



**CARVER  
COUNTY**

*minnesota*

**Carver County Board of Commissioners  
September 6, 2022  
Board Meeting**

The County Board Room is open to the public.

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](mailto: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](mailto: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>

- 9:00 a.m. 1. a) **CONVENE**
- b) **Pledge of allegiance**
- c) **Public comments**
- 2. Agenda review and adoption
- 3. Approve minutes of August 16, 2022, Regular Session..... 1-4
- 4. Community Announcements
- 9:20 a.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy, and livable communities*
- 5.1 Emergency Management Request for Out of State Conference Approval ..... 5
- 5.2 Award of Construction Contract to Minger Construction Company, Inc for Flying Cloud Drive Reconstruction Project..... 6-8

5.3	Delete 1.0 FTE School Linked Therapist and add 1.0 FTE Anicca Therapist .....	9-10
5.4	Carver County Jail Inmate Phone Contract.....	11
5.5	Adoption of County Road Safety Plan 2022 Action Plan Amendment.....	12-14
5.6	Resolution of Support for Highway 40 Safety Project for Federal Safe Streets for All Grant Application.....	15-18
5.7	Request(s) for Special Event Use Permitting - Multiple Events .....	19-20

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

5.8	Library Board Youth Appointment.....	21
5.9	Letter of Support for Hennepin County Bridge Investment Program Application for Bridge on Pioneer Trail.....	22-23
5.10	Request for Out of State Travel for Minnesota Transportation Alliance Event.....	24

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

5.11	Crown College - Large-Scale Activity (Educational) & Public/Quasi Public Facility (CUP) .....	25-30
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*Finances: Improve the County's financial health and economic profile*

5.12	Request for approval to contract with Hiller Commercial Flooring .....	31
5.13	Review Health & Human Services and Commissioner Warrants.....	NO ATT

9:20 a.m.	<b>6. COMMUNITIES: Create and maintain safe, healthy, and livable communities</b>	
	6.1 Approval to Make Offers for Necessary Right of Way Acquisitions Related to the Highway 10 Project-North Watertown.....	32-35
	6.2 Approval to Make Offers for Necessary Right of Way Acquisitions Related to the Highway 24 Project .....	36-40

9:30 a.m.	<b>7 FINANCES: Improve the County's financial health and economic profile</b>	
	7.1 CDA 2023 Budget and Levy .....	41-50
	7.2 Preliminary County 2023 Levy and Budget.....	51-66
	7.3 Preliminary Carver County Water Management Organization 2023 Levy.....	67-71

10:30 a.m. **RECESS AS COUNTY BOARD AND CONVENE AS CARVER COUNTY REGIONAL RAIL AUTHORITY**

7.4	Preliminary Regional Rail Authority 2023 Levy and Budget .....	72
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10:40 a.m. **ADJOURN AS CARVER COUNTY REGIONAL RAIL AUTHORITY AND RECONVENE AS COUNTY BOARD**

10:40 a.m.	<b>8. COMMUNITIES: Create and maintain safe, healthy, and livable communities</b>	
	8.1 <b>Closed Session</b> to Consider Non-Public Appraisal Data .....	73

11:05 a.m. **9. County Administrator Report**

11:10 a.m. **ADJOURN REGULAR SESSION**

**WORK SESSION**

- 11:10 a.m. **A. Connections: Develop strong public partnerships and connect people to services and information**
1. CarverLink to Proceed with Application Submissions for Broadband Grant Funding..... 74-75

David Hemze  
County Administrator

**UPCOMING MEETINGS**

- |                    |            |  |
|--------------------|------------|--|
| September 6, 2022  | 1:00 p.m.  | Highway 212 Project Ribbon Cutting Event |
| September 13, 2022 | No Meeting |  |
| September 20, 2022 | 9:00 a.m.  | Board Meeting                            |
| September 27, 2022 | 9:00 a.m.  | Board Work Session                       |
| October 4, 2022    | 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 August 16, 2022. Chair Gayle Degler convened the session at 9:00 a.m.

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

Members absent: None.

Under public comments, Paul Haik, recognized the changes over years to the current County government structure and encouraged continued citizen dialogue. He distributed a handout outlining the changes for the record.

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

Udermann moved, Fahey seconded, to approve the minutes of the August 2, 2022, Regular Session. Motion carried unanimously.

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

Approved professional services agreement in the amount of \$39,750 with Bolton & Menk, Inc., for design and construction support for the Highway 20/25 intersection project, pending finalization of the contract review process.

Approved amending SG-22P4-03-02 (outreach) for an additional amount of \$43,000

Approved amending SG-22p4-03-04 (Recreation and Volunteer Specialist) for an additional amount of \$40,400.

Approved amending SG-222p4-03-03 (Parks and Natural Resources Supervisor) for an additional amount of \$48,700

Authorized entering into a new grant agreement for the Waterfront Service Center for \$306,819.

Approved joint powers agreement with the City of Watertown for the Highway 24 project and Highway 10 project-North Watertown, pending finalization of the contract review process.

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

Concurred in the award of the construction contract through the City of Chaska for the Highway 41 project-Downtown Chaska and Highway 61 Project-Brickyard Clayhole to the low responsible bidder, pending finalization of the contract review process.

Adopted the Findings of Fact and issue Order #PZ20220028 for the issuance of a Conditional Use Permit, Aaron Burkhart, Benton Township.

Authorized the issuance of a Certificate of Zoning Compliance for the August 20-21, 2022, Freshwater Church outdoor service and celebration.

Resolution #67-22, Approval of Sale and Conveyance of Tax Forfeited Land to Carver County for an Authorized Public Purpose.

Reviewed August 9, 2022, Community Social Services' actions/Commissioners' warrants in the amount of \$319,611.13 and reviewed August 16, 2022, Community Social Services' actions/Commissioners' warrants in the amount of \$358,024.47.

Motion carried unanimously.

David Frischmon, Property and Finance Director, appeared before the Board to present an elections update. He explained in 2020 the County did not use absentee ballot drop boxes and a separate drop off line was staffed by two absentee ballot board members. He noted many voters requested a drop box option and pointed out MN Statute that allows drop boxes with various requirements. He stated they were recommending that an internal drop slot be used to eliminate lines and not to use an external drop box.

He explained the types of absentee ballot board members and reviewed the duties. Frischmon indicated in 2008 the County Board established an Absentee Ballot Board that created an opportunity for deputy county auditors and elections administrator. He pointed out the updated 2022 Resolution they were recommending be adopted. He stated in March, the Supreme Court clarified the absentee ballot board tasks. He reviewed a flowchart for Absentee Ballot Board duties.

Frischmon stated Statutes allows counties six weeks after election day to update voter history and they were recommending no change to their current process. He indicated they keep software features not used in Minnesota turned off. He noted they update software and follow State law. Frischmon stated most counties were not using Federal EAC certification. Frischmon pointed out staff has provided elections data they have and if they did not have data, have provided links.

Public comments related to election concerns, practices and the proposed Resolution were received from Jennifer Ray, Chanhassen, Laura Helmer, Chanhassen, Doane Baber, Waconia, Gretchen Lavin, Waconia, Nadine Rutledge, Chanhassen, Joyce Stuewe, Waconia, Paul Staudt, Chanhassen, Judy Stoffel, Chanhassen, Sarah Carlson, Chaska, Becky Varone, Deb Mangen, Carver, Cathy Thom, Waconia, Deb Parrish, Waconia Township, Laurie Lundgren, Chaska, Steven Mangen, Carver and Debby Lloyd, Chanhassen.

Frischmon explained the selection of election judges and party lists. He stated citizens could contact their city clerks if they were interested in serving on absentee ballot boards. Kendra Olson, Elections Administrator, clarified how ballots were handled if they were rejected by the tabulator and the process to reject or accept an absentee ballot received through the mail.

Mark Metz, County Attorney, confirmed the Resolution is compliant with the law under Statutes and the Board was the ultimate decision maker to adopt.

The Board recognized the Supreme Court ruling reaffirmed the County had discretion in maintaining the absentee ballot board and the County had a track record of being 100% accurate.

Lynch moved, Udermann seconded, to approve the installation of an Absentee Ballot Slot within the County Government Center and to not install an Absentee Ballot Box for the 2022 General election. Motion carried unanimously

Lynch offered the following Resolution, seconded by Degler:

Resolution #68-22  
Amendment to the January 22, 2008 Resolution  
Establishing an Absentee Ballot Board

On vote taken, all voted aye.

Chair Degler thanked the members of the public for attending today's meeting and encouraged citizens to volunteer as an election judge.

Mark Metz, County Attorney, introduced Christie Larson, with Southern Valley Alliance, for an update on the services they provide.

Ms. Larson explained the Southern Valley Alliance serves all of Scott and Carver Counties and has assisted 23,000 individuals over the last 40 years. She highlighted the services provided and encouraged people to call if they needed help. Last year, they provided client advocacy to 484 community members.

She stated they purchased a site in Shakopee and are in the process of building new facility, with a groundbreaking in mid-December and opening in summer of 2023. Larson noted their funding sources and pointed out their partnership with Health & Human Services and the Workforce Center that they hoped to expand.

The Board expressed their appreciation for the work they do and their support.

Lynch moved, Udermann seconded, to adjourn as the County Board at 12:10 p.m. and convene as the Carver County Ditch Authority. Motion carried unanimously.

Mike Wanous, Soil and District Manager and the County's ditch inspector, explained a crossing on County Ditch #4 was in need of replacement and determined it was part of the Ditch system. He stated the low bid received was \$14,750.

Fahey moved, Lynch seconded, to approve ditch maintenance request for County Ditch #4 as recommended by the County's Ditch Inspector. Motion carried unanimously.

Workman moved, Lynch seconded, to adjourn as the Carver County Ditch Board at 12:15 p.m. Motion carried unanimously.

David Hemze  
County Administrator

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Emergency Management Request for Out of State Conference Approval**

Primary Originating Division/Dept: <u>Sheriff</u>	Meeting Date: <u>9/6/2022</u>
Contact: <u>Kelly Miller</u> Title: <u>Emergency Management</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:**

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

**BACKGROUND/JUSTIFICATION:**

The conference is a multi-day training and educational event which provides many benefits to emergency management professionals and includes a multitude of topics across the emergency management spectrum that will enhance our knowledge. The goal of attending the IAEM Annual Conference is to improve our knowledge, competency level, and collaborative skills. IAEM accomplishes this by attracting relevant high-profile speakers to address current topics and practical solutions. The experience and training we will bring back to the county will help enhance our ability to prepare for, mitigate, respond to, and recover from emergencies and disasters by maximizing public and private partnerships throughout the county. Some of the benefits that we will receive from attending the IAEM Annual Conference:

1. Education and Training

- Learn best practices from the field's most respected speakers
- Hear lessons learned from actual disasters

2. Collaboration:

- Improve job proficiency through critical information sharing with other emergency management professionals in all levels of government, private sector, public health, and related professions

3. Hands-On Training:

- FEMA - EMI, TEEX, and NDPTC and the Naval Postgraduate School - CHDS, training offered to maximize continuing education

**ACTION REQUESTED:**

Approval for Kelly Miller and Brady VandenBerghe to attend the 2022 International Association of Emergency Managers (IAEM) Conference in Savannah, GA from November 13 - November 17.

**FISCAL IMPACT:** Included in current budget

*If "Other", specify:*

**FUNDING**

County Dollars =	<b>\$4,430.00</b>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<b>Total</b>	<b>\$4,430.00</b>

**FTE IMPACT:** None

**Related Financial/FTE Comments:**

Amount includes: Airfare, conference registration, hotel, and daily per diem for meals and incidentals.

*Office use only:*

RBA 2022 - 8559



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Award of Construction Contract to Minger Construction Company, Inc for Flying Cloud Drive Reconstruction Project**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="9/6/2022"/>
Contact: <input type="text" value="Luke Schwarz"/> Title: <input type="text" value="Civil Engineer"/>	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 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 Flying Cloud Drive Reconstruction Project is a cooperative project with Hennepin County. During construction, issues were identified with the drainage channel outlet near the west side of the former auto salvage yard site. The newly installed box culvert would not drain properly due to downstream grading required near this outlet. After discussion with Hennepin County regarding the necessary work, Carver County staff determined that acquisition of the proper right of way and subsequent grading would alleviate this issue. This work will be accomplished with a new contract with Minger Construction Company. This work will be funded with MnDOT turnback funds.

Bids were received and evaluated on August 4, 2022, for the construction of the Flying Cloud Drive Channel Restoration project. Bids were received from three (3) bidders. The apparent low bidder was Minger Construction Co., Inc. This company provided a bid in the amount of \$114,067.25. The Engineer's Estimate is \$109,193.10. Public Works staff is recommending award to the low responsible bidder.

**ACTION REQUESTED:**

Motion to adopt a resolution to award a construction contract to Minger Construction Company, Inc. for the Flying Cloud Drive Reconstruction Project for channel restoration work pending finalization of the contract review process.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>						
If "Other", specify: <input type="text"/>	<table style="width: 100%;"> <tr> <td><b>County Dollars =</b></td> <td><input type="text"/></td> </tr> <tr> <td>MnDOT Turnback Funds</td> <td style="text-align: right;">\$114,067.25</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$114,067.25</b></td> </tr> </table>	<b>County Dollars =</b>	<input type="text"/>	MnDOT Turnback Funds	\$114,067.25	<b>Total</b>	<b>\$114,067.25</b>
<b>County Dollars =</b>	<input type="text"/>						
MnDOT Turnback Funds	\$114,067.25						
<b>Total</b>	<b>\$114,067.25</b>						
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source						
Related Financial/FTE Comments:							

Office use only:

RBA 2022 - 8561

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

Date: September 6, 2022 Resolution No: \_\_\_\_\_  
Motion by Commissioner: \_\_\_\_\_ Seconded by Commissioner: \_\_\_\_\_

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**Awarding of the Flying Cloud Dr. Outlet and Channel Restoration Project  
Carver County Contract 22-350 Project # 128712**

WHEREAS, The County Engineer has secured and designated funding for this contract in the current fiscal year Road and Bridge budget; and

WHEREAS, On Thursday August 4, 2022 at 2:00 p.m. at Carver County Public Works, 11360 Highway 212, Cologne, Minnesota, three (3) bids were received by Carver County Public Works and opened by two (2) representatives of Carver County Public Works for the Flying Cloud Dr. Outlet and Channel Restoration project, said bids for the responsible bidders are summarized as follows:

<b>Bidder Name</b>	<b>Total Amount</b>	<b>% Over/Under Estimate</b>
Engineer's Estimate	\$109,193.10	-
Minger Construction Co., Inc.	\$114,067.25	4.5% Over
Schneider Excavating & Grading, Inc.	\$122,728.00	12.4% Over
Kusske Construction Company LLC	\$148,480.00	36.0% Over

And WHEREAS, after examination of the bids by Carver County Public Works, Minger Construction Co., Inc. is the successful low responsible bidder.

NOW THEREFORE, BE IT RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Carver County Contract 22-350 with Minger Construction Co., Inc. of Jordan, MN, in the name of the County of Carver for the construction of Flying Cloud Dr. Outlet and Channel Restoration project in accordance with the construction plans and specifications contained in the project manual; and

BE IT FURTHER RESOLVED that Carver County Public Works is hereby authorized and directed to return the proposal guaranty to the bidders, except that of the successful low responsible bidder and second and third lowest bidder, which shall be retained until the construction contract has been signed and the performance and payment bonds of the low responsible bidder have been executed; and

BE IT FURTHER RESOLVED that Carver County Engineer, or his designee, is hereby authorized to take actions necessary and to enter into work orders, change orders or supplemental agreements on behalf of Carver County with an amount less than twenty five thousand dollars (\$25,000) and an increased aggregate project total of all project changes of forty thousand dollars (\$40,000), when time is of the essence to make contract changes due to unforeseen construction conditions in order to minimize construction delays and to efficiently carry out the planned project improvements.

YES	ABSENT	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 6<sup>th</sup> day of September, 2022, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 6th day of September 2022.

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Dave Hemze

County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Delete 1.0 FTE School Linked Therapist and add 1.0 FTE Anicca Therapist**

Primary Originating Division/Dept: Health & Human Services - Behavioral Health

Meeting Date: 9/6/2022

Contact: Stephanie Combey, MSW, LICSV Title: Behavioral Health Clinical Service

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 HHS Behavioral Health Department requests a staffing modification to accommodate a changing need in our service delivery of mental health services for school aged youth. This need can be met by eliminating the current vacant 1.0 FTE in the school linked program and moving it to the ANICCA program. Both FTE's are within the HHS Behavioral Health Department Org Chart. The repurposing of this FTE will ensure HHS has capacity to serve those youth in need of critical mental health day treatment services. The request is to eliminate a 1.0 FTE school linked therapist and add a 1.0 FTE Anicca therapist. This change will be budget neutral for the Behavioral Health Department.

**ACTION REQUESTED:**

Motion to approve the deletion of 1.0 FTE School Linked Therapist and Add 1.0 FTE Anicca Therapist.

**FISCAL IMPACT:** Budget amendment request form

If "Other", specify:

**FUNDING**

County Dollars =  
  
Total \$0.00

**FTE IMPACT:** None

Insert additional funding source

**Related Financial/FTE Comments:**

Position is currently budgeted and needs to be moved from financial account 11-427-745 to 11-427-739. The staffing change will be budget neutral as both positions are contained within the same DBM.

Office use only:

RBA 2022 - 8563

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:** Delete 1.0 FTE School Linked Therapist and add 1.0 FTE Anicca Therapist

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Anicca Salaries	11-427-739-3670-6111	\$112,894.00	School Link Salaries	11-427-745-0000-...	\$112,894.00
<b>TOTAL</b>		\$112,894.00	<b>TOTAL</b>		\$112,894.00

Reason for Request:

Delete budgeted 1.0 FTE School Linked Therapist and add 1.0 FTE Anicca Therapist.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Carver County Jail Inmate Phone Contract**

Primary Originating Division/Dept: Sheriff

Meeting Date: 9/6/2022

Contact: Reed Ashpole  Title: Jail Commander

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 Carver County Jail has received quotes from four inmate telephone service providers. The telephone service providers were vetted through interviews with representatives from each company and contacts with current customers. NCIC provides the most comprehensive inmate phone service package, coupled with an efficient customer service platform.

**ACTION REQUESTED:**

Motion to contract with NCIC Inmate Communications to provide secure inmate telephone services in the Carver County Jail.

**FISCAL IMPACT:** None

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:** None

**Total**  \$0.00

Insert additional funding source

**Related Financial/FTE Comments:**

Pursuant to this contract, revenues will be paid to the county based on inmate telephone usage. Revenue will be based on inmate usage with a minimum monthly guarantee of \$65.00 per inmate.

Office use only:

RBA 2022 - 8565

# Carver County Board of Commissioners

## Request for Board Action



**Agenda Item:**

**Adoption of County Road Safety Plan 2022 Action Plan Amendment**

Primary Originating Division/Dept: <u>Public Works - Program Delivery</u>	Meeting Date: <u>9/6/2022</u>
Contact: <u>Angie Stenson</u> Title: <u>Sr. Transportation Planner</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

This is an amendment to the County Road Safety Plan in order to renew and amend findings and recommendations of the original document approved in July 2013. The County has made a commitment to maintaining and improving public safety through the identification of crash issues, evaluation of crash factors, and determination of innovative improvement opportunities to reduce the severity and quantity of crashes. The 2022 Action Plan Amendment highlights recent activities and planning efforts completed to identify, program, study, and implement safety improvements across the county highway system. The County has made significant investments in planning, engineering, and construction practices to improve safety for all users of the system.

The document includes updated safety crash analysis for the years 2017-2021 for intersections and roadway segments throughout the County and highlights the County's safety analysis tool, which considers multiple technical factors. A description of how roadway safety analysis is utilized is described including incorporation into corridor level plans, on the project-specific level, and through specific safety oriented policies. The process for prioritizing and selecting safety projects for funding and implementation is outlined. Short-term priority safety projects in the 5-year Capital Improvement Program are described in detail, with mid- and long- term projects to be selected through the technical analysis and planning process. The document concludes with a commitment to progress and transparency to advancing initiatives to identify, program, study, and implement safety improvements that reduce the likelihood of fatal and serious injury crashes across the county highway system. The 2022 Action Plan Amendment along with annual safety reports will be made available on the County website.

The County is committed to reducing and eliminating the occurrence of fatal and serious injury crashes across all city, county, state, and US highways within the County. The resolution highlights this commitment to meet and exceed the County's obligation in reducing the number of statewide deaths on Minnesota roadways with an eventual goal of eliminating roadway fatalities and serious injury crashes across the county system. This Plan amendment is an eligibility prerequisite for U.S. Department of Transportation discretionary safety grant funding (Safe Streets for All Grant Program) for local agencies.

**ACTION REQUESTED:**

Motion to adopt a resolution to approve the County Road Safety Plan 2022 Action Plan Amendment.

**FISCAL IMPACT:** None

*If "Other", specify:*

**FUNDING**

County Dollars =

**Total**  **\$0.00**

**FTE IMPACT:** None

Related Financial/FTE Comments:

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

Date: September 6, 2022

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

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

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

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**Resolution to Adopt the County Roadway Safety Plan 2022 Action Plan  
Amendment**

WHEREAS, Carver County is responsible for the planning and development of a safe and functional multimodal transportation system within County jurisdictional boundaries; and

WHEREAS, the comprehensive County Roadway Safety Plan was last prepared in July 2013;

WHEREAS, the County has made significant investments in planning, engineering, and construction practices to improve safety for all users of the transportation system; and

WHEREAS, the County maintains and improves public safety through the identification of crash issues, evaluation of crash factors, and determination of innovative improvement opportunities to reduce the severity and quantity of crashes; and

WHEREAS, the 2022 Action Plan Amendment updates and amends the findings and recommendations of the original document by highlighting recent activities and planning efforts completed to identify, program, study, and implement safety improvements across the county highway system; and

WHEREAS, the 2022 Action Plan Amendment identifies how roadway safety analysis is incorporated in a comprehensive manner into corridor level plans, on the project-specific level, and through specific safety oriented policies; and

WHEREAS, the County commits to progress and transparency to advancing initiatives to identify, program, study, and implement safety improvements that reduce the likelihood of fatal and serious injury crashes across the county highway system; and

WHEREAS, furthermore, the County is committed to reducing and eliminating the occurrence of fatal and serious injury crashes across all roadways within the County and commits to meet and exceed the County's obligation in reducing the number of statewide deaths on Minnesota roadways with an eventual goal of eliminating roadway fatalities and serious injury crashes across the county system; and



NOW THEREFORE, BE IT RESOLVED that Carver County hereby adopts the comprehensive County Road Safety Plan 2022 Action Plan Amendment to guide transportation safety planning, policy, and investment towards reducing and eliminating the occurrence of fatal and serious injury crashes across all roadways within the County.

YES

ABSENT

NO

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 6 day of September, 2022, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 6 day of September, 2022.

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

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Resolution of Support for Highway 40 Safety Project for Federal Safe Streets for All Grant Application**

Primary Originating Division/Dept: <u>Public Works - Program Delivery</u>	Meeting Date: <u>9/6/2022</u>
Contact: <u>Angie Stenson</u> Title: <u>Sr. Transportation Planner</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

The U.S. Department of Transportation (USDOT) is soliciting applications for the Fiscal Year (FY) 2022 Safe Streets for All (SS4A) Program, which provides dedicated, discretionary funding for local transportation projects to prevent roadway deaths and serious injuries. \$1 billion in FY 2022 SS4A funds are available for awards nationwide. Projects will be rated on four areas: Safety Impact; Equity (including rural communities), Engagement, and Collaboration; Effective Practices and Strategies; and Climate Change and Sustainability and Economic Competitiveness.

The County is seeking funds to reconstruct 4.1 miles of Highway 40 between State Highway 25 and County Highway 52 in San Francisco Township. The Highway 40 corridor has been identified in the County's Roadway Safety Plan as a "High Priority Segment" due to the high frequency of crashes, narrow gravel shoulders, and abundant curvature. Between 2017-2021, there were 8 fatal and serious injury crashes (combined), which is twice the amount of any other corridor in the county. The proposed project will widen shoulders, flatten slopes, correct drainage issues, implement safety improvements, and rehabilitate the pavement surface. The project will serve a disproportionately impacted rural area and support economic vitality by providing a safer transportation route between communities. Environmental considerations are a focus of the project due to location adjacent to the river bluff. Overall, the project will improve this high priority safety corridor for all corridor users.

The resolution states that the County will provide funding towards the local match as identified in the grant application. The grant application funding request is for \$6.96 million of the estimated \$11.2 million construction cost. Funding secured to date includes \$2 million in federal funding through MnDOT's Highway Safety Improvement Program (HSIP). The County's share is identified as approximately \$2.24 million from the transportation sales tax.

**ACTION REQUESTED:**

Motion to adopt a resolution to support and approve the submittal of the Highway 40 Minnesota River Valley Safety Project application to the FY 2022 Safe Streets for All Transportation Grant Program to reconstruct County Highway 40 from State Highway 25 to County Highway 52 with safety improvements and authorize and direct the Carver County Engineer to submit the application.

**FISCAL IMPACT:** Other

*If "Other", specify:*

**FTE IMPACT:** None

**FUNDING**

County Dollars =	<input type="text"/>
Fed Hwy Safety Grant	\$2,000,000.00
County Transp Sales Tax	\$2,240,000.00
SS4A Grant Request	\$6,960,000.00
<b>Total</b>	<b>\$11,200,000.00</b>

**Related Financial/FTE Comments:**

This project is on the approved Transportation Sales Tax project list. The construction cost is estimated and is subject to change and does not include land acquisition and project development costs.

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

Date: September 6, 2022

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

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

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

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**RESOLUTION OF SUPPORT FOR SAFE STREETS AND ROADS FOR ALL  
DISCRETIONARY GRANT APPLICATION FOR THE HIGHWAY 40  
MINNESOTA RIVER VALLEY SAFETY PROJECT**

WHEREAS, Safe Streets and Roads for All (SS4A) Grant Opportunity provides dedicated discretionary funding to improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injuries through safety action plan development and implementation focused on all users; and

WHEREAS, the FY 2022 SS4A funding will be will be implemented, as appropriate and consistent with law, in alignment with the priorities in Executive Order 14052, Implementation of the Infrastructure Investment and Jobs Act (86 FR 64355); and

WHEREAS, the United States Department of Transportation is soliciting applications for \$1 billion in FY 2022 SS4A funds, authorized by the Bipartisan Infrastructure Law; and

WHEREAS, eligible projects for SS4A Implementation Grants fund projects and strategies identified in an Action Plan that address roadway safety problems; and

WHEREAS, SS4A successful grant applications will demonstrate engagement with a variety of public and private stakeholders and seek to adopt innovative technologies and strategies to:

- Promote safety;
- Employ low-cost, high-impact strategies that can improve safety over a wider geographic area;
- Ensure equitable investment in the safety needs of underserved communities, which includes both underserved urban and rural communities;
- Incorporate evidence-based projects and strategies;
- Align with the Department’s mission and with priorities such as equity, climate and sustainability, quality job creation, and economic strength and global competitiveness; and

WHEREAS, the minimum award for SS4A Implementation funds for political subdivisions of a State is \$5 million and a maximum of \$30 million and a maximum award amount of no more than 80 percent of the total eligible project costs; and

WHEREAS, Carver County, MN is seeking funds to implement safety improvements along 4.1 miles of Highway 40; and

WHEREAS, the project aligns with the Department's criteria for Safety Impact; Equity, Engagement, and Collaboration; Effective Practices and Strategies; and Climate Change; and

WHEREAS, the project is identified in the Carver County's Capital Improvement Plan; and

WHEREAS, Carver County will provide funding towards the local match as identified in the grant application which includes the use of funding programmed for maintenance, secured funding through other grant programs, and additional program funding as applicable; and

NOW THEREFORE, BE IT RESOLVED, that the Carver County Board of Commissioners supports and approves the submittal of the application towards FY 2022 SS4A Discretionary Grant for Carver County's Highway 40 Minnesota River Valley Safety Project and authorizes and directs the Carver County Engineer to submit the application.

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 6 day of September, 2022, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 6 day of September, 2022.

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Dave Hemze

County Administrator

# Carver County Board of Commissioners Request for Board Action



## Agenda Item:

### Request(s) for Special Event Use Permitting - Multiple Events

Primary Originating Division/Dept: Public Works - Parks

Meeting Date: 9/6/2022

Contact: Sam Pertz

Title: Parks and Trails Supervisor

Item Type:

Consent

Amount of Time Requested:  minutes

Presenter:

Title:

Attachments:  Yes  No

Strategic Initiative:

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

### **BACKGROUND/JUSTIFICATION:**

The organizations/groups of St. Johns Lutheran School of NYA, We Walk! Speed Walking Club (informal group), Minnesota GOP and Minnetonka Community Education have contacted the Parks Department with request for special use of County owned park and trail properties to hold upcoming community event(s). By County Ordinance, Chapter 91: issuance of a special event use permit is required. Ordinance also states that some permits require the action/authorization by the County Board.

#### **Middle School Cross Country Running Meet**

- Who: St. Johns Lutheran School of NYA.
- Location: Baylor Regional Park, NYA.
- When: Tuesday September 20, 2022.
- What: Middle School aged cross country running meet.
- Estimated attendance of 150-200 people (athletes, faculty/coaches & spectators).
- County permitting process completed.
- 1st year organization has requested use of County park/trail property for event purposes.
- Use fees and permit application fees applied per the 2022 County Fee schedule.
- Park Commission heard, and made recommendation of permit issuance on August 10, 2022.

#### **We Walk! Speed Walking Marathon**

- Who: Local informal group.
- Location: Dakota Rail Regional Trail from Mayer to West County Line.
- When: Saturday September 24, 2022.
- What: Speed walking race of marathon distance.
- Estimated attendance of 100-150 people (athletes, volunteers, spectators).
- County permitting process completed.
- 5+ years group has requested use of County park/trail property for event purposes.
- Use fees and permit application fees applied per the 2022 County Fee schedule.
- Park Commission heard, and made recommendation of permit issuance on August 10, 2022.

#### **Race to the Polls 5k Race/Run**

- Who: Minnesota GOP
- Location: Minnesota River Bluffs Regional Trail
- When: Saturday October 1, 2022.
- What: 5k run/race/walk as a way to connect people heading into election season.
- Estimated attendance of 100-150 people (participants, volunteers, elected officials, spectators).
- County permitting process completed.

- 1st year organization has requested use of County park/trail property for event purposes.
- Use fees and permit application fees applied per the 2022 County Fee schedule.
- Park Commission heard, and made recommendation of permit issuance on August 10, 2022.

**Fall De Tonka Bike Ride**

- Who: Minnetonka Community Education
- Location: Minnesota River Bluffs Regional Trail
- When: Sunday September 25, 2022
- What: Adult Bike Tour/Ride
- Estimated attendance of 250 people (participants, volunteers, spectators)
- County permitting process underway - group contacted Parks week of 8.22.22
  - Outstanding items of: Certificate of Insurance submittal/review, Interaction with the Park Commission - this item would be on the 9/14/22 agenda.
- 1st year organization has requested use of County park/trail property for event purposes.
- Use fees and permit application fees applied per the 2022 County Fee schedule.
- Park Commission has not seen this use permit request - scheduled for 9/14/22. Staff anticipate a recommendation from the Park Commission to advance the permit request.

**ACTION REQUESTED:**

Motion to authorize Parks Staff to issue Special Event Use Permits to St. Johns Lutheran School of NYA, We Walk! Speed Walking Club, Minnesota GOP, Minnetonka Community Education for the special events planned on County park and trail properties as described.

**FISCAL IMPACT:** None

*If "Other", specify:*

**FUNDING**

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

**FTE IMPACT:** None

**Related Financial/FTE Comments:**

none

*Office use only:*

RBA 2022- 8579

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Library Board Youth Appointment**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes  
Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Tenley Rutledge, residing in Commissioner District #2, has submitted her application to serve as the youth appointment on the Carver County Library Board.

**ACTION REQUESTED:**

Appoint Tenley Rutledge to the Carver County Library Board to fill the youth appointment.

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

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**  \$0.00

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2022 - 8566



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Letter of Support for Hennepin County Bridge Investment Program Application for Bridge on Pioneer Trail**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

As part of the Federal Highway Administration’s Bridge Investment Program, Hennepin County is submitting an application to seek federal funding to replace Pioneer Trail (Hennepin County Highway 1) Bridge #27542 over the Minnesota River Bluffs Regional Trail in Eden Prairie. This project will involve the replacement of the bridge on Pioneer Trail just east of the County border and is an opportunity to preserve a critical asset to better accommodate people walking, biking, and driving through the area; thereby enhancing the livability and quality of life for Carver County and Hennepin County residents. The letter of support states that the County acknowledges that Hennepin County is pursuing federal funding for this project and that the County may be required to cost participate in the project as outlined in cost participation policies, should the project limits extend into Carver County.

**ACTION REQUESTED:**

Motion to approve a letter of support for Hennepin County’s 2022 Bridge Investment Program application to replace Bridge #27542 on Pioneer Trail over the Minnesota River Bluffs Regional Trail in Eden Prairie.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2022 - 8570



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

September 6, 2022

The Honorable Peter Buttigieg  
Secretary, U.S. Department of Transportation  
1200 New Jersey Ave, SE  
Washington, DC 20590

**RE: Letter of Support for Hennepin County's 2022 Bridge Investment Program Application for a Bridge Replacement Project on Pioneer Trail over the Minnesota River Bluffs Trail**

Dear Mr. Secretary:

Carver County hereby expresses its support for Hennepin County's 2022 Bridge Investment Program application for the replacement of Bridge #27542 along CSAH 1 (Pioneer Trail) over the Minnesota River Bluffs LRT Regional Trail in Eden Prairie.

This project will involve the replacement of Bridge #27542 over the Minnesota River Bluffs LRT Regional Trail that is nearing the end of its useful life. This project presents an opportunity to preserve a critical asset to better accommodate people walking, biking, and driving through the area; thereby enhancing the livability and quality of life for Carver County and Hennepin County residents.

Carver County acknowledges that Hennepin County is pursuing federal funding to replace Bridge #27542 along CSAH 1 (Pioneer Trail) in Eden Prairie and that the County may be required to cost participate in the project as outlined in the Hennepin County cost participation policy, should the project limits extend into Carver County. Specific details regarding cost participation and maintenance responsibilities are anticipated to be determined during the design process as project development is advanced.

The County looks forward to working with Hennepin County on this project.

Sincerely,

Commissioner Gayle Degler, Chair  
Carver County Board of Commissioners

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request for Out of State Travel for Minnesota Transportation Alliance Event**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="9/6/2022"/>
Contact: <input type="text" value="Angie Stenson"/> Title: <input type="text" value="Sr. Transportation Planner"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Out of State Travel is requested for Angie Stenson, Sr. Transportation Planner, to attend the Minnesota Transportation Alliance Annual Fly-in event in Washington D.C. The purpose of the event is for County representatives and personnel to meet with Minnesota's Congressional Delegation to discuss priority transportation projects. The event takes place from Tuesday, September 20 through Thursday, September 22, 2022. Total estimated cost is \$2,000, which accounts for conference event registration and travel costs of airfare and lodging.

**ACTION REQUESTED:**

Approve out of state travel for Angie Stenson to attend the Minnesota Transportation Alliance Annual Fly-in event in Washington D.C. taking place September 20-22, 2022.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>
If "Other", specify: <input type="text"/>	County Dollars = <input type="text" value="\$2,000.00"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	Total <input type="text" value="\$2,000.00"/>
<input checked="" type="checkbox"/> Insert additional funding source	

**Related Financial/FTE Comments:**

Funding is provided for in Public Works Program Delivery training budget.

Office use only:

RBA 2022 - 8583

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Crown College - Large-Scale Activity (Educational) & Public/Quasi Public Facility (CUP)**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

File #PZ20220035. On July 16, 2022, the Planning Commission voted 6-0 to recommend approval of Crown College's Conditional Use Permit (CUP) application to amend the Master Plan to enable the college to build a 144-suite dormitory and install directional signage on their 171-acre campus in Sections 5 and 6 of Laketown Township. The proposed building would add to the campus that already includes other student dormitories, administration and classroom buildings, and athletic facilities.

The request meets the standards of Carver County Zoning Code Chapter 152, Sections 152.080 & 152.054. Crown College has been on this site since 1969 and several CUPs have been issued by the County to accommodate the College's growth and changes. The College enrolls about 1,560 students, online and on-site, and employs 151 full and part-time employees. The site is somewhat unique due to the fact that is located within the Minnehaha Creek Watershed District and is served by a Metropolitan Council sanitary interceptor, so CCWMO watershed rules and County SSTS regulations do not apply. (The Planning Commission's recommendation for approval include compliance with all Federal, State, and local rules)

Since it is a first-year student dormitory, the College predicts no significant increase in vehicle traffic. The campus entrance on Co Rd 92 already includes a turn lane and a passing lane so Carver County Public Works, which reviewed the request, is not requiring any county road improvements.

The Laketown Township Board supports the request.

The Planning Commission Resolution is attached for the Board's Consideration.

**ACTION REQUESTED:**

A motion to adopt the Findings of Fact and issue Order #PZ20220035 for the issuance of a Conditional Use Permit.

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

**FUNDING**  
County Dollars =   
  
**Total**

**FTE IMPACT:**

Insert additional funding source

Related Financial/FTE Comments:

**COUNTY OF CARVER**  
***PLANNING COMMISSION RESOLUTION***

**FILE #: PZ20220035**

**RESOLUTION #: 22-13**

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

**FILE #:** PZ20220035

**APPLICANT:** Amanda Aspenson

**OWNER:** Crown College (Attn: Mike Price)

**SITE ADDRESS:** 8700 College View Dr., St. Bonifacius 55375

**PERMIT TYPE:** Large-Scale Activity (Educational) & Public/Quasi Public Facility

**PURSUANT TO:** County Code, Chapter 152, Sections 152.080 & 152.054

**LEGAL DESCRIPTION:** See attached Exhibit "A"

**PARCEL #:** 07-006-0700

**WHEREAS**, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of August 16, 2022; and,

**WHEREAS**, the Carver County Planning Commission finds as follows:

1. The campus of Crown College, located on a parcel approximately 171 acres in size, is in Gov't Lots 7 & 8 in the West Half (W½) of Section 5 and South Half (S½) of the Northwest Quarter (NE¼) of Section 6, Laketown Township. The subject property is located on the east side of County Road 92 and is adjacent to Parley Lake. The property is improved with an educational institution (college campus) consisting of multiple administration, classroom, and maintenance buildings as well as several athletic facilities and parking lots that occupy about 72 acres. The site is located in the Agriculture Zoning District, Shoreland District (Parley Lake) and the Minnehaha Creek Watershed District (MCWD).
2. Though established in 1916 in St. Paul, the educational institution now known as Crown College has operated at this site since 1969. Crown College proposes to amend the College's Master Plan and construct a 144-suite dormitory for students. The proposed 34,500 square foot building would be located between the Athletic Center and another dormitory (Miller Hall). The amended Master Plan also includes a Signage Plan.
3. The 2040 Comprehensive Plan provides for "Large-Scale Activities with Unique Land or Location Needs" (LU-21) as potential land uses. As a secondary educational facility, the college also qualifies as a Public/Quasi-Public Facility. The application by Crown College for a Conditional Use Permit (CUP) is pursuant to Sections 152.080 and 152.054 of the Zoning Code.
4. There have been several CUPs issued to Crown College over the years to operate an educational institution on this property. The most recently amended CUP (#5965 – last amended in 2001 to build an athletic facility is attached) allowed the construction of a district office of the Christian and Missionary Alliance. As outlined in the applicant's narrative (dated July 22, 2022), other CUPs were issued in 1971 (#1703 and #1965), 1981 (#4756 to allow a lighted monument sign and #4520 to construct an additional housing unit), 1984 (#5965 which established a Master Plan for long term development), 1992 (amended #5965 to allow changes to operational plan), 1995 (#10059 to allow overnight parking for recreational vehicles). In 1992 the Board of Adjustment issued Variance #8798 to allow the expansion of the roadside monument sign.

5. Previous CUPs issued to Crown College have referenced the section of County Code related to “Public school or schools which teach a similar curriculum” (Ordinance 32S Section 3.0307). Since 2001, when the existing CUP #5965 was issued, County Code has changed. Recognizing that a more appropriated CUP land use category has been adopted with the current Chapter 152, staff have determined that the correct land use description for the college campus is Large Scale Activities with Unique Land or Location Needs (Educational). In addition, the land use is classified as Public/Quasi-Public Facilities, which relates to previous CUPs and specifically identifies the college’s educational purpose.
6. Crown College student enrollment totals about 1,560 students with a mix of undergraduate and graduate students who are on-site and online. Crown College currently employs 151 full or part time employees, with an expected 5% staff increase per year. Typical hours of operation for the college are 8am – 4pm. Residential dormitories and related facilities have 24 hour per day use.
7. Described in the applicant’s narrative (dated July 22, 2022), the College hosts a range of sporting, prospective student, and external events every year that generate up to 4,000 average daily trips for students and guests attending the event. Daily vehicle activity produces about 500 trips coming and leaving the college campus, which breaks down to about 300 trips for employees and 200 trips for off-campus students. The new dormitory, dedicated to first-year students, is not expected to significantly increase the daily trips since most first-year students do not have vehicles on campus. Vehicle access is from Co Rd 92, which was previously improved (with right turn lane and bypass lane) to accommodate traffic to the campus. No change to that intersection is proposed with this application.
8. The Master Plan (dated July 22, 2022) shows the existing layout of the campus with the proposed location of the new housing facility. No other structures or facilities are proposed in the submitted Master Plan. The campus contains the Christian and Missionary Alliance (C&MA) North Central District Office, administration and classroom building, student housing, maintenance facility, athletic center, a stadium complex, multiple athletic fields, and a network of vehicle driveways, parking lots and walking trails. There is no land under agricultural production (tillable) on the parcel.
9. Pursuant to the Zoning Code, Chapter 152.080 (C)(6)(d) for a Recreational Large-Scale Activity, “a stipulation needs to be made in the permit as to that the number of persons to be using the facility at any one time.” The applicant’s narrative includes the information that maximum number of persons that attend the largest sporting events is 2,000 persons.
10. The application package includes a master Signage Plan (dated July 22, 2022). In addition to the existing monument sign, the subject of a CUP amendment and a variance, the sign plan shows 19 identification signs for buildings and facilities, in addition to wayfinding signage along campus roads. No new monument signs are proposed. With the exception of the existing monument sign along Co Rd 92, no signage is viewable from neighboring properties or the public road. Due to the unique nature of the facility within the County, staff believes that the signage plan is appropriate within the context of a conditional use permit and complies with the intent of the County Sign Regulations.
11. On August 2, 2022, the Minnehaha Creek Watershed District (MCWD) issued Crown College a Notice of Conditional Approval pursuant to MCWD Permit Application #22-288. The approval references approval to the erosion control and stormwater management for the construction of the new student housing building and ADA parking stalls. All MCWD related permits and conditions shall be met prior to beginning any excavation activity.
12. The college campus is connected to a Metropolitan Council interceptor pipe to convey sanitary sewerage to Shakopee for treatment. The application includes the estimated sewerage usage for the proposed dormitory. The Metropolitan processes any required sanitary sewer permits. The water supply for the College comes from an on-site well, which is regulated by the MN. Dept. of Health.

13. On August 4, 2022, Jack Johansen, Transportation Planner for Carver County Public Works, provided written comments with regard to the request. Mr. Johansen provided the following CUP application review comments:
  - *This does not trigger a traffic impact analysis.*
  - *There is an existing turn lane and a passing lane at the intersection that leads into the site, no improvements are required.*
  - *Special events that will require closure of the traveled portion of the roadway or shoulder, will need a special event permit through Public Works.*
14. The Laketown Town Board reviewed and recommended approval of the request during their August 8, 2022, Town Board meeting, without any additional conditions.
15. The Planning Commission has considered all the factors required by Section 152.251 of the Carver County Code and finds that all are either true in this case or can be mitigated by conditions placed on the permit.

**THEREFORE, BE IT RESOLVED,** THAT the Carver County Planning Commission hereby recommends the approval of the Conditional Use Permit #PZ20220035, for an Educational Large-Scale Activity and Public/Quasi Public Facility, on the land described in Exhibit “A” of the permit application. The previous CUPs (#1703, #1965, #4756 – recorded as Doc. No. 52528, #4520 – recorded as Doc. No. 51902, #5965 – recorded as Doc. No. A65915, A139814 & A287192, #10059 – recorded as Doc. No. A182673) and any other prior permits, amendments, or renewals for a Public Facility would be terminated upon final approval (and recording) of the new CUP #PZ20220035. Therefore, CUP #PZ20220035 would supersede any prior approvals, and the following conditions should be attached to the new permit:

1. The permit is subject to Administrative Review. A change in ownership, operations or operator shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners and/or operators are encouraged to contact Land Management as early on in the timeline of the proposed change as possible. The college shall provide a current Master Plan Map to the Land Management Department at such time it is updated in the future.
2. Operations shall be substantially in accordance with the operational plan “applicant narrative” (dated: July 22, 2022), Master Plan (dated: July 22, 2022), and Signage Plan (dated: July 22, 2022). The hours of operation for general instructional and administration activities are 8am – 4pm. Residential dormitories and related facilities have 24 hour per day use. Special events and sporting events are scheduled during weekends and weekday evenings.
3. Any stormwater management, grading, and/or filling activity on the property shall be completed in accordance with regulations of the Minnehaha Creek Watershed District (MWCD) and the Wetland Conservation Act (WCA), if applicable. Review and approvals are required prior to the issuance of construction and/or building permits, if applicable.
4. All structures used in conjunction with Crown College operations, shall meet the applicable requirements of the Carver County Zoning Code and State Building Code. Any required building permits shall be applied for and issued prior to construction. Any future remodeling or construction shall be reviewed by the Zoning Administrator to determine if an amendment to the CUP is necessary.
5. The permittee is responsible for obtaining and abiding by all appropriate permits from the Department of Health, Dept of Agriculture and all required food service permits, if applicable.
6. The permittee shall comply at all times with the County standards as detailed in Chapter 152 – Zoning Code and Chapter 154 – Sign Regulations.
7. The permittee shall comply with all conditions of Chapter 50: Solid Waste Management of the Carver County Code of Ordinances pertaining to the storage and disposal of solid waste materials.

8. The permittee is responsible for compliance with all Federal, State and Local rules, regulations, and permitting requirements.

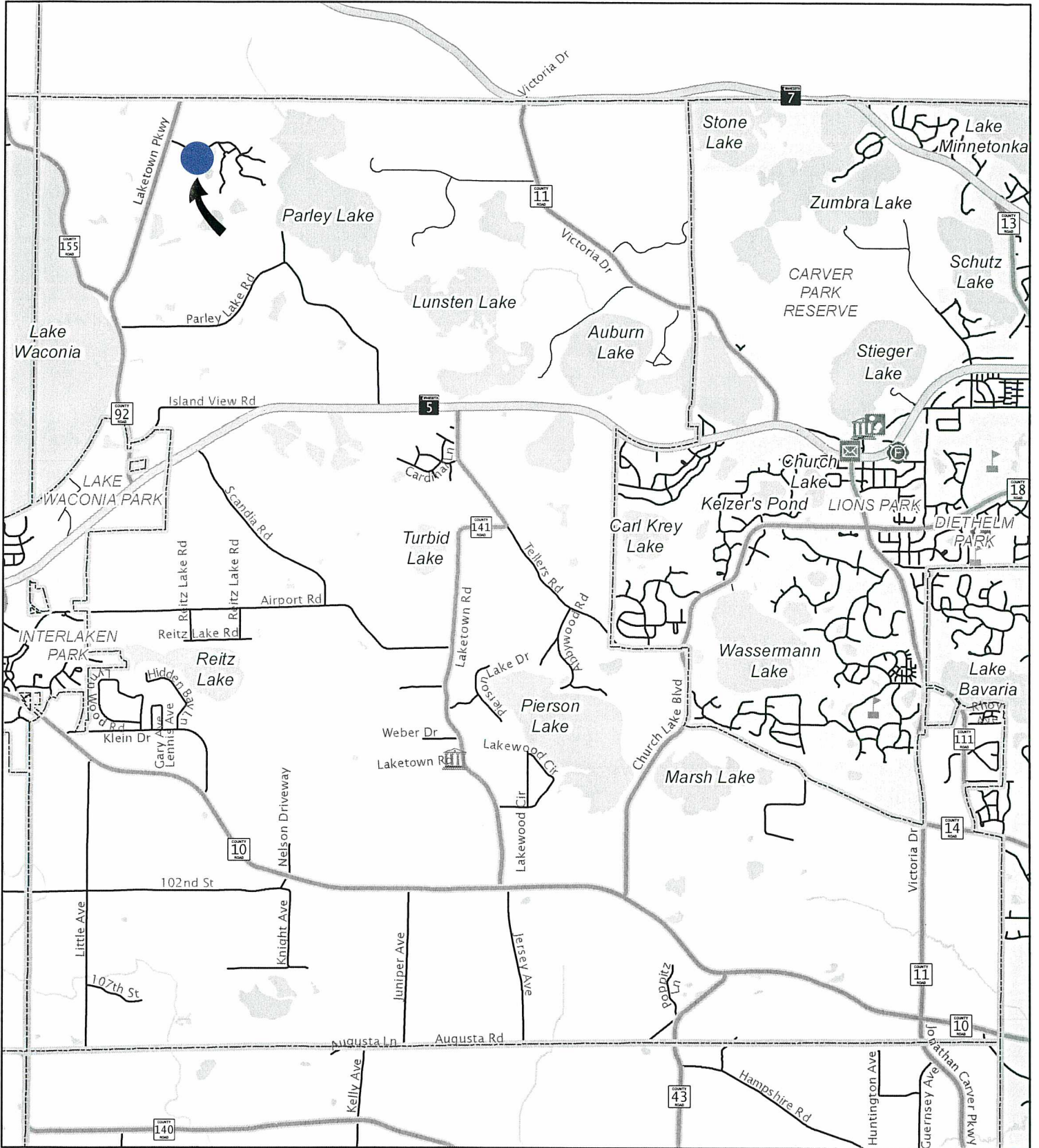
**ADOPTED** by the Carver County Planning Commission this 16<sup>th</sup> day of August 2022.

---

Scott Wakefield, Chairman  
Carver County Planning Commission



# LAKETOWN TOWNSHIP



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



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request for approval to contract with Hiller Commercial Flooring**

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 partnership with the Sheriff's Office, Carver County Facilities recommends to replace sections of flooring in the jail. The booking, property, and interview areas have original VCT tile flooring that was installed in 1993. The product is starting to delaminate and needs to be replaced. Hiller Commercial Flooring is able to extend State Contract pricing to Carver County. Hiller proposes to remove old flooring and install new interlocking waterproof flooring at the cost of \$27,318.00. This project is covered by the budget of the Jail Services department.

**ACTION REQUESTED:**

Motion to contract with Hiller Commercial Flooring pending finalization of the contract review process.

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

**FUNDING**

County Dollars =	<b>\$27,318.00</b>
<b>Total</b>	<b>\$27,318.00</b>

**FTE IMPACT:**

Insert additional funding source

**Related Financial/FTE Comments:**

Funded through 01-201-235-0000-6610.

*Office use only:*

RBA 2022 - 8568

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approval to Make Offers for Necessary Right of Way Acquisitions Related to the Highway 10 Project-North Watertown**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="9/6/2022"/>
Contact: <input type="text" value="Patrick Lambert"/> Title: <input type="text" value="Senior Right of Way Agent"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text" value="Patrick Lambert"/> Title: <input type="text" value="Senior Right of Way Agent"/>	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 10 Project - North Watertown which includes pavement rehabilitation and shoulder widening of Highway 10 from Highway 25 on the south in the City of Watertown to the Wright County border on the north. Right of way was obtained for the project but some additional drainage and utility easements are needed to maintain culvert ends. The Senior Right of Way Agent and Assistant Right of Way Agent completed Minimum Damages Assessments, (MDA'S), to determine fair market value for the needed additional easements. The MDA's are needed to make offers for fair compensation to the landowners where the additional drainage and utility easements are located.

**ACTION REQUESTED:**

Approve a resolution to make offers to the impacted property owners related to the Highway 10 Project-North Watertown based on the Minimum Damages Assessments completed by county staff..

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/>	<b>FUNDING</b>
If "Other", specify: <input type="text"/>	<b>County Dollars =</b> <input type="text"/>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	Wheelage Tax <input type="text" value="\$8,200.00"/>
	<b>Total</b> <input type="text" value="\$8,200.00"/>
	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2022 - 8550

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

Date: 9/6/2022

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

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

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

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**Resolution Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests Needed for the Highway 10 Project-North Watertown**

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 widen shoulders and related improvements in Carver County for the Highway 10 Project – North Watertown (“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 described 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 Owners submit to the County the information necessary for reimbursement.

NOW, THEREFORE, BE IT RESOLVED that County’s acquisition of the real property interests described in said Exhibit A and the construction of highway and related improvements as part of the Highway 10 Project-North Watertown constitute a valid public use or public purpose; and

BE IT FURTHER RESOLVED that based upon the estimate of damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A which the County obtained either from an appraisal(s) or a minimum damage acquisition report(s), the Public Works Division Director or agents under his supervision, shall make initial written offers of just compensation to the Owners of the real property interests described in Exhibit A from whom the County must acquire real property interests needed for the Project; and

BE IT FURTHER RESOLVED that the Public Works Division Director or agents under his supervision, shall reimburse the Owners of said real property interests for an independent appraisal of damages from a licensed real estate appraiser to estimate the full amount of damages which will be caused to Owners by the County’s proposed acquisition of the real property interests described in said Exhibit A, and that, upon the Owners providing to County a copy of that appraisal report, evidence of the cost of that report, and evidence of payment of that amount to the appraiser, County shall reimburse Owners for the cost of Owners’ independent appraisal report, subject to the limits stated in Minn. Stat. §117.036. In lieu of said independent appraisal of damages, the Public Works Division Director or agents under his supervision, may offer in addition to the initial written offer to property Owners, an amount up to said limits in Minn. Stat. §117.036.

YES	ABSENT	NO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held **September 6, 2022** now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 6th day of September 2022

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Dave Hemze
County Administrator

**Exhibit A**

**to**

**Resolution Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests**

**Highway 10 Project-North Watertown**

Carver County Public Works No. 158793

**Property Tax Identification No. 10.0041000**

**Parcel Number(s): N/A**

Fee Owners: Lee & Linda Farber

Property Address: 1545 Co. Rd. 10, Watertown, MN

Permanent easement acquisition for drainage & utility purposes contains 921 sq. ft. more or less.

**Property Tax Identification No. 85.0050200**

**Parcel Number(s): N/A**

Fee Owners: Harry & Anita Murphy

Property Address: 637 Co. Rd. 10 NW, Watertown, MN

Permanent easement acquisition for drainage & utility purposes contains 550 sq. ft. more or less.

**Property Tax Identification No. 10.0040905**

**Parcel Number(s): N/A**

Fee Owners: James & Nicole Mase

Property Address: 1655 Co. Rd. 10, Watertown, MN

Permanent easement acquisition for drainage & utility purposes contains 2,098 sq. ft. more or less.

**Property Tax Identification No. 85.3500280**

**Parcel Number(s): N/A**

Fee Owners: Allen Chadwick Revocable Trust

Property Address: 500 Co. Rd. 10 NW, Watertown, MN

Permanent easement for drainage & utility purposes contains 920 sq. ft. more or less.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approval to Make Offers for Necessary Right of Way Acquisitions Related to the Highway 24 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:**

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. Right of way was obtained for the project but some additional drainage and utility easements are needed to maintain culvert ends. The Senior Right of Way Agent and Assistant Right of Way Agent completed Minimum Damages Assessments, (MDA'S), to determine fair market value for the needed additional easements. The MDA's are needed to make offers for fair compensation to the landowners where the additional drainage and utility easements are located.

**ACTION REQUESTED:**

Approve a resolution to make offers to the impacted property owners related to the Highway 24 Project based on the Minimum Damages Assessments completed by county staff..

**FISCAL IMPACT:**

*If "Other", specify:*

**FTE IMPACT:**

**FUNDING**

<b>County Dollars =</b>	<input type="text"/>
Wheelage Tax	\$7,994.00
<b>Total</b>	<b>\$7,994.00</b>

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2022 - 8551

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

Date 09/06/2022

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

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

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

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**Resolution Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests Needed for the 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 widen shoulders and related improvements in Carver County for 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 described 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 Owners submit to the County the information necessary for reimbursement.

NOW, THEREFORE, BE IT RESOLVED that County’s acquisition of the real property interests described in said Exhibit A and the construction of highway and related improvements as part of the Highway 24 Project constitute a valid public use or public purpose; and

BE IT FURTHER RESOLVED that based upon the estimate of damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A which the County obtained either from an





**Exhibit A**

**to**

**Resolution Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests**

**Highway 24 Project**

Carver County Public Works No. 158794

**Property Tax Identification No. 10.0150600**

Fee Owners: William Wilcox

Property Address: 11285 CR 24, Watertown MN 55388

Permanent easement acquisition for public right of way purposes contains 3,175 **sq. ft.** more or less

Permanent easement acquisition for drainage & utility purposes contains 119 **sq. ft.**, more or less.

**Property Tax Identification No. 10.0141200**

Fee Owners: Sheila Doughman

Property Address: 3125 Oxford Ave, Watertown MN 55388

Permanent easement acquisition for drainage & utility purposes contains 577 **sq. ft.**, more or less.

**Property Tax Identification No. 10.0140800**

Fee Owners: Bahram Akradi

Property Address: 11025 CR 24, Watertown MN 55388

Permanent easement acquisition for drainage & utility purposes contains 300**sq. ft.**, more or less.

**Property Tax Identification No. 10.2000030**

Fee Owners: Scott & Sharon Harding

Property Address: 10555 CR 24, Watertown MN 55388

Permanent easement acquisition for drainage & utility purposes contains 400 **sq. ft.**, more or less.

**Property Tax Identification No. 10.0121200**

Fee Owners: WJVA Inc

Property Address: Vacant Land, CR 24, Watertown MN 55388

Permanent easement acquisition for drainage & utility purposes contains 240 **sq. ft.**, more or less.

**Property Tax Identification No. 10.0121240**

Fee Owners: Jacob & Katherine Schmotter

Property Address: 9880 CR 24, Watertown MN 55388

Permanent easement acquisition for drainage & utility purposes contains 240 **sq. ft.**, more or less.

**Property Tax Identification No. 10.0130900**

Fee Owners: Larry & Justine Anderson

Property Address: 10320 CR 24, Watertown MN 55388

Permanent easement acquisition for drainage & utility purposes contains 280 **sq. ft.**, more or less.

**Property Tax Identification No. 10.0141100**

Fee Owners: Conrad Graczyk & Christine Pace

Property Address: 11180 CR 24, Watertown MN 55388

Permanent easement acquisition for public right of way purposes contains 4,677 **sq. ft.** more or less

Permanent easement acquisition for drainage & utility purposes contains 1,104 **sq. ft.**, more or less.

**Property Tax Identification No. 10.0101100**

Fee Owners: Deutsch Family LP

Property Address: 11950 CR 24, Watertown MN 55388

Permanent easement acquisition for drainage & utility purposes contains 300 **sq. ft.**, more or less.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
CDA 2023 Budget and Levy

Primary Originating Division/Dept: Public Services

Meeting Date: 9/6/2022

Contact: Nick Kuktavy Title: Assistant County Administrator

Item Type:  
Regular Session

Amount of Time Requested: 20 minutes

Attachments:  Yes  No

Presenter: Julie Frick Title: CDA Executive Director

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

**BACKGROUND/JUSTIFICATION:**

The Carver County Community Development Agency (CDA) provides affordable housing and fosters economic development in the County. For 2023, the CDA would like to request a levy of \$3,131,889, a 4.6% increase, which is a \$136,541 increase from the 2022 levy. The impact on a \$452,300 average valued home would be an increase of \$2.42, for a total of \$62.92 for 2023.

On August 23, the CDA presented the proposed levy and budget at a County Board work session.

**ACTION REQUESTED:**

Motion to approve the resolution approving the 2023 proposed budget and payable 2023 tax levy of the Carver County Community Development Agency and certifying said levy to the County Auditor.

**FISCAL IMPACT:** Other

If "Other", specify: Separate Special Benefit Tax Levy

**FUNDING**

<b>County Dollars =</b>	
Other Revenue	\$11,807,006.00
CDA Tax Levy	\$3,131,889.00
<b>Total</b>	<b>\$14,938,895.00</b>

**FTE IMPACT:** None

Insert additional funding source

**Related Financial/FTE Comments:**

The CDA's special benefit tax levy is spread upon all taxable property within Carver County and is completely separate from the County's property tax levy.

Office use only:

RBA 2022 - 8530

# Carver County Community Development Agency

## CDA Board of Commissioners

Sarah Carlson - Chair  
Molly Koivumaki - Vice Chair  
Darrel Sudheimer- Secretary/Treasurer  
Adam Teske – Commissioner  
Greg Anderson - Commissioner

### **Mission Statement:**

The Carver County Community Development Agency provides affordable housing opportunities and fosters Community and Economic Development in Carver County.

### **Vision:**

To be an innovative leader in creating housing and economic opportunities to create Communities for a Lifetime in Carver County.

### **Values:**

#### **Commitment to Quality Results**

Providing quality housing and private development assistance activities will be the hallmark of the Carver County CDA.

#### **Quality Customer Service**

As the Carver County CDA communities continue to develop, we are committed to meeting our customers' needs.

#### **Commitment to Our Employees**

To promote a challenging, fulfilling and safe work environment that recognizes employee commitment to excellence.

#### **Partnering**

The CDA will achieve its mission through actively seeking partnerships and collaborative efforts with Carver County, its communities and with other agencies.

#### **Integrity**

In undertaking our duties, we are committed to the values of honesty, fairness and trust.

## **2023 BUDGET NARRATIVE**

For the 2023 budget, the Carver County Community Development Agency (CDA) is requesting a levy of \$3,131,889, which is a \$136,541 or about 4.6% increase from the 2022 levy. The impact on a \$452,300 average valued home is \$2.42 for a total of \$62.92.

### **Tenant Based Rental Assistance Programs and Housing**

#### **Bridges/Bridges RTC Program**

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

#### **Housing Trust Fund**

A rental assistance program through MN Housing for High Priority Homeless households.

#### **Permanent Supportive Housing Program**

A federally funded program as part of the HEARTH Act for persons that are homeless and disabled.

#### **Rental Housing Opportunities**

The CDA provides and manages affordable housing opportunities for working families and seniors throughout Carver County.

- Bluff Creek – Carver
- Brickyard – Chaska
- Carver County Homes-Scattered site throughout Carver County
- Centennial – Chanhassen
- Crossings – Waconia
- Lake Grace-Chaska
- Oak Grove-NYA
- Trails Edge South – Waconia – Open in November
- Waybury – Chaska
- Windstone – Chaska

### **Project-Based Vouchers:**

Of the CDA rentals, 144 units have Project Based Vouchers.

Of that total:

- 9 are designated for homeless
- 3 are designated for homeless veterans
- 20 are designated for mainstream (between the ages of 18 and 61 and disabled)
- 3 are for partnership with Beyond New Beginnings
- 10 are designated for homeless families within the school districts
- 81 former public housing converted under RAD
- 18 regular PBV

### **Resident Services:**

- Staff time to connect residents with needed services in the community. This includes presentations from outside organizations such as CAP Agency, River Valley Health Services, Humanity Alliance, WeCAB and others. It also includes meeting with residents to determine needs and help complete applications and make referrals. Services include energy assistance, SNAP, mobile food shelf and others.

## **Community and Economic Development Programs**

### **Economic Development Strategy**

In January 2020, the CDA adopted an Economic Development Strategy, which set a roadmap of goals, objectives, and actions steps to guide the CDA on economic development activities. The six strategic directions include: business retention, expansion, and attraction; marketing; partnerships; tourism; resources; and livability. The Economic Development Strategy will be reviewed in the fall of 2022 and updated for 2023.

### **Growth Partnership Initiative**

The Community Growth Partnership Initiative was created and funded by the CDA in January 2016. The goals of the program are to increase the tax base and improve the quality of life in Carver County through three specific strategies: affordable housing development, job creation and redevelopment/community development; through direct grants to Carver County cities.

Since its inception, the Initiative has achieved the following:

#### **Predevelopment Grants:**

- Fourteen grants have been awarded to help cities prepare for future development
- Grants have been awarded to the cities of Carver, Chaska, Watertown, Norwood Young America, New Germany, Victoria, Laketown Township and Waconia
- Project examples include site specific redevelopment plans, wastewater facility plans, a downtown redevelopment plan, and a parking study and industrial park study.

### **Community Development Grants:**

- Sixteen grants have been awarded to assist cities with jobs, housing, or redevelopment projects
- When completed, these projects will add over 450 new housing units of which nearly half will be affordable, create 204 jobs, and leverage over \$120M in other public and private funds
- Grants have been awarded to the cities of Chanhassen, Chaska, Carver, Cologne, Victoria, Waconia, and Watertown
- Project examples include business expansion and site improvements to facilitate housing or redevelopment

### **Tourism**

In July 2021, the CDA launched the “Visit Carver County” website to promote tourism in Carver County. Throughout 2021 the site was further developed and in 2022 a survey will be sent out to key stakeholders to determine the any changes that need to be made. We connected with the Arboretum to partner on tourism ideas and share content as available. We will continue to build out the site with more content with our cities and subcommittee partners as well as work on a partnership with Explore Minnesota.

### **American Rescue Plan Act (ARPA) Funds**

In 2021 Carver County allocated \$5,900,000 to the CDA for various housing projects Carver County.

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.

**The CDA has submitted a funding application to Minnesota Housing Finance for the Carver Oaks Senior and Carver Place general occupancy. The project consists of 43 Senior units and 60 general occupancy units for a cost of just over \$31 million. If selected, the announcement should come out in December to allow for a 2023 construction season.**

An 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. This project has been completed.

An 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. This project is due to break ground this fall.

### **Carver County Community Land Trust Program**

The CDA administers a Community Land Trust (CLT) program, which provides access to home ownership opportunities for moderate income households who might not otherwise afford homes in the community. The CLT ensures permanent affordability by retaining ownership of the land and removing it from the real estate purchase. Homebuyers must be at or below 80% AMI and mortgage ready. Currently, there are 36 land trust homes located throughout Carver County within Chaska, Cologne, Mayer, Victoria, Waconia, and Watertown. Since its inception, the land trust has served over 70 families.

### **Minnesota Housing Rehab**



The CDA administers the Minnesota Housing Rehabilitation Loan/Emergency and Accessibility Loan Programs (RLP/ELP) throughout Carver County. The program provides deferred loan financing to eligible low-income homeowners who are unable to secure home improvement financing in the private sector. Funds may be used for basic home improvements that directly affect the home’s safety, habitability, or energy efficiency.

**Septic/Well Replacement Loan**

The CDA partners with Carver County Environmental Services to provide residents with a low-interest loan for improvements to failing septic systems or wells.

**Single Family Mortgage Program**

Annually, the CDA assists in making sure Carver County residents can access the Minnesota City Participation Program (MCP) offered through Minnesota Housing. The MCP program is designed to assist first-time homebuyers obtain affordable financing to purchase a home. The MCP program continues to be well utilized as shown below.

	2022	
Carver County Allocation Amount	\$1,775,333	
Committed Loans	17	
Committed Amount	\$4,756,038	
Down payment and closing cost assistance	\$246,050	

**CEO NEXT:**

In 2020, the CDA engaged in a new partnership with Hennepin, Ramsey, Scott, and Dakota counties to offer the CEO Next Program to second stage, high growth potential businesses. This nine-month program assists CEOs with their business by providing them tools and techniques specifically designed for growing regional companies. For the 2021-2022 program, the CDA sponsored one business. Another business is anticipated to be served in the 2022-2023 program.

**Ongoing Initiatives:**

- Develop workforce, senior, and affordable housing in Carver County so workers can live and work here in Carver County, which will support economic development and business throughout the county.
- Promote redevelopment through new housing and jobs projects which promote revitalization, resilience, and sustainability of our cities in Carver County.
- Provide marketing, technical, or other assistance to cities and businesses to assist with housing, job, and redevelopment projects throughout the county.
- Establish and maintain high quality service with interested stakeholders to build a collegial working relationship that contributes to CDA initiatives.
- Participate in the Greater MSP Economic Development Partnership by attending meetings and engaging with the partnership.
- Work towards attracting new sources of capital and investment to Carver County.

- Continuation of existing programs for entrepreneurs and new programs directed to high growth companies.
- Enhanced partnerships with Carver County and GIS applications.
- Promotion of tourism in Carver County

The CDA actively looks for opportunities in the County to further senior and affordable workforce rental housing to preserve the “Naturally Occurring Affordable Housing” in Carver County. Project examples include:

- The CDA is currently exploring financing options for a 76-unit senior apartment project in the City of Waconia.

The CDA continues to look at options for the 25 acres the CDA currently owns in the City of Watertown.

The CDA will continue to grow the tourism website by adding content and engaging partners in the process.

In coordination with Habitat for Humanity, the CDA will add up to eight new units into the CLT program. Additionally, through a partnership with the City of Chaska, architectural work will be done in 2021 with construction in 2022, on the rehab of the historic Ernst House and the addition of three new units.

**New Initiative:**

The CDA would like to dedicate \$350,000 to a local housing trust fund. The County Board would need to pass a resolution creating the program and the CDA would make it part of funds they administer. This would allow the CDA to apply for matching funds from Minnesota Housing Finance Agency (MHFA).

**Sample Funding Sources:**

- CDA levy
- TIF pooling
- Parking funds
- Contributions
- Repurposed funds (CDBG)
- Housing-related fees

**Common uses:**

- Homebuyer Assistance
- Rehabilitation (single family & rental)
- Gap financing for new/redevelopment
- Creating deeper affordability
- Housing stability and emergency housing assistance

The benefit of a local housing trust fund is that it allows Leverage of private dollars, encourage local contributions, provide flexibility to meet local needs and will establish dedicated sources of revenue.

The Housing Collaborative will be working on the guidelines for the program that will be brought back to the County Board for approval and creation of the local housing trust fund.

	2022 Approved Budget	2023 Requested Budget	Change
<b>REVENUES</b>			
Administrative Revenues	87,478	27,137	(60,341.00)
Pass-Through Grant Funds	689,043	344,202	(344,841.00)
Operating Revenues	2,076,118	2,371,667	295,549.00
Housing Revenues	8,150,242	9,064,000	913,758.00
Tax Levy	2,995,348	3,131,889	136,541.00
<b>TOTAL REVENUES</b>	<b>13,998,229</b>	<b>14,938,895</b>	<b>940,666.00</b>
<b>EXPENDITURES</b>			
Administrative & Operating Expenses	3,702,944	4,074,693	371,749.00
Pass-Through Grant Funds	689,043	344,202	(344,841.00)
Housing Expenditures	8,150,242	9,064,000	913,758.00
Bond Expenditures	276,000	276,000	0.00
Community/Economic Development	1,180,000	1,180,000	0.00
<b>TOTAL EXPENDITURES</b>	<b>13,998,229</b>	<b>14,938,895</b>	<b>940,666.00</b>
<b>TOTAL CDA DIFFERENCE BETWEEN REVENUES &amp; EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>

Administrative Revenues - decrease due to the expiration of the SCDP Watertown and NYA grants and reduced funding of counseling grants.

Pass-Through Grant Funds – decrease due to expiration of SCDP Watertown and NYA grants and reduced utilization of housing assistance funds.

Operating Revenues – increase due to management fees and enterprise revenue from additional housing units in Waconia (Trail’s Edge), Watertown and Mayer (Rural Development properties – Hilltop).

#### EXPENDITURES

Administrative & Operating Expenses - increase due to rising payroll and benefits costs, including health insurance, additional FTE’s for Trail’s Edge in Waconia, and staff recruiting. Additional funds budgeted for IT support and software licensing fees.



# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

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

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

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

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

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## RESOLUTION APPROVING THE 2023 PROPOSED BUDGET AND PAYABLE 2023 TAX LEVY OF THE CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY AND CERTIFYING SAID LEVY TO THE COUNTY AUDITOR

WHEREAS, in accordance with Minnesota Statutes, Section 469.033, Subd. 6 (“**Section 469.033**”), and Laws of Minnesota, including Laws of Minnesota for 1980, Chapter 482, as amended by Laws of Minnesota for 2001, Chapter 214, the Carver County Community Development Agency (the “**Agency**”) is authorized to levy special benefit taxes upon all property within its area of operation; and

WHEREAS, the area of operation of the Agency is the whole of the County of Carver, Minnesota; and

WHEREAS, the Agency has by resolution duly approved and adopted its 2023 budget and levied the special benefits tax, payable 2023, subject to the approval of the Carver County Board of Commissioners (the “**Carver County Board**”); and

WHEREAS, the Authority is authorized to levy its special benefits tax pursuant to Minnesota Statutes, Section 469.107 or Section 469.033, with the approval of the Carver County Board;

NOW THEREFORE BE IT RESOLVED, by the Carver County Board of Commissioners as follows:

1. The County has previously approved the levy by the Authority for taxable year 2011 and any subsequent years of taxes upon the taxable property in the County in amounts pledged by the Authority to pay debt service with respect to its outstanding housing development bonds. In addition, the County hereby approves the levy by the Authority for taxable year 2023 of taxes upon the taxable property in the County in the amounts specified for purposes other than such debt services in the Authority’s annual budget upon the taxable property in the County.
2. The Authority’s requested levy of \$3,131,889 for taxes payable 2023 is hereby certified to the County Auditor.
3. A copy of this Resolution shall be furnished to the Authority through its Executive Director by the County Administrator.

YES

ABSENT

NO

\_\_\_\_\_  
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**STATE OF MINNESOTA  
COUNTY OF CARVER**

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 6<sup>th</sup> day of September, 2022, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 6th day of September, 2022.

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Preliminary County 2023 Levy and Budget**

Primary Originating Division/Dept: <u>Administration (County)</u>	Meeting Date: <u>9/6/2022</u>
Contact: <u>David Frischmon</u> Title: <u>Property &amp; Finance Director</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>20</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>Dave Hemze and David Fris...</u> Title: _____	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

The 2023 Budget process formally began on May 17th at a Strategic Planning Workshop where the County Administrator presented his recommended 2023 Budget Strategy. This strategy recommended a 5% property tax impact on the average value home and levy adjustment targets for each Division to close the initial 2023 Budget gap.

During July and August, Division Directors presented their 2023 budget and levy adjustment requests at budget hearings with Board members which are summarized, along with the Administrator's Preliminary Recommendations, in the attached 2023 Budget Attachments A-F.

By September 30th, State law requires that the County Board adopt a 2023 preliminary property tax levy to finance 2023 County operations and capital projects. On September 6th, the County Board will be asked to adopt a 2023 preliminary property tax levy for the County, Regional Rail Authority and Water Management Organization. The final property tax levy, adopted in December, can be lower than the preliminary levy but not higher.

In November, County staff plan to present the Administrator's Recommended 2024 Long Term Financial Plan ("LTFP"), which along with the Annual Budget, fulfills the County Board's direction to "connect financial strategies to the County's short and long-term goals and objectives."

In December, the County Board is planning to hold a public hearing on the 1st and adopt the Final 2023 Budget/Levy and the 2024 LTFP on the 13th.

**ACTION REQUESTED:**

Motion to approve the Administrator's Recommended 2023 Preliminary Levy of \$65,643,855, a Total Budget of \$134,011,288 and to set a 2023 Budget Hearing on December 1st, 2022 at 6:00pm.

Motion to approve the Administrator's Recommendation to reserve the \$4.6M in unallocated COVID-19 Budget Stabilization Account ("BSA") Funds for future contingencies/capital projects. See attached 2023 Budget Attachment E-2 for a recap of individual BSA requests.

**FISCAL IMPACT:** Other

*If "Other", specify:*  
see comment below

**FUNDING**

County Dollars =	

**FTE IMPACT:** Increase budgeted staff

<b>Total</b>	<b>\$0.00</b>
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**Related Financial/FTE Comments:**

The County Administrator's Recommended 2023 Preliminary Levy is 4.9% higher than the 2022 Levy which will have a 3.8% tax impact on the County's average value home. The County Administrator's Recommended 2023 Budget includes over \$1.2M in sustainable county wide and Division levy adjustments and a net increase of 1.45 FTEs.

## 2023 Budget: Net Levy Adjustments/Trends

as of 8/24/22

	Item	Division Request	County Administrator's Preliminary Recommendation
<b>Attachments C-E</b>			
	Attachment C - 2023 Capital Projects - Road Preservation	100,000	100,000
	Attachment D - 2023 Equipment Replacement	100,000	-
	Attachment E - CPA redirected from Operating Budget to One-Time Projects	100,000	100,000
	<i>Subtotal accounted for in Attachment C-E</i>	<i>300,000</i>	<i>200,000</i>
<b>County-wide:</b>			
	IT Cost Increases (fees, additional staff, etc.)	30,000	30,000
	Vacancy Savings	(200,000)	(300,000)
	Department of Revenue- Electric Line Statute Reinterpretation- actual vs. projected	(185,000)	(185,000)
	Redirect Debt Service Levy	(930,000)	(930,000)
	Indirect Federal Funding increases (based on trends)	(46,200)	(46,200)
	<i>Subtotal</i>	<i>(1,331,200)</i>	<i>(1,431,200)</i>
<b>Divisions Negative Expenditure Trends Levy Adj:</b>			
<b>Attorney/HHS-Court Services</b>	Drug Court- offset by Opioid settlement funds (shown in below revenue section)	80,000	80,000
<b>Public Services-Facilities</b>	Increase in utility costs	70,000	70,000
<b>Public Services-Information Technology</b>	Security Monitoring	65,000	65,000
<b>Property &amp; Finance- Property Tax</b>	TNT notice- legislative change	10,000	10,000
<b>Employee Relations</b>	Medical- Occupational health services, medical supplies, PPE, etc.	30,000	30,000
<b>Employee Relations</b>	Professional Services-increased costs related to background checks, fingerprinting, labor attorney, etc.	60,000	60,000
<b>Public Services - Extension</b>	MOA staffing increases	4,400	4,400
<b>Public Services - Historical Society</b>	Increase cost of staffing, 3% allocation increase (County portion)	7,126	7,126
<b>Public Services- SWCD</b>	Increase cost of staffing, 3% allocation increase (County portion)	10,229	10,229
<b>Public Works- Parks</b>	Waterfront Service Center ( New Park Building)- operating costs: sewer/water, natural gas, electricity	21,500	21,500
<b>Public Works- Parks</b>	Professional Services (lifeguard service)	6,000	6,000
<b>Public Works- Parks</b>	Electricity (Energy increase)	3,000	3,000
<b>Public Works- Parks</b>	Refuse Collection (includes new park building)	2,000	2,000
<b>Public Works- Parks</b>	Rentals and Service Agreements - Agreements w/Cities for winter trail maintenance	6,000	6,000
<b>Public Works- Parks</b>	LP Gas ( Increase costs)	2,000	2,000
<b>Public Works- Parks</b>	Building Supplies (paper products, cleaning supplies New Park Bldg. Increase Park use	2,000	2,000
<b>Public Works- Parks</b>	Mobile Cell Service for iPad, Needed for rental equipment operations/sales	1,500	1,500
<b>Public Works- Parks</b>	Biffs for Coney Island and MN RBRT at Bluff Creek	3,000	3,000
<b>Public Works- Parks</b>	Site and Grounds Improvements Aging Infrastructure (Concrete, Roof, Siding)	10,000	10,000
<b>Public Works - Operations</b>	Gasoline and Diesel	75,000	75,000
<b>Public Works - Operations</b>	Motor Oil and Lubricants	7,000	7,000
<b>Public Works - Operations</b>	Vehicle Parts	5,000	5,000
<b>Public Works - Operations</b>	Salt	(90,000)	(90,000)
<b>HHS</b>	IT related costs (software maintenance, licensing fees, etc.)	30,000	30,000
<b>HHS</b>	Child Correctional Facility Costs	50,000	50,000
<b>Sheriff</b>	Inmate meals- contract increases	50,000	50,000
	<i>Subtotal - Expenditure Levy Adj.</i>	<i>520,755</i>	<i>520,755</i>
<b>Divisions Net Revenue Levy Adjustments:</b>			
<b>Attorney/HHS-Court Services</b>	Opioid Settlement Funds	(80,000)	(80,000)
<b>Sheriff</b>	Contract revenue- offset sal/ben increases	(175,415)	(175,415)
<b>Sheriff</b>	Inmate revenue	80,000	80,000
<b>HHS</b>	Encore Revenue loss	50,000	50,000
<b>HHS</b>	HHS revenue- Offsetting funds for sal/ben increases and redirection of levy and grants	(503,010)	(503,010)
<b>Public Services, Sheriff</b>	CarverLink, AIS, Law Library, Conceal & Carry- Offsetting funds for sal/ben increases	(45,873)	(45,873)
	<i>Subtotal - Revenue levy adj.</i>	<i>(674,298)</i>	<i>(674,298)</i>

**Net Division Levy Adjustment****(153,543) (153,543)****Net County Wide and Division Levy Adjustment****\$ (1,484,743) \$ (1,584,743)****Accounted for in Attachment A2****Net Attachments C-E, County Wide and Division Levy Adjustments****(1,184,743) (1,384,743)**

"Inflation Impact " 2023 Budget Gap = \$ (500,000)

Levy Adjustment Targets By Division:

Note: Bolded adjustments submitted by the Divisions are to hit levy targets, but are not being recommended by the Division.

Division(s)	2022 Levy Allocation	2022 Levy_CPA %	2022 Levy Target %	2023 Initial Levy Target	Departments	Adjustment Type (Pick One): New Revenue, Trends, Cost Savings, "Decrease Programs/Services", etc.	DD Submitted Levy Adjustments	Administrator's Recommended Levy Adjustments	Describe Adjustments i.e. driving factors, impact, effective date, etc.
<b>Property &amp; Financial Services</b>					Finance	Cost Savings	(17,774)	-	Reduce professional service and service agreement budget.
							-	-	
<b>Subtotal PFS</b>	2,332,254	3.6%	0.8%	(17,774)			(17,774)	-	
<b>Public Services</b>					Veteran Services	Trends	(135)	(135)	Remove taxable meal reimbursement from annual budget
					<b>Veteran Services</b>	<b>Cost Savings</b>	<b>(1,365)</b>	<b>-</b>	<b>Reduce spending on Conference/Professional Maintenance (\$700) &amp; Office Equipment/Office Supplies (\$665)</b>
					PS Admin	Cost Savings	(8,974)	(8,974)	Eliminate intern (STOC) position
					Library	New Revenue	(24,000)	(24,000)	Increase the amounts budgeted for funding from MELSA and USAC
					Library	Cost Savings	(2,760)	(2,760)	Notification and renewal lines will be borne by Phase funding (MELSA reimbursement).
					Library	Cost Savings/Trends	(4,240)	(4,240)	Cut in Office Supplies line item
					<b>Library</b>	<b>Cost Savings</b>	<b>(5,000)</b>	<b>-</b>	<b>Cut in Non-Cap Equipment line item</b>
					<b>Library</b>	<b>Cost Savings</b>	<b>(4,000)</b>	<b>-</b>	<b>Cut in Equipment and Furniture Purchase 01-014-500-0000-6660</b>
					PWM	Cost Savings	(1,000)	(1,000)	Shift Conference/Training costs to WMO
					PWM	Cost Savings	(500)	(500)	Shift Mileage costs to WMO
					Facilities	New Revenue	(8,000)	(8,000)	Increase revenue projections for cell tower leases and other reimbursements.
					<b>Facilities</b>	<b>Cost Savings</b>	<b>(9,000)</b>	<b>-</b>	<b>Reduce funds available for building repair and maintenance</b>
					Facilities	Cost Savings	(752)	(752)	Reduce cleaning supplies budget due to supplies being provided by contractor.
					<b>IT</b>	<b>Cost Savings</b>	<b>(10,000)</b>	<b>-</b>	<b>Reduction in IT's Managed Print Services budget. IT will evaluate printer fleet to determine where we could remove printers from contract and promote multifunction device usage.</b>
					IT	Cost Savings	(15,000)	(15,000)	Internet and Connectivity savings from SpyGlass project
					IT	Cost Savings	(10,000)	(10,000)	Decrease FirstNet data plans - implement 1 data plan per employee
					<b>IT</b>	<b>Cost Savings</b>	<b>(5,000)</b>	<b>-</b>	<b>Decrease PMO Professional Services. Less funds for projects.</b>
					IT	Cost Savings	(5,000)	(5,000)	Reduce enterprise software licensing - evaluate licensing provisions of employees
					<b>IT</b>	<b>Cost Savings</b>	<b>(5,000)</b>	<b>-</b>	<b>Decrease Enterprise Software Professional Services. Less funds for vendor support.</b>
					Land Mgmt.	Trends	(1,500)	(1,500)	Land Management forecasts additional revenue of \$2,381 through building permit fees. (\$1,500 to County - 63% of permit fee and \$881 to Building Official - 37% of permit fee).
<b>Total PS</b>	15,906,992	24.2%	0.8%	(121,226)			(121,226)	(81,861)	
<b>Soil and Water Conservation District</b>					SWCD	Cost Savings	(2,599)	(2,599)	Reduction in allocation to the SWCD - offset by vacancy savings
<b>Subtotal SWCD</b>	340,975	0.5%	0.8%	(2,599)			(2,599)	(2,599)	
<b>Historical Society</b>					Historical Society	Cost Savings	(1,810)	-	Reduction in allocation to the Historical Society - will impact ability to stay competitive with employee compensation.
<b>Subtotal Historical Society</b>	237,526	0.4%	0.8%	(1,810)			(1,810)	-	
<b>Sheriff's Office</b>					Patrol	Trending Increase-revenue	(45,000)	(45,000)	Accounts for the additional policing contracts projected overtime reimbursements to the Sheriff's Office 01-201-236-0000-5573



					Patrol	Trending Increase-revenue	(10,000)	(10,000)	Accounts for the additional policing contract projected overtime reimbursements to the Sheriff's Office 01-201-236-1620-5573
					Volunteer Services	Decrease	(5,554)	(5,554)	Overtime budget for explorer post. Explorer Post was Disbanded, 01-201-227-1607-6113
					Patrol	Trending Increase-revenue	(40,000)	(40,000)	Accounts for the projected increase to Police Aid reimbursements from the state to the Sheriff's Office 01-201-201-0000-5224, \$70k. The Contract Community Refund expenditure should be increased by \$30k 01-201-201-0000-6810.
<b>Subtotal Sheriff</b>	16,496,437	25.1%	0.8%	(125,718)			(100,554)	(100,554)	
<b>Public Works</b>					Operations	Cost Savings	(50,000)	-	Reduce Salt budget due to current stockpile
					Div Wide	Cost Savings	(7,500)	-	Reduce services and supplies
<b>Subtotal PW</b>	6,667,208	10.2%	0.8%	(50,810)			(57,500)	-	
<b>Health &amp; Human Services</b>					Child & Family	Hope House - Decrease	(40,000)	-	While this service is a great benefit to the community, it is not a core function of HHS and is not mandated. We are unable to sustain these additional costs in our HHS budget.
					Housing	Beacon Housing - Decrease	(83,000)	-	Beacon is a faith/church based housing/career program for the homeless. While it is of value to that population, it is not a mandated service and we are unable to sustain these additional costs in our HHS budget.
					Public Health	Conference & Training - Decrease	(379)	(379)	While ongoing training is needed for Public Health and especially for our nurses to stay current with changes in healthcare and medicine, we are unable to sustain their training budget at the current level.
<b>Subtotal HHS</b>	16,189,486	24.7%	0.8%	(123,379)			(123,379)	(379)	
<b>County Attorney</b>						New Revenue	(3,000)	(3,000)	Increased 2023 Prosecution Contract surcharge by 4%
						Cost Savings	(5,000)	(5,000)	Reduced funds for Continuing Education and Conferences
<b>Subtotal CA</b>	3,601,320	5.5%	0.8%	(27,445)			(8,000)	(8,000)	
<b>Employee Relations</b>					ER - Wellness Program	Cost Savings	(12,892)	(12,892)	Decrease 01-050-050-0000-6260 / Professional Services-Wellness based on changed vendor and pricing structure for employee wellness services.
					ER - Wellness Program	Trends	(4,000)	(4,000)	Decrease 01-050-050-6376-6379 / WELLNESS PROGRAM, reduction of funds allocated for Health Incentive Program based on trends.
<b>Subtotal ER</b>	2,216,496	3.4%	0.8%	(16,892)			(16,892)	(16,892)	
<b>Court Administration</b>							-	-	In expecting the trends and filings currently in 2022 and into 2023, reducing the Court Administration budget for court appointed attorney costs is not feasible.
<b>Subtotal Court Adm.</b>	393,100	0.6%	0.8%	(2,996)			-	-	
<b>County Commissioners</b>	-								
<b>Subtotal County Commissioners</b>	705,546	1.1%	0.8%	(5,377)			-	-	
<b>County Administration</b>									
<b>Subtotal County Admin.</b>	412,918	0.6%	0.8%	(3,147)	County Administration	Decrease lobbyist services	(8,524)	-	Reduce lobbyist services to meet targeted levy reduction in the Board/Admin budgets.
<b>County Commissioners &amp; County Admin Total</b>	1,118,464		0.8%	(8,524)			(8,524)	-	
<b>Fair Board</b>					Fair Board	Decrease in allocation	(829)	(829)	Cut to hit target
<b>Subtotal Fair Board</b>	108,746	0.2%	0.8%	(829)			(829)	(829)	
<b>Subtotal</b>	<b>\$ 65,609,004</b>	<b>100.0%</b>		<b>\$ (500,000)</b>			<b>\$ (459,087)</b>	<b>\$ (211,114)</b>	

## Attachment B: Recommended Staffing Changes

as of 7/27/22

Division/Department	Division priorities	Division Requested FTE's	Funding Source	Administrator Recommended FTE's Changes	Position	Requested Gross Levy (\$)	Direct Reimbursement	Indirect Funding	Division Requested Net Levy (\$)	Administrator Recommended Net Levy (\$)
<b>Requested for 2023:</b>										
Attorney	1	0.45	Levy	0.45	Assistant County Attorney	45,297	-	-	45,297	45,297
PFS - Property Tax	1	1.00	Levy	1.00	System Analyst/Tax Analyst II	112,940	-	-	112,940	112,940
PFS - Property Tax	1	(1.00)	Levy	(1.00)	Property Tax Analyst	(89,443)	-	-	(89,443)	(89,443)
PFS - License Centers	2	2.00	NonLevy	2.00	License Specialist III (B22)	156,042	-	156,042	-	-
PFS - License Centers	2	4.00	NonLevy	4.00	License Specialist II (B21)	274,043	-	274,043	-	-
PFS - License Centers	2	(4.00)	NonLevy	(4.00)	License Specialist - Senior (B21)	(274,043)	-	(274,043)	-	-
PFS - License Centers	2	(2.00)	NonLevy	(2.00)	Licensing Specialist (A13)	(110,880)	-	(110,880)	-	-
HHS - Income Support	1	1.00	Partial Levy		Child Care Specialist 70/20 levy/mfip	92,875	-	27,862	65,012	
HHS - Home & Community Based Care	2	1.00	Levy		HCBC Supervisor	144,968	-	-	144,968	
HHS- Administrative Services	3	(1.00)	Levy	(1.00)	Account Technician	(67,818)	-	-	(67,818)	(67,818)
Public Services - Information Technology	1	1.00	Levy	1.00	IT Senior Systems Engineer	130,270	-	-	130,270	130,270
Public Services - Land Management	2	1.00	Levy		Land Management Planner	126,553	-	-	126,553	
Public Services - Information Technology	3	1.00	Levy		IT Applications Analyst	119,620	-	-	119,620	
Public Services - Public Services Administration	4	0.50	Levy		Data and Records Coordinator	51,482	-	-	51,482	
Public Services - Information Technology	5	1.00	Levy		Client Services Representative	76,804	-	-	76,804	
Public Services - Veteran Services	6	0.60	Levy		Veteran Services Clerk	33,734	-	-	33,734	
Public Services - Veteran Services	6	(0.20)	Levy		STOC - Support Personnel	(7,180)	-	-	(7,180)	
Public Services - Library Services	7	1.30	Levy		Librarian	158,474	-	-	158,474	
Public Works- Asset and Performance Management	1	1.00	Levy	1.00	GIS Specialist	99,340	-	99,340	-	-
Public Works - Program Delivery	2	1.00	Partial Levy		Civil Engineer	121,140	-	60,570	60,570	
Public Works - Parks	3	0.56	Levy		STOC - PT Seasonal	19,361	-	-	19,361	
Public Works - Parks	4	1.00	Levy		Parks Maintenance Technician	93,029	-	27,779	65,250	
Sheriff- Communications	1	1.00	Levy	1.00	PSAP Supervisor	107,429	-	-	107,429	107,429
Sheriff- Communications	1	(1.00)	Levy	(1.00)	911 Dispatcher	(77,236)	-	-	(77,236)	(77,236)
<b>Subtotal:</b>		<b>11.21</b>		<b>1.45</b>		<b>\$ 1,336,800</b>	<b>\$ -</b>	<b>\$ 260,714</b>	<b>\$ 1,076,086</b>	<b>\$ 161,439</b>

**Attachment C: Capital Projects by Fund for 2021**  
as of 8/24/22

DEPT.	CIP #	DESCRIPTION	2022	2023	2023	
			Board Approved	Requested	Board Approved	Inc./Dec
<b>Parks &amp; Trails Capital Improvements</b>						
	522-512	TH5 Arboretum Trail (CPA)- payback to Fund 32	-	73,699		73,699
	529-517	Lake Waconia Regional Park/Coney Island (Parks & Trails Funds)				-
		Lake Waconia Regional Park Waterfront Service Center (Parks and Trails Fund)	300,000	308,819		8,819
		Lake Waconia Regional Park Waterfront Service Center (CPA)	73,699	-		(73,699)
		<b>34-000-XXX-XXXX-66xx</b>	<b>-</b>	<b>382,518</b>	<b>-</b>	<b>8,819</b>
<b>Fund 34 Tot</b>	<b>34-XXX-XXX-XXXX-66XX</b>		<b>-</b>	<b>382,518</b>	<b>-</b>	<b>8,819</b>
<b>Levy Dollars - Fund #34</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Building and Other Capital Improvements</b>						
		Contribution to Agricultural Society 2020/2021 Building Projects (CPA)	61,000	61,000		-
		Building Security Improvement Plan- (CPA)	12,699	12,699		-
		<b>30-XXX-XXX-XXXX-6630</b>	<b>73,699</b>	<b>73,699</b>	<b>-</b>	<b>-</b>
<b>Fund #30 Tot</b>	<b>30-XXX-XXX-XXXX-66XX</b>		<b>73,699</b>	<b>73,699</b>	<b>-</b>	<b>-</b>
<b>Levy Dollars - Fund #30</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Regional Rail Authority Right-of Way Capital Improvements</b>						
		Contribution to County for FTE (levy)	131,193	144,240		13,047
		Ditch Drainage, Culvert Cleaning, Tree Removal, Trail Crack Sealing & Sealcoating	69,807	-		(69,807)
		Dakota Rail Regional Trail Crane Creek Bridge Repair	-	56,760		56,760
		<b>15-XXX-XXX-XXXX-66XX</b>	<b>201,000</b>	<b>144,240</b>	<b>-</b>	<b>(56,760)</b>
<b>Fund #15 Tot</b>	<b>15-XXX-XXX-XXXX-66XX</b>		<b>201,000</b>	<b>144,240</b>	<b>-</b>	<b>(56,760)</b>
<b>Levy Dollars - Fund #15</b>			<b>199,000</b>	<b>199,000</b>	<b>-</b>	<b>-</b>
<b>Road &amp; Bridge Capital Improvements</b>						
<b>Transfers</b>		State Aid Regular transfer for FTEs	437,006	489,666		52,660
307		Transportation Sales & Use Tax to Fund 3 for FTEs and 212 professional services	443,670	419,634		(24,036)
307		Wheelage tax funds transfer to Fund 35	315,000	315,000		-
307		<b>Levy transfer to Fund 3 for Seal Coating and Crack Filling</b>				-
		<b>03-304 &amp; 35-814</b>	<b>1,195,676</b>	<b>1,224,300</b>	<b>-</b>	<b>28,624</b>
<b>Professional Services</b>						
307	8365	82nd St (CSAH 18) - Construction Bavaria (incl. int.) to Hwy 41 (MUN/STATE)		288,904		288,904
307	8365	82nd St (CSAH 18) - Construction Bavaria (incl. int.) to Hwy 41 (Sales Tax)		435,574		435,574
307	8799	42nd St. Bridge #L9196 over stream - Hollywood Township (MUN/STATE)		10,000		10,000
307	8813	CSAH 61 Reconstruction from Highway 41 to East Chaska Creek (with TH41 - City Lead) (MUN/STATE)	383,076			(383,076)
307	8813	CSAH 61 Reconstruction from Highway 41 to East Chaska Creek (with TH41 - City Lead) (Sales Tax)	71,972			(71,972)
307	8818	County Road 117 (Galpin Blvd.) from Highway 5 to North County Line (City Lead) (Sales Tax)		500,400		
307	8820	Highway 41 and 10 Expansion from Bavaria to Park Drive (10-S2,S4,M4,M5,M6) (MUN/STATE)	212,156			(212,156)
307	8820	Highway 41 and 10 Expansion from Bavaria to Park Drive (10-S2,S4,M4,M5,M6) (Sales Tax)	883,223			(883,223)
307	8826	TH 212 Expansion from Norwood Young America to Cologne (MUN/STATE)	1,895,111			(1,895,111)
307	8827	TH 5 - Expansion from Kochia Lane to Minnewashta Pkwy & RAR from 78th to Fribourg.(MUN/STATE)		32,782		
307	8827	TH 5 - Expansion from Kochia Lane to Minnewashta Pkwy & RAR from 78th to Fribourg.(Fed)		578,393		
307	8827	TH 5 - Expansion from Kochia Lane to Minnewashta Pkwy & RAR from 78th to Fribourg.(CSAH Reg)		98,345		
307	8827	TH 5 - Expansion from Kochia Lane to Minnewashta Pkwy & RAR from 78th to Fribourg.(Sales Tax)		303,484		
307	8834	Highway 41 Reconstruction from Mn River to Walnut Court. (City Lead) (Sales Tax)	43,430			(43,430)
307	8839	Rose Ave. Bridge over stream - Watertown Township (MUN/STATE)		2,500		
307	8842	TH5/CSAH11(W) Intersection Improvements (AATP H5W-3) (MUN/STATE)		2,459		
307	8842	TH5/CSAH11(W) Intersection Improvements (AATP H5W-3) (Sales Tax)		34,995		
307	8844	CSAH 40 Rehab and SW from CSAH 52 to South County Line (Wheelage Tax)		150,000		
307	8866	Highway 20/25 Intersection (CSAH Reg)	35,009			(35,009)
307	8866	Highway 20/25 Intersection (MUN/STATE)	37,267			-
307	8870	CSAH 14/CSAH 17 Traffic Signal (CSAH Reg)		68,842		
307	8365	82nd St (CSAH 18) - Construction Bavaria (incl. int.) to Hwy 41 (AATP W82-1a, W82-3a) (MUN/STATE)	214,559			(214,559)
307	8365	82nd St (CSAH 18) - Construction Bavaria (incl. int.) to Hwy 41 (AATP W82-1a, W82-3a) (Sales Tax)	278,759			(278,759)
307	8681	CSAH 13 Reconstruction from TH 5 to TH 7 (Not Intersections) (MUN/STATE)	115,200			(115,200)
307	8681	CSAH 13 Reconstruction from TH 5 to TH 7 (Not Intersections) (CSAH Reg)	460,800			(460,800)
307	8787	CSAH 44 Reconstruction from CSAH 11 to TH212 (MUN/STATE)	100,000			(100,000)
307	8787	CSAH 44 Reconstruction from CSAH 11 to TH212 (CSAH Reg)	225,000			(225,000)
307	8818	County Road 117 (Galpin Blvd.) from Highway 5 to North County Line (MUN/STATE)	255,500			(255,500)
307	8818	County Road 117 (Galpin Blvd.) from Highway 5 to North County Line (Sales Tax)	577,000			(577,000)
307	8827	TH 5 - Expansion from Rolling Acres Rd. to Minnewashta Pkwy.(AATP H5E-1, H5W-5, RAR-1) (MUN/STATE)	78,121			(78,121)
307	8827	TH 5 - Expansion from Rolling Acres Rd. to Minnewashta Pkwy.(AATP H5E-1, H5W-5, RAR-1) (CSAH Reg)	95,481			(95,481)
307	8827	TH 5 - Expansion from Rolling Acres Rd. to Minnewashta Pkwy.(AATP H5E-1, H5W-5, RAR-1) (Sales Tax)	518,635			(518,635)
307	8839	Rose Ave. Bridge over stream - Watertown Township (MUN/STATE)	10,000			(10,000)
307	8839	Rose Ave. Bridge over stream - Watertown Township (Bridge Bonds)	10,000			(10,000)
307	8864	CSAH 10 at Waconia Pkwy N. Intersection (MUN/STATE)	78,000			(78,000)
307	8864	CSAH 10 at Waconia Pkwy N. Intersection (CSAH Reg)	150,000			(150,000)
307	8894	CSAH 11 Improvements from Twin Cities & Western Railroad crossing to 1/8 mile south of Highway 14 (10-S1) (MUN/STATE)	93,359			(93,359)
307	8894	CSAH 11 Improvements from Twin Cities & Western Railroad crossing to 1/8 mile south of Highway 14 (10-S1) (CSAH Reg)	267,347			(267,347)
307	8900	CSAH 92 at Airport Rd Intersection (City Lead) [92-M2] (Sales Tax)		126,374		
307	8904	CSAH 30 shoulder widening and SFDR from TH 25 to CSAH 10 (County Levy)				
307	8905	TH 5 Expansion from Minnewashta to TH 41 (AATP H5E-2) (Fed)		942,477		
307	8906	CSAH 11 & CSAH 14/MLR Roundabout (10-S1a) (MUN/STATE)		20,471		
307	8906	CSAH 11 & CSAH 14/MLR Roundabout (10-S1a) (Sales Tax)		61,414		
307	8929	TH 5/TH 41 Intersection [AATP H5E-3] (Fed)		303,232		
307	8936	TH5/CSAH11(E) Intersection Improvements (AATP H5W-4) (MUN/STATE)		1,639		
307	880002	CSAH 11 shoulder widening and rehab from TH 5 to TH7 (Wheelage Tax)	120,000			(120,000)
307	07-10-M1	CSAH 10/11 Intersection Improvements (10-M1) (CSAH Reg)	82,750			(82,750)
307	07-10-M2	CSAH 11 Improvements from N. 10 to RR (10-M2) (MUN/STATE)	21,658			(21,658)
307	07-10-M2	CSAH 11 Improvements from N. 10 to RR (10-M2) (CSAH Reg)	38,813			(38,813)
307	07-92-M2	CSAH 92 at Airport Rd Intersection (City Lead) [92-M2] (Sales Tax)	40,898			(40,898)
		<b>32-307-000-0000-6680</b>	<b>7,393,124</b>	<b>3,999,552</b>	<b>-</b>	<b>(6,621,379)</b>
<b>Construction</b>						
307	8015	Safety Set Aside (County Levy)	175,000	175,000		-
307	8016	Traffic Marking / Signs / Signals (County Levy)	545,000	315,000		(230,000)
307	8016	Traffic Marking / Signs / Signals (County Program Aid)	147,399	147,399		-
307	8793	CSAH 10 shoulder widening TH 25 to Wright County Line (CSAH Reg)	649,193			(649,193)
307	8794	CSAH 24 shoulder widening from CSAH 10 to Hennepin County Line (CSAH Reg)	1,269,387			(1,269,387)
307	8794	CSAH 24 shoulder widening from CSAH 10 to Hennepin County Line (Wheelage Tax)	3,089,484			(3,089,484)
307	8799	42nd St. Bridge #L9196 over stream - Hollywood Township (MUN/STATE)	10,000	10,000		-
307	8799	42nd St. Bridge #L9196 over stream - Hollywood Township (Bridge Bonds)	340,000	340,000		-
307	8813	CSAH 61 Reconstruction from Highway 41 to East Chaska Creek (61-S2,S3,M2) (with TH41 - City Lead) (MUN/STATE)	3,552,800			(3,552,800)
307	8813	CSAH 61 Reconstruction from Highway 41 to East Chaska Creek (61-S2,S3,M2) (with TH41 - City Lead) (Sales Tax)	680,200			(680,200)
307	8818	County Road 117 (Galpin Blvd.) from Highway 5 to North County Line (City Lead) (Sales Tax)		6,056,650		
307	8834	Highway 41 Reconstruction from Mn River to Walnut Court.(41-S4,S5,S6,S7,M1) (City Lead) (Sales Tax)	859,800			(859,800)
307	8839	Rose Ave. Bridge over stream - Watertown Township (MUN/STATE)		10,000		
307	8839	Rose Ave. Bridge over stream - Watertown Township (Bridge Bonds)	340,000	340,000		-
307	8847	Highway 5 & CSAH 33 Roundabout, 212 Underpass, 212/33 Signal. SP 010-633-047. MnDOT lead Construction (Fed)	1,017,065			(1,017,065)
307	8866	Highway 20/25 Intersection (MUN/STATE)	578,333			(578,333)
307	8866	Highway 20/25 Intersection (CSAH Reg)	325,117			(325,117)
307	8876	County Wide Intersection Lighting (Fed)	292,500			(292,500)
307	8880	CSAH 50 from Hamburg to CSAH 33(W) (County Levy)				
307	8894	CSAH 11 Improvements from Twin Cities & Western Railroad crossing to 1/8 mile south of Highway 14 (10-S1) (MUN/STATE)	466,796			(466,796)
307	8894	CSAH 11 Improvements from Twin Cities & Western Railroad crossing to 1/8 mile south of Highway 14 (10-S1) (CSAH Reg)	1,336,734			(1,336,734)
307	8895	County Wide Wet Reflective Pavement Markings (Fed)		785,570		
307	8908	CR 153 from CSAH 50 to Highway 284 (County Levy)				
307	8909	CSAH 50 shoulder widening and rehab from W CL to Highway 5 (CSAH Reg)		263,312		
307	8000	Seal Coat, Crack Seal, Sheet Patching, Bridge Decks, Culverts, Misc. (County Levy)				
		<b>32-307-000-0000-6681</b>	<b>15,674,808</b>	<b>8,442,931</b>	<b>-</b>	<b>(14,347,409)</b>
<b>Right of Way</b>						
307	8820	Highway 41 and 10 Expansion from Bavaria to Park Drive incl Ped Underpasses (10-S2,S3,S4,S5,S6,S7) (MUN/STATE)	337,844			(337,844)
307	8820	Highway 41 and 10 Expansion from Bavaria to Park Drive incl Ped Underpasses (10-S2,S3,S4,S5,S6,S7) (Sales Tax)	858,321			(858,321)
307	8824	CSAH 61 Reconstruction from Engler Blvd. to Bluff Creek Dr.(61-M3, L5) (MUN/STATE)	642,238			(642,238)
307	8826	TH 212 Expansion from Norwood Young America to Cologne (MUN/STATE)		2,123,000		
307	8826	TH 212 Expansion from Norwood Young America to Cologne (CSAH Reg)		117,000		
307	8826	TH 212 Expansion from Norwood Young America to Cologne (Sales Tax)		685,000		
307	8864	CSAH 10 at Waconia Pkwy N. Intersection (City Lead) (MUN/STATE)		100,000		
307	8864	CSAH 10 at Waconia Pkwy N. Intersection (City Lead) (CSAH Reg)		100,000		
307	8844	CSAH 40 Rehab and SW from CSAH 52 to South County Line (Wheelage Tax)	350,000			(350,000)
307	8880	CSAH 50 shoulder widening and rehab from CSAH 31 to CSAH 33(W) (Wheelage Tax)	168,074			(168,074)
307	8894	CSAH 11 Improvements from Twin Cities & Western Railroad crossing to 1/8 mile south of Highway 14 (10-S1) (MUN/STATE)	23,340			(23,340)
307	8907	CSAH 43 from Marsh Lake Road to Tellers Road (MUN/STATE)		100,000		
307	8907	CSAH 43 from Marsh Lake Road to Tellers Road (CSAH Reg)		100,000		
307	8931	CSAH 11 shoulder widening and rehab from TH 5 to TH7 (Wheelage Tax)		235,000		
		<b>32-307-000-0000-6685</b>	<b>2,379,817</b>	<b>3,125,000</b>	<b>-</b>	<b>(2,379,817)</b>
<b>Resurfacing/ Rehab/ Maintenance</b>						
307	8000	<b>Resurfacing/ Rehab/ Maintenance (County Levy)</b>	1,670,000	2,000,000		330,000
307	8000	Resurfacing/ Rehab/ Maintenance (CSAH Reg)	138,216			(138,216)
		<b>32-307-000-0000-6684</b>	<b>1,808,216</b>	<b>2,000,000</b>	<b>-</b>	<b>191,784</b>
<b>Fund #32 Tot</b>	<b>32-307-XXX-XXXX-66XX</b>		<b>28,451,641</b>	<b>19,226,783</b>	<b>-</b>	<b>(23,128,197)</b>
<b>Road &amp; Bridge Levy Dollars - Fund #32</b>			<b>2,390,000</b>	<b>2,490,000</b>	<b>-</b>	<b>100,000</b>

# Attachment D: Facilities, Vehicles and Equipment Replacement Schedule (County-wide)

as of 8/24/22

DEPT.	DESCRIPTION	2022	2023	2023	2023	Inc./Dec
		Board Approved	Initially Rolled Forward from 2022 LTFP	County Administrator's Preliminary Recommendation	Board Approved	
<b>Public Services - Facilities</b>						
Building Improvements - 6640						
	Facilities - Manager Initiatives	335,000	355,000	335,000		-
Dept. Total	01-110-XXX-2001-66XX	335,000	355,000	335,000	-	-
<b>Public Services - Information Technology</b>						
Capital Initiative						
	IT Capital Initiatives	140,000	160,000	140,000		-
	Software: 01-049-046-0000-6660	140,000	160,000	140,000	-	-
Infrastructure Te						
	Scanner/Printer Replacement	20,000	20,000	20,000		-
	Equipment: 01-049-046-0000-6660	20,000	20,000	20,000	-	-
CarverLink						
	CarverLink buildout*	105,000	105,000	105,000		-
	CarverLink equipment replacement*	30,000	30,000	30,000		-
	Equipment: 02-048-000-130x-666x	135,000	135,000	135,000	-	-
Dept. Total		295,000	315,000	295,000	-	-
<b>Public Services - Library</b>						
Administration						
	Furniture/Equipment replacement	20,000	20,000	20,000		-
Dept. Total	01-014-XXX-XXXX-66XX	20,000	20,000	20,000	-	-
<b>Public Services - Planning &amp; Water</b>						
WMO						
	Carver County Water Mgmt. Organization Project Fund*	161,893	174,700	174,700		12,807
	16-XXX-XXX-XXXX-6630	161,893	174,700	174,700	-	12,807
Dept. Total	16-XXX-XXX-XXXX-66XX	161,893	174,700	174,700	-	12,807
<b>Sheriff's Office</b>						
Admin						
	Sheriff Priorities	50,000	50,000	50,000		-
	Equipment: 01-201-201-0000-66xx	50,000	50,000	50,000	-	-
Patrol						
	Camera Replacement: BWC and Squads	-	20,000	-		-
	Vehicles	330,000	345,000	330,000		-
	Vehicles: 01-201-236-0000-6670	330,000	365,000	330,000	-	-
Communication						
	MDC Replacement and Mobile Radio Replacement	60,000	60,000	60,000		-
	Portable Radio Replacement Planning	35,000	35,000	35,000		-
	Equipment: 01-201-240-0000-6660	95,000	95,000	95,000	-	-
Division Total	01-201-XXX-XXXX-66XX	475,000	510,000	475,000	-	-
<b>Public Works</b>						
Highway Operat						
	County-wide Fleet	580,000	605,000	580,000		-
	Public Works Equipment (CSAH)*	150,000	150,000	150,000		-
	Equipment: 03-304-000-0000-66xx	730,000	755,000	730,000	-	-
		-	-	-	-	-
Park Administra						
	Park Maintenance Projects	50,000	50,000	50,000		-
	Site Improvements: 01-520-000-0000-66xx	50,000	50,000	50,000	-	-
Division Total		780,000	805,000	780,000	-	-
<b>County Totals</b>		<b>2,066,893</b>	<b>2,179,700</b>	<b>2,079,700</b>	<b>-</b>	<b>12,807</b>
	*Non-Levy Dollars Available to Pay	(446,893)	(459,700)	(459,700)	-	(12,807)
	Net Levy Dollars Needed	1,620,000	1,720,000	1,620,000	-	-

**2023 Budget - One-Time Projects: Building maintenance, capital projects, equipment, software, etc.**

as of 9/1/22

	Division Priority	Item	Requesting ARPA/BSA Funds?	2023 LTFP/Division Director Request	2023 County Administrator Recommendation	2023 Board Approved
<b>2022 Long Term Financial Plan Projects:</b>						
Public Services - Facilities	1	Elevator Upgrades - Justice Center	N	80,000	80,000	
Public Services - Facilities	2	Replace Roof Section - PW Cologne	N	350,000	350,000	
Public Services - IT	4	Network Traffic Shaper	N	70,000	70,000	
Public Services - Facilities	5	Replace HVAC Variable Frequency Drives	N	45,000	45,000	
Public Services - IT	6	Fiber Installed in Road Projects	N	75,000	75,000	
Public Services - Facilities	7	Replace RTU's - PW Cologne	N	65,000	65,000	
Public Services - Facilities	8	Remodel Restrooms - PW Cologne	N	225,000	225,000	
Public Services - Facilities	9	Replace Office Furniture	N	65,000		
Public Services - Facilities	10	Replace Carpet, Wall Coverings, etc. - County Buildings	N	125,000		
Public Services - Facilities	11	Remodel Lobby Restrooms - Sheriff	N	75,000		
Public Services - Facilities	12	Replace Secondary Water Heater - 606 Building	N	65,000		
Public Services - Facilities	NA	Building Upgrades/Improvements/etc.: Scheduled for 2024-2028	N	3,500,000		
Public Services - Library	NA	Shelves & Books for New Chaska Library - Scheduled for 2024	N	3,300,000	522,358	
Sheriff	1	EOC Uninterrupted Power Supply (UPS)	N	38,000	38,000	
Sheriff	1	Replacement Intercom and Door Control Systems	N	200,000	200,000	
Sheriff	2	ARMER Radio System Upgrade	N	25,000	25,000	
Sheriff	4	Walk-in Cooler/Freezer	N	150,000	150,000	
Sheriff	5	Forensic Exam Computer/Center	N	7,000	7,000	
Public Works- Parks	9	Playground for Waconia Regional Park - 2024?	N	1,000,000		
Public Works- Parks	10	Replacement Playground for Lake Minnewashta RP; 202X?	N	1,000,000		
<b>Division Director Project Requests and Equipment:</b>						
PFS- Property Tax	1	Additional one-time costs to replace Property Tax software (temp staff, modules, etc.) \$700K total project cost (\$450K approved in 2022 Budget)	N	250,000	250,000	
PFS- Assessor	2	Replace Assessor's CAMA software (same vendor as Property Tax)	N	500,000		
HHS	1	Replace chrome books for remote workers & Traverse software for Income Support Department	N	725,000	725,000	
Public Works-Admin	2	Software Intergrations	N	30,000	30,000	
Public Works- Parks	4	Baylor Park Boardwalk	N	250,000		
Public Works- Parks	5	Safety Improvement, Minnewashta RP Playground Remove Pea Rock and Replace with Wood fiber	N	90,000	90,000	
Public Works- Parks	6	iPad for rental service at new park building	N	2,500		
Public Works- Parks	7	Historical Information Interpretive Signage for new park building (grounds and lobby area)	N	50,000		
Public Works- Parks	8	Entrance/Monument Signage - LWRP	N	70,000		
Public Works- Parks	11	Miller Lake Land Acquisition	N	600,000		
Public Works- PD	12	Drone with LIDAR equipment for topographic surveying	N	220,000		
Sheriff	3	Sheriff Priorities- incremental increase starting in 2023	N	10,000	10,000	
Public Services - IT	3	Network Switch Upgrade	N	75,000	75,000	
Public Service- IT		Board Room AV upgrades	Y	150,000	150,000	
One Time Projects Total =				13,482,500	3,182,358	-
Initial Project Funding +over/(under)				(10,300,142)	-	-
One-Time Funding Sources:						
\$100,000 redirected from 2019 - 2022 CPA				540,000	540,000	
\$100,000 redirected from 2023 CPA + 2023 incr in CPA				142,358	142,358	
\$2,500,000 transferred from debt service reserves				2,500,000	2,500,000	
Total One-Time Funding Sources:				\$ 3,182,358	\$ 3,182,358	\$ -

## Attachment E-2



### COVID-19 Budget Stabilization Account (“BSA”) Requests Recap

For 09/06/2022 County Board Meeting

Total BSA Requests = \$6,707,000

Current Unallocated BSA Balance = \$4,577,795

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### Internal Requests = \$2,087,500

1. Public Services – Facilities/County Building Upgrades: **\$1,500,000**

- HVAC work – improve air quality
- Install/Upgrade Emergency Management System (EMS)
- Remove pneumatic controls in the jail and replace with electronic controls

2. HHS – Housing Weather-Related Vouchers, Homeless Shelter program: **\$540,000\***

- \$15,000 – Weather-Related Vouchers – Purpose is to help law enforcement or HHS when they encounter a person with no other housing for the night and the temperature outside is above 100 degrees or below zero.
- \$197,500 – Hotel/Shelter vouchers for HUD homeless.
- \$50,000 – Help permanently house shelter program clients by paying related costs (e.g., deposits, utilities).

\*\$262,500 for 2023; \$262,500 for 2024; \$15,000 for 2025

3. HHS – Transportation/Expand Workforce Services, Address Workforce shortage: **\$450,000\***

- \$125,000 – Develop Mobility Board “Hop Carver” Transportation Program (modify Scott County model). SmartLink Transit would manage the program. Focus on rural communities.
- \$75,000 – Expand CareerForce Services including the Career Pathways and Two Gen programs.
- \$25,000 – Partner with community to pilot certified nursing assistant program.

\*\$225,000 for 2023; \$225,000 for 2024

4. HHS – Staff Training/Retention Strategy: **\$100,000**

- \$25,000 - To sustain County Board-approved HHS equity and inclusion efforts by offering the YMCA learning series to new employees in 2023 and develop qualified internal facilitators in HHS. All current HHS employees will complete the learning series by the end of 2022.
- \$75,000 – Invest in HHS Income Support staff by offering an evidence-based training technique (Motivational Interviewing) that supports skilled engagement of customers to increase efficiency, improve customer satisfaction, and positively impact program outcomes.

## Attachment E-2

### External Requests = \$4,619,500

1. Love, INC - **\$400,000**  
Lost revenue during pandemic due to not holding fundraisers. \$140,000 to cover rent on their FurniShare Store, \$10,000 to cover debt on their delivery truck, \$250,000 for IT/Infrastructure and staff costs.
2. Outpost – Trades – Tiny Homes: **\$715,000**  
Invest in proof-of-concept training program focused on carpentry skills development. \$399,000 to cover capital improvements to their building. \$316,000 to offset annual operating costs.
3. A Better Society – Endowment Fund: **\$1,000,000**  
Create a permanent community endowment utilizing the Community Foundation for Carver County and use annual dividends to assist families in crisis.
4. A Better Society – Project Lin-kij; Unite Us software: **\$125,000**  
Implement Project Lin-kij utilizing software (called Unite Us) to connect organizations through a referral-based model.
5. Laketown/Dahlgren Townships – Augusta Road Replacement: **\$150,000**  
Repave approximately .6 miles of Augusta Road from County Road 43 west.
6. Launch Ministry – Trades – Coffee Shop: **\$50,000**  
Training program for youth replicating a model implemented elsewhere in the metro. Broken ground on site located at Stars Early Learning Academy in Cologne. Funds are for startup costs – training/purchasing product.
7. Eva Sophia – Residential Facility: **\$1,729,500**  
To purchase land in Waconia to build residential housing for persons with a developmental disability. Not supported by CDA Board – too early with request.
8. City of Chaska – Grocery Store Land Trust: **\$450,000**  
Cover the cost of land located at Cooper’s Grocery Store in Chaska. Changed request from repurposing CDA housing assistance funds to BSA request.



**CONFERENCE AND TRAINING LIST  
BY DEPARTMENT FOR 2023**

as of 7.18.22		2022	2023	2023	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
<b>Commissioners</b>					
<b>District 1</b>	AMC and miscellaneous instate	4,000	4,000		-
<b>District 2</b>	Transportation Alliance Fly-in-Washington Washington- (2) Outstate travel trips re: transportation funding Waste Expo-Outstate location TBD AMC/Midwest Regional Rail and miscellaneous instate	4,000	4,000		-
<b>District 3</b>	Washington DC Transportation related event AMC and miscellaneous instate Labor Relations Out of state conference, location TBD Organizational Behavior out of state conference, location TBD Economic Development out of state conference, location TBD Government Financial Management out of state conference, location TBD Shared Best Practices out of state conference, location TBD	4,000	4,000		-
<b>District 4</b>	AMC and miscellaneous instate Washington Transportation Fly-In	4,000	4,000		-
<b>District 5</b>	AMC and miscellaneous instate Washington DC Transportation related event NACo Legislative-Washington NACo Annual Conference-Colorado	4,000	4,000		-
<b>Total- Commissioners</b>	<b>01-001-XXX-0000-6332</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>-</b>
<b>County Administration</b>					
	AMC Annual Conference	700	700		-
	MCMA/MACA Annual Conference	725	725		-
	MACA Fall	475	475		-
	Washington, DC Transportation Funding	2,000	2,000		-
	Misc.- Administrator/staff	200	200		-
<b>Total- County Administrati</b>	<b>01-030-000-0000-6332</b>	<b>4,100</b>	<b>4,100</b>	<b>-</b>	<b>-</b>
<b>Public Services - Administration</b>					
	MCMA Annual Conference - Minnesota - 2	1,500	1,500		-
	ICMA National Conference - Out of State	1,800	1,800		-
	MACA Fall - Minnesota	650	650		-
	Webinars and In State Training	1,500	1,500		-
	Staff Professional Training	100	100		-
<b>Total- Public Services Adn</b>	<b>01-048-000-0000-6332</b>	<b>5,550</b>	<b>5,550</b>	<b>-</b>	<b>-</b>
<b>Public Services - Facilities</b>					
Facilities Management					
	IFMA & EDAM - Local	1,100	1,100		-
	IFMA National	1,000	1,000		-
<b>Total- Facilities</b>	<b>01-110-000-0000-6332</b>	<b>2,100</b>	<b>2,100</b>	<b>-</b>	<b>-</b>
<b>Public Services - Information Services</b>					
<b>CIO</b>	Microsoft Ignite Conference (out of state training - 1)	3,500	3,500		-
	In state training	500	500		-
	01-049-000-0000-6332	4,000	4,000	-	-
<b>Infrastructure</b>					
	Infrastructure Conferences (out of state - 2)	10,000	10,000		-
	In state training	11,400	11,400		-
	01-049-046-0000-6332	21,400	21,400	-	-
<b>Client Services</b>					
	Records Management Conference (ARM, MER, etc.) (out of state - 1)	3,500	3,500		-
	In state training	2,100	2,100		-
	01-049-xxx-0000-6332	5,600	5,600	-	-
<b>GIS &amp; Software</b>					
	ESRI International Conf. (out of state - 2)	4,000	4,000		-
	Microsoft Ignite Conf. (out of state -2)	8,000	8,000		-
	Web and SharePoint (out of state - 1)	3,500	3,500		-
	In state training	4,000	4,000		-
	01-049-062-0000-6332	19,500	19,500	-	-
<b>Project Management Office</b>					
	Onbase National Conference (out of state - 1)	3,500	3,500		-
	Business Analysis Conference (out of state - 1)	3,500	3,500		-
	PMO Conference (out of state - 1)	3,500	3,500		-



**CONFERENCE AND TRAINING LIST  
BY DEPARTMENT FOR 2023**

as of 7.18.22

		2022	2023	2023	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
	In state training	4,000	4,000		-
	01-049-064-0000-6332	14,500	14,500	-	-
<b>Support Services</b>	In state training	3,500	3,500		-
	01-049-063-0000-6332	3,500	3,500	-	-
<b>Security</b>	In state training	3,500	500		(3,000)
	Security Conference (out of state - 1)		3,000		3,000
	01-049-066-0000-6332	3,500	3,500	-	-
<b>CarverLink</b>	In state training	2,300	2,300		-
	02-048-000-0000-6332	2,300	2,300	-	-
<b>Total- Information Tech</b>	<b>01-049-XXX-XXXX-6332 &amp; 02-048.6332</b>	<b>74,300</b>	<b>74,300</b>	<b>-</b>	<b>-</b>

**Public Services - Library**

	American Library Association (2023) - Seattle, WA - 3 attendees	2,500	6,000		3,500
	Power Up Conference (2022) - Madison, WI - (5 attendees)	3,500	-		(3,500)
	01-014-500-0000-6332	6,000	6,000	-	-

**MELSA-funded Conferences \***

	Power Up Conference (2023) - Madison, WI (5 attendees)	-	4,000		4,000
	Public Library Association Conference (2022) - Portland, Oregon (3 attendees)	7,500	-		(7,500)
	COSUGI (Customers of Sirsi Users Group (2023) - Provo, Utah (2 attendees)	5,000	5,000		-
	In-State Conferences (MLA) and Webinars	2,055	5,000		2,945
	01-014-500-8011-6332 Reimbursed by MELSA *	14,555	14,000	-	(555)
	<i>*Beginning in 2021 the Library has included MELSA-reimbursed conference expenses and the offsetting reimbursement revenue in the requested budget for the department. These additions are levy neutral.</i>				

**Law Library**

	Potential Out of State Training (TBD)	2,000	2,000		-
	In State Training	500	500		-
	02-508-000-0000-6332	2,500	2,500	-	-

<b>Total- Library and Law Lib</b>	<b>01-014-500-XXXX-6332 &amp; 02-508.6332</b>	<b>23,055</b>	<b>22,500</b>	<b>-</b>	<b>(555)</b>
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**Public Services - Veteran Services**

	MN DVA Spring Training/Conference (Four staffers @ \$320/staffer)	1,280	1,280		-
	Nat'l County Veteran Service Officer Conf (Out of State - Two staffers @ \$1640/staffer)	3,280	3,280		-
	MN County Veterans Service Officer Conference (Four staffers @ \$785/staffer)	3,140	3,140		-

<b>Total- Veteran Services</b>	<b>01-120-000-0000-6332</b>	<b>7,700</b>	<b>7,700</b>	<b>-</b>	<b>-</b>
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**Public Services - Land Management**

	Planning/Zoning Administrators workshop or conference (e.g. MACPZA, APA, etc.)	900	900		-
	Continuing Education (e.g. Building Plan Technician Certification, etc.)	300	300		-
	Professional Development or work related Tuition Reimbursement (In State)	400	400		-
	01-123-160-0000-6332	1,600	1,600	-	-

**Public Services- Environmental Services**

**Administration**

	Annual Agricultural Inspectors Conference	250	250		-
	Annual MPCA Sewage Treatment System Cont. Education (3)	1,900	1,900		-
	Annual MPCA County Feedlot Officers Training	300	300		-
	Misc. professional conferences or work related tuition reimbursement	900	900		-
	Feedlot, SSTS and Water Quality misc. conferences	500	500		-

**Solid Waste**

	RAM/SWANA Annual Conference [4]	950	950		-
	SWAA Annual Conference	200	200		-
	Misc. special issue SW Conferences	1,500	1,500		-
	National Solid Waste Conference (Out of State)	1,300	1,300		-

**Industrial Hazardous Waste**

	National Hazardous Waste Conference (Out of State)	2,000	2,000		-
	Misc. special issue conferences	300	300		-
	OSHA/Safety Training	300	300		-

<b>Total - Environmental Services</b>	<b>01-123-130-XXXX-6332</b>	<b>10,400</b>	<b>10,400</b>	<b>-</b>	<b>-</b>
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**Public Services - Planning & Water Management**

	ESRI Annual User Conference (Out of State)	1,500	1,500		-
	Misc. Professional conferences or Tuition Reimbursement	250	250		-
	MN Water Resource conference: MNAPA Annual Conference, other water related conferences, other planning related conferences.	1,650	1,650		-
	In state GIS, CRM or other software conference & training	850	850		-
	Wetland Certification and related training	2,300	2,300		-

**CONFERENCE AND TRAINING LIST  
BY DEPARTMENT FOR 2023**

as of 7.18.22

		2022	2023	2023	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
	National (Out of State) potential conferences: Nat. APA Conf., Nat. NALMS Conf., Nat. StormCon Conf., Nat. TMDL Conf., National LID Symposium, Nat. ESRI Water conference, Center for Watershed Protection Nat. Conf,	1,550	1,550	-	-
	01-123-XXX-XXXX-6332 & 16.6332	8,100	8,100	-	-
<b>AIS</b>					
	Nat AIS conference, International AIS conference (Out of State) or State AIS conferences and training: State of Water, AIS Summit, AISRC center, Upper Midwest Invasive Species Conference, Invaders Summit, WI AIS ID Training or related trainings	1,625	1,625	-	-
	01-123-120-5021-6332	1,625	1,625	-	-
<b>Total- Public Services</b>		<b>134,430</b>	<b>133,875</b>	<b>-</b>	<b>(555)</b>
<b>Attorney</b>					
	IMLA (La Quinta, CA) & NDAA- (Washington, DC)	6,000	6,000	-	-
	Various training courses- continuing education credits for Attorneys	10,500	10,500	-	-
<b>Total- Attorney</b>	<b>01-090-000-0000-6332</b>	<b>16,500</b>	<b>16,500</b>	<b>-</b>	<b>-</b>
<b>Employee Relations - Personnel Services</b>					
	MCHRMA Spring Conference	300	300	-	-
	MCHRMA Fall Conference	400	400	-	-
	MPELRA Summer Conference	500	500	-	-
	MPELRA Winter Session	200	200	-	-
	ADA, WC, FMLA, COBRA, ACA	500	500	-	-
	SHRM Seminars	600	600	-	-
	Support, MCIT Seminars	600	600	-	-
	Legal Update Seminars	2,400	2,400	-	-
	NPELRA, SHRM or IPMA or NEOGOV Out-of-State Conference	4,000	4,000	-	-
	IPMA Local, Regional or National Conference	700	700	-	-
	AAOHN Occupational Health Nurses National Conference or Other Occ Health - Out-of-St:	2,000	2,000	-	-
	PRIMA National Conference - Out-of-State	2,000	2,000	-	-
	01-050-000-0000-6332	14,200	14,200	-	-
	Wellness Conference	1,000	1,000	-	-
	01-050-050-0000-6332	1,000	1,000	-	-
<b>Total- Employee Relations</b>	<b>01-050-XXX-0000-6332</b>	<b>15,200</b>	<b>15,200</b>	<b>-</b>	<b>-</b>
<b>Property &amp; Finance</b>					
<b>Finance</b>					
	National GFOA Conference- Portland, OR (OUT OF STATE) (2)	4,200	4,200	-	-
	National APA Congress- Denver, CO (OUT OF STATE)	3,000	3,000	-	-
	Minnesota GFOA Conference (3)	1,500	1,500	-	-
	MCCC Annual Conference	1,000	1,000	-	-
	Additional Staff Training (IFS, Year-end, OSA)	1,250	2,000	-	750
	Treasurer's Mid-Year Conference	750	-	-	(750)
	01-045.6332	11,700	11,700	-	-
<b>Property Tax</b>					
	MN Assoc. of County Officers	750	750	-	-
	MN Assoc. of County Auditors	500	500	-	-
	Tax Training /Dept. Revenue	500	500	-	-
	MCCC Conference	500	500	-	-
	Staff Training	700	700	-	-
	01-040-040-0000-6332	2,950	2,950	-	-
<b>License Centers</b>					
	MN Assoc. of County Officers	600	600	-	-
	Deputy Registrar Annual Meeting	600	600	-	-
	Staff Training	800	800	-	-
	01-040-055-0000-6332	2,000	2,000	-	-
<b>Elections &amp; Licensing</b>					
	MN Assoc. of County Officers	600	600	-	-
	Sec. of State Training	600	600	-	-
	Staff Training	1,200	1,200	-	-
	01-040-065-0000-6332	2,400	2,400	-	-
<b>County Assessor</b>					
	MAAO Fall Conference	1,250	1,250	-	-
	MAAO Seminars	1,500	1,500	-	-
	CLE Seminars	750	750	-	-
	MCCC Annual Conference	1,500	1,500	-	-
	MAAP Training	200	200	-	-
	Appraisal Training	4,000	4,000	63	-
	01-047.6332	9,200	9,200	-	-

**CONFERENCE AND TRAINING LIST  
BY DEPARTMENT FOR 2023**

as of 7.18.22

		2022	2023	2023	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
<b>Land Records and Vitals</b>					
	MN Association of County Officers	2,000	2,000		-
	PRIA National Conference- (OUT OF STATE) (2)	4,000	4,000		-
	Recorder's Conference	2,000	2,000		-
	Examiner of Titles Training	500	500		-
	MCRA Conference (Vitals)	300	300		-
	Staff Training	700	700		-
	<b>01-100.6332</b>	<b>9,500</b>	<b>9,500</b>	<b>-</b>	<b>-</b>
<b>Total- Property &amp; Finance</b>		<b>37,750</b>	<b>37,750</b>	<b>-</b>	<b>-</b>
<b>Public Works - Road &amp; Bridge</b>					
<b>Administration</b>					
	MCEA Institute	850	850		-
	Highway Accountants Conference (2)	1,150	1,150		-
	Minnesota Transportation Conference	-	300		300
	NACE Annual Conference (Alabama) OUT OF STATE	600	2,850		2,250
	MTA Fly In (Washington DC) OUT OF STATE	1,300	1,300		-
	MTA Annual Meeting	100	100		-
	APWA Annual Conference OUT OF STATE	1,500	2,500		1,000
	DC Congressional Visit - Highway 12 & 5 OUT OF STATE	2,000	1,000		(1,000)
	MAPA (MN Asphalt Pavement Assoc.)	-	100		100
	Miscellaneous staff training	500	500		-
	<b>03-301-000-0000-6332</b>	<b>8,000</b>	<b>10,650</b>	<b>-</b>	<b>2,650</b>
<b>Asset &amp; Performance Mgmt.</b>					
	MN GISLIS Conference	2,500	2,400		(100)
	ESRI User Conference (San Diego) OUT OF STATE	1,600	2,000		400
	Transportation Research Board National Conference OUT OF STATE	2,500	2,500		-
	GIS Transportation Asset Management Conference	1,500	2,500		1,000
	iAM North American Conference OUT OF STATE	2,500	2,500		-
	Cartegraph Conference (Colorado) OUT OF STATE (3)	5,000	5,000		-
	Leadership Training	1,000	500		(500)
	Drone Training & Testing	1,600	1,000		(600)
	<b>03-302-000-0000-6332</b>	<b>18,200</b>	<b>18,400</b>	<b>-</b>	<b>200</b>
<b>Program Delivery</b>					
	MCEA Institute	2,400	3,400		1,000
	MCEA Summer Conference	650	700		50
	MSPS Conference	950	950		-
	MSPS Winter Conference	300	300		-
	MACS Seminars	300	300		-
	GIS Seminars	400	400		-
	MN-Dot Survey Technical Conference	1,400	1,400		-
	Frontier Precision	1,000	1,000		-
	CTC AutoCad	1,000	2,000		1,000
	MN Transportation Conference	1,500	900		(600)
	Toward Zero Deaths Conference	800	400		(400)
	MN-Dot and U of M certificates	12,445	13,215		770
	MN-Dot and U of M re-certificates	2,085	3,020		935
	MN-Dot R-O-W Conference	1,000	1,000		-
	Project Management Training	3,000	1,000		(2,000)
	Project Management Institute Days Conference	2,500	2,500		-
	NACE Annual Conference (Alabama) OUT OF STATE	2,600	2,850		250
	ATTSA How To Conference OUT OF STATE	500	300		(200)
	IMSA TS Tech 2-year Re-certification	2,000	1,500		(500)
	MN APA Conference & Workshop	500	865		365
	Miscellaneous	170	-		(170)
	<b>03-303-000-0000-6332</b>	<b>37,500</b>	<b>38,000</b>	<b>-</b>	<b>500</b>
<b>Highway Operations</b>					
	Equipment Training, Pesticide	810	1,810		1,000
	Safety Conference	250	250		-
	Wellness Conference / Training	300	300		-
	Equipment Training	150	150		-
	Snow Rodeo	500	500		-
	APWA Snow Conference, (out of state)	-	-		-
	APWA National Conference, (out of state)	-	3,000		3,000
	U of W Snow and Ice Management (out of state)	2,000	2,000		-
	Asset Works Academy (2 staff) (out of state)	4,500	4,500		-
	Miscellaneous	490	1,490		1,000
	<b>03-304-000-0000-6332</b>	<b>9,000</b>	<b>14,000</b>	<b>-</b>	<b>5,000</b>
<b>Equipment Operations</b>					
	Hydraulic, Electrical, & Welding Training	2,000	2,700		700
	Mack Class OUT OF STATE	5,500	2,300	64	(3,200)
	<b>03-306-000-0000-6332</b>	<b>7,500</b>	<b>5,000</b>	<b>-</b>	<b>(2,500)</b>

**CONFERENCE AND TRAINING LIST  
BY DEPARTMENT FOR 2023**

as of 7.18.22

		2022	2023	2023	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
<b>Parks</b>	MRPA Annual Conference	1,500	1,500		-
	MN Shade Tree Short	100	600		500
	MRPA Seminars	100	100		-
	Park Supervisor Seminars	100	100		-
	National Park Institute (Out of State)	2,500	2,500		-
	Outdoor Recreation Curriculum Standards	500	500		-
	Miscellaneous	200	300		100
	01-520-000-0000-6332	5,000	5,600	-	600
<b>Total- Public Works</b>	<b>01 &amp; 03-XXX-XXX-XXXX-6332</b>	<b>85,200</b>	<b>91,650</b>	<b>-</b>	<b>6,450</b>
<b>Sheriff's Office</b>					
<b>Administrative Services Unit</b>		20,000	20,000		-
	Clerical Support (15)				
	MSA Summer Conference				
	MSA Winter Conference				
	Administrative Services Manager (PLEAA Conference)				
	Sheriff MSA Jail Conference				
	Chief Deputy				
<b>Jail Services Unit</b>		9,000	9,000		-
	Jail Training-Conf, Mgmt. Training, etc.				
	From SS Other				
<b>Patrol Services Unit</b>					
	Training - State POST, OSHA mandated,				
	Elective, 1st Responder, PRISIM, ADA, etc.				
	Traffic Safety/Criminal Interdiction/Weights/Scales				
	K-9 Trials and Certifications				
	Supervisor Development				
<b>Operation Services Unit</b>	Investigation Division				
	Crime Technician				
	School Resource Officer/Gangs/Bike Patrol				
	SERT				
<b>Support Services Unit</b>		69,380	69,380		-
	ATV				
	Civil Process				
	Conceal and Carry				
	Warrants				
	Dive Team				
	Community Service Officers (CSO)				
	Court/Bailiffs				
	Reserves				
	Volunteer Services- Chaplain				
	Rec Services - Water Patrol				
	Snowmobile				
	Training -In House Entire Office - Sex Harr, Cult Div., 1st Aid				
	Instructor Courses-recertification, etc.				
	Supervisory - Sgt & Cpl				
	Licensed Personnel Training				
	ILEETA Conference Outstate (1)				
	EVOC, 1st Aid, SPSC				
	01-201-XXX-XXXX-6332	98,380	98,380	-	-
<b>Emergency Management Unit</b>					
	AMEM Emergency Management Conference	1,900	1,900		-
	Governor's Emergency Mgmt. Conf.	1,000	1,000		-
	Emergency Management Training	1,000	2,242		1,242
	Hazardous Materials Training	2,600	2,600		-
	01-201-280-0000-6332	6,500	7,742	-	1,242
<b>Conceal &amp; Carry</b>					
	Conceal & Carry- reserve fund	1,700	1,700		-
	02-202-000-0000-6332	1,700	1,700	-	-
<b>Reserves-</b>					
	Reserves	1,000	1,000		-
	02-204-000-0000-6332	1,000	1,000	-	-
<b>Explorers</b>					
	Explorers training	2,750	-		(2,750)
	02-203-000-0000-6332	2,750	-	-	(2,750)
<b>Posse</b>					
	Posse Training	3,750	3,750		-
	02-203-000-0000-6332	3,750	3,750		-
<b>Communications</b>					
	Communications	637	637		-

**CONFERENCE AND TRAINING LIST  
BY DEPARTMENT FOR 2023**

as of 7.18.22

		2022	2023	2023	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
	01-201-240-0000-6332	637	637	-	-
<b>911 Communication</b>	Communications	4,200	4,200		-
	APCO/NENA MSA State Conference-(6)	3,480	3,480		-
	02-911-000-0000-6332	7,680	7,680	-	-
<b>Total- Sheriff</b>	01-201-XXX-XXXX-6332	122,397	120,889	-	(1,508)
<b>Health &amp; Human Services-</b>					
	National Youth Conference - Out of State	1,800	1,900		100
	National Workforce Development Staff Conference - Out of State		1,800		1,800
	Workforce Conference, NAWB - Out of State	900	3,000		2,100
	National Eligibility Workers Assoc Conf - Out of State	2,800	2,800		-
	National Child Support Assoc Conf Out of State	1,800	4,000		2,200
	National Child Support Assoc Conf - Out of State - County Attorney	1,800	2,000		200
	National Human Services Conference - Out of State APHSA	2,000	2,000		-
	National Association of Welfare Research - Out of State - NAWRS President/Funded	-	-		-
	NASTA/SNAP National Conference - Out of State	600	1,100		500
	National Human Services Conference - Out of State - Goodwin	1,500	2,000		500
	International Signs of Safety Gathering - Out of State	3,500	-		(3,500)
	Equity Summit - Out of State	2,000	2,000		-
	International Conference on Child & Family Maltreatment - Out of State	2,000	-		(2,000)
	CWLA National Conference - Out of State	1,500	-		(1,500)
	National Adult Protective Services Association Conference - Out of State	-	-		-
	National Criminal Justice Training Center Training - Out of State	-	2,000		2,000
	American Professional Society on the Abuse of Children - Out of State		2,000		2,000
	National Association of Suicidology - Out of State - NSPL Grant Funded	4,000	4,000		-
	Annual Suicide Prevention Summit - Out of State	1,500	1,500		-
	National Council of Behavioral Health (NATCON) - Out of State	2,000	2,000		-
	Credible Conference - Out of State	4,000	-		(4,000)
	Conferences within State	88,916	83,182		(5,734)
	11-XXX-XXX-XXXX-6332	122,616	117,282	-	(5,334)
<b>Public Health</b>					
<b>Public Health Department - Leadership</b>					
	Family Home Visiting National Conference - Out of State	4,750	-		(4,750)
	Vaccinology Research Conference - Out of State - CDC	-	3,000		3,000
<b>Planning &amp; Promotion Unit</b>	NACCHO Emergency Preparedness Conference - Out of State - PHEB	6,250	5,000		(1,250)
	National Disaster Behavioral Health Conference - CDC		3,000		3,000
	NACCHO/APHA Annual Conference - Out of State - CDC	4,750	3,000		(1,750)
	Conferences within State	3,354	813		(2,541)
	11-460-XXX-XXXX-6332	19,104	14,813	-	(4,291)
<b>Court Services - Probation</b>					
	Drug Court National Conference- \$6000- grant funded				
	APPA National Probation Training Institute (Out-of-State) (2)	2,000	1,200		(800)
	MN Association of County Probation Officers (MACPO) - Spring Conference	2,000	2,400		400
	Minnesota Corrections Association (MCA) - Fall Institute	1,500	1,500		-
	Conferences within State	-	400		400
	01-252-XXX-XXXX-6332	5,500	5,500	-	-
<b>Total- Health &amp; Human Ser</b>	11-XXX-XXX-XXXX-6332	147,220	137,595	-	(9,625)
<b>County Totals</b>		<b>582,797</b>	<b>577,559</b>	<b>-</b>	<b>(5,238)</b>

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Preliminary Carver County Water Management Organization 2023 Levy**

Primary Originating Division/Dept: <u>Public Services - Planning &amp; Water Mgmt</u>	Meeting Date: <u>9/6/2022</u>
Contact: <u>Paul Moline</u> Title: <u>PWM Manager</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>10</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>Paul Moline</u> Title: <u>PWM Manager</u>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

State Statute requires that the preliminary Carver County Water Management Organization (CCWMO) levy request be certified by the CCWMO authority, which is the Carver County Board.

The levy request below is for the special taxing district making up the CCWMO. The levy consists of funds for projects (see attached project recommendation) plus general operating expenses. General operating expenses include staff salaries, the Carver Soil & Water Conservation District (SWCD, a State agency) allocation, general engineering costs, training, mileage, water monitoring equipment, maintenance, per diem for Citizens Water Advisory Committee meetings, educational expenses, and conservation cost share funds.

The comparison from 2022 to 2023 shows a 5.4 percent increase in the levy request. The net levy increase of \$45,806 consists of:

- 1) an increase to the CCWMO portion of professional services (engineering) and staffing cost increases (\$18,816)
- 2) an increase to the CCWMO portion of the Carver SWCD allocation (\$5,028)
- 3) an increase in water monitoring costs (\$4,655)
- 3) an increase to the CCWMO project fund for recommended projects and maintenance (attached) (\$15,807)

	2023 LEVY REQUEST	2022 LEVY	CHANGE
CCWMO Taxing district	\$ 894,064	\$ 848,258	\$45,806

Based on the increased tax base projected for 2023, this requested CCWMO levy will result in a \$1.19 increase to the County WMO tax on an average value home. Note: the average value home increased from \$374,300 in 2022 to \$452,300 for 2023.

**ACTION REQUESTED:**

Motion to set the preliminary 2023 CCWMO levy at \$894,064.

**FISCAL IMPACT:** Other

*If "Other", specify:*

2023 recommended budget

**FTE IMPACT:** None

**FUNDING**

County Dollars =	
CCWMO Levy (2023)	\$894,064.00
<b>Total</b>	<b>\$894,064.00</b>

**Related Financial/FTE Comments:**

Dollar amounts are needed to certify to the County Auditor the amount to include in the CCWMO levy. The County Board has approval authority for the CCWMO.



**Carver County Water Management Organization**

Planning and Water Mgmt Dept  
Government Center - Administration Building  
600 East 4<sup>th</sup> Street  
Chaska, Minnesota 55318  
Phone: (952)361-1820  
Fax: (952)361-1828  
[www.co.carver.mn.us/water](http://www.co.carver.mn.us/water)

## Memo

**Date:** August 25, 2022  
**To:** County Commissioners  
**From:** Paul Moline, PS Deputy Director  
**Re:** CCWMO Project Funding 2023  
cc. David Hemze, County Administrator  
Nick Koltavy, Asst. County Administrator

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At their June 2022 meeting, the Carver County Water Management Organization (CCWMO) Advisory Committee recommended WMO project funding for 2023. Subsequent direction from the County Board has resulted in a staff request of \$189,700 and is based on the following factors/considerations:

- The CCWMO evaluation process, which ranks projects based on a series of criteria
- Recent requests for project funding from LGU's
- Projects identified in the CCWMO plan
- Funds committed or projected for matching grant agreements
- Ability to provide funds to multiple cities
- Project fund surplus due to:
  - SSTS Direct Discharge Incentive Program fund balance

The following table describes the recommended projects and dollar amounts.

Project Requestor & Description	Project Benefits	Requested Funding	Partner Contribution	Staff Rec WMO Levy Funding	Notes/ Reasoning
<p><b>City of Waconia – Downtown Area Stormwater Reuse</b>  The project will construct an underground collection system, pump station, and a reuse water main. The project will also utilize the historical Waconia Water Tower as another storage system.  The system will collect stormwater from 13.5 acres along Main Street, between Walnut Street and Elm Street and reuse this water for irrigation instead of discharging to Lake Waconia. Total project costs are estimated at \$2,350,000.</p>	Facilities will provide approximately 1 ac-ft/yr volume reduction in stormwater runoff (with corresponding reduction of 218 pound of sediment and 0.63 pounds of phosphorus per year). In addition, corresponding reductions in potable water previously used for irrigation will be realized.	\$50,000	City of Waconia- \$2,100,000 State Clean Water Legacy Grant \$200,000	<b>\$50,000</b>	Unique project statewide and highest scoring project. Funding amount would provide match for State grant funding.
<p><b>City of Waconia – Burandt Blvd. Stormwater Treatment</b>  Project will reconstruct an existing catch basin manhole and add a sump and SAFL Baffle. This is the last structure prior to the storm sewer discharging to Carver Creek. The project will reduce sediment loading. Total project costs are estimated at \$19,200</p>	Reduce total phosphorus total suspended solids (TSS) by 32%.	\$9,600	City of Waconia- \$9,600	<b>\$9,600</b>	Low cost project and supports CCWMO goals.
<p><b>City of Waconia – Industrial Blvd. Wetland Restoration</b>  The project will remove sediment buildup within the wetland to restore volume and functionality of the wetland.  The wetland collects runoff from 26.29 acres of commercial land use. Project will prevent phosphorus and sediment discharging into Bent Creek. Total project costs are estimated at \$155,275.</p>	Reduce total phosphorus (TP) by 7.35 lbs/yr; total suspended solids (TSS) by 2,300 lbs/yr.	\$50,000	City of Waconia- \$105,275	<b>\$25,000</b>	Wetland receives direct stormwater runoff and recommended funding would support pre-treatment prior to wetland discharge.



Project Requestor & Description	Project Benefits	Requested Funding	Partner Contribution	Staff Rec WMO Levy Funding	Notes/ Reasoning
<p><b>City of Chaska – Bavaria Hills Creek Stabilization</b> The proposed project will repair the existing erosion and to install a catch basin and storm sewer pipe to eliminate additional overland runoff to the unstable creek bank. The project will eliminate this source reaching a wetland just down stream. Total project costs are estimated at \$20,200.</p>	<p>Reduce total phosphorus (TP) by 4 lbs/yr; total suspended solids (TSS) by 3.5 tons/yr.</p>	<p>\$15,150</p>	<p>City of Chaska - \$5,050</p>	<p><b>\$10,100</b></p>	<p>Funding provides 50% of project cost. Additional match to be sought from landowner and/or HOA.</p>
<p><b>City of Watertown – WWTF Biofiltration Basin</b> The proposed project will construct a biofiltration basin as part of the WasteWater Treatment Facility expansion. The basin will capture stormwater from 2.02 acres of the site and provide treatment prior to discharging to the South Fork Crow River. Total project costs are estimated at \$49,049.</p>	<p>Reduce total phosphorus (TP) by 19%; total suspended solids (TSS) by 30%; volume by 3%.</p>	<p>\$26,756</p>	<p>City of Watertown- \$22,293</p>	<p><b>\$0</b></p>	<p>Previous CCWMO funding allocated in 2022 budget. Project ranked lowest. CCWMO will work with City to find other funding sources.</p>
<p><b>City of Watertown – Mullen Streambank Stabilization</b> Project will provide bank stabilization improvement along the east and west banks of the Crow River through the use of selective tree removal, cedar revetments, and native plants on bank slope and top of bank. Total project costs are estimated at \$98,015.</p>	<p>Reduce total suspended solids (TSS) by 245 tons/yr, meeting 50% of the Turbidity TMDL Goal for this reach of the South Fork Crow River.</p>	<p>\$49,000</p>	<p>State Clean Water Legacy Grant \$90,000</p>	<p><b>\$10,000</b></p>	<p>Funding provides grant match to anticipated State funds.</p>

Project Requestor & Description	Project Benefits	Requested Funding	Partner Contribution	Staff Rec WMO Levy Funding	Notes/ Reasoning
<p><b>Watershed Based Funding Initiative &amp; DNR Grant Match</b></p> <p>The CCWMO is anticipating up to \$700,000 in grant funds as part of the state's One Watershed One Plan funding approach, and DNR grants. As part of this significant funding opportunity, the WMO needs to provide local cash match. Staff is proposing to fund \$35,000 to the existing budgeted WMO match.</p>	<p>Currently funded BWSR projects include: 1) Reitz Lake Ravine restoration, the Waconia Downtown Stormwater Reuse System, the Streambank Restoration on the Mullen Property, the Streambank Restoration near the City Boardwalk, and several CCWMO Feasibility Studies: Chaska Chain of Lakes Ravine Stabilization Study; Reitz Lake Northwest Ravine Stabilization Study; Carver Creek Bank Failure Study; Benton Lake Carp Reduction Feasibility Study to meet BWSR requirements.</p>	\$35,000	MN BWSR & DNR - \$700,000 over 3 years	<b>\$35,000</b>	Completes local matching requirements for current grants.
<b>CCWMO Project Fund</b>	Begin implementation of above feasibility studies if approved.	\$35,000	Cities Potential – Project Dependent	<b>\$35,000</b>	Provides flexibility to WMO and cities to begin project implementation and/or provide match for addn. grants.
<p><b>Repair &amp; Maintenance Fund</b></p> <p>CCWMO is responsible for maintaining and repairing previously constructed projects.</p>	Previously constructed projects will need repair and maintenance to extend life and function correctly.	\$15,000	None	<b>\$15,000</b>	Funds are needed to replenish the repair and maintenance fund.
<b>TOTALS</b>		<b>\$285,506</b>	<b>\$3,232,218</b>	<b>\$189,700</b>	

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Preliminary Regional Rail Authority 2023 Levy and Budget**

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 Administrator's Recommended Carver County Regional Rail Authority ("CCRRA") preliminary 2023 levy is the same \$199,000 as 2022. CCRRA fund has sufficient reserves to finance the expected capital projects in 2022 and 2023. In addition to capital projects, the CCRRA budget funds staffing to assist with day to day operations, maintenance, security, and stewardship of the CCRRA corridors including mowing, weed control, tree trimming, debris and trash removal, drainage corrections, etc.

**ACTION REQUESTED:**

Motion to approve setting the CCRRA's 2023 preliminary tax levy of \$199,000 and 2023 Budget of \$201,000.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

The County's average value home will pay less property tax to the CCRRA in 2023 compared to 2022 with a 2023 CCRRA levy of \$199,000.

*Office use only:*

RBA 2022 - 8575

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Closed Session to Consider Non-Public Appraisal Data**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Staff will update the Board on preliminary discussions with owners of individual parcels of real property near Miller Lake related to a proposed parks master planning process; discuss appraisal data classified as confidential data on individuals or protected nonpublic data under Minn. Stat. § 13.44, Subd. 3; and to seek direction from the Board regarding the next steps of staff regarding future negotiations for the real property acquisitions.

**ACTION REQUESTED:**

Motion to enter into closed session under Minn. Stat. § 13D.05, Subd. 3(c)(Par. 2-3) to consider appraisal data classified as confidential data on individuals or protected nonpublic data and to consider offers for the purchase, of vacant land without a street address located at County Road 140, Dahlgren Township ; and identified by tax property identification numbers 040051200 and 040080600.

**FISCAL IMPACT:**

*If "Other", specify:*

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

**Related Financial/FTE Comments:**

The property needed for future parkland can be acquired through the Metropolitan Council Acquisition Opportunity Fund program once a Master Plan is approved. The Met Council requires a 25% local match. The Master Plan is not complete and match funding has not been determined at this time.

*Office use only:*

RBA 2022 - 8554

# Carver County Board of Commissioners Request for Board Action



## Agenda Item:

### CarverLink to Proceed with Application Submissions for Broadband Grant Funding

Primary Originating Division/Dept: Public Services - IT

Meeting Date: 9/6/2022

Contact: Randy Lehs

Title: CarverLink Fiber Manager

Item Type:

Work Session

Amount of Time Requested: 30 minutes

Presenter: Randy Lehs

Title: CarverLink Manager

Attachments:  Yes  No

## Strategic Initiative:

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

## BACKGROUND/JUSTIFICATION:

On August 10th, 2022, the FCC revoked LTD Communications Rural Digital Opportunity Fund (RDOF) broadband grant program long form application. This revocation pulled back the FCC's \$1.3 billion LTD Communications pre-award, which included over \$5.2 million in funding for LTD to make available 1GB fiber broadband services to over 2700 identified under/unserved locations throughout Carver County over the next 6-8 years.

Staff agrees with the FCC's revocation of LTD's funding based on analysis that LTD failed to demonstrate they could deliver the promised service to the connections they were awarded, but this revocation now creates a major gap in Carver County's efforts to make fiber connected broadband access available countywide.

Based on the unprecedented times that the pandemic has put upon us of remote working, remote education, telehealth, the great resignation, inflation and financial uncertainty, both the federal and state governments have put together massive stimulus packages which include the largest infusion of grant/loan funds in history dedicated to broadband.

Prior to LTD's revocation, the 2700+ Carver County locations were restricted from receiving funding from other Federal or State broadband options, which a number of desirable funding opportunities have very recently passed their submission deadlines. There remain significant funding opportunities, but almost all of them will require staff to move expeditiously to research, compile and apply to meet the looming deadlines. Staff would like to submit non-binding and non-committal applications to the best funding opportunities that fit with our existing CarverLink Fiber Network infrastructure and operations.

Currently staff have identified and are reviewing requirements for several funding opportunities with the most significant noted below. This is not an all-inclusive list as staff are working through the various opportunities available from both the federal, state and private funding programs.

1. Enabling Middle Mile Infrastructure (Sept 30th Deadline) - \$1 billion to encourage the expansion and extension of middle mile infrastructure to reduce the cost of connecting unserved and underserved areas . . . and to promote broadband connection resiliency.
2. Broadband Equity, Access & Deployment Program (BEAD) (TBD Deadline) - \$42 billion to close the availability gap, as Congress finds that "access to affordable, reliable, high-speed broadband is essential to full participation in modern life in the United States".
3. ReConnect Program (Nov 2 Deadline) - \$1.5 billion offers loans, grants, and loan-grant combinations to facilitate broadband deployment in areas of rural America that currently do not have sufficient access to broadband. In facilitating the expansion of broadband services and infrastructure, the program will fuel long-term rural economic development and opportunities in rural America.

Staff will provide updates on LTD and RDOF ruling, what this means to the County, and future broadband grant opportunities.

## ACTION REQUESTED:

Guidance from the Board on applying for future broadband grant opportunities.

**FISCAL IMPACT:** None

*If "Other", specify:*

**FUNDING**

County Dollars =

**\$0.00**

**Total**

**\$0.00**

**FTE IMPACT:** None

Related Financial/FTE Comments:

*Office use only:*

RBA 2022 - 8567