

Carver County Board of Commissioners
 Regular Session
 September 5, 2006
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

PAGE

9:00 a.m.

1. a) **CONVENE**
- b) ***Pledge of Allegiance***
- c) ***Introduction of New Employees***
2. Agenda review and adoption
3. Approve minutes of August 22, 2006 Regular Session1-3
4. Public participation (Comments limited to five minutes)
5. Community announcements

9:05 a.m.

6. **CONSENT AGENDA**
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 facility.....38-41

		6.18	Community Social Services' warrants.....	NO ATT
		6.19	Commissioners' warrants	SEE ATT
9:05 a.m.	7.		SHERIFF	
		7.1	Jail Security update	42
9:20 a.m.	8.		ADMINISTRATION	
		8.1	County Board meeting structure	43-52
9:30 a.m.	9.		COUNTY ATTORNEY/LAND AND WATER SERVICES	
		9.1	<i>Closed Session</i> -Meuleners Farm ongoing CUP issues- threatened litigation	53
10:00 a.m.			ADJOURN CLOSED AND REGULAR SESSION	
10:00 a.m.			<i>NEW BUSINESS</i>	
			<i>BOARD REPORTS</i>	
10:00 a.m.		1.	Chair	
		2.	Board Members	
		3.	Administrator	
10:20 a.m.		4.	Adjourn	

David Hemze
County Administrator

Immediately following the Board meeting, the Commissioners
will meet in a workshop setting for:
Tax Abatement Workshop (see page 54 attached)
Initiation of the 2030 Comprehensive plan (see pages 55-61 attached)

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on August 22, 2006. Chair James Ische convened the session at 9:00 a.m.

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

Members absent: Gary Delaney.

Degler moved, Lynch seconded, to approve the agenda. Motion carried.

Lynch moved, Degler seconded, to approve the minutes of the August 15, 2006, Regular Session Motion carried.

Under public participation, James Kuhl, San Francisco Township, spoke on the definitions of accountability, malfeasance and misfeasance, indicating these would be applicable to his comments today. He suggested the Board has not held themselves or County employees accountable and cited instances where he felt there was not accountability. He also suggested the County was not following Statute with regard to the Capital Improvement Plan and referenced specific Statutes.

Bruce Schwichtenberg, Dahlgren Township, questioned if comments would be allowed during today's work session. Chair Ische clarified the work session would be open to the public.

Community announcements were made by the Board.

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

Contracts with VTI Security Integrators in the amount of \$16,081 and approved related Facilities budget amendment transferring \$5,721 from capital to non-capitalized equipment account.

Authorized the Sheriff's Office acceptance of gift certificate donation.

Resolution #72-06, Professional Services Agreement for Real Estate Appraisal Services with Patchin Messner & Dodd.

Resolution #73-06, Joint Powers Agreement Between Carver County and Hollywood Township for Vega Avenue Bridge Replacement.

Resolution #74-06, Right of Way Acquisition CSAH 10 (SP 10-610-30) Negotiated Settlements 14.

Resolution #75-06, State of Minnesota Agency Agreement between Department of Transportation and Carver County for Federal Participation in Force Account for SP 10-030-13; MP CHSP 06 (005) Rural Intersection Street Lighting and related Public Works budget amendment increasing federal revenue \$7,000 and increasing road expenditures \$7,000.

Resolution #76-06, Agreement between Xcel Energy and Carver County for Installation of Rural Intersection Street Lighting and related budget amendment increasing Public Works charges for services \$5,600 and increasing roads expenditures \$5,600.

Resolution #77-06, To Approve the City of Chanhassen Surface Water Management Plan.

Two year joint assessment contracts with all jurisdictions within Carver County.

Community Social Services' actions.

Approved payment of the following Commissioners' warrants:

INSERT

Motion carried.

David Hemze, County Administrator, explained on May 9th Bruce Schwichtenberg appeared before the Board and made allegations of theft, fraud and forgery by the Environmental Services Department. He indicated, since that time, the County Attorney's office reviewed and asked the Wright County Attorney's office for an external review. He stated today the County Attorney would be summarizing the report submitted by the Wright County Attorney's office.

Mike Fahey, County Attorney, referenced a copy of the report made by Mr. Zins. He explained Mr. Zins had phone conversations and met with Mr. Schwichtenberg. Fahey stated Mr. Zins did review all documents submitted and concluded there was no basis for criminal charges against any County employees. He noted Mr. Zins was familiar with land use issues and ordinance violations and spent a significant amount of time in reviewing the documents and getting reports from both staff and Mr. Schwichtenberg.

David Drealan, Land and Water Services, acknowledged the report addressed a number of issues. He reviewed the history of the use of curtain drains within the County and the changes made in the ISTS rules in 1996. He indicated a monitoring program was put in place to determine if septic systems were in compliance but there were difficulties in setting up the program. He indicated they have changed some administrative practices to avoid this from happening again.

Hemze stated the work session scheduled immediately after today's meeting will go over more details and allow them to discuss the program and policy issues. He pointed out there were a number of recommendations that would be reviewed. Hemze also acknowledged the report identified areas that needed attention, with most of them being administrative decisions.

REGULAR SESSION
August 22, 2006

Lynch moved, Degler seconded, to adjourn the Regular Session at 9:37 a.m. Motion carried.

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.)

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM Sheriff's Office – Detention Deputy Re-Instatement

Item Name: Sheriff's Office – Detention Deputy re-instatement

Originating Department: Sheriff

Agenda Date: September 5, 2006

Amount of Time Requested: N/A

Supp. Doc. Attached (y/n)

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One): Consent X Regular Session Discussion Session

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

This is a request to have Mark Randall re-instated as Detention Deputy for the Carver County Sheriff's Office pursuant to personnel rules and regulations section 2-B 'Re-instatement'. I further request that Mr. Randall be re-instated with previous benefits and seniority and be compensated at pay grade 12, \$22.9797, his previous rate of pay. Mark performed his duties as Detention Deputy for 6 years receiving positive performance reviews. Mark will fill the current vacancy.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

Motion to re-instate Mark Randall as Detention Deputy, Step 12, \$22.9797.

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (✓ appropriate items):

Budgeted: X
 Not Budgeted: _____
 Amendment Required: _____
 (requires controller approval)

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:
 County Attorney _____ Risk Management _____ Human Resources X Controller _____ Other _____



DEPARTMENT HEAD APPROVAL (Signature)

 6-28-06

Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Stanley Integrator Emergency PLC Replacement.

Originating Department: Sheriff's

Agenda Date: 09-06-05

Amount of Time Requested:

Supp. Doc. Attached (y/n):

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One): Consent Regular Session _____ Discussion Session _____

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

As part of the Sheriffs Office Jail Security plan, The Sheriff wishes to utilize \$7,000.00 from 01-201-235-0000-6310 Repair and maintenance and \$2,000.00 from 01-201-235-0000-6820 jail contingency for the repair of our jail security system. We have identified in our 2007 budget the need for further upgrades to our existing system. County Administration supports the need to upgrade the electronics security equipment in master control.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

Approve a motion to allow the Carver County Sheriffs Office to purchase a new PLC from Integrator for \$9,000.00

FINANCIAL IMPLICATIONS

Funding:

County Dollars	=	\$ 9,000.00
Other Sources & Amounts	=	\$
_____	=	\$
TOTAL	=	<u>\$ 9,000.00</u>

Budget Information (✓ appropriate items):

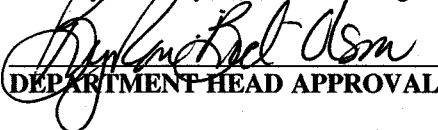
Budgeted:	X
Not Budgeted:	
Amendment Required:	
(requires controller approval)	

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____


DEPARTMENT HEAD APPROVAL

(Signature)


Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM Professional Services Contract and Budget Amendment

Item Name: Professional Services Contract Jail medical consultation

Originating Department: Sheriff's

Agenda Date: 09-05-06

Amount of Time Requested:

Supp. Doc. Attached (y/n): yes

Previous County Board Action, If Any (include other parties which were advised, if any): This is an extension to our current contract. Dr. Willey has preformed these services for the jail for over ten years.

Item Type (✓ Only One): Consent Regular Session _____ Discussion Session _____

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

The Carver County Sheriffs Office is required to have a medical director oversee jail medical services and standing orders. Dr. Willey provides a wide range of service for the jail. The summary of these services are identified in exhibit (A) of this document. This contract will continue to provide this service for the next two years.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

Approve a motion to allow the Sheriffs of to enter into a contract with Dr. Willey to provide jail medical services.

FINANCIAL IMPLICATIONS

Funding:

County Dollars	=	\$11,400.00
Other Sources & Amounts	=	\$
_____	=	\$
_____	=	\$
TOTAL	=	\$ 11,400.00 per year

Budget Information (✓ appropriate items):

Budgeted:	<input checked="" type="checkbox"/>
Not Budgeted:	_____
Amendment Required:	_____
(requires controller approval)	

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney Risk Management Human Resources _____ Controller _____ Other _____

DEPARTMENT HEAD APPROVAL _____

(Signature)

Date _____

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name (as you would like it to appear on the agenda): Accept donation of 2 Renaissance Festival Tickets

Originating Department: Employee Relations

Agenda Date: 9/5/2006

Amount of Time Requested:

Supp. Doc. Attached (y/n):

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One): Consent Regular Session _____ Discussion Session _____

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

The Renaissance Festival has given the Carver County Employee Club two free admission tickets in appreciation for selling employee discount tickets. These tickets are valued at \$18.95 each. Request that the Carver County Board of Commissioners accept the donation. The Carver County Employee Club will hold a drawing at our next Employee Club event to distribute these tickets.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

Request approval for donation acceptance of 2 tickets Renaissance Festival tickets.

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (✓ appropriate items):

Budgeted: _____
Not Budgeted: _____
Amendment Required: _____
(requires controller approval)

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____


DEPARTMENT HEAD APPROVAL (Signature)

8/22/06
Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

Report Date: August 22, 2006

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: 2006 Support Staff Conference Contract

Originating Department: Employee Relations

Agenda Date: 9/5/06

Amount of Time Requested:

Supp. Doc. Attached (y/n): N

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One): Consent Regular Session _____ Discussion Session _____

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

Carver County Employee Relations is sponsoring the 8th Annual Support Staff Conference for all County Support Staff personnel on September 21 and 28 of 2006. All support staff are encouraged to attend one of the two learning filled days. The location of the conferences is the University of Minnesota Landscape Arboretum.

Nancy Branton, People Potential Group, Inc. will present the keynote address and morning workshop, on the Myers-Briggs Type Indicator (MBTI). Her fee includes her preparation and presentation time as well as the materials necessary for each participant to complete the inventory and maximize their learning from the taking the assessment and applying it to business situations. The total cost for the morning presenter and materials for the two days will not exceed \$3,700.00. The professional services contract for the keynote presenter is submitted for approval.

The afternoon each day consists of two workshops: Building Successful Teams and Creative Thinking. These workshops and speakers are offered at no additional cost to the County through our health insurance provider, Medica.

The total cost for the conference also includes the Arboretum for the two days will not exceed \$3,200.00. It includes facility rental, equipment rental and catered food. This amount was also anticipated in the 2006 Employee Relations Budget.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

Motion to approve the contract for the 2006 Support Staff Conference keynote speaker.

FINANCIAL IMPLICATIONS

Funding:

County Dollars	\$6,900.00
TOTAL	\$6,900.00

Budget Information (✓ appropriate items):

Budgeted:	<input checked="" type="checkbox"/>
Not Budgeted:	_____
Amendment Required:	_____

(requires controller approval)

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources Controller _____ Other _____

Doris M. Krogman  8/28/06

DEPARTMENT HEAD APPROVAL (Signature) Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Contract for Land Cover mapping - LCMR Funding

Originating Department: Land & Water Services Planning & Zoning

Agenda Date: 09/05/06

Amount of Time Requested: min

Supp. Doc. Attached (y/n): n

Previous County Board Action, If Any : 9/13/05 Authorize the Chair to sign the letter of support for the "Land Cover Mapping for Natural Resource Protection" (H-29) LCMR proposal.

Item Type (✓ Only One): Consent Regular Session _____ Discussion Session _____

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

In 2004, the County joined a Legislative Commission on MN Resources (LCMR) funding proposal in a collaborative effort with Scott, Dakota, Hennepin and Washington Counties. The LCMR 2006-2007 Biennium funding request would generate approximately \$50,000 in funding for Carver County to map natural resources for all non-inventoried areas of the County.

Using previous grant efforts, Carver County has used the Minnesota Land Cover Classification System (MLCCS) to inventory approximately 80,000 acres since 1999. The continued collection, digitization, and use of land cover data is a high priority for Carver County due to the need for conducting sound land and water management planning. In order to accomplish detailed, parcel-level analysis, additional tools are needed for local governments and decision makers.

The proposal "Land Cover Mapping for Natural Resource Protection" secured LCMR funding in the last legislative session. The project coordinator and grant administrator is Hennepin County and funds will be distributed to Carver County (including the SWCD) via Hennepin County. County Match funds amount to \$10,000 and in-kind staff.

Staff is requesting that the Board authorize the Chair to sign the LCCMR AGREEMENT BETWEEN HENNEPIN COUNTY AND CARVER COUNTY and approve the appropriate budget amendments.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

Motion to authorize the Chair to sign the LCCMR AGREEMENT BETWEEN HENNEPIN COUNTY AND CARVER COUNTY and approve the following budget amendments:

- Increase Year 2006 Budget Item 01-123-125-1538-5320 by \$51,730 (LCMR Funds through DNR)
- Increase Year 2006 Budget Item 01-123-125-1538-6260 by \$51,730 (Consultant & SWCD through Agreement)

FINANCIAL IMPLICATIONS

Funding:

County Dollars =	\$ 10,000 (Water Levy)
Other Sources & Amounts	
LCMR Funding =	\$ 51,730
TOTAL =	\$ 61,730

Budget Information (appropriate items):

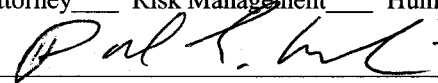
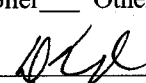
Budgeted:
 Not Budgeted:
 Amendment Required:
 (requires controller approval)

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____

				8/25/06
DEPARTMENT HEAD APPROVAL (Signature)	Date	Div Dir	Date	

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

BUDGET AMENDMENT REQUEST FORM

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

DEPARTMENT: Land & water Services

Date of County Board Session: 9/5/06

Revenue

Description of Revenue Account funds are to Increased/(Decreased):	Amount	Description of Expenditure Account funds are to Increased/(Decreased):	Amount
Grant	\$ 51,730	Professional Services	\$ 51,730
TOTAL:	\$ 51,730	TOTAL:	\$ 51,730

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.: \$ 253,800

E. Current Balance After Adj.: \$ 253,800

F. Requested By:

G. Recommend Approval: Finance

H. County Board Decision: Approval/Disapproval

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

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name (as you would like it to appear on the agenda): Application for On-Sale and Sunday Liquor License for Island View Golf Club, Inc.

Originating Department: **Auditor**

Agenda Date: **September 5, 2006**

Amount of Time Requested: **0 minutes**

Supp. Doc. Attached (y/n): **N**

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One): Consent **XX** Regular Session _____ Discussion Session _____

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

Cliff Stahlke, as Coordinator for Island View Golf Club, Inc. has applied for renewal of their On-Sale and Sunday liquor license. Island View Golf Club is located at 7795 County Road 30, Waconia, MN 55387. There are no delinquent real estate taxes on this property.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (✓ appropriate items):

Budgeted:
 Not Budgeted: **XX**
 Amendment Required: **NO**
 (requires controller approval)

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:
 County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____

 _____
DEPARTMENT HEAD APPROVAL (Signature)

8-25-06

Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name (as you would like it to appear on the agenda): **Recommendation for the Conveyance for Public Use of Previously Forfeited Tax Parcel**

Originating Department: **Auditor**

Agenda Date: **.9-5-06**

Amount of Time Requested: **0 minutes**

Supp.. Doc. Attached (y/n): **Y**

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One): Consent **XX** Regular Session _____ Discussion Session _____

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

Applications have been received from the City of Watertown to withhold parcels from public sale which had been forfeited for non-payment of taxes. They now wish to apply to the state for issuance of a state use deed, free of charge, for an authorized public use. See the attached listing (Exhibit A) of parcels including the intended public use. Also attached are the individual applications submitted by the city making application for state use deeds requiring board signature.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

Approve applications from City of Watertown to acquire PID #'s per attached listing, free of charge to be used for an approved public use and board signature on individual applications approving said conveyances.

FINANCIAL IMPLICATIONS

Funding:

County Dollars = \$

Other Sources & Amounts = \$

_____ = \$

_____ = \$

TOTAL = \$

Budget Information (✓ appropriate items):

Budgeted:

Not Budgeted:

Amendment Required:

(requires controller approval)

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____

 DEPARTMENT HEAD APPROVAL (Signature)

8-24-06
Date

Admin.. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

**BOARD OF COMMISSIONERS
CARVER COUNTY, MINNESOTA**

DATE _____
MOTION BY COMMISSIONER _____

RESOLUTION NUMBER _____
SECONDED BY COMMISSIONER _____

**APPROVAL OF CONVEYANCE OF TAX FORFEITED LAND TO CITY OF WATERTOWN, FREE OF
CHARGE, FOR AN AUTHORIZED PUBLIC USE**

WHEREAS, The Carver County Board of Commissioners, State of Minnesota, have reviewed the applications by the City of Watertown for conveyance of tax-forfeited lands for an authorized public use as listed on the attached listing (Exhibit A).

WHEREAS, Said parcels of land have been reviewed by the Carver County Board of Commissioners and have been appraised by the Carver County Assessor's Office and classified as conservation or non-conservation lands as provided for in Minnesota Statutes §282.01.

NOW THEREFORE, BE IT RESOLVED, The Carver County Board of Commissioners hereby certifies that the parcels of land on the attached list have been reviewed and do comply with the provisions of Minnesota Statutes §85.012, §92.461, §282.01, Subd.8, and §282.018, and other statutes that require the withholding of tax-forfeited lands from sale.

BE IT FURTHER RESOLVED, that the Carver County Board of Commissioners hereby approves the applications submitted by the City of Watertown for conveyance for an authorized public use.

YES

ABSENT

NO

**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 proceeding of the Board of County Commissioners, Carver County, Minnesota, at its session held on the _____ day of _____, 20____, now on file in the Administration office, and have found the same to be true and correct copy thereof.

Dated this _____ day of _____, 20____.

David Hemze, County Administrator

EXHIBIT A

CITY OF WATERTOWN

PID: 85.3580010
85.3580020
85.3580030
85.3580040

Public Use:

Surface Water Storage and drainage pond.
This Property is presently being used as a
water storage pond pursuant to a prior
agreement with prior property owner.

RESOLUTION NO. 2006-08-22-1

CITY OF WATERTOWN

August 22, 2006

WHEREAS, the City of Watertown has been notified by the Carver County Auditor that the following parcels of property have been forfeited to the State of Minnesota for non-payment of property taxes:

Lots 1, 2, 3, and 4, Block 1
Reo Acres 3rd Addition
(PID 85-358-0010, 85-358-0020, 85-358-0030 and 85-358-0040); and

WHEREAS, a surface water storage and drainage pond presently exists on said property which serves a portion of the City of Watertown, and

WHEREAS, it is necessary that such storage pond be continued for public use and, therefore, it is in the best interest of the City to acquire the ownership of said property to perpetuate such use.

NOW, THEREFORE, be it resolved by the City Council of the City of Watertown as follows:

1. That the City apply to Carver County for conveyance to the City of the above described tax forfeited lands for the public purpose stated.
2. That the City Clerk-Treasurer is authorized to complete the application by a governmental subdivision for conveyance of tax forfeited lands for an authorized use and take such other action and execute such documents as required to obtain such land.
3. That the Clerk-Treasurer is authorized to expend such funds as necessary to pay for the filing fees as required by the County Auditor to record the conveyances.

Adopted by the City Council this 22nd day of August, 2006.


K. J. McDonald

ATTEST:



Steven Wallner, Clerk-Treasurer

CERTIFICATE

STATE OF MINNESOTA)
) ss.
COUNTY OF CARVER)

The undersigned, Steven Wallner, being the duly qualified and acting Clerk-Treasurer of the City of Watertown, Minnesota, hereby certifies that he has carefully compared the attached copy of Resolution No. 2006-08-22-1 of the City Council of the City of Watertown pertaining to application for conveyance of tax forfeited lands, adopted by the City Council on August 22, 2006, with the original thereof which is on file and of record in his office and the same is a full and true copy of said Resolution and that no part is omitted therefrom.

Witness my hand as said Clerk-Treasurer of the City of Watertown this 23^d day of August, 2006.



Steven Wallner, Clerk-Treasurer
City of Watertown

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name (as you would like it to appear on the agenda):

RESOLUTION REVOKING COUNTY HIGHWAY NO. 111

Originating Division: Public Works

Agenda Date: September 5, 2006

Amount of Time Requested: None

Supp. Doc. Attached (y/n): Yes

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (X Only One): Consent Regular Session Discussion Session

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations)

Under the "Letter of Understanding" between Carver County and the City of Chaska regarding road jurisdiction agreements and scheduled improvement projects for county highways within the Chaska corporate limits, the City of Chaska agrees to assume jurisdiction and maintenance of County Highway No. 111 (Victoria Drive) between Hundertmark Road and the new alignment of CSAH 14 (Pioneer Trail). In addition, the City of Chaska agrees to assume Carver County's responsibility for Bridge No. L2728 located on County Highway No. 111 over the Twin Cities and Western Railroad. For these changes to occur, Carver County must first revoke County Highway No. 111 as a county highway.

This resolution revokes County Highway No. 111 which allows the jurisdiction of the road and the bridge to revert to the City of Chaska.

BOARD ACTION/MOTION REQUESTED (In proper format)

We request that the County Board approve the attached resolution.

FINANCIAL IMPLICATIONS

Funding:

County Dollars =	
Other Sources & Amounts =	
=	
=	
Total	

Budget Information (Appropriate Items):

- Budgeted
- Not Budgeted
- Amendment Required
(requires controller signature)

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED (Signatures)

County Attorney: _____ Risk Management: _____

Human Resources: _____ Controller: _____



DEPARTMENT HEAD APPROVAL

8/19/06

 Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

Report Date:

S: R&B\GRM\CR\111\Board Action - revoke CR 111

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

Date: September 5, 2006

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

RESOLUTION REVOKING COUNTY HIGHWAY NO. 111

WHEREAS, Carver County and the City of Chaska have proposed the transfer of jurisdiction of County Highway No. 111 to the City of Chaska, and

WHEREAS, it appears to the County Board of the County of Carver that County Highway No. 111 should be revoked as a County Highway under the provisions of Minnesota Law,

NOW, THEREFORE, BE IT RESOLVED by the County Board of the County of Carver that the road described as follows, to wit:

That part of County Highway No. 111 lying between the intersection of newly established County State Aid Highway No. 14/ Pioneer Trail and the intersection of Hundertmark Road within the corporate limits of the City of Chaska.

BE, AND HEREBY IS, REVOKED as a County Highway and all right, title, and interest to the roadway, roadway support structure and rights of way shall revert to the jurisdictional responsibility of the City of Chaska effective upon the adoption of this resolution.

BE IT FURTHER RESOLVED that Carver County's responsibility for Bridge No. L2728 located on the above described road over the Twin Cities and Western Railroad shall also revert to the City of Chaska.

YES

ABSENT

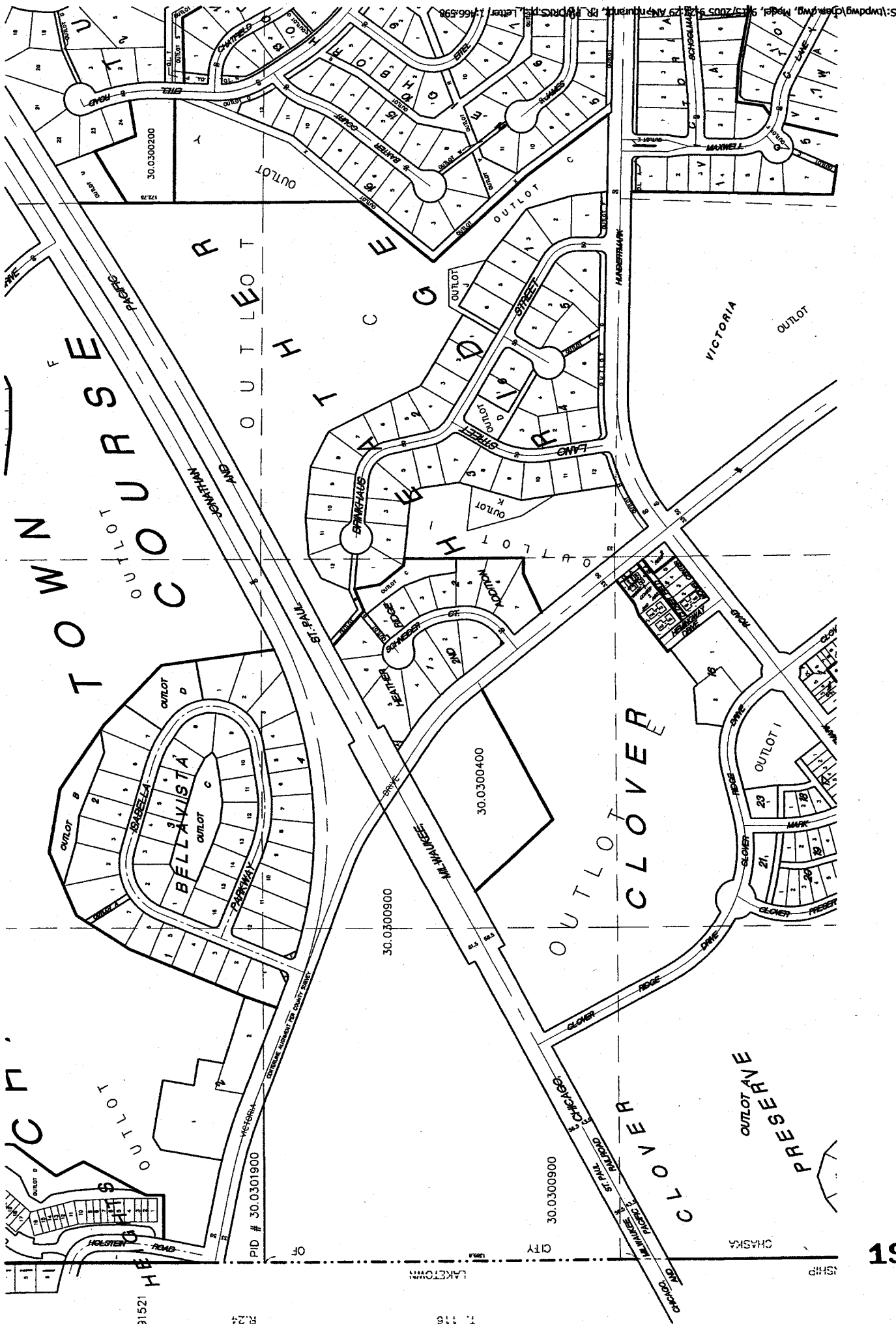
NO

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 5th day of September, 2006, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 5th day of September, 2006.

David Hemze County Administrator



1521

724

118

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name (as you would like it to appear on the agenda):

RESOLUTION REVOKING COUNTY HIGHWAY 110

Originating Division: Public Works

Agenda Date: September 5, 2006

Amount of Time Requested: None

Supp. Doc. Attached (y/n): Yes

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (X Only One): Consent Regular Session Discussion Session

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations)

Under the "Letter of Understanding" between Carver County and the City of Chaska regarding road jurisdiction agreements and scheduled improvement projects for county highways within the Chaska corporate limits, the City of Chaska agrees to assume jurisdiction and maintenance of County Highway 110 (Creek Road) between Trunk Highway 212 and CSAH 10 (Engler Boulevard). For this change to occur, Carver County must first revoke County Highway 110 as a county highway.

This resolution revokes County Highway 110 which allows the jurisdiction of the road to revert to the City of Chaska.

BOARD ACTION/MOTION REQUESTED (In proper format)

We request that the County Board approve the attached resolution.

FINANCIAL IMPLICATIONS

Funding:

County Dollars =	
Other Sources & Amounts =	
=	
=	
Total	

Budget Information (Appropriate Items):

- Budgeted
- Not Budgeted
- Amendment Required
(requires controller signature)

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED (Signatures)

County Attorney: _____ Risk Management: _____

Human Resources: _____ Controller: _____


DEPARTMENT HEAD APPROVAL

8/14/06
Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

Report Date:

S: R&B\GRM\CR\110\Board Action - Revoke CR 110

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

Date: September 5, 2006
Motion by Commissioner: _____

Resolution No: _____
Seconded by Commissioner: _____

RESOLUTION REVOKING COUNTY HIGHWAY 110

WHEREAS, Carver County and the City of Chaska have proposed the transfer of jurisdiction of County Highway 110 to the City of Chaska, and

WHEREAS, it appears to the County Board of the County of Carver that County Highway 110 should be revoked as a County Highway under the provisions of Minnesota Law,

NOW THEREFORE, BE IT RESOLVED, by the County Board of the County of Carver that the road described as follows, to wit:

- 1.) That part of County Highway No. 110 lying northerly of the northerly right-of-way of Trunk Highway No. 212 and southerly of the north line of the Northeast Quarter of Section 1, Township 115, Range 24. Said County Highway No. 110 being part of the following described land:

Northeast Quarter, Section 8, Township 115, Range 23;

Southeast Quarter, Southwest Quarter and Northwest Quarter, all in Section 5, Township 115, Range 23;

Northeast Quarter and Northwest Quarter, all in Section 6, Township 115, Range 23;

and the Northeast Quarter, Section 1, Township 115, Range 24.

- 2.) Also Parcel 3 and Parcel 6 of Carver County Highway Right-of-Way Plat No. 1 – Plat File No. 258659.

BE, AND HEREBY IS, REVOKED as a County Highway and all right, title, and interest to the roadway, roadway support structure and rights of way shall revert to the jurisdictional responsibility of the City of Chaska effective upon the adoption of this resolution.

YES

ABSENT

NO

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 5th day of September, 2006, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

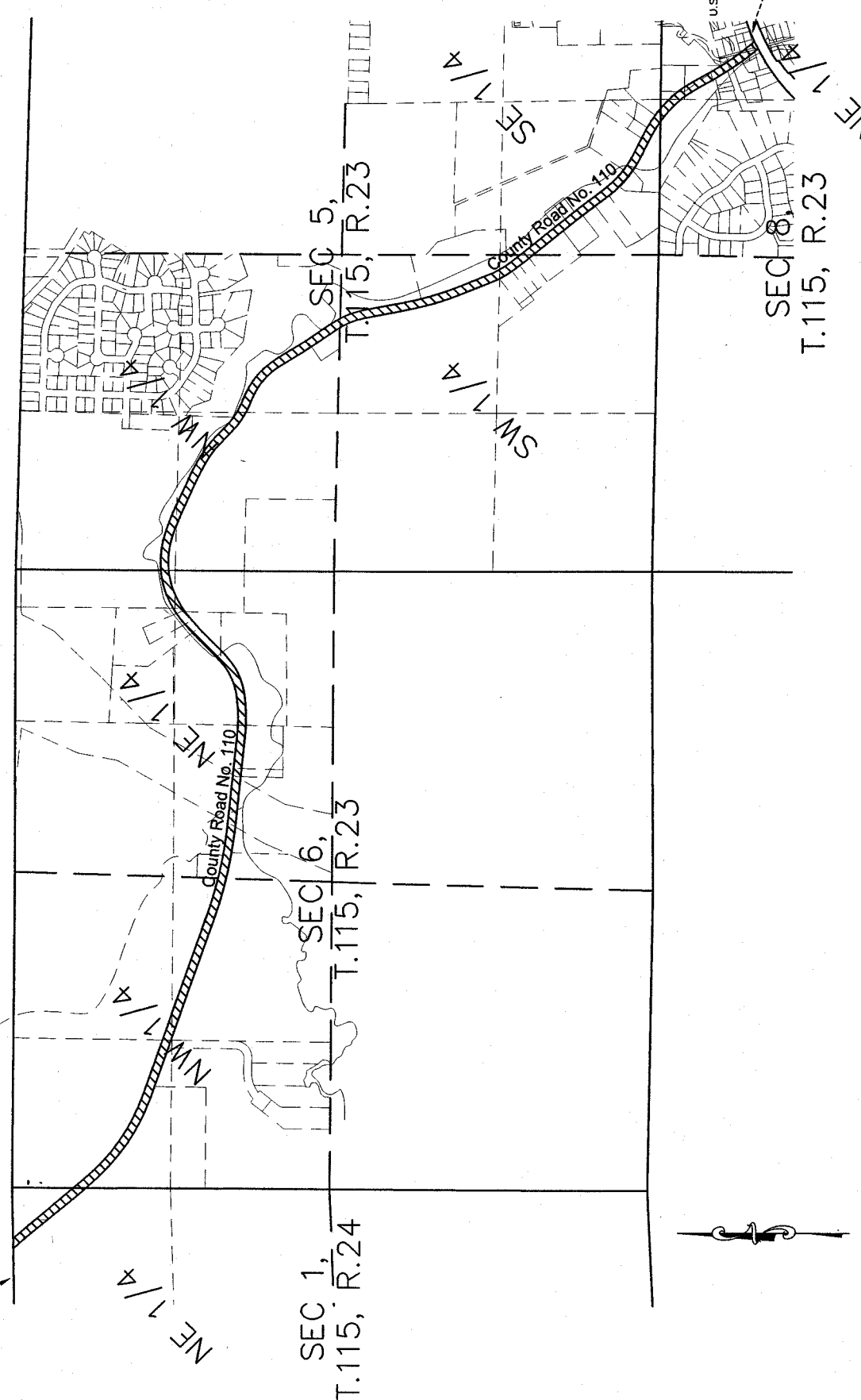
Dated this 5th day of September, 2006.

David Hemze County Administrator

CARVER COUNTY SURVEYOR EXHIBIT


County Road No. 110 through Sections 5, 6 and 8, Township 115, Range 23
and Section 1, Township 115, Range 24

North Line, NE 1/4, Sec. 1, T.115, R.24



N 1/4 R/W
U.S. Hwy. No. 212

Job No: J05033


Surveying and Mapping Office
Carver County Government Center
600 East Fourth Street
Chaska MN 55318

SCALE IN FEET



September 14, 2005

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name (as you would like it to appear on the agenda):

Application for Carver County Transit (CART) 2007 Funding agreement with MN/DOT

Originating Department: Community Social Services

Agenda Date: 8/29/05

Amount of Time Requested: 5 minutes

Supp. Doc. Attached (y/n): Yes

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (_ Only One): Consent Regular Session _____ Discussion Session

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

We are in the process of submitting the 2007 funding grant for the operational expenses of the CART transportation program. MN/DOT requires a signed resolution by the County Board of Commissioners agreeing to enter into a contract with MN/DOT for transit funding. The resolution is to accompany the contract. Once it is approved, the contract will be sent back for signatures. MN/DOT's turnaround time is very tight, so Community Social Services is requesting the County Board to authorize the CSS Director to sign the MN/DOT contract on behalf of the Board.

RECOMMENDATIONS/BOARD ACTION MOTION REQUESTED (Include motion in proper format)

Motion to approve submitting the application for 2005 State operating funds to MN/DOT, authorizing the Director to sign the contract.

FINANCIAL IMPLICATIONS

Funding: N/A

County Dollars =

\$

Other Sources & Amounts =

\$

MN/DOT

\$88,000

TOTAL =

\$88,000.00

Budget Information (_ appropriate items):

Budgeted:

Not Budgeted:

Amendment Required:

(requires controller approval)

Related Financial Comments: 100% of these funds are federal dollars.

REVIEWS AND APPROVALS AS REQUIRED

_ All Reviews and Approvals Received:

County Attorney ___ Risk Management ___ Human Resources ___ Controller ___ Other

Gary Bark

8-16-06

DEPARTMENT HEAD APPROVAL (Signature)

Date

Admin. Dept. Use Only: Approved ___ Denied ___ Tabled ___ Other ___

RESOLUTION OF THE GOVERNING BODY (Insert appropriate names and titles and copy the following text onto the applicant's letterhead. The resolution must be notarized):

Resolved that Carver County enter into an Agreement with the State of
(name of applicant)

Minnesota to provide public transportation service in Carver County
(service area)

Further resolved that Carver County agrees to
(name of applicant)
provide a local share of 25__ percent of the total operating cost and 20% of the total capital costs.

Further resolved that Carver County authorizes the
(name of applicant)
Carver County Board Chair and the Social Services Director
(title) (title)
to execute the aforementioned Agreement and any amendments thereto.

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by Carver County Board at a duly authorized meeting
(name of governing body)
thereof held on the 29th day of August, 2006 as shown by the minutes of said meeting in my possession.

(name)
(title)

Notary: _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name (as you would like it to appear on the agenda):

Application for Carver County Transit (CART) 2007 funding agreement with the Metropolitan Council

Originating Department: Community Social Services

Agenda Date: 8/29/06

Amount of Time Requested:

Supp. Doc. Attached (y/n): Yes

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (Only One): Consent x Regular Session Discussion Session

EXPLANATION OF AGENDA ITEM (include a description of background and benefits)

We are in the process of submitting the 2007 Metropolitan Council grant application for operational expenses of our CART transportation program. The Metropolitan Council annually provides considerable funding to the county for providing transit services to the elderly and other transit dependent individuals. Last year CART provided 42,782 rides to Carver County residents. Once the application is approved by the Metropolitan Council, a contract will be sent to the county for Board signature.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (include motion in proper format)

Motion to approve submitting the CART transportation application for 2007 operating funds to the Metropolitan Council.

FINANCIAL IMPLICATIONS

Funding: N/A

County Dollars =	\$
Other Sources & Amounts =	\$
Met Council	\$295,906
TOTAL =	\$295,906

Budget Information (appropriate items):

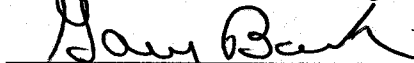
Budgeted:	<u> X </u>
Not Budgeted:	<u> </u>
Amendment Required:	<u> </u>
(requires controller approval)	

Related Financial Comments: 100% of these funds are state dollars.

REVIEWS AND APPROVALS AS REQUIRED

All Reviews and Approvals Received:

County Attorney Risk Management Human Resources Controller Other



8-16-06

DEPARTMENT HEAD APPROVAL (Signature)

Date

Admin. Dept. Use Only: Approved Denied Tabled Other

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Twin Cities Public Health Mutual Aid Agreement

Originating Department: Public Health

Agenda Date: September 5, 2006

Amount of Time Requested:

Supp. Doc. Attached (y/n): n

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One) Consent Regular Session _____ Discussion Session _____

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits and recommendations)

The Twin Cities Public Health Mutual Aid Agreement is an agreement designed to share the use of personnel, equipment, supplies and/or services of local public health entities to perform functions during emergency situations outside its jurisdictional limits to preserve and protect the health, safety, and welfare of citizens. This agreement is effective July 1, 2006 thru December 31, 2011.

BOARD ACTION/MOTION REQUESTED (In proper format)

Motion to approve Twin Cities Public Health Mutual Aid Agreement.

FINANCIAL IMPLICATIONS

Funding:

County Dollars = \$ _____

Other Sources & Amounts = \$ _____

TOTAL = \$ _____

Budget Information (✓ Appropriate Items):

Budgeted: N/A

Not Budgeted: N/A

Amendment Required: N/A

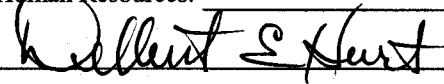
(requires controller signature)

Related Financial Information:

REVIEWS AND APPROVALS AS REQUIRED (Signatures)

County Attorney: _____ Risk Management: _____

Human Resources: _____ Controller: _____



8/22/06

DEPARTMENT HEAD APPROVAL

Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

COPY

AGENDA ITEM

Item Name (as you would like it to appear on the agenda): Sales Agreement with Avtex Inc. (Citywatch) for an emergency notification system.

Originating Department: Risk/Emergency Management

Agenda Date: September 5, 2006

Amount of Time Requested: n/a

Supp. Doc. Attached (y/n): n

Previous County Board Action, If Any (include other parties which were advised, if any):
 Board Approval of grant funds in September, 2004.
 Board approval of a "user agreement" on February 21, 2006.

Item Type (✓ Only One): Consent Regular Session _____ Discussion Session _____

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

Contract is a sales agreement for an emergency notification system. Board approved a "user agreement" in February, 2006 for a system that would be based with the company and accessed by the County as needed. Due to grant fund restrictions, the project needed to be modified to reflect a software//hardware system. This sales agreement is for the purchase of the hardware/software supplies to operate the system. Coordination of the delivery of this system is occurring with Information Services, the Sheriff's Office, and other affected divisions and agencies.

This phone system is a critical asset for utilization during the need for mass notification in emergency situations such as hazardous materials, public health, fire, or law enforcement incidents. The system is being purchased with homeland security grant funds. This project was identified as a high priority by the work group in Carver County and was part of the work plan identified and approved by the Board with the original grant approval in September, 2004. This product is currently utilized by other cities and counties in Minnesota. Quotes for service were obtained from five vendors. Based on service delivery and cost analysis, the Avtex - CityWatch system was the low bid and an effective service provider.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (include motion in proper format)

1. Approve the sales agreement and statement of work. Authorize the Chair to sign the sales agreement and the statement of work.

FINANCIAL IMPLICATIONS

Funding:

County Dollars =	\$	
Other Sources & Amounts =	\$	30,000
(Homeland Security Grant funds)		
_____ =		\$
TOTAL =	\$	30,000

Budget Information (✓ appropriate items):

Budgeted:	Yes
Not Budgeted:	n/a
Amendment Required:	n/a
(requires controller approval)	

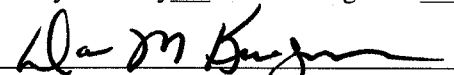
Related Financial Comments:

The costs listed above are the purchase of the hardware/software system. The total costs of this system were included in the grant request and subsequent approval by the County Board on September 21, 2004. Ongoing maintenance costs are also included in the 2006 risk/emergency management budget and 2007 budget request.

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____



 DEPARTMENT HEAD APPROVAL (Signature)

8/31/06

 Date

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Approval of City of Waconia Local Water Management Plan

Originating Department: Planning & Water Mgmt; LW S Division

Agenda Date: 9/5/06

Amount of Time Requested: 15 minutes

Supp. Doc. Attached (y/n): resolution, plan summary

Previous County Board Action, If Any (include other parties which were advised, if any): 4/13/04 authorizing disbursement of \$7,700 to the City of Waconia towards the completion of a LWMP.

Item Type (✓ Only One): Consent Regular Session _____ Discussion Session _____

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

The County Water Management Plan and the Land Use Plan identify stormwater planning as a very high priority for water management planning particularly in areas that will be developing around cities in the next 20-25 years. All cities are required to adopt a stormwater management plan as part of their Local Water Management Plan (LWMP). (pursuant to MN Statute 103B.235 and MN Rules 8410.0160).

The Carver County Water Mgmt Organization (CCWMO) has jurisdiction in the city. Carver County as the watershed management authority needs to approve the city's plan for the indicated area. In 2004, the City requested assistance to complete the plan in the amount of \$7,700. These funds were allocated to the City from CCWMO watershed funds in 2004 upon approval of a plan.

The City of Waconia has completed a draft of its Local Water Mgmt Plan and submitted it for review and approval. Staff has reviewed the plan and is recommending CCWMO approval with conditional understanding on some elements. Staff is also recommending that the watershed funds be dispersed to the City at this time. A summary of the plan and an adoption resolution is attached.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

Motion to adopt a resolution approving the City of Waconia Local Water Management Plan.

FINANCIAL IMPLICATIONS

Funding:

County WMO Dollars =	\$7,700 (authorized in 2004)
Other Sources & Amounts	
_____ =	\$
_____ =	\$
TOTAL =	\$7,700

Budget Information (✓ appropriate items):

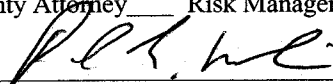
Budgeted:
 Not Budgeted: _____
 Amendment Required: _____
 (requires controller approval)

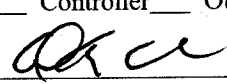
Related Financial Comments: The Board Authorized disbursement of the funds in 2004.

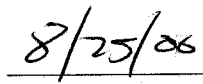
REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____







DEPARTMENT APPROVAL

Division Approval

Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

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

Date: September 5, 2006

Resolution #

Motion by Commissioner
Seconded by Commissioner

A Resolution to Approve the City of Waconia Surface Water Management Plan

WHEREAS, Under Minnesota Statute 103B.211 to 255, Carver County is the water management authority (Carver County Water Management Organization-CCWMO) for the area of the County not under jurisdiction by a watershed district, and;

WHEREAS, Carver County adopted a Water Management Plan in 2001 which meets the requirements defined in MN statute 103B.231 - Surface Water Planning, and MN Statute 103B.255

WHEREAS, MN state statute 103B.235 Local water management plans requires that local government units having land use planning and regulatory responsibility for territory within the watershed shall prepare or cause to be prepared a local water management plan, capital improvement program, and official controls as necessary to bring local water management into conformance with the watershed plan, and;

WHEREAS, The city of Waconia is in the CCWMO and therefore must meet the requirements of the County Watershed Plan, and;

WHEREAS, The city has submitted a draft plan to the County for review, and a final plan for approval consideration, and;

WHEREAS, The County understands that the City plan will be updated within two years of adoption of an updated County Watershed Plan and/or a updated City comprehensive plan, and;

THEREFORE, BE IT RESOLVED, THAT The Carver County Board of Commissioners hereby approves the City of Waconia Surface Water Management Plan dated rev. June 26, 2006 with the conditional understanding that 1) The local water plan will need to cover the same area as identified in the City's comprehensive plan and the City will update the stormwater plan as the comprehensive plan is updated in addition to accounting for current growth areas (being developed/annexed now); 2) County WMO approval of the city plan does not constitute approval of the funding requests listed in the plan as these will be evaluated and approved separately; and 3) The City understands that future discharges from the City may require completed Total Maximum Daily Loads (TMDL's) based on the State Impaired Waters 303D list , and that the city plan may need to be amended as a result of any adopted TMDL's.

YES

NO

ABSENT

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 5th day of September, 2006, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this ____ day of _____, 2006.

David Hemze, County Administrator

1.0 EXECUTIVE SUMMARY

A. General Plan Description

This Waconia SWMP is divided into ten sections as follows:

1. **Section I. Executive Summary** provides background information and summarizes the plan contents.
2. **Section II. Storm Water Management Plan Purpose** outlines the purpose of this plan.
3. **Section III. Water Resource Management Responsibilities and Related Agreements** identifies any water-related agreements existing between the City and the nearby cities, state, or county.
4. **Section IV. Land and Water Resource Inventory** presents information about the topography, geology, groundwater, soils, land use, public utilities, surface waters, hydrologic system and data, as well as the existing drainage system.
5. **Section V. Surface Water Goals and Policies** outlines the city's goals and new policies pertaining to water management.
6. **Section VI. Watershed Assessment and Proposed Actions** presents information about the existing subcatchment drainage along with current and potential problems and issues. The section also provides solutions in the form of proposed design and management practices for future developed conditions.
7. **Section VII. Costs and Funding Considerations** provides a general opinion of the probable costs associated with the various capital improvements recommended by this plan and discusses the various funding mechanisms to financing these improvements.
8. **Section VIII. Implementation Prioritization** provides a potential schedule of watershed improvements for planning purposes.
9. **Section IX. Amendments to the plan** describes potential methods of ensuring that this plan is maintained and identifies a procedure to keep the modeled data current as various developments occur.
10. **Section X. Appendix** provides a general location for attachments, relative documentation and initial modeled system data sheets.

B. Background

The City of Waconia (population 8,622) is located in central Carver County and is part of the Carver Creek watershed. Trunk Highway (T.H.) 5 runs east-west through the city, while County Road 10 enters the city from the south and proceeds northwest. Trunk Highway

(T.H.) 284 enters the city from the south and ends in Waconia. Waconia's nearest incorporated neighbor is Cologne, which lies approximately 5 miles to the south. In addition, there are a multitude of wetlands in the surrounding area, which must be protected in accordance with the Minnesota Wetlands Conservation Act. The exact boundaries of the study area are indicated in **Figure 1**. Otherwise, the general growth boundaries include the following:

1. The boundaries of surrounding lakes.
2. The boundaries of surrounding cities.

For this study, the contributing watershed areas in and around the City were divided into four major regions as follows:

1. Goose Lake Watershed – Northeast of study boundary; drains to Goose Lake.
2. Lake Waconia Watershed – Drains directly to Lake Waconia.
3. Burandt Lake & Outlet Watershed – Drains to Burandt Lake and Burandt Lake's outlet channel, ultimately discharging south/southeast.
4. Reitz Lake & Outlet Watershed – Drains to Reitz Lake and Reitz Lake's outlet channel, ultimately combining with Burandt Lake's discharge and discharging south.

These areas, identified by G, W, B and R, are shown in **Figures 1, 7, 8 and 9**. Areas G, W and R are all partially or completely outside of the current study boundary (2020 limits as defined in the City's comprehensive plan). The areas outside of the study boundary were not analyzed for regional retention basins, but were included in the model as they affected flows in the waterways through the City. This included, but may not be limited to, the areas contributing to Goose Lake and Lake Waconia, which ultimately discharge through Burandt Lake and its outlet channel. An exception is the area immediately west of Reitz Lake, which is not included within the City boundaries as shown, but has been analyzed for a recent Alternative Urban Areawide Review (AUAR) and has been included herein.

The area around Waconia is predominantly undeveloped. The City can expand in most directions and is limited by wetland areas and surrounding cities/townships; however, care should be given to maintaining the naturally forested areas as well. The additional impervious area common to new development will (if left unchecked) cause increases in storm water runoff rates and volumes. Measures must be taken to mitigate future rates and volumes to maintain the integrity of surface water bodies within and around Waconia. An ordered growth with consideration given to storm water management is the primary goal of this storm water management plan.

C. Summary of Goals

Section 5.0 of this plan outlines the city's goals and policies pertaining to water management, as well as enforcement issues and the City's reliance on the County. In general, the City of Waconia adopts the goals set forth by the Carver County Water Management Plan

(CCWMP). The specific goals are as follows:

1. **Runoff Water Quality (New Development).** Maintain or enhance the water quality of the Waconia area lakes, wetlands, and watercourses. Enhance pond design criteria and work with the County to achieve its goal of regional ponding. This includes the implementation of infiltration/filtration areas to aid in storm water volume reduction (as required by Carver County).
2. **Runoff Water Quality (Existing Sewer System).** Preserve, maintain and expand (where possible) the storm water storage and detention systems to control excessive runoff volumes and rates, prevent flooding, protect public health and safety, and minimize public capital expenditures. Potential funding sources for these issues will be identified.
3. **Wetlands.** Obey the Minnesota Wetland Conservation Act (WCA) in attempting to avoid impact on wetlands whenever possible, limit the impact on wetlands when impact is unavoidable, and requiring mitigation of wetlands, where affected by growth, in accordance with state law. Through this plan, the City will establish a wetland buffer policy to help protect existing wetlands and improve the effectiveness of newly constructed wetlands. Additional information is included on the areas identified by the County as having potential for restoration.
4. **Erosion and Sediment Control.** The City will continue to review development plans for conformance with City requirements (and implicitly County and NPDES requirements) and confirm conformance through the resident inspection process. Ultimately, within the next 3-5 years, it is the City's desire to be the sole enforcer of projects within its boundary, eliminating duplicate review and inspection by various agencies. This effort is anticipated to protect the existing capacity of the city's storm water management system by:
 1. Preventing sediment build-up.
 2. Preventing flooding.
 3. Maintaining water quality of the runoff.
 4. Correcting existing erosion and sedimentation problems.
5. **Groundwater.** Protect the quality and quantity of groundwater resources.
6. **Individual Sewage Treatment Systems (ISTS).** As the City expands, properties with ISTS may be incorporated. These properties will be connected to the City sanitary sewer as soon as possible. Until then, the ISTS will be regulated by Carver County, as stated in the County ISTS ordinance, including inspections and pumping notifications.
7. **Feedlots.** As the City expands, properties containing feedlots may be incorporated. If left unchecked, these feedlots could contaminate groundwater and surface water sources in the area. The City will continue to rely on the County for enforcement of its feedlot ordinance and permitting requirements, ensuring proper control measures are in place for natural resources protection.

8. **Recreation, Habitat and Shoreland Management.** Protect and enhance fish and wildlife habitat and recreation opportunities. Maintain existing shoreland ordinance in agreement with state regulations.
9. **Education and Public Involvement.** Increase public awareness, understanding and involvement in water and natural resource management issues through cooperation with the County program.

D. Summary of Issues

Some of the storm water related issues identified in and around Waconia include:

1. Future developments must apply appropriate storm water treatment as well as address the potential for infiltration/filtration techniques to aid in groundwater recharge and the reduction of runoff volume.
2. Existing flooding issue in the south-central area of the City.
3. Untreated stormwater runoff into Lake Waconia from downtown area.
4. Bent Creek erosion and general need for restoration.
5. The importance of maintaining the city's storm water management system.
6. The need to reduce sediment loadings leaving the City and protect the recreational uses of the area lakes and streams, whether it is for maintenance of waterfowl habitat, canoeing, fishing, etc.
7. The need for community education programs regarding water resource management.
8. The importance of planning a Capital Improvement Program and implementation to adequately address identified problems.
9. The need to review alternative methods of funding the various projects and programs identified in this report.
10. The importance of being prepared to address the potential future NPDES storm water permit requirements and maintaining this plan.

E. Summary of Potential Solutions to Identified Issues

1. Provide improved water quality treatment through regional ponding and infiltration techniques as development and/or redevelopment occurs, as well as investigate new treatment alternatives for the existing storm sewer (i.e., oil/grit separators, etc.).
2. Improving water quality treatment of storm water runoff through implementation of

Best Management Practices (BMPs) for construction activity.

3. Revisions to City policies to address water management issues.
4. Support and participation in Carver County's environmental education plan.
5. Implementation of funding sources such as a storm water utility and a new development charge to pay for water management projects. Additionally, the City will be available for a partnership with Carver County to fund projects involving large-scale storm water management issues (regional basins, etc.).

F. Summary of Comprehensive Storm Water Management Plan:

1. The majority of the existing storm sewer system, including culvert piping, ditches, swales, and/or ponds should not be affected by future development. The exception is the Burandt Lake outlet channel, which will see more flow as development occurs upstream. Due to the topography of the area, future storm sewer systems will function almost completely independently of the existing system. However, improvements to the existing system would provide for improved downstream water quality.
2. Although there are several alternative methods of accommodating continued growth, the desired practice is through the construction of regional retention ponds as a requirement for developing the outlying growth areas. This preference, however, does not preclude the use of more localized basins.
3. The proposed pond network is one of a multitude of ways in which the ultimate goal of accommodating continued growth can be accomplished. Revisions will undoubtedly occur as unforeseen developer layouts are presented to the City. Although this plan forms a sound basis for future development, it is important to remain flexible in finding ways to manage runoff while still encouraging the continued development of the City. It is also important to continually update this plan and the associated runoff model to ensure that the model remains current as development occurs.
4. An estimate of the costs associated with the design and construction of the proposed regional pond network has been estimated on a price per acre of development basis to allow the computation of a storm water management fee to developers. These costs include the excavation and pond outlet structure, but no upstream pipe or land acquisition costs have been considered at this time.
5. A table indicating implementation priorities, approximate costs and any request for County assistance has been included for planning purposes.
6. Any determined storm water management charges or area charges to new developments should be reviewed on an annual basis to ensure that changes in land acquisition, construction cost, bonding cost, legal cost, etc. are included in the computed fee.
7. This report is a working document and should be updated as the outlying areas develop to review the differences between the actual and modeled conditions.

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Crane Creek Restoration Phase II Items

Originating Department: LWS Division - Planning & Water Mgmt

Agenda Date: 9/05/06

Amount of Time Requested: 15 min

Supp. Doc. Attached (y/n): y – project workplan

Previous County Board Action, If Any : 9/20/05 Approve the project workplan, and the Metropolitan Environmental Partnership grant

Item Type (✓ Only One): Consent Regular Session Discussion Session

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

Staff is requesting that the Board authorize several steps to continue the Crane Creek project. These steps include:

- Authorize a petition to the Joint Ditch 1 board.
- Authorize work to commence on an Engineer's Report.
- Authorize a contract with Rinke-Noonan Law Firm for legal advice on Ditch process

A memo is attached which provides background and more detail for the staff requests.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

Motion to authorize a petition to the Carver County Ditch board to consider an impoundment on JD 1, authorize an engineer's report to be assembled and authorize the chair to sign a contract with Rinke-Noonan Attorney's at Law.

FINANCIAL IMPLICATIONS

Funding:

County Dollars =	\$ 33,600(est. inkind staff time)
Other Sources & Amounts	
Metropolitan Environmental Partnership grant =	\$ 100,000
TOTAL =	\$ 133,600

Budget Information (appropriate items):

Budgeted:	<input checked="" type="checkbox"/>
Not Budgeted:	
Amendment Required:	n
(requires controller approval)	

Related Financial Comments: Grant and budget amendments approved in 2005. Cost for Engineer's Report and Legal Advice are funded from MEP Grant.

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney Risk Management Human Resources Controller Other



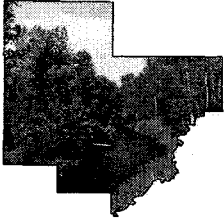
DEPARTMENT HEAD APPROVAL

8/27/06

Date

DIVISION DIRECTOR APPROVAL **Date**

Admin. Dept. Use Only: Approved Denied Tabled Other



Carver County Land & Water Services Division - Planning and Water Mgmt.
Government Center – Administration Building
600 East 4th Street
Chaska, Minnesota 55318
Phone: (952)361-1820
Fax: (952)361-1828
www.co.carver.mn.us/water

Memo

To: County Commissioners, David Hemze
From: Paul Moline, Carver County Water Management
Date: 8/28/06
Re: Crane Creek Restoration Project

CC. Mike Fahey, County Attorney
Dave Drealan, Carver County
Mark Lundgren, County Auditor
Mike Wanous, Carver SWCD

Enclosures: none

The purpose of this memo is to provide a summary of the Crane Creek Project

Background – The County Board approved a \$25,000 Phase I grant agreement in May 2003 for a restoration study of the Crane Creek watershed located west of New Germany (drains to Crow River). Since that time staff (includes McLeod County) completed the study and determined that the project has a high feasibility based on technical analysis and several landowner meetings. The County applied for and was successful in receiving a MEP \$100,000 grant to implement the project. The Board authorized this grant in 2005.

Project Summary – This restoration project provides a unique opportunity to re-establish a large wetland complex with minimal impact to landowners. The over-arching intent of this project is to improve the functions of the Crane Creek Wetland Complex through the following goals: Improve wetland storage; Provide Local Flood Control; Improve Water Quality; Restore Natural Communities and Habitat. Landowners have shown support for establishing a more consistent water level in the wetland complex.

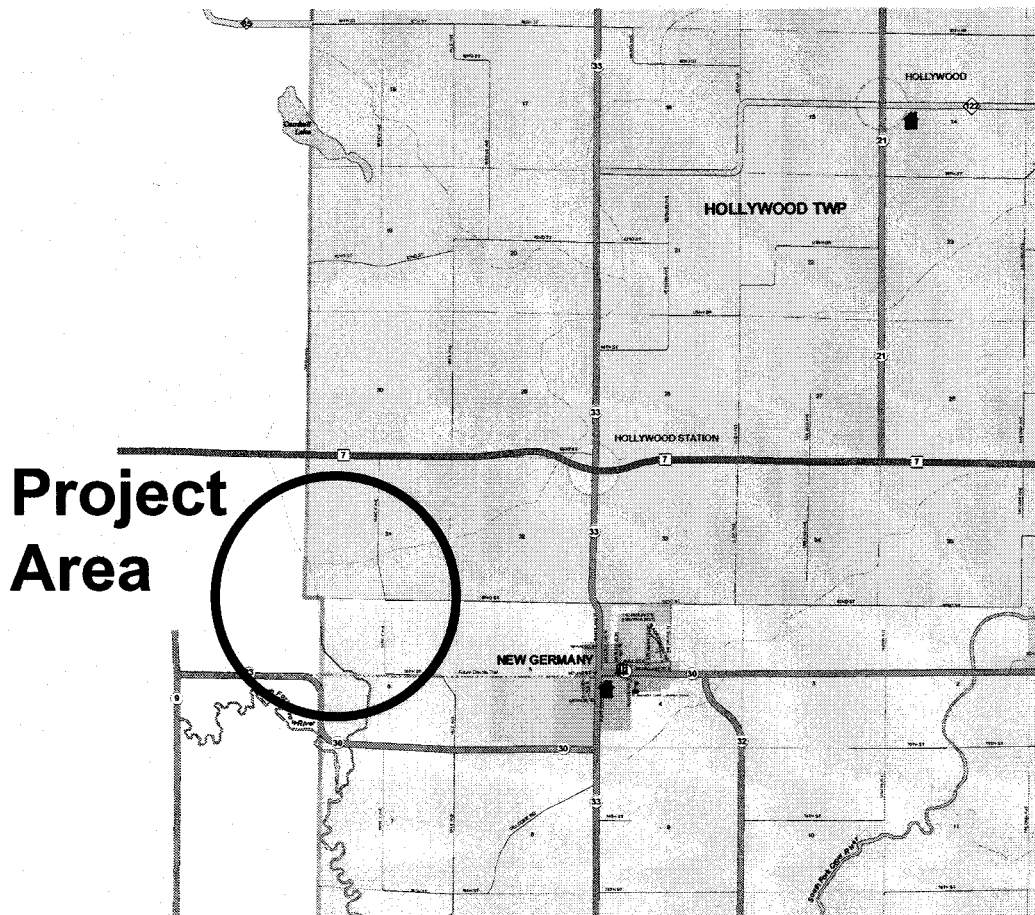
Landowner Meetings/Contacts – Every affected landowner in the area has been contacted through community meetings or one-one discussions (through the SWCD). This is a critical piece of the projects' success. A meeting was held in March 2006 with all landowners along JD 1 invited. The main concern voiced was that no additional assessments would occur as part of the project. Based on MN statute, No additional assessments to landowners can occur as part of the project. Another concern was raised from landowners several miles upstream of the project area. These landowners wanted to ensure that the project would not create or exacerbate existing flooding in their area. Part of completing the engineer's report would be to verify that upstream landowners would not be impacted. At this point there appears to be strong support from affected (those bordering the project) and minimal objection from upstream landowners to complete the project. As part of the project ditch process, a public hearing will be held for further input, and affected landowners will receive additional one-on-one contact as needed.

Ditch Impoundment Process

There are several steps needed prior to implementing the project, including support from the ditch authority. Joint Ditch 1 runs through the Crane Creek wetland complex. As part of MN State Statute 103E.227 (Impounding and diversion), there is a clearly defined process which must be followed to impound water along a public ditch section. Staff have been working with the County attorney's office to ensure that this process is followed. The first step is to submit a formal petition followed by an engineer's report to the Joint Ditch 1 Board which would come from the Carver County WMO. If these steps severely alter or restrict the project, the proposed workplan with the Met council includes opportunities to re-evaluate the project. As part of this process, and from advice from the attorney's office, staff is seeking outside legal assistance for interpretation of MS 103E.

Next Steps

- Petition submitted to JD 1 Board
- Engineer's Report submitted
- Public Hearing/request for project approval



CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: John Carroll - request for an accessory structure/equestrian facility

Originating Department: Land Management, Land & Water Services

Agenda Date: September 5, 2006

Amount of Time Requested: none

Supp. Doc. Attached (y/n): yes

Previous County Board Action, If Any (include other parties which were advised, if any): None

Item Type (✓ Only One): Consent Regular Session _____ Discussion Session _____

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

File #PZ20060039. The Planning Commission recommended approval of the Conditional Use Permit for John Carroll. He is requesting a 2,640± sq ft accessory structure/stable to house his horses and horse equipment. The Waconia Town Board had no objections to the request. At the public hearing, the applicant clarified that he would like to add an open porch not to exceed 500 square feet to the structure. The request was considered as both an accessory structure and an equestrian facility, and was found to meet the requirements of both provisions.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

A motion to adopt the Findings of Fact and to issue Order #PZ20060039 for the issuance of a Conditional Use Permit

FINANCIAL IMPLICATIONS: None

Funding:

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

Budget Information (✓ appropriate items):

Budgeted:
Not Budgeted:
Amendment Required:
(requires controller approval)

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____


DEPARTMENT APPROVAL (Steve Just)

Division Director

Date

8-29-06

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

COUNTY OF CARVER

PLANNING COMMISSION RESOLUTION

FILE #: PZ20060039

RESOLUTION #: 06-26

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

FILE #: PZ20060039

APPLICANT: John Carroll

SITE ADDRESS: 6875 Goose Lake Drive, Waconia

PERMIT TYPE: Accessory Structure/Equestrian Facility

PURSUANT TO: County Code, Chapter 152, Section(s) 152.073 A3, 152.077 A1, 152.079 C5

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 09-004-0800

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of August 15, 2006; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. John Carroll owns 10 acres located in the Southwest Quarter (SW¼) of the Southeast Quarter (SE¼) of Section 4 in Waconia Township. The site is located within the Agricultural Zoning District and CCRMA (Carver Creek). The property is improved with a home with attached garage, a barn, and a lean-to. CUP #5675 was issued in 1983 that allowed the barn to be built, however newer regulations no longer require permits for oversized structures.
2. The applicant is applying for a Conditional Use Permit for an accessory structure/stable pursuant to Sections 152.073 A3, 152.077 A1, and 152.079 C5 of the Carver County Code.
3. The applicant would like to build a 36' x 60' stable to house two horses and a donkey. According to the applicant's letter and site plan (dated July 19, 2006), the stable would have 6-8 stalls with running water and electricity. The existing barn has been used to house the animals, as well as store a tractor, farm equipment, and hay. The applicant states that this is not a good situation for the horses due to the dust from the hay and equipment, and has resulted in allergy problems for one of the horses. The proposed stable would be for the applicant's personal use only, and would not have a restroom. Some area for saddles, the animals' food, and chairs would be included in the building, but the stalls would occupy the majority of the building.
4. The applicant clarified at the public meeting that the building would include an approximately 8' x 60' open porch/lean-to. The proposed stable with porch would bring the total of accessory storage on this property to approximately 2,472 sq. ft. larger than what the Zoning Code allows without a CUP for a property of this size.
5. Section 152.079 of the Zoning Code mentions stables as a type of equestrian facility, but the small scale of this operation makes it fit the conditional use category of accessory structure as well as equestrian facility. As such, it is being approached as a combination of the two conditional use activities, and the equestrian facility requirements should also be addressed. The property is 10 acres, which is the required amount for an equestrian facility, and the applicant will submit a manure management plan to the Environmental Services Department. The applicant has discussed his manure handling practices with the County Feedlot Officer, and the Feedlot Officer stated no concerns. The applicant does not have any plans for commercial boarding of horses, but if he wanted to do it in the future, he could apply to

amend this CUP to allow for commercial activity.

6. The Waconia Town Board reviewed the request at their July 10, 2006, Town Board meeting, and recommended approval.

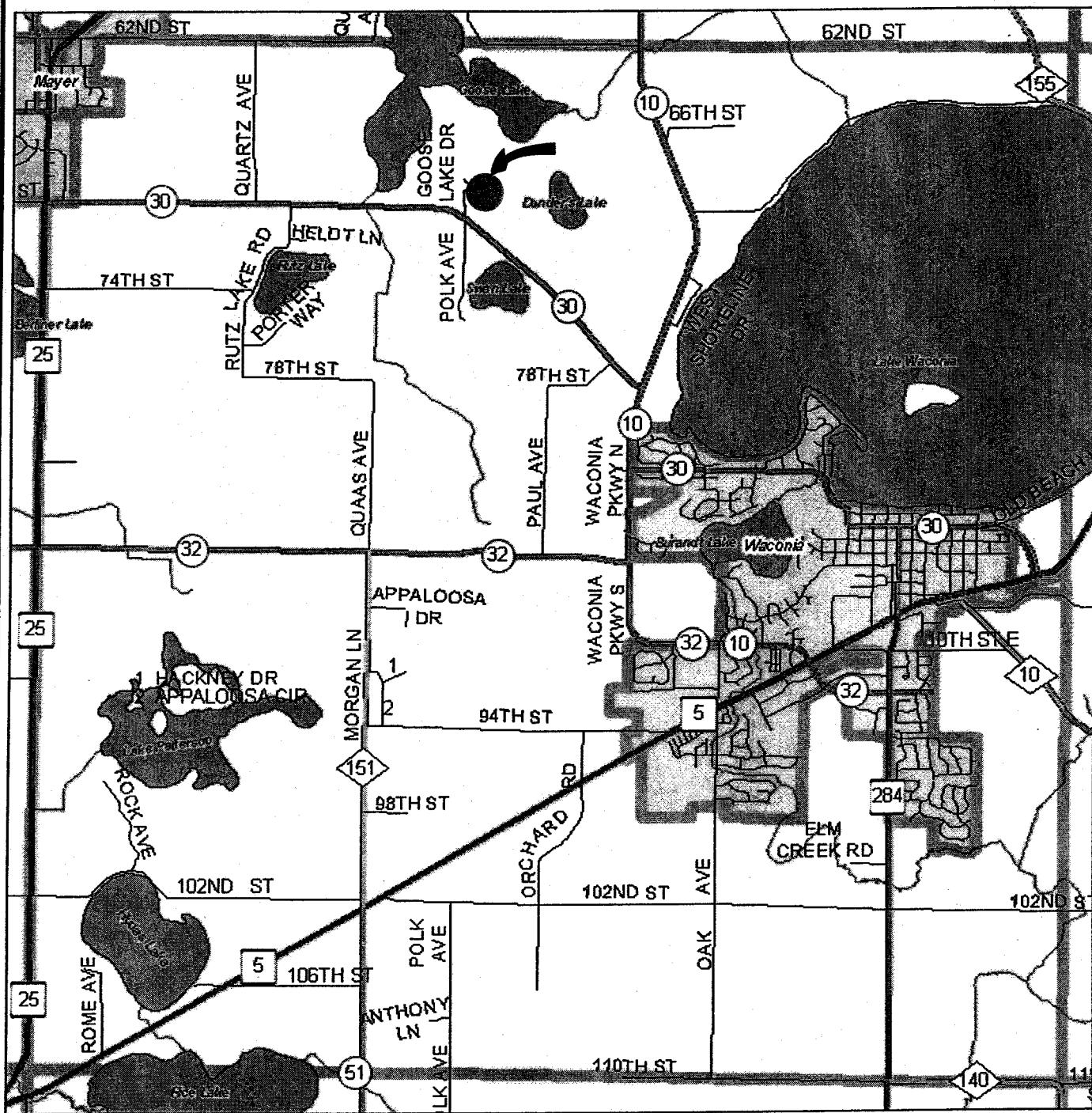
THEREFORE, BE IT RESOLVED, THAT The Carver County Planning Commission hereby recommends the issuance of the Conditional Use Permit for an Accessory Structure/Equestrian Facility with porch/lean-to. The new permit will supersede the old Conditional Use Permit # 5675. The Planning Commission further recommends that the following conditions be attached to the permit:

1. The permit is subject to administrative review. A change in ownership, operations or operator shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary. Proposed owners and/or operators are encouraged to contact Land Management as early on in the timeline of the proposed change as possible.
2. The structure shall be used only by the occupant(s) of the residence. The structure shall be utilized for: keeping of animals and appurtenant equipment and supplies, personal storage, hobbies, recreation, entertainment, family uses, private maintenance and repair activities, and as otherwise permitted as an accessory structure. Guest quarters and/or additional dwelling units are strictly prohibited. No products or services shall be offered for sale, pay or similar remuneration except as permitted for a home occupation or as otherwise regulated by this Ordinance.
3. The Accessory Structure/Equestrian Facility shall be operated in accordance with the operational plans (dated 7/19/06). These plans shall be attached to and become part of this permit. No commercial activity is allowed under this permit. If the permittee wants to begin any commercial operations in the future, he must apply for an amended CUP with a new Operational Plan.
4. A maximum of nine animal units (horses) shall be allowed on the site without a feedlot registration. If the applicant exceeds nine animal units (horses), he/she will be required to comply with the Carver County Feedlot Ordinance and/or appropriate permit(s).
5. A manure management plan must be submitted by the applicant and must be approved by the Environmental Services (E.S.) Department prior to the issuance of a building permit for any animal related structure permitted by this CUP.
6. Any required building permit(s) must be applied for and issued prior to construction. Any future remodeling or construction shall be reviewed by the Zoning Administrator to determine if an amendment to the CUP is necessary.
7. The porch/lean-to shall not exceed 500 square feet.

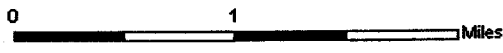
ADOPTED by the Carver County Planning Commission this 15th day of August, 2006.

Randy Maluchnik
Planning Commission Chair

Waconia Township



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



Map Created by Casser County GIS
Apr 21, 2005

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Jail Security Update

Originating Department: Sheriff's

Agenda Date: 09-05-06

Amount of Time Requested: 10 minutes

Supp. Doc. Attached (y/n):

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One): Consent _____ Regular Session X Discussion Session

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

Jail Administrator Reed Ashpole would like to update the board on change in work direction to the staff of the Jail Services Division and the Transport Unit of the Sheriff's Office. He is currently working with the MN Sheriff's Association's--Jail Administrators Division to coordinate a united effort to share information on an inmate's prison classification which helps to provide a safe and secure environment for staff and inmates. He plans to meet with other metro and statewide jail administrators in the near future. He has changed the classification system in our facility to house prison inmates in segregation.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (✓ appropriate items):

Budgeted:	_____
Not Budgeted:	_____
Amendment Required:	_____
(requires controller approval)	

Related Financial Comments: none

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____

DEPARTMENT HEAD APPROVAL

(Signature)

Date

[Handwritten Signature]

8/18/06

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name (as you would like it to appear on the agenda): County Board Meeting Structure

Originating Department: Administration

Agenda Date: 9/5/06

Amount of Time Requested: 15 Minutes

Supp. Doc. Attached (y/n): Yes

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One): Consent _____ Regular Session x Discussion Session _____

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

On August 15 the Board held a work session to discuss various proposed changes related to our meeting structure. Documents related to this issue are attached and include the following.

- Memorandum outlining the recommendation considered during the August 15 work session.
- Proposed Board calendar for the remainder of 2006.

Administration will briefly review these issues. In order to clarify these changes with our staff and citizens, it is recommended that the Board officially adopts the proposed changes to the meeting structure. These changes will also be incorporated into the Board Operating Rules which will be updated during the organizational meeting January of 2007.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

Motion to adopt recommended changes to the County Board meeting structure including eliminating the discussion portion of the agenda and generally establishing the third Tuesday of the month as a work session date instead of a regular Board session.

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (✓ appropriate items):

Budgeted: _____
 Not Budgeted: _____
 Amendment Required: _____
 (requires controller approval)

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:
 County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____

DEPARTMENT HEAD APPROVAL (Signature)

Date

8/25/06

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____



Office of County Administration
Carver County Government Center
Human Services Building
602 East Fourth Street
Chaska, Minnesota 55318-2102
Phone (952) 361-1510
Fax (952) 361-1581

MEMORANDUM

To: County Board of Commissioners

From: David J. Hemze, County Administrator

Date: July 21, 2006

RE: August 15 Work Session on County Board Governance

A work session on County Board governance has been scheduled for August 15. The purpose of this work session is to discuss alternatives to our current Board meeting structure and methods of conducting business in an effort to improve decision making.

Attachment A provides a summary of surrounding County Board structures. Based on this research and various staff discussions, recommended changes include the following.

1. Establish meetings to provide monthly "Commissioner Updates"

These meetings would last approximately one hour and would include one or two Commissioners, the County Administrator, and Division Directors or other Managers on an as-needed basis. The intent is to have informal discussion on "hot topics" that are of immediate concern such as personnel issues, upcoming Board agenda items, or constituent complaints. The suggested meeting arrangement is to have the Chair and Vice Chair attend one meeting and to schedule separate meetings with the other three members in a paired or individual arrangement. We would, of course, need to work out a consistent schedule which accommodates our calendars.

2. Eliminate the Discussion Portion of the Agenda and hold work sessions on the third Tuesday of the month

While we have scheduled work sessions in the past, this recommendation arranges work sessions on a more frequent and consistent basis. Work sessions would be held on the third Tuesday of the month in lieu of our regular meetings and at other times on an as-needed basis. Attachment B provides a proposed schedule for the remainder of 2006.

The current discussion session of the agenda provides a good opportunity for informal information sharing, but work sessions provide a better format for two-way communications. Work sessions also offer a more appropriate setting for emerging issues or policies which require more in-depth discussion. A simple change of seating move from the diaz down to a "round table" is one of the keys to better communications.

Since the discussion portion of the agenda is eliminated under this recommendation, the regular session of the agenda would be used for items which do not necessarily involve formal Board action, but need agenda placement due to various reasons such as timing issues or a desire to provide information to the public through our cable cast system.

3. Make better use of the Board Reports section of the agenda

Previous Boards used the Board Reports section of the agenda to share a great deal of information with other members. This section of the agenda provides a great opportunity to share information on issues such as meetings that were or will be attended, constituent concerns, or current events.

4. Delegate certain contract authority

The Board has delegated certain contacting authority to Division Directors including some Social Services and Sheriff Office contracts. The recommendation is to delegate a broader variety of contracts such as those which are non controversial or fall under a certain dollar amount. The intent is to create efficiencies by having the Board focus on broader policy issues versus administrative items which can be handled by staff. This recommendation will be provided in more detail at a later date.

5. Develop Legislative Priorities

Establishing legislative priorities would enhance our governance system through more focused involvement in the legislative process. The strategy would be to develop approximately ten priorities so that our legislators are not overwhelmed by our issues. The ultimate objective is to improve communications between our local legislative delegation and other governing entities within Carver County.

I have attached a summary of how comparison counties are scheduling and conducting their meetings for your review. This information will be discussed in more detail during the work session.

c (via e-mail): Division Directors

Enclosures (1)

File: H:\Word\County Commissioners\County Gov Structure.doc

Attachment A: County Governance Comparison Summary
July 21, 2006

Summary Table

County	Co Board Mtg. Schedule	Committee Structure	# of Committees	# of Board Members on Committees	Committee Meeting Schedule	Committee Minutes?	Committee Videotaped?	Workshops
1. Anoka	Twice a month	Yes	8+	3	Depends on committee, once/twice month or as needed	Reports done	No	1-2 a year
2. Dakota	Twice a month	Yes	3	7	Once a month	Yes	No	As needed
3. Scott	Three, fifth Tues-hold workshops	No						As needed
4. Washington	1 st four Tues	Yes	List included ext/internal committees	1+Alternate	Once month, quarterly or as needed	Yes	Workshops may be taped	Typically after Board meeting

1. Anoka County

a. County Board Meeting Schedule

Board meetings are usually held the 2nd and 4th Tuesday of the month.

b. Committee Format

Anoka County has eight standing committees with regular meeting times. Meeting dates and times depend upon Board member schedules, with Tuesday being a common meeting day.

Two committees (Management and Finance) have four Board members, while all others have three Board members. (There are seven total Board members.) Each committee has a Board member serving as chair. If a Board member votes no or abstains, that is noted. Committee recommendations are forwarded to the full Board for a vote.

Committee meetings have agendas and reports, but not official minutes. The committee chair may request further information before it is brought to the committee. County staff participation is varied and staff typically does a great deal of research before item comes before committee. These meetings are not videotaped.

c. Workshops

Workshops with full Board are held once or twice a year. A common example is a workshop on the budget.

d. Other

If a citizen calls with a complaint, they are usually redirected to the appropriate staff person and sometimes will appear before a committee.

2. Dakota County

a. County Board Meeting Schedule

Dakota typically holds two Board meetings a month, but it depends on Board member schedules. Each year is slightly different and a proposed meeting schedule is put together in advance.

b. Committee Format

Dakota has three standing "Committees of the Whole", which include all seven Board members. Agendas and minutes are kept and recommendations are sent to the County Board. The Administration/Finance/Policy Committee meets once a month, usually following the first Board meeting of the month. The Community Services and Physical Development Committees also meet once a month, usually the second Tuesday of the month or on a Tuesday when there is no regular Board meeting. Each committee has a chair with the Board chair making a recommendation on what commissioner should chair each respective committee.

Committee meetings are not videotaped, however the press and citizens can attend. The County Administrator attends all committee meetings.

c. Workshops

Held as needed.

d. Other

Outside meetings the Board attends are discussed during "interagency announcements/reports" portion of the County Board agenda.

3. Scott County

a. County Board Meeting Schedule

Scott County Board meetings are scheduled every Tuesday with the exception of the third and fifth Tuesday of the month. Workshops are typically scheduled on the fifth Tuesday of the month.

b. Committee Format

No Board committees. They use to have committee structure (eight years ago), but were considered ineffective and were eliminated.

c. Workshops

Workshops are scheduled as needed, typically after Board meetings. All Board members attend workshops, along with the County Administrator and the Division Head responsible for the issue. No votes are taken at workshops and no formal document is kept. Workshops are not videotaped but the press typically attends.

d. Other

Each commissioner meets on a regularly scheduled monthly basis with the County Administrator and Division Heads to discuss new or potentially controversial topics.

4. Washington County

a. County Board Meeting Schedule

Washington County Board meetings are held every Tuesday.

b. Committee Format

Washington has a number of committees typically with one Board member and one alternate. They will meet once a month, four times a year, or as needed. In addition to the Board member, the committee may include County staff and citizens that were appointed to the committee. Minutes are taken by staff on the committee.

c. Workshops

Workshops are typically held after the Board meetings. No minutes are taken, depending upon the issue it may be videotaped. Sometimes two workshops are held after the Board meeting, but they are usually brief.

d. Other

Committee information is shared during "commissioner reports."

September 2006

September 2006

S	M	T	W	T	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2006

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					September 1
					2
					3
4	5 9:00am County Board Meeting	6	7	8	9
					10
11	12 9:00am County Board Meeting	13	14	15	16
					17
18	19 9:00am County Board Work Session	20	21	22	23
					24
25	26 9:00am County Board Meeting	27	28	29	30

November 2006

November 2006

December 2006

S	M	T	W	T	F	S
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

S	M	T	W	T	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
		November 1	2	3	4
6	7	8	9	10	11
	7:30am Commissioner Update-Degler/Lynch 9:00am County Board Meeting 11:30am Commissioner Update-Ische/Delaney		12:00pm Commissioner Update-Workman	Govemr Center Closed-Veterans D	
13	14	15	16	17	18
	9:00am County Board Meeting				
20	21	22	23	24	25
	No Board Meeting		Government Center Closed-Thank	Government Center Closed	
27	28	29	30		26
	9:00am County Board Meeting				

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: **CLOSED SESSION** regarding Meuleners Farms ongoing CUP issues- threatened litigation.

Originating Department: Attorney/Land and Water Division

Agenda Date: 9/05/06

Amount of Time Requested: 15 minutes

Supp. Doc. Attached (y/n): None.

Previous County Board Action, If Any (include other parties which were advised, if any): Regular agendas for discussion.

Item Type (✓ Only One): Consent _____ Regular Session _____ Discussion Session _____

Closed Session X

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits and recommendations)

The County has received a threat of litigation based on an ultimatum from the attorney representing the Meuleners. The County Attorney's office and Land and Water Division would like to get specific direction from the Board on how the Board would like to proceed on this matter.

BOARD ACTION/MOTION REQUESTED (In proper format)

None required.

FINANCIAL IMPLICATIONS

Funding:

County Dollars = \$

Other Sources & Amounts =

_____ = \$

_____ = \$

TOTAL = \$

Budget Information (✓ Appropriate Items):

Budgeted:

Not Budgeted:

Amendment Required:

(requires controller signature)

Related Financial Comments

REVIEWS AND APPROVALS AS REQUIRED (Signatures)

County Attorney: _____ Risk Management: _____

Human Resources: _____ Controller: _____

Michael A. Falvey 8/30/06

DEPARTMENT HEAD APPROVAL Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name (as you would like it to appear on the agenda): Tax Abatement Workshop

Originating Department: Auditor

Agenda Date: 9/5/06

Amount of Time Requested: 50 minutes

Supp.. Doc. Attached (y/n): No

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One): Consent___ Regular Session___ Discussion Session___

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

Presentation by Ehlers and Assoc. and discussion on Tax Abatement.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (✓ appropriate items):

Budgeted:
Not Budgeted: ___
Amendment Required: ___
(requires controller approval)

Related Financial Comments:

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney___ Risk Management___ Human Resources___ Controller___ Other___


DEPARTMENT HEAD APPROVAL (Signature)

8-24-06
Date

Admin. Dept. Use Only: Approved___ Denied___ Tabled___ Other___

CARVER COUNTY REQUEST FOR BOARD ACTION

AGENDA ITEM

Item Name: Initiation of the 2030 Comprehensive Plan

Originating Department: Planning & Water Mgmt; LW S Division

Agenda Date: 09/05/06

Amount of Time Requested: 30 minutes

Supp. Doc. Attached (y/n): y

Previous County Board Action, If Any (include other parties which were advised, if any):

Item Type (✓ Only One): Consent _____ Regular Session _____ Work Session

EXPLANATION OF AGENDA ITEM (Include a description of background and benefits)

Carver County is required to have an updated comprehensive plan by 2008. The current plan was adopted in late 2000. Staff is looking for discussion with the Board on a general process of completing the plan including: communication with stakeholders, citizen involvement, plan elements, timelines, staff involvement, professional service needs, and the role of advisory committees and the County Board. A memo is attached which provides more detail.

RECOMMENDATIONS/BOARD ACTION/MOTION REQUESTED (Include motion in proper format)

FINANCIAL IMPLICATIONS

Funding:

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

Budget Information (✓ appropriate items):

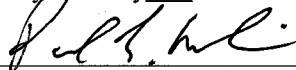
Budgeted:
Not Budgeted:
Amendment Required:
(requires controller approval)

Related Financial Comments: Funds for professional service assistance have been budgeted in 2006. Additional funds will be requested in the 2007 budget.

REVIEWS AND APPROVALS AS REQUIRED

✓ All Reviews and Approvals Received:

County Attorney _____ Risk Management _____ Human Resources _____ Controller _____ Other _____





8/25/06

DEPARTMENT APPROVAL

Division Approval

Date

Admin. Dept. Use Only: Approved _____ Denied _____ Tabled _____ Other _____



Carver County Planning and Water Management
Land & Water Services Division
Government Center – Administration Building
600 East 4th Street
Chaska, Minnesota 55318
Phone: (952)361-1820
Fax: (952)361-1828
www.co.carver.mn.us/pz

Memo

To: County Commissioners, David Hemze
From: Paul Moline, Planning and Water Management *PM*
Date: 08/28/2006
Re: County Comprehensive Plan 2030
CC: Dave Drealan, LWS Director

Enclosures: none

Staff is proposing to begin a process which will lead to an adopted Carver County Comprehensive Plan by the end of 2008. This memo will provide an overview of a process for developing this plan including:

- Purpose for Updated Plan
- Elements (contents) of the Plan
- Structure including County Board Involvement and County staff organization
- Stakeholder Group Involvement
- Public Participation and Engagement
- General Timelines and Budget

Staff's intent is to come back to the Board with an updated process following Board discussion and further input from Division heads and other key staff .

PLAN PURPOSE

There are two purposes for launching an update of the County's comprehensive plan: 1) Recent actions by the Metropolitan Council/corresponding State statute and perhaps more importantly, 2) The growth experienced in the County since 2000, and forecasted for 2030.

Metropolitan Council - The Metropolitan Council's *2030 Regional Development Framework*, the overall growth and development plan for the region was adopted January 14, 2004. This was followed by Met Council "systems statements" which are intended to help communities prepare or update their local comprehensive plans. These plans and actions by the Council are required under state law (MS 473) and mandate that local communities have until 2008 to submit their local comprehensive plans for Council review.

Growth Pattern – Population in the County is expected to increase by more than 100,000 people over the current 85,000 amount, as well as adding 50,000 more households, and 25,000 more jobs. The demand for corresponding infrastructure and services will also increase as will the need for more complex decisions on land use, natural areas and the type of growth desired in the County.

The County's current Comprehensive Plan was adopted in late 2000, and is quickly moving out of date in terms of the expected growth and the related policy decisions. A new plan also provides the opportunity to fold in other adopted County Plans and strategies for the future into one umbrella document.

The County Board has held two retreats which included discussion on a County vision for moving into the future. This process resulted in an adopted County Vision Statement (May 2, 2006) which provides direction for content in the updated plan including natural resources, economic development and supporting the communities for a lifetime concept.

PLAN ELEMENTS

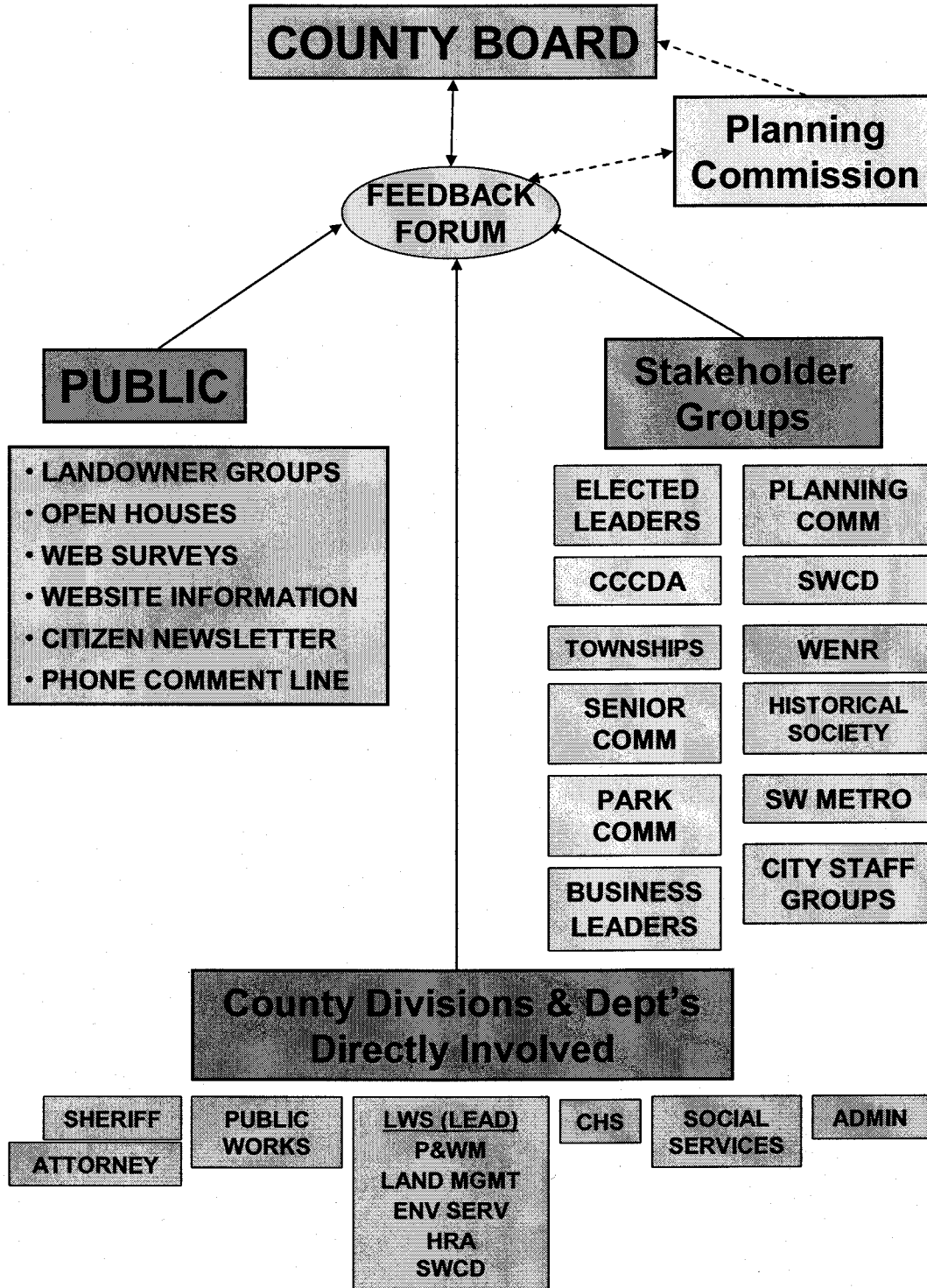
The goal of the 2030 plan is to incorporate several areas of County planning activity into one document which reflects the County vision and lays out County goals, policies, objectives, and implementation strategies. The Comprehensive plan will be built on and refer to several "sub" plans or technical documents (some are existing and others will be developed). Some of the elements are in the currently adopted Comp Plan, while others are proposed as new elements or separately adopted plans which could be folded into the 2030 plan.

PLAN ELEMENT	STATUS
LAND USE	In 2020 Plan – Update needed
TRANSPORTATION	In 2020 Plan – Update needed, Transit Plan NEW
PARKS/TRAILS	In 2020 Plan – Update needed
HOUSING	In 2020 Plan – Update needed
WATER MANAGEMENT	In 2020 Plan - Plan Adopted 2001. Updated needed.
HAZARD MITIGATION	Incorporated Element – Plan adopted 2006
SOLID WASTE	Incorporated Element – Plan adopted 2004
COMMUNITY HEALTH	Incorporated Element – Plan adopted 2003
HISTORIC PRESERVATION	Expanded Element - In 2020 Plan
CONSERVATION/NATURAL RESOURCES	Expanded Element – In 2020 Plan
MASTER PLAN FOR AGING	New Element – Partner with Senior Commission
ECONOMIC DEVELOPMENT	New Element – Partner with CDA
SERVICES /FACILITIES	New Element – Master Services/Space Plan underway
PUBLIC SAFETY	New Element – Sheriff's Office lead

GENERAL PLAN DEVELOPMENT STRUCTURE

A general structure for accomplishing plan development is included below. The process utilizes two main areas of input and evaluation: 1) stakeholder groups and 2) public citizens. The input and feedback from these groups would be used to develop draft goals, policies and implementation strategies to be forwarded to the County Board. The County Planning Commission role is two-fold: one of the key stakeholder groups in developing land use policy and interaction with Townships, and as the body which makes final recommendations to the Board on the overall plan (a step required by state statute). A feedback forum step is included in the process which would consist of a facilitated discussion with representatives of all groups including the Board. This larger meeting would occur one or two times in the later stages of the process. Staff is also proposing to update the Board monthly either at Board work sessions or through memo format.

GENERAL STRUCTURE DIAGRAM FOR PLAN DEVELOPMENT



PUBLIC ENGAGEMENT AND PARTICIPATION

Perhaps the most important input into a successfully implemented plan is that of the citizens and landowners in Carver County. This input is sometimes difficult to collect in a representative fashion, so many avenues are suggested. The LWS division will engage the services of the County's Extension Education Coordinator and outside professional services to assist in these efforts. This process will be refined as it moves forward, as input is collected and as issues are defined. The Board will be kept up to date on the progress of public engagement and any changes.

- Focus groups – Staff proposes to engage focus groups as needed to get input and feedback on plan concepts.
- Open Houses – Staff is proposing that open houses be held when a working draft of the plan is available in early – mid 2008.
- Surveys – Staff will use the results from the 2004 citizen survey and is not proposing to complete another survey at this time (a collaboration with other metro counties is possible in 2008). Staff is also looking to supplement the survey with electronic surveys via the County website. This option is flexible, cost efficient and can be tailored to specific topics or groups of citizens.
- County Website – In addition to the surveys mentioned above, the County website can be used to keep citizens current on the Comp Plan process and offer comments at any time.
- County Citizen Newsletter - The use of the existing County Citizen newsletter to provide updates, and event notices will be used as a tool to reach all residents.
- Phone Line – A phone line was established in April to take comments on the Comp Plan. This line will remain open and the number (361.1819) will be published as part of any Citizen or community newspaper article on the plan.

STAKEHOLDER GROUPS

There are several existing groups which can play an important role in the development of the plan. These groups have specific knowledge of specific plan elements have dealt with many of the related issues and will likely be making decisions affecting implementation of the plan in the future. Staff intends to use the groups for input and feedback and recommendation to the County Board as the plan is developed.

STAKEHOLDER GROUP	WILL PROVIDE MAIN INPUT ON ELEMENT...
Planning Commission	Land Use, All
HRA	Housing, Econ Devl
WENR	Conservation/ Nat Res, Water Mgmt
Park Commission	Parks/Trails, Conservation/Nat Res
SWCD	Conservation/ Nat Res, Water Mgmt
Senior Commission	Master Plan for Aging
Elected Leaders	All
Townships	Land Use, Transportation, Conservation/ Nat Res, Water Mgmt
SW Metro Transit Commission	Transportation
Area Business Leaders	Econ. Devl., Transportation
Historical Society	Historic Preservation
City Planners	All
City Engineers	Transportation, Water Mgmt
City Admin	All
Sheriff's Committees	Public Safety
Other Agencies (St, Fed, etc)	As needed

GENERAL TIMELINE

TIMEFRAME	MAJOR STEPS
Sep – Oct 2006	Organization/Preparation
Sep 2006 – Sep 2007	Work on Various Plan elements by Committees and Commissions; work with Townships on Township Plans
Jan – Dec 2007	Development of Draft Plan Documents
Dec 2007	“Working Draft” of Plan completed for review by Met C. and affected communities
Jan – Apr 2008	Open houses; Public Meetings; Public hearing by Planning Commission & approval by County Board for submittal to adjacent & affected communities
Apr 2008	Submit Plan with responses to comments to Metro Council
Jun 2008	Approval by Metro Council; Adoption by County Board (Depends on Metro C review and assumes there are no major problems)

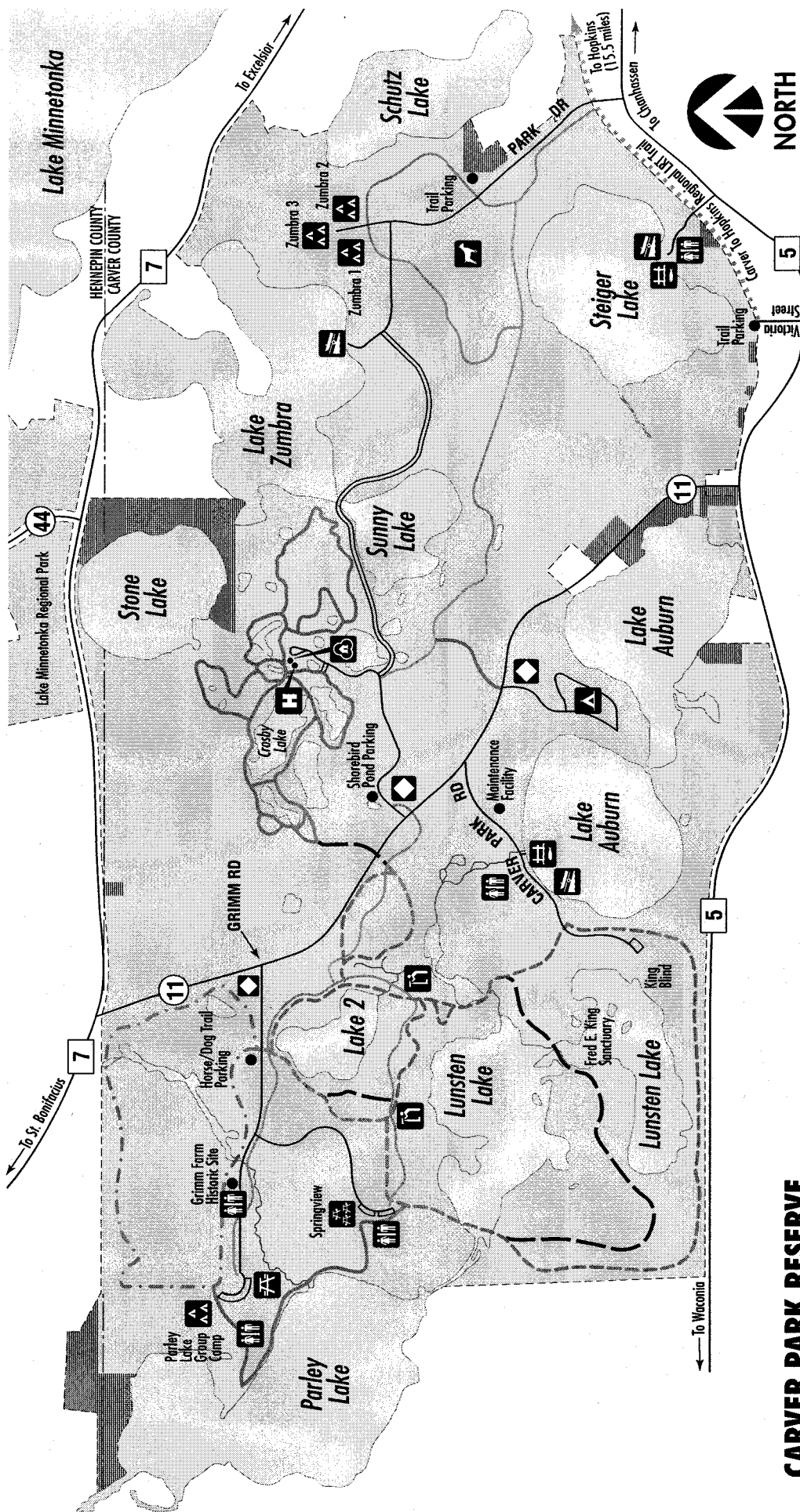
STAFF INVOLVEMENT

Land & Water Services, particularly the Planning & Water Mgmt Dept, is responsible for overall coordination of the process, integration of the Plan elements into a single, coherent document, and production of the final document. Coordination with other divisions and departments is an absolute necessity. Regular meetings of key staff will be held to coordinate the process.

Plan Element	Staff
LAND USE	Land Mgmt, Twps, P&WM; City Staff; Consultants
TRANSPORTATION	Public Works, SW Metro Staff; P&WM; Consultants
PARKS/TRAILS	Public Works Parks; Consultants
CONSERVATION/NAT. RES.	P&WM; Public Works Parks; SWCD, Consultants
WATER MANAGEMENT	P&WM, SWCD, Env Services, Extension
HOUSING	HRA Staff
MASTER PLAN FOR AGING	Commission Staff
ECONOMIC DEVELOPMENT	HRA; P&WM; Consultants
HAZARD MITIGATION	Emergency Services
WASTE – SOLID & HAZARDOUS	Env Services, P&WM
COMMUNITY HEALTH	CHS staff
SERVICES/ FACILITIES	Administrative Services
HISTORIC PRESERVATION	Hist Soc Staff; P&WM; Consultants
PUBLIC SAFETY	Sheriff, Attorney, Courts

PROJECT FUNDING

A wide array of funding sources will support the planning process. Some are existing sources while others are specifically dedicated to the project. In many cases there is joint funding of a plan element, Transit for example, is proposed to be jointly funded by the County and by Southwest Metro Transit commission. An effort has been made to utilize existing internal resources where ever possible, but in many cases outside assistance and expertise will be needed. Professional assistance will likely be needed in the areas of natural resources, economic development, transportation, transit, land use, historic preservation, parks/ trails, public engagement and overall organization. Other expenses include printing, supplies and equipment, any necessary per deims and other expenses. LWS has funds budget in 2006 for Comprehensive Planning activities and will be requesting additional funds in the 2007 budget request. Other divisions and agencies are also allocating resources to the planning process.



CARVER PARK RESERVE

LEGEND: SPRING • SUMMER • FALL

- Hiking Trails - 29.8 mi.
- Biking Trails - 8.5 mi.
- Dog Trails - 2.8 mi.
- Horse Trails - 9 mi.
- Paved Hiking/Bike Trail - 8.5 mi.
- Regional Trail Access
- Unpaved Hiking Trail - 6.2 mi.
- Unpaved Hiking/Horse Trail - 6.25 mi.
- Unpaved Hiking/Horse/Dog Trail - 2.8 mi.
- Aggregate Regional Trail
- Winter Ski Trail-No Summer Access
- Park Boundary
- Road
- Private Property
- Service Road - No Access
- Boat Launch - Paved (Auburn)
- Boat Launch - Unpaved (Steiger, Zumbra)
- Dog Off-leash Area (under construction 2006)
- Entry Station
- Fishing Pier
- General Picnic Area
- Habitats Education Play Area
- Lake Auburn Campground
- Lowry Nature Center
- Reservation Picnic Area/Non-sheltered - 1 site
- Reservation Group Camp
- Restrooms
- Scenic Overlook

MILES 0 5



Accessibility: The Park District's goal is to make it possible for everyone, including persons with disabilities, to take advantage of the Park District and its offerings. For information about the most accessible areas or facilities, call 763/559-9000 or 763/559-6719 (TTY/TDD) weekdays.

