



# CARVER COUNTY

# minnesota

## Carver County Board of Commissioners September 5, 2023 Board Meeting

The County Board Room is open to the public

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

- 9:00 a.m. 1. a) **CONVENE**  
 b) **Pledge of allegiance**  
 c) **Public comments that relate to an item on the agenda may be heard when that agenda item is discussed. Please limit your public comments to five minutes or less.**

Individuals unable to attend in person can provide public comments by email at [admin-contact@co.carver.mn.us](mailto:admin-contact@co.carver.mn.us).

2. Agenda review and adoption  
 3. Approve minutes of August 15, 2023, Regular Session ..... 1-2  
 4. Community Announcements

9:20 a.m. 5. **CONSENT AGENDA**

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

- 5.1 Approve police contract community increase of a 1.0 FTE City Safety Officer..... 3-4  
 5.2 Authorization to Submit Comment Letter Regarding Minnesota Pollution Control Agency's Draft Metropolitan Solid Waste Management Policy Plan 2022-2042 ..... 5-7  
 5.3 Resolution to Accept the OJP Crime Victim Services 2024 Grant ..... 8-9  
 5.4 Professional Service Agreement with psychiatric residential treatment Facility ..... 10  
 5.5 Funding Application Request to TED and TEDi Programs for Highway 5/11 Project..... 11-15  
 5.6 Settlement Agreements for Right of Way Acquisitions for the Highway 40 Project - Belle Plaine Area ..... 16-20

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

- 5.7 Court Room AV Project ..... 21-22  
 5.8 New Tobacco License-Blue Dream Tobacco ..... 23

*Customer service: Continue the County's delivery of high value, timely service*

5.9	Request for additional Library STOC Hours.....	24-25
5.10	Request to Increase Assistant County Attorney position from 0.6 FTE to 1.0 FTE.....	26-27

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

5.11	Anthony Oswall - Temporary Manufactured Home for Special Needs Parent (IUP).....	28-31
5.12	Upgrade Internal Network Connections in Libraries .....	32-33

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

5.13	Review Health & Human Services and Commissioner Warrants.....	NO ATT
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9:20 a.m.    **6. CONNECTIONS: Develop strong public partnerships and connect people to services and information**

6.1	MCIT (Minnesota Counties Intergovernmental Trust) Report to the Board.....	33
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9:45 a.m.    **7. FINANCES: Improve the County's financial health and economic profile**

7.1	CDA Budget and Levy .....	34-45
7.2	Preliminary County 2024 Levy and Budget .....	46-58
7.3	Preliminary Carver County Water Management Organization 2024 Levy.....	59-62

10:35 a.m.    **RECESS AS COUNTY BOARD AND CONVENE AS CARVER COUNTY REGIONAL RAIL AUTHORITY**

7.4	Regional Rail Authority Preliminary 2024 Levy and Budget .....	63
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10:45 a.m.    **ADJOURN AS CARVER COUNTY REGIONAL RAIL AUTHORITY AND RECONVENE AS COUNTY BOARD**

10:45 a.m.    **8. COUNTY ADMINISTRATOR REPORT**

10:50 a.m.    **ADJOURN REGULAR SESSION**

**WORK SESSION**

10:50 a.m.    **A. GROWTH: Manage the challenges and opportunities resulting from growth and development**

1.	Master Space Plan .....	64
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11:35 a.m.    **B. COMMUNITIES: Create and maintain safe, healthy, and livable communities**

1.	Parks Visioning and Strategic Investment Update .....	65
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12:10 p.m.    **C. CONNECTIONS: Develop strong public partnerships and connect people to services and information**

1.	Youth Committee Appointment Additions and Stipends .....	66-68
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David Hemze  
County Administrator

## UPCOMING MEETINGS

September 12, 2023 8:00 a.m. Parks Visioning and Strategic  
Investment Study Meeting

September 19, 2023 Meeting Canceled

September 26, 2023 9:00 a.m. Special Session/Work Session

September 27, 2023 4:30 p.m. Highway 5/82<sup>nd</sup> Street Improvement  
Project Open House, MN Landscape Arboretum

October 3, 2023 9:00 a.m. Board Meeting

October 3, 2023 11:30 a.m. Hoffman Recognition Event  
Lake Waconia Regional Park

October 10, 2023 No Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on August 15, 2023. Chair John P. Fahey convened the session at 9:01 a.m.

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

Members absent: Tim Lynch

Under public comments, Randy Maluchnik, Chaska, stated he was present to thank County staff for their assistance on a recent veteran's disability adjustment. He pointed out Chuck Maxfield, Dean Christiansen and Deb Maresch all did a great job for veterans and were true professionals. He also congratulated the Board on their recent VSO appointment, Steve Walker, pointing out Walker's leadership abilities and qualifications.

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

Workman moved, Degler seconded, to approve the minutes of the August 8, 2023, Regular Session. Motion carried unanimously.

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

Professional services agreement with SIR LINES-A-LOT for \$46,968 for the 2023 Pavement Markings-Epoxy Hand Work, pending finalization of the contract review process.

Approved hiring two STOC administrative support persons for HHS utilizing MDH grant funds and related HH&S budget amendment.

Approved final payment to Veit & Company for TH 5 Regional Trail, Arboretum Connection, SP 010-090-008.

Resolution #57-23, Support for Scott County's USDOT'S Multimodal Project Discretionary Grant Application.

Contract with the Improve Group for the amount not to exceed \$52,000 to assist Carver County Public Health with the completion of the Community Health Assessment as required by MS 145A.

Resolution #58-23, Authorizing Settlement Compensation to Owners for Acquisition of Real Property Interests Needed for the Highway 40 Project-Belle Plaine Area.

Authorized issuance of special event use permits to St. John's Lutheran School of NYA; to We Walk! Speed Walking Club; Central Schools to ISD 108 and Minnetonka Community Education.

Resolution #59-23, Family Homeless Prevention and Assistance Program 2023-2024 Agreement MHFA.

Approved the purchase of 2023 budgeted fleet equipment replacements and 2022 Attachment E equipment additions.

Resolution #60-23, Authorizing Eminent Domain to Acquire Real Property Interests Needed for the Highway 40 Project-Belle Plaine Area.

Reviewed August 15, 2023, Community Social Services' actions/Commissioners' warrants in the amount of \$303,770.59.

Motion carried unanimously.

Degler moved, Udermann seconded, to go into closed session at 9:14 a.m. to discuss confidential appraisal data and last written offers for the purchase of real property, pursuant to Minn. Stat. Section 13D.05, Subd. 3(c) for the Highway 40 Project-Belle Plaine Area. Motion carried unanimously.

The Board adjourned the closed and regular Session at 9:58 a.m. and went into a work session with Health and Human Services and the CDA. 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:**

**Approve police contract community increase of a 1.0 FTE City Safety Officer**

Primary Originating Division/Dept: Sheriff - Patrol Services

Meeting Date: 9/5/2023

Contact: Mike Wollin Title: 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 City of Victoria and the Carver County Sheriff's desire to evolve the policing partnership and have collaborated together to develop a City Safety Officer 1.0 FTE position. This position operates in direction of and under the collaboration of the Sheriff's Office patrol supervisor and the city of Victoria's Public Safety Director. The position supports the City of Victoria Public Safety Department and the Carver County Sheriff's Office by responding to community service needs such as non-criminal incidents, animal control, code enforcement, parking activity, and other safety needs throughout the community.

**ACTION REQUESTED:**

Approve police contract community increase of a civilian full time 1.0 FTE City Safety Officer for the city of Victoria.

**FISCAL IMPACT:** Budget amendment request form

If "Other", specify: Cost paid through policing contract

**FUNDING**

<b>County Dollars =</b>	
City of Victoria	\$91,890.00
<b>Total</b>	<b>\$91,890.00</b>

**FTE IMPACT:** Increase budgeted staff

Insert additional funding source

**Related Financial/FTE Comments:**

Increase of 1 civilian full time city safety officer occurring in or about Q4 of 2023.

*Office use only:*

RBA 2023 - 9312

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:** Approve police contract community increase of a 1.0 FTE City Safety Officer

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
Salaries	01-201-236-0000-6111	\$91,890.00	Police Contract	01-201-236-0000-...	\$91,890.00
<b>TOTAL</b>		\$91,890.00	<b>TOTAL</b>		\$91,890.00

Reason for Request:

Increase budget for additional hours and revenue due to increase in police contract hours for City of Victoria.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Authorization To Submit Comment Letter Regarding Minnesota Pollution Control Agency's Draft Metropolitan Solid Waste Management Policy Plan 2022-2042**

Primary Originating Division/Dept: <input type="text" value="Public Services - Environ. Svc."/>	Meeting Date: <input type="text" value="9/5/2023"/>
Contact: <input type="text" value="Brad Hanzel"/> Title: <input type="text" value="Environmental Services GC Supri"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

The Minnesota Pollution Control Agency (MPCA) prepares the Metropolitan Solid Waste Management Policy Plan (Plan) every six years, with input from state agencies, county staff, the waste industry, environmental groups, businesses, and interested citizens. The Plan establishes a framework for managing waste in the seven-county metro area over a 20-year period, and will guide Carver County's own Solid Waste Management Plan update in 2024. The MPCA released a draft of the 2022-2042 Plan on June 5, 2023, and is currently seeking public comments on the draft Plan. All comments must be received by September 17, 2023.

The draft Plan includes 70 strategies to reduce waste. Some strategies are required (28), some are optional for counties (28), and some are led by the state (14). The 28 optional strategies are assigned a point value, based on difficulty and how well the strategy will create positive environmental and human health outcomes. The total number of points available from all 28 optional strategies is 191. Each county must accumulate a minimum of 75 points from the strategies they select, which will allow counties some freedom to customize their own solid waste programs.

Staff reviewed the draft Plan, and recommends submittal of the attached comment letter addressing identified concerns.

**ACTION REQUESTED:**

Motion to authorize the County Board Chair to sign the attached comment letter for the MPCA Commissioner regarding the 2022-2042 Metropolitan Solid Waste Management Policy Plan.

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

*Office use only:*

RBA 2023 - 9316



September 5, 2023

Commissioner Katrina Kessler  
Minnesota Pollution Control Agency  
520 Lafayette Road North  
St. Paul, MN 55155

Dear Commissioner Kessler,

On behalf of the Carver County Board of Commissioners, thank you for the opportunity to provide comments on the draft Metropolitan Solid Waste Management Policy Plan 2022-2042 (Plan). Carver County values the waste management planning work being completed by MPCA staff and offers the comments in this letter for your consideration.

**Solid Waste Abatement Objectives (pg. 14):** The Plan sets quantifiable mixed municipal solid waste (MMSW) objectives for abating the need for and practice of land disposal for the Twin Cities Metropolitan Area (TCMA) region over the next 20 years.

Organics

*The intended outcome of the MPCA organics compost site rule changes in 2014 was to expand organics composting capacity in the TCMA, however, the goal of adding composting capacity has not been realized. The Shakopee Mdewakanton Sioux Community Organics Recycling Facility in Scott County will add capacity as it moves to a new location in 2024, yet additional sites will be needed to ensure capacity is available to meet the organics objectives identified in Table 3 and Table 4 of the Plan.*

*Given that it's been 10 years since the completion of the organics compost site rule changes, County staff recommends the MPCA revisit the rules once again to eliminate the barriers to siting a new organics compost facility, while still protecting the environment.*

Waste To Energy

*Carver County's opportunity to increase landfill diversion through waste to energy is limited by local facility capacity, waste designation, private hauler business decisions, and the County's geographic distance from existing facilities. Due to these factors, it will be difficult for the County to meet the MMSW management system objectives identified in Table 3 of the Plan.*

**County Solid Waste Plan Evaluation Point Structure (pg. 19):** The Plan allows for counties to design and modify their own solid waste programs through the introduction of optional strategies. Each strategy has been assigned a point value, which is added to the total amount of points the county must achieve for approval of their County Solid Waste Management Plan by the MPCA.

*Carver County appreciates the flexibility to choose optional strategies that will best align with County priorities. However, the County would also like to see the Plan include a point calculation process for counties to propose alternative strategies that support the key themes of the Plan. For example, Carver County would propose to design and implement a Tool Lending Library program, thereby providing*

*residents with the opportunity to borrow home and garden tools for personal use, while reducing their environmental footprint.*

**Required Strategies:**

Strategy 1: Increase compliance with Hauler reporting per Minn. Stat. § 115A.93 (pg. 20).

*Carver County supports increasing compliance with hauler reporting but does not support requiring proof of data submittal prior to license renewal by the County. In addition, the County recommends hauler reporting compliance be a state led initiative to provide a uniform regulatory approach across the TCMA.*

Strategy 28: Collect recycling weekly by 2025 (pg. 29).

*A weekly recycling requirement will likely receive resistance from haulers and some residents, as it would increase truck traffic and significantly increase the cost of curbside recycling. Many haulers already offer a second or third recycling cart to customers at no additional cost. County staff recommend the MPCA allow the practice of haulers offering additional carts at no cost as an alternative strategy, as it will increase recycling without increasing costs to the resident, and it will not negatively impact the environment or local infrastructure.*

Strategy 29: Collect recyclables, organics, and trash on the same day (pg. 29).

*This is likely already happening County-wide; however, the County may see some hauler opposition to it being listed as a requirement.*

Strategy 37: Make residential curbside organics collection available in cities with a population greater than 5,000 (pg. 34).

*County staff support this strategy as we have received numerous requests for curbside organics collection to become available, however, the County may see some hauler opposition to it being listed as a requirement.*

Strategy 42: Promote existing programs that use EAB-affected wood for furniture, home goods, flooring, and other purposes (pg. 36).

*Carver County recommends this be a state led initiative managed through the existing MPCA recycling market development program.*

Strategy 60: Implement the use of a Building Material Management Plan (pg. 45).

*Carver County can develop a management plan for its own facilities but does not have authority to require use of the plan for non-county projects or other publicly owned buildings.*

Once again, thank you for providing Carver County the opportunity to comment on the draft Metropolitan Solid Waste Management Policy Plan 2022-2042. We look forward to a flexible Plan that will allow for the most effective strategies to guide our County Solid Waste Management Plan.

Sincerely,

John P. Fahey, Chair  
Carver County Board of Commissioners

Cc: Carver County Board of Commissioners  
Greg Boe, Carver County Environmental Services Manager

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Resolution to Accept the OJP Crime Victim Services 2024 Grant**

Primary Originating Division/Dept: Attorney

Meeting Date: 9/5/2023

Contact: Mark Metz Title:

Item Type:  
Consent

Amount of Time Requested: minutes

Attachments:  Yes  No

Presenter: Title:

Strategic Initiative:

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

**BACKGROUND/JUSTIFICATION:**

The Minnesota Department of Public Safety, Office of Justice Programs, awarded the Crime Victim Service 2024 Grant to the Carver County Attorney's Office starting October 1, 2023 through September 30, 2025. These funds are for general crime services, specifically used to partially fund a victim-witness coordinator position in the County Attorney's Office, in the amount of \$70,000 for the 2024 fiscal year (with an expected \$70,000 for the 2025 fiscal year). Any local matching requirement has been waived for FY 2024 and it is anticipated that it will be waived for FY 2025. If there is any change to the local match obligation, this item will be presented at a future Board Meeting. To implement the grant in accordance with grant program guidelines, the County Attorney and/or the Victim-Witness Coordinator in the County Attorney's Office shall be authorized to enter into future agreements and amendments with the Office of Justice Programs.

**ACTION REQUESTED:**

Adopt Resolution to accept the Crime Victim Services 2024 Grant, approve the Grant Contract Agreement (Contract #23-384) and authorize the County Attorney or the Victim-Witness Coordinator to enter into future agreements and amendments to implement the general crime services in accordance with grant program guidelines and subject to attorney and risk management review.

**FISCAL IMPACT:** Included in current budget

If "Other", specify:

**FUNDING**

<b>County Dollars =</b>	
Grant	\$140,000.00
<b>Total</b>	<b>\$140,000.00</b>

**FTE IMPACT:** None

Insert additional funding source

Related Financial/FTE Comments:

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

Office use only:

RBA 2023 - 9317



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Professional Service Agreement with psychiatric residential treatment facility**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

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:**

Health and Human Services, Child and Family and Court Services/Probation Departments, are working with a child who has high medical and behavioral health needs and requires special professional interactions to achieve long term safety and stability. It has been medically recommended to place this child in an inpatient psychiatric residential treatment facility (PRTF). Currently there is one qualified facility in the State of Minnesota that can serve this child and that facility declined the referral stating they are unable to meet this child's significant psychiatric needs.

Heartland Behavior Health Facility, located in Nevada, Missouri, will accept the child and offer medically necessary services to stabilize the child. The daily cost of services is \$840 which includes online educational support. If the child's behavior requires additional stabilization to obtain safety, the cost may increase to \$1,300 for every day this level of care is needed. The child's parents will stay involved in therapeutic services with the child so that the child may return home safely. The length of stay at the facility shall not exceed 90 calendar days. Parents will contribute their adoption subsidy toward the cost of the child's care; an adoption subsidy is financial assistance to help parents meet their adopted child's needs. The total amount of adoption assistance contributed will be \$921. Health and Human Services will pay up to \$74,679 for the placement if the child does not require the additional level of hospitalization. The Court Services/Probation Department 2023 approved budget will fund the placement. During the child's stay in the facility, the Child and Family and Court Services/Probation Departments will continue to support the family and will develop a plan for the child to successfully return home and sustain long term behavioral health stability.

**ACTION REQUESTED:**

Motion to approve a Professional Service Agreement with Heartland Behavior Health Facility for services not to exceed \$74,679 for the period of 90 days from 09/05/2023 through 12/05/2023, pending approval through the internal contract review process.

**FISCAL IMPACT:**

**FUNDING**  
County Dollars =

If "Other", specify:

**FTE IMPACT:**

<b>Total</b>	<input type="text" value="\$74,679.00"/>
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Insert additional funding source

**Related Financial/FTE Comments:**

Funding for the services is included in the Health and Human Services Court Service/Probation approved 2023 budget, program 254.

*Office use only:*

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Funding Application Request to TED and TEDI Programs for Highway 5/11 Project**

Primary Originating Division/Dept: <u>Public Works - Program Delivery</u>	Meeting Date: <u>9/5/2023</u>
Contact: <u>Darin Mielke</u> Title: <u>Deputy County Engineer</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 Minnesota Department of Transportation (MnDOT) and Minnesota Department of Employment and Economic Development (DEED) have announced the availability of state funding through the 2023 Transportation and Economic Development (TED) and Transportation Economic Development Infrastructure (TEDI) programs to fund transportation projects that promote economic development. The purpose of this funding program is to address safety and mobility issues on the trunk highway and the local agency highway system, while also providing improvements to generate economic growth in the area.

These grant application submittals are proposed for the Highway 5/11 Intersection Project, which is a safety and mobility improvement at the intersection, currently programmed in 2025. This project was developed through coordinated partnership and public engagement efforts with local and state agencies. The primary component of the project is a roundabout at the intersection of Highway 5 and Highway 11. An additional roundabout is planned approximately 1/8 mile north on Highway 11 to serve a future local road connection. The project will also include an access management improvement at the existing intersection of Stieger Lake Lane and Highway 5, with the concept to be determined over the next few months.

Funding secured for this project to date includes \$2,400,000 in federal transportation funding through the Metropolitan Council. Additional state transportation funding is currently being pursued through the MnDOT Local Partnership Program. A resolution is required for submittal of this grant application.

**ACTION REQUESTED:**

Motion to adopt a resolution supporting funding applications for the Highway 5/11 Project to the Minnesota Department of Transportation (MnDOT) and Minnesota Department of Employment and Economic Development (DEED) for the 2023 Transportation and Economic Development (TED) and Transportation Economic Development Infrastructure (TEDI) programs, and to authorize the Board Chair and County Engineer, or their designee, to submit the conflict of interest disclosure form and applications for the funding solicitations.

**FISCAL IMPACT:** Included in current budget

*If "Other", specify:*

**FTE IMPACT:** None

**FUNDING**

County Dollars =	
Met Council Fed funding	\$2,400,000.00
MnDOT LPP Request	\$1,000,000.00
TED Request	\$4,000,000.00
TEDI Request	\$500,000.00
Sales Tax Funding	\$50,000.00
Projected City	\$250,000.00
Projected MnDOT	\$300,000.00
<b>Total</b>	<b>\$8,500,000.00</b>

Related Financial/FTE Comments:

This project is identified for use of County transportation sales tax funding.

*Office use only:*

RBA 2023 - 9323

# Conflict of Interest Disclosure Form

This form gives applicants and grantees an opportunity to disclose any actual or potential conflicts of interest that may exist when receiving a grant. It is the applicant/grantee's obligation to be familiar with the Office of Grants Management (OGM) [Policy 08-01](#), Conflict of Interest Policy for State Grant-Making and to disclose any conflicts of interest accordingly.

All grant applicants must complete and sign a conflict of interest disclosure form.

- I or my grant organization do NOT have an ACTUAL or POTENTIAL conflict of interest.

If at any time after submission of this form, I or my grant organization discover any conflict of interest(s), I or my grant organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

- I or my grant organization have an ACTUAL or POTENTIAL conflict of interest. (*Please describe below*):

If at any time after submission of this form, I or my grant organization discover any additional conflict of interest(s), I or my grant organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

Printed Name of Mayor or County Board Chair:

Signature:

Name of City/County:

Date:



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

Date: September 5, 2023

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

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

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

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**Resolution of Support and Authorization for Applications to the Minnesota Department of Transportation (MnDOT) for Transportation and Economic Development (TED) Funding and the Minnesota Department of Employment and Economic Development (DEED) for Transportation Economic Development Infrastructure (TEDI) Funding for the Highway 5 at CSAH 11 Intersection Improvements Project**

WHEREAS, the Minnesota Department of Transportation (MnDOT) and Minnesota Department of Employment and Economic Development (DEED) have announced the availability of state funding through the 2023 Transportation and Economic Development (TED) and Transportation Economic Development Infrastructure (TEDI) programs to fund transportation projects that promote economic development; and

WHEREAS, Carver County is the fastest growing county in Minnesota and completion of the Highway 5 at CSAH 11 Intersection Improvements Project is critical to support planned growth for jobs and housing in the City of Victoria and the Minneapolis-St Paul Metropolitan region; and,

WHEREAS, Carver County partnered with the Minnesota Department of Transportation (MnDOT), the City of Victoria, the City of Chaska, and the City of Chanhassen to develop the Arboretum Area Transportation Plan that identified transportation system deficiencies along a 4-mile stretch of Trunk Highway 5 including the existing poor operating conditions and a high crash rate at the intersection of Trunk Highway 5 and County State Aid Highway (CSAH) 11; and

WHEREAS, once funded and constructed the Highway 5/11 Project will provide safer, faster, and more reliable movement of goods and people through Carver County and the metropolitan region.

NOW, THEREFORE BE IT RESOLVED that Carver County has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure matching funds and adequate construction of the proposed project; and,

BE IT FURTHER RESOLVED that Carver County has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice; and,

BE IT FURTHER RESOLVED that upon approval of its application by the state, Carver County staff may enter into an agreement with the State of Minnesota for the Highway 5/11 Project, and that it will comply with all applicable laws and regulations as stated in all contract agreements; and

BE IT FURTHER RESOLVED that Carver County is committed to the local match requirement and if the project cost increases above the amount listed in the application, Carver County will provide or secure all additional funds necessary to complete the project; and,

BE IT FURTHER RESOLVED that Carver County will comply with all applicable laws, regulations, and rules of the application; and,

BE IT FURTHER RESOLVED that the sources and uses, private investors, equity, and other financing commitment represented in the application are accurate; and

BE IT FURTHER RESOLVED that Lyndon Robjent (First Authorized Official) and Darin Mielke (Second Authorized Official), or their successors, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the Highway 5/11 Project on behalf of Carver 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 5th day of September, 2023, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 5th day of September, 2023.

\_\_\_\_\_  
Dave Hemze County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Settlement Agreements for Right of Way Acquisitions for the Highway 40 Project - Belle Plaine Area**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

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 2024 construction season includes the shoulder widening, grading and re-surfacing of Highway 40 from State Highway 25 on the south to County Highway 52 on the north. Additional right-of-way is needed to complete the project scope. On March 7, 2023, the County Board authorized Public Works staff to make offers for direct purchase of the impacted properties. Negotiations commenced and staff have reached recommended settlements with the last group of property owners along the project corridor.

**ACTION REQUESTED:**

Motion to approve a resolution for settlement agreements with property owners of parcels 3, 11, 27, and 35 of the Highway 40 Project - Belle Plaine Area.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

<b>County Dollars =</b>	<input type="text"/>
CSAH Regular Constructio	\$397,250.00
<b>Total</b>	<b>\$397,250.00</b>

**FTE IMPACT:**

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2023 - 9318

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

Date: September 5, 2023

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

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

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

---

**Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for the Highway 40 Project - Belle Plaine Area**

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

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

WHEREAS, the County proposes to construct highway and related improvements in Carver County for shoulder widening and pavement improvements as part of the Highway 40 Project - Belle Plaine Area (“Project”); and

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

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

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

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

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

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

WHEREAS, the Public Works Division Director or agents under his supervision, have negotiated settlement(s) with the Owners impacted by the Project as described in said Exhibit A.

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 of shoulder widening and pavement improvements as part of the Highway 40 Project - Belle Plaine Area 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) and the negotiations between said Owner(s) and the Public Works Division Director or agents under his supervision, County shall make a payment of compensation to the Owners within the Project from whom the County must acquire needed real property interests, in the amounts as described in said Exhibit A; and

BE IT FURTHER RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Stipulation of Settlement Agreement with said property owner(s), in the name of the County of Carver for the Project.

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 September 5, 2023, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 5th day of September 2023

\_\_\_\_\_  
Dave Hemze County Administrator

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

**Highway 40 Project - Belle Plaine Area**

Carver County Public Works No. 188844

**Property Tax Identification No. 08.0300800**

**Parcel Number(s): 3**

Fee Owners: Schmidt Acres, LP.

Property Address: XXX County Road 40, Belle Plaine, Minnesota.

Deed **Parcel 2A and 2B**, per Carver County Right of Way Plat Number 34, **0.87 acres**, more or less.

Deed **part of Property Tax Identification No. 08.0300720**, part of the East Half of Section 30, T114, R24, Carver County, **3.17 acres**, more or less.

Permanent easement for roadway purposes contains **122,206 sq. ft.**, more or less.

**\$19,700.00**

Permanent easement for drainage & utility purposes contains **35,925 sq. ft.**, more or less.

**\$2,875.00**

Temporary easement for construction purposes contains **279,801 sq. ft.**, more or less.

**\$4,125.00**

Appraisal Fee.

**\$5,000.00**

Severance.

**\$214,300.00**

Settlement Amount: **\$246,000.00**

**Property Tax Identification No. 08.0200700**

**Parcel Number(s): 11**

Fee Owners: Stuart H. Eischens.

Property Address: 18855 County Road 40, Belle Plaine, Minnesota.

Permanent easement for roadway purposes contains **93,736 sq. ft.**, more or less.

**\$25,600.00**

Temporary easement for construction purposes contains **34,155 sq. ft.**, more or less.

**\$3,200.00**

Appraisal Fee.

**\$1,500.00**

Damages to Trees.

**\$10,500.00**

Severance.

**\$39,200.00**

Settlement Amount: **\$80,000.00**

**Property Tax Identification No. 08.0200300**

**Parcel Number(s): 27**

Fee Owners:

Fee Owner and Contract Vendor: Thomas M. Redmond, as Trustee of the Revocable Trust Agreement of Thomas M. Redmond dated October 7, 2008, as amended.

Contract Vendees: Sever Peterson and Sharon L. Peterson, as Co-Trustees of the Sever Peterson Family Trust, and Bert Notermann and Bonnie Notermann.

Property Address: XXX County Road 40, Carver, Minnesota.

Permanent easement for roadway purposes contains **88,647 sq. ft.**, more or less.

**\$7,450.00**

Permanent easement for drainage & utility purposes contains **13,859 sq. ft.**, more or less.

**\$3,400.00**

Temporary easement for construction purposes contains **14,754 sq. ft.**, more or less.

**\$400.00**

Appraisal Fee.

**\$5,000.00**

Settlement Amount: **\$16,250.00**

**Property Tax Identification No. 08.0300900**

**Parcel Number(s): 35**

Fee Owners: John M. Siegfried.

Property Address: XXX County Road 40, Belle Plaine, Minnesota.

Fee Simple acquisition for roadway purposes **0.30 acres**, more or less.

**\$55,000.00**

Settlement Amount: **\$55,000.00**

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Court Room AV Project**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

Courtrooms 1, 2 and 3 need technology updates to the Audio/Visual (AV) systems. The age of the equipment as well as multiple long running system failures and issues have created a need to have the AV equipment in each courtroom upgraded.

Historically, the County has paid for audio equipment and Courts has paid for visual equipment. Being that modern equipment is integrated, County staff and Courts recommend that we evenly split the costs (50/50%).

This project will be managed by the First Judicial District. The County and Courts will enter into an agreement outlining the roles and responsibilities of each entity. Carver County will be involved in the initial project proposal from the vendor and participate in project and engineering meetings.

**ACTION REQUESTED:**

Motion to authorize the County Administrator to enter into an agreement with the First Judicial District to upgrade audio and visual equipment in Courtrooms 1, 2 and 3 and approve \$300,000 in YES account funds for the project.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

Courts

**Total**

**FTE IMPACT:**

Insert additional funding source

**Related Financial/FTE Comments:**

The project is estimated to cost \$600,000. The costs will be split 50/50 between the County and Courts. The County's portion of the project will not exceed \$300,000. This project is included on Attachment E in the Administrator's Recommended 2024 Budget. Due to the Courts being on a different fiscal calendar and the long lead time to order equipment, there is a need to move the project forward outside of the 2024 budget process. Therefore, the request is to utilize Year End Savings (YES) account to fund the County's portion of this project.

*Office use only:*

RBA 2023 - 9304



# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Court Room AV Project

Department: Public Services

Meeting Date: 9/5/2023

- 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: Nick Koltavy

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
AV Upgrades	30-xxx.6660	\$300,000.00	2022 YES Account	Fund Balance	\$300,000.00
<b>TOTAL</b>		\$300,000.00	<b>TOTAL</b>		\$300,000.00

Reason for Request:  
 The project is estimated to cost \$600,000. The costs will be split 50/50 between the County and Courts. The County's portion of the project will not exceed \$300,000. This project is included on Attachment E in the Administrator's Recommended 2024 Budget. Due to the Courts being on a different fiscal calendar and the long lead time to order equipment, there is a need to move the project forward outside of the 2024 budget process. Therefore, the request is to utilize Year End Savings (YES) account to fund the County's portion of this project.

## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**New Tobacco License-Blue Dream Tobacco**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes

Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

Blue Dream Tobacco, at 640 Railroad Dr E Suite 200, NYA, has applied for a Tobacco License and is in compliance with the Carver County Tobacco Ordinance. The owner is requesting the Carver County Board of Commissioners approval to sell tobacco products. This is a new tobacco license.

**ACTION REQUESTED:**

Approval of the County Board to issue a tobacco license to Blue Dream Tobacco in Norwood Young America. Board approval is subject to receipt of all required paperwork, licensing fee paid, signed affidavit, and all delinquent taxes paid.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2023 - 9314

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Request for additional Library STOC Hours**

Primary Originating Division/Dept: <input type="text" value="Public Services - Library"/>	Meeting Date: <input type="text" value="9/5/2023"/>
Contact: <input type="text" value="Jodi Edstrom"/> Title: <input type="text" value="Library Director"/>	Item Type: Consent <input type="text" value=""/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	
Strategic Initiative: <input type="text" value="Customer Service: Continue the County's delivery of high value, timely service and support"/>	

**BACKGROUND/JUSTIFICATION:**

The Library has been experiencing staffing challenges due to resignations, leaves of absence, retirements, and promotions. This paired with existing PTO requests has caused the need to utilize additional Seasonal/Temporary/On-Call (STOC) hours to staff both Information and Service Desks effectively and efficiently in all six library branches. Additionally, staffing costs and the cost of STOC employees have increased. In anticipated need to ensure libraries can remain open normal operating hours with sufficient levels of staffing, additional STOC hours are needed for the remainder of the year.

The estimated hours to cover this need for the remainder of 2023 are 1,173.25 hours split between STOC librarian and STOC library assistant positions across all six branches. The estimated cost is \$29,733. Employee Relations has approved transferring \$24,733 from their STOC budget to the Library's budget to help cover this expense. An additional \$5,000 will be transferred from the Equipment and Furniture Purchase budget line in the Library's operational budget.

**ACTION REQUESTED:**

Motion to approve additional 1,173.25 hours of 2023 library STOC with funds from Employee Relations STOC and Library operating budget.

<b>FISCAL IMPACT:</b> <input type="text" value="Budget amendment request form"/>	<b>FUNDING</b>
If "Other", specify: <input type="text" value=""/>	County Dollars = <input type="text" value="\$29,733.00"/>
<b>FTE IMPACT:</b> <input type="text" value="Other staffing change (grade, classification, hours, etc.)"/>	<b>Total</b> <input type="text" value="\$29,733.00"/>
<input type="checkbox"/> Insert additional funding source	

**Related Financial/FTE Comments:**

Additional 1,173.25 hours of Library STOC staff in 2023. Total cost is \$29,733. Funding would come from: \$24,733 Employee Relations STOC budget; and \$5,000 Library Operating Budget.

*Office use only:*  
RBA 2023 - 9320

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Request for additional Library STOC Hours

Department: Public Services - Library

Meeting Date: 9/5/2023

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: Jodi Edstrom

DEBIT		
Description of Accounts	Acct #	Amount
Salaries-Short-term On-call (STOC)	01-014-500.6119	\$27,975.00
FICA-STOC portion	01-014-500.6172	\$1,758.00
<b>TOTAL</b>		<b>\$29,733.00</b>

CREDIT		
Description of Accounts	Acct #	Amount
Salaries (STOC) - ER	xxx.6119	\$22,975.00
FICA-STOC portion - ER	xxx.6172	\$1,758.00
Equipment	01-014-500.6660	\$5,000.00
<b>TOTAL</b>		<b>\$29,733.00</b>

Reason for Request:

Adjust Library budget for 1173.25 hours of additional STOC payroll in 2023. Funding would come from: \$24,733 Employee Relations STOC budget and \$5,000 Library Operating Budget.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request to Increase Assistant County Attorney position from 0.6 FTE to 1.0 FTE**

Primary Originating Division/Dept: <u>Attorney</u>	Meeting Date: <u>9/5/2023</u>
Contact: <u>Mark Metz</u> Title: <u>County Attorney</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <u>    </u> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <u>                    </u> Title: <u>                    </u>	

**Strategic Initiative:**

Customer Service: Continue the County's delivery of high value, timely service and support

**BACKGROUND/JUSTIFICATION:**

In response to the County Attorney's Office strong need to hire qualified candidates to meet the ongoing legal demands throughout the county, including a proposal to move more of the Eminent Domain practice work in-house, the county-wide increase in data requests while staying in compliance with HIPAA and Mn Government Data Practices Act and ultimately to create long-term county-wide savings in legal fees, the County Attorney is requesting to increase a .6 part-time Assistant County Attorney position to a full-time 1.0 position.

The one-time cost thru the end of the 2023 would be \$17,532 and the annual ongoing cost would be \$55,662. Public Works CSAH and/or gas tax funds can be redirected from paying outside legal fees for Eminent Domain legal work to fund the incremental cost of \$17,532 in 2023. Thus, no additional levy funds are needed for this requested staffing change.

**ACTION REQUESTED:**

Motion to approve an increase in an Assistant County Attorney position from 0.6 FTE to 1.0 FTE at a cost of \$17, 532 for the rest of 2023 with funding provided by redirecting Public Works CSAH and/or sales tax funds.

**FISCAL IMPACT:** Budget amendment request form

*If "Other", specify:*

**FUNDING**

County Dollars =	
CSAH and/or sales tax	\$17,532.00
<b>Total</b>	<b>\$17,532.00</b>

**FTE IMPACT:** Increase budgeted staff

**Related Financial/FTE Comments:**

The use of CSAH and/or sales tax funding will be determined based on which Public Works project needs Eminent Domain legal work. The annual ongoing cost of \$55,662 along with corresponding budget adjustments will be incorporated into the County Administrator's Final 2024 Budget Recommendation with no impact on the Administrator's Final 2024 Levy Recommendation.

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

2023 Budget Board approved FTEs - 1/1/23 (adjusted based on reconciliation):	757.18
Non-levy funded Board Approved net FTE changes so far in 2023:	5.05
9/5 RBAs non-levy funded net FTE change:	1.40
<b>2023 Total FTE - 9/5/23</b>	<b>763.63</b>

*Office use only:*

RBA 2023 - 9327

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:** Request to Increase Assistant County Attorney position from 0.6 FTE to 1.0 FTE

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
Salary & Benefits	01-090.61xx	\$17,532.00	Professional Services	32-198-xxx-6680	\$17,532.00
<b>TOTAL</b>		\$17,532.00	<b>TOTAL</b>		\$17,532.00

Reason for Request:

The use of CSAH and/or sales tax funding will be determined based on which Public Works project needs Eminent Domain legal work.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Anthony Oswall - Temporary Manufactured Home for Special Needs Parent (IUP)**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

File PZ20230024. On August 15, 2023, the Planning Commission voted to recommend approval of the Anthony Oswall Interim Use Permit (IUP) to allow for the placement of a "Special Needs Parent" Temporary Manufactured Home on his parents property in Section 16, Camden Township. The property is currently improved with a residence, in which Francine and William Oswall live, and a detached accessory structure.

The placement of the temporary manufactured home would be occupied by Anthony and Jennifer Oswall as caretakers. The size of the proposed manufactured dwelling meets Zoning Code requirements. The current septic system (SSTS) would be replaced to accommodate enough capacity for the temporary manufactured home and the existing house. Both homes would share the existing well. The manufactured home would need to be removed within 120 days of the end of their occupancy or the sale of the property.

The Camden Township Board recommended approval of the IUP request at their May 11, 2023 meeting.

Attached is a Township map and the approved Planning Commission Resolution. A copy of the Planning Commission packet is available for review at: [638270914472148567 \(carvercountymn.gov\)](https://638270914472148567.carvercountymn.gov)

**ACTION REQUESTED:**

A motion to adopt the Findings of Fact and issue Order #PZ20230024 for the issuance of an Interim Use Permit.

**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 2023 - 9300

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

**FILE #: PZ20230024**

**RESOLUTION #: 23-14**

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

**FILE #:** PZ20230024

**APPLICANT:** Anthony Oswald

**OWNER:** Francine L. Oswald

**SITE ADDRESS:** 17450 86<sup>th</sup> Street, New Germany, MN 55367

**PERMIT TYPE:** IUP – Temporary Manufactured Home for Special Needs Parent

**PURSUANT TO:** County Code: Chapter 152, Section 152.082 (C)(2)(c)

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

**PARCEL #:** 02-016-0800

**WHEREAS**, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of August 15, 2023; and,

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

1. Francine Oswald owns an approximate 40-acre parcel located in the Southwest Quarter (SW¼) of the Southwest Quarter (SW¼) of Section 16, Camden Township. The property is improved with a single-family dwelling and a detached accessory structure. The property consists of wildlife preserved land, a small wooded area, and two ponds that were created as a result of mining permits. The site has an existing Interim Use Permit for mining, held by Valley Paving (IUP-PZ20200023). The parcel is located in the Agricultural Zoning District and CCWMO (Crow River watershed).
2. The applicant, Anthony Oswald, is requesting an Interim Use Permit for a Temporary Manufactured Home for the caregiver of Special Needs Parent, to be able live on property due to his father's health condition and the need for an on-site caregiver pursuant to Section 152.082 of the Carver County Zoning Code.
3. The applicant's letter (dated May 15, 2023) describes his desire to accommodate the medical needs for William Oswald and Francine Oswald. Their son, Anthony Oswald, wishes to reside in a manufactured home on the parents' property. Due to Mr. Oswald's mobility concerns, the applicant states that he will be able to assist with home maintenance, driving both parents to appointments, and keeping up the property during the winter. Mrs. Oswald has indicated that she no longer drives, and needs assistance with winter tasks on the property, such as snow removal. Due to the close proximity of the mobile home on the property to the main dwelling, Anthony would be able to assist his parents with any house issues. The applicants understand that this a temporary situation and do not identify the length of time they would need the mobile home on the property. They would be required to hook up to the existing well for domestic water service.
4. The applicants have submitted a site plan (dated June 21, 2023) for the temporary manufactured home. The approximate size of the single-story structure is 16 x 76' (1,216 square feet). The maximum width of a temporary mobile home is 20-feet, so the structure complies with the maximum width standard. Access to the manufactured home would be an extension of the gravel driveway of a similar width and material.
5. An Interim Use Permit requires a sunset date or event to be identified which would terminate the use. A condition of this request shall require termination of the permit at such time that Anthony Oswald and Jennifer Oswald no longer act as caretaker or occupy the temporary dwelling.

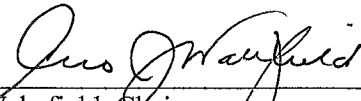


6. The existing SSTS is not sized to accommodate additional bedrooms within the temporary manufactured home along with the existing home. The applicants have stated they wish to replace the aging septic system and would have a designer submit plans to the Carver County Environmental Services Department prior to applying for the building permit for the manufactured home.
7. On July 28, 2023, this request was reviewed by Kristen Larson, Water Resources Program Specialist for Carver County Water Management Organization. She stated *“As long as the mobile home is oriented with the long side on an east-west access, setbacks from the wetland are met for the location of the home as shown on the site plan. Plans or other submitted material should include information on how the gravel drive extension will be restored to existing conditions (e.g. removal or gravel, placement of topsoil, and seeding).”*
8. The request was heard by the Camden Town Board during their May 11, 2023, Town Board Meeting. The Town Board recommended approval of the IUP request without additional comments or conditions.
9. 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.

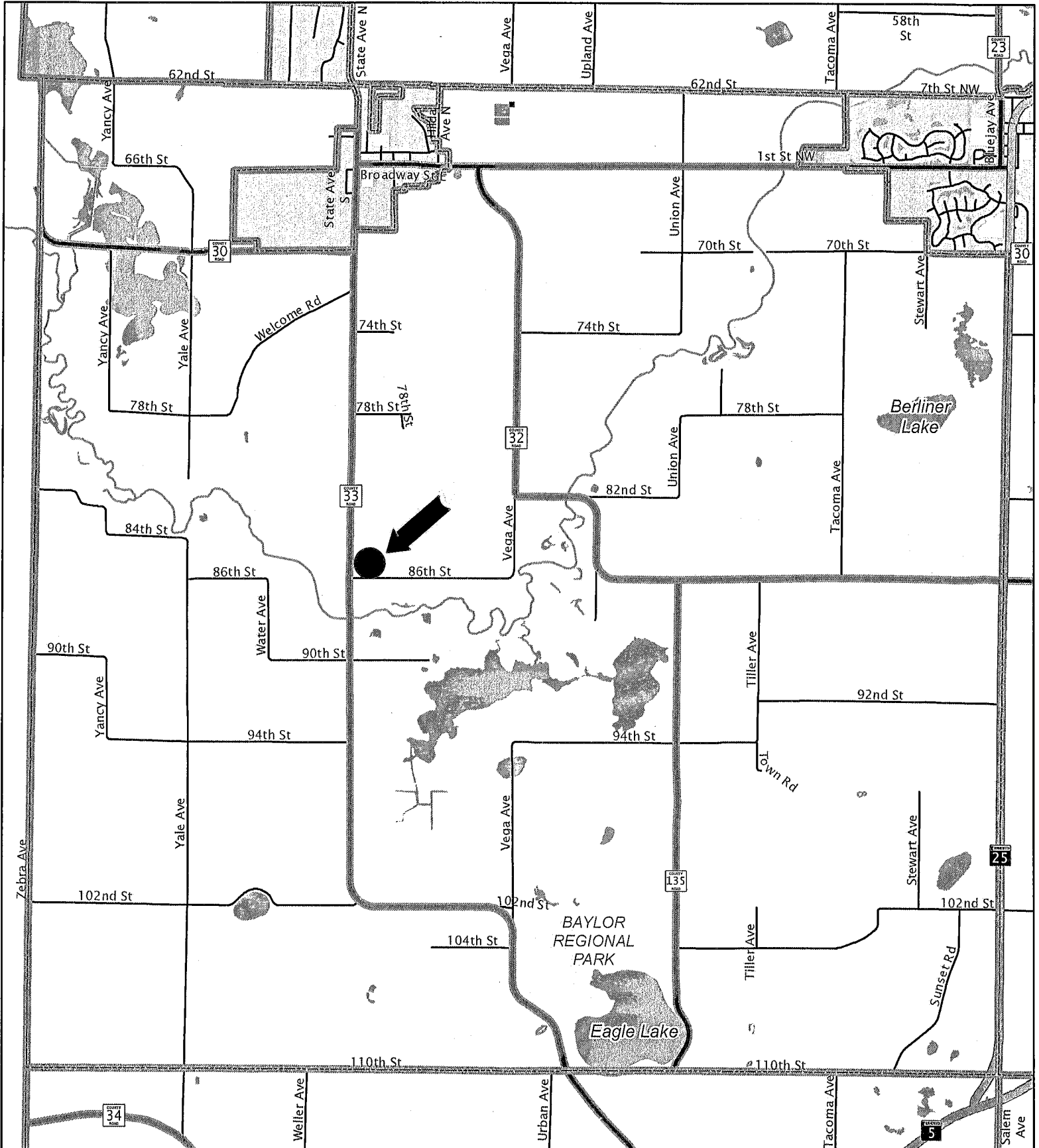
**THEREFORE, BE IT RESOLVED, THAT** the Carver County Planning Commission hereby recommends the approval of CUP #PZ20230024 for the installation of a Temporary Manufactured Home for a Caregiver of a Special Needs Parent on property described in Exhibit “A” of the permit application. The Planning Commission further recommends that the following conditions should be considered part of the permit:

1. The permit is subject to compliance review. The Interim Use Permit (IUP) is issued to Anthony Oswall to accommodate the occupancy of Anthony Oswall and/or Jennifer Oswall within the temporary manufactured home. This permit is not transferable to another person/owner/occupant. A change in ownership or occupant(s) of the manufactured home shall be cause for the permit to expire. The Land Management Department must be notified if the occupancy changes.
2. The IUP shall expire at such time that Francine Oswall or William Oswall no longer own the property. The temporary manufactured home shall be removed from the property within 120 days of when the occupants named on this permit cease to be occupy the mobile home in accordance with this permit.
3. Prior to any construction activities, the appropriate building permits shall be obtained (submitted, reviewed, and issued) for the manufactured home.
4. The Permittee shall maintain a conforming Subsurface Sewage Treatment System pursuant to Chapter 52 of the Carver County Code to accommodate wastewater produced from the manufactured home. If the existing SSTS needs to be replaced, the permittee shall apply for the necessary permit and provide design plans to the Carver County Environmental Services department prior to the issuance of a building permit.
5. The temporary manufactured home shall comply with all local, state, and federal regulations.

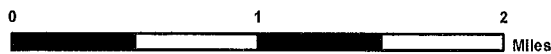
**ADOPTED** by the Carver County Planning Commission this 15<sup>th</sup> day of August 2023.

  
 \_\_\_\_\_  
 Scott Wakefield, Chairman  
 Carver County Planning Commission

# CAMDEN 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:**

**Upgrade Internal Network Connections in Libraries**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Consent

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

The IT internal network switches in six libraries need upgrading. The County applied and was approved for national E-Rate Funding through USAC (Universal Service Administrative Company, which is the manager of the E-Rate program for the Federal Communications Commission or FCC) to pay for a portion of the costs.

In order to apply for E-Rate Funds, the County was required to solicit proposals and recommend a vendor. The library received four qualified bids: Heartland for \$129,859.56, HighPoint Network Extreme for \$85,580.52, Insight for \$95,514.44 and Questivity for \$166,197.27. The Library and County IT selected Insight for the purchase of the equipment to align with County IT's work towards utilizing Cisco switches and connection points countywide. County IT will facilitate the installation and maintain support moving forward.

The E-Rate Funding will pay for 60% of the project, which amounts to \$57,308.66. Staff recommends that the remaining fund of \$38,205.78 be redirected from the Chaska Public Works sale proceeds. The county will initially fund the full amount for the equipment, after which reimbursement will be filed for from USAC.

**ACTION REQUESTED:**

Motion to approve purchase of 14 internal network switches from Insight Public Sector to upgrade the Library IT network. Accept the funding committed by USAC to reimburse 60% of the equipment cost and redirect budget from the Chaska Public Works sale proceeds for the remainder of the purchase.

**FISCAL IMPACT:**

If "Other", specify:

**FTE IMPACT:**

**FUNDING**

<b>County Dollars =</b>	<b>\$38,205.78</b>
USAC Category 2 eRate R	\$57,308.66
<b>Total</b>	<b>\$95,514.44</b>

Insert additional funding source

**Related Financial/FTE Comments:**

County will purchase the equipment and will invoice USAC for partial reimbursement. The equipment purchase and reimbursement will be accounted for in the Library's department budget.

*Office use only:*

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Upgrade Internal Network Connections in Libraries

Department: Public Services - Library

Meeting Date: 9/5/2023

- 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: Jodi Edstrom

DEBIT		
Description of Accounts	Acct #	Amount
Equipment Purchase	01-014-500-8003-6660	\$95,515.00
<b>TOTAL</b>		\$95,515.00

CREDIT		
Description of Accounts	Acct #	Amount
Refunds and Reimbursements	01-014-500-8003-...	\$57,309.00
Chaska shed available budget	30-959.6630	\$38,206.00
<b>TOTAL</b>		\$95,515.00

Reason for Request:  
 Increase the Library's departmental budget to add funding from USAC to purchase internal network switches. Redirect budget from Fund 30 (Chaska Shed sale) into the Library budget to provide the county's matching funds for the equipment purchase.

## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**MCIT (Minnesota Counties Intergovernmental Trust) Report to the Board**

Primary Originating Division/Dept:  ▼

Meeting Date:  📅

Contact:  Title:

Item Type:  
Regular Session ▼

Amount of Time Requested:  minutes

Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

Connections:  ▼

**BACKGROUND/JUSTIFICATION:**

Paul Hajduk, Risk Management Consultant with MCIT (Minnesota Counties Intergovernmental Trust), would like to provide the MCIT Member Report to the County Board. The report will reference the insurance and risk management program as well as performance goals of MCIT and Carver County. (MCIT typically presents the Board Report every other year, but COVID has delayed this Report).

**ACTION REQUESTED:**

Provide any additional input and/or direction to MCIT and Risk Management staff in the areas discussed.

**FISCAL IMPACT:**  ▼

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**  ▼

**Total**

Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2023 - 9250

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
CDA Budget and Levy

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Regular Session

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

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 2024, the CDA would like to request a levy of \$3,374,610, a 7.75% increase, which is a \$242,821 increase from the 2023 levy. The impact on a \$464,600 average valued home would be an increase of \$3.78, for a total of \$67.35 for 2024.

On August 15, the CDA presented a proposed levy and budget at a County Board work session. In accordance with Minnesota Statutes, the CDA is authorized to levy special benefit taxes subject to approval from the Carver County Board of Commissioners.

**ACTION REQUESTED:**

Motion to approve the resolution approving the 2024 proposed budget and payable 2024 tax levy of the Carver County Community Development Agency and certifying said levy to the County Auditor.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

<b>County Dollars =</b>	<input type="text"/>
Other Revenue	\$12,774,479.00
CDA Tax Levy	\$3,374,610.00
<b>Total</b>	<b>\$16,149,089.00</b>

**FTE IMPACT:**

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. Minnesota Statutes allow the CDA to levy taxes but, their levy is subject to County Board approval.

Office use only:

RBA 2023 - 9255

# 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.

## **2024 BUDGET NARRATIVE**

For the 2024 budget, the Carver County Community Development Agency (CDA) is eligible for a levy of \$3,775,425, which is \$643,536 increase from the 2023 levy. The CDA is requesting a levy of \$3,374,610 which is an increase of \$242,721. The impact on a \$464,600 average valued home is \$3.78 for a total of \$67.35.

### **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 – Opened in November 2022
- Waybury – Chaska
- Windstone – Chaska



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

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

Of that total:

- 9 are designated for the 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; resources; and livability. The Economic Development Strategy will be reviewed in the fall of 2023 and updated for 2024.

### **Community Development Programs:**

- **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:**

- Twenty-three grants totaling \$164,590 have been awarded to help cities prepare for future development.
- Grants have been awarded to the cities of Carver, Chanhassen, 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:**

- Twenty-three grants totaling \$1,870,833 have been awarded to assist cities with jobs, housing, or redevelopment projects.
- Grants have been awarded to the cities of Chanhassen, Chaska, Carver, Cologne, Mayer, Victoria, Waconia, Waconia Township and Watertown.
- Project examples include business expansion and site improvements to facilitate housing or redevelopment and business development.

### **Economic Development Programs:**

- **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 with tools and techniques specifically designed for growing regional companies. For the 2022-2023 program, the CDA sponsored one business. Another business is anticipated to be served in the 2024-2025 program.

- **NextStage:**

The CDA continues to support NextStage in providing business with no cost business consultation. Planning resources include writing a business plan, refining concepts, testing concepts feasibility, and compiling financial projects. Starting business resources include helping select appropriate business entity, licensing, compliance, accounting system support, and direct financing. Once the business is up and running support includes building revenue, managing costs, securing capital, and providing access to state and local financing.

- Facilitate, support, and market Chambers, State and regional partnerships and local businesses
  - Earlier this year, the CDA made a decision and is in the process of creating an economic development website named “Choose Carver County”
  - On August 10<sup>th</sup>, 2023, the CDA held a strategic planning meeting and it was determined that tourism will no longer be one of our strategic objectives. We will support the Chambers, Cities, and others to handle future tourism initiatives.
  - We will continue and create an economic development marketing plan where we will promote cities, businesses, and events in the County that create economic activity.

### **Homeownership Programs:**

- **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 40 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.

	2023	2024 YTD
Carver County Allocation Amount	\$1,775,333	\$1,943,009
Committed Loans	42	23
Committed Amount	\$11,140,030	\$6,464,890
Down payment and closing cost assistance	\$566,900	\$150,800

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

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

- The CDA has submitted a funding application to Minnesota Housing Finance for the Carver Oaks Senior (43 units) and Trails Edge Senior (76 units) will commit the remaining \$2 million of ARPA funding for a cost of just over \$40 million. If selected, the announcement should come out in December to allow for a 2025 construction season.
- The allocation of \$1 million for Carver Place was funded with 10 different sources and will be under construction in Spring of 2024.
- The allocation of \$1.8 million for the rehab of Watertown/Mayer is under way and is due to be completed mid-2024.
- The allocation of \$200,000 for the rehab of Bluff Creek Apartments is complete.
- 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 under construction.

## ARPA Funds update

Project	Funding Amount	Status
Humanity Alliance	\$300,000	Paid and complete
Bluff Creek Rehab	\$200,000	Paid and complete
West Creek Apartments	\$600,000	Held groundbreaking-funds requested
Carver Place	\$1,000,000	Project fully funded and moving forward
Rural Development Rehab	\$1,800,000	Project started, items back ordered, mid-2024 completion
Carver Oaks Senior	\$1,000,000	Submitted application in July for funding
Trail's Edge Senior	\$1,000,000	Submitted application in July for funding

### 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.

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.

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

The CDA has entered into a contract to develop a new Economic Development website “Choose Carver County” to provide up to date available land and industrial properties available. The CDA will continue to support businesses in Carver County, looking for expansion opportunities and financing options with the cities. The CDA will continue to promote the cities in Carver County and the activities that make it a “Great Place to Live and Work”.

In coordination with Habitat for Humanity, the CDA will add eight new units into the Carver County Land Trust program. Additionally, through a partnership with the City of Chaska, architectural work has been completed on the historic Ernst house and the site work on the three additional units has also been approved. It is hopeful that construction will start late 2023 on the rehab of the historic Ernst House and the additional three units.

### **New Initiative:**

- **Local Housing Trust Fund**

The CDA would like to dedicate \$100,000 to a local housing trust fund. The County Board will 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
- Housing-related fees

### **Common uses:**

- Homebuyer Assistance
- Preservation
- 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.

024 Levy Funding Change

Use	Original Request	Final Request
Administrative	\$158,536	\$142,721
Local Housing Trust Fund	\$200,000	\$100,000
Business Loan Fund	\$125,000	0
Capital Reserve/Office Building	\$160,000	0
Total	\$643,536	\$242,721

2024 Requested Budget

Revenue

Revenues		2023 Approved Budget	2024 Requested Budget	Change
Administrative		\$27,137	\$25,972	-\$1,165
Pass-through grants		\$344,202	\$349,739	\$5,537
Operating		\$2,371,667	\$2,948,962	\$577,295
Housing		\$9,064,000	\$9,449,806	\$385,806
Tax Levy		\$3,131,889	\$3,374,610	\$242,721
TOTAL		\$14,938,895	\$16,149,089	\$1,210,194

2024 Requested Budget

Expense

Expenditures		2023 Approved Budget	2024 Requested Budget	Change
Administrative & Operating		\$4,074,693	\$4,793,544	\$718,851
Pass-through Grants		\$344,202	\$349,739	\$5,537
Housing		\$9,064,000	\$9,449,806	\$385,806
Bonds		\$276,000	\$276,000	\$0
Community & Economic Dev		\$1,180,000	\$1,280,000	\$100,000
TOTAL		\$14,938,895	\$16,149,089	\$1,210,194



# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

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

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

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

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

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## RESOLUTION APPROVING THE 2024 PROPOSED BUDGET AND PAYABLE 2024 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 2024 budget and levied the special benefits tax, payable 2024, 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 2024 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 \$3,374,610 for taxes payable 2024 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 5<sup>th</sup> day of September, 2023, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 5th day of September, 2023.

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



# Carver County Board of Commissioners Request for Board Action



## Agenda Item:

### Preliminary County 2024 Levy and Budget

Primary Originating Division/Dept: Administration (County)

Meeting Date: 9/5/2023

Contact: David Frischmon  Title: Property & Finance Director

Item Type:  
Regular Session

Amount of Time Requested: 30  minutes

Presenter: Dave Hemze and David Frisch  Title:

Attachments:  Yes  No

## Strategic Initiative:

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

## BACKGROUND/JUSTIFICATION:

The 2024 Budget process formally began on June 9th at a Strategic Planning Workshop where the County Administrator presented his recommended 2024 Budget Strategy. This strategy recommended a 6.8% increase in the county's tax levy with a 4.9% tax impact on the County's average value home.

During July and August, Division Directors presented their 2024 budget and levy adjustment requests at budget hearings with Board members which are summarized, along with the Administrator's Preliminary Recommendations, in the attached 2024 Budget Attachments A-F.

Last week the County received a final 2024 Fiscal Disparity Distribution from the other 6 metro counties which is \$220,000 higher than the initial projection used for the County Administrator's recommended 2024 Budget Strategy. This \$220,000 increase in 2024 Fiscal Disparity Distribution does not change the Administrator's recommended tax levy increase of 6.8% or any of the attached Budget Attachments A-F but does lower the county's 2024 tax impact on the County's average value home from 4.9% to 4.5%.

By September 30th, State law requires that the County Board adopt a 2024 preliminary property tax levy to finance 2024 County operations and capital projects. On September 5th, the County Board will be asked to adopt a 2024 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 2025 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."

The County Board is planning to hold a budget public hearing on Tuesday November 28th and to adopt the Final 2024 Budget/Levy and the 2025 LTFP on December 19th.

## ACTION REQUESTED:

Motion to approve the Administrator's Recommended 2024 Preliminary Levy of \$70,143,855, a Total Budget of \$240,684,416 and to set a 2024 Budget Hearing for Tuesday, November 28th, 2023 at 6:00pm.

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

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

**FTE IMPACT:**

Insert additional funding source

**Related Financial/FTE Comments:**

The County Administrator's Recommended 2024 Preliminary Levy is 6.8% higher than the 2023 Levy which will have a 4.5% tax impact on the County's average value home. The County Administrator's Recommended 2024 Budget includes nearly \$2.2M in sustainable county wide and Division levy adjustments and a net increase of 12.65 FTEs.

*Office use only:*  
RBA 2023 - 9321

Attachment A1  
**2024 Budget: Net County-wide Adjustments and Net Division Adjustments/Trends**

as of 8/2/23

	Item	Division Request	County Administrator's Preliminary Recommendation
<b>County-wide:</b>			
	Attachment C - 2023 Capital Projects - Road Preservation	(100,000)	(100,000)
	Attachment D - 2023 Equipment Replacement	(100,000)	(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>(300,000)</i>
	IT Cost Increases (fees, additional staff, etc.)	(30,000)	(30,000)
	Vacancy Savings	600,000	600,000
	Investment Income	900,000	900,000
	County Program Aid Legislative Increase	1,100,000	1,100,000
	<i>Subtotal</i>	<i>2,570,000</i>	<i>2,570,000</i>

**Net County Wide Levy Adjustments**

<b>2,270,000</b>	<b>2,270,000</b>
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**Divisions Negative Expenditure Levy Adjustments/Trends:**

County Administration	Increase lobbyist services to cover 2024 contract	(5,000)	(5,000)
County Commissioners	Anticipated 2024 membership dues increase	(8,000)	(8,000)
Sheriff- Jail	Medical- contracted medical services	(261,105)	(261,105)
Sheriff-Jail	Aramark Inmate Meal contract increase	(28,000)	(28,000)
Sheriff-Jail	Medical services outside of contract	(20,000)	(20,000)
Sheriff- Patrol	Additional operating budget for patrol fleet- inflation/cost of squads & outfitting	(100,000)	(100,000)
Sheriff- Patrol	Increase to annual fleet budget	(86,000)	(86,000)
Sheriff-Emergency Management	Medical Examiners Contract Increase	(6,000)	(6,000)
Sheriff	Police Aid paid to police contract communities	(330,000)	(330,000)
Court Administration	First Judicial District Court- Hourly rate increase from \$100 to \$125 for Court Appointed Attorneys	(20,000)	(20,000)
Property & Finance- Finance	Increased costs for audit services and software application increases (IFS, Debt Book, etc.)	(20,000)	(20,000)
Property & Finance- Property Tax	Increase costs for services, software, mailings, and online payments fees (Aumentum, Print Vendor Costs, Online Transaction Fees, etc.)	(24,000)	(24,000)
Property & Finance- Elections & Licensing	Increased election costs and postage	(19,000)	(19,000)
Public Services- IT	Software and County-wide application costs no longer covered by Recorder Tech funds	(50,000)	(50,000)
Public Services- IT	One Meeting - New RBA solution	(9,500)	(9,500)
Public Services- IT	Cellular Data Plan increase to increase to support remote workers	(40,000)	(40,000)
Public Services- IT	Increase cost with Mail Metering vendor and USPS postage increase	(15,000)	(15,000)
Public Services- IT	Subscription Cloud storage increase - offsite data backups and Public Works storage	(40,000)	(40,000)
Public Services- IT	IT training - increase cost in IT trainings, additional training dollars for new IT staff	(10,000)	(10,000)
Public Services	Extension- 2.5% inc, Historical-4.9% and SWCD-4.9% Increase	(34,461)	(34,461)
Public Services-Facilities	Increases in Utility Costs	(95,000)	(95,000)
Public Services-Facilities	Budget for a full year of utility cost for Waterfront Service Center vs. 6mo	(23,000)	(23,000)
Public Services - Library	Mobile Hotspots - grant funds ending	(22,000)	(22,000)
Public Services - Library	Digital Collection – increased vendor costs	(26,000)	(26,000)
Public Services - Library	Print Collection – increased costs due to inflation, processing fees, and decreased vendor discounts	(30,000)	(30,000)
Public Services - Library	Transition to Blu-Ray DVD format	(11,000)	(11,000)
Public Services - Library	Library Technology Subscriptions	(35,000)	(35,000)
Employee Relations	Advertising and Legal Notice Publication- focused on increasing job opening advertising and diversity recruitment investment.	(10,500)	(10,500)
Employee Relations	Professional Services - cost increases for employment background check mandates, labor attorney services, technology systems incremental fee increases	(17,000)	(17,000)
Employee Relations	HR Technology system- cost increases	(9,500)	(9,500)
HHS - Behavioral Health	Mental Health Services to Jail Inmates	(300,000)	(300,000)
HHS	180 Degrees/Hope House (this is to keep the contract plus \$20k, otherwise it is eliminated)	(60,000)	(60,000)
HHS	Beacon Housing Program	83,000	83,000
HHS - Behavioral Health	Mental Health Services for Sex Offender Commitments at State Facilities	(125,000)	(125,000)
HHS - Behavioral Health	State-Operated Inpatient cost reduction	62,000	62,000
HHS- Child & Family	Child Out-of-Home Placements (mix of foster care, group residential, treatment foster care)	380,000	380,000
HHS- Court Services	Juvenile Placement - cost increases	(215,000)	(215,000)
Public Works - Parks	Site and Ground Improvements	(10,000)	(10,000)
Public Works - Program Delivery	Micro Station	(50,000)	(50,000)
Public Works - Operations	Professional Services (Cracksealing)	(167,000)	(167,000)
Public Works - Operations	Rural Intersection Lighting	(6,900)	(6,900)
Public Works - Operations	Conference & Training	(14,250)	(14,250)
Public Works - Operations	Seal Coating Oil and Aggregate	(90,000)	(90,000)
	<i>Subtotal - Expenditure Levy Adj.</i>	<i>(1,918,216)</i>	<i>(1,918,216)</i>

**Divisions Net Revenue Levy Adjustment/Trends:**

Sheriff	Contract revenue- offset sal/ben increases	769,000	769,000
Sheriff	Police Aid	608,000	608,000
Sheriff-Jail	Inmate Boarding reduction	(40,000)	(40,000)
HHS/ Court Services	State Aid- Increases State reimbursement of CS sal/ben costs from 20% to 54% (\$707k minus Att B Staffing request)	578,911	578,911
HHS/ Court Services	State elimination of DOC Workload Reduction Grant	(98,000)	(98,000)
HHS/ Court Services	Elimination of County Probation fees	(166,000)	(166,000)
HHS - Behavioral Health	Increase in School-Link Mental Health Grants, Private Pay Insurance Billing	100,000	100,000
Property & Finance - Land Records	Decrease in Recorder fees from lower volume of land related transactions	(75,000)	(75,000)
CarverLink, AIS, Law Library, Vet Court, Conceal & Carry, CCRRA, WMO, etc.	Offsetting funds for salary and benefit increases	158,238	158,238
	<i>Subtotal - Revenue levy adj.</i>	<i>1,835,149</i>	<i>1,835,149</i>

**Net Division Levy Adjustment/Trends**

<b>(83,067)</b>	<b>(83,067)</b>
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# Attachment B: Recommended Staffing Changes

as of 8/8/23

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 2024:</b>										
Employee Relations	1	1.00	Levy	1.00	Senior Employee Relations Business Partner	136,508	-	-	136,508	136,508
Employee Relations	1	(1.00)	Levy	(1.00)	Employee Relations Business Partner	(133,775)	-	-	(133,775)	(133,775)
Employee Relations	2	0.50	Levy	0.50	STOC Pool	30,150	-	-	30,150	30,150
Attorney's Office	1	(0.18)	Non Levy	(0.18)	Law Clerk	(11,789)	-	(11,789)	-	-
Attorney's Office	1	0.35	Levy	0.35	Law Clerk	25,182	-	-	25,182	25,182
PFS - Finance	1	1.00	Levy	1.00	Accountant	132,565	-	-	132,565	132,565
PFS - Finance	1	(0.10)	Levy	(0.10)	STOC	(6,000)	-	-	(6,000)	(6,000)
PFS - Finance	1	(0.60)	Levy	(0.60)	Accounting Technician	(46,400)	-	-	(46,400)	(46,400)
PFS - Property Assessments	2	0.50	Partial Levy	0.50	Appraiser Intern	32,176	-	32,176	-	-
HHS - Administrative Support	1	1.00	Levy	1.00	Accounting Supervisor	138,008	-	-	138,008	138,008
HHS - Child and Family	2	1.00	Partial Levy	1.00	Social Worker	127,099	-	28,813	98,286	98,286
HHS - Income Support	3	1.00	Partial Levy	1.00	Child Care Specialist	99,693	-	29,908	69,785	69,785
HHS - Income Support	4	2.00	Partial Levy	2.00	Child Support Officer II	223,950	147,807	-	76,143	76,143
HHS - Income Support	4	(2.00)	Partial Levy	(2.00)	Child Support Officer	(202,146)	(133,416)	-	(68,730)	(68,730)
HHS - Behavioral Health	5	1.00	Levy	-	HHS Administrative Assistant	88,663	-	-	88,663	88,663
HHS - Income Support	6	1.00	Partial Levy	-	Lead Financial Assistance Specialist	105,136	31,541	-	73,595	73,595
HHS- Court Services	7	1.00	Non Levy	1.00	Court Services Agent	128,089	-	128,089	-	-
HHS - Home & Community Based Care	8	2.00	Non Levy	2.00	Social Worker	254,198	254,198	-	-	-
HHS- All Departments	9	1.00	Levy	-	STOC Pool	100,000	-	-	100,000	100,000
Public Services - Land Management	1	1.00	Partial Levy	1.00	Land Management Planner	133,639	-	33,410	100,229	100,229
Public Services - Information Technology	2	1.00	Levy	1.00	IT Support Technician	99,693	-	-	99,693	99,693
Public Services - Public Services Administration	3	0.60	Levy	0.60	Communications Specialist	51,597	-	-	51,597	51,597
Public Services - Information Technology	4	1.00	Levy	-	IT Applications Analyst	127,099	-	-	127,099	127,099
Public Services - Library Services	5	0.35	Levy	-	Library Assistant	50,298	-	-	50,298	50,298
Public Services - Library Services	6	1.00	Levy	-	Assistant Library Branch Manager	111,975	-	-	111,975	111,975
Public Services - Public Services Administration	7	0.60	Levy	-	Data and Records Coordinator	47,510	-	-	47,510	47,510
Public Services - Library Services	8	0.20	Levy	-	Community Engagement Coordinator	16,497	-	-	16,497	16,497
Public Services- AIS STOC	9	(0.25)	Non Levy	(0.25)	AIS STOC	(11,991)	(11,991)	-	-	-
Public Works - Parks	1	1.00	Levy	1.00	Parks Maintenance Technician	99,693	-	10,000	89,693	89,693
Public Works - Parks	2	1.13	Partial Levy	1.13	STOC - PT Seasonal	46,276	-	46,276	-	-
Public Works - Administration	3	(1.00)	Levy	(1.00)	Administrative Assistant	(92,354)	-	-	(92,354)	(92,354)
Public Works - Administration	3	1.00	Levy	1.00	Administrative Technician	94,226	-	-	94,226	94,226
Public Works - Operations	4	(1.00)	Levy	(1.00)	Inventory Control Technician	(93,031)	-	-	(93,031)	(93,031)
Public Works - Operations	4	1.00	Levy	1.00	Fleet Technician	98,224	-	-	98,224	98,224
Public Works - Program Delivery	5	1.00	Partial Levy	1.00	Communications Specialist	110,475	-	60,881	49,594	49,594
Public Works - Program Delivery	5	(0.40)	Levy	(0.40)	Project Manager	(49,594)	-	-	(49,594)	(49,594)
Public Works - Parks	6	0.10	Non Levy	0.10	Recreation Program Educator	6,014	-	6,014	-	-
<b>Subtotal:</b>		<b>18.80</b>		<b>12.65</b>		<b>\$ 2,067,553</b>	<b>\$ 288,138</b>	<b>\$ 363,778</b>	<b>\$ 1,415,637</b>	<b>\$ 800,000</b>

**Attachment C: Capital Projects by Fund for 2024**

as of 8/14/23

		2023	2024	2024	
DEPT.	CIP #	DESCRIPTION	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	-
		Lake Minnewashta Regional Park Creative Playground (P&T Funds and Met Council CIP Funds)		1,224,000	1,224,000
		Baylor Regional Park Boardwalk Replacement (Governors Modernization Funds)		317,000	317,000
	529-517	Lake Waconia Regional Park/Coney Island (Parks & Trails Funds)			-
		Lake Waconia Regional Park Waterfront Service Center (Parks and Trails Fund)	308,819		(308,819)
		Lake Waconia Regional Park Waterfront Service Center (CPA)	-	-	-
		<b>34-000-XXX-XXXX-66xx</b>	<b>382,518</b>	<b>1,614,699</b>	<b>- 1,232,181</b>
<b>Fund 34 Tot</b>	<b>34-XXX-XXX-XXXX-66XX</b>		<b>382,518</b>	<b>1,614,699</b>	<b>- 1,232,181</b>
		<b>Levy Dollars - Fund #34</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Building and Other Capital Improvements</b>					
		Contribution to Agricultural Society 2023/2024 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>Fund #30 Tr</b>	<b>30-XXX-XXX-XXXX-66XX</b>		<b>73,699</b>	<b>73,699</b>	<b>-</b>
		<b>Levy Dollars - Fund #30</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Regional Rail Authority Right-of Way Capital Improvements</b>					
		Contribution to County for FTE (levy)	155,348	165,415	10,067
		Ditch Drainage, Culvert Cleaning, Tree Removal, Trail Crack Sealing & Sealcoating	-	48,833	48,833
		Dakota Rail Regional Trail Crane Creek Bridge Repair	45,652	-	(45,652)
		<b>15-XXX-XXX-XXXX-66XX</b>	<b>201,000</b>	<b>214,248</b>	<b>- 13,248</b>
<b>Fund #15 Tr</b>	<b>15-XXX-XXX-XXXX-66XX</b>		<b>201,000</b>	<b>214,248</b>	<b>- 13,248</b>
		<b>Levy Dollars - Fund #15</b>	<b>199,000</b>	<b>212,248</b>	<b>13,248</b>
<b>Road &amp; Bridge Capital Improvements</b>					
<b>Transfers</b>					
		State Aid Regular transfer for FTEs	489,666	398,409	(91,257)
	307-198	Transportation Sales & Use Tax to Fund 3 for FTEs and 212 professional services	419,634	510,891	91,257
	307-197	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>1,224,300</b>	<b>1,224,300</b>	<b>-</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	8818 County Road 117 (Galpin Blvd.) from Highway 5 to North County Line (City Lead) (Sales Tax)	500,400		(500,400)
	307	8820 Highway 41 and 10 Expansion from Bavaria to Park Drive (MUN/STATE)		368,263	368,263
	307	8820 Highway 41 and 10 Expansion from Bavaria to Park Drive (Sales Tax)		852,914	852,914
	307	8826 TH 212 Expansion from Norwood Young America to Cologne (MUN/STATE)		92,354	92,354
	307	8826 TH 212 Expansion from Norwood Young America to Cologne (CSAH Reg)		387,096	387,096
	307	8827 TH 5 - Expansion from Kochia Lane to Minnewashta Pkwy & RAR from 78th to Fribourg.(MUN/STATE)	32,782	176,480	143,698
	307	8827 TH 5 - Expansion from Kochia Lane to Minnewashta Pkwy & RAR from 78th to Fribourg.(Fed)	578,393	3,565,612	2,987,219
	307	8827 TH 5 - Expansion from Kochia Lane to Minnewashta Pkwy & RAR from 78th to Fribourg.(CSAH Reg)	98,345	366,240	267,895
	307	8827 TH 5 - Expansion from Kochia Lane to Minnewashta Pkwy & RAR from 78th to Fribourg.(Sales Tax)	303,484	1,710,548	1,407,064
	307	8839 Rose Ave. Bridge over stream - Watertown Township (MUN/STATE)	2,500		(2,500)
	307	8842 TH5/CSAH11(W) Intersection Improvements (AATP H5W-3) (MUN/STATE)	2,459	16,974	14,515
	307	8842 TH5/CSAH11(W) Intersection Improvements (AATP H5W-3) (Sales Tax)	34,995	928,996	894,001
	307	8844 CSAH 40 Rehab and SW from CSAH 52 to South County Line (Wheelage Tax)	150,000		(150,000)
	307	8866 Highway 20/25 Intersection (MUN/STATE)	37,267		(37,267)
	307	8870 CSAH 14/CSAH 17 Traffic Signal (CSAH Reg)	68,842		(68,842)
	307	8900 CSAH 92 at Airport Rd Intersection (City Lead) [92-M2] (Sales Tax)	126,374		(126,374)
	307	8905 TH 5 Expansion from Minnewashta to TH 41 (AATP H5E-2) (Fed)	942,477		(942,477)
	307	8906 CSAH 11 & CSAH 14/MLR Roundabout (10-S1a) (MUN/STATE)	20,471		(20,471)
	307	8906 CSAH 11 & CSAH 14/MLR Roundabout (10-S1a) (Sales Tax)	61,414		(61,414)
	307	8929 TH 5/TH 41 Intersection [AATP H5E-3] (Fed)	303,232		(303,232)
	307	8936 TH5/CSAH11(E) Intersection Improvements (AATP H5W-4) (MUN/STATE)	1,639	5,402	3,763
	307	8936 TH5/CSAH11(E) Intersection Improvements (AATP H5W-4) (Sales Tax)		1,351	1,351
	307	8760 CSAH 10 Expansion from RR to Creek Ln. N. (MUN/STATE)		2,026	2,026
	307	8760 CSAH 10 Expansion from RR to Creek Ln. N. (Sales Tax)		300,173	300,173
	307	8824 CSAH 61 Reconstruction from Yellow Brick Road to Bluff Creek Dr.(MUN/STATE)		576,208	576,208
	307	8857 Arboretum Area Transportation Plan (Sales Tax)		250,000	250,000
	307	8869 CSAH 18/ Sunset Traffic Signal (MUN/STATE)		44,255	44,255
	307	8869 CSAH 18/ Sunset Traffic Signal (CSAH Reg)		44,255	44,255
	307	8873 CSAH 61 Reconstruction from CSAH 11 to CSAH 44 (MUN/STATE)		248,754	248,754
	307	8874 CSAH 14 Reconstruction from TH 41 to Bavaria incl. Village Rd Traffic Signal (MUN/STATE)		112,000	112,000
	307	8874 CSAH 14 Reconstruction from TH 41 to Bavaria incl. Village Rd Traffic Signal (CSAH Reg)		632,000	632,000
	307	8879 CSAH 40 Rehab and SW from CSAH 52 to CSAH 50 (CSAH Reg)		220,000	220,000
	307	8930 CSAH 11 Improvements from 10 to RR, Including Intersection (MUN/STATE)		22,977	22,977
	307	8930 CSAH 11 Improvements from 10 to RR, Including Intersection (Sales Tax)		128,966	128,966
	307	8942 Maplewood Road Bridge over Bevens Creek (MUN/STATE)		10,000	10,000
		<b>32-307-000-0000-6680</b>	<b>3,999,552</b>	<b>11,063,846</b>	<b>- 7,064,294</b>
<b>Construction</b>					
	307	8015 Safety Set Aside (County Levy)	175,000	175,000	-
	307	8016 Traffic Marking / Signs / Signals (County Levy)	315,000	315,000	-
	307	8016 Traffic Marking / Signs / Signals (County Program Aid)	147,399	147,399	-
	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	8818 County Road 117 (Galpin Blvd.) from Highway 5 to North County Line (City Lead) (Sales Tax)	6,056,650		(6,056,650)
	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)	340,000		(340,000)
	307	8895 County Wide Wet Reflective Pavement Markings (Fed)	785,570		(785,570)
	307	8909 CSAH 50 shoulder widening and rehab from W CL to Highway 5 (CSAH Reg)	263,312		(263,312)
	307	8820 Highway 41 and 10 Expansion from Bavaria to Park Drive incl Ped Underpasses (MUN/STATE)		4,226,181	4,226,181
	307	8820 Highway 41 and 10 Expansion from Bavaria to Park Drive incl Ped Underpasses (Fed)		7,933,360	7,933,360
	307	8820 Highway 41 and 10 Expansion from Bavaria to Park Drive incl Ped Underpasses (Sales Tax)		2,619,966	2,619,966
	307	8826 TH 212 Expansion from Norwood Young America to Cologne (MUN/STATE)		34,000,000	34,000,000
	307	8826 TH 212 Expansion from Norwood Young America to Cologne (Fed)		27,500,000	27,500,000
	307	8826 TH 212 Expansion from Norwood Young America to Cologne (Sales Tax)		4,258,129	4,258,129
	307	8844 CSAH 40 Rehab and SW from CSAH 52 to South County Line (Fed)		2,000,000	2,000,000
	307	8844 CSAH 40 Rehab and SW from CSAH 52 to South County Line (CSAH Reg)		1,724,294	1,724,294
	307	8844 CSAH 40 Rehab and SW from CSAH 52 to South County Line (Transportation Advancement)		689,000	689,000
	307	8844 CSAH 40 Rehab and SW from CSAH 52 to South County Line (Wheelage Tax)		261,706	261,706
	307	8864 CSAH 10 at Waconia Pkwy N. Intersection (City Lead) (Fed)		1,760,000	1,760,000
	307	8864 CSAH 10 at Waconia Pkwy N. Intersection (City Lead) (CSAH Reg)		873,058	873,058
	307	8871 Signal ReplacementCSAH 17 & W 78th St (MUN/STATE)		223,463	223,463
	307	8871 Signal ReplacementCSAH 17 & W 78th St (CSAH Reg)		223,463	223,463
	307	8918 CSAH 27 Major Rehab from CSAH 10 to North County Border (CSAH Reg)		54,422	54,422
	307	8918 CSAH 27 Major Rehab from CSAH 10 to North County Border (CSAH Mun)		848,982	848,982
	307	8931 CSAH 11 shoulder widening and rehab from TH 5 to TH7 (CSAH Reg)		2,839,631	2,839,631
	307	8931 CSAH 11 shoulder widening and rehab from TH 5 to TH7 (Wheelage Tax)		665,510	665,510
	307	8942 Maplewood Road Bridge over Bevens Creek (MUN/STATE)		10,000	10,000
	307	8942 Maplewood Road Bridge over Bevens Creek (Bridge Bonds)		440,000	440,000
		<b>32-307-000-0000-6681</b>	<b>8,442,931</b>	<b>93,788,563</b>	<b>- 85,345,632</b>
<b>Right of Way</b>					
	307	8826 TH 212 Expansion from Norwood Young America to Cologne (MUN/STATE)	2,123,000		(2,123,000)
	307	8826 TH 212 Expansion from Norwood Young America to Cologne (CSAH Reg)	117,000		(117,000)
	307	8826 TH 212 Expansion from Norwood Young America to Cologne (Sales Tax)	685,000		(685,000)
	307	8864 CSAH 10 at Waconia Pkwy N. Intersection (City Lead) (MUN/STATE)	100,000		(100,000)
	307	8864 CSAH 10 at Waconia Pkwy N. Intersection (City Lead) (CSAH Reg)	100,000		(100,000)
	307	8907 CSAH 43 from Marsh Lake Road to Tellers Road (MUN/STATE)	100,000		(100,000)
	307	8907 CSAH 43 from Marsh Lake Road to Tellers Road (CSAH Reg)	100,000		(100,000)
	307	8931 CSAH 11 shoulder widening and rehab from TH 5 to TH7 (Wheelage Tax)	235,000		(235,000)
	307	8827 TH 5 - Expansion from Kochia Lane to TH 41 & RAR from 78th to Fribourg.(MUN/STATE)		303,887	303,887
	307	8827 TH 5 - Expansion from Kochia Lane to TH 41 & RAR from 78th to Fribourg.(Fed)		427,693	427,693
	307	8827 TH 5 - Expansion from Kochia Lane to TH 41 & RAR from 78th to Fribourg. (CSAH Reg)		303,887	303,887
	307	8827 TH 5 - Expansion from Kochia Lane to TH 41 & RAR from 78th to Fribourg. (Sales Tax)		2,926,323	2,926,323
	307	8842 TH5/CSAH11(W) Intersection Improvements. (Sales Tax)		1,498,182	1,498,182
	307	8904 CSAH 30 shoulder widening and SFDR from TH 25 to CSAH 10 (CSAH Reg)		320,000	320,000
		<b>32-307-000-0000-6685</b>	<b>3,560,000</b>	<b>5,779,973</b>	<b>- 2,219,973</b>
<b>Resurfacing/ Maintenance</b>					
	307	8000 Resurfacing/ Maintenance (County Levy)	2,000,000	2,100,000	100,000
	307	8000 Resurfacing/ Maintenance (CSAH Reg)		1,535,122	1,535,122
		<b>32-307-000-0000-6684</b>	<b>2,000,000</b>	<b>3,635,122</b>	<b>- 1,635,122</b>
<b>Fund #32 Total</b>	<b>32-307-XXX-XXXX-66XX</b>		<b>19,226,783</b>	<b>115,491,804</b>	<b>- 96,265,021</b>
		<b>Road &amp; Bridge Levy Dollars - Fund #32</b>	<b>2,490,000</b>	<b>2,590,000</b>	<b>- 100,000</b>

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

as of 8/2/23

DEPT.	DESCRIPTION	2023	2024	2024	2024	Inc./Dec
		Board Approved	Initially Rolled Forward from 2024 LTFP	County Administrator's Preliminary Recommendation	Board Approved	
<b>Public Services - Facilities</b>						
Building Improvements - 6640						
	Facilities - Manager Initiatives	335,000	355,000	355,000	-	20,000
Dept. Total	01-110-XXX-2001-66XX	335,000	355,000	355,000	-	20,000
<b>Public Services - Information Technology</b>						
<b>Capital Initiatives:</b>						
	IT Capital Initiatives	40,000	60,000	60,000	-	20,000
	Software: 01-049-046-0000-6660	40,000	60,000	60,000	-	20,000
<b>Infrastructure Te</b>						
	Scanner/Printer Replacement	20,000	20,000	20,000	-	-
	Equipment: 01-049-046-0000-6660	20,000	20,000	20,000	-	-
<b>CarverLink</b>						
	CarverLink buildout*	105,000	105,000	105,000	-	-
	CarverLink equipment replacement*	30,000	125,000	125,000	-	95,000
	Equipment: 02-048-000-130x-666x	135,000	230,000	230,000	-	95,000
Dept. Total		195,000	310,000	310,000	-	115,000
<b>Public Services - Library</b>						
<b>Administration</b>						
	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>						
<b>WMO</b>						
	Carver County Water Mgmt. Organization Project Fund*	174,700	175,000	175,000	-	300
	16-XXX-XXX-XXXX-6630	174,700	175,000	175,000	-	300
Dept. Total	16-XXX-XXX-XXXX-66XX	174,700	175,000	175,000	-	300
<b>Sheriff's Office</b>						
<b>Admin</b>						
	Sheriff Priorities	50,000	50,000	50,000	-	-
	Equipment: 01-201-201-0000-66xx	50,000	50,000	50,000	-	-
<b>Patrol</b>						
	Camera Replacement: BWC and Squads	-	20,000	20,000	-	20,000
	Vehicles	330,000	345,000	345,000	-	15,000
	Vehicles: 01-201-236-0000-6670	330,000	365,000	365,000	-	35,000
<b>Communication</b>						
	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	510,000	-	35,000
<b>Public Works</b>						
<b>Highway Operati</b>						
	County-wide Fleet	580,000	605,000	605,000	-	25,000
	Public Works Equipment (CSAH)*	150,000	150,000	150,000	-	-
	Equipment: 03-304-000-0000-66xx	730,000	755,000	755,000	-	25,000
		-	-	-	-	-
<b>Park Administra</b>						
	Park Maintenance Projects	50,000	50,000	50,000	-	-
	Park Maintenance Projects (O&M Funds)*	40,984	95,984	95,984	-	55,000
	Site Improvements: 01-520-000-0000-66xx	90,984	145,984	145,984	-	55,000
Division Total		820,984	900,984	900,984	-	80,000
<b>County Totals</b>						
		2,020,684	2,270,984	2,270,984	-	250,300
	*Non-Levy Dollars Available to Pay	(500,684)	(650,984)	(650,984)	-	(150,300)
	Net Levy Dollars Needed	1,520,000	1,620,000	1,620,000	-	100,000

Attachment E:

2024 Budget - One-Time Projects: Building maintenance, capital projects, equipment, software, etc.

as of 8/10/23

	Division Priority	Item	2024 LTFP/Division Director Request	2024 County Administrator Recommendation	2024 Board Approved
<b>2024 Long Term Financial Plan Projects:</b>					
Facilities Capital Projects	1	Elevator upgrades	75,000	75,000	
Facilities Capital Projects	2	Replace RTUs at PW Cologne	65,000	65,000	
Facilities Capital Projects	3	Landscaping for the County buildings	75,000	75,000	
Facilities Capital Projects	4	Concrete Replacement Gov Center	35,000	-	
Facilities Capital Projects	5	Remodel Sheriff lobby restrooms	75,000	75,000	
Facilities Capital Projects	6	County Buildings carpet and furnishing replacement	125,000	125,000	
Facilities Capital Projects	7	Stone Facia repair	25,000	-	
Facilities Capital Projects	8	Admin West Front window/entry door replacement	60,000	-	
Facilities Capital Projects	9	Replace secondary water heater 606 Building	65,000	65,000	
Information Technology	1	Switch and Wireless Network Upgrade	75,000	75,000	
Information Technology	2	Data storage upgrade	250,000	250,000	
Information Technology	3	End User Computing Hardware	100,000	100,000	
Information Technology	4	Fiber Installed in PW Road Projects	75,000	75,000	
Information Technology	5	Scanner replacement - Wide Format Scanners	20,000	20,000	
Information Technology	6	Conference AV Equipment	50,000	50,000	
Sheriff Capital Projects	1	Fleet Patrol Vehicles (3)	129,000	129,000	
Sheriff Capital Projects	2	ARMER Radio System upgrade	25,000	25,000	
Sheriff Capital Projects	3	Sheriff's Priorities - Additional one-time projects	10,000	10,000	
Sheriff Capital Projects	4	Forensic Exam Computer/Center	7,000	7,000	
Sheriff Capital Projects	5	Hollywood Radio Tower	400,000	400,000	
<b>Division Director Project Requests and Equipment:</b>					
Court Administration	1	Courtroom IT refresh needs (3 courtrooms)- audio related is County responsibility	300,000	300,000	
HHS - Workforce Services	1	Career Pathways (\$100k funded by LATCF)	200,000	200,000	
Health & Human Services	2	Family Resource Center	300,000	-	
Sheriff- Patrol	1	Contract Fleet (3 squads)- one-time need, until contract revenue covers	129,000	129,000	
Public Works - Operations	1	Signal Cabinet	54,000	54,000	
Public Works - Parks	2	Merriam Junction Trail \$1.4M total County cost (YES placeholder, goal is other funding sources)	1,100,000	1,100,000	
Public Works - Parks	3	Circle the Brick Trail (YES placeholder, goal is other funding sources)	200,000	200,000	
Public Works - Parks	4	Dakota Rail Trailhead (YES placeholder, goal is other funding sources)	200,000	200,000	
Public Works - Parks	5	XX Ski Groomer	58,000	58,000	
PW - Program Delivery	6	Bentley Microstation / ORD and Autoturn CADD software	220,000	220,000	
Public Works - Operations	7	Hydraulic Ironworker Machine	16,000	16,000	
Public Works - Parks	8	MN River Bluffs RT Kiosk Trailhead Improvements	40,000	-	
PW- Parks	9	Miller Lake Land Acquisition	600,000	-	
Public Works - Parks	10	Portable Rock Climbing wall	20,000	-	
Public Works - Operations	11	Rolling Table (Sign Shop)	30,000	-	
PW - Program Delivery	12	Drone	220,000	-	
Connect-Up Carver		Fiber connection- Final Stretch (\$2.5M Funded by BSA)	2,500,000	2,500,000	
Countywide- Facilities- Capital Projects		Future Building Construction/Remodel (design stage) (principal retirement of 2016A)	996,956	996,956	
<b>2023 Legislative Priority - 50/50 Match for State Bonding:</b>					
		LWRP Phase III 50/50 State Bonding Match (\$200K to be Funded by BSA)	3,264,000	3,264,000	
		One Time Projects Total =	12,188,956	10,858,956	-
		Initial Project Funding +over/(under)	(1,330,000)	-	10,858,956
		One-Time Funding Sources:			
		\$100,000 redirected from 2019 - 2023 CPA	682,358	682,358	682,358
		\$100,000 redirected from 2024 CPA	100,000	100,000	100,000
		\$100,000 redirected from LATC Funding	100,000	100,000	100,000
		\$2,776,598 remaining BSA Funds	2,776,598	2,776,598	2,776,598
		\$4,000,000 YES Account Allocation (\$3.8M remaining)	4,000,000	4,000,000	4,000,000
		\$1.2M (principal retirement of 2016A Bonds)	1,200,000	1,200,000	1,200,000
		\$2,000,000 transferred from debt service reserves	2,000,000	2,000,000	2,000,000
		Total One-Time Funding Sources:	\$ 10,858,956	\$ 10,858,956	\$ 10,858,956



**CONFERENCE AND TRAINING LIST  
BY DEPARTMENT FOR 2024**

as of 8.2.23		2023	2024	2024	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
<b>Commissioners</b>					
<b>District 1</b>	AMC and miscellaneous instate	4,000	4,000	4,000	-
<b>District 2</b>	Transportation Alliance Fly-in-Washington Washington- (2) Outstate travel trips re: transportation funding Workforce Development Conf location TBD AMC/Midwest Regional Rail and miscellaneous instate	4,000	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 Workforce Development Conf Washington Library out of state conference, location TBD Mental Health out of state conference, location TBD Visioning out of state conference, location TBD	4,000	4,000	4,000	-
<b>District 4</b>	AMC and miscellaneous instate Washington Transportation Fly-In	4,000	4,000	4,000	-
<b>District 5</b>	AMC and miscellaneous instate Washington DC Transportation related event NACo Legislative-Washington NACo Annual Conference-location TBD	4,000	4,000	4,000	-
<b>Total- Commissioners</b>	<b>01-001-XXX-0000-6332</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>
<b>County Administration</b>					
	AMC Annual Conference	700	700	700	-
	MCMA/MACA Annual Conference	725	725	725	-
	MACA Fall	475	475	475	-
	Washington, DC Transportation Funding	2,000	2,000	2,000	-
	Misc.- Administrator/staff	200	200	200	-
<b>Total- County Administration</b>	<b>01-030-000-0000-6332</b>	<b>4,100</b>	<b>4,100</b>	<b>4,100</b>	<b>-</b>
<b>Public Services - Administration</b>					
	MCMA Annual Conference - Minnesota	1,500	725	725	(775)
	ICMA National Conference - Pennsylvania	1,800	1,800	1,800	-
	MACA Fall - Minnesota	650	475	475	(175)
	Government Social Media Conference - California	-	1,850	1,850	1,850
	Webinars and In State Training	1,500	500	500	(1,000)
	MAGC Conference - Minnesota (2 employees)	100	200	200	100
<b>Total- Public Services Administration</b>	<b>01-048-000-0000-6332</b>	<b>5,550</b>	<b>5,550</b>	<b>5,550</b>	<b>-</b>
<b>Public Services - Facilities</b>					
Facilities Management					
	IFMA & EDAM - Local	1,100	1,100	1,100	-
	IFMA National	1,000	1,000	1,000	-
<b>Total- Facilities</b>	<b>01-110-000-0000-6332</b>	<b>2,100</b>	<b>2,100</b>	<b>2,100</b>	<b>-</b>
<b>Public Services - Information Services</b>					
<b>CIO</b>					
	CIO Conference (out of state training - 1)	3,500	3,500	3,500	-
	In state training	500	500	500	-
	<b>01-049-000-0000-6332</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>-</b>
<b>Infrastructure</b>					
	Infrastructure Conferences (out of state - 2)	10,000	10,000	10,000	-
	In state training	11,400	16,400	16,400	5,000
	<b>01-049-046-0000-6332</b>	<b>21,400</b>	<b>26,400</b>	<b>26,400</b>	<b>5,000</b>
<b>Client Services</b>					
	Client Service Out of State (ARMA, MER, Print, etc.) (out of state - 1)	3,500	3,500	3,500	-
	In state training	2,100	2,100	2,100	-
	<b>01-049-xxx-0000-6332</b>	<b>5,600</b>	<b>5,600</b>	<b>5,600</b>	<b>-</b>
<b>GIS &amp; Software</b>					
	ESRI Conference (out of state - 2)	4,000	4,000	4,000	-
	Microsoft Conference (out of state - 2)	8,000	8,000	8,000	-
	Web and SharePoint (out of state - 1)	3,500	3,500	3,500	-
	In state training	4,000	4,000	4,000	-
	<b>01-049-062-0000-6332</b>	<b>19,500</b>	<b>19,500</b>	<b>19,500</b>	<b>-</b>



**CONFERENCE AND TRAINING LIST  
BY DEPARTMENT FOR 2024**

as of 8.2.23

		2023	2024	2024	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
<b>Project Management Office</b>					
	Onbase National Conference (out of state - 1)	3,500	3,500	3,500	-
	Business Analysis Conference (out of state - 1)	3,500	3,500	3,500	-
	PMO Conference (out of state - 1)	3,500	3,500	3,500	-
	In state training	4,000	4,000	4,000	-
	01-049-064-0000-6332	14,500	14,500	14,500	-
<b>Support Services</b>					
	In state training	3,500	3,500	3,500	-
	01-049-063-0000-6332	3,500	3,500	3,500	-
<b>Security</b>					
	In state training	500	500	500	-
	Security Conference (out of state - 1)	3,000	3,000	3,000	-
	01-049-066-0000-6332	3,500	3,500	3,500	-
<b>CarverLink</b>					
	In state training	2,300	2,300	2,300	-
	02-048-000-0000-6332	2,300	2,300	2,300	-
<b>Total- Information Tech</b>	01-049-XXX-XXXX-6332 & 02-048.6332	<b>74,300</b>	<b>79,300</b>	<b>79,300</b>	<b>5,000</b>

**Public Services - Library**

	American Library Association (2023) - Seattle. WA - 3 attendees	6,000	-	-	(6,000)
	American Library Association (2024) - San Diego, CA - 2 attendees		4,000	4,000	4,000
	Public Library Association (2024) - Columbus, OH - 2 attendees		2,000	2,000	2,000
	01-014-500-0000-6332	6,000	6,000	6,000	-

**MELSA-funded Conferences \***

	Power Up Conference (2023) - Madison, WI (5 attendees)	4,000	-	-	(4,000)
	Power Up Conference (2024) - Madison, WI (5 attendees)	-	4,000	4,000	4,000
	COSUGI (Customers of Sirsi Users Group (2023) - Provo, Utah (2 attendees)	5,000	5,000	5,000	-
	In-State Conferences (MLA) and Webinars	5,000	5,000	5,000	-
	01-014-500-8011-6332 Reimbursed by MELSA *	14,000	14,000	14,000	-

*\*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.*

**Law Library**

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

**Total- Library and Law Lib 01-014-500-XXXX-6332 & 02-508.6332**

**22,500 22,500 22,500 -**

**Public Services - Veteran Services**

	MN DVA Spring Training/Conference - 4 staff	1,280	1,280	1,280	-
	Nat'l County Veteran Service Officer Conf - 3 staff	3,280	3,665	3,665	385
	MN County Veterans Service Officer Conference 3 staff	3,140	2,355	2,355	(785)
	MN County Veterans Service Support Staff Conference		400	400	400
<b>Total- Veteran Services</b>	<b>01-120-000-0000-6332</b>	<b>7,700</b>	<b>7,700</b>	<b>7,700</b>	<b>-</b>

**Public Services - Land Management**

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

**Public Services- Environmental Services**

**Administration**

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

**Solid Waste**

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

**Industrial Hazardous Waste** National Hazardous Waste Conference (Out of State)

	Misc. special issue conferences	300	300	300	-
	OSHA/Safety Training	300	300	300	-

**Total - Environmental Serv 01-123-130-XXXX-6332**

**10,400 10,400 10,400 -**

**Public Services - Planning & Water Management**

	ESRI Annual User Conference (Out of State)	1,500	1,500	1,500	-
	Misc. Professional conferences or Tuition Reimbursement	250	250	250	-
	MN Water Resource conference: MNAPA Annual Conference, other water related conferences, other planning related conferences.	1,650	1,650	1,650	-

**CONFERENCE AND TRAINING LIST  
BY DEPARTMENT FOR 2024**

as of 8.2.23

		2023	2024	2024	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
	In state GIS, CRM or other software conference & training	850	850	850	-
	Wetland Certification and related training	2,300	2,300	2,300	-
	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	1,550	-
	01-123-XXX-XXXX-6332 & 16.6332	8,100	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	1,625	-
	01-123-120-5021-6332	1,625	1,625	1,625	-
<b>Total- Public Services</b>		<b>133,875</b>	<b>138,875</b>	<b>138,875</b>	<b>5,000</b>
<b>Attorney</b>					
	IMLA (Orlando, FL) & NDAA- (out of state)	6,000	6,000	6,000	-
	Various training courses- continuing education credits for Attorneys	5,500	5,500	5,500	-
<b>Total- Attorney</b>	01-090-000-0000-6332	<b>11,500</b>	<b>11,500</b>	<b>11,500</b>	<b>-</b>
<b>Employee Relations - Personnel Services</b>					
	MCHRMA Spring Conference	300	300	300	-
	MCHRMA Fall Conference	400	400	400	-
	MPELRA Summer Conference	500	500	500	-
	MPELRA Winter Session	200	200	200	-
	ADA, WC, FMLA, COBRA, ACA	500	500	500	-
	SHRM Seminars	600	600	600	-
	Support, MCIT Seminars	600	600	600	-
	Legal Update Seminars	2,400	2,400	2,400	-
	NPELRA, SHRM or IPMA or NEOGOV Out-of-State Conference	4,000	4,000	4,000	-
	IPMA Local, Regional or National Conference	700	700	700	-
	AAOHN Occupational Health Nurses National Conference or Other Occ Health - Out-of-St	2,000	2,000	2,000	-
	PRIMA National Conference - Out-of-State	2,000	2,000	2,000	-
	Wellness Conference		1,000	1,000	1,000
	01-050-000-0000-6332	14,200	15,200	15,200	1,000
	Wellness Conference	1,000	-	-	(1,000)
	01-050-050-0000-6332	1,000	-	-	(1,000)
<b>Total- Employee Relations</b>	01-050-XXX-0000-6332	<b>15,200</b>	<b>15,200</b>	<b>15,200</b>	<b>-</b>
<b>Property &amp; Finance</b>					
<b>Finance</b>					
	National GFOA Conference- Orlando, FL (OUT OF STATE) (2)	4,200	4,200	4,200	-
	National APA Congress- Nashville, TN (OUT OF STATE)	3,000	3,000	3,000	-
	Minnesota GFOA Conference (3)	1,500	1,500	1,500	-
	MCCC Annual Conference	1,000	1,000	1,000	-
	Additional Staff Training (IFS, Year-end, OSA)	2,000	2,000	2,000	-
	01-045.6332	11,700	11,700	11,700	-
<b>Property Tax</b>					
	MN Assoc. of County Officers	750	750	750	-
	MN Assoc. of County Auditors	500	500	500	-
	Tax Training /Dept. Revenue	500	500	500	-
	MCCC Conference	500	500	500	-
	Staff Training	700	1,300	1,300	600
	01-040-040-0000-6332	2,950	3,550	3,550	600
<b>License Centers</b>					
	MN Assoc. of County Officers	600	600	600	-
	Deputy Registrar Annual Meeting	600	600	600	-
	Staff Training	800	800	800	-
	01-040-055-0000-6332	2,000	2,000	2,000	-
<b>Elections &amp; Licensing</b>					
	MN Assoc. of County Officers	600	600	600	-
	MACATFO Summer Conference	-	600	600	600
	Sec. of State Training	600	600	600	-
	Staff Training	1,200	600	600	(600)
	01-040-065-0000-6332	2,400	2,400	2,400	-
<b>County Assessor</b>					
	MAAO Fall Conference	1,250	2,500	2,500	1,250
	MAAO Seminars	1,500	2,500	2,500	1,000
	CLE Seminars	750	1,250	1,250	500
	MCCC Annual Conference	1,500	1,500	1,500	-
	MAAP Training	200	1,500	1,500	1,300

**CONFERENCE AND TRAINING LIST  
BY DEPARTMENT FOR 2024**

as of 8.2.23

DIVISION - DEPT.	DESCRIPTION	2023	2024	2024	Inc./Dec
		Adopted	Requested	Recommended	
	Appraisal Training	4,000	8,750	8,750	4,750
	01-047.6332	9,200	18,000	18,000	8,800
<b>Land Records and Vitals</b>					
	MN Association of County Officers	2,000	2,000	2,000	-
	PRIA National Conference- (OUT OF STATE) (2)	4,000	4,000	4,000	-
	Recorder's Conference	2,000	2,000	2,000	-
	Examiner of Titles Training	500	500	500	-
	MCRA Conference (Vitals)	300	300	300	-
	Staff Training	700	700	700	-
	01-100.6332	9,500	9,500	9,500	-
<b>Total- Property &amp; Finance</b>		<b>37,750</b>	<b>47,150</b>	<b>47,150</b>	<b>9,400</b>

**Public Works - Road & Bridge**

**Administration**

MCEA Institute	850	900	900	50
MCEA Summer Conference	-	700	700	700
Highway Accountants Conference (2)	1,150	1,150	1,150	-
Minnesota Transportation Conference	300	400	400	100
NACE Annual Conference (California) OUT OF STATE	2,850	3,000	3,000	150
MTA Fly In (Washington DC) OUT OF STATE	1,300	1,500	1,500	200
MTA Annual Meeting	100	100	100	-
AMC	-	700	700	700
Program Management User Conference - Out of State	-	1,100	1,100	1,100
APWA Annual Conference OUT OF STATE	2,500	-	-	(2,500)
DC Congressional Visit - Highway 12 & 5 OUT OF STATE	1,000	1,200	1,200	200
MAPA (MN Asphalt Pavement Assoc.)	100	100	100	-
Miscellaneous staff training	500	500	500	-
03-301-000-0000-6332	10,650	11,350	11,350	700

**Asset & Performance Mgmt.**

MN GISLIS Conference	2,400	3,680	3,680	1,280
ESRI User Conference (San Diego) OUT OF STATE	2,000	2,300	2,300	300
Transportation Research Board National Conference OUT OF STATE	2,500	2,875	2,875	375
GIS Transportation Asset Management Conference	2,500	-	-	(2,500)
iAM North American Conference OUT OF STATE	2,500	2,875	2,875	375
Cartegraph Conference (Colorado) OUT OF STATE (3)	5,000	5,750	5,750	750
Leadership Training	500	500	500	-
Drone Training & Testing	1,000	2,000	2,000	1,000
03-302-000-0000-6332	18,400	19,980	19,980	1,580

**Program Delivery**

MCEA Annual Conference	3,400	3,640	3,640	240
MCEA Summer Conference	700	1,600	1,600	900
MSPS Conference	950	1,425	1,425	475
MSPS Winter Conference	300	300	300	-
MACS Seminars	300	300	300	-
GIS Seminars	400	400	400	-
MN-Dot Survey Technical Conference	1,400	1,600	1,600	200
Frontier Precision	1,000	1,000	1,000	-
CTC AutoCad	2,000	4,000	4,000	2,000
MN Transportation Conference	900	1,500	1,500	600
Toward Zero Deaths Conference	400	1,000	1,000	600
MN-Dot and U of M certificates	13,215	7,500	7,500	(5,715)
MN-Dot and U of M re-certificates	3,020	4,135	4,135	1,115
MN-Dot R-O-W Conference	1,000	1,000	1,000	-
Project Management Training	1,000	1,000	1,000	-
Project Management Institute Days Conference	2,500	2,500	2,500	-
NACE Annual Conference (California) OUT OF STATE	2,850	2,850	2,850	-
ATTSA How To Conference OUT OF STATE	300	500	500	200
IMSA Certifications	-	2,000	2,000	2,000
IMSA TS Tech 2-year Re-certification	1,500	1,000	1,000	(500)
MN APA Conference & Workshop	865	1,200	1,200	335
Miscellaneous	-	50	50	50
03-303-000-0000-6332	38,000	40,500	40,500	2,500

**Highway Operations**

Equipment Training, Pesticide	1,810	600	600	(1,210)
Safety Conference	250	-	-	(250)
Wellness Conference / Training	300	-	-	(300)
Equipment Training	150	-	-	(150)
Maintenance Expo - St Cloud	500	750	750	250
APWA Snow Conference, (out of state)	-	5,700	5,700	5,700
APWA National Conference, (out of state)	3,000	2,850	2,850	(150)
U of W Snow and Ice Management (out of state)	2,000	-	56	(2,000)
Government Fleet Epox (Out of State)	-	2,850	2,850	2,850
Asset Works Academy (2 staff) (out of state)	4,500	5,700	5,700	1,200
MnDOT Certifications/Training	-	5,905	5,905	5,905

**CONFERENCE AND TRAINING LIST  
BY DEPARTMENT FOR 2024**

as of 8.2.23

		2023	2024	2024	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
	MCEA Institute	-	900	900	900
	UofM Leadership - LTAP	-	315	315	315
	Miscellaneous Safety, Design Classes	1,490	3,910	3,910	2,420
	03-304-000-0000-6332	14,000	29,480	29,480	15,480
<b>Equipment Operations</b>					
	Hydraulic, Electrical, & Welding Training	2,700	2,700	2,700	-
	Mack Class OUT OF STATE	2,300	-	-	(2,300)
	Staff safety, microsoft, misc. training	-	2,300	2,300	2,300
	03-306-000-0000-6332	5,000	5,000	5,000	-
<b>Parks</b>					
	MRPA Annual Conference	1,500	1,500	1,500	-
	MN Shade Tree Short	600	600	600	-
	MRPA Seminars	100	100	100	-
	Park Supervisor Seminars	100	100	100	-
	National Park Institute (Out of State)	2,500	2,500	2,500	-
	Outdoor Recreation Curriculum Standards	500	500	500	-
	Out of State Recreation Services Certification	-	750	750	750
	Northern Green Expo	-	300	300	300
	Miscellaneous (herbicide/pesticide etc.)	300	300	300	-
	01-520-000-0000-6332	5,600	6,650	6,650	1,050
<b>Total- Public Works</b>	<b>01 &amp; 03-XXX-XXX-XXXX-6332</b>	<b>91,650</b>	<b>112,960</b>	<b>112,960</b>	<b>21,310</b>
<b>Sheriff's Office</b>					
<b>Administrative Services Unit</b>		20,000	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	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	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	98,380	-
<b>Emergency Management Unit</b>					
	AMEM Emergency Management Conference	1,900	1,900	1,900	-
	Governor's Emergency Mgmt. Conf.	1,000	1,000	1,000	-
	Emergency Management Training	2,242	2,242	2,242	-
	Hazardous Materials Training	2,600	2,600	2,600	-
	01-201-280-0000-6332	7,742	7,742	7,742	-
<b>Conceal &amp; Carry</b>					
	Conceal & Carry- reserve fund	1,700	1,700	1,700	-
	02-202-000-0000-6332	1,700	1,700	1,700	-
<b>Reserves-</b>					

**CONFERENCE AND TRAINING LIST  
BY DEPARTMENT FOR 2024**

as of 8.2.23

		2023	2024	2024	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
	Reserves	1,000	1,000	1,000	-
	02-204-000-0000-6332	1,000	1,000	1,000	-
<b>Posse</b>					
	Posse Training	3,750	3,750	3,750	-
	02-203-000-0000-6332	3,750	3,750	3,750	-
<b>Communications</b>					
	Communications	637	1,137	1,137	500
	01-201-240-0000-6332	637	1,137	1,137	500
<b>911 Communication</b>					
	Communications	4,200	4,200	4,200	-
	APCO/NENA MSA State Conference-(6)	3,480	3,480	3,480	-
	02-911-000-0000-6332	7,680	7,680	7,680	-
<b>Total- Sheriff</b>	01-201-XXX-XXXX-6332	120,889	121,389	121,389	500
<b>Health &amp; Human Services-</b>					
	National Youth Conference - Out of State	1,900	2,000	2,000	100
	National Workforce Development Staff Conference - Out of State	1,800	2,000	2,000	200
	Workforce Conference, NAWB - Out of State	3,000	3,500	3,500	500
	National Eligibility Workers Assoc Conf - Out of State	2,800	3,000	3,000	200
	National Child Support Assoc Conf Out of State	4,000	4,000	4,000	-
	National Child Support Assoc Conf - Out of State - County Attorney	2,000	2,000	2,000	-
	National Human Services Conference - Out of State APHSA	2,000	4,000	4,000	2,000
	National Association of Welfare Research - Out of State - NAWRS President/Funded	-	-	-	-
	NASTA/SNAP National Conference - Out of State	1,100	1,500	1,500	400
	National Human Services Conference - Out of State - Goodwin	2,000			(2,000)
	International Signs of Safety Gathering - Out of State	-	3,000	3,000	3,000
	Equity Summit - Out of State	2,000	2,200	2,200	200
	International Conference on Child & Family Maltreatment - Out of State	-	2,500	2,500	2,500
	Child Welfare League of America - Out of State	-	2,500	2,500	2,500
	National Adult Protective Services Association Conference - Out of State	-			-
	National Criminal Justice Training Center Training - Out of State	2,000	5,000	5,000	3,000
	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	5,000	5,000	1,000
	Annual Suicide Prevention Summit - Out of State	1,500	2,000	2,000	500
	National Council of Behavioral Health (NATCON) - Out of State	2,000	4,000	4,000	2,000
	Out of State Family Resource Center (FRC) Site visit		2,000	2,000	2,000
	National Family Resource Center (FRC) conference - out of state		3,000	3,000	3,000
	Conferences within State	83,182	117,490	117,490	34,308
	11-XXX-XXX-XXXX-6332	117,282	170,690	170,690	53,408
<b>Public Health</b>					
<b>Public Health Department - Leadership</b>					
	Disease Prevention & Control (DP&C) Conference - Out of State - CDC	3,000	5,000	5,000	2,000
<b>Planning &amp; Promotion Unit</b>					
	NACCHO Emergency Preparedness Conference - Out of State - PHEB	5,000	5,000	5,000	-
	National Disaster Behavioral Health Conference - CDC	3,000	-	-	(3,000)
	NACCHO Annual Conference - Out of State - CDC	3,000	5,000	5,000	2,000
	APHA Annual Conference - Out of State - CDC		5,000	5,000	5,000
	Conferences within State	813	1,450	1,450	637
	11-460-XXX-XXXX-6332	14,813	21,450	21,450	6,637
<b>Court Services - Probation</b>					
	Drug Court National Conference- \$6000- grant funded (Out-of-State)				
	APPA National Probation Training Institute (Out-of-State) (2)	2,100	2,100	2,100	-
	MN Association of County Probation Officers (MACPO) - Spring Conference	2,400	2,400	2,400	-
	Minnesota Corrections Association (MCA) - Fall Institute	2,000	2,000	2,000	-
	01-252-XXX-XXXX-6332	6,500	6,500	6,500	-
<b>Total- Health &amp; Human Services</b>	11-XXX-XXX-XXXX-6332	138,595	198,640	198,640	60,045
<b>County Totals</b>		<b>573,559</b>	<b>669,814</b>	<b>669,814</b>	<b>96,255</b>

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Preliminary Carver County Water Management Organization 2024 Levy**

Primary Originating Division/Dept: <u>Public Services - Planning &amp; Water Mgmt</u>	Meeting Date: <u>9/5/2023</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) allocation, general engineering costs, training, mileage, water monitoring equipment, maintenance, per diem for Citizens Water Advisory Committee meetings, educational expenses, and land owner cost share funds.

The comparison from 2023 to 2024 shows a 6.64 percent increase in the levy request. The net levy increase of \$59,365 consists of:

- 1) an increase to the CCWMO portion of staffing cost increases (\$38,861)
- 2) an increase to the CCWMO portion of the Carver SWCD allocation (\$ 8,459)
- 3) an increase to the CCWMO contribution to the Aquatic Invasive Species (AIS) program (\$10,400)
- 4) an increase in water monitoring costs (\$ 1,365)
- 5) an increase to the CCWMO project fund for recommended projects and maintenance (attached) (\$ 300)

	2024 LEVY REQUEST	2023 LEVY	CHANGE
CCWMO Taxing district	\$ 953,429	\$ 894,064	\$59,365

Based on the increased tax base projected for 2024, this requested CCWMO levy will result in a \$1.41 (4.2%) increase to the CCWMO tax on an average value home (\$464,000).

**ACTION REQUESTED:**

Motion to set the preliminary 2024 CCWMO levy at \$953,429.

**FISCAL IMPACT:** Other

*If "Other", specify:*

2024 recommended budget

**FTE IMPACT:** None

**FUNDING**

County Dollars =	
CCWMO Levy (2024)	\$953,429.00
<b>Total</b>	<b>\$953,429.00</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, 2023  
**To:** County Commissioners  
**From:** Paul Moline, PS Deputy Director  
**Re:** CCWMO Project Funding 2024  
cc. David Hemze, County Administrator  
Nick Koltavy, Asst. County Administrator

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At their May 2023 meeting, the Carver County Water Management Organization (CCWMO) Advisory Committee recommended WMO project funding for 2024. Subsequent direction from the County Board has resulted in a staff request of \$190,000 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>Carver County Parks – Turf to Native</b>  Carver Parks is looking to replace 6.5 acres of maintained turf with a native prairie. The trail heads at New Germany and Mayer have wide corridors that have an excess amount of turf grass that Carver County Parks is looking to reduce. Total project costs are estimated at \$25,000.</p>	<p>Project will reduce runoff from these areas and therefore reduce nutrient loads to the Crow River. It will also cut back on mowing time and increase pollinator habitat with native plantings at these locations.</p>	<p>\$25,000</p>	<p>On-going maintenance</p>	<p><b>\$25,000</b></p>	<p>This is the highest ranked project and is a project type that the CCWMO has been promoting and funding. Recent state grants in the Crow River area also support the effort.</p>
<p><b>City of Chaska – Deerwood Ravine Stabilization</b>  The City of Chaska will stabilize a ravine that is eroding and discharging sediment to East Chaska Creek. The gully erosion extends approximately 230 linear feet from the headcut to the lower extent of the ravine. The gully is 6 feet deep and 8 feet wide at the headcut. Total project costs are estimated at \$150,000.</p>	<p>Reduce total phosphorus total suspended solids currently discharging to East Creek.</p>	<p>\$30,000</p>	<p>City of Chaska - \$120,000</p>	<p><b>\$30,000</b></p>	<p>CCWMO is supportive of these projects to reduce the amount of ravine erosion discharging into waterbodies.</p>
<p><b>City of Cologne – Benton Creek Stabilization</b>  The City of Cologne has identified three areas of bank erosion along Benton Creek as it outlets from Benton Lake that will be stabilized for this project. Potential for up to 400 linear feet of stream corridor to have a buffer added to each side of the stream. Total project costs are estimated at \$46,000.</p>	<p>Reduce total phosphorus total suspended solids currently discharging to Benton and Carver Creeks. Will also stabilizing property owner streambanks.</p>	<p>\$20,000</p>	<p>City of Cologne- \$26,000</p>	<p><b>\$20,000</b></p>	<p>CCWMO supports low cost projects which stabilize streambanks and reduce sediment and phosphorous.</p>



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></p> <p>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, and reuse this water for irrigation instead of discharging to Lake Waconia. Total project costs are estimated at \$2,350,000.</p>	<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.</p>	\$75,000	<p>City of Waconia- \$2,100,000 State Clean Water Legacy Grant \$200,000</p>	<b>\$25,000</b>	<p>Unique project statewide and highest scoring project. Funding amount would provide match for State grant funding. CCWMO previously contributed \$50,000.</p>
<p><b>CCWMO – Big woods Ravine Stabilization</b></p> <p>A 300 linear foot ravine has formed at the base of a small wetland between Highway 41 and Big Woods Lake in Chaska. The CCWMO recieved state grant funding to complete a 30% concept design, which was recently completed.</p>	<p>Reduce total suspended solids and phosphorous to Big Woods Lake which is listed as impaired.</p>	\$40,000	<p>City of Chaska &amp; State Clean Water Legacy Grant (unknown)</p>	<b>\$40,000</b>	<p>Goal is to fund engineering and construction in 2024 through a combination of CCWMO, City Funds, and potential state grants.</p>
<p><b>Watershed Based Funding Initiative &amp; DNR Grant Match</b></p> <p>The CCWMO is anticipating new grant funds from the Clean Water Legacy Fund. This would be in addition to the grant funds already received. The WMO needs to provide local cash match. Staff is proposing to fund \$35,000 to the existing budgeted WMO match.</p>	<p>Fund planned projects with 90% state grant funds.</p>	\$35,000	<p>MN BWSR Clean Water Legacy up to \$315,000</p>	<b>\$35,000</b>	<p>Completes local matching requirements for grants.</p>
<p><b>Repair &amp; Maintenance Fund</b></p> <p>CCWMO is responsible for maintaining and repairing previously constructed projects.</p>	<p>Previously constructed projects will need repair and maintenance to extend life and function correctly.</p>	\$15,000	<p>None</p>	<b>\$15,000</b>	<p>Funds are needed to replenish the repair and maintenance fund.</p>
<b>TOTALS</b>		<b>\$240,000</b>	<b>\$2,761,000</b>	<b>\$190,000</b>	

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Regional Rail Authority Preliminary 2024 Levy and Budget**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:  
Regular Session

Amount of Time Requested:  minutes

Presenter:  Title:

Attachments:  Yes  No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

The Administrator's Recommended Carver County Regional Rail Authority ("CCRRA") preliminary 2024 levy of \$212,250 (+6.8%) and 2024 Budget of \$214,250 are both \$13,250 higher compared to 2023. The \$13,250 increase is needed to pay for increased ongoing staffing costs for 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. The CCRRA fund has sufficient reserves to finance the expected capital projects in 2023 and 2024.

**ACTION REQUESTED:**

Motion to approve setting the CCRRA's 2024 preliminary tax levy of \$212,250 and 2024 Budget of \$214,250.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**  \$0.00

Insert additional funding source

**Related Financial/FTE Comments:**

The CCRRA property tax impact on the County's average value home will be an increase of 4.9% in 2024 compared to 2023.

*Office use only:*

RBA 2023 - 9325

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
**Master Space Plan**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Presenter:  Title:

Attachments:  Yes  No

Strategic Initiative:

**BACKGROUND/JUSTIFICATION:**

Over four years have passed since the County completed a space study. In that time, the County has seen significant changes which required a revisit of the initial plan and the reconsideration of the master plan recommendations. The most significant of these changes was the world-wide pandemic which shifted the County from a traditional in-office workplace model into an evolution of telework in many of our divisions and departments. With that change, the County has a desire to create a more universal vision for our hybrid work spaces.

Therefore, staff teamed up with architects from Leo A Daly to revisit and update the plan to reflect these new work conditions. At the work session, Cindy McCleary from Leo A Daly will present the findings and recommendations.

**ACTION REQUESTED:**

Provide input and guidance.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2023 - 9184

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Parks Visioning and Strategic Investment Update**

Primary Originating Division/Dept:

Meeting Date:

Contact:  Title:

Item Type:

Amount of Time Requested:  minutes

Attachments:  Yes  No

Presenter:  Title:

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

June 13, 2023, Carver County entered into contract with HKGI for the next level of planning work be done to identify a vision and service model for the park and trail system that will guide the County in making strategic investment decisions for the next 10+ years.

A more strategic vision and direction will help the County prioritize and program investments, while balancing existing needs that were identified as part of HKGI's assessment of the park and trail system assets.

Staff will be updating the County Board on the work thus far in preparation for the September 12<sup>th</sup>, 2023 County parks and trails system work session with board members, Park Staff, Park Commissioners and consulting planners form HKGI.

**ACTION REQUESTED:**

This item is informational, an action is not requested at this time.

**FISCAL IMPACT:**

If "Other", specify:

**FUNDING**

County Dollars =

**FTE IMPACT:**

**Total**

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2023 - 9297

## Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Youth Committee Appointment Additions and Stipends**

Primary Originating Division/Dept: Administration (County)

Meeting Date: 9/5/2023

Contact: David Hemze  Title: County Administrator

Item Type:  
Work Session

Amount of Time Requested: 30  minutes

Attachments:  Yes  No

Presenter: David Hemze  Title:

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Commissioner Udermann has requested additional youth appointments are added to our committee assignments and are provided with a \$1,000 stipend after one-year of service. The attached document provides a summary of committees that could be considered for this change.

**ACTION REQUESTED:**

Direction from Board.

**FISCAL IMPACT:** Other

If "Other", specify: See note below.

**FUNDING**

County Dollars =  \$0.00

**FTE IMPACT:** None

**Total**  \$0.00

Insert additional funding source

**Related Financial/FTE Comments:**

Total funding depends on the stipend amount and number of youth assignments. The recommended funding source for year 2024 is Commissioner Contingency as this is an unbudgeted item. An ongoing funding source for year 2025 would need to be considered as part of the 2025 budget process.

*Office use only:*

RBA 2023 - 9324

**Carver County Advisory Committee  
Youth Representation Options  
As of 8/29/2023**

<b>Committee</b>	<b>Members</b>	<b>Statutory Change Required?*</b>	<b>Ordinance Change Required?*</b>	<b>Notes</b>
Arts Committee	5 including 2 County Commissioners, 2 at large appointments, and 1 appointed by the Arts Consortium.	No.	No.	County Board created committee. Youth member could be at large or membership could be changed in County policy.
Library Board	5 representing 5 Commissioner Districts.	Yes.	No.	2008 special legislation established the number of members. <b>County Board Operating Rules allow for an at large, non-voting youth member (18 and under) with no per diem payment and one-year appointments and three-year term limits.</b>
Mental Health Advisory Committee	Up to 14 members with 9 mandated service areas defined in statute plus 5 at large seats.	No.	No.	Youth member could be appointed to at large seat.
MN Extension Committee	9 members including 2 County Board members, the County Auditor or designee, and 6 at large members.	No.	No.	<b>Youth member appointment made by the County Board and that appointment is considered 1 of the 6 at large members.</b>
Parks Commission	7 members.	No.	Yes.	<b>County Board Operating Rules allow for an at large, non-voting youth member (18 and under) with no per diem payment and one-year appointments and three-year term limits.</b>
Planning Commission	7 members comprised of 1 County Board member; 1 appointed by Township Association; 2 from unincorporated area; and 3 others from anywhere in county.	No.	Yes.	Youth member could be appointed to County Board appointed unincorporated or at large seat.

<b>Committee</b>	<b>Members</b>	<b>Statutory Change Required?*</b>	<b>Ordinance Change Required?*</b>	<b>Notes</b>
Water Management Organization (WMO)	11 members comprised of 5 representatives from Commissioner Districts (1 from each district; 1 representative from the Soil & Water Conservation Board; 4 representatives from watersheds (1 from each watershed); 1 representative from the Technical Advisory Committee.	No.	No.	Members defined in WMO plan that would need to be amended by County Board and approved by BWSR.

\*Denotes a statutory or ordinance revision needed to change membership numbers and appoint a full voting member.