

**Carver County Board of Commissioners  
 August 18, 2009  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota**

**County Board Work Session Agenda**

<b>Time</b>	<b>Topic</b>	<b>Page</b>
4:00 p.m.	1. <b>LAND AND WATER SERVICES</b>	
	1. Community Development Agency 2010 proposed budget and levy .....	1-10
4:30 p.m.	2. <b>PUBLIC WORKS</b>	
	1. Chaska Victoria local trail connection presentation .....	11
5:15 p.m.	3. <b>ADMINISTRATIVE SERVICES</b>	
	1. Chaska truck station – Mn/DOT and Carver County joint use facility update .....	12
5:45 p.m.	4. <b>PUBLIC HEALTH</b>	
	1. Public Health update.....	13
6:30 p.m.	Board and Administrator Reports	

David Hemze  
 County Administrator



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Community Development Agency ("CDA") 2010 Proposed Budget and Levy

Originating Division: Land Water Services

Meeting Date: 08/18/09

Amount of Time Requested: 30 minutes

Attachments for packet:  Yes  No

Item Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** As summarized in the enclosed budget packet, the CDA's proposed 2010 tax levy of \$1,998,309 is the same as the approved levy for 2009. At the workshop, the CDA will present its proposed 2010 tax levy and budget. Prior to September 15<sup>th</sup>, the County Board needs to approve a 2010 budget and tax levy for the CDA.

**ACTION REQUESTED:** None - informational only

### FUNDING

County Dollars =	\$	
Other Sources & Amounts =		
CDA Levy	=	\$1,998,309.00
<b>TOTAL</b>	<b>=</b>	<b>\$1,998,309.00</b>

### FISCAL IMPACT

None  
 Included in current budget  
 Budget amendment requested  
 Other:

**Related Financial Comments:** The CDA's special benefit tax levy is spread upon all property within Carver County and is completely separate from the County's property tax levy.

Reviewed by Division Director

Date: 08/07/09

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

Date \_\_\_\_\_  
Motion by Commissioner \_\_\_\_\_

Resolution No. \_\_\_\_\_  
Seconded by Commissioner \_\_\_\_\_

**RESOLUTION APPROVING THE 2010 PROPOSED BUDGET AND PAYABLE 2010 TAX LEVY OF THE  
CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY AND CERTIFYING SAID LEVY TO THE  
COUNTY AUDITOR**

WHEREAS, in accordance with Minnesota Statutes, Section 469.003, 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 2010 budget and levied the special benefits tax, payable 2010, 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 469.033, at higher of the levy limits permitted under Section 469.033 or Section 469.107, with the approval of the Carver County Board; and

WHEREAS, in accordance with Minnesota Statutes, Sections 469.033 and 273.032, the Authority is authorized to levy a special benefits tax in an amount not exceeding .0185 percent of taxable market value for the previous assessment year;

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 2009 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 2010 of taxes upon the taxable property in the County in the amounts specified for purposes other than such debt service in the Authority's annual budget upon the taxable property in the County.
2. The Authority's requested levy of \$1,998,309.00, which amount equals .0185 percent of taxable market value of property in the County for 2008, 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**

**NO**

**ABSENT**

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 \_\_\_th day of \_\_\_\_\_, 2009, now on file in the Administration Office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_ day of \_\_\_\_\_, 2009.

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

## **CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY**

**RENTAL HOUSING PROGRAMS** – the CDA administers a variety of rental housing programs in Carver County that assist households with various affordable housing options. The following is a summary of the major rental programs:

**Public Housing-** The CDA owns and operates a Federally subsidized Public Housing Rental Program that consists of 81 units scattered thru-out the county that range from apartment style units to single family homes. This program is for households at or below 80% of Area Median Income (\$44,800 for 1 person). The CDA waiting list is currently open for applicants to apply.

The CDA is contracted through the Metropolitan Council to administer the federally subsidized HUD Section 8 Rental Assistance Program. This program consists of approximately 573 rental housing vouchers offered to households at or below 50% of area median income (\$29,350 for 1 person). The Section 8 waiting lists remain very long; projected wait for assistance could be up to 7 years.

The CDA administers a variety of smaller rental assistance programs with funding provided thru a variety of agencies to include HUD, the State of MN and Minnesota Housing Finance Agency. These programs are offered in collaboration with the First Street Center/Mental Health Dept., COOP's New Beginnings Program, and Southern Valley Alliance for Battered Women.

The CDA owns four rental developments within the county that consist of affordable, work force housing; over 200 units that range from efficiency type units to three-bedroom townhomes.

**Senior Housing-**the CDA also owns over 100 units of 55+ housing for seniors looking to down size into a more manageable housing unit in a senior, socially active community.

**Housing Counseling Program-Fiscal years:**

Oct 1, 2007 - Sept 30, 2008 assisted 2,542 clients

Oct 1, 2008 – June 30th, 2009 assisted 2,377 clients (partial year third quarter data as reported to HUD)

Of those 2,377 clients, 724 were “underserved populations”, i.e. people of color, single head of household, disabled head of household

**Incomes Served:**

30-<50% of Area Median Income (AMI)	1,411 households
50%-79% of AMI	550 households
80%-100% of AMI	200 households
100% of AMI	216 households

**Counseling Services Provided:**

- 110 Home Buyer Education Services
- 1,262 Mortgage Delinquency Counseling
- 18 Home Maintenance Inquiries
- 981 Rental Asst. Counseling
- 6 Homeless/Displacement

Carver County Sheriff sales from January 1-June 30<sup>th</sup>, 2009 were at 167. Notably, our counselors were able to stop 35 households from losing their homes throughout this time period. The federal dollars this agency receives through HUD covers the administrative costs for counselor time. The most prevalent reasons our clients report default are loss or decrease of income, job loss and medical and health issues. Our counseling staff continues to be informed about the new *Making Home Affordable* program set forth by the Obama Administration in March 2009. This knowledge helps us assist clients better in navigating

through the sometimes daunting processes of foreclosure and loan modification. Staying informed with all these changes at the local, state and federal level is critical for the CDA in order to continue to offer high quality and efficient services to our clients. The CDA remains a high performing agency through its recent achievements and will continue to be a viable resource to residents of Carver County.

**COMMUNITY DEVELOPMENT GRANTS**-This past spring the CDA also secured federal stimulus monies via the Neighborhood Stabilization Program (NSP) for the acquisition and rehabilitation of vacant, foreclosed homes in the downtown area of Chaska. These homes will be rehabbed and then sold to the area workforce at affordable purchase prices.

In August the CDA will be closing on its first community land trust home in Waconia as a result of the county-wide expansion. The recipient's: A household of six, under 80% of area median income, currently commuting daily to Shakopee from the north metro for work.

**ECONOMIC DEVELOPMENT PROGRAMS** - economic development and planning activities occurring in several areas of the County.

- The CDA oversees the federal Small Cities Development Program funds for any cities awarded funding within Carver County. Currently, Program Income Funds that are paid back by past SCDP recipients are put into an account in their respective cities. We then re-administer them as each city dictates via contract with that city and the State Department of Employment and Economic Development.
- The CDA has a partnership with the Land & Water Services, Planning & Water Management; and Environmental Services Departments to process applications, administer low interest loan funds, and apply special assessments to properties for homeowners that replace Individual Sewage Treatment Systems (ISTS) throughout Carver County.
- The CDA actively works with Carver County cities, Chambers of Commerce and local businesses to promote Carver County as a prospective place to locate their business.
- The CDA provides technical assistance to cities and their businesses with expansion plans; and to develop funds for development and redevelopment projects.
- The CDA is an active partner in the 2030 Comprehensive Plan for Carver County.
- The CDA operates the CDA Business Loan Fund (BLF) and for three years prior, operated the Twin Cities Community Capital Fund (TCCCF) (and did 4 economic development loans) for Carver County, until the 2008 credit crisis severely impacted that program and the CDA was forced to transfer TCCCF funds to the BLF.

## **2009 MAJOR ACCOMPLISHMENTS & CHALLENGES**

### **Bioscience Development in Chaska**

- CDA provided technical assistance and supported the City of Chaska's successful DEED grant application for a new Bioscience Park in Chaska and associated infrastructure needs.
- The CDA is assisting the City of Chaska in marketing, and business attraction in uses such as: corporate headquarters, educational (both technical and college), institutional, research and bioscience based organizations, and medical uses. The site is planned to hold potentially up to 10,000 new jobs.
- The CDA is working with the City of Chaska and a private medical device company to build a plant in the City and to also build a biosciences incubator facility.

### **Transit Related Projects:**

- TC & W Railroad: Working with the railroad to develop a plan for future industrial park development in the county to serve non-traditional and rail served types of industrial development.

#### **Redevelopment projects:**

- Joined the City of NYA in a joint powers agreement to purchase and redevelop the former 4.2 acre Oak Grove Dairy (Kemp's) site in the southern downtown adjacent to Hwy 212. The \$11,000,000 redevelopment project is planned for an October 1, 2009 construction start.
- The Carver County CDA is working with the City of Watertown to redevelop a portion of the southern downtown Main Street for a new mixed use senior housing and commercial use along with public and private parking. The project involves the removal of three older manufacturing and processing buildings in the southern downtown area.
- The Carver County CDA is working with the City of Carver to develop workforce and senior housing options in the newly developing areas of the city that can be served with newly planned transit stations.

#### **Grants:**

- The CDA developed plans and received grants of approximately \$200,000 from private foundations and government for the 2030 Comprehensive Plan in conjunction with the County LWS, County Public Health and numerous cities in Carver County.
- The CDA assisted the City of NYA in obtaining a \$350,000 Met Council LCDA grant for the Oak Grove Redevelopment project in NYA.
- The CDA then applied for additional LCDA grant funds for the project in 2008, and was successful in obtaining an additional \$710,000 for the project.
- The CDA recently worked in conjunction with the cities of Norwood Young America, Hamburg and Cologne to submit a Small Cities Development Program application to the Department of Employment & Economic Development for the rehab of up to 20 single-family homes within those communities. The application was funded and will be implemented in 2009-2010.

#### **Loans:**

- The CDA operates the CDA Business Loan Fund (BLF)
- The CDA provided a \$50,000 loan to Auto Body Specialties of NYA to acquire and redevelop an existing auto body repair shop.
- The CDA, in partnership with the City of Chaska and the State DEED, approved a \$250,000 loan as part of an overall financing package to Michaels Foods in Chaska for the acquisition and remodeling of the former Mammoth building for a major potato food processing facility that will create well over 350 new jobs and increase the tax base.

#### **Special Studies:**

- Multi-Modal Rail Facility Study

The CDA completed a study to analyze the feasibility of development of a multi-modal rail industrial park in rural locations of Carver County. The plan was incorporated into the Carver County 2030 Comprehensive Plan

- McComb County-wide Economic Development Study

The CDA developed a County-wide economic development study with the McComb Group. The study was completed in spring 2008 and will be an integral marketing, feasibility and planning tool for land use decision-makers throughout Carver County.

#### **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 within the cities of Carver County through new mixed use projects which promote downtown living and shopping.
- Plan and integrate economic development and housing projects that will occur as the result of the new Highway 212 project in the eastern side of the county.
- Provide marketing, technical assistance to cities, and business finance resources to industrial and business park developments in the county such as Tacoma Industrial Park in NYA, Pine Hill Business Park in Waconia, Chanhassen West and Arboretum Parks in Chanhassen. This also includes business projects in the development of the Watertown Industrial Park, Mayer Industrial Park, and the new Bioscience Park in Chaska, and others.
- Establish and maintain high quality service with interested stakeholders to build a collegial working relationship that contributes to CDA initiatives.
- Provide support services to LWS, Planning & Water and Environmental Services to coordinate, develop, and maintain efficiencies related to activities of the 2030 Comprehensive Plan.
- Work towards attracting new sources of capital and investment to Carver County through the establishment of Angel Fund Venture Investments for promising and high growth fields such as biosciences and alternative energy, animal health, medical devices, diagnostics/vaccinations and pharmaceuticals.
- Develop additional low interest revolving loan funds for business.
- Complete design, financing and demolition for the Oak Grove Dairy Redevelopment project in NYA.
- Make strategic railroad investments in the Tacoma Industrial Park in NYA to assist industrial business.
- Participate in the planning and public process and support cities regarding the new Hwy. 212 MnDOT project proposal from the city of Carver to the city of NYA.
- Work with the TC & W Railroad to develop a rural rail-served multi-modal industrial park.
- Continue to work with the TC & W Railroad, Carver County cities, MNDOT, SW Transit, Vision 212 Group, and Carver County Board to promote the development of commuter rail, linked transit stations, with workforce housing centered on job/transportation hubs.
- Continue its support and representation on the Vision 212 Group and to work with stakeholders to achieve the vision and goals developed by the group.

**Carver County Community Development Agency**  
**Annual Debt Service**

	<b><u>2009</u></b>	<b><u>2010</u></b>
<b>Principal</b>	<b>\$1,340,769</b>	<b>\$1,657,610</b>
<b>Interest</b>	<b>1,392,427</b>	<b>1,809,299</b>
<b>Total</b>	<b><u><u>\$2,733,196</u></u></b>	<b><u><u>\$3,466,909</u></u></b>



**Carver County CDA  
2010 and 2009 Levy Request**

<u>Budget Year</u>	<u>Taxable MV</u>	<u>CDA Levy Rate</u>	<u>CDA Levy Amount</u>
2010	\$10,801,673,500	0.01850%	\$1,998,310
2009	\$10,801,673,500	0.01850%	\$1,998,310
Increase over 2009	<u>\$0</u>	<u>0.00000%</u>	<u>\$0</u>
% increase	0.00%	0.00%	0.00%

**Impact to Taxpayer**

<u>Difference in County Tax:</u>		
<u>Average Market Value</u>	<u>Dollar Decrease</u>	<u>Percentage Decrease</u>
Unavailable		

**Carver County CDA  
2010 and 2009 Maximum Levy**

<u>Budget Year</u>	<u>Taxable MV</u>	<u>CDA Levy Rate</u>	<u>CDA Levy Amount</u>
2010	\$11,094,008,500	0.01850%	\$2,052,392
2009	\$10,801,673,500	0.01850%	\$1,998,310
Increase over 2009	<u>\$292,335,000</u>	<u>0.00000%</u>	<u>\$54,082</u>
% increase	2.71%	0.00%	2.71%

<b>Impact to Taxpayer</b>
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Difference in County Tax:

<u>Average Market Value</u>	<u>Dollar Decrease</u>	<u>Percentage Decrease</u>
Unavailable		

# COMMUNITY DEVELOPMENT AGENCY BUDGET SUMMARY

<b>GENERAL FUND</b>	<b>2008 Actual</b>	<b>2009 Budget</b>	<b>2010 Requested Budget</b>	<b>Dollar Inc/Dec.</b>	<b>Percent Inc/Dec.</b>
<b>REVENUES</b>					
<b>Total Administrative Revenues</b>	668,765	544,625	785,419	240,794	44.21%
<b>Total Pass-Through Grant Funds</b>	683,427	976,640	1,954,606	977,966	100.14%
<b>Total CDA Special Benefit Levy</b>	1,959,907	1,998,309	1,998,309	-	0.00%
<b>Total Revolving Loan Funds</b>	5,847	250	200	(50)	-20.00%
<b>Total Other Revenues</b>	1,155,505	945,382	733,908	(211,474)	-22.37%
<b>TOTAL REVENUES</b>	<b>4,473,451</b>	<b>4,465,206</b>	<b>5,472,442</b>	<b>1,007,236</b>	<b>22.56%</b>
<b>EXPENDITURES</b>					
<b>Total Administrative &amp; Operating Expenses</b>	2,977,276	2,684,755	2,589,036	(95,719)	-3.57%
<b>Total Pass-Through Grant Funds</b>	346,977	976,640	1,954,606	977,966	100.14%
<b>Total Other Expenditures</b>	406,553	803,811	928,800	124,989	15.55%
<b>TOTAL EXPENDITURES</b>	<b>3,730,805</b>	<b>4,465,206</b>	<b>5,472,442</b>	<b>1,007,236</b>	<b>22.56%</b>
<b>DIFFERENCE BETWEEN GENERAL FUND REVENUES &amp; EXPENDITURES</b>	742,646	-	-	-	0.00%
<b>ENTERPRISE FUND</b>					
<b>Total Apartment Buildings Revenues</b>	3,977,582	3,960,497	3,986,799	26,302	0.66%
<b>Total Apartment Buildings Expenditures</b>	4,409,594	3,960,497	3,986,799	26,302	0.66%
<b>DIFFERENCE BETWEEN ENTERPRISE REVENUES &amp; EXPENDITURES</b>	(432,012)	-	-	-	0.00%
<b>TOTAL CDA DIFFERENCE BETWEEN REVENUES &amp; EXPENDITURES</b>	310,634	-	-	-	-



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Chaska Victoria Local Trail Connection Presentation**

Originating Division: Public Works

Meeting Date: August 18, 2009

Amount of Time Requested: 20 Minutes

Attachments for packet:  Yes  NoItem Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** A committee representing the cities of Chaska and Victoria and including representatives of Carver County have been meeting to develop a proposed local trail connection plan between the two cities. This committee would like to present a trail alignment for the County Board's consideration which would utilize portions of County road right of way, be consistent with previously approved regional trail master plan and utilize existing local trails. The committee is seeking the Board's consideration and support for the proposed trail alignment.

**ACTION REQUESTED:** No action is requested at this time. In the future, the Board could be asked to support the plan, participate in grant applications, acquire road right of way for transportation and trail purposes, and participate in funding the trail alignment consistent with the Southwest Regional Trail Master Plan.

**FUNDING**

County Dollars = \$  
 Other Sources & Amounts =  
 =\$  
**TOTAL** =\$

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other:

*Related Financial Comments:* Reviewed by Division Director *[Signature]*

Date: 8/10/09

S:Parks/BA-RES/Chaska Victoria Trail Connection



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Chaska Truck Station - Mn/DOT & Carver County joint use facility update**

Originating Division: Administrative Services

Meeting Date: August 18, 2009

Amount of Time Requested: 30 minutes

Attachments for packet:  Yes  NoItem Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** Staff will update the Board on the latest plans, schedule and cost information on the Mn/DOT joint use truck station facility located in the area of the New TH 212 interchange and CSAH 11 (formerly CR 147).

**ACTION REQUESTED:** Provide guidance to staff.**FUNDING**

County Dollars = \$

Other Sources &amp; Amounts = \$

= \$

**TOTAL** = \$*Related Financial Comments:***FISCAL IMPACT** None Included in current budget Budget amendment requested Other: Reviewed by Division Director

Date: August 10, 2009



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Public Health Update – Carver County Community Health Board**

Originating Division: Public Health

Meeting Date: 8/18/09

Amount of Time Requested: 30 minutes

Attachments for packet:  Yes  NoItem Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority**BACKGROUND/EXPLANATION OF AGENDA ITEM:**

The presentation will include information on the Statewide Health Improvement Program (SHIP), Emergency Management grants and equipment acquisition, H1N1 influenza updates, the Office of Aging and the Mental Health Advisory Committee. This presentation also meets a requirement of local public health agencies to present to their Community Health Board and a grant opportunity.

**ACTION REQUESTED:**

The Community Health Board/Board of Commissioners will be given information to assist them in providing future guidance and direction to Public Health.

**FUNDING**

County Dollars = \$

Other Sources & Amounts = \$  
(MN Dept of Health)**TOTAL = \$****FISCAL IMPACT** None Included in current budget Budget amendment requested Other: Reviewed by Division Director

Date: 7/31/09