

**County Board of Appeal and Equalization Reconvened Meeting**

**June 24, 2008, 8:45 a.m.**

**County Board Room**

*(minutes to be approved from June 16, 2008, meeting attached)*

Carver County Board of Commissioners

Regular Session

June 24, 2008

County Board Room

Carver County Government Center

Human Services Building

Chaska, Minnesota

			PAGE
9:15 a.m.	1.	a) <b>CONVENE</b>	
		b) <i>Pledge of Allegiance</i>	
		c) <i>Public participation (comments limited to five minutes)</i>	
		d) <i>Introduction of New Employees</i>	
	2.	Agenda review and adoption	
	3.	Approve minutes of June 10, 2008 Regular Session .....	1-4
	4.	Community announcements	
9:15 a.m.	5.	<b>CONSENT AGENDA</b>	
	5.1	Payment of emergency claims .....	5-7
	5.2	Approval of consulting services for continuity plan .....	8
	5.3	2008 Roadside right-of-way weed spraying agreement .....	9
	5.4	July 4 <sup>th</sup> Fireworks launch requests .....	10-11
	5.5	Out of state travel requests for Court Services Agent II .....	12
	5.6	Charitable gambling application for exempt permit for Augusta Ball Club.....	13-14
	5.7	Tobacco license.....	15
	5.8	Approval of 2008 Board of Soil and Water Resources (BWSR) Natural Resources Block grant .....	16-17
	5.9	Position classification change-community support aide to Social Worker II.....	18
	5.10	Approval of budget amendment/purchase of watercraft ...	19-20
	5.10	Community Social Services' warrants .....	NO ATT
	5.11	Commissioners' warrants.....	SEE ATT
9:20 a.m.	6.	<b>ADMINISTRATIVE SERVICES</b>	
	6.1	Approval of bid awards for Chanhassen License Center ..	21-27
10:00 a.m.	7.	<b>PUBLIC WORKS</b>	
	7.1	Lake Waconia Regional Park land acquisition.....	28-30

10:15 a.m.	<b>8.</b>	<b>LAND AND WATER SERVICES</b>	
	8.1	2030 Comprehensive Plan DRAFT authorization for adjacent community review .....	31
11:00 a.m.	<b>9.</b>	<b>ADMINISTRATION</b>	
	9.1	Resolution approving special legislation transferring certain duties of the Carver County Library Board to the Carver County Board .....	32-36
11:00 a.m.		<b>ADJOURN REGULAR SESSION</b>	
11:00 a.m.	1.	Chair	
	2.	Board Members	
	3.	Administrator	
11:15 a.m.	4.	Adjourn	

David Hemze  
County Administrator

**County Board Strategic Planning Retreat with Division Directors**

June 24, 2008 – 11:30 a.m.

Cologne Community Center

Cologne, Minnesota

Carver County Day at the

Minnesota Landscape Arboretum

June 26, 2008 - 1:00 p.m. – 8:00 p.m.

County Board of Appeal and Equalization  
June 16, 2008

The County Board of Appeal and Equalization met this day as required by law. Present were Board members: James Ische, Vice Chair, Gayle Degler, Randy Maluchnik, Tom Workman and Taxpayer Services Manager, Laurie Engelen. James Ische, Chair, called the meeting to order at 4:00 p.m. Tim Lynch, Vice Chair, arrived at 4:25 p.m.

Workman moved, Maluchnik seconded, to open the meeting of the County Board of Appeal and Equalization. Motion carried unanimously.

Chair Ische explained the Board's role was to review the assessed value and classification of individual properties as well as the equalization of values throughout the County. He clarified they would not be discussing property taxes and if there were questions related to property taxes staff was available to discuss those issues.

Angela Johnson, Assessor, introduced the County assessors from her office that were in attendance. Chair Ische stated they would not be making decisions today but would be recessing and reconvening next Tuesday, June 24<sup>th</sup>.

Laurie Engelen, Taxpayer Services, reviewed the Board's authority to make individual increases and decreases, make blanket market value adjustments and change property classifications.

Blake Nelson, representing Waterford LLC, explained he was appealing the value placed on 50 lots that were recently purchased. He pointed out the 1.8 million paid for the lots, noting it was an arms length transaction. Nelson referenced the residential land analysis and the development cost summary. He added they were not trying to actively sell at this time.

Linda Honstad, PID #30.2140050, distributed information related to neighboring property values that she believed were similar to hers and repairs that had been made to her home. She believed her property value should be equalized to her neighbors.

Tom Kerber, PID # 30.0620190, stated his concerns related to the issues of equity and the difference in values placed on lots. He questioned the value placed on his home compared to other homes. He distributed information related to his neighborhood and compared transactions that had occurred.

Degler moved, Workman seconded, to recess the County Board of Appeal and Equalization and reconvene at 8:45 a.m. on June 24, 2008, for final decisions. Motion carried unanimously.

Laurie Engelen  
Taxpayer Services Manager

REGULAR SESSION  
June 10, 2008

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on June 10, 2008. Chair James Ische convened the session at 9:17 a.m.

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

Members absent: None.

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

Degler moved, Maluchnik seconded, to approve the minutes of the June 3, 2008, Regular Session Motion carried unanimously.

Community announcements were made by the Board.

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

Payment of emergency claim in the amount of \$150.

Approved Sheriff's Office part-time police contract assistant position full time on June 23, 2008.

Approved \$750 donation to the Sheriff's Office.

Adopted the Findings of Fact and to issue Order #PZ20080001 for the issuance of Conditional Use Permit #PZ20080001, Sever Peterson, Dahlgren Township.

Authorized the issuance of a Certificate of Zoning Compliance, Lake Waconia Triathlon.

Approved the following tobacco licenses:

License #10-501, American Legion Post #580- Chanhassen

License #10-506, Byerly's Beverages, Inc. dba Wine & Spirits Chanhassen

License #10-508, Dahlgreen Golf Club, Inc

License #10-509, Nash Finch Co dba Econofoods #318

License #10-513, Good Time Liquors

License #10-515, Holiday Stationstores, Inc dba Holiday Stationstore #199

License #10-517, Hollywood Sports LLC

License #10-518, Inn Town II Enterprises, Inc

License #10-519, Ivan's Convenience Store, Inc.

License #10-521, MGM Wine & Spirits, Inc d/b/a MGM Liquor Warehouse

License #10-523, Mid-County Coop

License #10-526, R E Smith Oil & Tire Co, Inc

License #10-534, Twin Cities Stores, Inc dba Oasis Market #549

License #10-535, Harms Bar

License #10-540, Bluff Creek Golf Association



License #10-541, Plocher's, Inc dba Floyd's Bar  
License #10-543, Speedway SuperAmerica LLC dba SuperAmerica #4366  
License #10-557, TBI Liquors Two, Inc. dba Cheers Wine & Spirits  
License #10-558, Mayer Oil Co of Mayer dba Mayer MobileMart  
License #10-561, MNJN LLC, dba Bootlegger's Bar & Grill  
License #10-566, Schoknecht, Inc dba Lisa's Place  
License #10-567, J & R Entertainment dba Da' Boars Bar & Grill  
License #10-578, Kwik Trip, Inc dba Kwik Trip #402  
License #10-581, Kenzoil Station  
License #10-585, Block One Hospitality, LLC dba Schmitt's Tavern  
License #10-594, Holiday Stationstores, Inc dba Holiday Stationstore #360  
License #10-596, Champlin 2005 LLC dba Chanhassen Cub  
License #10-598, Inn Town Wine & Spirits  
License #10-600, Chanhassen CVS LLC dba CVS/Pharmacy #1747.  
License #10-602, KTTC Inc. dba Crossroads Restaurant & Bar  
License #10-603, Century Wine & Spirits, LLC  
License #10-604, Holiday Stationstores, Inc. dba Holiday Stationstore #371  
License #10-605, Walgreen Co/dba Walgreens #9728  
License #10-606, Harvey's Bar & Grill Inc  
License #10-607, Snyders Drug  
License #10-608, Alouls Fuel & Food Service dba Chanhassen BP  
License #10-610, KLMS Group LLC dba Amstar of Chanhassen  
License #10-611, Last Call Properties, LLC. dba Last Call Too  
License #10-612, Burkys Pizza dba Burkys Bar & Grill  
License #10-613, Casey's General Store #2655  
License #10-614, Holiday Stationstores, Inc. dba Holiday Stationstore #390  
License #10-616, TTK, Inc. dba Carver Liquor  
License #10-619, B&B Hospitality dba HI-5 Market  
License #10-620, Chanhassen Winner Co.  
License #10-622, Southern Sands, Inc. dba Down South Bar & Grill

Authorized the Chair's signature on the NACO 2008 Credentials (Voting) Identification form naming Randy Maluchnik as the designated delegate.

Approved out of state travel to Texas for Dan Koziolk to give the Signs of Safety presentation to the Region VI Child Welfare Administrators.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Steve Taylor, Administrative Services, reviewed the budget for the Government Center project and stated he would be today asking for approval of bid package #2, Court roofing. He noted the 8.2 million available for the work to be done at the Government Center and the Board's approval of changes not in the original scope of work. He stated the changes in scope amounted to \$325,000 and in order to have zero budget variance they were looking at value engineering and, as they review drawings, they are looking at what is needed and what is actually necessary.

He indicated there was some overlap in the scope of work for the Government Center and deferred maintenance project and approximately \$225,000 should be more appropriately be part of the deferred maintenance project.

Taylor explained bids were opened on May 27<sup>th</sup> for bid package 2 for Courts roofing with the apparent low bidder being Dalco Roofing. He indicated at the time they were inspecting roofs it became clear the North Courts roof was in poor condition and needed to be replaced. He noted this roof was to be replaced in 2009. He stated the alternate to add the North Courts roof was included since there would already be a contractor on site.

He explained the combined bid totaled \$391,400 and they were requesting the bid be awarded to Dalco Roofing. He stated the funds for the base bid would be part of the 8.2 million and the alternate roofing project would be part of the deferred maintenance work. Taylor confirmed there was some immediacy associated with the project because of the construction schedule.

Workmen moved, Degler seconded, to approve the bid package #2, to Dalco Roofing for Courts roofing project to include alternate bid #1 for a total of \$391,400, pending contract review by the County Attorney's Office and Risk Management. Motion carried unanimously.

Degler moved, Lynch seconded, to adjourn as the County Board and convene as the Carver County Ditch Authority. Motion carried unanimously.

Mike Wanous, Soil and Water District, requested authorization to clean out a portion of County Ditch #7. He stated approximately 200 feet of tile needed to be replaced at an estimated cost of \$3,600. Wanous clarified the ditch system owners would pay for the work to be done.

Lynch moved, Degler seconded, to authorize the replacement of 150-200 feet of broken tile located east of Yale Avenue, County Ditch #7, at an estimated cost of \$3,600. Motion carried unanimously.

Wanous reviewed a request for a new culvert on County Ditch #9. He indicated this would allow a landowner access to his property on both sides of the ditch. He clarified the landowner would pay for the installation and future maintenance but the new culvert needed to be approved by the Ditch Board.

Lynch moved, Degler seconded, to grant permission to petitioner for new culvert installation on County Ditch #9 at landowner's expense. Motion carried unanimously.

REGULAR SESSION  
June 10, 2008

Lynch moved, Degler seconded, to adjourn the Carver County Ditch Board at 9:50 a.m. Motion carried unanimously.

David Hemze  
County Administrator

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



281983



Office of Finance Director  
Carver County Government Center  
Administration Building  
600 East Fourth Street  
Chaska, MN 55318-1202  
Phone: 952 361-1509  
Fax: 952 361-1308

AUTHORIZATION

PAYMENT OF EMERGENCY CLAIM

Motion passed by the Board of County Commissioners at their February 24, 1987 meeting has authorized the issuance of a check upon the consensus of the Chairman of the Board, County Administrator and the County Attorney (with a minimum of two).

VENDOR: Carver County CDA  
705 North Walnut Street  
Chaska, MN 55318

ACCOUNT: 01-0120-000-1112-6033 (Homelessness Grant Veterans Service)

AMOUNT: \$822.00

REASON: Emergency rental assistance for [redacted] to assist with rent in the amount of \$822.00 for the month of June, 2008. Veteran had recent surgery, currently unemployed and is seeking assistance for a rental unit to avoid becoming homeless. The CAP Agency has also been working with this veteran to assist with future rent through FHPAP funding. Further funding through the MN Department of Veterans Affairs State Soldiers Assistance program is also being applied for.

Department Head Signature: [Signature]

Chairman of County Board [Signature]  
James M. Ische

County Administrator [Signature]  
David Hemze

County Attorney [Signature]  
James W. Keeler, Jr.

Date: June 3, 2008



281996



Office of Finance Director  
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AUTHORIZATION

PAYMENT OF EMERGENCY CLAIM

Motion passed by the Board of County Commissioners at their February 24, 1987 meeting has authorized the issuance of a check upon the consensus of the Chairman of the Board, County Administrator and the County Attorney (with a minimum of two).

VENDOR: Discovery Benefits

ACCOUNT: 11-420-650-4401-6020

AMOUNT: \$1,115.65

REASON: Cost effective insurance - Cobra coverage

Department Head Signature: for continuation of insurance  
Gary Boh

Chairman of County Board

James Ische

County Administrator

David Hemze

County Attorney

James W. Keeler, Jr.

Date: 6-10-08



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Phone: 952 361-1509  
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**AUTHORIZATION**

**PAYMENT OF EMERGENCY CLAIM**

Motion passed by the Board of County Commissioners at their February 24, 1987 meeting has authorized the issuance of a check upon the consensus of the Chairman of the Board, County Administrator and the County Attorney (with a minimum of two).

VENDOR: Norseman Travel  
ACCOUNT: 6379  
AMOUNT: \$75.00  
REASON: ASLT victim / needed for trial

Department Head Signature: \_\_\_\_\_

Chairman of County Board

\_\_\_\_\_  
James M. Ische

County Administrator

David Henze  
David Henze

County Attorney

James W. Keeler, Jr.  
James W. Keeler, Jr.

Date: 6/9/08



# REQUEST FOR BOARD ACTION

## AGENDA ITEM: Approval of Consulting Services for Continuity Plan – Beck Disaster Recovery, Inc.

Originating Division: Employee Relations

Meeting Date: June 24, 2008

Amount of Time Requested: N/A

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** The County has recognized the need for an all-hazards business continuity plan to help the County provide effective service delivery after a disaster. This contract will engage a contractor to provide the framework for plan development and implementation. The resulting plan will help minimize disruptions to service delivery, limit negative impacts on citizens, businesses, and the economy in the County.

Staff reviewed three quotes for these services. Based on a review of the quotes, sample plans submitted, and references checked with past client organizations, staff is recommending Beck Disaster Recovery, Inc. The quote submitted by Beck was neither the most nor least expensive, but appeared to provide a very robust product with an outstanding reputation. Beck recently provided similar services to Ramsey County, and officials there report being very satisfied with the product delivered.

Quotes:	USG, Inc	\$30,000.00
	Beck Disaster Recovery, Inc	\$39,997.00
	Sharp Sky Partners, LLC	\$40,000.00

### ACTION REQUESTED:

Approve the contract with Beck Disaster Recovery, Inc totaling \$39,997.

### FUNDING

County Dollars = \$39,997.  
 Other Sources & Amounts =  
 = \$  
**TOTAL** = \$39,997

### FISCAL IMPACT

- None
- Included in current budget
- Budget amendment requested
- Other:

*Related Financial Comments:* This effort was discussed in concept and approved in the 2008 budget.

Reviewed by Division Director

Date:



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : 2008 ROADSIDE RIGHT-OF-WAY WEED SPRAYING AGMT (CP #0815)

Originating Division: Public Works

Meeting Date: June 24, 2008

Amount of Time Requested: n/a

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** This agreement is for the spraying of county road rights-of-way for noxious weeds, thistle and brush. Quotes from AG Enterprises, Mid-County Coop and Waconia Farm Supply were obtained. Staff has evaluated the three quotes and is recommending a contract be awarded to Mid County Coop. Mid County Coop has done this type of work for Carver County in the past and is familiar with the areas along the county roads where weed, thistle and brush problems exist. Staff also is of the opinion that the chemical prices are in line with what is needed for this work.

**ACTION REQUESTED:** Approve service agreement between Carver County and Mid County Coop with a not-to-exceed amount of \$32,000.00.

### FUNDING

County Dollars = \$32,000.00

Other Sources & Amounts =

=\$

### TOTAL

=\$32,000.00

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments:

Reviewed by Division Director

*Frnk*

Date:

*6/4/08*

S:\Seasonals\BAF-Award\2008\0815 - Weed Spraying - Mid County Coop





# REQUEST FOR BOARD ACTION

## AGENDA ITEM : July 4<sup>th</sup> Fireworks Launch Requests

Originating Division: Public Works-Parks

Meeting Date: 6/24/08

Amount of Time Requested: 0

Attachments for packet:  Yes  No

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

### BACKGROUND/EXPLANATION OF AGENDA ITEM:

The Carver County Parks Department has received two requests to launch July 4<sup>th</sup> fireworks from within regional parks in 2008. The first request is from a group of homeowners on Lake Minnewashta who are requesting the use of boat access #2 at Lake Minnewashta Regional Park to launch fireworks. Boat access #2 would be closed at 8 p.m. on July 4<sup>th</sup> to establish a clear zone for Americana Fireworks Display Company to set up the display. A special use permit fee of \$250 is being charged to the homeowners for the use of the park facility and to offset the costs of staff time. The homeowners and Americana Fireworks Display Company are responsible for obtaining permits from the City of Chanhassen and the Chanhassen Fire Department and coordinating water patrol services through the Carver County Sheriff's Office. In the event of bad weather, high winds out of the west or north, extremely dry conditions the fireworks display will be cancelled and can be rescheduled.

The second request has come from the Waconia Chamber of Commerce to launch the Lake Waconia July 4<sup>th</sup> fireworks display from within Lake Waconia Regional Park. This is the first year the Waconia Chamber and Waconia Fireworks committee has requested use of Lake Waconia Regional Park for the launch of fireworks for July 4<sup>th</sup>. Staff has met with the fireworks committee requesting the use of an area east of the beach along the shore of Lake Waconia where old CR 30 was once located. This area of the park was previously used by the Carver Scott Educational Coop, but was vacated in 2007 and the buildings have since been removed. A special use fee of \$500 is being charged based on the size of the event, use of the park and to offset staff time. The Waconia Chamber and Fireworks Committee are responsible to obtaining permits from Carver County or Laketown Twp. and the Waconia Fire Department and coordinating water patrol services through the Carver County Sheriff's Office.

The County has approved past fireworks displays sponsored by the homeowners on Lake Minnewashta. Past displays have been conducted satisfactory.

**ACTION REQUESTED:** It is recommended the County Board pass the resolution in support of the firework displays at Lake Minnewashta and Lake Waconia Regional Parks.

### FUNDING

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

### FISCAL IMPACT

None  
 Included in current budget  
 Budget amendment requested  
 Other:

Related Financial Comments:

Reviewed by Division Director

*Jmk*

Date:

*6/5/08*

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

Date: June 24<sup>th</sup>, 2008  
Motion by Commissioner: \_\_\_\_\_

Resolution No: \_\_\_\_\_  
Seconded by Commissioner: \_\_\_\_\_

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**RESOLUTION AUTHORIZING LAKE MINNEWASHTA LAKE ASSOCIATION  
TO USE LAKE MINNEWASHTA REGIONAL PARK  
AND THE LAKE WACONIA FIREWORKS COMMITTEE TO USE LAKE  
WACONIA REGIONAL PARK FOR  
STAGING AREAS FOR JULY 4, 2008 FIREWORKS DISPLAYS**

**BE IT RESOLVED**, that the Carver County Board of Commissioners hereby authorize the Board Chair to approve a fireworks display to be set up and discharged from Lake Minnewashta and Lake Waconia Regional Parks.

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

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified as 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 24<sup>th</sup> day of June, 2008, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 24<sup>th</sup> day of June, 2008.

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



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Out-Of-State Travel Request for Talli Dorf, Court Services Agent II Motivational Interviewing Treatment Integrity Training in Chicago, Illinois

Originating Division: Court Services – First Judicial District      Meeting Date: June 24<sup>th</sup>, 2008  
 Amount of Time Requested: N/A      Attachments for packet:  Yes  No  
 Item Type:  Consent    Regular Session    Closed Session    Work Session    Ditch/Rail Authority

### BACKGROUND/EXPLANATION OF AGENDA ITEM:

Carver County Court Services utilizes national research-based correctional practices in order to assess offender risk levels, identify service needs, develop case plans and recommend appropriate sanctions. Use of specific assessment and interviewing techniques, such as Motivational Interviewing strategies, are essential in developing effective case plans for offenders and for establishing appropriate supervision levels that serve to protect public safety. Court Services' annual training requirements for our probation officers support the continued use of effective interventions and strategies that focus on long-term behavior change for offenders. In order to enhance our use of evidence-based practices, Court Services would like to send one of our probation officers to a national training session entitled "Motivational Interviewing Treatment Integrity for corrections practitioners," which will held in Chicago, Illinois, from July 27<sup>th</sup> – 30<sup>th</sup>, 2008. A select group of experienced correctional staff will be educated from around the country at this session. This intensive course will provide specific techniques, tools and methods that can be used by probation staff and departments to assure a high level of quality in conducting assessments and in establishing proper supervision case plans with higher risk offenders. This training is not locally available in Minnesota. We have also been offered a partial scholarship (\$350.00) that will help to defray the costs of this training for one of our probation officers; Talli Dorf, Court Services Agent II. The overall cost for this training event, including travel, lodging, and meals will be approximately \$1150.00. The cost for this training session is currently budgeted through the Court Services 2008 budget, and no new additional funds are required.

**ACTION REQUESTED:** Motion to approve out-of-state travel to Chicago, Illinois for Talli Dorf, Court Services Agent II, in order to attend the Motivational Interviewing Treatment Integrity (MITI) training course.

#### FUNDING

County Dollars =        \$1150.00  
 Other Sources & Amounts = \$  
  
**TOTAL**                                = \$1150.00

*Related Financial Comments:*

#### FISCAL IMPACT

None  
 Included in current budget  
 Budget amendment requested  
 Other:

Reviewed and submitted by: John A. Klavins   
 Court Services Director/Chief Probation Officer

Date: June 16<sup>th</sup>, 2008



# REQUEST FOR BOARD ACTION

**AGENDA ITEM:** Charitable Gambling Application for Exempt Permit for Augusta Ball Club.

Originating Division: Property Records Taxpayer Services      Meeting Date: June 24, 2008  
 Amount of Time Requested: 0 minutes      Attachments for packet:  Yes  No  
 Item Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** A Charitable gambling application was received from Augusta Ball Club. They want to hold a raffle on Saturday, October 4, 2008, at Augusta Ball Club, located at 5950 Hampshire Road, Chaska, MN 55318.

**ACTION REQUESTED:** See Attached Resolution.

**FUNDING**

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

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other: Not Budgeted

Related Financial Comments:

Reviewed by Laurie Engelen, Taxpayer Services Manager

Date:

6-16-08



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

Date:

Resolution No.

Motion by Commissioner:

Seconded by Commissioner:

**CARVER COUNTY, MINNESOTA**

WHEREAS, the Augusta Ball Club seeks approval of a Lawful Gambling License; and

WHEREAS, the Augusta Ball Club will hold a raffle at the Augusta Ball Club, located at 5950 Hampshire Road, Chaska, MN 55318; and

WHEREAS, the Minnesota Gambling Control Board requires the County Board of Commissioners to specifically approve or deny a resolution for each applicant each year period of time.

NOW, THEREFORE, BE IT RESOLVED, the Carver County Board of Commissioners does approve the new license upon compliance with Code of Ordinance, Title XI, Chapter 112, and Section 112.02.

Adopted on 2008.

Attest:

\_\_\_\_\_

YES

ABSENT

NO

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the \_\_\_\_ day of \_\_\_\_\_, 2008, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2008.

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



# REQUEST FOR BOARD ACTION

**AGENDA ITEM: Tobacco License**

Originating Division: Property Records Taxpayer Services Meeting Date: 6/24/08  
 Amount of Time Requested: Attachments for packet:  Yes  No  
 Item Type:  Consent  Regular Session  Closed Session  Work Session  Ditch/Rail Authority

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** The following new business has applied for a Tobacco License in compliance with the Carver County Tobacco Ordinance. The owner is requesting approval by the Carver County Board of Commissioners for him to sell tobacco products. There are no delinquent taxes on this parcel.

**License #10-623**  
**Thaemert, Inc. dba T-Road Tavern**  
 Michael Thaemert  
 110 Broadway St  
 New Germany, MN 55367

**ACTION REQUESTED:**

Approval

**FUNDING**

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

**FISCAL IMPACT**

- None
- Included in current budget
- Budget amendment requested
- Other:

Related Financial Comments:

 Reviewed by Taxpayer Services Manager

Date: 6/3/08



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : Approval of 2008 Board of Soil & Water Resources (BWSR) Natural Resource Block Grant**

Originating Division: Land Water Services

Meeting Date: 24 June 2008

Amount of Time Requested: NA

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** Each year the County receives a block grant from BWSR for the following programs: Water Plan Implementation (LWP) - \$10,657; Wetland Conservation Act - \$36,000 (\$10,000 of which goes to the SWCD); Shoreland Management - \$2,979; ISTS \$10,000; Feedlot Management - \$29,448. The LWP portion requires a \$29,053 match, the other programs a 1-to-1 match. The match is provided by the staff time expended in the normal operation of the program areas and by Carver WMO watershed expenditures. The LWP & Shoreland funds are used to support the monitoring program and small conservation projects such as tile inlets, streambank restoration, lakescaping. The other funds are used to offset program costs of operating the WCA, Feedlot, & ISTS programs. These revenue & expenditures are already reflected in the 2007 budget. The SSTS (septic system) portion of the grant was increased by \$8500 after the 2008 budget was adopted. The grant application allocates these funds to the Direct Discharge incentive program. These funds could be used for systems outside the TMDL watersheds.

The budget amendments to reflect the increase in SSTS program funds are shown below.

**ACTION REQUESTED:** Motion approving the 2008 NRBG Application, authorizing the Board Chair to sign the documents, and amending the 2008 budget as follows

Increase - 01-123-123-0000-5355 by \$8,500

Increase - 01-123-124-1537-6260 by \$8,500

**FUNDING**

County Dollars =	\$
Other Sources & Amounts =	
BWSR	= \$89,084
<b>TOTAL</b>	<b>= \$89,084</b>

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other:

*Related Financial Comments:*

Reviewed by Division Director

Date: 4 June 2008

# BUDGET AMENDMENT REQUEST FORM

**Submit to Finance Office one week prior to County Board Session.**

**DEPARTMENT: Land & Water Services**

**Date of County Board Session: 06/24/08**

**Fund: 01**

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
2008 NRBG Grant	\$ 8,500	Direct Discharge program	\$ 8,500
<b>TOTAL:</b>	<b>\$ 8,500</b>	<b>TOTAL:</b>	<b>\$ 8,500</b>

**A. Reason for Request:** See accompanying Board Action.

**B. Financial Impact: (To be filled out by Finance Director)**

**C. Contingency Acct. Beginning Bal.:** \$ 300,000

**D. Contingency Acct. Adjustment:** \$ 200,000

**E. Current Balance After Adj.:** \$ 100,000

**F. Prepared/Requested By:** Bill Weckman

**G. Recommend Approval:** Finance

**H. County Board Decision:** Approval/Disapproval

S:\Excel\SHELLS[Budget Amendment Forms.xls]Revenue Form



# REQUEST FOR BOARD ACTION



**AGENDA ITEM : Position Classification Change: Community Support Aide to Social Worker II**

Originating Division: Community Social Services

Meeting Date: 6/24/2008

Amount of Time Requested: 5 min.

Attachments for packet: Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** Due to a upcoming retirement of our Community Support Aide staff in the Community Support Program in the Behavioral Health Division, Community Support Services is seeking a Reclassification of the Community Support Aide position (25 hours per week) to a Social Worker II (Adult Mental Health Worker) position at a .6 FTE or 24 hours per week. This position change would address the needs of adults with serious and persistent mental illness by providing Adult Rehabilitative Mental Health Services at a higher reimbursable rate. Currently the position is reimbursed through (ARMHS) at a rate of \$9.39 per 15 minute increment. By increasing the position to a Social Worker II the reimbursable rate would increase to \$12.51. At the higher classification, this position would also be able to practice as an Adult Mental Health Case Manager and would also be reimbursed for this service. The current position does not require a college degree as a result; it does not meet Department of Human Services guidelines for a qualified mental health practitioner. The new position would continue to address housing support service needs and assist clients in basic living skill development, assess stability, and would network with community agencies to support the individual in their recovery. The reclassification change will be tied to a billing increase of \$3,600 in Adult Mental Health Rehabilitative reimbursement and an addition of \$19,200 in Targeted Case Management reimbursement.

**ACTION REQUESTED:** *Motion to approve the deletion of a .625 FTE Community Support Aide and creation of a .6 FTE Social Worker II.*

**FUNDING**

County Dollars = No new County dollars

Other Sources & Amounts =

= \$ -

**TOTAL**

= \$

**FISCAL IMPACT**

None

*Included in current budget*

*Budget amendment requested*

*Other:*

*Related Financial Comments: Will decrease County Tax Levy regarding this position due to increased revenue generated*

Reviewed by Division Director

Date: 6/16/2008

# REQUEST FOR BOARD ACTION



PX

**AGENDA ITEM: Approval of Budget Amendment/Purchase of Watercraft**

Originating Division: Sheriffs Office

Meeting Date: June 24, 2008

Amount of Time Requested: 5 minutes

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** The Sheriffs Office planned on purchasing a new water patrol boat through CIP in 2009. However, we recently were notified that we received a State grant to purchase the boat with grant funds. The grant is a reimbursement grant so we would need to purchase the boat initially and then the County would be reimbursed through the grant. We also would trade in the old boat as part of the grant application. The reimbursement would be for \$32,023.49 We are asking for a budget amendment and increase funds in Vehicle Purchase (01-201-236-0000-6670) and purchase the watercraft from this account. We would also increase the line item State Grant (01-201-236-0000-5320) to reflect the reimbursement from the grant. We will also increase line item Refunds and reimbursements (01-201-236-0000-5899) to reflect the trade in of the old boat. We will then be reimbursed for the cost of the new boat.

**ACTION REQUESTED:** Approval of the grant, increase in line items accounts, trade in of the old boat and acceptance of reimbursement funds (grant).

**FUNDING**

County Dollars =	\$32,023.49
Other Sources & Amounts =	
Trade in of boat	= \$10.500
<b>TOTAL</b>	<b>= \$42,523.49</b>

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other: **Included in 2009 CIP**

*Related Financial Comments:* We have used this grant in the past to secure equipment.

Reviewed by Division Director

Date:

# BUDGET AMENDMENT REQUEST FORM

**Submit to Finance Office one week prior to County Board Session.**

**DEPARTMENT: Sheriff's Office**

**Date of County Board Session: 06/24/08**

**Fund: 01**

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
State Grant	\$ 32,023	New Boat Purchase	\$ 42,523
Trade-in for old boat	\$ 10,500		
<b>TOTAL:</b>	<b>\$ 42,523</b>	<b>TOTAL:</b>	<b>\$ 42,523</b>

**A. Reason for Request:** See accompanying Board Action.

**B. Financial Impact: (To be filled out by Finance Director)**

**C. Contingency Acct. Beginning Bal.:** \$ 300,000

**D. Contingency Acct. Adjustment:** \$ 200,000

**E. Current Balance After Adj.:** \$ 100,000

**F. Prepared/Requested By:** Dave Williams

**G. Recommend Approval:** Finance

**H. County Board Decision:** Approval/Disapproval

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# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Approval of bid awards for Chanhassen Service Center

Originating Division: Administrative Services

Meeting Date: June 24, 2008

Amount of Time Requested: 45 minutes

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** On May 22, 2008 bids were opened for the Chanhassen Service Center. Due to a number of circumstances, the apparent low responsible bids came in higher than budgeted which include:

- the addition of a basement
- tenant finish of the second floor
- construction material inflation.

County staff directed the construction manager and architect to examine a number of value engineering opportunities which has resulted in multiple bid reductions of about \$252,719. Including KA's fee and site services and other project costs (to include fully funding contingency) the cost variance totals about \$692,000.

More drastic cost savings would include eliminating the second floor of the Service Center saving \$621,000 in costs or deleting construction of the basement which would result in \$301,250 of savings. Both would involve significant architectural re-design efforts and would limit future use of the building. For instance, not having a basement would force the County to relocate HVAC equipment to the roof of the facility. Removing the second floor eliminates any revenue generation and greatly limits expansion potential for the building.

Staff requests the cost over-run of \$692,080 to be funded by a one time payment of \$202,080 from the Chaska School District for tenant finish of the second floor and \$490,000 funded from the Year-End Savings account. Staff also requests the annual lease income generated from the renting the second floor (Chaska School District has committed to lease this space), be used to offset much of the Y.E.S. transfer. Over a 10 year period, rental income will provide \$326,500.

Contingency has been established at 6% or about \$165,714.

### ACTION REQUESTED:

1. Motion to approve a budget of \$3,492,080 for the Chanhassen Service Center project including transfer of \$490,000 from the Y.E.S. account to be offset substantially by annual lease payments from ISD 112.
2. Motion to approve the Chanhassen Service Center project low bid awards, to include deducts, in the total amount of \$2,590,921 as listed in the attachment pending contract review by the County Attorney's office and Risk Management.
3. Motion to approve \$219,445 in General Conditions and FF&E for the Chanhassen Service Center project.
4. Motion to approve \$165,714 in contingency for the project.
5. Motion to amend Bentz, Thompson, Rietow's contract from \$147,000 to \$188,000 to accommodate second story construction.
6. Motion to delegate authority for change orders to the Administrative Services Division Director on behalf of the building committee for a not-to-exceed \$25,000 per change order.

### FUNDING

County Dollars = \$3,492,080

Other Sources & Amounts = \$

**TOTAL** = \$3,492,080

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Related Financial Comments:

Report Date: June 19, 2008

Reviewed by Division Director

Date: June 12, 2008





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June 5, 2008

Mr. Steven Taylor  
Administrative Services Division Director  
Carver County  
600 East Fourth Street  
Chaska, MN 55318

Re: Carver County Chanhassen License Center (965)  
Chanhassen, MN

Dear Steve,

We have evaluated the contractor bids for the above referenced project and reviewed various options for cost reductions. We have summarized the bids versus their respective budget costs in the attached spreadsheet.

In the area of earthwork and site utilities, we did not recognize the full scope of work as designed on the documents. There is, for the size of the project, a significant amount of dirt that must be hauled off site. In addition, the 12" sand cushion under the asphalt paving in the parking lots as well as the soils report calling for soils correction for foundations in the fill area were items that aren't typically found on a project and were incorporated in the late stages of design. The low bidder had a mathematical error in his bid and has requested to allow his bid to be withdrawn. The other two bids indicate we have competitive bids.

The review of the structural steel bid indicates it is at a high cost per square foot. However, with two stairways, several exterior wall offsets and approximately \$35,000 for the louvered trash enclosure, we now find the bid reasonable. We did not include the trash enclosure in our budget, as it was not defined in our check set of drawings.

In our historical cost data we have pricing on curtainwall and window systems which was used in pricing this project. However, the system designed contained several items in terms of the specification we do not typically see and as a result we did not allow enough extra cost for the system as specified.

The mechanical systems were another line item that stands out as over budget. We had estimated these systems based on similar projects and were certainly surprised by the \$45/SF total ultimate cost. The specific breakdown between plumbing and HVAC was not correctly reviewed, but the budgeted overall cost of the two systems at \$35.44/SF is a reasonable budget for an office building. The impact of the air handling unit in the basement was under budgeted.

There were several pluses and minuses in the bid results as compared to the project budget, which is typically the result of the systems estimate versus bid division bid results. These typically balance each other out, but in this case the over budget out weigh the under budget. This is shown in the "variance" column on the attached spreadsheet.

Overall, the bids indicate there is inflation in the marketplace resulting in additional material costs and the bid market is not able to absorb those costs. Please refer to the attached article from "The Data DIGest" dated May 23-28, 2008. The competition is very competitive in terms of low margins. There is sufficient work to bid to keep a contractor busy, although not satisfied. We indicated that the estimates we prepared were priced very competitively and that we were optimistic that the marketplace would provide lower pricing than our estimates. From the result, we can see that none of that happened. We did cost reduction alternates prior to bidding and those were incorporated in the drawings, but basically we were only able to hold the line on costs and did not realize any real saving we had been hoping would result from the changes.

Very truly yours,

KRAUS-ANDERSON® CONSTRUCTION COMPANY



Dave Chase  
Project Manager

DC/as



KRAUS-ANDERSON®

**Carver County Projects**

**6/12/2008**

Project Budgets

Attachment 1

Description	Chanhassen Service Center
<b>Project Revenue</b>	
Building Capital Improvement Fund	\$ 2,800,000
ISD 112 cash payment for 2nd floor tennant finish	202,080
Y.E.S. Account	490,000
<b>Total Available Dollars</b>	<b>3,492,080</b>
<b>Architectural Fees</b>	
A & E Fees - BTR	188,000
<b>Total Architectural Fees</b>	<b>188,000</b>
<b>Construction Costs</b>	
Initial project scope	2,200,000
Scope change: 2nd floor tenant finish	202,080
Scope change: Add basement	301,250
Other: Building material inflation, KA, BTR, etc.	140,310
<b>Total Construction Bids</b>	<b>2,843,640</b>
Value engineering deducts	(252,719)
<b>Net Construction contracts</b>	<b>2,590,921</b>
CM Fee & Site Services	328,000
Design and Construction Contingency	165,714
<b>Total Construction Costs</b>	<b>3,084,635</b>
<b>FF&amp;E-Owner</b>	
General Conditions-Owner	90,000
<b>Total Owner Costs</b>	<b>129,445</b>
<b>Total current projected budget</b>	<b>3,492,080</b>
<b>Budget variance</b>	<b>\$ -</b>



**CARVER COUNTY CHANHASSEN LICENSE CENTER  
ADDITION AND REMODEL  
BP-1 ALL TRADES**

**BID RECAP AND RECOMMENDATIONS**

6/18/2008

BIDDER	BUDGET	BASE BID AMOUNT	VARIANCE COST PER SF	POTENTIAL COST SAVINGS	AMOUNT	DEDUCTS BY BID DIVISION	REVISED TOTAL
<b>BID DIVISION 1 - Earthwork/Mass Grading</b> Northwest Asphalt	\$78,500.00	\$148,100.00	\$69,600.00 \$ 11.17	Delete sand cushion-asphalt Finger drains @ catch basins Delete insulation @ Storm	5,000 2,300 2,100	\$9,400	\$138,700
<b>DIVISION 2: Asphalt Concrete Paving</b> Midwest Asphalt Corp.	\$48,600.00	\$37,400.00	(\$11,200.00) \$ 2.82	Recycled base allowed Add 2" of base rock	TBD		\$37,400
<b>DIVISION 3: Landscaping and Sodding</b> North Metro Landscaping, Inc.	\$90,500.00	\$70,783.00	(\$19,717.00) \$ 5.34	Delete rain garden Delete Planters Delete Retaining Wall at Plaza/Sidewalk Add Landscaping at Plaza	3,740 2,000 Rejected Rejected	\$5,740	\$65,043
<b>DIVISION 4: Concrete/Masonry</b> Crosstown Masonry	\$545,668.00	\$604,000.00	\$58,332.00 \$ 45.55	Alternate Spray Waterproofing Utility Brick Delete Exterior Stair	10,000 Rejected	\$10,000	\$594,000
<b>DIVISION 5: Structural Steel Supply &amp; Misc. Steel Supply</b> LeJeune Steel Company	\$121,162.00	\$174,200.00	\$53,038.00 \$ 13.14	Simplify Trash Enclosure Louvers Deduct Steel for Canopy @ Drive-Thru	20,000 Rejected	\$20,000	\$154,200
<b>DIVISION 6: Steel Erection - Structural &amp; Misc. Metals</b> No Bid	\$34,218.00	\$35,000.00	\$782.00 \$ 2.64		-	\$0	\$35,000
<b>DIVISION 7: Rough Carpentry Installation</b> George F. Cook Construction Co.	\$201,600.00	\$258,000.00	\$56,400.00 \$ 19.46	Check doors and hardware pricing	-	\$0	\$258,000
<b>DIVISION 8: Roofing and Flashing</b> Integrity Roofing, Div. of Integrity Design Build	\$59,789.00	\$60,981.00	\$1,192.00 \$ 4.60	Reduce Roof Hatch Ballasted EPDM-45 ML.	927 Rejected	\$927	\$60,054
<b>DIVISION 9: Aluminum Entrances, Electro Mech Door Operators, Curtainwall &amp; Glazing</b> Northern Glass & Glazing, Inc.	\$185,428.00	\$275,000.00	\$89,572.00 \$ 20.74	Delete Sun Screen Glass @ Canopy Med. Stile Doors, Store Front Windows, Std. Curtain Wall	45,000 12,000 45,000	\$102,000	\$173,000
<b>DIVISION 10: Drywall &amp; Plaster</b> RTL Construction, Inc.	\$190,578.00	\$162,875.00	(\$27,703.00) \$ 12.28		-		\$162,875
<b>DIVISION 11: Tile Work</b>							



CD Tile & Stone	\$25,716.00	\$30,600.00	\$4,884.00	PVO1 Base 140 feet to standard base-cut from floor tile	1,100	\$1,100	\$29,500
<b>DIVISION 12: Acoustical Ceilings</b> Twin City Acoustics	\$29,631.00	\$18,840.00	(\$10,791.00)	Use all type 1 tile-Rm 107	TBD		\$18,840
<b>DIVISION 13: Carpet/Resilient Flooring</b> St. Paul Linoleum & Carpet Company	\$57,484.00	\$35,591.00	(\$21,893.00)	Rubber Tile to VCT	9,550		
			\$ 2.68	Carpet Tile to Broadloom	1,852	\$11,402	\$24,189
<b>DIVISION 14: Paint/Wallcovering</b> Wasche Commercial Finishes, Inc.	\$27,000.00	\$18,920.00	(\$8,080.00)				\$18,920
<b>DIVISION 15: Hydraulic Elevator</b> Thyssenkrupp Elevator	\$65,000.00	\$67,800.00	\$2,800.00	Solid Wall vs. Panels w/Reveal	600		
			\$ 5.11	Baked Enamel vs. SS Entrances	1,100	\$1,700	\$66,100
<b>DIVISION 16: Fire Protection</b> Viking Automatic Sprinkler Company	\$39,870.00	\$42,000.00	\$2,130.00	Waive PE Stamp	Rejected		
			\$ 3.17	Center Heads (81)	Rejected	\$400	\$41,600
				Semi-Recessed Heads	400		
<b>DIVISION 17: Plumbing</b> Northland Mechanical Contractors, Inc.	\$58,000.00	\$131,700.00	\$73,700.00				
			\$ 9.93	Propress in lieu of solder joints	2,000		
				Delete bronze body downspout nozzle	700		
				Plastic body drains in lieu of cast iron	Rejected		
				Gerber/Delta in lieu of Kohler	Rejected		
				P-3 Light grey in lieu of Stainless Steel	Rejected		
				1/2" pipe insulation in lieu of 1"	1,000	\$3,700	\$128,000
<b>DIVISION 18: HVAC</b> Bostrom Sheet Metal Works, Inc.	\$372,120.00	\$457,000.00	\$84,880.00	Substitute equip. by Trane/Titan-Item 1 Attached	29,000		
			\$ 34.46	Controls-Siemens Cost Reductions	TBD		
				VAV's 14 in lieu of 22 (Siemens)	13,000		
				Reroute fresh air intake-Item 2 attached	14,000		
				Delete external insulation from RA duct-Item 3 attached	9,000	\$65,000	\$392,000
<b>DIVISION 19: Electrical</b> Killmer Electric Co., Inc.	\$217,673.00	\$214,850.00	(\$2,823.00)	Parabolic in lieu of Suspended Indirects	4,000		
			\$ 16.20	Deduct Down Lights	6,000		
				Fire Alarm-Basic System	4,000		
				Aluminum Conductors	6,000		
				General Duty Switches	550		
				Aluminum Bussing in SB & PB	800	\$21,350	\$193,500
	\$2,448,537.00	\$2,843,640.00	\$ 214.45	Total Deducts	252,719	\$252,719	
				Bid Total	\$2,843,640.00		
				Revised Total	\$2,590,921.00		\$2,590,921

# BUDGET AMENDMENT REQUEST FORM

**Submit to Finance Office one week prior to County Board Session.**

**DEPARTMENT: Administrative Services**

**Date of County Board Session: 06/24/08**

**Fund: 30**

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
1/1/08 Y.E.S. Account Transfer	\$ 490,000	Chanhassen Service Center	\$ 692,080
S.D. 112 Payment to tenant build out 2nd floor	\$ 202,080		
<b>TOTAL:</b>	<b>\$ 692,080</b>	<b>TOTAL:</b>	<b>\$ 692,080</b>

**A. Reason for Request:** See accompanying Board Action.

**B. Financial Impact: (To be filled out by Finance Director)**

**C. Contingency Acct. Beginning Bal.:** \$ 300,000

**D. Contingency Acct. Adjustment:** \$ 200,000

**E. Current Balance After Adj.:** \$ 100,000

**F. Prepared/Requested By:** Steve Taylor

**G. Recommend Approval:** Finance

**H. County Board Decision:** Approval/Disapproval

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# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Lake Waconia Regional Park Land Acquisition

Originating Division: Public Works

Meeting Date: 6-24-07

Amount of Time Requested: Consent

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** The Parks Department requests that the Board sign a purchase agreement for property within the Lake Waconia Regional Park boundary. Reports have been prepared by an independent fee appraiser and relocation consultant on the parcel identified as P.I.D.# 70180300, at 8155 Paradise Lane. The acquisition involves 2.94 acres of land and related structure identified on the site.

Staff is proposing to use available Metro. Council Funds and County Funds for Lake Waconia Regional Park to acquire the site.

County Board authorized appraisal service for this site December 13, 2005. Relocation consulting service was performed under an existing contract with the County and completed March 12, 2007.

**ACTION REQUESTED:** Authorization for the Board Chair to sign the purchase agreement and related documents to the purchase agreement. The Board Chair is also authorized to sign the grant agreement between the Metropolitan Council and Carver County for Recreation and Open Space Acquisition. The County Board here by authorizes an amendment to the County Budget to include these funds from the Metropolitan Council. The County Board also authorizes the County Administrator or his designated staff to proceed to close on the property and sign closing documents.

### FUNDING

County Dollars = \$2,530,000

Other Sources & Amounts =

= \$

### TOTAL

= \$2,530,000

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

*Related Financial Comments:* Acquisition costs for the project are eligible for reimbursement through the Metropolitan Council. Although the County will make the initial payment of \$2,530,000, the grant agreement will provide \$1,000,000 in near term reimbursement. The remaining funding outlay by Carver County of \$1,530,000 is eligible for reimbursement through the Metropolitan Councils Capital Improvement Program for Carver County. A budget amendment is needed in order to accept funds from the Metropolitan Council.

Reviewed by Division Director

Date: 6-16-08



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

Date: June 24, 2008

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

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

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

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**Acquisition of Lakeside Ballroom**

- BE IT RESOLVED, that the Carver County Board of Commissioners authorize the Board Chair to sign the purchase agreement and related documents for property within the boundary of Lake Waconia Regional Park identified as parcel 070180300 and is located at 8155 Paradise Lane, Waconia, MN 55387. The Board Chair is also authorized to sign the grant agreement SG—2008-013 between Carver County and the Metropolitan Council for recreation and open space acquisition. The County Board amends the County Budget to include these funds from the Metropolitan Council. The County Board authorizes the County Administrator or his designated staff to proceed to close on the property and sign closing documents.

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 24th day of June, 2008 now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 24th day of June, 2008.

\_\_\_\_\_  
David Hemze

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

S\Parks\BA-RES LSB Acquisition

# BUDGET AMENDMENT REQUEST FORM

**Submit to Finance Office one week prior to County Board Session.**

**DEPARTMENT: Parks**

**Date of County Board Session: 06/24/08**

**Fund: 01**

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
Met Council Parks CIP	\$ 2,530,000	Y.E.S. Designated Park Land Acquisition Reimbursement	\$ 2,530,000
<b>TOTAL:</b>	<b>\$ 2,530,000</b>	<b>TOTAL:</b>	<b>\$ 2,530,000</b>

**A. Reason for Request:** See accompanying Board Action.

**B. Financial Impact: (To be filled out by Finance Director)**

**C. Contingency Acct. Beginning Bal.:** \$ 300,000

**D. Contingency Acct. Adjustment:** \$ 200,000

**E. Current Balance After Adj.:** \$ 100,000

**F. Prepared/Requested By:** Bill Weckman

**G. Recommend Approval:** Finance

**H. County Board Decision:** Approval/Disapproval

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# REQUEST FOR BOARD ACTION

**AGENDA ITEM : 2030 Comprehensive Plan DRAFT Authorization for Adjacent Community Review**

Originating Division: Land Water Services

Meeting Date: 06.24.2008

Amount of Time Requested: 25 minutes

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

Staff will be presenting an overview of the DRAFT 2030 Comprehensive Plan and is recommending that the Board authorize release of the DRAFT for adjacent community review.

**ACTION REQUESTED:** Motion to authorize release of the DRAFT 2030 Comprehensive Plan for adjacent community review.

**FUNDING**

County Dollars = \$

Other Sources &amp; Amounts =

= \$

**TOTAL**

= \$

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

Date: 06.13.2008





# REQUEST FOR BOARD ACTION

**AGENDA ITEM: Resolution Approving Special Legislation Transferring Certain Duties of the Carver County Library Board to the Carver County Board**

Originating Division: Administration

Meeting Date: June 24, 2008

Amount of Time Requested: 20 minutes

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:**

The 2008 State Legislature has passed special legislation allowing the County Board to transfer certain duties of the Carver County Library Board to the Carver County Board. A resolution to adopt this legislation and to take additional related actions is attached.

**ACTION REQUESTED:**

Motion to adopt resolution approving special legislation transferring certain duties of the Carver County Library Board to the Carver County Board.

**FUNDING**

County Dollars = \$

Other Sources & Amounts = \$

= \$

**TOTAL** = \$

*Related Financial Comments:*

**FISCAL IMPACT**

None

Included in current budget

Budget amendment requested

Other:

Reviewed by Division Director

Date: 5/29/08



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

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

Resolution

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

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

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

**Resolution Approving Special Legislation Transferring Certain Duties of the  
Carver County Library Board to the Carver County Board**

**WHEREAS**, the Carver County Board of Commissioners is committed to preserving the tradition of the Carver County's library system and its exemplary history of service to the public which is a tribute to the excellent work of the Carver County Library Board; and

**WHEREAS**, the Carver County Board of Commissioners proposed special legislation to improve the governance of the Carver County library system; and

**WHEREAS**, the Carver County Library Board also supported this proposed legislation; and

**WHEREAS**, the 2008 State Legislature has passed the attached special legislation allowing the County Board to transfer certain duties of the Carver County Library Board to the Carver County Board (see attachment A); and

**WHEREAS**, the County Board believes that the Carver County library system and the citizens of Carver County would benefit by this legislation.

**NOW, THEREFORE BE IT RESOLVED**, that the Carver County Board of Commissioners adopts the attached special legislation transferring certain duties of the Carver County Library Board to the Carver County Board.

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that the Carver County Board of Commissioners directs the County Administrator to file a with the Secretary of State a certificate stating the essential facts necessary to validate approval according to Minnesota Statutes §645.21.

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that effective upon passage of this resolution and the day after the filing of the Secretary of State certificate necessary to implement the legislation, the Carver County Board of Commissioners shall delegate to the newly formed library board the authority to:

1. Establish operating hours.
2. Expand the library system within the budget approved by the County Board.
3. Ensure that library facilities meet the Minnesota State library standards.
4. Establish rules governing library operations.
5. Assist the Administrative Services Division Director in filling any vacancy in the library director position.
6. Provide advice and make recommendations on any other matters pertaining to the library system to the Library Director and Carver County Board of Commissioners.
7. Be responsible for any other duties delegated to it by the Carver County Board of Commissioners.

**Library Board Special Legislation Resolution**  
**Page 2**

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that effective upon passage of this resolution and the day after the filing of the Secretary of State certificate necessary to implement the legislation, that in addition to those authorities and duties outlined in the special legislation the Carver County Board of Commissioners shall:

1. Appoint the incumbent Library Board members to the newly created Library Board.
2. Delegate to the Employee Relations Director the authority to make an employment offer to appoint the incumbent Library Director a County employee who reports to the Administrative Services Division Director as is summarized in Attachment B.
3. Be responsible for any other library duties not delegated to the library board.

YES	ABSENT	NO

**STATE OF MINNESOTA**  
**COUNTY OF CARVER**

I, David J. 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 24<sup>th</sup> day of June, 2008, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 24<sup>th</sup> day of June, 2008

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



## **Attachment A: Approved Library Legislation**

LAWS of MINNESOTA for 2008 Ch. 261  
**CHAPTER 261—H.F.No. 3657**

*An act relating to Carver County; making the library board advisory to the county board.*  
BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

### **Section 1. CARVER COUNTY LIBRARY.**

The Carver County Board shall be the authority over all aspects of the Carver County library system except those authorities and responsibilities specifically assigned to the library board in this section or otherwise delegated to the library board from the county board. The county library board consisting of five members who reside in the county library service area shall be appointed by the county board. The county board shall be responsible for appointing a qualified library director and other staff as necessary, establishing the compensation of employees, and removing any of them for cause. The county board shall be the authority over and be responsible for the fiscal operations of the library board in all financial areas including, but not limited to, budgeting and receipt and expenditure of funds. The county board shall also be responsible as the legal authority over the library board. The library board shall be responsible for the establishment of policies and rules governing library operations, review of the annual operating budget and five-year capital plan for submission to the county board, development of long-range plans, and any other duties delegated to it by the county board. The library board shall be responsible for the acceptance of gift and trust funds and notifying the county board of the acceptance of those funds. The library board shall have the sole authority and discretion in maintaining and developing the collections of the library system. The library board shall also be responsible for the use of library meeting rooms.

### **Sec. 2. EFFECTIVE DATE.**

Section 1 is effective the day after the governing body of Carver County complies with Minnesota Statutes, section 645.021, subdivision 3.

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**Attachment B  
Carver County Library Staffing Transition Plan**

Issue	Prior to Implementation	Following Implementation
Position Title	Library Director	Library Director
Appointment Date	11/30/98	7/1/08 with continuous service credit from 11/30/98
Employment Status	At will	Regular Employee; no probationary period
Salary	Grade 20, Step 11	Grade 20, Step 11
Governed by	Personnel Policies	Personnel Policies
Leave accruals and balances	Per Personnel Policy: Vacation, 18 days / year Sick Leave, 12 days / year Floating Holidays, 3 / year	Per Personnel Policy: Vacation, 18 days / year Sick Leave, 12 days / year Floating Holidays, 3 / year
Health, Dental, Long-term Disability, Life Insurance	Per Personnel Policy	Per Personnel Policy
Status of Assistant	Regular County Employee	Regular County Employee
Reports to	Library Board	Administrative Services Division Director
Severance Eligibility	Per Personnel Policy Currently meets 5-year, will meet 10-year 11/30/08	Per Personnel Policy Currently meets 5-year, will meet 10-year 11/30/08