



**Carver County Board of Commissioners
November 16, 2021
Regular Session**

The County Board Room is open to the public. However, Board Room audience capacity is limited to twelve (12) due to COVID-19 concerns.

Individuals who are not able to attend in person and wish to provide public comments can do so by email at admin-contact@co.carver.mn.us or by leaving a voicemail at (952) 361-1516. Public comments received in writing such as those received by e-mail will be summarized during the meeting and posted on the County website at <https://www.co.carver.mn.us/government/county-board-of-commissioners/county-board-meetings-and-agendas> following the meeting. Voicemail public comments will be played during the meeting. If you would like to join the Regular Session videoconference please send an e-mail, no later than noon on the Monday prior to the scheduled meeting date, to Carver County Administration at admin-contact@co.carver.mn.us to receive a WebEx invitation.

Public comments that relate to an item on the agenda will be heard when that agenda item is discussed. Please limit your public comments to five minutes or less.

The Regular Session portion of the meeting will be webcast live at: <https://www.youtube.com/user/CarverCountyMN/live>

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|-----------|---|
| 9:00 a.m. | <ol style="list-style-type: none"> 1. a) CONVENE <li style="padding-left: 20px;">b) Pledge of allegiance <li style="padding-left: 20px;">c) Public comments submitted via email/voice mail 2. Agenda review and adoption 3. Approve minutes of November 2, 2021 Regular Session 1-2 4. Community Announcements |
| 9:20 a.m. | <ol style="list-style-type: none"> 5. CONSENT AGENDA <li style="padding-left: 20px;"><i>Communities: Create and maintain safe, healthy, and livable communities</i> <li style="padding-left: 20px;">5.1 Contract with Carver County Community Development Agency for Housing Assistance 3 <li style="padding-left: 20px;">5.2 Contract with T-Mobile: a partnership between Libraries and HHS to address digital divide 4 <li style="padding-left: 20px;">5.3 2021 Carver County 5 Year Bridge Resolution 5-7 <li style="padding-left: 20px;">5.4 Settlements for Right of Way Acquisition for the Highway 24 Project.. 8-11 |

5.5	2022 Everbridge Mass Notification plus SMART Weather Contract.....	12
5.6	Resolution to Accept the OJP Crime Victim Services 2022 Grant.....	13-14
5.7	Court Services FTE Adjustment.....	15
5.8	Carver County Veterans' Treatment Court merger with Dakota County Memorandum Of Understanding.....	16
5.9	Request for approval to contract amendment with MN DEPARTMENT OF HEALTH (MDH).....	17

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

5.10	Library FTE Adjustment.....	18-20
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Customer service: Continue the County's delivery of high value, timely service and support

5.11	Assessing Department Staffing Change	21-22
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Growth: Manage the challenges and opportunities resulting from growth and development

5.12	Request to Accept the 2022-23 Natural Resource Block Grant (NRBG)	23
5.13	Professional Services Agreement with Midwest Wetland Improvements, LLC for Bevens Creek Dam Removal.....	24
5.14	Joint Powers Agreement with the City of Victoria for the Highway 11-Rolling Hills Area Project.....	25

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

5.15	Purchase of New Hot Water Boiler	26
5.16	Review Health & Human Services and Commissioner Warrants	NO ATT

9:20 a.m.	6	CULTURE: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government
	6.1	County Assessor Appointment..... 27

9:25 a.m.	7.	CONNECTIONS: Develop strong public partnerships and connect people to services and information
	7.1	Community Development Agency American Rescue Plan Act Housing Requests
		28-29
	7.2	2022 Legislative Platform
		30-50

10:50 a.m. **8. County Administrator Report**

10:55 a.m. **ADJOURN REGULAR SESSION**

WORK SESSION

10:55 a.m.	A.	COMMUNITIES: Create and maintain safe, healthy, and livable communities
	1.	Waconia Regional Park Waterfront Service Center Project Update .. 51-52
11:45 a.m.	B.	FINANCES: Improve the County's financial health and economic profile
	1.	Finance 3Q Update
		53-59

David Hemze
County Administrator

UPCOMING MEETINGS

November 23, 2021	9:00 a.m. Board Meeting/Work Session
November 30, 2021	No Meeting
December 2, 2021	6:00 p.m. 2022 Budget Public Meeting
December 7, 2021	No Meeting - AMC Conference
December 14, 2021	9:00 a.m. Board Meeting
December 21, 2021	9:00 a.m. Board Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on November 2, 2021. Chair Tim Lynch convened the session at 9:00 a.m.

Members present: Tim Lynch, Chair, Gayle Degler, Vice Chair, John P. Fahey, Matt Udermann and Tom Workman.

Members absent: None.

No public comments were received.

The following amendment was made to the agenda:

Delete from work session: Redetermination of ditch benefits-presentation by H20

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

Fahey moved, Degler seconded, to approve the minutes of the October 19, 2021, Regular Session. Motion carried unanimously.

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

Approved the 2022-2023 County Feedlot Program Delegation Agreement Work Plan and 2022-2025 Delegated County Feedlot Grant Agreement with the Minnesota Pollution Control Agency and delegated the Assistant County Administrator the authority to sign the grant agreement on behalf of the County.

Resolution #90-21, County Board Acknowledgment 2020 Highway Preservation Program, Final Payment.

Resolution #91-21, Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for Highway 24 Project.

Contract with Excel Lawn and Landscaping pending finalization of the contract review process.

Approved STOC funding to hire a temporary child protection/children's mental health social worker for up to 40 days in 2021 and up to 67 days in 2022 starting in early November 2021 and related HH&S budget amendment.

Resolution #92-21, Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for the Flying Cloud Drive Reconstruction Project.

Approved the donation of compostable dinnerware and bags to the His House Foundation.

Approved the following Charles Dahlke grant proposals, Mobile Hotspots, Digital Conversion Labs, STEM kits, Seed Library and Next Chapter Book Club.

Authorized the pre-order of three tandem axle snowplow truck chassis.

Reviewed October 26, 2021, Community Social Services' actions/Commissioners' warrants in the amount of \$328,180.02 and reviewed November 2, 2021, Community Social Services' actions/Commissioners' warrants in the amount of \$239,934.42.

Motion carried unanimously.

Kate Probert, Health & Human Services, appeared before the Board to recognize the Financial Assistance Workers and Case Aides for the work they do. She explained the Income Support Department has three financial assistance units and the reviewed the number of clients served. She highlighted the services provided by each unit. She pointed out their partnership with CDA to offer housing assistance. Probert noted their assistance to the Child and Family Department, the Home and Community Based Care Department and their relationship with the State to assist veterans.

Udermann moved, Degler seconded, to adopt the Governor's proclamation proclaiming October 13, 2021, County and Tribal Financial Assistance Worker and Case Aide day and to acknowledge the excellent and efficient work of the Health and Human Services Financial Assistance teams and Case Aids. Motion carried unanimously.

Workman moved, Udermann seconded, to adjourn the Regular Session at 9:18 a.m. and go into a work session for a cybersecurity update and to review their 2022 Legislative Platform. Motion carried unanimously.

David Hemze
County Administrator

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

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Contract with Carver County Community Development Agency for Housing Assistance

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

In August with the surge of the (COVID) Delta variant, Carver County Health & Human Services (CCHHS)/Community Development Agency (CDA) saw an increase in applications from residents seeking assistance with paying their mortgage, wanting to catch up on past due rent, and help paying their utilities. Another recent spike in need seems to be associated with landlords issuing eviction notices to tenants since that moratorium is starting to offramp.

For those who can demonstrate urgent need and meet eligibility criteria, American Rescue Plan Act (ARPA) funds will provide immediate relief to those at imminent risk of losing their housing or having their utilities disconnected. One mandatory criteria of the program is for the resident to be connected to CCHHS workforce services.

The CDA, with support from CCHHS Income Support Department, will administer the housing assistance program. CDA and CCHHS will work together to address critical housing and economic needs of the community, invest and support businesses, and reskill the current and future workforce to match employer need.

The proposed contract covers the term of November 16, 2021 through December 31, 2023 in the amount of \$200,000 utilizing ARPA funds. On September 7th, 2021, the Carver County Board of Commissioners approved ARPA funds in the amount of \$200,000 for the housing assistance program.

ACTION REQUESTED:

Motion is to approve a contract with the Carver County Community Development Agency for administration of the Housing Assistance program in the amount of \$200,000 for the period of November 16, 2021 through December 31, 2023.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	\$0.00
ARPA	\$200,000.00
Total	\$200,000.00

Insert additional funding source

Related Financial/FTE Comments:

This \$200,000 of ARPA funding to support the work outlined in the contract was approved by the Carver County Board on September 7th, 2021. No County levy dollars are required.

Office use only:

RBA 2021 - 7957

Carver County Board of Commissioners Request for Board Action



Agenda Item:

2021 Carver County 5 Year Bridge Resolution

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="11/16/2021"/>
Contact: <input type="text" value="Andrew Engel"/> Title: <input type="text" value="Engineering Supervisor"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

In order for Carver County to receive state bridge bond funds and town bridge funds (townships and small cities), the Minnesota Department of Transportation State Aid Office requires the county board of commissioners to adopt a 5-year bridge resolution that lists the bridge replacement priority. This resolution will be updated and submitted annually to reflect changes in our priorities and bridge conditions. The costs listed are approximate and based on engineering judgment in some instances, and only reflect the anticipated construction costs. This resolution will be used by MnDOT to provide information to the state legislature on future state bridge bond requests.

ACTION REQUESTED:

Motion to adopt the 2021 Carver County 5 Year Bridge Resolution.

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

Office use only:

RBA 2021 - 7970

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: November 16, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

WHEREAS, Carver County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, utilizing bridge safety inspections and information provided by local citizenry and local units of government; and

WHEREAS, Carver County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years; and

WHEREAS, local roads play an essential role in the overall state transportation system and state support for the replacement and rehabilitation of local bridges continues to be crucial to maintaining the integrity of the local road system and is necessary for the County, Townships, and Cities to program bridge replacements of structures with a Local Bridge Planning Index less than 60; and

WHEREAS, Carver County has determined that the following bridges have or are projected to have a Local Bridge Planning Index less than 60 at the time of replacement which are located on County State Aid Highways, County Highways, Township Roads and City Streets:

Program	Bridge	Route	Location	Structurally Deficient/ LPI	Local	Town Bridge	State Bridge Bond	State Aid	Total Cost
2022	10514	CSAH 32	Camden TWP over Crow River	Y - 48			\$ 1,008,000	\$ 1,324,000	\$ 2,332,000
2022	N/A	CSAH 51	Benton TWP over Carver Creek	NA - NA			\$ 130,000	\$ 460,000	\$ 590,000
2022	10502	CSAH 41	San Francisco Twp over Silver Creek	Y - 30			\$ 425,000	\$ 975,000	\$ 1,400,000
2022	N/A	Salem Ave	Young America TWP/ Dahlgren TWP over JD #4	NA - NA	\$ 10,000	\$ 340,000			
2022	L4967	3rd Street	City of Carver over Spring Creek	Y - 32	\$ 20,000	\$ 1,480,000			\$ 1,500,000
			Totals		\$ 40,000	\$ 1,820,000	\$ 1,563,000	\$ 2,759,000	\$ 5,822,000
2023	L9196	42nd Street	Hollywood Twp over stream	Y - 60	\$ 10,000	\$ 340,000			\$ 350,000
2023	N/A	Rose Ave	Watertown TWP over JD #4	NA - NA	\$ 10,000	\$ 340,000			\$ 350,000
			Totals		\$ 20,000	\$ 680,000	\$ -	\$ -	\$ 700,000
2024	10518	Maplewood Rd	Dahlgren Twp over Bevens Creek	Y - 53	\$ 10,000.00	\$ 440,000.00			\$ 450,000.00
			Totals		\$ 10,000.00	\$ 440,000.00	\$ -	\$ -	\$ 450,000.00
2025	L2798	CR 140	Dahlgren TWP Under TC & W RR	NA - NA	\$ 2,300,000		\$ 1,700,000		\$ 4,000,000
			Totals		\$ 2,300,000	\$ -	\$ -	\$ -	\$ 900,000
2026	10506	150th Street	Over Bevens Creek	N - 59	\$ 10,000	\$ 415,000			\$ 425,000
			Totals		\$ 10,000	\$ 415,000	\$ -	\$ -	\$ 425,000
2027	L2791	CSAH 52	Over Silver Creek	N - 79			\$ 150,000	\$ 300,000	\$ 450,000
2027	10J02	CSAH 53	Over Stream	N - 71				\$ 300,000	\$ 300,000
			Totals		\$ -	\$ -	\$ 150,000	\$ 600,000	\$ 750,000
2028	4766	CSAH 36	Dahlgren TWP under TC & W RR	NA - NA			\$ 1,700,000	\$ 2,300,000	\$ 4,000,000
			Totals		\$ -	\$ -	\$ 1,700,000	\$ 2,300,000	\$ 4,000,000

NOW, THEREFORE BE IT RESOLVED that the above listed bridges are a high priority and Carver County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available; and

BE IT FURTHER RESOLVED that Carver County does hereby request financial assistance with eligible approach grading, bridge construction and engineering costs on the above listed bridges, as provided by law; and

BE IT FURTHER RESOLVED that Carver County commits that it will proceed with the design and contract documents for these bridges immediately after being notified that funds are available in order to schedule

construction.

YES

ABSENT

NO

STATE OF MINNESOTA
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 16th day of November 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 16th day of November 2021.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Settlement for Right of Way Acquisition for the Highway 24 Project

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="11/16/2021"/>
Contact: <input type="text" value="Patrick Lambert"/> Title: <input type="text" value="Senior Right of Way Agent"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

The 2022 construction season includes the Highway 24 Project, which includes pavement rehabilitation and shoulder widening of Highway 24 from Highway 10 in the City of Watertown east to the Hennepin County border. Additional right-of-way is needed to complete this project. Appraisals were completed by a certified appraiser or minimum damage assessments completed by county staff and the County Board approved the making of offers based on the appraised values at its July 13, 2021, regular session. The Public Works Director, or agents under his supervision, made offers to the affected property owners based on the appraisals and negotiations then commenced. Settlements with the property owners located at PID # 10.2000040 have been reached and staff is recommending approval.

ACTION REQUESTED:

Motion to adopt a resolution authorizing settlement of compensation for acquisition of real property interests needed for the Highway 24 Project.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING
If "Other", specify: <input type="text"/>	County Dollars = <input type="text"/>
FTE IMPACT: <input type="text" value="None"/>	Wheelage Tax <input type="text" value="\$25,000.00"/>
	Total <input type="text" value="\$25,000.00"/>
Related Financial/FTE Comments: <input type="text"/>	<input checked="" type="checkbox"/> Insert additional funding source

Office use only:

RBA 2021 - 7974

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

Date: November 16, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for Highway 24 Project

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

WHEREAS, the County, acting by and through its Board of Commissioners, is authorized by law, and pursuant to Minnesota Statutes, § 163.02, subd. 2; §117.012; and § 117.042, to acquire land and other real property interests in Carver County which the County needs for a public use or public purpose; and

WHEREAS, the County proposes to construct highway and related improvements in Carver County for shoulder widening as part of the Highway 24 Project (“Project”); and

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

WHEREAS, the County obtained either an appraisal(s) from a licensed real estate appraiser when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A exceeds \$25,000, or the County obtained a minimum damage acquisition report from a qualified person with appraisal knowledge, in lieu of an appraisal, when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A is under \$25,000; and

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

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

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

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

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

Highway 24 Project

Carver County Public Works No. 158794

Property Tax Identification No. 10.2000040

Fee Owners: David C. Cameron and Jennifer L. Cameron, Married

Property Address: 10685 County Road 24, Watertown, MN

Settlement Amount: \$25,000.00

Temporary easement for construction purposes contains 11,385 sq. ft., more or less.

\$500.00

Negotiated premium in lieu of eminent domain

\$5,000.00

Damages to Trees & Fence

\$19,500.00

Carver County Board of Commissioners Request for Board Action



Agenda Item:
2022 Everbridge Mass Notification plus SMART Weather Contract

Primary Originating Division/Dept: Sheriff

Meeting Date: 11/16/2021

Contact: Kelly Miller Title: Emergency Management Specialist

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

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

BACKGROUND/JUSTIFICATION:

This service has provided Carver County with the capacity to send city or county-wide emergency mass notifications that includes IPAWS (Integrated Public Alert & Warning Systems) standards with speed and reliability since 2015. It also provides SMART weather alerting directly from the National Weather Service. Citizens can register to receive custom weather alerts and emergency public notifications. Although, tornado warning alerts cannot be turned off. Additionally, this system is used for internal staff safety notifications and alerts. Many departments are also using the system to call in teams. Some examples include snow plowing, road sanding, and SWAT.

Without this service, Carver County would be without an emergency notification system and would need to find alternate ways to notify employees for specific alerts and duties and citizens for emergencies.

ACTION REQUESTED:

County Board approval of the Everbridge contract

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

FUNDING	
County Dollars =	\$23,625.00
Total	\$23,625.00

FTE IMPACT: None

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7976

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Resolution to Accept the OJP Crime Victim Services 2022 Grant

Primary Originating Division/Dept: Attorney

Meeting Date: 11/16/2021

Contact: Mark Metz Title: County Attorney

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

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

BACKGROUND/JUSTIFICATION:

The Minnesota Department of Public Safety, Office of Justice Programs, awarded the Crime Victim Service 2022 Grant to the Carver County Attorney's Office starting October 21, 2021 through Septemeber 20, 2023. These funds are for general crime services, specifically used to partially fund a victim-witness coordinator position in the County Attorney's Office. To implement the grant in accordance with grant program guidelines, the County Attorney and/or the Victim-Witness Coordinator in the County Attorney's Office shall be authorized to enter into future agreements and amendments with the Office of Justice Programs.

ACTION REQUESTED:

Adopt Resolution to accept the Crime Victim Services 2022 Grant, approve the Grant Contract Agreement (Contract #21-355) and authorize the County Attorney or the Victim-Witness Coordinator to enter into future agreements and amendments to implement the general crime services in accordance with grant program guidelines.

FISCAL IMPACT: None
If "Other", specify:

FUNDING

County Dollars =	<input type="text"/>
Grant	\$140,000.00
Total	\$140,000.00

FTE IMPACT: None

Insert additional funding source

Related Financial/FTE Comments:

Grant funds are used to partially fund a victim-witness position in the County Attorney's Office.

Office use only:

RBA 2021 - 7983

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Court Services FTE Adjustment

Primary Originating Division/Dept: <input type="text" value="Health & Human Services - Court Services"/>	Meeting Date: <input type="text" value="11/16/2021"/>
Contact: <input type="text" value="Eric Johnson"/> Title: <input type="text" value="Court Services Director"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

Currently, the Court Services department of Health and Human Services has two position vacancies; Court Services Agent (.8 FTE) and Jail Reentry Specialist (1.0 FTE). The workloads of both positions has been examined, and it is evident that there is a greater workload need for a Court Services Agent.

Reasons for this Court Services Agent workload increase include a decrease in the Carver County jail population and an anticipated probation caseload increase as a result of an agreement between Court Services and the local Department of Corrections office. Court Services Agents are now supervising cases amended from a felony to a gross misdemeanor or misdemeanor.

To meet this greater workload need, it necessary to switch the FTE for these two positions. Both positions are classified as C41 on the position classification system, so there is no fiscal impact from this switch of FTE between these two positions.

ACTION REQUESTED:

Motion to approve increase Court Services Agent I FTE from .8 to 1.0 and Jail Reentry Specialist decreased in FTE from 1.0 to .8.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING County Dollars = <input type="text" value=""/> <input type="text" value=""/> Total <input type="text" value="\$0.00"/>
If "Other", specify: <input type="text" value=""/>	<input checked="" type="checkbox"/> Insert additional funding source
FTE IMPACT: <input type="text" value="Other staffing change (grade, classification, hours, etc.)"/>	

Related Financial/FTE Comments:

This requested change is cost and budget neutral.

Office use only:

RBA 2021 - 7984

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Carver County Veterans' Treatment Court merger with Dakota County Memorandum Of Understanding.

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

On October 13, 2021 Carver County Veterans Treatment Court received approval from the Treatment Court Initiative Advisory Committee (TCI) to change its scope to include serving veterans from Dakota County. As a result, the new court will be renamed Carver Dakota Veterans Treatment Court. The Court is planning to implement on November 1, 2021. A Memorandum Of Understanding (MOU) has been developed between Carver and Dakota counties in addition to other entities, and is the result of months of discussion and planning.

The merger is seen as a win/win for both counties. Dakota County has a robust service delivery process for veterans in their county, however, they lack a formal court for voluntary participants to enter for the purpose of monitoring their recovery and receive positive feedback for their successes. Carver County has a robust veterans treatment court model, and needs to increase census numbers in the program in order to increase the likelihood of full grant funding in the coming years.

This Memorandum of Understanding involves many parties, all of whom are involved by virtue of the existence of this treatment court in Carver County. Each entity in the MOU will agree to perform certain activities and functions that will lead to the success of treatment court participants.

Approval of this MOU will have minimal impact on Carver County. Dakota County Probation will continue to supervise their own clients, and will cover the cost of their drug testing. There will be some in-kind expense to Carver County, as our Coordinator will participate in the staffings of the Dakota County participants and appear in court on those cases. Also, the Carver County Attorney will have a prosecutorial arrangement with Dakota County as well. Carver County is excited about the opportunity to partner with Dakota County in order to best serve veterans involved in the criminal justice system in both counties.

ACTION REQUESTED:

Motion to approve the MOU to include serving Dakota County veterans in the newly named Carver Dakota Veterans' Treatment Court.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total **\$0.00**

Insert additional funding source

Related Financial/FTE Comments:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for approval to contract amendment with MN DEPARTMENT OF HEALTH (MDH).

Primary Originating Division/Dept: <input type="text" value="Health & Human Services - Public Health"/>	Meeting Date: <input type="text" value="11/16/2021"/>
Contact: <input type="text" value="Richard Scott"/> Title: <input type="text" value="Deputy Division Director"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

This grant contract amends the Master Grant Contract with MDH to provide funding support to Carver County Public Health to administer the Minnesota Special Supplemental Nutrition Program for Women, Infants and Children (WIC Program) and the Peer Breastfeeding Support Program (PBSP).

The WIC and PBSP are public health programs designed to improve the health of the families in Carver County for eligible participants. WIC provides nutrition education and counseling, breastfeeding education and support, healthy foods, and referrals to health and social services programs as needed. PBSP is designed to complement the WIC program to promote breast feeding and improve the growth and development of infants and young children. These programs also provide opportunities to foster childhood literacy and improve school readiness for children living in low-income families; provide onsite early childhood screening; and early referrals to appropriate services when issues arise.

Carver County Public Health plans to coordinate and partner with Scott County Public Health in the administration of these programs to improve efficiency of operations. A formal contract with Scott County will be ready for Board approval later this year. No county levy will be required for administration of these programs through the partnership with Scott County.

ACTION REQUESTED:

Motion to approve contract amendment with MN DEPT OF HEALTH for the Minnesota Special Supplemental Nutrition Program for Women, Infants and Children (WIC Program) and the Peer Breastfeeding Support Program (PBSP) in the amount of \$117,712.00..

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING						
<i>If "Other", specify:</i> <input type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>County Dollars =</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>WIC/PBSP Grant</td> <td style="text-align: right;">\$117,712.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$117,712.00</td> </tr> </table>	County Dollars =	\$0.00	WIC/PBSP Grant	\$117,712.00	Total	\$117,712.00
County Dollars =	\$0.00						
WIC/PBSP Grant	\$117,712.00						
Total	\$117,712.00						
FTE IMPACT: <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source						

Related Financial/FTE Comments:

Total obligation for all compensation and reimbursements for the 1/1/22 - 9/30/22 grant cycle period for WIC is \$90,417 and for PBSP is \$19,650. Future funding for subsequent grant cycle is contingent on Federal appropriations. No additional county levy will be utilized in administration of these programs.

Office use only:

RBA 2021 - 7989

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Library FTE Adjustment

Primary Originating Division/Dept: <u>Public Services - Library</u>	Meeting Date: <u>11/16/2021</u>
Contact: <u>Heidi Hoks</u> Title: <u>Library Director</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Library staff reviewed current vacancies and staffing demands to determine the best way to fill current vacancies while creating a 1.0 FTE Library Assistant position to fulfill staffing needs both in Chaska Library and the Administrative processing department. Over the past few years, the Library Assistant position has seen numerous turnovers. The Library, as well as Employee Relations, have spent considerable time training and recruiting staff for this position. Based on the review, the Library proposes creating a full-time benefitted Library Assistant position by doing the following:

- * Eliminate an existing 0.55 Library Assistant position, a vacant 0.5 Library Assistant position and a 0.375 Library Shelver position to create a 1.0 FTE Library Assistant position.
- * This will be an internal recruitment and this adjustment is not anticipated to cause layoffs.
- * Transfer \$2,200 from 01-014-500-8003-6263 to 01-014-500-0000-611x, and
- * Transfer \$1,664 from 01-014-500-24086260 to 01-014-500-0000-611x

The result of this adjustment in staffing and transfer of funding will be a full-time benefitted 1.0 Library Assistant FTE.

ACTION REQUESTED:

Motion to eliminate one existing Library Assistant position with one vacant Library Assistant position and one vacant shelver position plus transfer \$3,864 from designated budget lines to create one fully benefitted 1.0 FTE Library Assistant.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =	<input type="text"/>
2021 cost increase	\$446.00
2022 cost increase	\$3,864.00
Total	\$4,310.00

Related Financial/FTE Comments:

The elimination of two Library Assistantns and one shelver plus transfers of funds from designated budget lines will fund a fully benefitted 1.0 FTE Library Assistant, while keeping this budget neutral.

No additional levy dollars will be needed for this FTE change.

Summary of FTEs (does not include Temporary/STOC positions):

2021 Budget Board approved FTEs - 1/1/21:	729.84
Non-levy funded Board Approved net FTE changes so far in 2021:	10.00
Nov 16th RBA non-levy funded net FTE changes:	(0.43)
2021 Total FTE - 10/19/21	739.41

Office use only:

RBA 2021 - 8001

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Library FTE Adjustment

Department: Public Services - Library

Meeting Date: 11/16/2021

Requested By: Heidi Hoks

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

DEBIT		
Description of Accounts	Acct #	Amount
2022 Salary and benefits - Full Time	01-014-500-0000-61XX	\$66,439.00
2021 Sal & Ben FT	01-014-500.61xx	\$7,666.00
TOTAL		\$74,105.00

CREDIT		
Description of Accounts	Acct #	Amount
2022 Salary and benefits - Part Time	01-014-500-0000-...	\$62,575.00
2022 Professional Services	01-014-500-2408-...	\$1,664.00
2022 Data Processing Services	01-014-500-8003-...	\$2,200.00
2021 Sal & Ben- PT	01-014-500.61xx	\$7,220.00
2021 Data Processing Services	01-014-500-8003....	\$446.00
TOTAL		\$74,105.00

Reason for Request:
 The levy neutral request to eliminate two Library Assistants and one shelver plus transfers of funds from designated budget lines will fund a fully benefitted 1.0 FTE Library Assistant, \$3,864. The 2021 cost for the remaining year is \$446.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Assessing Department Staffing Change

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes
Presenter: Title:

Attachments: Yes No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

In review of the Assessing Department Administrative positions, there is an increase of responsibilities to provide additional assistance in the administrative assistant role to meet the needs of the customers and increase efficiency. Over the past few years, manual data entry processes have been reduced and many of the administrative processes are significantly more complex as they are performed electronically through various systems. In order to meet this need and allow for cross training of staff, job sharing responsibilities and to improve consistency throughout the department, the Assessing Department is requesting to eliminate a Assessor Representative position and create an Assessor Administrative Assistant position.

ACTION REQUESTED:

Motion to eliminate an Assessor Representative 1.0 FTE and create an Administrative Assistant 1.0 FTE

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	<input type="text"/>
2021 cost increase	\$828.00
2022 cost increase	\$7,176.00
Total	\$8,004.00

Insert additional funding source

Related Financial/FTE Comments:

No increase in FTE. The cost for the remaining 2021 fiscal year is \$828, full year projected cost is \$7,176 and will be covered by assessment contract revenue.

Office use only:

RBA 2021 - 7993

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Assessing Department Staffing Change

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
2021- Sal & Ben- FT	01-047.61xx	\$828.00
2022- Sal & Ben- FT	01-047.61xx	\$7,176.00
TOTAL		\$8,004.00

CREDIT		
Description of Accounts	Acct #	Amount
2021- Assessing Contract Revenue	01-047.5534	\$828.00
2022- Assessing Contract Revenue	01-047.5534	\$7,176.00
TOTAL		\$8,004.00

Reason for Request:

No increase in FTE. The cost for the remaining 2021 fiscal year is \$828, full year projected cost is \$7,176 and will be covered by assessment contract revenue.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request to Accept the 2022-23 Natural Resource Block Grant (NRBG)

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Each year the County receives a block grant from the MN State Board of Water and Soil Resources (BWSR) for implementation of the following programs: Water Management Plan; Wetland Conservation Act (WCA); Shoreland Management; and Sub-surface treatment systems (SSTS). The Water Management & Shoreland funds are used to support the water monitoring program costs. Other funds are used to assist in monitoring as well as offset program costs of operating the WCA and SSTS programs. The Carver Soil & Water Conservation District (SWCD) assists County staff in the implementation of the WCA program. For 2022 and 2023, the County received the natural resource block grant (NRBG) for the following program amounts:

2022 - Shoreland-NRBG	\$2,615
2023 - Shoreland-NRBG	\$2,615
2022 - Septic Treatment Systems - NRBG	\$18,600
2022 - Local Water Management - NRBG	\$8,094
2023 - Local Water Management - NRBG	\$8,094
2022 - Wetland Conservation Act (WCA) - NRBG	\$31,599 (\$10,000 to SWCD)
2023 - Wetland Conservation Act (WCA) - NRBG	\$31,599 (\$10,000 to SWCD)

Total Grant Awarded: \$103,216

ACTION REQUESTED:

Motion to contract with BOARD OF WATER & SOIL RESOURCES pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =	<input type="text" value=""/>
State BWSR Funds	\$103,216.00
Total	\$103,216.00

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Required match is provided by existing staff time expended in the normal operation of the programs and by budgeted Carver County WMO 2022 and 2023 expenditures. The Shoreland and WCA portions require a 1-to-1 match and the other programs require no match. Estimated grant and match amounts were included for these programs in the proposed 2022 budget and are anticipated for the 2023 budget.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional Services Agreement with Midwest Wetland Improvements, LLC for Bevens Creek Dam Removal

Primary Originating Division/Dept: <input type="text" value="Public Services - Planning & Water Mgmt."/>	Meeting Date: <input type="text" value="11/16/2021"/>
Contact: <input type="text" value="Paul Moline"/> Title: <input type="text" value="PWM Manager"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

A low-head dam located just south of County Road 51 on Bevens Creek failed during the floods of 2014 and has caused bank failure on each side of the existing dam. Over the period of seven years, the banks have eroded 4,000 sq feet of private property into the Creek.

This contract is for engineering services to 1) produce construction plan sets to remove the failed dam and restore stream banks to a more natural state; 2) provide permit overview of the project; 3) oversee bidding and contract award for the construction of the project; 4) construction oversight; and 5) project closeout. The contractor completed the prior feasibility study for the project and produced a 30% plan set. With this prior knowledge and understanding of both the County vision and DNR requirements for this site, costs will be minimized.

Carver County has received two state grants, one from the Board of Water and Soil Resources (BWSR) in the amount of \$60,505 and one from the MN Dept of Natural resources (DNR) in the amount of \$263,000 for the completion of this project. The DNR grant will cover these engineering costs. Remaining grant funds will be spent on the construction of the project. The bid and contract for the construction of the project will be approved separately.

ACTION REQUESTED:

Motion to authorize the chair to sign the contract with Midwest Wetland Improvements, LLC to complete engineering services for the Bevens Dam Removal Project pending contract review.

FISCAL IMPACT: <input type="text" value="Included in current budget"/>	FUNDING
If "Other", specify: <input type="text"/>	County Dollars = <input type="text"/>
FTE IMPACT: <input type="text" value="None"/>	DNR Grant <input type="text" value="\$70,863.00"/>
	Total <input type="text" value="\$70,863.00"/>
	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

State DNR grant will pay \$70,863 of the work completed by Midwest Wetland Improvements, LLC. The remaining State DNR and BWSR amounts and a Carver County Water Management (CCWMO) match of \$25,000 will cover constructions costs. The CCWMO match is included in the 2021 budget.

Office use only:

RBA 2021 - 7969

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Joint Powers Agreement with the City of Victoria for the Highway 11-Rolling Hills Area Project

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

From the summer of 2019 to the spring of 2021 Carver County, the City of Chaska and the City of Victoria conducted a study for the future needs of Highway 10 from Highway 43 to Highway 61 and Highway 11 from Marsh Lake Road to Highway 10. This study looked at future land use in the area and determined the necessary improvements needed on Highways 10 and 11 to meet the transportation needs as the County develops. Two residential developments on the west side of Highway 11 between Marsh Lake Road and the TC&W Railroad are in the process of being constructed. The Corridor study completed in the spring of 2021 concluded Highway 11 should be a divided urban two lane highway in this area and should be built out as development occurs to be manage access.

Victoria will be the lead agency for the project to improve Highway 11 and the cost share will follow the Carver County Development Driven Cost Participation Policy.

A joint powers agreement is needed with the City of Victoria that outlines the roles and responsibilities of each agency as well as the cost share.

ACTION REQUESTED:

Motion to approve the Joint Powers Agreement with the City of Victoria for the Highway 11-Rolling Hills Area Project pending finalization of the contract approval process.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	<input type="text" value=""/>
State Aid Regular	\$1,541,155.00
City of Victoria	\$538,181.00
Total	\$2,079,336.00

Insert additional funding source

Related Financial/FTE Comments:

Cots shown are budget estimates at this time and will be further refined during project development.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Purchase of New Hot Water Boiler

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The water heater serving the 604 and 606 building at the Government Center is at it end of life and has to be reset 6 to 7 times per week to operate. Facilities is able to purchase a new 100,000,000 BTU AERCO high efficiency water heater direcly from the supplier, R.M. Cotton, which will save us about 30% compated to the retail cost and they have one available. Facilities will have it direct shipped and will contract with Kraft Mechanical to install the new unit. The water heater will have a 10-year full replacement warranty.

ACTION REQUESTED:

Motion to purchase a new water heater unit from R.M. Cotton.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars = **\$36,575.00**

FTE IMPACT:

Total **\$36,575.00**

Insert additional funding source

Related Financial/FTE Comments:

Budget within Facilities Manager Initiatives current year budget for this expense.

Office use only:

RBA 2021 - 7996

Carver County Board of Commissioners Request for Board Action



Agenda Item:
County Assessor Appointment

Primary Originating Division/Dept: <input type="text" value="Property & Financial Services - Property Assessme"/>	Meeting Date: <input type="text" value="11/16/2021"/>
Contact: <input type="text" value="David Frischmon"/> Title: <input type="text" value="Property and Finance Director"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="5"/> minutes Presenter: <input type="text" value="David Frischmon"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government"/>	

BACKGROUND/JUSTIFICATION:

State Statutes require the County Board to appoint a County Assessor every four years. Keith Kern was reappointed as County Assessor as of January 1, 2021 for a four year tem. In August 2021, when Keith Kern retired as County Assessor the County Board appointed Mark Meili, Assistant County Assessor as the interim County Assessor. After an external posting to fill the County Assessor position, County staff is recommending Mark Meili be appointed County Assessor thru December 31st, 2024.

ACTION REQUESTED:

Motion to appoint Mark Meili as County Assessor to fill the remainder of the four year term thru December 31st, 2024.

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

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7998

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Community Development Agency American Rescue Plan Act Housing Requests

Primary Originating Division/Dept: Public Services

Meeting Date: 11/16/2021

Contact: Nick Koktavy

Title: Asst. County Administrator

Item Type:

Regular Session

Amount of Time Requested: 50 minutes

Attachments: Yes No

Presenter: David Frischmon/Julie Frick

Title:

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

At the September 28 work session, the County Board heard presentations and discussed three American Rescue Plan Act (ARPA) affordable housing requests:

1. Community Development Agency (CDA) requests for a total up to \$5M for seed money towards Trail's Edge Senior, Carver Oaks Senior, and Carver Place; Watertown/Mayer Rehab of Rural Development Properties; and Bluff Creek Rehab.
2. Humanity Alliance request from the CDA in the amount of \$300,000 to support the completion of Unite Lodge including housing renovations and commercial kitchen build-out.
3. West Creek Apartment project request from the CDA in the amount of \$600,000 to fill the project gap created because of increases in construction costs.

On October 21, the CDA Board heard presentations on the three requests and approved moving forward including executing agreements with Carver County for these projects. Carver County would enter into sub-recipient grant agreements with the CDA for these three requests. Key elements of the agreements include:

- CDA will provide documentation detailing how these projects meet the requirements for ARPA funding including identifying how these projects support populations disproportionately impacted by the pandemic.
- The CDA will manage the relationship with Humanity Alliance and enter into an agreement with them.
- The CDA will manage the relationship with the Community Asset Foundation for the West Creek Project. The ARPA funds will be the last funds used on this project. In the event that the Community Asset Foundation can't complete the project, the CDA will take it over.
- Funds for Trail's Edge Senior, Carver Oaks Senior, and Carver Place will be provided to the CDA once each project is fully funded. If the CDA is unable to secure full funding for these projects, the funds would be available for other County priorities.
- If the County determines that the projects may not meet the ARPA deadlines or requirements, they County can obtain any unspent funds. Any remaining funds must be returned to County once project is complete. Funds must be obligated by November 30, 2024 and spent by November 30, 2026.
- The CDA will provide the County a written report every 60 days updating the County on the progress of the projects.

At the County Board Meeting, Carver County staff will give an overview of ARPA funds and the CDA, Humanity Alliance and West Creek will provide details on their proposed projects.

ACTION REQUESTED:

Motion to approve the allocation of \$5,000,000 of ARPA funds for affordable housing through an agreement with the Carver County Community Development Agency for Trail's Edge Senior, Carver Oaks Senior, Carver Place, Watertown/Mayer Rehab of Rural Development Properties, and Bluff Creek Rehab, pending approval through the contract review process.

Motion to approve the allocation of \$300,000 of ARPA funds for affordable housing through an agreement with the Carver County Community Development Agency for the Humanity Alliance Unite Lodge project, pending approval through the contract review process.

Motion to approve the allocation of \$600,000 of ARPA funds for affordable housing through an agreement with the Carver County Community Development Agency for the West Creek Apartment project, pending approval through the contract review process.

FISCAL IMPACT: Other

If "Other", specify:

ARPA Funds

FUNDING

County Dollars =	
ARP Funds	\$5,900,000.00
Total	\$5,900,000.00

FTE IMPACT: None

Related Financial/FTE Comments:

At the meeting, County staff will give an overview of available ARPA funds that could be used to fund these housing requests.

Office use only:

RBA 2021 - 7985

Carver County Board of Commissioners Request for Board Action



Agenda Item:
2022 Legislative Platform

Primary Originating Division/Dept: Administration (County)

Meeting Date: 11/16/2021

Contact: Dave Hemze Title: County Administrator

Item Type:
Regular Session

Amount of Time Requested: 30 minutes

Attachments: Yes No

Presenter: Dave Hemze Title: County Administrator

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

BACKGROUND/JUSTIFICATION:

The proposed 2022 Carver County Legislative Platform is attached. County Administrator Hemze will present these priority issues.

ACTION REQUESTED:

Motion to approve Carver County's 2022 Legislative Platform

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7975



CARVER COUNTY

LEGISLATIVE PLATFORM

2022

“Where the future embraces the past in keeping Carver County a great place to live, work, and play for a lifetime.”

Local Control Policy

The Carver County Board of Commissioners supports local decision-making authority and opposes legislation that removes the ability for local elected officials to respond to the needs of its businesses and constituents or that restricts local decision-making authority.

Locally elected decision-makers hold the best position to determine what health, safety and welfare regulations best serve their constituents. Like State and Federal legislative leaders, local elected officials are held accountable through Minnesota's robust elections process. Ordinances at the local level are enacted only after a comprehensive, legal, and open process.

The public's access to local officials is much easier, as is attending local county board and city council meetings.

Counties are often laboratories for determining public policy approaches to the challenges that face residents and businesses. Preserving local control in our state has yielded widespread benefits such as the 2007 Freedom to Breathe Act, and an amendment to the Minnesota Clean Indoor Air Act.

2022 Legislative Priorities

1. Provide funding for 82nd Street reconstruction
2. Revise the eminent domain appraisal process for property owners
3. Support legislation for capital improvement funding for regional parks
4. Support requested split of parks and trails and legacy funding
5. Match County funding with State funding for Lake Waconia Regional Park development
6. Increase fees retained by Deputy Registrars for processing State transactions
7. Simplify the Minnesota Family Investment Program budget methodology
8. Improve access to public health data
9. Amend the Medicaid Inmate Exclusion Policy in the Federal Social Security Act
10. Alternate pathways to peace officer licensure
11. Metropolitan governance reform

Item numbering is not a priority listing



Issue #1: Provide Funding for 82nd Street Reconstruction

Background

Carver County, along with its partners, completed a transportation plan for all roadway corridors around the Minnesota Landscape Arboretum. The Arboretum Area Transportation Plan identified \$200 million in roadway, trail, utility, and water quality infrastructure investment needed in the next 20 years for Highway 5, Highway 7, Highway 41, Rolling Acres Road, and 82nd Street in the Cities of Victoria, Chaska and Chanhassen.

The study's implementation plan describes potential phased individual projects, as well as potential funding sources. The County plans to use the local option sales tax for many of these projects. However, Cities require assistance to pay for its portion of the improvements. Given the unique location of 82nd Street, which lies on the southern boundary of the Arboretum and on the northern limit of Chaska's green belt, very little opportunity exists for the Cities to generate revenue. The plan shows 82nd Street providing an additional entrance to the Arboretum to serve future master plans, with the University expressing support for the proposed upgrades to the roadway and trail system. The total cost to upgrade 82nd Street to a two-lane county highway totals approximately \$20 million.

Requested Position

Carver County requests that the legislature provide \$10 million in General Obligation Bonds for engineering, right-of-way acquisition and construction of 82nd Street between Bavaria Road and Highway 41.



Issue #2: Revise the Eminent Domain Appraisal Process for Property Owners

Background

Carver County requests revisions to Chapter 117, Eminent Domain, to mitigate the unintended consequences of the legislation. The 2006 revisions to the eminent domain law resulted in a significant cost increase to taxpayers related to attorneys' fees and interest payments incurred by agencies implementing public transportation improvements. This placed an unreasonable and unintended burden on transportation funding. The modest changes proposed below would give condemning authorities a chance to respond to new information that may come to light in the property owner's appraisal, possibly totally avoiding the need to acquire the property through eminent domain.

Requested Position

Carver County recommends changing the deadline for a property owner to provide their appraisal from 5 to 45 days before the Commissioners' hearing. The condemning authority then shall have 30 days from the receipt of the property owner's appraisal to provide the property owner a revised last written offer.



Issue #3: Capital Improvement Funding for Regional Parks

Background

The 2022 portion of the Metropolitan Council's Regional Park CIP is based on the issuance of up to \$10 million of Metropolitan Council bonds to provide a 40% match to a 2020 State bond request of \$15 million. These result in a 2022 CIP requested total for the Metropolitan Regional Park System of \$25 million.

Requested Position

Support legislation which provides up to \$25 million for the Regional Park CIP for 2022. \$15 million of State Bonds are to be matched with \$10 million of Metropolitan Council bonds for a combined total of \$25 million for the Metropolitan Regional Parks System.

Note: The above requested position is consistent with the current request by the Metropolitan Council of the Governor for inclusion in the 2022 Legislative Session. Implementing Regional Park Agencies often support another request after the proposed budget is announced.



Issue #4: Parks and Trails Legacy Funding

Background

Since April 2012, the funding breakdown for Parks and Trail Legacy Funding has been as follows:

- 0.25% off the top for coordination among partners for marketing and promotional efforts for all parks and trails of state or regional significance.
- 0.25% off the top to fund resources to establish criteria to allocate Legacy Funding

The remainder to be split:

- 40% Minnesota Department of Natural Resources
- 40% Metropolitan Regional Parks and Trails
- 20% Greater Minnesota Regional Parks

Requested Position

Should legislation be introduced which would decrease the funding for the Metro Regional Parks and Trails, funding shall be no less than 40% to Metro Regional Parks and Trails after the 0.5% allocation for coordinated marketing and establishment of criteria to allocated Legacy Funding.



Issue #5: Lake Waconia Regional Park Development

Background

Lake Waconia Regional Park is a 160-acre Metropolitan Regional Park, minimally developed, and located on the second largest lake in the Twin Cities area. Carver County received past funding from the State for the phased development of Lake Waconia Regional Park during the 2018 and 2020 legislative sessions. The request for matching funds to County funds continues the commitment and partnership with the State toward providing regional recreation opportunities.

This investment would assist in the development of a building. This facility would provide event/classroom space, restrooms, concessions, and rental services. This adds to the planned playground and other site amenities to facilitate the use of existing public lakeshore property.

Requested Position

Carver County requests \$3.5 million in State funds, matched by \$3.5 million in County funds, to predesign, design, construct, furnish and develop recreation facilities at Lake Waconia Regional Park.



Issue #6: Increase Fees Retained by Deputy Registrars for Processing State Transactions

Background

The fee retained by Deputy Registrars for processing driver's licenses and motor vehicle applications are set by statute and without legislative action cannot be increased. Thus, the business model for a Deputy Registrar's Office relies on the legislature increasing fees to ensure a variety of services continue to be available across Minnesota.

Starting in 2017, Deputy Registrars staff time to process vehicle registration applications increased significantly due to MNLARS (and now MNDRIVE), requiring Deputy Registrar staff to enter all data in the MNLARS/MNDRIVE system before a transaction can be processed. Prior to 2017, Deputy Registrars and State DVS staff shared data entry responsibilities.

Starting in 2020, Deputy Registrars' staff time to process Federal Real ID and Enhanced compliant driver's license applications increased significantly, compared to a standard driver's license application due to the Federal Homeland Security Department's strict requirements for document verification and scanning.

For Carver County the additional work decreased the targeted number of driver's license and title transfer transactions an employee can complete in a day from 25 in 2017 to 20 in 2021. This 20% increase in time per transaction means the same number of Carver County License Center staff generates approximately \$150,000 less annual revenue in 2021 compared to 2017. Other Deputy Registrars offices estimate increases of 30-40% in staff time to process driver's licenses and motor vehicle applications from the above two changes.

In response to the increased staff time to process a title transfer application with MNLARS (and now MNDRIVE), the 2019 legislature increased the fee retained by Deputy Registrars to process a title transfer application from \$10 to \$11. The title transfer fee retained by Deputy Registrars had been \$10 since 2011.

The fee retained by Deputy Registrars to process all types of driver's license applications has not changed since 2014 when it was increased by \$3 per transaction from \$5 to \$8.

The proposed increases represent the minimum necessary to offset Carver County's decrease in Deputy Registrar revenue caused by the additional work required by State and Federal agencies to complete title and driver's license transactions. Other Deputy Registrars across the State may have experienced greater decreases in revenues, depending on workloads.

Requested Position

- Increase the fee retained by Deputy Registrars to process a standard driver's license application by \$1 per transaction from \$8 to \$9.
- Increase the fee retained by Deputy Registrars to process a title transfer application by \$2 per transaction from \$11 to \$13.
- Increase the fee retained by Deputy Registrars to process a Federal Real ID and Enhanced compliant driver's license application by \$3 per transaction from \$8 to \$11.



Issue #7: Simplify the Minnesota Family Investment Program budget methodology

Background

Modernization and simplification of MFIP's (and other cash programs) reporting requirements is needed. The program should align with nationwide best practices, encourage earned income and employment, calculate benefits based on current (not past) income, and create equity/uniformity with other public assistance programs (such as SNAP). Requiring Carver County families to do monthly reporting for MFIP is an added administrative step that burdens families, creates confusion, and leads to benefits not reaching their intended target population. The State's MFIP budget methodology is an antiquated strategy and reduces the program's potential to help families when they are destabilized. The intent of MFIP is to stabilize families so they can move toward self-sufficiency. When a family falls off the program due to procedural gaps—versus their own financial situation—the program has failed.

Requested Position

Carver County requests changes to the budget methodology so instead of the State immediately reducing benefits when earnings increase, MFIP would set benefits for a six-month (reporting) period instead of monthly. This creates a stable base income for families to move beyond crisis and gather momentum to secure more steady earned income, incentivize having earned income, and reduce county administrative (processing of paperwork) time.



Issue #8: Improve Access to Public Health Data

Background

The COVID-19 pandemic showed a need to improve local public health's access to data. While the State gathers and synthesizes the data, Carver County residents look to its Local Public Health department to share hyperlocal data, whether that's countywide, by City or by Township. Access to this data helps agency leaders, such as City Administrators and school district leadership—make quick decisions supported by relevant, real-time data.

Requested Position

Carver County requests the Minnesota Department of Health to adopt principles to improve local public health's access to data. The ten principles the County recommends are:

1. Public Health data must be thought of as a system where data flows from providers to MDH to local public health.
2. All collected data that includes location information should be shared with local public health, as a default.
3. If data is electronic, it should be made available electronically and in a machine-readable format.
4. Robust metadata should be published for every piece of data reported by MDH.
5. All MDH reports need to include the data behind the report. If there is a percentage, then both the numerator and denominator need to be published.
6. Data sharing needs to occur more quickly—the pandemic has shown us how rapidly things can change in a week.
7. MDH's GIS function needs to be beefed up substantially and funded directly because often the roadblock on getting data to counties is that it needs to be geocoded.
8. MDH should provide analysis centrally when a large number of local public health units need it.
9. MDH should have a weekly data call with counties so they know what MDH is doing and what is changing.

10. "If it is about me, involve me." Local public health is on the front lines of the COVID-19 response yet are rarely consulted about data changes at MDH. We have an important understanding about what data we need but are rarely brought to the table.



Issue #9: Amend the Medicaid Inmate Exclusion Policy in the Federal Social Security Act

Background

As a result of current policy, county jails bear the brunt of providing a range of costly health services. Counties and local taxpayers should not have to carry the burden of paying for services that should be covered by the Federal government. Amending the Medicaid Inmate Exclusion policy has long been necessary. Specifically, Minnesota counties are responsible for delivering critical health services to inmates and are required by Federal law to provide those services. Many pre-trial inmates have diverse and significant health needs, such as substance use disorders and mental health diagnoses. Individuals with mental health and/or chemical health indicators are more likely to return to jail than those without these indicators.

Carver County spends more than \$140,000 annually on contracted mental health and nursing services for inmates in its jail. There are additional costs to the County for medications, dental care, and medical care beyond basic nursing services. Providing access to Federal health benefits to pre-trial inmates would help counties break the cycle of recidivism caused or exacerbated by untreated mental illness and/or substance use disorders, thereby improving public safety. Inmate health care is a significant cost to counties and those that have not yet been convicted of a crime should retain their eligibility for these Medicaid programs.

Requested Position

Carver County urges Congress to pass legislation that would differentiate between pretrial and post-conviction incarceration and restore pretrial detainee access to federal health care benefits and help break the cycle of recidivism to make our communities safer.



Issue #10: Alternate Pathways to Peace Officer Licensure

Background

Police recruit applications are at historically low numbers nationwide, and Carver County is no exception. Regionally accredited colleges and universities are seeing, on average, a 40% decline in law enforcement students, resulting in less candidates eligible for licensure. The Minnesota POST Board is seeing low numbers of license eligible candidates on their rosters. The Police Executive Research Forum reports 40% increase in retirements and 5% fewer applications nationally, resulting in higher than normal vacancies and an inability for agencies to fill vacant positions. Carver County is similarly situated in its inability to staff vacant positions for all these reasons, as well as other market conditions.

There are basically two paths to State peace officer licensure: 1) Traditional pathway (e.g., university or college degree, followed by POST-approved Professional Peace Officer Education program (PPOE), and pass a licensing exam; or, 2) Reciprocity (i.e., a candidate has prior peace officer experience in another state or military and passes the State's licensing exam to be eligible for licensing in Minnesota).

In both licensing scenarios, the applicant is required to come to the prospective employer with license eligibility. Some agencies, including Carver County, administer "Cadet Programs" wherein a candidate is hired in a "cadet" status and sent to one of thirty POST-approved schools to satisfy PPOE requirements. This creates expense for the employer and further delays a candidate's certification for solo patrol because the first 12 weeks +/- were spent in PPOE program.

Once a candidate has completed the PPOE program and passed the POST exam, they field training with the employer. Much of field training is duplicative of PPOE coursework because the agency is responsible for training to its own standard(s), which are nearly always substantially similar to PPOE coursework, but agency-specific to technologies, tactics, and practices, creating unnecessary redundancy for some candidates.

Requested Position

The State Legislature should direct the POST board to develop an alternative pathway to licensure wherein the agency hires the candidate, who receives a provisional license, and provides POST-approved on-the-job training. This would allow the candidate to minimize redundant or unnecessary training presented in the academic environment, and instead focus on relevant POST-approved, agency-specific training. The candidate would receive a full-time peace officer license upon successful completion of all required training.



Issue #11: Metropolitan Governance Reform

Background

A coalition of local governments throughout the metropolitan area developed a position statement and a set of principles for improving metropolitan governance in the Twin Cities.

The coalition supports the need for regional planning, collaboration and coordination, but seeks to expand local government representation on the Metropolitan Council.

Cities in Carver County that have formally adopted this position include Chanhassen, Chaska, Cologne, Hamburg, Mayer, New Germany, Norwood Young America, Watertown, and Victoria. Other metropolitan local governments formally supporting this position include Andover, Anoka County, Bethel, Blaine, Coates, Columbus, Centerville, Crystal, Dakota County, Elko New Market, Farmington, Forest Lake, Greenwood, Ham Lake, Hampton, Jordan, Lino Lakes, Loretto, Mendota Heights, Mound, New Prague, Nowthen, Oak Grove, Plymouth, Prior Lake, St. Francis, Scott County, and Shakopee. This list is growing as we continue to discuss this critical issue with others.

The coalition's objectives for its collective effort to improved governance are:

1. To articulate a vision of responsive and effective metropolitan governance — as represented by a Statement of Belief and Principles for Reform of the Metropolitan Council.
2. To align local government interests behind a reform effort — through formation of a broad coalition of metropolitan cities and counties — and a common position.
3. To be prepared for any efforts — legislative and otherwise — to reform the governance structure and functioning of the Metropolitan Council.

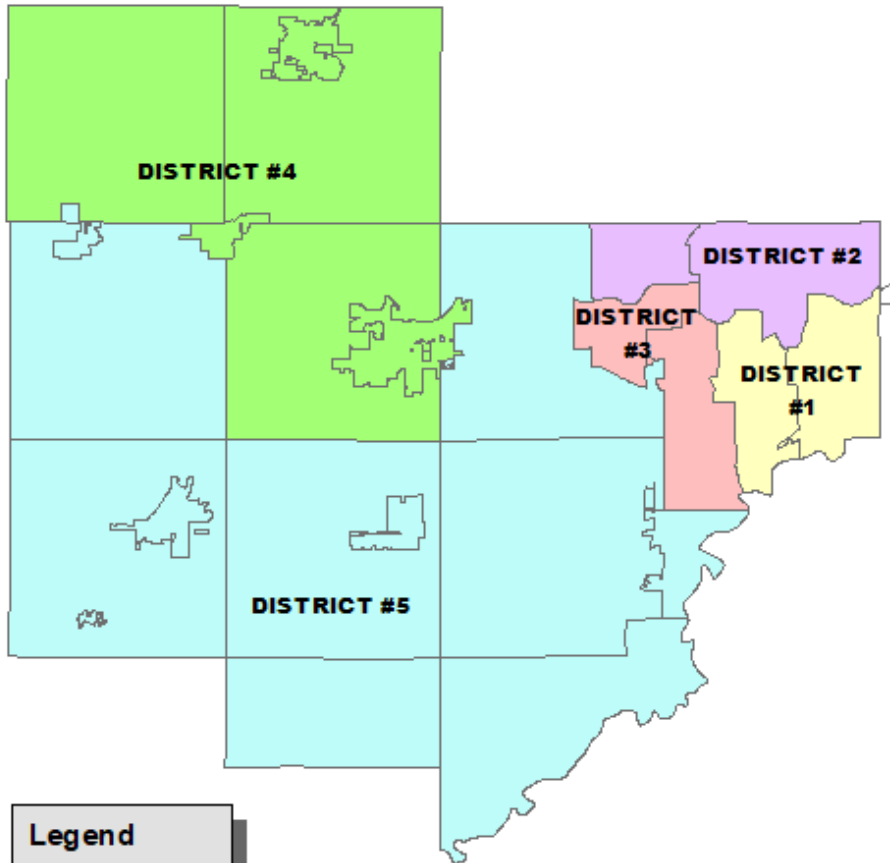
The Metropolitan Council, due to its taxing and policy authority, needs accountability to a regional constituency of those impacted by its decisions. It should not operate as a State agency – as it does in its current form – answerable to only one person, the Governor.

Requested Position

Carver County supports changes to legislation which follow the below principles for Metropolitan Council Reform. Specific legislation has been proposed by the local government coalition on this topic.

1. A majority of the members of the Metropolitan Council shall be elected officials, appointed from cities and counties within the region.
2. Metropolitan cities shall directly control the appointment process for city representatives to the Metropolitan Council.
3. Metropolitan counties shall directly appoint its own representatives to the Metropolitan Council.
4. The terms of office for any Metropolitan Council members appointed by the Governor shall be staggered and not coinciding with the Governor's term.
5. Membership on the Metropolitan Council shall include representation from every metropolitan county government.
6. The Metropolitan Council shall represent the entire region, therefore voting shall be structured based on population and incorporate a system of checks and balances.

CARVER COUNTY COMMISSIONER DISTRICTS



Legend

- Gayle Degler
- John Fahey
- Matt Udermann
- Tim Lynch
- Tom Workman



Carver County Commissioners

Gayle Degler – District 1 Phone: (763) 381-1879 gdegler@co.carver.mn.us	Tom Workman–District 2 Phone: (952) 250-4924 tworkman@co.carver.mn.us
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Carver County Administration

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<p>David Frischmon Property & Financial Services Phone: (952) 361-1506 dfrischmon@co.carver.mn.us</p>	<p>Lyndon Robjent Public Works Phone: (952) 466-5206 lrobjent@co.carver.mn.us</p>

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Waconia Regional Park Waterfront Service Center Project Update

Primary Originating Division/Dept: Public Works - Parks

Meeting Date: 11/16/2021

Contact: Martin Walsh

Title: Parks and Recreation Director

Item Type:

Work Session

Amount of Time Requested: 20 minutes

Presenter: _____

Title: _____

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

On April 6th, 2021 HGA Architects and Parks staff reviewed the preliminary schematic design of the waterfront service center, also known as Lake Waconia Regional Park Phase II Development. Primary elements of that design included restrooms, concession area, rental area, event room and outdoor pavilion. The initial project budget was \$5 million (\$2.5M 2020 State Bonds, \$2.5M County funds). At that meeting the County Board authorized staff to proceed to 20% design and cost estimates for the concept presented. The project team presented 20% level design and cost information at the April 27th Board meeting. The preferred concept estimate was \$6.6 million, well above the original budget. Options to reduce the cost closer to the budget were presented but involved a significant reduction in building size and functionality. The County Board directed staff to proceed with value engineering and additional funding options for designs that met the intent and function of the preferred concept.

At the June 1, 2021 meeting the County Board authorized a new State Bonding request for \$2.25 million to help cover the increased costs of waterfront service center as well as continue with additional park development including playgrounds, trails, docks and piers and other amenities (known as Phase III development) The county is required to match this request with \$2.25 million in county funds. The County Board also authorized staff to proceed with 50% level design and cost estimate for the waterfront service center.

HGA Architects completed the 50% schematic design for the building and RJM Construction Management developed a cost estimate based on the design work to date. The total project cost estimate is \$7.36 million and includes a cost escalation factor and contingency due to continued market volatility. Staff and the consultant team updated the County Board on this design and cost estimate and potential bid alternates to reduce cost at the October 26, 2021 County Board Meeting. Funding sources for the 50% design is shown in the funding table and fiscal comments section below.

Direction was provided to consider options which would further reduce cost including but not limited to eliminating the concession area and exploring additional HVAC efficiencies. Direction was also provided to consider increasing the event room size from 60 to 80.

The project team will update the board on the refined design options and seek direction on next steps.

ACTION REQUESTED:

Direction on next steps for project development.

FISCAL IMPACT: None
If "Other", specify:

FUNDING

County Dollars =	\$2,500,000.00
State of Mn Bonds 2020	\$2,500,000.00
Met Council Grant SG-...	\$200,000.00
Met Council Grant SG-...	\$306,000.00
Met Council 21/22 CIP	\$736,000.00
Year- End Savings	\$1,118,000.00
Total	\$7,360,000.00

FTE IMPACT: None

Related Financial/FTE Comments:

\$2.5M County Funds: Wellness Center 2022 \$2.5M bond sale to reimburse County for \$2.5M of reserves (\$2M Parkland Aquisition + \$500K Year-End Savings) that were used to purchase the Wellness Center building and land in 2017.

\$2.5M State of Mn funds: Bonding approved by 2020 Legislature

\$2.36M Additional County Funds*:

\$506K Met Council Grants SG-11286 & 2294-03-01

\$736K: 2021-22 Met Council CIP Funds

\$1.118M: Year-End-Savings

*The County is requesting from the 2022 Legislature an additonal \$3.5M in State Bonding for further site development, Phase III, including playground, paths, docks, etc. The total project cost of Phase II and III is \$12.11M. The County would use the \$2.36M Additional County Funds already identified above and would need to identify another \$1.14M to 50/50 match the \$3.5M in State Bonding.

If the County's \$3.5M request from the 2022 State Legislature is not successful, Phase III will be put on hold until alternative funding sources can be identified.

The 12/31/20 Year-End Savings reserve balance was approximately \$5M. Finance expects the 12/31/21 Year-End Savings reserves balance to continue to be in the \$5M ballpark.

Carver County Board of Commissioners Request for Board Action



Agenda Item:
Finance 3Q Update

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

2021 Q Budget to Actual Review:

County staff will present a high-level overview on the Finance staff's 3Q Review with all Divisions.

2022 GIS Property Tax Impacts:

County staff will present a county-wide summary of the 2022 property tax impact from the 2022 preliminary property tax levy that was adopted by the County Board in September, 2021.

2023 Long Term Financial Plan:

The 2023 Long Term Financial Plan (the "Plan") fulfills the County Board's direction to connect financial strategies to the County's long-term strategic goals and objectives. This Plan is not a budget but rather a non-binding assertion of future intent to allocate future County resources. Individual elements of the Plan will be systematically rolled forward until they are brought into the Annual Budget for approval and implementation. The attached draft is a high-level summary of the Plan which will be presented at the Board workshop.

ACTION REQUESTED:

None - Board review and direction only. Formal Board approval for the 2023 Long Term Financial Plan will be requested at the December 14th Board meeting.

FISCAL IMPACT:
If "Other", specify:

FUNDING
County Dollars =

Total

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 8000



2023 Long Term Financial Plan

*Presented for Adoption
December 14, 2021*

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

Date: December 14, 2021
Motion by Commissioner: _____

Resolution: _____
Seconded by Commissioner: _____

**COUNTY BOARD ADOPTION OF THE
2023 LONG TERM FINANCIAL PLAN
FOR CARVER COUNTY**

WHEREAS, the Long Term Financial Plan (the "Plan") fulfills the County Board's direction to "connect financial strategies to the County's long-term strategic goals and objectives"; and

WHEREAS, the Plan which has been prepared by division directors and reviewed by the County Board of Commissioners provides the basis for determining the non-binding intent to allocate future County resources; and

NOW, THEREFORE, BE IT RESOLVED by the Carver County Board of Commissioners 2023 Long Term Financial Plan is hereby adopted and placed on the County's website.

BE IT FINALLY RESOLVED, that copies of this resolution be forwarded to division directors of Carver County.

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 14th day of December, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 14th day of December, 2021.

David Hemze
County Administrator

EXECUTIVE SUMMARY

This 2023 Long Term Financial Plan, (the “Plan”) along with the 2022 Annual Budget, fulfills the County Board’s direction to “connect financial strategies to the County’s short and long-term strategic goals and objectives.” The Plan is not a budget but rather a non-binding assertion of future intent. Ideally, individual elements of the Plan will be systematically rolled forward each year until they are brought into the Annual Budget process for approval and implementation.

The Plan focuses on the four areas which will significantly impact future property tax levy and budgets:

- A. Capital Improvement Plans (CIPs) for New Capital Projects
- B. Five Year Replacement Schedule for Facilities, Vehicles and Equipment
- C. Bond Sales and Debt Service
- D. Personnel Costs

A. Capital Improvement Plans (CIPs) for New Capital Projects:

CIP Revenue Summary:

County ½ cent Sales Tax: In 2017, the County Board approved a ½ cent sales tax that generates \$8 - \$9 million annually for County road and bridge projects.

Wheelage Tax: In 2017, the County Board increased the wheelage tax to \$20 effective January 1st, 2018 which Annually generates approximately \$1.9 million from auto and motorcycle license renewals for County road and bridge projects.

Request for State Bonding: The 2018 Legislature approved a \$1.5M grant from the State which was matched with \$1.5M in County funds for a \$3M Phase I Infrastructure project. The 2020 Legislature approved \$2.5M for a \$5M Phase II Waterfront Service Center with a 50/50 local match in County funds. A County priority for the 2022 Legislature is a \$3.5M grant for a \$7.0M Phase III Additional Amenities project with a 50/50 local match in County funds.

Road & Bridge Tax Levy: In 2016, the County Board directed that the tax levy for road and bridge annual maintenance be increased \$100K for the next 10 years to eventually provide an additional \$1M to finance the County’s Road Preservation Plan in 2025. Accordingly, the \$2.3M tax levy for road and bridge maintenance is planned to increase by \$100K in 2022.

State, Federal and Local funds: New road and bridge construction projects are financed from the Minnesota Highway Users Tax Distribution Fund (Fuel Tax, License Fees and Motor Vehicle Sales Tax), Sales Tax on Leased Vehicles, as well as Federal and State grant programs, City funds, and proceeds from County Bonds.

State County Program Aid (“CPA”): The Recommended 2022 Budget has approximately \$835,000 in 2022 CPA that is not allocated to the operating budget. \$540,000 is being directed to fund one-time capital projects listed on 2020 Budget Attachment E and the remaining \$292,000 will be directed to the CIPs according to the percentages below:

50%	Road & Bridge CIP	\$147K
25%	Park & Trail CIP	74K
<u>25%</u>	<u>Building CIP</u>	<u>74K</u>
100%	Total State CPA to CIPs	\$295K

State Sales Tax Parks and Trails “Legacy Funds”: The 2008 State Legislature increased the State sales tax and allocated a portion of the new revenue to expand parks and trails throughout the State. The County’s share of these new funds is expected to be approximately \$350,000. These funds have been used as the local match to State & Federal grants for trail expansion projects and for the Lake Waconia Regional Park Phase I and II projects.

Metropolitan Council Reimbursement for Park Land Acquisition: The County is currently reimbursed 100% from the Metropolitan Council for parkland acquisitions that are included in the County’s Regional Park Master Plan. The reimbursement formula is currently up to \$1.7M of the purchase price reimbursed at the land acquisition closing and then a biannual reimbursement of up to \$470,000. Based on the current reimbursement formula, the County will be waiting until 2025 for full reimbursement from the Met Council for previous land acquisitions.

CIP Project Summary:

Buildings CIP: Building projects related to ongoing maintenance, increasing security and expanding square footage are included in the Building CIP. These projects include:

- Furnishing a new Chaska library
- Building Master Space Plan Study

Funding for these building projects has not been identified at this time.

Roads & Bridges CIP: The County completed a 2014 amendment to the 2030 Road system Plan (RSP). The RSP identifies \$860 million of road and bridge projects to meet the needs of the projected growth in population and employment by 2040. This includes \$670 million for County road and bridges and \$190 million for critical State highway projects.

Road and bridge needs include preservation (overlays), bridge replacement, safety enhancements (turn lanes, traffic signals, roundabouts, etc.), system expansion (added lanes), system connectivity (new roads and bridges), and reconstruction (rebuilding existing roads without adding lanes). A 6 year Road and Bridge Plan has been updated to recognize the additional funding from the ½ cent sales tax and increased wheelage tax which were approved in 2017 by the County Board.

The plan funds traditional preservation, bridge replacement and safety enhancement goals as well as partially fund high priority expansion, connectivity and other emerging regionally significant projects. The CIP identifies projects that are either traditional or development driven as the County has a cost participation policy that differs for each.

Parks and Trails CIP: This CIP focuses on sustainability projects to maintain the County's existing park and trail system as well as the next round of park and trail development projects. A comprehensive list of parks and trails maintenance projects is being developed which may require additional funding resources above the current \$50K annual budget for Parks Building maintenance. Options to address a potential funding gap will be developed by the Park Board and County staff.

B. Five Year Replacement Schedule for Facilities, Vehicles and Equipment

The Administrator Recommended 2022 Budget includes \$1.6 million in levy funding to replace facilities, vehicles and equipment. This Plan includes a five-year replacement schedule for Facilities, Vehicles and Equipment based on division requests for 2023 thru 2027. These capital replacement requests will be rolled forward each year until they become part of current year Budget process. The five-year replacement schedule relies on a \$100,000 a year increase to the \$1.6 million levy over the next five years. The County Board has been supportive of this \$100K a year increase in levy dollars to create an orderly and scheduled replacement of County facilities, vehicles and equipment.

C. Bond Sales and Debt Service

Pay-as-you-go financing is the Board's preference for financing Building and Park & Trail projects. A \$2.5M bond sale is planned for May/June 2022 to reimburse the County for the \$2.5M in cash reserves the County used to purchase the building and land for the Steiner Kelting Wellness Center in 2017. The separate third party who is operating the Wellness Center will pay the debt service in accordance with their 25-year lease agreement. No other bond sales are planned in either the Buildings & Misc. CIP or the Park & Trail CIP.

The 2023-2027 Road and Bridge CIP has been updated to reflect the additional funding from the ½ cent sales tax and wheelage taxes that were approved in 2017. Depending on the success of various State and Federal grant

applications, County bonds may be necessary to provide matching grant dollars for high priority projects. Most of the projects in the Road & Bridge CIP are funded by external funding sources that have been secured.

D. Personnel Costs

Personnel costs are the largest and have been the fastest growing portion of the County's operating budget. As the County's tax base continues to expand, the County's workforce needs to increase in order to serve the growing tax base. For the last several budget cycles, the majority of requests for new levy funded positions have not been approved due to a lack of available funds. This trend, which increases the workload and responsibility for the existing staff as the County's tax base continues to grow, will be difficult to sustain over the long term. The Plan identifies strategies for addressing the two major drivers of personnel costs:

1. Requests for Additional Levy Funded Staffing
2. Employee Health Insurance

The Plan also identifies the ongoing funding needs to provide staffing for a Veterans Court and a Drug Court which were initially funded by multiple year State and Federal grants.

The County Board carries the ultimate budget authority. The 2022 Annual Budget and the 2023 Long Term Financial Plan are expected to be approved at the December 14, 2021 County Board meeting.