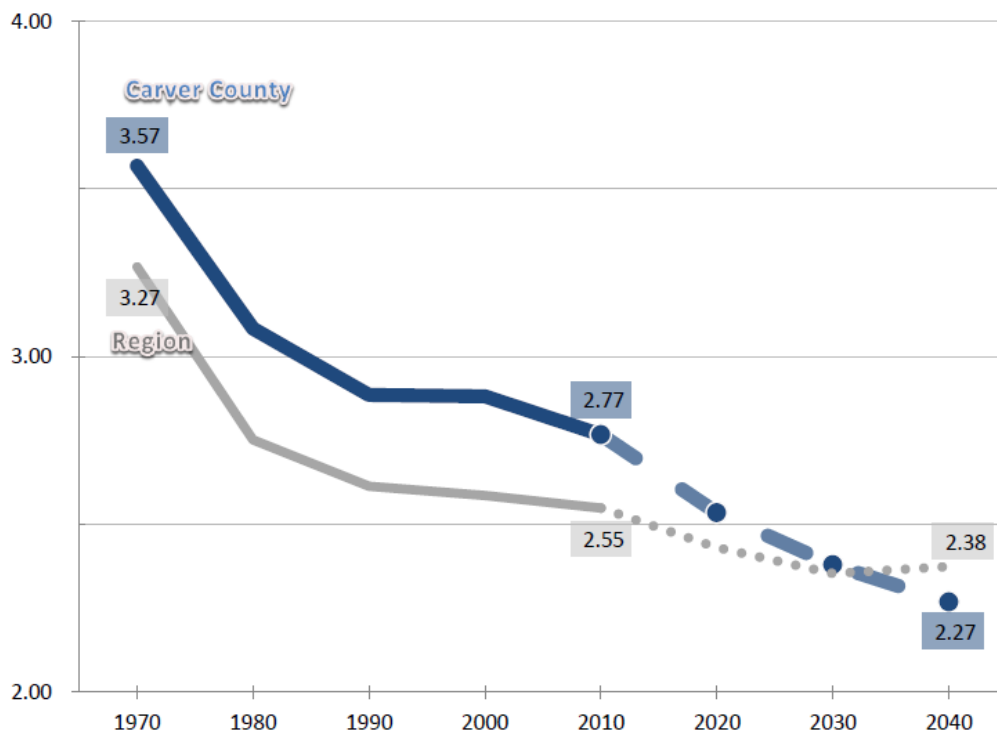
Carver County believes the preliminary population, household, and employment forecasts are low. Forecasts that do not align with community expectations significantly harm budgets and impede planning legitimacy by decreasing community buy-in. Furthermore, the resulting funding implications of these preliminary forecasts to the County and its cities and townships are significant. The following table compares the preliminary forecast results with ranges that align closer with County and City expectations.

**Table 1: Metropolitan Council Preliminary Forecasts and Carver County Suggested Ranges**

<b>Forecast</b>	<b>Preliminary 2040 Forecast</b>	<b>Carver County Suggested Range</b>
Population	131,130	173,000 – 186,000
Households	57,790	70,000 – 79,000
Employment	48,140	51,000 – 53,000

The County supports raising the forecasts based on the belief that incorrect assumptions were made in the modeling of future growth as follows:

- *Historical Growth Rates were not taken into account*- Average decennial growth since 1960 (beginning of metro expansion into the County) has shown 37% household growth and 31% population growth. The Metropolitan Council preliminary forecasts assume approximately 25% average decennial household growth and 15% average decennial population growth. As stated earlier, given the pattern of steady growth experienced over the past 50 years, and evidence of improving market conditions in the last few years, Carver County does not see significant supporting evidence from the Metropolitan Council to explain the dramatic growth pattern shifts forecasted.
- *Persons per household estimates are too low* - Historically, persons per household (PPH), has always been higher in Carver County than the metro as a whole. The preliminary forecasts show a lower PPH in Carver County than the region in 2040 counter to historic trends and expectations. (see graph below). Many of our cities are home to large numbers of families. Although it is recognized that the PPH is declining in the County (following the nationwide trend), the steep reduction applied by the Council does not appear to reflect local dynamics. Because household growth in the county will largely be made up of new families, the trend shows a slower rate of decline in PPH and more variability than the MSP metro area. Many cities have actually shown increases in PPH in each of the last three decades. Based on historic evidence, the County expects more nuanced persons per household numbers between cities in 2040, and questions the across-the-board decline forecasted.



- *Planned developments infrastructure improvements were not recognized* - A number of developments are planned in Carver County that will directly impact growth. Known projects include:
  - Chaska's land use plan and Comprehensive Plan Amendment for the currently undeveloped southwest portion of the City.
  - Major reconstruction/connection of the Minnesota River crossing on Hwy 101 in 2015.
  - Expansion of Hwy 5 to Waconia.

- Significant investment in expansion of Metro sewer in the cities of Carver, Victoria, Waconia
  - Continued plans and efforts to expand Hwy 212 as a 4-lane to Cologne.
  - Growth areas currently approved by the Metropolitan Council through the Comprehensive Plan process – specifically around the cities of Carver, Chaska, Victoria, and Waconia.
- *Market Demand Factors errors in the modeling* - Carver County has reviewed the Traffic Analysis Zone (TAZ) level input factors used to develop the 2040 forecasts, and has identified a number of inconsistencies, including:
- School quality and property tax rates do not appear as factors in the TAZ files. These are key draws for many families to Carver County.
  - SouthWest Transit services and planned Bus Rapid Transit (BRT) in Carver County do not appear in the TAZ files.
  - 2040 sewer data shows service decreasing in Chaska and significant increases in townships that expect to remain rural including San Francisco and Hancock Townships.
  - Alignment with the recently completed regional Travel Behavior Inventory is not clear.
  - Data contained in TAZ input tables defining average acres for single-family detached large lots appears to be switched with average acres for single-family detached small lots.
  - Data contained in TAZ input tables defining average zonal built (or finished) square feet by housing type are very uniform across the metro creating a defined ring pattern that does not appear to draw from actual local level averages.

Staff will continue to convey more detailed comments on the potential inconsistencies and errors in the TAZ level data inputs with follow up directly to Metropolitan Council Staff.

We would like to thank you again for the opportunity to provide comments on these forecasts and appreciate your consideration of our recommendation to raise the forecast numbers.

Sincerely,

Tim Lynch  
Carver County Board Chair

cc. Gary Van Eyll, District 4 Council Member  
Jennifer Munt, District 3 Council Member  
Angela Torres, District 4 Sector Representative

**PRELIMINARY METROPOLITAN COUNCIL 2040 FORECASTS**

	POPULATION			HOUSEHOLDS			EMPLOYMENT		
	2000	2010	2040	2000	2010	2040	2000	2010	2040
<b>CARVER COUNTY</b>									
Benton Township	939	786	640	307	297	300	282	274	370
Camden Township	955	922	720	316	329	340	15	56	110
Carver	1,266	3,724	6,900	458	1,182	3,000	176	187	340
Chanhassen (pt)	20,321	22,952	31,600	6,914	8,352	13,300	8,366	9,746	16,100
Chaska	17,603	23,770	30,500	6,169	8,816	13,400	10,955	11,123	15,200
Cologne	1,012	1,519	3,300	385	539	1,540	294	270	510
Dahlgren Township	1,453	1,331	1,150	479	494	530	203	202	310
Hamburg	538	513	590	206	201	280	117	109	130
Hancock Township	367	345	450	121	127	210	35	10	20
Hollywood Township	1,102	1,041	1,160	371	387	560	100	90	200
Laketown Township †	2,331	2,243	-	637	660	-	355	116	-
Mayer	554	1,749	7,000	199	589	3,300	92	151	230
New Germany	346	372	1,180	143	146	560	50	46	120
Norwood Young America	3,108	3,549	8,000	1,171	1,389	3,800	1,559	1,165	2,040
San Francisco Township	888	832	900	293	307	420	61	46	120
Victoria	4,025	7,345	11,700	1,367	2,435	5,000	932	1,502	1,760
Waconia	6,814	10,697	16,100	2,568	3,909	6,900	4,082	5,578	8,200
Waconia Township	1,284	1,228	1,300	429	434	580	72	98	390
Watertown	3,029	4,205	5,900	1,078	1,564	2,800	682	556	1,510
Watertown Township	1,432	1,204	1,390	478	468	660	207	392	370
Young America Township	838	715	650	267	266	310	105	119	110
<b>Carver County Total</b>	<b>70,205</b>	<b>91,042</b>	<b>131,130</b>	<b>24,356</b>	<b>32,891</b>	<b>57,790</b>	<b>28,740</b>	<b>31,836</b>	<b>48,140</b>

**EXISTING METROPOLITAN COUNCIL 2030 FORECASTS**

	POPULATION			HOUSEHOLDS			EMPLOYMENT		
	2000	2010	2030	2000	2010	2030	2000	2010	2030
<b>CARVER COUNTY</b>									
Benton Twp.	939	940	940	307	320	340	282	310	330
Camden Twp.	955	960	1,030	316	340	400	15	30	50
Carver**	1,266	4,680	19,560	458	1,800	7,550	176	700	3,030
Chanhassen (pt)*	20,321	27,500	38,000	6,914	10,200	14,800	8,366	11,940	14,450
Chaska**	17,603	24,800	35,700	6,169	9,000	14,000	10,955	13,500	16,600
Cologne*	1,012	3,060	9,440	385	1,180	3,840	294	300	450
Dahlgren Twp.**	1,453	1,500	1,600	479	500	600	203	100	200
Hamburg	538	600	1,000	206	240	400	117	110	170
Hancock Twp.	367	390	440	121	140	170	35	40	50
Hollywood Twp.	1,102	1,100	1,300	371	410	500	100	150	170
Laketown Twp.* †	2,331	1,800	-	637	600	-	355	750	-
Mayer*	554	3,900	9,600	199	1,500	3,700	92	250	400
New Germany*	346	620	1,500	143	250	650	50	70	300
Norwood Young America*	3,108	4,630	11,900	1,171	1,870	5,400	1,559	2,100	2,670
San Francisco Twp.	888	980	1,200	293	350	460	61	40	60
Victoria*	4,025	10,700	28,000	1,367	4,000	10,200	932	2,000	5,100
Waconia*	6,814	10,600	25,000	2,568	4,500	10,000	4,082	7,000	13,000
Waconia Twp.	1,284	1,340	1,590	429	490	620	72	300	450
Watertown*	3,029	4,800	7,700	1,078	1,800	3,000	682	1,200	1,770
Watertown Twp.	1,432	1,470	1,800	478	540	700	207	220	280
Young America Twp.	838	870	1,200	267	300	450	105	90	100
<b>Carver County Total</b>	<b>70,205</b>	<b>107,240</b>	<b>198,500</b>	<b>24,356</b>	<b>40,330</b>	<b>77,780</b>	<b>28,740</b>	<b>41,200</b>	<b>59,630</b>

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Abatements/Additions**

Primary Originating Division/Dept:

**Meeting**

Date:

Contact:

Title:

**Item Type:**

Amount of Time Requested:  minutes

Presenter:

Title:

Attachments:  Yes  No

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Abatements requested by taxpayers. See attached listing.

**ACTION REQUESTED:**

Recommend to approve.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

Other

**FTE IMPACT:**

**Total**

**Related Financial/FTE Comments:**

*Office use only:*

RBA 2012- 2259



**CARVER  
COUNTY**

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

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

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

**Abatements presented to the  
Carver County Board of Commissioners  
November 26, 2013**

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

<b>Payable Year</b>	<b>Parcel Number</b>	<b>Name</b>	<b>Reason for Abatement</b>	<b>Original Tax Amount</b>	<b>Adjusted Tax Amount</b>	<b>County Dollars Abated</b>	<b>Total Amount of Adjustment</b>
2013	30.9520129	Rocio Edith Medina	Homestead	\$66.00	\$52.00	-\$5.25	-\$14.00
2013	50.2420140	Brad L. Ess	Homestead	\$3,526.00	\$3,196.00	-\$91.86	-\$330.00
2013	55.3000070	Shane C. Farniok	Homestead	\$2,354.00	\$1,900.00	-\$126.56	-\$454.00
2013	25.4262204	Dianna C. Andersen	Homestead	\$404.00	\$222.00	-\$66.93	-\$182.00
2013	75.3510100	Gerard A. & Jeanne Becigneul	Classification Change	\$2,590.00	\$2,164.00	-\$127.76	-\$426.00
			<b>Totals</b>	<b>\$8,940.00</b>	<b>\$7,534.00</b>	<b>-\$418.36</b>	<b>-\$1,406.00</b>



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approval of Conveyance of Tax Forfeited Land for an Authorized Public Purpose or Conservation-Related Use**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Governmental Subdivisions have the option to approve tax forfeited properties for public sale or withhold parcels for public use or public purpose per M.S. 282.01, Subd. 1.

On May 7, 2013, a list of tax forfeited parcels was approved by the Carver County Board for classification and appraised value. Cities were then notified of said list and given the option to withhold any of those parcels for public use or purchase for public purpose. The classification of all parcels, a list of withheld parcels and the public sale of the remaining parcels was approved by the cities.

Applications to withhold several tax forfeited parcels from sale were received for public purpose or conservation-related use from the cities of Carver, Chanhassen, Victoria, Waconia and Watertown. Upon approval from the County Board, the applications will be submitted to the Department of Revenue for issuance of a State Use Deed for the applicable cities.

The following items are attached:

- Resolution for the Approval of Conveyance of Tax Forfeited Land to a City for an Authorized Public Purpose to the applicable cities, and Exhibit A parcels withheld to purchase for public purpose; and
- Resolution for the Approval of Conveyance of Tax Forfeited Land to the City of Carver for an Authorized Conservation-Related Use, and Exhibit A parcels withheld for conservation-related use.

**ACTION REQUESTED:**

Please review and approve the attached resolutions for conveyance of tax forfeited land to the respective cities for the intended authorized use.

**FISCAL IMPACT:**

**FUNDING**

*If "Other", specify:*

County Dollars =

**FTE IMPACT:**

**Total**

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 2260



# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: \_\_\_\_\_

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

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

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

## APPROVAL OF CONVEYANCE OF TAX FORFEITED LAND TO A CITY FOR AN AUTHORIZED PUBLIC PURPOSE

**WHEREAS,** The Carver County Board of Commissioners, State of Minnesota, has reviewed the requests by the Cities of Carver, Chanhassen, Victoria, Waconia and Watertown for the purchase of tax-forfeited lands for an authorized public purpose as listed on attached Exhibit A; and

**WHEREAS,** Said parcels of land have been reviewed by the Carver County Board of Commissioners and have been appraised by the Carver County Assessor's Office and classified as conservation or non-conservation lands as provided for in Minnesota Statutes §282.01.; and

**NOW, THEREFORE BE IT RESOLVED,** The Carver County Board of Commissioners hereby certifies that the parcels of land listed on attached Exhibit A have been reviewed and do comply with the provisions of Minnesota Statutes §282.01, Subd.1a and other statutes that require the withholding of tax-forfeited lands from sale.

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 proceeding of the Board of County Commissioners, Carver County, Minnesota, at its session held on the \_\_\_\_\_ day of \_\_\_\_\_, 2013, now on file in the Administration office, and have found the same to be true and correct copy thereof.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
David Hemze, County Administrator

**EXHIBIT A**

**Withheld and Purchased for Public Purpose**

<b>CITY</b>	<b>PIN</b>	<b>LEGAL DESCRIPTION</b>	<b>PURPOSE</b>
<b>CITY OF CARVER:</b>	<b>20.1120250</b>	Outlot E, Carver Bluffs West	Trail easement, Storm water management system
<b>CITY OF CHANHASSEN:</b>	<b>25.1601950</b>	Carver Beach, lot 2569, 2578, 2579, 2580, 2581, 2582, and lot 2570 except the North 21 ft. And lot 2571 except the North 21 feet, map of Carver Beach at Long Lake. Carver County, Minnesota	Planned street improvement project
	<b>25.3420230</b>	Outlot C, Hidden Creek of Chanhassen	Storm water management system
	<b>25.3420240</b>	Outlot D, Hidden Creek of Chanhassen	Storm water management system
	<b>25.5640600</b>	Outlot C, Oak Ponds 2nd Addition	Tree preservation and open space
<b>CITY OF VICTORIA:</b>	<b>65.4740050</b>	Outlot A, Tall Trees	Storm water conveyance system
<b>CITY OF WACONIA:</b>	<b>75.3110140</b>	Outlot N, Interlaken	Future road improvements and economic development
	<b>75.3131060</b>	Outlot B, Legacy Village at Waconia	Storm water management system
	<b>75.3131090</b>	Outlot E, Legacy Village at Waconia	Playground
	<b>75.3131100</b>	Outlot F, Legacy Village at Waconia	Storm water management system
	<b>75.3131110</b>	Outlot G, Legacy Village at Waconia	Storm water management system
<b>CITY OF WATERTOWN:</b>	<b>85.0504020</b>	Lot 6 & Lot 7, Block 71 City Lots of Watertown	Storm water management system
	<b>85.5350330</b>	Outlot B, Wildflower 6th Addition	Storm water management system



# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: \_\_\_\_\_

Resolution No. \_\_\_\_\_

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

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

## APPROVAL OF CONVEYANCE OF TAX FORFEITED LAND TO THE CITY OF CARVER FOR AN AUTHORIZED CONSERVATION-RELATED USE

WHEREAS, the Carver County Board of Commissioners, State of Minnesota, has reviewed the request by the City of Carver for conveyance of tax-forfeited land (PIN 20.0502320) legally described on attached Exhibit A for an authorized conservation-related use; being preservation, or restoration and preservation, of the land in its natural state.

WHEREAS, Said parcel of land has been reviewed by the Carver County Board of Commissioners and has been appraised by the Carver County Assessor's Office and classified as conservation land as provided for in Minnesota Statutes 282.01, Subd 1a.

NOW, THEREFORE, BE IT RESOLVED, the Carver County Board of Commissioners hereby certifies that PIN 20.0502320 described on the attached list has been reviewed and does comply with the provisions of Minnesota Statutes 85.012, 92.461, 282.01, Subd.8, and 282.018, and other statutes that require withholding of tax-forfeited lands from sale.

BE IT FURTHER RESOLVED, that the Carver County Board of Commissioners hereby approves the application submitted by the City of Carver for conveyance for an authorized conservation-related use.

YES

ABSENT

NO

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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 \_\_\_\_ day of \_\_\_\_\_, 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, Carver County Administrator

**EXHIBIT A**

**Withheld for Conservation Related Use**

CITY	PIN	LEGAL DESCRIPTION	CONSERVATION USE
<b>CITY OF CARVER:</b>	<b>20.0502320</b>	<p>Lot 7 through Lot 12, inclusive, Block 117, Village of Carver according to the plat of record, Carver County, Minnesota            And those parts of vacated streets and alleys within, adjoining and accruing to said Lot 7 through Lot 12, inclusive, Block 117, described as follows: The southeasterly half of the alley within said Block 117; the northwesterly half of St. Peter Street lying northeasterly of the center line of Hickory Street and southwesterly of the center line of Ash Street and its southeasterly extension; and the northeasterly half of Hickory Street lying northwesterly of the center line of St Peter Street and southeasterly of the center line of the alley within said Block 117 and its southwesterly extension. And Lot 1 through Lot 18, inclusive, Block 121, Village of Carver, according to the plat of record, Carver County, Minnesota            And those parts of vacated streets and alleys within, adjoining and accruing to said Block 121, described as follows:            All alleys within said Block 121; the northwesterly half of St. Paul Street lying northeasterly of the center line of Hickory Street; the northeasterly half of Hickory Street lying northwesterly of the center line of St. Paul Street and southeasterly of the center line of St. Peter Street; and the southeasterly half of St. Peter Street lying northeasterly of the center line of Hickory Street.</p>	<p>Conservation-related use; preservation, or restoration and preservation of the land in its natural state</p>

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approval of Statewide Health Improvement Program - Planning Grant**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Carver County Public Health has been awarded a Statewide Health Improvement Program (SHIP) grant. As an integral part of Minnesota's nation-leading 2008 health reform law, SHIP strives to help Minnesotans lead longer, healthier lives by preventing the chronic disease risk factors of tobacco use and exposure, poor nutrition, and physical inactivity, with an emphasis on populations experiencing health disparities and/or inequities. SHIP seeks to create sustainable, systemic changes in schools, worksites, communities, child care, and health care organizations that make it easier for Minnesotans to incorporate healthy behaviors into their daily lives.

The SHIP grant is divided into two phases, with two separate grants: Planning and Implementation. The Planning grant period is November 1, 2013 through June 30, 2014. The planning phase will allow Public Health staff to assess community needs and readiness, build capacity for implementation, and engage organizations that work with populations experiencing health inequities. Additionally, Public Health staff, with input from community partners, will develop plans to successfully implement nine (9) strategies to improve healthy eating and physical activity, and reduce tobacco use and secondhand smoke exposure in Carver County. At the end of the Planning grant, Public Health will begin the SHIP Implementation grant phase with additional grant funds allocated at that time. The Implementation grant period is July 1, 2014 through October 30, 2015. The full SHIP grant period (including Planning & Implementation) is November 1, 2013 - October 30, 2015.

The SHIP grant project will allow the Public Health Department to build new partnerships with schools, worksites, communities, child care, and health care organizations to improve health and well-being for people living and working in Carver County.

**ACTION REQUESTED:**

Approval of the Statewide Health Improvement Program planning grant award from the Minnesota Department of Health, as the Community Health Board. Approval of 1.0 FTE SHIP Coordinator as required to end at the conclusion of the grant funding on Oct 30th, 2015.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =	<input type="text"/>
SHIP planning grant	\$100,000.00
<b>Total</b>	<b>\$100,000.00</b>

**FTE IMPACT:**

**Related Financial/FTE Comments:**

The SHIP grant contract requires the assignment of 1.0 FTE as a SHIP Coordinator, a position we will fund with the SHIP grant during both phases of the total grant period, 11/1/13 - 10/31/15.

*Office use only:*

RBA 2012- 2229

# Budget Amendment Request Form



**Agenda Item:**

Approval of Statewide Health Improvement Program - Planning Grant

Department:  
t:

Meeting Date: 11/26/2013

Requested By:

Marcee Shaughnessy

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
Statewide Health Improvement Prg (SHIP)	01-460-463-2359-...	\$100,000.00
<b>TOTAL</b>		\$100,000.00

Description of Accounts	Acct #	Amount
Salaries and Wages	01-460-463-2359-...	\$43,380.00
Professional & Tech. Fees for Services	01-460-463-2359-...	\$50,134.00
Employee Mileage	01-460-463-2359-...	\$1,356.00
Other Misc Expenses	01-460-463-2359-...	\$2,000.00
Office Supplies	01-460-463-2359-...	\$200.00
Office Equipment	01-460-463-2359-...	\$1,250.00
Food and Beverage	01-460-463-2359-...	\$1,680.00
<b>TOTAL</b>		\$100,000.00

**Reason for Request:**

Additional grant funds received during current year and to be carried into 2014, to support public health projects and programs targeting obesity and tobacco use.



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Public Hearing and Adoption of Ordinance 48-2014 and the 2014 Carver County Fee Schedule**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

A combined public hearing has been scheduled for recommended changes to the County's 2014 fee for service schedule which includes fees charged by the Carver County Regional Rail Authority ("CCRRA"). MN statute allows the County to charge fees to cover its costs associated with providing various services. Notice of this public hearing has been placed in the County's legal newspaper.

Attachments for the board packet include the Fee Schedule Ordinance, a County Resolution adopting the 2014 Fee Schedule, the 2014 Fee Schedule and a listing of the 2014 Fee Schedule recommended changes. The CCRRA will meet separately to consider adopting a separate CCRRA Resolution adopting the 2014 CCRRA Fee Schedule.

None of the the 2014 Fee Schedule recommended changes are considered significant but rather usual, customary changes that reflect the expected ongoing cost of conducting the County's business in 2014.

**ACTION REQUESTED:**

1. Motion to open public hearing to consider changes to the County 2014 Fee Schedule.
2. Motion to close public hearing.
3. Motion to adopt the resolution approving the County 2014 Fee Schedule.

**FISCAL IMPACT:**

*Fiscal impact Included in  
Administrator's Recommended 2014*

*If "Other", specify:*

**FUNDING**

County Dollars =

**Total**

**FTE IMPACT:**

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 2263



**CARVER COUNTY, MINNESOTA  
ORDINANCE 48-2014**

**THE 2014 CARVER COUNTY FEE SCHEDULE AND CARVER COUNTY  
REGIONAL RAIL AUTHORITY FEE SCHEDULE**

The Carver County Board of Commissioners Hereby Ordains:

**Section 1.** The 2014 Carver County Fee Schedule, includes fees for services provided by county offices, officials, departments, courts, and employees, and is hereby adopted pursuant to Minnesota Statutes.

**Section 2.** The 2014 Carver County Regional Rail Authority Fee Schedule includes fees for services provided by the County Regional Rail Authority offices, officials, and employees, and is hereby adopted pursuant to Minnesota Statutes.

**Section 3.** The 2014 Carver County Fee Schedule and Carver County Regional Rail Authority Fee Schedule is hereby established as an official control for Carver County and is kept in the Office of the Carver County Auditor.

**Section 4.** This ordinance shall become effective on January 1, 2014.

Adopted by the Carver County Board, Resolution # \_\_\_\_\_, at its meeting of November 26, 2013.

\_\_\_\_\_  
Tim Lynch, Carver County Board Chair

\_\_\_\_\_  
David Hemze, Administrator

Adopted by the Carver County Regional Rail Authority Board of Commissioners, Resolution # \_\_\_\_\_, at its meeting of November 26, 2013.

\_\_\_\_\_  
Tim Lynch  
Carver County Regional Rail Authority Board Chair

\_\_\_\_\_  
David Hemze, Administrator

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

DATE \_\_\_\_\_, 2013                          RESOLUTION NO. \_\_\_\_\_

MOTION BY COMMISSIONER \_\_\_\_\_ SECONDED BY COMMISSIONER \_\_\_\_\_

**A RESOLUTION ADOPTING SECTIONS 1, 3, AND 4 OF ORDINANCE  
48-2014, THE 2014 CARVER COUNTY FEE SCHEDULE**

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

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

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

**NOW, THEREFORE BE IT RESOLVED**, that the Carver County Board of Commissioners hereby ordains adoption of Sections 1, 3, and 4 of Ordinance 48-2014 and the fees contained in this schedule, effective January 1, 2014.

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 26<sup>th</sup> day of November, 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

## 2014 Fee Schedule Change Form

Division/Dept. Type of Service	Service	Current Fee	Proposed New Fee	Estimated Additional Revenue	Notes/Comments
<b>Countywide Fees</b>	Public Meeting DVD/CD	\$10	\$10		No change in fee: Language change from "videocassette /audiotape" to DVD/CD
<b>Administrative Services – Information Technology Services</b>					
<b>Mailing Labels</b>	Parcel/Tax Records Returned	\$0.05/record	\$0		Remove - No cost for data, fees collected through labor costs above.
<b>GIS Data Sales</b>	Data setup fee	\$75	\$100/hour (1 hour minimum) 15 minute increments.		
	Parcels: All tax information is in the MetroGIS Standard Format. Requires License Agreement				Removing fee for cost of parcel data. Flat fee for 'Data setup fee' above to recover county staff time.
	1 to 2000	\$0.05/parcel	\$0		Remove fee – comments above
	2000-5000	\$0.03/parcel	\$0		Remove fee – comments above

	5000-50000	\$0.02/parcel	\$0		Remove fee – comments above
	County-wide pre-built dataset	\$0.01/parcel	\$0		Remove fee – comments above
	Other GIS Datasets	\$100/hour (1 hour minimum) 15 minute increments. Government Jurisdictions: Most datasets available free through license agreement	\$0		Remove - Combined with “Data setup fee” above. Under new MN statute governments must share GIS data at no cost
<b>Carver County GIS Data Subscription</b>	GIS Dataset Subscription: Dataset must be purchased county-side before subscription. (Only the startup fee is paid the first year). All subscriptions run through Dec. 31.	\$50 startup	\$0		Remove - Returning customers must pay the ‘Data setup fee’ above each time they purchase the data.
<b>Dataset Subscription</b>	Parcels (Countywide)	\$250/year	\$0		Remove - Same as above
<b>Media</b>	<b>Zip Disk</b>	<b>\$30/each</b>	<b>\$0</b>		<b>Remove - not used.</b>

**Note:**

- Spatial GIS data requests will be charged for labor, all other GIS data charges will not apply to government jurisdictions.

Remove ‘Note:’ from fee schedule – covered under ‘Data setup fee’.

## 2014 Fee Schedule Change Form

Division/Dept. Type of Service	Service	Current Fee	Proposed New Fee	Estimated Additional Revenue	Notes/Comments
<b>Community Social Services</b>	Encore Adult Day Care Program	\$74 / day	\$75 / day	\$2500 / yr	
<b>CSS – Behavioral Health</b>	Outpatient – Medication Management	\$150	\$175		
<b>Court Services - Probation</b>	Adult Supervision Fee (Per MN Stat. 244.18)	\$235 per year	<b>\$240 per year</b>	\$0	This increase will help to maintain currently budgeted revenue amounts in this service area
	Current name: <b>Safe Streets</b>  Change name to: <b>Safe Streets DWI &amp; Enhanced Probation Programming</b>	\$650 per year	No change		Name change only
	Juvenile out-of-home placements and treatment services: detention, correctional programming, educational and treatment programs, and other services with outside providers  Replaces current wording: <del>Child Treatment, Education and Placement Services; Contracted Services</del>	Varies by case	Reimbursements for county costs are assessed based on the Court Services Income Eligibility and Fee Schedule, and the Carver County Asset Assessment (similar to the assessments used by the Community Social Services Dept.).		

## 2014 Fee Schedule Change Form

Division/Dept. Type of Service	Service	Current Fee	Proposed New Fee	Estimated Additional Revenue	Notes/Comments
<b>Property Records &amp; Taxpayer Services Division</b>					
<b>Property Records Department</b>	Genealogy Searches	\$20.00			This search is done in Taxpayer Services Dept. Remove this from Property Records Department. See below for new fee info under Taxpayer Services Dept (Vital Statistics section)
<b>Taxpayer Services Dept</b>					
Licenses	Tobacco License	\$150.00	\$200.00	\$2,050.00	
	Precious Metals	\$100.00	\$150.00	\$150.00	
Customer Service	Current/Prior Year Tax Statements	\$5.00	\$5.00		Clarify Description: <b>Current/Prior Year Tax Statements &amp; Proposed Property Tax Notices</b>
	Certificate of Real Estate Value (CRV) Hand Pulled & Copied	\$10.00	\$10.00		Clarify Description: <b>Certificate of Real Estate Value (CRV) Hand Pulled &amp; Copied/Scanned</b>
	Written Estimate	\$20.00 per parcel	\$20.00 per parcel		Clarify Description to: <b>Written Estimate (any form)</b>
	Computer Printout/Labels (Set-up Fee)	\$25.00	\$35.00 Tax \$25.00 Election	\$310.00	Change description to: <b>Computer Generated Reports (Set-up Fee)</b>
	Name/Address Labels	\$2.00 per sheet	\$3.00 per sheet	\$20.00	
Taxation	Abatements requested by entity	\$75.00 per parcel	\$100.00 per parcel/per payable year	\$500.00	
	Confession of Judgment Closing Fee	\$25.00	\$25.00		Include in cell with other Confession of Judgment fees & change description to: <b>Confession of Judgment Satisfaction Fee</b>

<b>Division/Dept.</b> Type of Service	<b>Service</b>	<b>Current Fee</b>	<b>Proposed New Fee</b>	<b>Estimated Additional Revenue</b>	<b>Notes/Comments</b>
	Green Acres Payback Calculation Fee	\$100.00 per parcel	\$150.00 per parcel	\$750.00	Change description to: <b>Green Acres / Rural Preserves / Open Space Payback Calculation Fee</b>
	Escrow Processing Fee	Automated \$150.00/ year Manual \$5.00/parcel per request	Automated \$200.00 per year Manual \$7.00/parcel per request	\$250.00  \$108.00	
	Tax Forfeited Land – Repurchase Fee	\$150.00	\$250.00		
Special Assessments	New Special Assessment Code Set-up Fee	\$0.00	\$15.00 per new code	\$915.00	Estimated revenue based on # new SPASS codes for 2013
Tax Increment Financing	Set-up Base Fee	\$450.00	\$450.00		Change description to: <b>New TIF District Set-up Base Fee</b>
	Set-up Per Parcel Charge	\$35.00	\$40.00	\$20.00	Change description to: <b>New TIF District Set-up Per Parcel Charge</b>
	Maintenance Base Fee	\$200.00	\$250.00	\$1,350.00	Change description to: <b>Yearly Maintenance Base Fee</b>
	Maintenance Per Parcel Charge	\$35.00	\$40.00	\$5,375.00	to: <b>Yearly Maintenance Per Parcel Charge</b>
	Plan Modification Fee	\$250.00	\$300.00		
	Modification Per Parcel Charge	\$35.00	\$40.00		
	Knockdown Per Parcel Fee	\$35.00	\$40.00		Change description to: <b>TIF Knockdown Fee per parcel</b>
License Center	Class A: Regular*	\$42.25	\$45.25	\$130,800.00	Legislative Fee \$3.00 increase to all DL transactions
	Class A: Under 21*	\$22.25	\$25.25	Total for both Chan & Chaska License Centers	Add (*) to service description; Legislative Fee \$3.00 increase to all DL transactions
	Class B: Regular or Under 21*	\$34.25	\$37.25		Legislative Fee \$3.00 increase to all DL transactions
	Class C: Regular or Under 21*	\$27.25	\$30.25		
	Class D: Regular or Under 21*	\$23.25	\$26.25		



Division/Dept. Type of Service	Service	Current Fee	Proposed New Fee	Estimated Additional Revenue	Notes/Comments
	Provisional Driver's License	\$15.00	\$18.00		
	Class D Provisional license upgrade to Under 21 Driver's License, no violations on record (\$3.50 credit)*	\$19.75	\$22.75		
	School Bus Physical*	\$4.00	\$4.00		Add (*) to service description
Other ID Cards, Permits, Fees	Class D Instruction Permit*	\$11.25	\$14.25		Legislative Fee \$3.00 increase to all DL transactions
	Motorcycle Instruction Permit / endorsement fee*	\$21.00	\$21.00		Add (*) to service description;
	Motorcycle Endorsement Renewal (2 Wheel only)*	\$13.00	\$13.00		Add (*) to service description
	Standby or Temporary Custodian Designation*	\$3.50	\$3.50		Add (*) to service description
Passports	Passport Photo	\$12.00	\$15.00	\$12,000.00	Based on 2013 transactions which have the potential to increase significantly.
Title and Registration Fees	Wheelage Tax	\$5.00	\$10.00	\$300,000.00	Add to fee schedule – Legislative change & County Board Approved
<b>Vital Statistics:</b>					
Reports	Vitals Report Request*	\$15.00	\$15.00		Add (*) to service description
Birth Certificates	Certified *	\$26 (State \$17 – County \$9)	\$26 (State \$17 – County \$9)		Add (*) to service description
	Non-certified*	\$13 (State \$4 – County \$9)	\$13 (State \$4 – County \$9)		Add (*) to service description
	Additional*	\$19 (State \$17 – County \$2)	\$19 (State \$17 – County \$2)		Add (*) to service description
	Birth Verification*	\$9 (County only)	\$9 (County only)		Add (*) to service description
	Statement of No Record Found *	\$16 (State \$7 – County \$9)	\$16 (State \$7 – County \$9)		Add (*) to service description
Death Certificates	Certified*	\$13 (State \$4 – County \$9)	\$13 (State \$4 – County \$9)		Add (*) to service description
Marriage Licenses	Marriage License (Full Fee)*	\$115 (State \$90 – County \$25)	\$115 (State \$90 – County \$25)		Add (*) to service description

<b>Division/Dept.</b> Type of Service	<b>Service</b>	<b>Current Fee</b>	<b>Proposed New Fee</b>	<b>Estimated Additional Revenue</b>	<b>Notes/Comments</b>
Death Certificates	Certified*	\$13 (State \$4 – County \$9)	\$13 (State \$4 – County \$9)		Add (*) to service description
Marriage Licenses	Marriage License (Full Fee)*	\$115 (State \$90 – County \$25)	\$115 (State \$90 – County \$25)		Add (*) to service description
	Marriage License (Reduced Fee with Educator’s Statement of 12 hour minimum)*	\$40 (State \$15 – County \$25)	\$40 (State \$15 – County \$25)		Add (*) to service description
	Marriage Certificate (Certified)*	\$9 each (County only)	\$9 each (County only)		Add (*) to service description
	Statement of No Record Found	\$9 (County only)	\$9 (County only)		
	Marriage License Amendment	\$15 (County only)	\$15 (County only)		
Notary Commissions	Notary Public Commission Recording Fee*	\$20 (County only)	\$20 (County only)		Add (*) to service description
	Notary Verification (per document)*	\$5 (County only)	\$5 (County only)		Add (*) to service description
Ordinations	Credentials of Ordination filing	\$10 (County only)	\$20.00 (County Only)	\$720.00	
Genealogy	Genealogy Research Genealogy Copies	\$20.00 \$2/copies	\$50.00 per hour \$5.00 per copy of records		Increased to match County-wide research fee
Abstract Property Torrens Property	Well Disclosure Statement Well Disclosure Certificate	\$30 \$30	\$50 \$50		Per Minnesota Dept. of Health form the fee should be \$50

## 2014 Fee Schedule Change Form

Division/Dept. Type of Service	Service	Current Fee	Proposed New Fee	Estimated Additional Revenue	Notes/Comments
<b>Environmental Services</b> Subsurface Sewage Treatment System (SSTS) Construction Permits	Connection from house/structure to existing tank	\$100	\$100 [same]	\$0	Change in wording/clarification only.
	Repair of tank and/or <del>drain field</del> soil treatment area (includes adding a new tank); Holding Tank	\$250	\$250 [same]	0	Change in wording/clarification only
	Standard System [Type I & II <del>Trench &amp; Mound</del> with soil treatment area].	\$400	\$400	0	Change in wording/clarification only to reflect code.
	Curtain Drain Septic Monitoring	\$300 (\$50 soil review + \$50 monitoring + \$200 installation)	\$400 (\$50 soil review + \$50 monitoring + \$300 installation)	\$200/yr	Installation is done under contract with private Installer. This change reflects the current installation price under contract. Currently impacts a couple of SSTS/yr.
Food, Beverage, Lodging System SSTS & Commercial SSTS	1-500 gallons	\$700	\$700 [same]	0	Change in wording/clarification only to reflect code language.

## 2014 Fee Schedule Change Form

Division/Dept. Type of Service	Service	Current Fee	Proposed New Fee	Estimated Additional Revenue	Notes/Comments
<b>Land Mgmt</b>	Ag Building	\$40	\$50	\$400	To be more in line with other fees.
<b>Land Mgmt</b>	Mechanical – Gas Line	\$75	\$75	None	Add to schedule to avoid confusion w/mechanical heating permits.
<b>Land Mgmt</b>	Site Inspection Fee	\$50 + \$50 for each additional inspection	\$50/per site inspection	None	For clarification purposes
<b>Land Mgmt</b>	Administrative Special Use Permits	\$100 (Applicant shall reimburse the County for engineering costs incurred during application review and final inspections. The applicant shall reimburse the County for staff costs, including staff of the Soil and Water Conservation District (SWCD), staff time in excess of 5 hours up to a maximum of \$500 at a rate of \$50/hour.)	\$100 <ul style="list-style-type: none"> <li>• A Carver County Site Inspection Fee shall be applied to any additional inspection completed after the 1<sup>st</sup> inspection.</li> <li>• Work started without obtaining a permit shall be subject to a \$200 Double Fee.</li> </ul>	None	For clarification purposes.

<p><b>Land Mgmt</b></p>	<p><u>Combined</u>  Administrative permit for excavating/filling or a driveway <del>that includes</del> <u>and</u>-wetlands and/or erosion control permit <del>and/or stormwater permit with no treatment required</del> — water resource management</p>	<p>\$150  (Applicant shall reimburse the County for engineering costs incurred during application review and final inspections. The applicant shall reimburse the County for staff costs, including staff of the SWCD, staff time in excess of 5 hours up to a maximum of \$500 at a rate of \$50/hour.)</p>	<p>\$500 (\$150 Permit Fee + \$350 Refundable Surety of any unused fee)</p> <ul style="list-style-type: none"> <li>• A Carver County Site Inspection Fee shall be applied to any additional inspection completed after the 1<sup>st</sup> inspection.</li> <li>• The applicant shall reimburse the County for any engineering costs incurred during application review and final inspections.</li> <li>• Work started without obtaining a permit shall be subject to a \$300 Double Fee.</li> </ul>	<p>\$500</p>	<p>***Based on amount of time being spent on site reviews for compliance and verifying completion of project, revenue would cover additional County Staff time.  ***Surety may be refundable to applicant after project is considered complete.  ***Any extra time spent on project review would be withheld from refundable surety.</p>
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<p><b>Land Mgmt</b></p>	<p><u>Combined</u>  Administrative permit for excavating/filling or a driveway <del>that includes</del> <u>and</u> stormwater permit  <del>Planning &amp; Water Mgmt Dept.</del></p>	<p>\$1,250 (\$500 permit fee + \$750 engineering cost credit) + applicant shall reimburse the County for costs incurred during application review and final inspections as described below:  <input type="checkbox"/> Engineering Costs. The applicant shall reimburse the County for engineering review cost above \$750.  <input type="checkbox"/> Staff Costs. The applicant shall reimburse the County for staff costs, including staff of the SWCD, over \$500 up to a maximum of \$1,000 total, at a rate of \$50/hour.</p>	<p>\$1,250 (\$250 permit fee + \$1,000 engineering cost credit) + applicant shall reimburse the County for costs incurred during application review and final inspections as described below:  * Engineering Costs. The applicant shall reimburse the County for engineering review costs above \$1,000.  * Staff Costs. The permit fee includes 5 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.</p>	<p>None</p>	<p>For clarification purposes - Match PWM changes for this combined permit</p>

### 2014 Fee Schedule Change Form

Division/Dept. Type of Service	Service	Current Fee	Proposed New Fee	Estimated Additional Revenue	Notes/Comments
<b>Planning &amp; Water Management Dept.</b> Administrative Permits. <u>Review of Project for Compliance with Water Management Rules</u>	Administrative Permits	\$100 (Applicant shall reimburse the County for engineering costs incurred during application review and final inspections. The applicant shall reimburse the County for staff costs, including staff of the Soil and Water Conservation District (SWCD), staff time in excess of 5 hours up to a maximum of \$500 at a rate of \$50/hour.)	Delete \$100 (Applicant shall reimburse the County for engineering costs incurred during application review and final inspections. The applicant shall reimburse the County for staff costs, including staff of the Soil and Water Conservation District (SWCD), staff time in excess of 5 hours up to a maximum of \$500 at a rate of \$50/hour.)	\$0	Delete this section, this type of permit is issued by Land Management not Planning & Water Management
<u>Review of Project for Compliance with Water Management Rules</u>	<u>Combined</u> Administrative permit for excavating/filling or a driveway that includes and wetlands and/or erosion control permit and/or stormwater permit with no treatment required—water resource management	\$150 (Applicant shall reimburse the County for engineering costs incurred during application review and final inspections. The applicant shall reimburse the County for staff costs, including staff of the SWCD, staff time in excess of 5 hours up to a maximum of \$500 at a rate of \$50/hour.)	\$500 (\$150 Permit Fee + \$350 Refundable Surety of any unused fee) <ul style="list-style-type: none"> <li>• A Carver County Site Inspection Fee shall be applied to any additional inspection completed after the 1<sup>st</sup> inspection.</li> <li>• The applicant shall reimburse the County for any engineering costs incurred during application review and final inspections.</li> <li>• Work started without obtaining a permit shall be subject to a \$300 Double Fee.</li> </ul>	\$500	Match Land Management changes for this combined permit
<u>Review of Project for Compliance with Water</u>	<u>Combined</u> Administrative permit for excavating/filling or	\$1,250 (\$500 permit fee + \$750 engineering cost credit) + applicant shall reimburse the County for costs incurred during application review and final inspections as described	\$1,250 (\$250 permit fee + \$1,000 engineering cost credit) + applicant shall reimburse the County for costs incurred during application review and final	\$0	For clarification purposes

<p><u>Management Rules</u></p>	<p>a driveway that includes and stormwater permit Planning &amp; Water Mgmt Dept.</p>	<p>below:  <input type="checkbox"/> Engineering Costs. The applicant shall reimburse the County for engineering review cost above \$750.  <input type="checkbox"/> Staff Costs. The applicant shall reimburse the County for staff costs, including staff of the SWCD, over \$500 up to a maximum of \$1,000 total, at a rate of \$50/hour.</p>	<p>inspections as described below:  * Engineering Costs. The applicant shall reimburse the County for engineering review costs above \$1,000.  * Staff Costs. The permit fee includes 5 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.</p>		
<p>Review of Project for Compliance with Water Management Rules</p>	<p>Wetlands Permit Erosion Control permit and/or stormwater permit with no treatment required—water resource management</p>	<p>\$100: Applicant shall reimburse the County for engineering costs incurred during application review and final inspections. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), staff time in excess of 5 hours up to a maximum of \$500 at a rate of \$50/hour.</p>	<p>\$100: Applicant shall reimburse the County for engineering costs incurred during application review and final inspections.  * Staff Costs. The permit fee includes 2 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.  *Work started without obtaining a permit shall be subject to a \$200 Double Fee.</p>	<p>\$0</p>	<p>Clarification of fee structure; Staff cost-recovery consistent with both permit types; Double-fee is incentive to submit application prior to work.</p>
<p>Review of Project for Compliance with Water Management Rules</p>	<p>Stormwater permit water resource management</p>	<p>\$1,250 (\$500 permit fee + \$750 engineering cost credit) + applicant shall reimburse the County for costs incurred during application review and final inspections as described below:  * Engineering Costs. The applicant shall reimburse the County for engineering review cost above \$750.  * Staff Costs. The applicant shall reimburse the County for staff costs, including staff of the SWCD, over \$500 up to a maximum of \$1,000 total, at a rate of \$50/hour.</p>	<p>\$1,250 (\$250 permit fee + \$1,000 engineering cost credit) + applicant shall reimburse the County for costs incurred during application review and final inspections as described below:  * Engineering Costs. The applicant shall reimburse the County for engineering review costs above \$1,000.  * Staff Costs. The permit fee includes 5 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and</p>	<p>\$0</p>	<p>Clarification of fee structure; Better reflects average staff and engineering cost recovery amounts; Staff cost-recovery consistent with both permit types.</p>



			Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.		

<p><b>Public Health</b>  <b>Immunizations</b>  <b>(Administration</b>  <b>Fee):</b>  Minnesota  Vaccines for  Children  (MnVFC) and  Un/Under-insured  Adult Vaccine  (UUAV)</p>	<p>NO CHANGE to 14 Different  Vaccines Currently listed</p>	<p>NO CHANGE</p>	<p>NO CHANGE</p>	<p>--</p>	<p>Add the phrase  ("Administrative Fee")  to the description.</p>
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## 2014 Fee Schedule Change Form

Division/Dept. Type of Service	Service	Current Fee	Proposed New Fee	Estimated Additional Revenue	Notes/Comments
<b>Public Works</b> Parks	Annual Park Pass Assistance Pass	\$7.00	\$10.00	\$940.00	
Parks	Veterans Annual Parks Pass	N/A	\$8.00	\$400.00	Pass not offered in previous years, new for 2014
Parks	Veterans Additional Annual Pass	N/A	\$8.00	\$160.00	Pass not offered in previous years, new for 2014
Parks	Over Night Stay at Shelter #5	N/A	\$50.00	\$250.00	New fee for 2014 – for Groups that camp at LMP and use shelter in Morning before leaving
Parks	Community Room	\$150.00	\$175.00	\$175.00	
Parks	Community Room All Inclusive	\$250.00	\$275.00	\$325.00	
Parks	Special Events 1000+ People (M-Thur)	N/A	\$1,125.00		New Tier for Groups over 1000+ New for 2014
Parks	Special Events 1000+ People (Fri-Sun and Holidays)	N/A	\$1,250.00		New Tier for Groups over 1000+ New for 2014
Parks	Cross Country Ski Meets – Team (M-Thur)	N/A	\$25.00/Team		New for 2014
Parks	Cross Country Ski Meets – Team (Fri-Sun)	N/A	\$30.00/Team		New for 2014
Parks	Portable Fire-ring		\$15.00/ reservation request	\$150.00	New for 2014
Parks	Picnic Table Moving		\$50.00/hr	\$250.00	New for 2014
Parks	Extraordinary Trail Grooming		\$35.00/hr	\$105.00	New for 2014
Parks	Extraordinary Event Clean-up		\$30.00/hr	\$30.00	New for 2014

<b>Division/Dept. Type of Service</b>	<b>Service</b>	<b>Current Fee</b>	<b>Proposed New Fee</b>	<b>Estimated Additional Revenue</b>	<b>Notes/Comments</b>
Programming Fees	Private Outdoor Recreation Programming Fees	\$50.00/hr	\$60.00/2hr	\$120.00	For Groups 1 - 15
	Private Outdoor Recreation Programming Fees	\$50.00/hr	\$80.00/2hr	\$160.00	For Groups 16 - 20
	Private Outdoor Recreation Programming Fees	\$50.00/hr	\$100.00/2hr	\$200.00	For Groups 21 - 25
	Private Outdoor Recreation Programming Fees	\$50.00/hr	\$120.00/2hr	\$240.00	For Groups 26 - 30
	Private Outdoor Recreation Programming Fees	\$50.00/hr	\$15.00/hr for additional hr of Programming	\$90.00	For all group sizes, applied for Programming longer than 2 hr
	Private Outdoor Recreation Programming Fees	\$50.00/hr	\$22.00/hr/Instructor	\$300.00	For Groups 31+
	Private Outdoor Recreation Programming Fees – Outreach	\$50.00	\$30.00/hr/Instructor	\$50.00	Any size group

Division/Dept. Type of Service	Service	Current Fee	Proposed New Fee	Estimated Additional Revenue	Notes/Comments
<b>Sheriff</b>					
<b>Civil</b>	Legal Not Found	\$35	\$70	\$ 3,815.00	
	Posting of Notices	\$35	\$70	\$ 3,535.00	Includes two people, +\$25 for each additional person, same address
	Request of Process Returned	\$35	\$70	\$ 525.00	Includes two people, +\$25 for each additional person, same address
	Service of Process Fee	\$35	\$70	\$ -	Includes two people, +\$25 for each additional person, same address
	Replevin Writs of Attachments Securing properties on Seizures	\$57.17 per hr per deputy + mileage	\$400 deposit +deputy @ \$70 per hour per deputy, minimum one hour per deputy	\$ -	
	Writ of Execution (seizure)	\$57.17 per hr per deputy + mileage	\$400 deposit +deputy @ \$70 per hour per deputy, minimum one hour per deputy	\$ -	
	Writ of Recovery(inventory)	\$57.17 per hr	\$61 per hour per deputy, Minimum one hour per deputy <b>plus mileage</b>	\$ 200.00	
	Mortgage Foreclosure Sales	\$60	<b>\$70</b>	\$ 3,090.00	
	Lien Sales (Mechanical or Warehouseman)	\$60	\$70 per hour per deputy, Minimum one hour per deputy	\$ 50.00	
	Uniform Commercial Code	\$60	\$70 per hour per deputy, Minimum one hour per deputy	\$ -	delete, must be done by the attorneys office
	Abandoned Property	\$60	\$70 per hour per deputy, Minimum one hour per deputy	\$ -	
	Judgment and Degree	\$60	<b>\$70</b>	\$ 20.00	
<b>Other Fees</b>	Radio Programming for outside	\$48.75	\$49.59	\$12.00	
	Off Duty Deputy Holiday rate		\$90.00	\$300.00	New
	Off Duty Deputy rate	\$57.17	\$61.00	\$2,000.00	
<b>Emergency Management</b>	HazMat Call Outs Hourly Wage Vehicle Cost Trailer Cost		\$40.10 per hour \$300 each flat fee \$225.00 each flat fee, county owned		no increase, has always been done, never listed on the fee schedule
<b>Conceal/Carry Permit</b>	New Conceal/Carry Permit	\$100	\$75	<b>(\$15,950)</b>	02 fund
	Renewal of permit	\$75	\$50	<b>(\$2,850)</b>	02 fund

## 2014 Fee Schedule Change Form

Division/Dept. Type of Service	Service	Notes/Comments
<b>Regional Rail Authority</b>	<p>Dakota Rail Line Fees</p> <p><i>Note: Underlined items are changes to the fee schedule. It is recommended that Commercial underground utility crossing permits go to a one-time fee of \$750. This fee structure represents what is going on in the market place in Hennepin County. The fee replaces a \$1000.00 Annual fee and eliminates ongoing maintenance to obtain an annual fee.</i></p> <p><i>The Administrative Application Fee is new and represents cost associated with drafting up a permit. The Administrative Application Fee is applicable to commercial utility crossings, leasing of buildings and any agricultural leases.</i></p>	<p>No changes to the fees. Change updates the note by removing the first paragraph and adding this line:</p> <p><i>The Administrative application fee also applies to private requests for use of railroad premises and would include but is not necessarily limited to such things as farmers markets, thrift sales, and other uses as may be permitted for one- or two-day private activities.</i></p>

Division/Dept. Type of Service	Service	Fee
<p><i>Note: All County divisions/departments will apply the following countywide fees and charges unless a County department specifically lists a different rate in this Fee Schedule.</i></p> <p><i>* Any fee in this schedule listed with an asterisk (*) has been statutorily set.</i></p>		
<b>Countywide Fees</b>	Information Gathering/Research (Public Data Only)	If it takes more than a half-hour: \$50/hour + any material costs; pro-rated to the nearest half-hour. <ul style="list-style-type: none"> <li>• No charge for other government agencies</li> <li>• No charge for separating public data from non-public data.</li> </ul>
	Photocopying (Black & White) 8½” x 11” and 8 ½” x 14”  11” x 17” > 11” x 17”	\$0.25/page – public \$0.10/page – employee \$0.50/page - public \$5.00/page - public
	Photocopying (Color)	\$1.50/page – public \$0.50/page – employee
	Postage	Federal rates
	Electronic Image	\$0.25/page
	Electronic Documents: Applies to requests for 10 or more electronic documents	\$0.50/document plus \$10 for CD and service.
	Fax Machine Usage (Employee or Public)	Local: \$1 for first page + \$0.30 each additional page
		Long distance: \$4/page + \$1.50/each additional page
		International: \$10/page + \$3 each additional page
	Financial Statement (Black & White)	\$30
	Budget Books (Black & White)	\$40
	5-Year Long-Term Financial Plan	\$40
	Laminating of general documents < = 24” x 36” >24” x 36”	\$5/each
		\$10/each
<b>Public Meeting DVD/CD</b>	\$10. No charge for other government agencies.	
Non-Sufficient Fund (NSF) Checks and Other Returned Checks	\$30/check	

<b>Division/Dept.</b> Type of Service	<b>Service</b>	<b>Fee</b>
<b>Administrative Services Division</b> <b>Information Technology Dept.</b>	Lead Analyst	\$150/hour (measured in 15 minute increments)
	Computer Technician	\$75/hour (15 minute increments)
	Computer Screen Print	\$5/page
	Computer Reports	\$0.50/page
	<b>Zip Disk</b>	<b>\$30/each</b>
GIS Mapping Projects	Internet Map Print Out – 8.5 x 11	\$15/page Additional Copy \$5
	Custom Mapping	\$100/hour labor – 15 minute increments
	8.5 x 11 Map	\$5/map (1 free map is provided to registered landowner)
	11” x 17” Map	\$7/map
Plotter Printer	< = 36” x 24”	\$30/map**
	>36” x 24” and < = 36” x 50”	\$40/map**
	>36” x 50” and < = 36” x 72”	\$50/map**
	<b>**\$5/map(s) shipping &amp; handling charge if mailed</b>	
Laminating	< = 24” x 36”	\$20/map
	> 24” x 36”	\$30/map
Mailing Labels	Automated Request	\$25/request
	Manual Request	\$50/request
	<b>Parcel/Tax Records Returned</b>	<b>\$0.05/record</b>
	E-mailed results	No Charge
	Printed List	\$0.10/page
	Printed Mailing Label Sheet	\$2/page
<b>GIS Data Sales</b>	<b>Data setup fee</b>	<b>\$100/hr (1 hour minimum)</b> <b>15 minute increments</b>
	<b>Parcels: All tax information is in the Metro GIS Standard Format. Requires License Agreement</b>	
	<b>1 to 2000</b>	<b>\$0.05/parcel</b>
	<b>2000-5000</b>	<b>\$0.03/parcel</b>
	<b>5000-50,000</b>	<b>\$0.02/parcel</b>
	<b>County wide pre built dataset</b>	<b>\$0.01/parcel</b>
	<b>Other GIS Datasets</b>	<b>\$100/hour (1 hour minimum) 15 minute increments</b> <b>Government Jurisdictions: Most datasets available free through license agreement.</b>



<b>Division/Dept. Type of Service</b>	<b>Service</b>	<b>Fee</b>
Pictometry	Pictometry	Half of the County's cost for sectors around/within jurisdiction boundary
	Pictometry Web Application Population: >10,000 7,500-10,000 5,000-7,500 2,500-5,000 1,000-2,500 < 1,000 Flat fee for organizations that cover large areas	<u>Fee:</u> \$1,000 \$750 \$500 \$250 \$100 \$50 \$250
<b>Carver County GIS Dataset Subscription</b>	<del>GIS Dataset Subscription: Dataset must be purchased county-wide before subscription. (Only the startup fee is paid the first year.) All subscriptions run through Dec. 31.</del>	<del>\$50 startup fee</del>
<b>Dataset Subscription</b>	<b>Parcels (Countywide)</b>	<b>\$250/year</b>
Other GIS Requests	All Other Miscellaneous GIS Requests	\$100/hour (15 minute increments)
<p><b>Note:</b></p> <ul style="list-style-type: none"> <li><del>Spatial GIS data requests will be charged for labor; all other GIS data charges will not apply to government jurisdictions.</del></li> </ul>		
<b>Library Unreturned or Damaged Materials</b>	The following standard charges apply to unreturned or damaged materials when the actual replacement cost is unknown:	<i>Note: Library fees apply to the Law Library and Community Libraries.</i>
	Hardback Adult non-fiction	\$25
	Hardback Adult fiction	\$25
	Juvenile fiction and non-fiction	\$15
	Paperback	\$8 (adult) \$5 (juvenile)
	Audio Cassettes	\$25
	Compact Disc	\$25
	Video Cassettes/DVD's	\$25
	Magazines	\$3
	Processing Fee	\$2
Lost Library Card	\$1	

<b>Division/Dept. Type of Service</b>	<b>Service</b>	<b>Fee</b>
<b>Library</b> Unreturned or Damaged Materials <i>(cont'd)</i>	Replacement A/V case or liner notes	\$2
	Non-Minnesota resident Library user fee	\$60
Library Supplies and Services	Photocopies and computer print-outs – Black and White	\$0.15/page
	Photocopies and computer print-outs – Color	\$0.50/page
	Telefax Machine	\$.50/page
	Recordable CD or DVD	\$1.00
	Flash drive	\$10.00
Library Meeting Room Fees for Profit-Making Organizations	Chanhassen Wilder Room (Capacity: 125)	\$25/hr (split with city)
	Chanhassen Longfellow Room (Capacity: 20)	\$15/hr. (split with city)
	Chanhassen Lewis Room (Capacity: 12 )	\$15/hr. (split with city)
	Chanhassen Lovelace Room and meeting rooms in other Library Branches (Capacity: 6-10)	\$10/hr.
Overdue Fines	All Juvenile/Teen materials	\$0.10/day
	All Adult materials	\$0.30/day
Maximum Fines on Overdue Materials	Adult fiction and non-fiction	\$6
	Adult paperbacks	\$6
	Juvenile fiction and non-fiction	\$2
	Juvenile paperbacks	\$2
	Compact Discs	\$6
	Adult and Juvenile Audio Cassettes	\$6
	Video Cassettes/DVD DVDs (1 Week)	\$6 (adult) \$2 (juvenile)
	Law Library Fee	\$10 (none for counties and municipalities.)
<b>University of MN Extension</b>	Parents Forever Divorce Education Program	\$75/person
	University Educational Programs	\$5-\$100/session
<b>Attorney's Office</b>	Compact Discs (disclosure)	\$10
	Photocopying (disclosure)	\$0.25/page

<b>Division/Dept.</b> Type of Service	<b>Service</b>	<b>Fee</b>
<b>Attorney's Office</b> <i>(cont'd)</i>	Photographs (disclosure)	3x5 = \$1.50/photo 4x6 = \$1.75/photo 5x7 = \$5.00/photo 8x10 = \$10.00/photo
<b>Community Social Services (CSS) Division</b> Day Care Licensing	Licensing Inspection	\$100 for 2 years
	Background Study	\$100 for 2 years
Step-Parent Adoption	Background Study	\$120
	Home Study	\$65/hr. (2 hr. minimum) / maximum cost of \$1,625
Corporate Adult Foster Care License	Licensing Inspection	\$65/hour not to exceed \$500 per full inspection
	Background Study	\$16.25 per every 15 minutes
Child Support	Child Support Payment Record	\$20 per payment record. If over a half-hour, additional \$10 per half-hour not to exceed \$100
<b>Behavioral Health Dept.</b>	<b>See Attachment A: Encore Adult Day Services Program Sliding Fee Scale for list of services, fees</b>	<b>Private Pay Rate: \$75.00/day + SmartLink bus fee</b>
	Rule 25 Assessments	\$160 per assessment <i>Note: Fee is applicable only when clients have insurance and are not eligible for Tier 1 of the Chemical Dependency Treatment Fund.</i>
	Psychiatric Evaluation/Intake	\$330
	Psychological Evaluation/Intake	\$225
	Forensic Psychological Evaluation	\$500
	Missed Appointment	\$25
	Psychotherapy (hour)	\$150
	Psychotherapy group	\$75
	Psychological testing (hour)	\$150
	<b>Medication Management</b>	<b>\$175</b>
	Psychiatric Consultation	\$210
	Crisis Services: Assessment & Intervention	\$600/contact
	Stabilization	\$500
Community Intervention	\$300	
Copies of charts	\$35	

<b>Division/Dept. Type of Service</b>	<b>Service</b>	<b>Fee</b>
Court Testimony	Court Testimony (Hourly rates)	\$250
	Social Worker Witness Fee	\$65/hour
	Copy of videotaped interview	\$25
	Other contracted services	Rate is established in vendor contract. Certain client service fees based on ability to pay using Income Eligibility Fee Schedule and Asset Test.
	Detox Transportation	Vendor contract rate, or actual cost if local law enforcement transports
	Copy of CD	\$25 per CD
<b>Court Services/ Probation</b>	DWI Local Assessment (Includes both County and State fees)	\$125
	Juvenile Delinquency Diversion	\$85/appointment
	Adult Supervision Fee* (Per MN Stat. 244.18)	\$240/yr.
	Case Transfer Out Fee-Adult	\$125
	Safe Streets, DWI, and Enhanced Probation Programming	\$650 program fee
	UA Fee – Adult	\$30
	UA Fee – Juvenile	\$30
	Program Fee* - Adult & Juv. (EMG, DWC, T4C, other cognitive skills classes or special in-house probation programs)	\$150 for in-house clients \$250 for referrals from other probation or correctional agencies
	Pre-Trial Services Fee - Adult cases only (PBT testing, etc.)	\$75 (or \$100 with pre-court evaluation)
	Conditions Fee – No Probation Cases:* In lieu of Supervision Fee for cases <u>not</u> placed on probation but Court Ordered, conditions are initiated and/or tracked by Court Services/Probation. Includes: Restitution investigations, CWS or STS set-up, and other special assessments or services.	\$50
	STS Program Fee for adult probationers who are participating on local STS crew	\$5/per each STS day ordered

Division/Dept. Type of Service	Service	Fee
	Electronic monitoring services including: EHM, GPS, Mems, Scram and Scram X and other testing devices and services.	Daily fees and administrative costs apply as established by contracts or agreements with vendors, ranging from \$15-\$20/per day (adults) and \$5-\$10/per day (juveniles).
	Juvenile out-of-home placements and treatment services: detention, correctional programming, educational and treatment programs, and other services with outside providers.	Reimbursements for County costs are assessed based on use of the Court Services Income Eligibility and Fee Schedule and the Carver County Asset Assessment.
<b>Financial Services Division</b>	Manufactured Home collection fee for delinquent taxes (Revenue Recapture)	\$30
<b>Property Records &amp; Taxpayer Services Division Taxpayer Services Department</b>	Licenses and Permits: Auctioneer License*	\$20
	Fireworks Permit	\$50
	Tobacco License	\$200
	Transient Merchant License*	\$150
	Precious Metals	\$150
	Set-up License	\$150
	On-Sale Liquor License	\$2,000
	On-Sale Sunday Liquor License	\$200
	Off-Sale Liquor License	\$150
	On-Sale 3.2 Beer & Wine Cooler License	\$150
	Off-Sale 3.2 Beer & Wine Cooler License	\$75
	On-Sale Temporary Liquor License	\$100
	On-Sale Temporary 3.2 Beer & Wine Cooler Liquor License	\$50
	Wine License	\$500
Customer Service	Certification by Hand and Seal (R/P/M) – Auditor	\$15
	Current/Prior Year Tax Statements & Proposed Property Tax Notices	\$5

	Certificate of Real Estate Value (CRV) Hand-Pulled and Copied/Scanned	\$10 per copy
	Written Tax Estimate (any form)	\$20 per parcel
	Written Tax Search	\$10 per parcel per year
	Screen Prints	\$2
	Plat Parcel Certification Fee	\$50
	Computer-Generated Reports (Set-up fee)	\$35 Tax \$25 Election
	Name/Address Labels	\$3 per sheet
	Claim Against Bond (Set-up fee)	\$25 plus \$0.25 per copy/page
	Certified Letter	\$5.54 minimum Subject to postal rate
Elections	Precinct Finder (Countywide)	\$75
	Precinct Finder (Individual entity)	\$25
	Registered Voter Certificate	\$15
Taxation	Abatements requested by entity	\$100 per parcel/per payable year
	Auditor's Certificate	\$300
	Updating existing Auditor Certificate	\$150
	Audit Verification of Tax District	\$150
	Certification of Ten Largest Taxpayers	\$75
	Confession of Judgment: Written Estimate Set-up Fee Court Costs Confession of Judgment Satisfaction Fee	\$25 \$100 \$10 \$25
	Green Acres/ Rural Preserves / Open Space Payback Calculation Fee	\$150/parcel
	Escrow Processing Fee	Automated \$200/year Manual \$7/parcel per request
	1 <sup>st</sup> Time Delinquency Fee (per parcel)	\$25
	Tax Forfeited Land – Repurchase Fee	\$250
Special Assessments	Special Assessment Entry Fee per parcel/per entry	\$5 per parcel/per entry
	New Special Assessment Code Set-up Fee	\$15 per new code
Tax Increment Financing	New TIF District Set-Up Base Fee	\$450

	New TIF District Set-Up Per Parcel Charge	\$40
	Yearly Maintenance Base Fee	\$250
	Yearly Maintenance Per Parcel Charge	\$40
	Plan Modification	\$300
	Modification Per Parcel Charge	\$40
	TIF Base Adjustment Fee	\$200
	Decertification	\$250
	TIF Knockdown Fee Per Parcel	\$40
License Center	Class A: Regular*	\$45.25
	Class A: Under 21*	\$25.25
	Class B: Regular or Under 21*	\$37.25
	Class C: Regular or Under 21*	\$30.25
	School Bus Physical*	\$4
	Class D: Regular or Under 21*	\$26.25
	Provisional drivers license*	\$18.00
	Class D Provisional license upgrade to under 21 drivers license, no violations on record (\$3.50 credit)*	\$22.75
	Duplicates: All classes*	\$15.75
License Center	Motorcycle Renewal*	\$13
Identification Cards	Under age 65*	\$20.25
	Age 65 and older*	\$11
	Card for person with physical or development disability or qualified mental illness*	\$0.50
Other ID Cards, Permits, Fees	Class D instruction permit*	\$14.25
	Class A, B, or C instruction permit*	No fee
	Endorsement examination fees*	\$2.50
	Motorcycle instruction permit/endorsement fee*	\$21
	Motorcycle endorsement renewal (2 wheel only)*	\$13
	Standby or Temporary Custodian Designation*	\$3.50
Passports	Age 16 and over*	\$110
	Under age 16*	\$80
	Passport Card over 16*	\$30
	Passport Card under 16*	\$15
	Execution Fee*	\$25
	Renewal*	\$110

	Expedited Service*	\$60
	Passport Photo	\$15
Title and Registration Fees	*Filing Fee/Registration	\$6.00
	*Filing fee/Long application	\$10
	Department of Natural Resources title and registration	Per Minnesota Statute
	Wheelage Tax	\$10
Vital Statistics: Reports	Vitals Report Request*	\$15
Birth Certificates	Certified*	\$26 (State \$17 – County \$9)
	Non-certified*	\$13 (State \$4 – County \$9)
	Additional*	\$19 (State \$17 – County \$2)
	Birth Verification*	\$9 (County only)
	Statement of No Record Found*	\$16 (State \$7 – County \$9)
Death Certificates	Certified*	\$13 (State \$4 – County \$9)
	Non-certified	\$13 (State \$4 – County \$9)
	Additional	\$6 (State \$4 – County \$2)
	Amendments to Certified Death Record	\$40 (County Only)
	Fetal Death Report	\$9 (County Only)
	Statement of No Record Found	\$13 (State \$4 – County \$9)
Marriage Licenses	Marriage License (Full Fee) *	\$115 (State \$90 – County \$25)
	Marriage License (Reduced Fee with Educator's Statement of 12 hour minimum)*	\$40 (State \$15 – County \$25)
	Marriage Certificate (Certified) *	\$9 each (County only)
	Statement of No Record Found	\$9 (County only)
	Marriage License Amendment	\$15 (County only)
Notary Commissions	Notary Public Commission Recording Fee*	\$20 (County only)
	Notary Verification (per document) *	\$5 (County only)
Ordinations	Credentials of Ordination filing	\$20 (County only)
Genealogy	Genealogy Research	\$50 per hour
	Genealogy Copies	\$5 per copy of records
<b>Property Records Department</b>		
Abstract Property	Recording document	\$46 (see note below)
	Bulk document transfer	Contact Recorders Office at 952-361-1930 for fee information
	Multiple satisfactions, partial releases, and assignments	\$46 with 4 document citations or less \$10 additional for each document



		cited over 4
	Well disclosure statement	\$50
	Plat	\$56
	Amended: Floor plan (515), Condominium (515A), CIC Plat or Amend (515B)	\$0.50 per apartment or unit with a \$56 minimum
	Non-certified copy	Non-statutory fee: \$1/page
	Certified Copies	\$10 per document (flat fee)
	Fax Copies	Non-statutory fee: \$1/page
	Copy of an official plat/Add certification	\$10 \$5
	Copy of Floor Plan (515), Condominium (515A), CIC Plat(515B)	\$1/page \$10 minimum
	Non-certified copy or duplicate <i>Note: Original must be submitted with original recording. Upon receipt mark "Duplicate" or "Copy" and show recording date; show document number assigned to original, if available and return immediately.</i>	\$2
Torrens Property	Original Certificate of Title or first CPT	\$46 + Assurance Fund Fees
	Document Transferring Certificate	\$46 (see note) \$20 for each new certificate thereafter
	Entry of Memorial Per Certificate	\$46 (see note) \$20 for multiple certificate entries thereafter
	Plat	\$56 \$20 for each new certificate thereafter
	Residue OR new additional certificate	\$40
	Exchange Certificate	\$20/ each cancelled certificate \$20/new certificate
	Amendment to Declaration	\$46 \$20/multiple certificate entries thereafter
	Amended Floor Plan	\$46
	CECT	\$40
	Amendment to CIC declaration and plat	\$46 \$20
	Condominium or CIC plat or amendment	\$56
	Section 515B CIC affecting 2 or	\$46/first 10 affected certificate

	more units	\$10/each additional affected certificate
	For filing of a certified copy of a plat of the survey pursuant to section 508.23 or 508.671	\$46
	Certified copy of Registered Land survey	\$15
	Condition of Register	\$50
	Non-certified copy of Certificate of Title	Non-Statutory Fee: \$1/page
	<b>Well Disclosure Certificate</b>	<b>\$50</b>
	Non-Certified Copies	Non-Statutory Fee: \$1/page
	Certified Copies	\$10/document (flat fee)
	Fax Copies	Non-Statutory Fee: \$1/page
	Copy of an official plat Add certification	\$10 \$5
	Copy of Floor Plan (515A), CIC Plat (515B)	\$1/page \$10 minimum
Torrens Property	Non-Certified Copy or Duplicate <i>Note: Original must be submitted with original recording. Upon receipt mark "Duplicate" or "Copy" and show recording date; show document number assigned to original, if available and return immediately.</i>	\$2
	Federal Tax Liens	\$46
	State Tax Lien	No charge
	State Tax Lien Release	\$30
	Delinquent Taxes on confession of judgment (amount set by County Board pursuant to statute)	\$10/judgment
Carver County Recorder Non-Statutory Fees	Copy of Document	\$1/page
	Computer Reports	\$1/page
	Access to online images	\$2/ document
	Plat, Registered Land Survey, CICF copies (small)	\$1/page
	Fax Copies	\$5 + \$1/page
	Certified mail	\$5

	Microfiche Duplicates	\$5/microfiche	
	Tax Lien search by phone	\$20/name	
	Tract Index search by Phone	\$20/parcel	
	Lot size request	\$20/parcel	
	Deposit of papers pursuant to M.S. 600.23	\$100/person/year	
	<b>Genealogy searches</b>	<b>\$20/search + cost of copies</b>	
<b>Property Assessment Department</b>	CAMA Extract Programs Set-up (includes e-mailing information or 500 pages/labels in hardcopy)	\$250 Min.	
	Mailing	\$10	
	Every additional 500 hardcopy pages/labels	\$25	
	Research	\$35/hr minimum	
	Screen Prints/Appraisal Cards	\$2/page	
<b>Public Health &amp; Environment Division Environmental Services Department Hazardous Waste Generators</b>	<b><u>Very Small Quantity Generators:</u></b> Under 10 gallons/year 11-55 gallons/year 56-100 gallons/year Over 100 gallons/year	<b>License Fee</b> \$30 \$115 \$174 \$231	<b>Application Fee</b> \$50 \$100 \$125 \$150
	<b><u>Small Quantity Generators:</u></b> Under 500 gallons/year 500-1000 gallons/year Over 1000 gallons/year	<b>License Fee</b> \$382 \$509 \$636	<b>Application Fee</b> \$250 \$275 \$300
	<b><u>Large Quantity Generators:</u></b> Under 10,000 gallons/year 10,000 – 50,000 gallons/year Over 50,000 gallons/year	<b>License Fee</b> \$1271 \$2541 \$5082	<b>Application Fee</b> \$450 \$550 \$650
	<b><u>Minimal Generators:</u></b> A generator that has hazardous wastes identified in Section 51.03 definitions of Carver County Hazardous Waste Management Code Chapter 52 is subject only to an Application Fee.	<b>Application Fee</b> \$50	

<b>Division/Dept.</b> Type of Service	<b>Service</b>	<b>Fee</b>
	<b>VSGQ Collection Program:</b> Appointment fee (Includes one hour of administrative time.)	\$75
	Additional staff time for application review	\$50/hour
	Hazardous Waste Generator File search requests (No charge to regulatory agencies.)	\$10/copy
	Provide List of Hazardous Waste Generator Licensees	\$50/copy
	File Search Access	\$25/hour
Hazardous Waste Generators	Late Generator Report 1-14 Days Late 15-30 Days Late > 30 Days Late	\$25 \$50 \$100
	Late License Fee Payment 1-14 Days Late 15-30 Days Late > 30 Days Late	\$25 \$50 \$100
Open Burning Permits	Burning permits (Building Demolition)	\$25
	Burning permit (Residential)	\$5
Feedlot Permits	Construction Short Form Permit/Interim Permit: Less than 300 animal units	\$200
Feedlot Permits	Construction Short Form Permit/Interim Permit: 300 animal units or more	\$400
	Variance to Feedlot Ordinance	\$500
Subsurface Sewage Treatment System (SSTS) Construction Permits	Connection from house/structure to existing tank	\$100
	Repair of tank and/or soil treatment area (includes adding a new tank); Holding Tank	\$250
	Standard System (Type I & II with soil treatment area)	\$400
	Non-Standard Systems (Type III & IV)	\$500

<b>Division/Dept. Type of Service</b>	<b>Service</b>	<b>Fee</b>
Food, Beverage, Lodging <b>SSTS</b> & Commercial <b>SSTS</b>	1-500 gallons	\$700
	501-1000 gallons	\$950
	1001-5000 gallons	\$1,350
	5001-10,000 gallons	\$1,950
Other Subsurface Sewage Treatment System Fees	<b>Curtain Drain Septic System Monitoring</b>	<b>\$400 (\$50 soil review + \$50 monitoring + \$300 installation)</b>
	Plan Review	\$50
	Soils Review	\$100
	Re-inspection	\$50
Other Subsurface Sewage Treatment System Fees	Failure to cancel a prearranged inspection at least 1 hour prior to scheduled inspection	\$50
	Origination Fee for Revolving ISTS Loan Program	\$150
	Escrow for Installation of Subsurface Treatment System (SSTS – also known as ISTS or septic system)	\$15,000 or 125% of the estimated cost; whichever is greater.
Solid Waste Transfer Station	<b>30 cubic yard/day:</b>	
	One-Time Application Fee	\$75
	Annual license fee	\$350
Solid Waste Transfer Station	<b>&lt;100 tons/day:</b>	
	One-Time Application fee	\$250
	Annual license fee	\$1,000
	<b>101-250 tons/day:</b>	
	One-Time Application Fee	\$500
	Annual license fee	\$2,000
	<b>More than 250 tons/day:</b>	
	One-Time Application fee	\$500
	Annual license fee	\$2,500
	Late payment Penalty	25% of fee
Solid Waste Service Fee	<b>Developed parcels will be charged on a basis of \$25 per service fee unit as follows:</b>	
	Multi-family housing with more than three dwelling units per parcel	80% of the \$25 service fee per dwelling (\$20 per dwelling unit)

<b>Division/Dept.</b> Type of Service	<b>Service</b>	<b>Fee</b>
	Single family residences, including mobile homes, duplexes, and triplexes	One service fee unit of \$25 per parcel
	Commercial parcels with an assessed evaluation of \$100,000 or less	Two \$25 service fee units for a total charge of \$50
	Commercial parcels with an assessed value of more than \$100,000	Four \$25 service fee units for a total charge of \$100
	Industrial parcels with an assessed evaluation \$100,000 or less	Three \$25 service fee units for a total charge of \$75
Solid Waste Service Fee	Industrial units with an assessed evaluation of more than \$100,000	Six \$25 service fee units for a total charge of \$150
Solid Waste Hauler Fee	Solid Waste/Construction Demolition Haulers	Fees set regionally by Solid Waste Management Coordinating Board: \$50/truck
Environmental Center Products for Sale	Short-Term Radon Kit	\$4.00
	Long-Term Radon Kit	\$20.00
	Compost Bins, Worm Bins, Rain Barrels	Set by Manufacturer Pricing
	Organics Kitchen Pail	\$5.00
	Biodegradable Bags Kraft Lawn & Leaf Bags	\$4.00/bundle
	Bags (3 gal)	\$3.50/box
	Bags (15 gal)	\$5.50/box
	Bags (30 gal)	\$6.50/box
Collection Fees	Carpeting (12' x 12')	\$10.00
	Child Car Seats	\$5.00 per item
	Lawnmowers & other small engine devices	\$5.00 per item
	<b>Business Fluorescent Bulbs:</b> 4 ft & under Greater than 4 ft CFLs Irregular HID Broken Ballasts Super High Pressure Mercury	\$0.40/bulb \$0.75/bulb \$0.60/bulb \$1.00/bulb \$2.30/bulb \$2.14/lb \$1.25/lb \$12.00/bulb

<b>Division/Dept.</b> Type of Service	<b>Service</b>	<b>Fee</b>
	<b>Batteries (Businesses)</b>	\$0.25 per pound
	<b>Residential Electronics:</b> TVs & Monitors	\$5.00/item
	<b>Business Electronics</b>	\$0.20/lb
	<b>Appliances:</b> Refrigerators, stoves, dishwashers, washers, dryers, microwaves, water softeners, dehumidifiers, water heaters Air Conditioners	\$10.00/item  \$10.00/item
	<b>Business Appliances</b>	\$1.25/cubic ft
Collection Fees	<b>Tires:</b> Car, Truck, SUV Semi Tractor/Trailer Farm Tractor (Small) Front Farm Tractor (Large) Rear	\$2.00/tire \$7.50/tire \$4.00/tire \$25.00/tire
	Yard Waste	\$1.00/bag or \$8.00/cubic yard
	Bicycles	\$3.00/bicycle
<b>Land Management Department</b>	Ag Preserves	\$50 (maximum)*
	Ag Preserve renewal	\$10 (maximum)*
	<b>Ag Building</b>	<b>\$50</b>
	Professional Services required for review of an application or board/commission determination(s)	Applicant shall reimburse the County for any expenditure for professional services for review of variance, permit, plat, minor subdivision, and EAW-EIS-AUAR, Water Management, WCA applications. Staff is authorized to consolidate fees as needed if multiple permits are required.
Permits	Building Permits	Fees are based on the 1997 Uniform Building Code (UBC) + 10% (See the following Table 1A)

**1997 Uniform Building Code Plus 10%**

Table 1A – Building Permit Fees

Total Valuation	Fee
\$1.00 to \$500.00	\$25.85
\$501.00 to \$2,000.00	\$25.85 for the first \$500.00 plus \$3.36 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$76.25 for the first \$2,000.00 plus \$15.40 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$430.45 for the first \$25,000.00 plus \$11.11 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$708.20 for the first \$50,000.00 plus \$7.70 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,093.20 for the first \$100,000.00 plus \$6.16 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,557.20 for the first \$500,000.00 plus \$5.23 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,169.70 for the first \$1,000,000.00 plus \$4.02 for each additional \$1,000.00, or fraction thereof
<b>Other Inspections and Fees:</b>	<b>Hourly</b>
<b>Charge</b>	
1. Inspections outside of normal business hours .....	\$51.70
per hour* (minimum charge – two hours)	
2. Re-inspection fees assessed under provisions of Section 108.8 .....	\$51.70
per hour*	
3. Inspections for which no fee is specifically indicated .....	\$51.70
per hour* (minimum charge – one-half hour)	
4. Additional plan review required by changes, additions or revisions to plans.....	\$51.70
per hour*	
5. Use of outside consultants for plan checking, inspections, or both .....	Actual costs**

\*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

\*\*Actual costs include administrative and overhead costs.

**Plan review fees are calculated at 65% of the building permit fee.**



<b>Division/Dept.</b> Type of Service	<b>Service</b>	<b>Fee</b>
<b>Public Health &amp; Environment Division</b> Permits	Permit for Move-in Home	Based on 80% of Value (acc. to UBC)
	Permit for Manufactured/Modular Home (Permanent)	Value as calculated: Building valuation minus the purchase price of the home including transportation for manufactured home only
	Recovery of plan review cost on cancelled building permits	80% of plan review fee
	Replacement of Lost Inspection Card	\$30
	Renewal of Expired Permit if No Plan Changes	50% of permit fee
	Temporary Farm Related or Elderly Parent Manufactured Home	\$250
	Mechanical/Heating	\$75
	Mechanical/Gas Line	\$75
	Mechanical/Air Conditioning	\$75
	Mechanical/Air Exchanger	\$75
	Mechanical/Non-Single Family (Commercial)	Based on valuation of project or \$75, whichever is greater
	Plumbing Permit	\$65 minimum or \$5/fixture, whichever is greatest
	Non-Residential Plumbing (Commercial)	Based on valuation of project or \$65, whichever is greater
	Erosion Control	0.0004 of value – where building permit involves significant earthmoving e.g. New homes, large buildings
	Re-Side, Re-Roof, or Re-Window	\$75
	Demolition Permit	\$95 (No fee if demolition is for an agricultural structure that is exempt from the building code)
	Demolition Permit for projects supervised by Fire Departments	\$65
Non-Residential Plumbing Plan Review	Building Sewer and/or Water Service	\$150

Division/Dept. Type of Service	Service	Fee
Non-Residential Plumbing Plan Review	<b>Plumbing Systems based on drainage fixture units (DFU):</b>	
	<26 DFU	\$150
	26 to 50 DFU	\$250
	51 to 150 DFU	\$350
	151 to 249 DFU	\$500
	>250 DFU	\$3 per DFU, to a maximum of \$4,000
	Interceptors/Separators	\$70 each
	Storm Drainage System	\$150 minimum, \$50 per internal roof drain opening, \$500 maximum
	Storm Water Interceptor, Separator, or Catch Basin	\$70 each
	Manufactured Home Park or Campground:	
	<26 Sites	\$300
	26 to 50 Sites	\$350
	51 to 125 Sites	\$400
Other Land Management Fees	Adult Use Business License Application and Renewal Fee	\$500
	<b>Administrative Special Use Permits</b>	<b>\$100</b> • A Carver County Site Inspection Fee shall be applied to any additional inspection completed after the first inspection. • Work started without obtaining a permit shall be subject to a \$200 Double Fee.
	<b>Combined Permit: Administrative Permit for excavating/filling or a driveway and Wetlands Permit and/or Erosion Control Permit.</b>	<b>\$500 (\$150 Permit Fee + \$350 Refundable Surety of any unused fee)</b> • A Carver County Site Inspection Fee shall be applied to any additional inspection completed after the first inspection. • The applicant shall reimburse the County for any engineering costs incurred during application review and final inspections. (Pursuant to the Planning & Water Mgmt Dept.) • Work started without obtaining a permit shall be subject to a \$300 Double Fee.

Division/Dept. Type of Service	Service	Fee
	<b>Combined Permit:</b> Administrative Permit for excavating/filling or a driveway and Stormwater Permit	\$1,250 (\$250 permit fee + \$1,000 engineering cost credit) + applicant shall reimburse the County for costs incurred during application review and final inspections as described below: <ul style="list-style-type: none"> <li>• Engineering Costs. The applicant shall reimburse the County for engineering review costs above \$1,000.</li> <li>• Staff Costs. The permit fee includes 5 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.</li> </ul>
	Boundary Adjustment	\$50 + surveyor fee + GIS impact fee
	Building Eligibility Transfer	\$100
	Minor Subdivision	\$300 + surveyor fee + GIS impact fee
	Political Signs	\$0
	Platting Process – Preliminary Plat through Final Plat Process including developer’s contract and legal reviews	\$600 for one lot + \$100 for each additional lot + \$50/hour plus Attorney’s Office fee
	Comprehensive Plan Amendment	\$500
	Rezoning/Ordinance Amendment	\$500
	Signs	\$40 if not included in a Building Permit or Conditional Use Permit
	<b>Site Inspection Fee</b>	<b>\$50 per site inspection</b>
	Special Meeting of Planning Commission or Board of Adjustment	\$300 + appropriate application fee
	Variances and Appeals	\$500
Conditional Use Permit (CUP)	AGRICULTURE: Feedlot, 152.076 A Conditional Use Permit required solely for bringing an uncertified liquid manure storage area, which was designed and/or installed with guidance from Carver SWCD,	\$250 (less than 300 animal units) \$350 (300 to 599 animal units) \$500 + \$50/hour up to \$1,000 (600+ animal units)

	into compliance and not associated with an expansion or substantial change in operation is exempt from these fees. This exemption does not include feedlot permit fees.	
	Additional Density Options: 152.078 Example: High amenity; Wooded/Lakeshore Lot, or Conservation Incentive CUP	\$500 for first residential lot + \$100 for each additional residential lot + \$50/hour up to \$1000
	Residential Related: 152.077 Example: Residential Accessory Structures, Permanent Farm-Related Homes and Day Nurseries	\$400
	Home-Based Business: 152.079 Example: Recycling/Solid Waste, Farm Related Business, Home Extended Business, Commercial Kennels, Stables, Aquaculture, Retail Nurseries, School Bus Service, Bed and Breakfast, Contractor's Yard, Commercial Radio Station, Utility/Essential Service	\$500 + \$50/hour up to \$1000
	Large-Scale Activities; Essential Services; RSDs; Renewable Energy, All Others: 152.080, 152.095, 152.147-.149, 152.052- .056, 152.039, Except as listed below:	\$500 + \$50/hour up to \$1000
	Golf Courses	\$500 + \$50/hour up to \$2000
	Airports – Personal Use Airstrip	\$450
	Airports – Other than Personal Use Strip	\$500 + \$50/hour up to \$1000
	EAW/EIS/AUAR Process	\$500 fee plus escrow of \$1,000 to reimburse staff costs at \$50/hour. Escrow shall be increased if staff costs exceed \$1,000. The County shall have the right to contract for services to prepare the documents. Applicant shall escrow the estimated cost of such contract and shall pay the full cost of completing the study if the estimate is exceeded.

<b>Division/Dept.</b> Type of Service	<b>Service</b>	<b>Fee</b>
Interim Use Permit (IUP)	<b>Interim Use Permit (IUP):</b> 152.082 Example: Mining/Reclamation, Home Occupation in Detached Structure, Recreational, Educational, Institutional Activities	\$500 + \$50/hour up to \$1,000, up to \$2000 for mining/reclamation
	Re-occurring Special Events, Temporary Homes for Elderly Parent and Farm Related	\$400
Publications and Information	Research of property, demographic, or similar information requested by anyone other than the landowner or agent	County Research Fee
	Aerial half-sections 1"=200' blue line	\$15
	County Code	\$50
	Large Zoning map	\$30
	Small Zoning map	\$5
	Zoning & Subdivision sections of the Code	\$15

Division/Dept. Type of Service	Service	Fee
<b>Planning &amp; Water Management Dept.</b> <b>Administrative Permits</b>	<b>Administrative Permits</b>	<b>\$100</b> (Applicant shall reimburse the County for engineering costs incurred during application review and final inspections. The applicant shall reimburse the County for staff costs, including staff of the Soil and Water Conservation District (SWCD), staff time in excess of 5 hours up to a maximum of \$500 at a rate of \$50/hour.)
Review of Project for Compliance with Water Management Rules	<b>Combined Permit:</b> <b>Administrative Permit for excavating/filling or a driveway and Wetland Permit and/or Erosion Control Permit</b>	<b>\$500 (\$150 Permit Fee + \$350 Refundable Surety of any unused fee)</b> <ul style="list-style-type: none"> <li>• A Carver County Site Inspection Fee shall be applied to any additional inspection completed after the 1<sup>st</sup> inspection.</li> <li>• The applicant shall reimburse the County for any engineering costs incurred during application review and final inspections. (Pursuant to the</li> <li>• Planning &amp; Water Mgmt Dept.) Work started without obtaining a permit shall be subject to a \$300 Double Fee.</li> </ul>
	<b>Combined Permit:</b> <b>Administrative permit for excavating/filling or a driveway and Stormwater Permit</b>	<b>\$1,250 (\$250 permit fee + \$1,000 engineering cost credit) + applicant shall reimburse the County for costs incurred during application review and final inspections as described below:</b> <ul style="list-style-type: none"> <li>• Engineering Costs. The applicant shall reimburse the County for engineering review costs above \$1,000.</li> <li>• Staff Costs. The permit fee includes 5 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.</li> </ul>

Division/Dept. Type of Service	Service	Fee
	Wetlands Permit	<p>\$100: Applicant shall reimburse the County for engineering costs incurred during application review and final inspections.</p> <ul style="list-style-type: none"> <li>• Staff Costs. The permit fee includes 2 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.</li> <li>• Work started without obtaining a permit shall be subject to a \$200 Double Fee.</li> </ul>
	Wetlands Replacement/Banking/Mitigation <1 acre	<p>\$250 (Applicant shall reimburse the County for engineering costs incurred during application review and final inspections. The applicant shall reimburse the County for staff costs, including staff of the SWCD, staff time in excess of 5 hours up to a maximum of \$500 at a rate of \$50/hour.)</p>
	Wetlands Replacement/Mitigation =/>1 acre	<p>\$350 + \$50/hour up to \$1,000</p>
	Erosion Control Permit	<p>\$100: Applicant shall reimburse the County for engineering costs incurred during application review and final inspections.</p> <ul style="list-style-type: none"> <li>• Staff Costs. The permit fee includes 2 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.</li> <li>• Work started without obtaining a permit shall be subject to a \$200 Double Fee.</li> </ul>

Division/Dept. Type of Service	Service	Fee
	<b>Stormwater Permit</b>	\$1,250 (\$250 permit fee + \$1,000 engineering cost credit) + applicant shall reimburse the County for costs incurred during application review and final inspections as described below: - Engineering Costs. The applicant shall reimburse the County for engineering review costs above \$1,000. - Staff Costs. The permit fee includes 5 hours of staff time. The applicant shall reimburse the County for staff costs, including staff of the Soil Water and Conservation District (SWCD), beyond the permit fee up to an additional \$500 at a rate of \$50/hour.
Publications & Information	Color maps 8.5 x 11 from Comprehensive Plan, Water Plan or other reports	\$5/map
	Comprehensive Plan –full document	\$50
	Individual Comprehensive Plan Elements or Township Chapters	\$15 with colored maps; \$0 if black & white
	Water Management Plan	\$50
	Water Quality Report	\$50
	CDs	\$5
<b>Public Health Department</b>	Health Promotion presentation to group	\$75/hour per trainer
	Intermittent Home Visits: Public Health Nurse/Registered Nurse (PHN/RN) home visit	\$175/visit
	Public Health Nuisance Abatement	Fee per MN Statue 145A.08
Immunizations: Private Pay Fees	Hepatitis B - adult	\$60
	Hepatitis B - pediatric	\$30
	Influenza - injectable	\$25
	Mantoux	\$15



<b>Division/Dept.</b> Type of Service	<b>Service</b>	<b>Fee</b>
Immunizations: <b>(Administrative Fee):</b> Minnesota Vaccines for Children (MnVFC) and Un/Under-insured Adult Vaccine (UUAV) Fees	Diphtheria and tetanus – DT	\$14
	DTaP	\$14
	Hepatitis A	\$14
	Hepatitis B	\$14
	Hib	\$14
	HPV (Gardasil)	\$14
	Influenza – FluMist	\$14
	Influenza – injectable	\$14
	Measles, mumps, rubella (MMR)	\$14
	Meningococcal (Menactra or Menomune)	\$14
	Pediarix (DTap, IPV, HBV)	\$14
	Pentacel (DTaP, Heb B, IPV)	\$14
	Pneumococcal (adult-PPV23)	\$14
	Polio (IPV)	\$14
	Prevnar (pediatric pneumococcal conjugate – PCV13)	\$14
	Proquad (MMR/VAR)	\$14
	Rota Teq	\$14
	Td/Tdap	\$14
	Twinrex (HepA/HepB)	\$14
	Varicella (chickenpox)	\$14
<b>Public Works Division Surveying &amp; Mapping Dept.</b>	Plat Checking and Mapping Fee	\$300 plat + \$25/parcel or CIC unit + \$5/ detached garage CIC unit
	Minor subdivision description review	\$50
	Torrens application survey/description review	\$300

<b>Division/Dept.</b> Type of Service	<b>Service</b>	<b>Fee</b>
<b>Engineering Department</b>	Registration Fees	\$35
	Right-of-Way Permit	\$105
	Access Permit (new residential or agricultural)	\$105
	Access Permit ( new subdivision street or commercial driveway)	\$220
	Utility Permit (Private Utility Companies)	\$170
	Work within county ROW (general excavation, grading, sewer and water)	\$250
	Obstruction Permits	\$80
	Residential Maintenance (low level landscaping, driveway extensions, replacement)	\$65
	Delay Penalty (Penalty for not meeting completion date)	\$75
Transportation	Single Trip Permit	\$20
	Annual Permit (allows 14' high, 14.5' wide, 95' long under posted weight)	\$220
<b>Parks Department Entrance Fees</b>	Lake Minnewashta Park, Baylor Park, & Lake Waconia Park Daily Entrance Fees	\$5
Parks Permits	Daily Bus Permit	\$25
	Unannounced Bus at the Gate	\$50
	Annual Vehicle Permit	\$24
	Annual Vehicle Permit replacement fee	\$5
	Second Annual Vehicle Permit	\$12
	Park Pass Assistance Program Annual Vehicle Permit for persons receiving financial Assistance from the county	\$10
	Second Vehicle Permit for persons receiving financial assistance from the County	\$12
	Veterans Annual Permit	\$8
	Second Permit for Veterans	\$8
Parks Permits	Reservation Fee	\$7
Special Events Fees	Permit for Special Events (Fireworks Display, Large Group	Mon.-Thurs. & off-season (day after Labor Day to the day before

	Events)	Memorial Day: \$225 (up to 250 people) \$450 (up to 500 participants) \$675 (up to 750 participants) \$900 (750+ participants) \$1,150 (1,000+ participants)  Fri., Sat, Sun, & Holidays: \$250 (up to 250 participants) \$500 (up to 500 participants) \$750 (up to 750 participants) \$1,000 (750+ participants) \$1,250 (1,000+ participants)
	Cross-Country Running Meets	\$25/team
	Cross-Country Ski Meets Monday-Thursday Friday-Sunday	\$25/Team \$30/Team
	Additional trash services for meets	Actual cost plus 10% coordination fee
	Portable toilet for meets	Actual cost plus 10% coordination fee
	Picnic Table Moving	\$50/hr
	Extraordinary Trail Grooming	\$35/hr
	Extraordinary Event Clean-up	\$30/hour
Photography Permit	Commercial Graduation/Wedding: Monday - Thursday Friday - Sunday	\$400/day  \$25/hr. \$50/hr.
	Video Shoot	\$200/day
	Unusual Video Shoot	\$500/minimum
Group Rates	The following rates are available to groups meeting requirements outlined in Ordinance No. 30:	
	Group Camping Site	\$2/participant/night
	Group Primitive Camping Site	Group rate not applicable for weekends
Parks Group Rates	Picnic Shelter/Weekdays Up to 100 persons	\$20 /plus reservation fee and \$50 deposit
	Picnic Shelter/Weekdays More than 100 persons	\$30 /plus reservation fee and \$50 damage deposit
	Picnic Shelter/Weekdays Up to 100 persons	\$40 /plus reservation fee and \$50 damage deposit
	Picnic Shelter/Weekdays More than 100 persons	\$50/ plus reservation fee and \$50 damage deposit
	Admittance Fees for groups at Lake Minnewashta, Baylor, and Lake Waconia Parks:	

	Weekdays	\$1/person/day
	Weekends	\$1.25/person/day
Shelter Rentals	Shelter Rentals: (Fees apply to all shelters except #5)	
	Weekends: Up to 100 persons	\$55 Plus Reservation Fee, activity bag
	Weekends: More than 100 persons	\$80 Plus Reservation Fee, activity bag
	Weekday: Up to 50 persons	\$40 Plus Reservation Fee, parking permits, and activity bag
	Weekday: 50 to 100 persons	\$60 Plus Reservation Fee, parking permits, and activity bag
	Weekday: More than 100 persons	\$45 Plus Reservation Fee, activity bag
Lake Minnewashta Shelter # 5 Rental	Shelter # 5 rental Weekdays Only (Group Rate)	\$80/Plus Reservation Fee
	Weekdays (non-group rate)	\$105 Plus Reservation Fee
	Weekends (non-group rate)	\$150 Plus Reservation Fee, activity bag
	Reservations that include overnight stays (Mon-Sunday and Holidays)	\$50 + Group Entrance Fee
Cancellation Fee	Shelter cancellation fee	50% of user fee (Plus Reservation Fee)
Group Damage Deposit	Group damage deposit	\$100
Lake Waconia Park	Lake Waconia Park Beach Entrance Fees	Daily and annual parking permits apply
Baylor Park	Baylor Park Camping Fees: (with vehicle permit)	
	Site/night cancellation	\$5
	Per night utility site camping permit	\$22
	Per night primitive site camping permit	\$16
	Firewood Bundles	\$5
	Bag of ice	\$2.00
	Block of ice	\$3
	Long-Term Camping: Utility Primitive Sites 6 or more consecutive days	\$19/night utility sites \$14/night primitive sites 15% discount on rates for 6 or more consecutive days
	Utility & Sewer	\$25

	Community Room: All-Inclusive (includes parking permits) Facility Rental (parking permits not included) Non-profit Group Rate Damage deposit Cancellation Fee Open Play Space/Field Facilities	\$275 all day use + Reservation Fee \$175 all day use + Reservation Fee \$100/day plus entrance fees \$50 50% of use Fee \$7.50/game or practice
Parks Rentals	Cross Country Ski Gear Rentals (Fee for skis, poles, boots; vehicle permits also required): Adults Children (under 15 years old)	\$6 \$5
	Snow Shoes Adults Children (under 15 years old)	\$6 \$5
	Paddle Boat	\$7 per hour
	Canoe	\$8 per hour
	Canoe storage fee	\$15 annual
	Standup Paddle Boards	\$10 per hour
	GPS Units	\$5 per 2 hours
	Private Recreation Programming	\$50 per hour
	Disc Golf	\$5/ set plus \$5 deposit
	Archery Equipment	\$75/day + replacement if lost or damaged
	Activity bags	\$5
	Portable Fire Ring	\$15/reservation request
Private Outdoor Recreation Programming	2 Hours (or less) of Programming Group size: 1-15 Group size: 16-20 Group size: 21-25 Group size: 26-30	\$60/2 hours \$80/2 hours \$100/2 hours \$120/2 hours
	Programming for longer than 2 hours – all group sizes	\$50/hour + \$15 for each additional hour
	Instructor Fee Group size: 31+	\$22/hour
	Outreach of Offsite Instructor Fee - Any size group	\$30/hour
Park Ordinance Violations	Violations of Chapter 91 of Ordinance 72 of the Carver County Code of Ordinances	\$20 + \$10 Court Filing Fee (plus state fees)

<b>Division/Dept. Type of Service</b>	<b>Service</b>	<b>Fee</b>
<b>Sheriff's Office</b>	False Alarm Fee (begins with 4 <sup>th</sup> false alarm)	\$50 Each following alarm increases by \$50 ( i.e., 5 <sup>th</sup> alarm = \$100; 6 <sup>th</sup> alarm = \$150)
Reports/Photos	Accident Reports	\$0.25/page
	Offense/Incident Report	\$0.25/page \$0.50/2-sided document
	Additional Pages	\$0.25/page over 100 pages actual cost
	Initial Complaint Report	\$0.25
Reports/Photos	Miscellaneous Documents	\$0.25/page \$0.50/2-sided document
	Photos	3x5 - \$1.50 4x6 - \$1.75 5x7 - \$5 8x10 - \$10
	Digital Photos	\$10/CD plus \$30 research fee
<b>Conceal/Carry Permit</b>	<b>New Conceal/Carry Permit:</b>	<b>\$75</b>
	Change of Address or Replacements	\$10
	<b>Renewal of permit</b>	<b>\$50</b>
Conceal/Carry Permit	Additional fee for renewal of permit after 30 days expiration	\$10
	Emergency Permit	No charge
Background Checks	Liquor License Renewal	\$100
	Adult Use New Establishment/New Owner	\$250
	Adult Use Renewal	\$100
	Liquor License New Establishment/ New Owner	\$250
<b>Civil</b>	<b>Legal Not Found</b>	<b>\$70</b>
	Mileage (round trip)	Current IRS rate
	<b>Posting of Notices</b>	<b>\$70 includes two people + \$25 for additional person, same address</b>
	<b>Request of Process Returned</b>	<b>\$70 includes two people + \$25 for additional person, same address</b>
	<b>Service of Process Fee</b>	<b>\$70 includes two people + \$25 for each additional person, same address</b>
	Writ of Execution Commission	5% of amount collected
	Minnesota Domestic Protection Orders	No Charge
	Minnesota Harassment Orders	No Charge

Division/Dept. Type of Service	Service	Fee
	Replevin <ul style="list-style-type: none"> <li>• Writs of Attachment</li> <li>• Securing properties on Seizures</li> </ul>	\$400 deposit + deputy @ \$70 per hour per deputy, minimum one hour per deputy
	Storage of Levied Property	\$10/day per storage stall (20' x 9')
	Writ of Execution (seizure)	\$400 deposit + deputy @ \$70 per hour per deputy, minimum one hour per deputy
	Writ of Recovery (inventory)	\$61 per hour per deputy, Minimum one hour per deputy plus mileage
	Report of sale or certificate	\$35
	Redemption of Property (Recorded Fee Holder & all others)	\$250****
	Filing of Notice of Intent to Redeem	\$100
	Filing of redemption and post-redemption documents	\$20
	Mortgage Foreclosure Sales	\$70
	Lien Sales (Mechanical or Warehouseman)	\$70 per hour per deputy, minimum one hour per deputy
	Uniform Commercial Code	
	Abandoned Property	\$70 per hour per deputy, minimum one hour per deputy
	Judgment and Degree	\$70
	Postponement of scheduled mortgage foreclosure sales	\$20
Other Fees	Off-Duty Deputy Fee	\$61 per hour per deputy
	Off-Duty Deputy Holiday Rate	\$90 per hour per deputy
	911 Call Recordings	\$10/CD plus \$30 research fee
	911 Call Recordings – Transcribed	\$25 for first ½ hour plus \$25 each additional hour (in addition to \$10 CD plus \$30 research fee)
	Radio Programming for outside county entities	\$49.59/hr
	Approving Bond	\$50
	Filing Fees	\$49.59
	Storage of Impounded Vehicles Fee	\$10/day

<b>Division/Dept. Type of Service</b>	<b>Service</b>	<b>Fee</b>
	Restorative Conferencing	\$50 per participant
	Detox Transport Fee	\$110 per trip
	Squad Videos	\$10/CD plus \$30 research fee
Dangerous Dog Fees	Dangerous Dog Registration	\$100
	Potentially Dangerous Dog Designation Review Hearing	\$100
	Dangerous Dog Designation Review Hearing	\$100
Emergency Management	HazMat Call-Outs Hourly Wage Vehicle Cost Trailer Cost	\$40.10 per hour \$300 each flat fee \$225 each flat fee, county owned
Jail/Inmate Fees	Inmate Medical*	Inmate billed per MS 641.12; 641.15
	Mantoux – other agency	\$15
	Inmate Rx refill	\$5
	Jail record copies (public)	\$0.25/page
Jail/Inmate Fees	Inmate Copies (request from inmate)	\$0.25/page
	Cell upgrade	\$10
	Booking Fee	\$20
	Medical Co-pay	\$5
	WR – Mantoux	\$20
	WR – UA Screen	\$20
	Fingerprint cards (Carver County Resident)	No charge
	Fingerprint cards (non-Carver County resident)	\$15/card
	Electronic home monitoring	\$20/day
	Adult Inmate Boarding Fee (Except by contract)	\$55/day
	Juvenile Detention Center Boarding	\$145/day
	Work Release Inmates (in County)	\$20/day
	Work Release Inmates (out of County)	\$55/day
	Pay for Stay	\$20/day



Attachment A:

# ENCORE ADULT DAY SERVICES PROGRAM SLIDING FEE SCHEDULE 2014

Daily Rate = \$75.00

<b>Family of 1</b>	
<b>Annual Gross Income:</b>	<b>Daily Fee</b>
<del>At or below the Current Federal Poverty Guideline figure*</del> <b>\$15,676</b>	\$15.75
\$15,677-\$20,190	\$26.50
\$20,191-\$27,170	\$38.75
\$27,171-\$35,877	\$55.75
<b>Over \$35,877</b>	<b>\$75.00</b>
<i><b>Hourly rate:</b> For those who attend less than or more than a regular full day - 6 hours</i>	\$16.00/hour
<i><b>Shower Rate</b></i>	\$16.50/shower

<b>Family of 2</b>	
<b>Annual Gross Income:</b>	<b>Daily Fee</b>
<del>At or below the Current Federal Poverty Guideline figure*</del> <b>\$20,627</b>	\$15.75
\$20,628-\$26,547	\$26.50
\$26,548-\$31,111	\$38.75
\$31,112-\$47,043	\$55.75
<b>Over \$47,043</b>	<b>\$75.00</b>
<i><b>Hourly rate:</b> For those who attend less than or more than a regular full day - 6 hours</i>	\$16.00/hour
<i><b>Shower Rate</b></i>	\$16.50/shower

*\*Fluctuates with the current Federal Poverty Guidelines*

Attachment B:

# Carver County Regional Rail Authority Fee Schedule

## Dakota Rail Line Fees

<u>Activity</u>	<u>Rate</u>
Drive Way Lease	\$1, No Annual fee, No Maintenance
Agricultural Land Permit (Market Rate)	\$103.40/tillable Acre/Annual
Building or Structure Site Occupation Lease (Market Rate)	Ave. Tax Assessed Land Value x 5% + Taxes
Commercial Underground Utility Crossing Permit (Market Rate)	\$750/One Time Fee
Underground Utility Crossing (Municipal and Private Residence)	\$1
Reissuance Fee for a Previous Lease Agreement	\$100 Municipal and Private Residence, \$1,000 Commercial
Administrative Application Fee*	\$100

*\*Note: The Administrative Application Fee represents costs associated with drafting up a permit. The Administrative Application Fee is applicable to commercial utility crossings, leasing of buildings and any agricultural leases. It also applies to private requests for use of railroad premises and would include, but is not necessarily limited to, such things as farmers markets, thrift sales, and other uses as may be permitted for one- and two-day private activities.*

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

Public Hearing and Adoption of Carver County Regional Rail Authority 2014 Fee Schedule

Primary Originating Division/Dept: Finance

Meeting Date: 11/26/2013

Contact: David Frischmon Title: Financial Services Director

Item Type:  
Ditch/Rail Authority

Amount of Time Requested: 15 minutes

Presenter: David Frischmon Title: Financial Services Director

Attachments:  Yes  No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

A combined public hearing has been scheduled for recommended changes to the County's fee for service schedule which includes the Carver County Regional Rail Authority ("CCRRA"). MN statute allows the CCRRA to charge fees to cover its costs associated with providing various services. Notice of this public hearing has been placed in the County's legal newspaper.

The recommended change to the wording describing the Administrative Application Fee will be easier for County staff to explain this fee to the public.

Attachments for the CCRRA Board packet include a CCRRA Resolution approving the CCRRA 2014 Fee Schedule, the CCRRA 2014 Fee Schedule and the 2014 requested changes. The combined County and CCRRA Ordinance is attached to the County's Fee Schedule RBA.

**ACTION REQUESTED:**

1. Motion to open public hearing to consider changes to the CCRRA 2014 Fee Schedule.
2. Motion to close public hearing.
3. Motion to adopt the resolution approving the CCRRA 2014 Fee Schedule.

**FISCAL IMPACT:** None  
If "Other", specify:

FUNDING	
County Dollars =	\$0.00
CCRRA Revenue	\$0.00
<b>Total</b>	<b>\$0.00</b>

**FTE IMPACT:** None

Related Financial/FTE Comments:

Office use only:

RBA 2012- 2266

# BOARD OF COMMISSIONERS CARVER COUNTY REGIONAL RAIL AUTHORITY

DATE \_\_\_\_\_, 2013

RESOLUTION NO. \_\_\_\_\_

MOTION BY COMMISSIONER \_\_\_\_\_ SECONDED BY COMMISSIONER \_\_\_\_\_

## A RESOLUTION ADOPTING SECTIONS 2, 3, AND 4 OF ORDINANCE 48-2013, THE 2014 CARVER COUNTY REGIONAL RAIL AUTHORITY FEE SCHEDULE

**WHEREAS**, the Carver County Regional Rail Authority may charge fees for services provided by the County Regional Rail Authority offices, officials, or employees; and

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

**WHEREAS**, Minnesota Statutes state that these service fees, charges, and rates may be established by ordinance.

**NOW, THEREFORE BE IT RESOLVED**, that the Carver County Regional Rail Authority hereby ordains adoption of Sections 2, 3, and 4 of Ordinance 48-2014 and the fees contained in this schedule, effective January 1, 2014.

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 Carver County Regional Rail Authority Board of Commissioners, Carver County, Minnesota, at its session held on the 26<sup>th</sup> day of November, 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

## 2014 Fee Schedule Change Form

Division/Dept. Type of Service	2014 Changes	2013 Notation
<b>Regional Rail Authority Dakota Rail Line Fees</b>	<p>No changes to the fees. Change removes the underlines from the fees that were new in 2013 and references to Market Rates and changes the note to read:</p> <p><i>Note: The Administrative application fee also applies to private requests for use of railroad premises and would include but is not necessarily limited to such things as farmers markets, thrift sales, and other uses as may be permitted for one- or two-day private activities.</i></p>	<p><i>Note: Underlined items are changes to the fee schedule. It is recommended that Commercial underground utility crossing permits go to a one-time fee of \$750. This fee structure represents what is going on in the market place in Hennepin County. The fee replaces a \$1000.00 Annual fee and eliminates ongoing maintenance to obtain an annual fee.</i></p> <p><i>The Administrative Application Fee is new and represents cost associated with drafting up a permit. The Administrative Application Fee is applicable to commercial utility crossings, leasing of buildings and any agricultural leases.</i></p>

Attachment B:

# Carver County Regional Rail Authority Fee Schedule

## Dakota Rail Line Fees

<u>Activity</u>	<u>Rate</u>
Drive Way Lease	\$1, No Annual fee, No Maintenance
Agricultural Land Permit (Market Rate)	\$103.40/tillable Acre/Annual
Building or Structure Site Occupation Lease (Market Rate)	Ave. Tax Assessed Land Value x 5% + Taxes
Commercial Underground Utility Crossing Permit (Market Rate)	\$750/One Time Fee
Underground Utility Crossing (Municipal and Private Residence)	\$1
Reissuance Fee for a Previous Lease Agreement	\$100 Municipal and Private Residence, \$1,000 Commercial
Administrative Application Fee*	\$100

*\*Note: The Administrative Application Fee represents costs associated with drafting up a permit. The Administrative Application Fee is applicable to commercial utility crossings, leasing of buildings and any agricultural leases. It also applies to private requests for use of railroad premises and would include, but is not necessarily limited to, such things as farmers markets, thrift sales, and other uses as may be permitted for one- and two-day private activities.*

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Proposed Changes to the Administrator's 2014 Recommended Budget**

Primary Originating Division/Dept: <input type="text" value="Finance"/>	Meeting Date: <input type="text" value="11/26/2013"/>
Contact: <input type="text" value="David Frischmon"/> Title: <input type="text" value="Finance Director"/>	Item Type: <input type="text" value="Work Session"/>
Amount of Time Requested: <input type="text" value="20"/> minutes Presenter: <input type="text" value="David Frischmon"/> Title: <input type="text" value="Finance Director"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

County Staff will update the County Board on the following changes to the Administrator's 2014 Recommended Budget:

1. Adding an Attorney III 1.0 FTE to reduce the need for high-cost, outside legal counsel for assistance with the land acquisition process for Public Works projects funded by decreasing State sales tax paid to reflect the sales tax exemption approved by the 2014 Legislature effective 1/1/14.
2. Adding a second Employee Relations Business Partner 1.0 FTE to assist with the increasingly complex and expanding ER workload funded by increasing the 2014 Sheriff Office police contract revenue to reflect updated contract cost calculations.

**ACTION REQUESTED:**

None - information only

<p><b>FISCAL IMPACT:</b> <input type="text" value="None"/></p> <p style="margin-left: 20px;"><i>Recommended changes have no impact on the Administrator's recommended</i></p> <p><i>If "Other", specify:</i> <input type="text" value="2014 county tax levv"/></p>	<p><b>FUNDING</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: none;"><b>County Dollars =</b></td> <td style="border: none; text-align: right;"><b>\$0.00</b></td> </tr> <tr> <td style="border: none;">Other Revenue</td> <td style="border: none; text-align: right;">\$255,348.00</td> </tr> <tr> <td style="border: none;">Other Expenses</td> <td style="border: none; text-align: right;">(\$255,348.00)</td> </tr> <tr> <td style="border: none;"><b>Total</b></td> <td style="border: none; text-align: right;"><b>\$0.00</b></td> </tr> </table>	<b>County Dollars =</b>	<b>\$0.00</b>	Other Revenue	\$255,348.00	Other Expenses	(\$255,348.00)	<b>Total</b>	<b>\$0.00</b>
<b>County Dollars =</b>	<b>\$0.00</b>								
Other Revenue	\$255,348.00								
Other Expenses	(\$255,348.00)								
<b>Total</b>	<b>\$0.00</b>								

**FTE IMPACT:**

Related Financial/FTE Comments:

*Office use only:*

RBA 2012- 2269

## Attachment B: Staffing Changes

Division/ Department	Division FTE Request Change	Administrator Recommended FTE Change	Position	Requested Gross Levy (\$)	Direct Reimbursement	Indirect Funding	Division Net Levy Request (\$)	Administrator Recommended Net Levy (\$)
Attorney's Office	1.00	1.00	Attorney III	133,225		\$133,225	-	-
Employee Relations	1.00	1.00	Sr. Business Partner	122,123	-	122,123	-	-
<b>Totals</b>	2.00	2.00		\$255,348	\$0	\$ 255,348	\$0	\$0

The County Administrator's recommendation for 2014 staffing changes has been revised to include an additional Attorney III position and a Senior Business Partner position. The County Board will make the final determination on the 2014 staffing changes recommended by the County Administrator at the Dec. 17, 2013 board meeting. The following is a summary of the recommended changes:

### Attorney's Office – Assistant County Attorney III

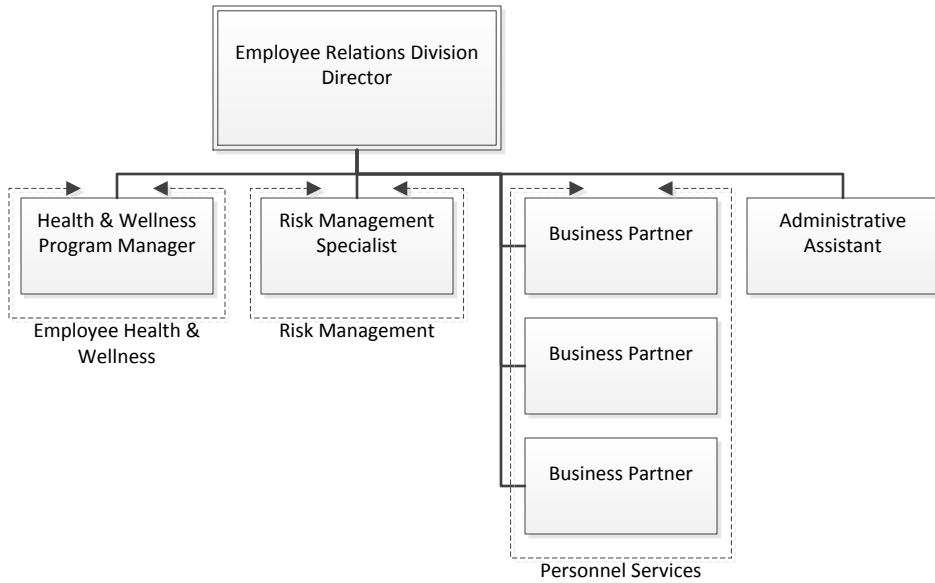
Historically, Carver County has hired part-time, private attorneys for legal work on land acquisition and county public works projects because of their specialized knowledge in condemnation law. Private attorneys billed by the hour for these services. However, because of demonstrated growth, the demand for such services is no longer sporadic. In fact, at this time, it best serves the county's financial interest to hire a qualified, full-time Assistant Carver County Attorney III for defined salary and benefits. Financial calculations reveal both significant savings and value-added with an additional full-time Assistant Carver County Attorney III. This new position will result in significant savings over the years and thereby allow public works to allocate more funding to actual projects. Funding for this additional attorney is recommended to be financed by sales tax savings from the county's sales tax exemption that will be effective on January 1, 2014.

### Employee Relations – Senior Business Partner

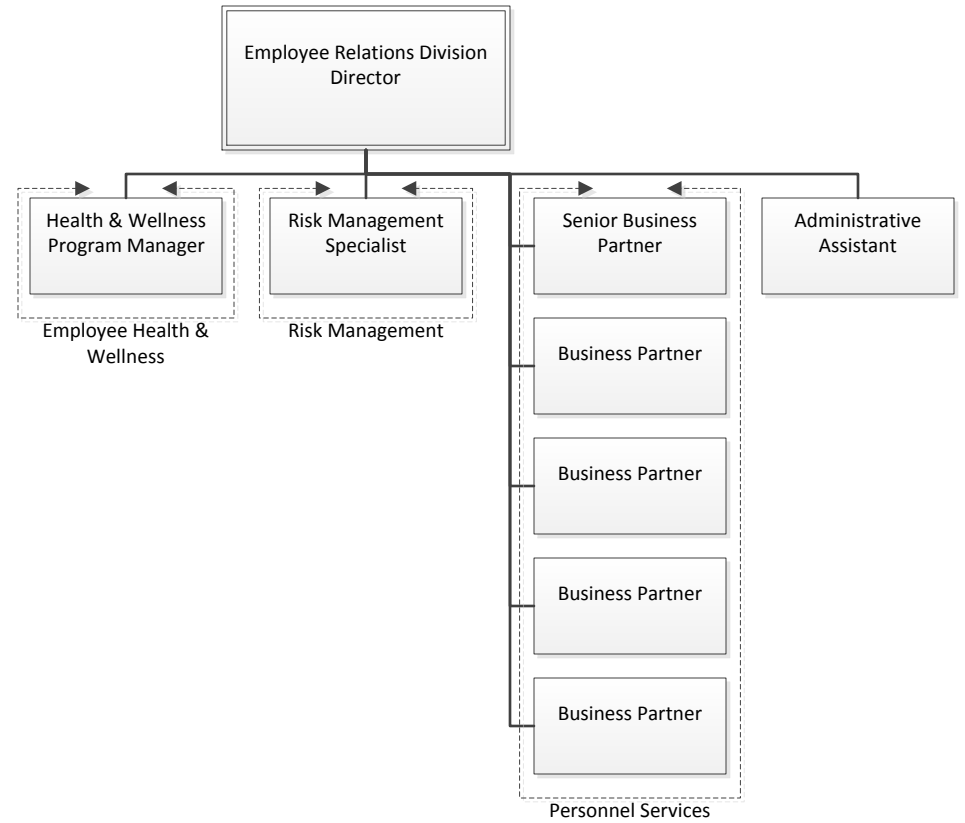
A second Business Partner position was originally requested but was not included in the County Administrator's preliminary recommendation. The new Employee Relations Director was brought on board just as budget requests were initially submitted. The Director has taken time to analyze the organizational structure and a revised recommended Organization Chart is attached as a result. Adding a second Business Partner senior level position in 2014 will position the Employee Relations Division to successfully manage the human resource components in a variety of organizational initiatives. Coordination and oversight of more complex projects and compliance requirements, employment law and labor relations needs, and technology focused initiatives will be delivered through this role. The Employee Relations Division continues to provide effective service with a lean staffing complement relative to the total organizational headcount and diversity of operations supported. Presently, each Business Partner supports approximately 273 employees, while average HR generalist to employee ratio is 1 to 100. An increase in 2014 police contract revenue is the recommended funding source for the second FTE Senior Business Partner position.



Employee Relations Division  
(Current)  
2013



Employee Relations Division  
(Recommended)  
2014



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Financial Services Update**

Primary Originating Division/Dept:

**Meeting**

Date:

**Item Type:**

Contact:  Title:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

County Staff will update the County Board on potentially significant financial issues including a 2013 year-end investment mark to market adjustment that could occur if interest rates are significantly higher as of 12/31/13 compared to 12/31/12.

**ACTION REQUESTED:**

None - information only

**FISCAL IMPACT:**

*A significant year-end mark to market investment adjustment could significantly reduce the county's year end savings account*

*If "Other", specify:*

**FUNDING**

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

**FTE IMPACT:**

Related Financial/FTE Comments:

Office use only:

RBA 2012- 2270