

Carver County Board of Commissioners  
 Regular Session  
 January 23, 2007  
 County Board Room  
 Carver County Government Center  
 Human Services Building  
 Chaska, Minnesota

			PAGE
9:00 a.m.	1.	a) <b>CONVENE</b>	
		b) <b>Pledge of Allegiance</b>	
		c) <b>Introduction of New Employees</b>	
	2.	Agenda review and adoption	
	3.	Approve minutes of January 9, 2007, Regular Session .....	1-2
	4.	Public participation (Comments limited to five minutes)	
	5.	Community announcements	
9:05 a.m.	6.	<b>CONSENT AGENDA</b>	
	6.1	Contract for caretaker service .....	3-4
	6.2	University of Minnesota, Minnesota Center for Survey Research Mail Survey Project .....	5
	6.3	Citizen Corp Program Grant contract with the Division of Homeland Security and Emergency Management .....	6-7
	6.4	Contract with United First Aid & Safety, Inc. ....	8
	6.5	Professional service contract with Paul A. Wheeler .....	9
	6.6	Sheriff's out of state conference .....	10
	6.7	County Board of Appeals & Equalization .....	11-12
	6.8	Final plat for Cannon Woods .....	13-18
	6.9	2007 Pay equity report.....	19
	6.10	Metro Alliance for Healthy Families Joint Powers Board .....	20
	6.11	Community Social Services' warrants.....	NO ATT
	6.12	Commissioners' warrants .....	SEE ATT
9:05 a.m.	7.	<b>PUBLIC WORKS</b>	
	7.1	Request to amend Sliding Hill Operations Plan .....	21
9:25 a.m.	8.	<b>EMPLOYEE RELATIONS</b>	
	8.1	<b>Closed Session</b> – Labor negotiations strategy .....	22
10:20 a.m.		<b>ADJOURN REGULAR SESSION</b>	

**BOARD REPORTS**

- |            |    |               |
|------------|----|---------------|
| 10:20 a.m. | 1. | Chair         |
|            | 2. | Board Members |
|            | 3. | Administrator |
| 10:50 a.m. | 4. | Adjourn       |

David Hemze  
County Administrator

**Immediately following the Board meeting, the Commissioners  
will meet in a workshop setting for:  
Carver County Economic Development Tax Abatement Policy (see pages 23-25 attached)**

REGULAR SESSION  
January 9, 2007

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on January 9, 2007. Chair Gayle Degler convened the session at 9:00 a.m.

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

Members absent: None.

The following amendment was made to the agenda:

Add:

7.0 County Attorney-Approval of agreement with administrative aide/supervisor.

Lynch moved, Maluchnik seconded, to approve the agenda as amended. Motion carried unanimously.

Ische moved, Degler seconded, to approve the minutes of the January 2, 2007, Organizational Session Motion carried unanimously.

Community announcements were made by the Board.

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

Resolution #03-07, Approval of Charitable Gambling License, Waconia Lions.

Approved the 2007 Natural Resources Block Grant, authorized the Chair to sign the documents and related Land and Water Services budget amendment increasing grant revenue \$8,385 and increasing professional services \$8,385.

Authorized Community Social Services' acceptance of holiday gifts for children from the MOMS Club of Chanhassen/Excelsior and the West Carver County Lioness Club.

Approved tobacco license #10-613, Casey's Retail Company d/b/a Casey's General Store.

Authorized the Sheriff's Office to continue lease/contract arrangements with the In Towne Marina in Waconia.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried unanimously.

Kari Myrold, County Attorney Chief Deputy, requested the Board approve the agreement with the administrative aide/supervisor in the County Attorney's office. She pointed out the increased hours previously authorized by the Board and the pay grade increase necessitated a modification in the existing contract.

Maluchnik moved, Ische seconded, to approve contract for the County Attorney administrative aide/supervisor. Motion carried unanimously.

Robert Hendricks, County Attorney's office, requested the Board go into closed session pursuant to Minnesota Statute 13D.05, Subd. 3(c), to develop or consider offers for the purchase of real estate.

Hendricks identified the property as part of the InterLaken Development project, southeast of the City of Waconia. He stated there was no PID assigned because the property was part of a larger piece of property.

In addition to the five Board members, others present for the closed session were Robert Hendricks, County Attorney's office, David Hemze, County Administrator and Roger Gustafson, County Engineer.

Workman moved, Ische seconded, to go into closed session. Motion carried unanimously.

The Board adjourned the closed and Regular Session.

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.)



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Contract for Caretaker Service

Originating Division: Public Works\Parks

Meeting Date: January 25, 2007

Amount of Time Requested: None

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:** This revised contract includes additional responsibilities for the Caretakers of Baylor Regional Park to provide the service of opening and closing the sledding hill area at Lake Waconia Regional Park. This service is in addition to their current caretaker responsibilities at Baylor Regional Park.

For the service requested, housing at Baylor Regional park is provided at a reduced rental rate. The caretaker is not an employee of the County but a contracted service provider and receives no other compensation or benefits.

The caretaker service continues to be an efficiency for the County by reducing the need for staffing.

**ACTION REQUESTED:** Authorize the Board Chair and County Administrator to sign the agreement.

### FUNDING

County Dollars = \$690

Other Sources & Amounts = \$

**TOTAL** = \$690

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

### Related Financial Comments:

Because caretakers would be assigned to open and close gates, this additional service has an approximate value of \$690. This amount would be reduced from caretaker rent received. Caretakers are not employees of the County. They provide support for park operations in consideration for reduced rental housing. Park fees received are expected to cover the additional service cost.

Reviewed by Division Director

*Frank*

*Roger M. [Signature]*

Date:

*1/8/07*

S/Parks/BA-RES/ RBA BP Caretakers Agreement w sledding hill

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

Date: January 23, 2007

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

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

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

**PROFESSIONAL SERVICE AGREEMENT  
BETWEEN  
STEVE AND MARGO MCCLELLEN AND CARVER COUNTY  
FOR CARETAKER SERVICES AT BAYLOR REGIONAL PARK.**

**BE IT RESOLVED**, that the Carver County Board of Commissioners hereby authorize the Board Chair and the County Administrator to execute the Contract For Resident Caretaker Services between Steve and Margo McClellen and Carver County for the caretaker services at Baylor Regional Park and sledding hill operations at Lake Waconia Regional Park.

YES

ABSENT

NO

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, David Henze, 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 23rd day of January, 2007, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 23rd day of January, 2007.

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



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : University of Minnesota, Minnesota Center for Survey Research (MCSR) Mail Survey Project**

Originating Division: Public Health

Meeting Date: 1/23/07

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:** Public Health is contracting with the Minnesota Center for Survey Research (MCSR) at the University of Minnesota, for assistance with a mail survey of Carver County residents to assess knowledge of cardiac arrest risk factors and preventative measures. Tasks to be performed by MCSR include obtaining a random sample of 800 Carver County households and provide assistance with questionnaire design and data collection procedures. The services are not to exceed \$1,000 and will be paid out of the Medtronic Heart Rescue grant. The survey is part of Public Health's activities to meet grant objectives. Contract effective dates: December 1, 2006 to February 28, 2007

**ACTION REQUESTED:** Motion to approve the contract with the Minnesota Center for Survey Research.

**FUNDING**

County Dollars = \$

Other Sources & Amounts = \$

**TOTAL** = \$

**FISCAL IMPACT**

None

Included in current budget

Budget amendment requested

Other:

*Related Financial Comments:* Expense is budgeted in 01-460-462-2366-6260.

Reviewed by Division Director

Date: January 16, 2007



# REQUEST FOR BOARD ACTION

**AGENDA ITEM: Citizen Corp Program Grant (CCP) Contract with the Division of Homeland Security and Emergency Management**

Originating Division: Public Health

Meeting Date: January 23, 2007

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:** Public Health has received a Citizen Corp Program Grant (CCP) contract from the Division of Homeland Security and Emergency Management for \$2,902.44 to support the Medical Reserve Corp (MRC) program. Public Health plans to use these dollars to purchase equipment and supplies; to pay for communications to MRC health volunteers and advertisements of trainings and orientation for volunteers; and to provide training materials. Effective dates: January 1, 2007 – March 31, 2007.

**ACTION REQUESTED:** Motion to approve contract for the Citizen Corp Program Grant (CCP).

**FUNDING**

County Dollars =	\$
Other Sources & Amounts =	
State of MN - HSEM	=\$2,902
<b>TOTAL</b>	<b>= \$2,902</b>

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other:

**Related Financial Comments:**

Add to 2007 Revenue	01-460-462-2306-5430	Citizen Corps Grant (97.067)	\$2,902
Add to 2007 Expenditure	01-460-462-2306-6241	Advertising	\$1,000
	01-460-462-2306-6332	Conference	150
	01-460-462-2306-6421	Food and Beverage	100
	01-460-462-2306-6430	Medical Supplies	800
	01-460-462-2306-6432	Public Health Supplies	852

Reviewed by Division Director

Date: January 16, 2007



# BUDGET AMENDMENT REQUEST FORM

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

**DEPARTMENT: Public Health**

**Date of County Board Session: 01/23/07**

**Revenue**

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
Grant	\$ 2,902	Advertising	\$ 1,000
		Conference and Professional	\$ 150
		Supplies	\$ 1,752
<b>TOTAL:</b>	<b>\$ 2,902</b>	<b>TOTAL:</b>	<b>\$ 2,902</b>

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

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

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

**D. Contingency Acct. Current Bal.:** \$ -

**E. Current Balance After Adj.:** \$ 300,000

**F. Requested By:**

**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:** Contract with United First Aid & Safety Inc.

Originating Division: Employee Relations

Meeting Date: January 23, 2007

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:** Contract with vendor to provide first aid kit supplies, kits, and equipment to each first aid kit as required by the County. First aid kit and supplies are needed in the workplace to respond to various emergency and non-emergency needs for first aid. First Aid kits are strategically located throughout the Carver County facilities in an effort to have the supplies effectively accessible in the time of need. The contractor services the kits on a regular schedule to ensure adequate supplies are available for use. This contract also enables the contractor to provide emergency training such as, CPR, Right to Know, and First Aid, as requested by the County.

**ACTION REQUESTED:** Sign the contract with United First Aid and Safety

**FUNDING**

County Dollars = \$5,000.00  
Other Sources & Amounts = \$  
**TOTAL** = \$5,000.00

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other:

*Related Financial Comments:* This funding is budgeted in the 2007 Risk/Emergency Management budget.

Reviewed by Division Director

Date: 1/11/07



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Professional Service Contract with Paul A. Wheeler

Originating Division: Sheriff

Meeting Date: January 16, 2007

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 Sheriff's Office would like to continue to utilize the services of Paul Wheeler for the completion of required background investigations of prospective Sheriff Office employees. Mr. Wheeler would be used in an "on-call as needed" basis during the time period of the contract; January 1, 2007 through December 31, 2007.

**ACTION REQUESTED:** Motion to approve the contract between the Carver County Sheriff's Office and Paul Wheeler for the completion of required background investigation services.

### FUNDING

County Dollars = \$10,000

Other Sources & Amounts =

= \$

### TOTAL

= \$10,000

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

**Related Financial Comments:** Funding for this contract will come out of budgeted dollars in line item 01-201-201-0000-6260 Professional and Technical Fees for Service.

Reviewed by Division Director 

Date: 12/26/06



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Out of State Conference

Originating Division: Sheriff

Meeting Date: January 16, 2007

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:** On Thursday, January 4<sup>th</sup> I received a call from President Ted Kamatchus from the National Sheriffs Association. He is asking me to accept his appointment of me to the National Sheriffs Association's Board of Directors. As President of our State Sheriffs Association and my activity at the national level with the National Sheriffs Institute (NSI) I have had a number of opportunities to influence law enforcement policies on a national level. This would be an excellent opportunity for a Minnesota Sheriff to have a voice in our national legislative agenda. We are supported locally by numerous federal grants, programs and legislative initiatives that bring federal money back to our state. Through this appointment I would be required to attend two meeting annually. This appointment would take affect in Washington, D.C at our Mid Winter legislative conference this month. I would travel to the conference and be sworn in Saturday February, 3, 2007.

**ACTION REQUESTED:** Motion to approve the Sheriff to attend the National Sheriffs Association Mid-Winter Conference in Washington, D.C for purposes of being sworn in as a Member of the NSA Board of Directors.

### FUNDING

County Dollars = \$2000

Other Sources & Amounts = \$

**TOTAL** = \$

Related Financial Comments: 01-201-201-1603-6335

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

Reviewed by Division Director

Date: 1/8/2007



# REQUEST FOR BOARD ACTION

**AGENDA ITEM : County Board of Appeals & Equalization**

Originating Division: Property Records Taxpayer Services Meeting Date: January 23, 2007  
 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:** Scheduling the County Board of Appeals & Equalization for June 12, 2007 at 1:30 PM.

**ACTION REQUESTED:** Approval of date & time for the County Board of Appeals & Equalization

**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: 1-9-07

**Date:** January 4, 2007  
**To:** Chairperson of the County Board of Commissioners  
**From:** **Gordon Folkman, Director**  
Property Tax Division  
**Subject:** 2007 County Board of Appeal and Equalization

This letter is intended to clearly specify the dates that the County Board of Appeal and Equalization may convene so that all County Boards of Appeal and Equalization meet on dates that are in compliance with the law.

Current law provides that the County Board of Appeal and Equalization may meet on any 10 consecutive meeting days in June, after the second Friday in June. The actual meeting dates must be contained on the valuation notices mailed to each property owner in the county.

For 2007, this means there are six possible dates that the County Board of Appeal and Equalization can convene their meeting:

The County Board of Appeal and Equalization must convene its meeting on one of these dates:	→	Subsequently, the County Board of Appeal and Equalization must conclude its business on or before:
Monday, June 11, 2007	→	Friday, June 22, 2007
Tuesday, June 12, 2007	→	Monday, June 25, 2007
Wednesday, June 13, 2007	→	Tuesday, June 26, 2007
Thursday, June 14, 2007	→	Wednesday, June 27, 2007
Friday, June 15, 2007	→	Thursday, June 28, 2007
Monday, June 18, 2007	→	Friday, June 29, 2007

If a County Board of Appeal and Equalization completes its work in less than 10 days, it may adjourn at that time.

If you have any questions or concerns, please contact Joan Seelen at [joan.seelen@state.mn.us](mailto:joan.seelen@state.mn.us) or (651) 556-6114.

**C:** County Assessors  
County Auditors  
County Administrators



# REQUEST FOR BOARD ACTION

**AGENDA ITEM:** Final Plat for Cannon Woods.

Originating Division: Land Water Services

Meeting Date: January 23, 2007

Amount of Time Requested: None

Attachments for packet:  Yes  No

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

**BACKGROUND/EXPLANATION OF AGENDA ITEM:**

File # PZ20060034: Scott Carlston of Cannon Land Development, Inc. is requesting final plat approval for his wooded lot development located in Section 36 of Waconia Township. The plat includes 3 wooded lots and a new township road, which would be privately maintained by the homeowners. The County Surveyor has approved the plat. The Assistant County Attorney has approved the covenants and title information for platting purposes. The road has been constructed and has been approved by Waconia Township with the exception of some minor work (erosion control and turf establishment) to be completed this spring. The applicant has submitted a \$10,000 surety for erosion control & turf establishment, which is sufficient for the final plat. The conditions of the preliminary plat have been satisfied. A letter is attached from the applicant's engineer stating the road was constructed according to specifications. The location map, final plat map and the draft County Board resolution are also attached.

**ACTION REQUESTED:** A motion to adopt a resolution approving the Final Plat and authorizing the Chair's signature.

**FUNDING**

County Dollars = \$-0-  
Other Sources & Amounts = -0-  
= \$  
**TOTAL** = \$-0-

**FISCAL IMPACT**

None  
 Included in current budget  
 Budget amendment requested  
 Other:

*Related Financial Comments:*

Reviewed by Division Director *DS*

Date: January 11, 2007

# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

DATE January 23, 2007

RESOLUTION NO. \_\_\_\_\_

MOTION BY COMMISSIONER \_\_\_\_\_

SECONDED BY COMMISSIONER \_\_\_\_\_

**DRAFT**

## A RESOLUTION APPROVING THE FINAL PLAT OF CANNON WOODS

**WHEREAS**, the application for a preliminary plat has been submitted and approved by the County Board by Resolution No. 65-06, adopted July 11, 2006; and

**WHEREAS**, the final plat of Cannon Woods has been prepared and submitted for consideration; and

**WHEREAS**, the Carver County Planning Commission in Resolution No. 06-21 waived the review of the final plat if no significant changes were made from the preliminary plat it approved; and

**WHEREAS**, the final plat conforms to the approved preliminary plat; and

**WHEREAS**, the County Board has reviewed the final plat and accompanying documents and finds as follows:

1. The final plat of Cannon Woods meets all the requirements of County Board Resolution No. 65-06.
2. The road and storm water controls have been constructed as required by the development contract. An appropriate surety has been received for the remaining erosion control and turf establishment.
3. The County Attorney has reviewed the information pertaining to the Abstract of Title and determined that Cannon Land Development, Inc. (Scott Carlston) has sufficient title to the property.
4. The County Attorney has reviewed the restrictive covenants, which contain all items required by the preliminary plat approval.
5. The final plat conforms to the requirements of Ordinance No. 33, the Carver County Manual of Standards and State Standards.
6. The Waconia Town Board has signed the final plat.

**THEREFORE, BE IT RESOLVED, THAT** The Carver County Board of Commissioners hereby approves the final plat of Cannon Woods.



BE IT FURTHER RESOLVED THAT THE Carver County Board of Commissioners hereby authorizes the Chair to sign the final plat.

**DRAFT**

YES

ABSENT

NO

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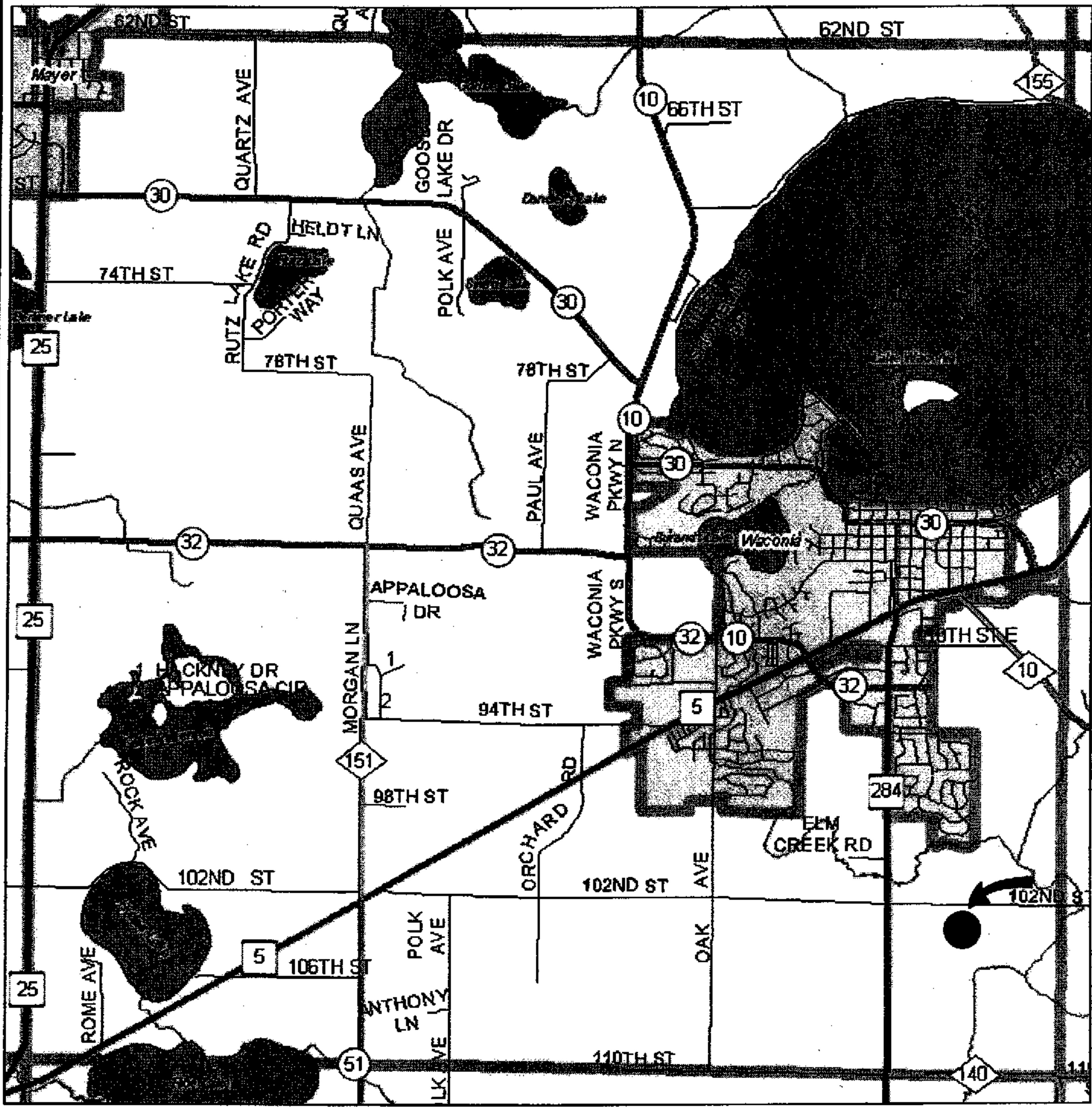
STATE OF MINNESOTA  
COUNTY OF CARVER

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 23<sup>rd</sup> day of January 2007 now on file in the Administration office, and have found the same to be a true and correct copy thereof.

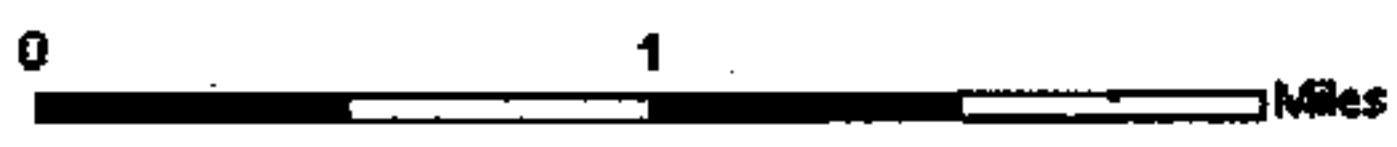
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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

# Waconia Township



This map was created using Career County's Geographic Information System (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. Career County is not responsible for any inaccuracies contained herein.



Map Created by Career County GIS  
Apr 21, 2005

# CANNON WOODS

KNOW ALL BY THESE PRESEN

That part of the Northwest Quarter

Commencing at the Northwest corner of the Northwest Quarter of the Northern East a distance of 152.97 feet to a distance of 484.41 feet to the west 333.02 feet to the southwest corner 813.60 feet; thence North 82 degrees 28 minutes 01 seconds East; thence 135.89 feet along a non-tangent curve bears North 13 degrees 37 12 seconds and the chord of said point of beginning.

Have caused the same to be shown on this plat for drainage

In witness whereof said Cannon

SIGNED:

CANNON LAND DEVELOPMENT

Scott Carlston

STATE OF MINNESOTA  
COUNTY OF

The foregoing instrument was ac

I hereby certify that I have surveyed this plat in feet and hundredths of a foot as defined in MS 505.02, Subd.

STATE OF MINNESOTA  
COUNTY OF

The foregoing instrument was ac

WACONIA TOWN BOARD

The plat of CANNON WOODS

BOARD OF SUPERVISORS OF CARVER COUNTY, MINNESOTA

By \_\_\_\_\_

COUNTY SURVEYOR, Carver County

Pursuant to Chapter 395, Minnesota Statutes

CARVER COUNTY BOARD OF

This plat of CANNON WOODS and is in compliance with the provisions of Minnesota Statute, 505.02, Subd. 1.

BOARD OF COMMISSIONERS

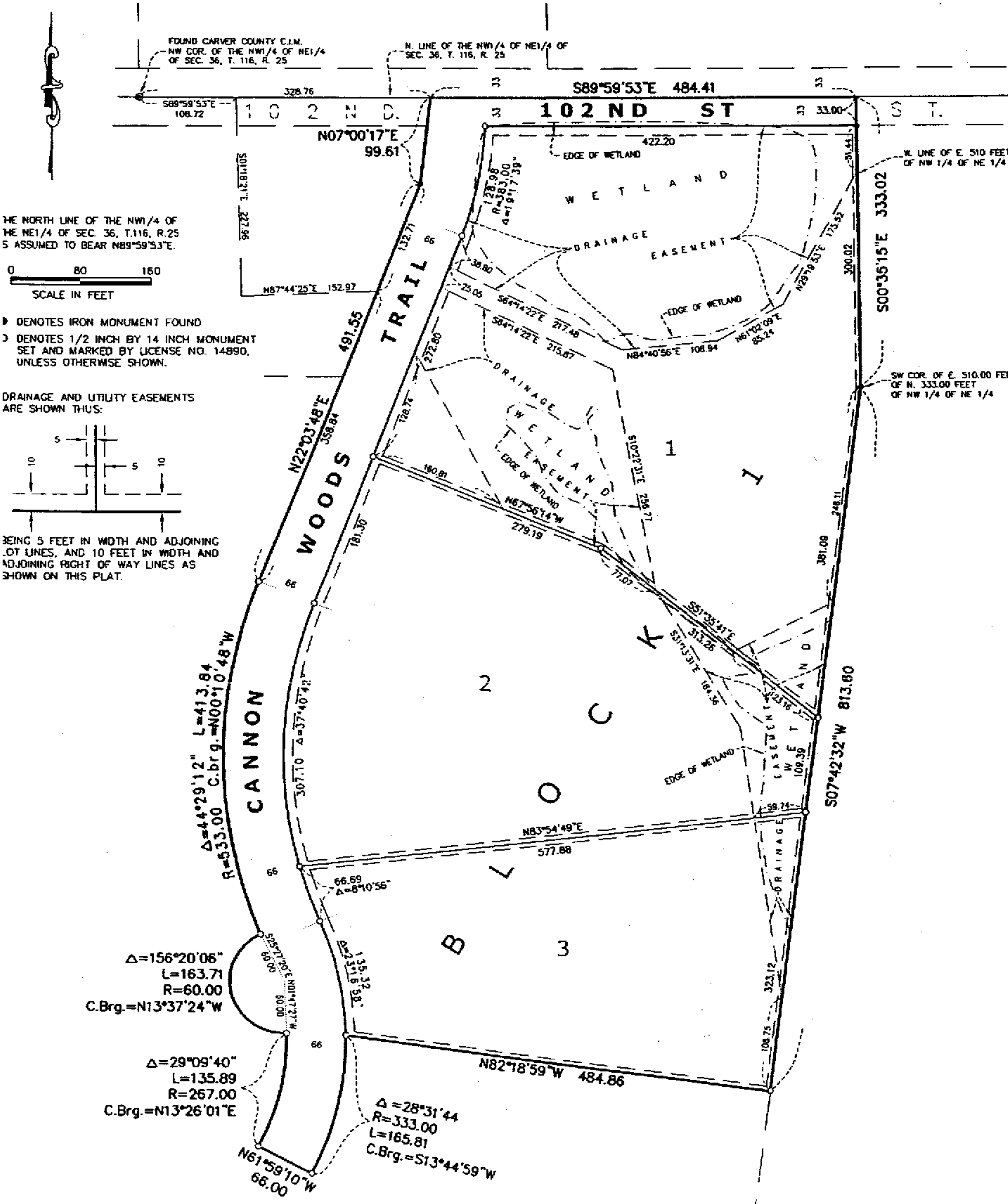
By \_\_\_\_\_

COUNTY AUDITOR, Carver County

I hereby certify that taxes payable on this plat are

COUNTY RECORDER, Carver County

I hereby certify that this plat of





**KALLIO ENGINEERING INC.**  
**Engineering | Planning | Surveying**  
10775 Poppitz Lane  
Chaska, MN 55318

January 4, 2007

Steve Just  
Land Management Department Manager  
Carver County Land & Water Services  
Government Center, Admin. Bldg.  
600 E. 4<sup>th</sup> St.  
Chaska, MN 55318

RE: Cannon Woods

Dear Steve:

I have inspected the Cannon Woods project and found the road and grading work performed to be in compliance with the plans and specifications.

I believe the \$10,000 escrow as mentioned in your email dated 12/14/06 is sufficient to cover any potential erosion control or turf establishment items that may arise.

If you need any additional information to prior to final plat approval, please let me know.

Sincerely,  
**KALLIO ENGINEERING INC.**

*Curt Kallio*

Curt Kallio, P.E.  
President



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : 2007 Pay Equity Report

Originating Division: Employee Relations

Meeting Date: 1/23/07

Amount of Time Requested: minutes

Attachments for packet: Yes No

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

### BACKGROUND/EXPLANATION OF AGENDA ITEM:

As a local government employer, Carver County is required to provide a Pay Equity Implementation Report to the State of Minnesota on a periodic basis. The current reporting cycle requires us to report our 2006 year end data by January 31, 2007.

The purpose of Pay Equity reporting is to ensure that compensation practices are not discriminatory based on gender. In order to be compliant, an organization must demonstrate that female dominated jobs are not paid less than comparable male-dominated jobs, and that the time required to reach the top of the pay scale for female dominated jobs is no greater than for comparable male-dominated jobs.

The County's Compensation Consultant, BCC, Inc., has been working with Employee Relations staff to prepare the 2007 Pay Equity Report which requires the signature of the Chief Elected Official, or Chairman of the County Board.

The report is not yet finalized, but will be in time to meet the 1/31/07 submission date. Once the report is finalized and signed by the Board Chair, it will be sent to the State and the Notice of 2007 Pay Equity Report will be posted on the Main Bulletin Board near Employee Relations for 90 days, as required by law.

### ACTION REQUESTED:

Motion to approve the Board Chair signing the completed 2007 Pay Equity Implementation Report, and have Employee Relations send the signed report to the State of Minnesota and post the Notice for 90 days.

#### 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  
Doris M. Krogman, Employee Relations

Date: 1/12/07



# REQUEST FOR BOARD ACTION

## AGENDA ITEM: Metro Alliance for Healthy Families Joint Powers Board

Originating Division: Community Social Services

Meeting Date: 1/23/2007

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:** On November 7, 2006 the Division made a presentation on the Dakota County Healthy Families Program and the desire to expand it across the seven county metro area. Grants have been applied for, some have been awarded and in order to expand the program a Joint Powers Board needs to be established with a County Commissioner from each of the participating counties. Commissioner Workman was appointed by the Board on January 2, 2007 as the Carver County Commissioner to this Joint Powers Board. The agreement establishing the Metro Alliance for Healthy Families Joint Powers Board needs to be approved by each of the participating counties.

**ACTION REQUESTED:** Motion to approve the agreement establishing a Joint Powers Board for the Metro Alliance for Healthy Families.

### FUNDING

County Dollars = \$

Other Sources & Amounts =

= \$

**TOTAL** = \$

### FISCAL IMPACT

None

Included in current budget

Budget amendment requested

Other:

**Related Financial Comments:** There should be no direct budgetary impact to Carver County except for staff time attending various committees and the time and expense of the County Commissioner attending the Joint Powers Board meetings. Carver County intends to contract with the vendors currently being used by Dakota County to perform the Home Visiting Services using its share of the grant money received for this service.

Reviewed by Division Director

Date: 1/12/2007



# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Request to Amend Slidding Hill Operations Plan

Originating Division: Public Works/Parks

Meeting Date: January 23, 2004

Amount of Time Requested: None

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 is requesting a change to the Slidding Hill Operations Plan amending the hours of operation. At the County Board Meeting on December 19, 2006 it was discussed that if demand was greater than the hours the Department had proposed, the Department would consider changing the hours to better serve the public. Staff from the Department has observed people wanting to access the hill area beyond what was proposed for hours. Since the Board has approved the operations plan with specified hours, the Department is asking to amend the hours.

The current operations plan specifies weekends and holiday break periods between 10:00 a.m. and 3:30 p.m. and by appointment during the week. The request would change the hours from 10:00 a.m. to 5:00 p.m. all days of the week. If these hours are approved, the hours would be posted at entrance points and at other locations in the parking area and sledding area.

The gate would remain open and staffing would not be provided to open and close gates. The Department has had discussions with staff of the Sheriff Department. The Sheriff's Department would provide patrol service to the park on a regular basis during routine patrolling of the area. However, Sherriff Staff could not commit to a specified time for the patrol.

The Parks Department has also reconsidered locking of the gate. Park patorling can be conducted more efficiently when the gates are open. Should someone need assistance after the gate is closed, the gate would be an obstacle to providing assistance.

Park Staff and or caretaker would provide regular inspections of the sledding hill area. The sledding hill would be posted closed when staff observed poor sledding conditions.

**ACTION REQUESTED:** Motion to approve an amendment to the Sledding Hill Operations Plan changing the hours of operation from weekends and holiday break periods between 10:00 a.m. and 3:30 p.m. and by appointment during the week to 10:00 a.m. to 5:00 p.m. all days of the week.

The access gate to the sledding hill area would remain open and staffing would not be provided to open and close gates.

### 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

Date:

S:Parks/ BA-RES/BA Sledding Hill Amendment to Operations Plan



# REQUEST FOR BOARD ACTION

## AGENDA ITEM: Closed Session, Labor Negotiations Strategy

Originating Division: Employee Relations

Meeting Date: 1/23/07

Amount of Time Requested: 30 minutes

Attachments for packet:  Yes  No

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

### BACKGROUND/EXPLANATION OF AGENDA ITEM:

Employee Relations is in the process of negotiating with AFSCME and the Teamsters. Based on the meetings the County Negotiating teams have had with these groups and the initial direction and strategy the Board set for these negotiations, we need to provide some updated information and request further strategic direction. The purpose of the closed session is to discuss the current proposals from the bargaining units, clarify the requests on the table, and seek the Board's guidance relative to arriving at new collective bargaining agreements.

**ACTION REQUESTED:** Motion to go into closed session to discuss Labor Negotiation strategies. Following the closed session, motion to return to regular session.

### 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  
Doris M. Krogman

Date: 1/12/07





# REQUEST FOR BOARD ACTION

## AGENDA ITEM : Carver County Tax Abatement Policy - Draft

Originating Division: Property Records Taxpayer Services Meeting Date: 01-23-2007  
 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 September 5, 2006 an initial worksession was held with the County Board concerning the pending Carver County Tax Abatement Policy. Representatives from Ehlers & Associates and County staff members participated. From that discussion and additional input, the attached draft has been developed. This workshop should serve as a venue for input and discussion concerning the finalization and adoption of this policy.

**ACTION REQUESTED:** N/A

### FUNDING

County Dollars = \$0  
 Other Sources & Amounts = 0  
 = \$0  
**TOTAL** = \$0

### FISCAL IMPACT

None  
 Included in current budget  
 Budget amendment requested  
 Other:

*Related Financial Comments:*

Reviewed by Division Director

Date: 01-16-2007

# **Carver County Tax Abatement Policy**

**Draft – Revised 1-16-07**

## **Background.**

Subject to certain restrictions and limitations, the Carver County Board of Commissioners may grant economic development abatements as authorized by Minnesota Statutes Sections 469.1812 to 469.1815. The County Board will consider abatements on a case by case basis. The intention of the policy is to provide the legal and statutory guidelines for the County Board to utilize economic development incentives pursuant to requirements in M.S. 469.1812 to 469.1815. The adoption of this policy is a prerequisite to determining the level of and extent, if any, Carver County participation in economic development incentive programs.

## **Statutory Criteria for Abatement.**

The County Board is authorized by M.S. 469.1812 to 469.1815 to grant an abatement of the taxes imposed by the political subdivision on a parcel of property, or defer the payments of the taxes and abate the interest and penalty that otherwise would apply, if:

1. The expected benefits of the proposed abatement agreement to the County equal or exceed the amount of County taxes subject to the abatement agreement; and,
2. The abatement is in the public interest because it will:
  - a) Increase or preserve tax base;
  - b) Provide employment opportunities in Carver County;
  - c) Provide or help acquire or construct public facilities;
  - d) Redevelop or renew blighted areas;
  - e) Provide access to services for residents of Carver County;
  - f) Finance or provide public infrastructure; or
  - g) Phase in a property tax increase on the parcel resulting from an increase of 50 percent or more in one year on the estimated market value of the parcel, other than increase attributable to improvement of the parcel.

## **Conditions and Fiscal Limitations.**

The Carver County Board will place additional criteria and limitations on all proposed abatements and will consider the following in making its determination:

1. The expected benefits of the proposed abatements are equal to or exceed the amount of the County taxes and cost subject to the abatement.
2. The County Board will only utilize abatement for public infrastructure
3. Minnesota Statute limits the total of all approved abatements to 10% of the County levy or \$200,000, whichever is greater.
4. The County Board will limit the total of all approved abatements to five percent of the County tax spread levy, after the reduction for the fiscal disparity distribution and HACA for that year.

5. If the incentive is a tax abatement, the abatement will be on the taxes collected on the value of the new improvements (buildings) to the property; taxes collected on the value of the land will not be abated. The County reserves the right to cap the dollars of the value to be abated.
6. Proposed parcels may not be included in a Tax Increment Financing District
7. The County Board will consider the proposed abatement request only if the Municipality or Township has also approved a similar economic incentive agreement.

Because it is not possible to anticipate every type of project which may in its context and time present desirable community building or preservation goals and objectives, Carver County retains the right pursuant to statute in its sole discretion to approve projects and subsidies which may vary from the principles and criteria of the Policy.

### **Evaluation Standards**

The approval process for a specific infrastructure project will be guided by the following project goals:

1. The extent to which the goals meet the requirements set forth within the Carver County Economic Development Tax Abatement Policy.
2. The extent to which the public is benefited through public infrastructure or facilities
3. The extent to which the County's budgetary items, such as roads, traffic control, law enforcement, and human services and other areas are affected.

### **Procedures:**

All proposals must include the following to be considered:

1. A written application produced jointly between County staff and city/town staff (application pending) must be completed including required attachments and submitted to the Taxpayer Services Manager.
2. A copy of a city/town position paper along with a copy of the public hearing minutes, a resolution and/or business subsidy approval regarding the abatement proposal.
3. A map or site plan showing the boundary of the project and the property identification number(s) and legal description(s) of the parcels subject to the proposed abatement.
4. Statements identifying the public benefits of the proposal.