

**Public Works Equipment Tour  
September 15, 2015 2:00 p.m.  
Public Works Headquarters – Cologne, Minnesota**



Carver County Board of Commissioners  
September 15, 2015  
Board Meeting  
County Board Room  
Carver County Government Center  
Human Services Building  
Chaska, Minnesota

- 4:00 p.m. 1. a) **CONVENE**  
b) **Pledge of allegiance**  
c) **Public comments (limited to five minutes)** *Anyone wishing to address the Board of Commissioners on an item not on the agenda may come forward at this time. Please limit your comments to five minutes.*
2. Agenda review and adoption
3. Approve minutes of September 1, 2015, Regular Session ..... 1-3
4. Community Announcements
- 4:05 p.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy and livable communities*
- 5.1 Request for approval to contract with Midwest Medical Examiner's Office ..... 4-5
- 5.2 Agreement with City of Chaska and TC&W Railroad for Replacement of At-Grade Crossing Surface on CSAH 14 (Bavaria Road)..... 6
- 5.3 Payment for Right-of-way Acquisition for the CSAH 11 and 6th Street Intersection Improvement Project (SAP 010-611-016)..... 7-10
- 5.4 Award Bid for CSAH 11 Intersection Improvements at 6th Street..... 11-14
- 5.5 Authorize Public Works Director or his agent to sign CRP Transfer Documents ..... 15
- Connections: Develop strong public partnerships and connect people to services and information*
- 5.6 Application for 2015-2016 renewal of On Sale Liquor License for Parley Lake Winery LLP dba Parley Lake Winery ..... 16
- 5.7 Application for 2015-2016 renewal of On Sale and Sunday Liquor License for Lefties, LLC dba Traditions Old & New ..... 17
- 5.8 Application for 2015-2016 renewal of On Sale and Sunday Liquor License for Island View Golf Club, Inc. dba Island View Golf Club. .... 18
- 5.9 Application for 2015-2016 renewal of On Sale and Sunday Liquor License for Baumann Enterprises, Inc. dba B's on the River. .... 19
- 5.10 Application for 2015-2016 renewal of On Sale and Sunday Liquor License for WJVA, Inc. dba Timber Creek Golf Course. .... 20
- 5.11 Application for 2015-2016 renewal of On Sale and Sunday Liquor License for Lancer at Edinburgh, Inc. dba Lancer Catering Waconia. .... 21
- 5.12 Application for 2015-2016 renewal of On Sale Liquor License for Schram Winery LLC dba Schram Vineyards ..... 22

5.13	Increased Compensation for Court-Appointed Attorneys.....	23
5.14	Joint Powers Agreement with Scott County for Bridge No. 70532 Rehabilitation Project on CSAH 11.....	24

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

5.15	Resolution for TED Funding for TH 41 Reconstruction.....	25-27
5.16	Payment for Right-of-way Work for CSAH 18 Reconstruction from Audubon Road to Powers Blvd.....	28-31
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*Culture: Provide an organizational culture which fosters individual accountability to achieve goals*

5.18	Approval of the 2016 Law Enforcement Labor Services Licensed Sergeants Collective Bargaining Agreement.....	33
5.19	Approval of the 2015-2016 Supervisors and Managers Association of Carver County (SMACC) Collective Bargaining .....	34

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

5.20	Approval of Health and Human Services software projects to improve efficiencies and reduce costs. ....	35-36
5.21	Certificate of County Board Classification of Forfeited Lands.....	37-43
5.22	Review Social Services/Commissioners Warrants .....	NO ATT

4:05 p.m.	<b>6. GROWTH: Manage the challenges and opportunities resulting from growth and development</b>	
	6.1 Property Assessed Clean Energy Program (PACE).....	44
4:20 p.m.	<b>7. COMMUNITIES: Create and maintain safe, healthy and livable communities</b>	
	7.1 Lake Waconia Regional Park Master Plan Amendment Boundary Adjustment - Coney Island.....	45
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	8.1 Preliminary 2016 County Tax Levy and Budget .....	46-68
	8.2 Preliminary 2016 Carver County Water Management Organization Levy.....	69-71
5:15 p.m.	<b>RECESS AS COUNTY BOARD AND CONVENE AS CARVER COUNTY REGIONAL RAIL AUTHORITY</b>	
5:15 p.m.	<b>9. FINANCES: Improve the County's financial health and economic profile</b>	
	9.1 Preliminary 2016 Regional Rail Authority Levy and Budget ("CCRRA").....	72-73
5:25 p.m.	<b>ADJOURN AS CARVER COUNTY REGIONAL RAIL AUTHORITY AND RECONVENE AS CARVER COUNTY BOARD</b>	
5:25 p.m.	<b>10. CULTURE: Provide an organizational culture which fosters individual accountability to achieve goals</b>	
	10.1 Closed Session for Labor Negotiations Strategy.....	74
6:15 p.m.	<b>ADJOURN REGULAR SESSION</b>	

6:15 p.m.

**BOARD REPORTS**

1. Chair
2. Board Members
3. Administrator
4. Adjourn

David Hemze  
County Administrator

**UPCOMING MEETINGS**

September 22, 2015	9:00 a.m. Work Session/SW Reconnection Project Tour
September 29, 2015	No Meeting
October 6, 2015	9:00 a.m. Board Meeting
October 13, 2015	No Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on September 1, 2015. Chair Randy Maluchnik convened the session at 9:00 a.m.

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

Members absent: None.

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

Ische moved, Workman seconded, to approve the minutes of the August 18, 2015, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Contract with SRF Consulting Group in the amount of \$76,809 pending finalization of the contract review process.

Professional services amendment with CIS and State of Minnesota pending finalization of the contract review process.

Approved one day to four day temporary on sale liquor license application for St. Peter Lutheran Church, Watertown for Saturday, October 24, 2015.

Resolution #44-15, Authorizing Payment of Settlement of Compensation to Landowner for Right of Way and Easements Required for the CSAH 30 Bridge Replacement, Project # SAP 010-630-030.

Authorized the Chair and County Administrator to sign and accept the grant agreement for the 2015 Emergency Management Performance Grant.

Resolution #45-15, Authorizing Payment of Settlement of Compensation for Landowner for Easements Required for the CSAH 11/6<sup>th</sup> Street Improvements, Project # SAP 010-611-06.

Changed 0.4 FTE part-time Veterans Services Driver to 0.4 FTE Veterans Services STOC pool.

Approved accepting two donated tickets to the Renaissance Festival to be given to employee through drawing or other method.

Contract with Wenck Construction and Remediation, Inc., pending completion of the contract review process.

Adopted the Findings of Fact and issued Order PZ20150034 for the issuance of Conditional Use permit #PZ20150034, Dale Kutzke/David Bergmann Family Share Trust, Laketown Township.

Adopted the Findings of Fact and issued Order PZ20150040 for the issuance of Conditional Use Permit #PZ20150040, Wallace and Beth Metzen, Waconia Township.

Adopted the Findings of Fact and issued Order PZ20150014 for the issuance of Conditional Use Permit #PZ20150014, Chuck Beisner (Sunshare, LLC)/Bongard Creameries, Benton Township

Approved changes in Social Worker II FTEs for the HCBC Department creating a 1.0 FTE Social Worker II and a .09 FTE Social Worker II and related budget amendment.

Approved the Memorandum of Agreement with the Teamsters Sheriff's Office Detention Sergeants for 2016 cafeteria contributions.

Approved the Memorandum of Agreement with the Teamster Sheriff's Office non-licensed management personnel and PSASP Supervisors for 2016 cafeteria contributions.

Approved the following abatements/additions:

75.5220240	Denette Collins
50.6500140	Lynn Laumann
30.4920702	Carissa Mader
75.5750210	Chad Heinrich
30.9520139	Carissa Smith (exempt home removed)
30.9520139	Carissa Smith (omitted property new home)

Reviewed August 25, 2015, Community Social Services' actions/Commissioners' warrants in the amount of \$382,894.03 and reviewed September 1, 2015, Community Social Services' actions/Commissioners' warrants in the amount of \$267,897.90.

Motion carried unanimously.

Rod Franks, Health and Human Services, requested the Board endorse Governor Dayton's proclamation designating August as Child Support Awareness Month. He reviewed data comparing the County's operations to surrounding counties and pointed out Carver County came up on top. Franks noted they could not be as successful without the collaboration that they have with the County Attorney's Office.

Ische moved, Degler seconded, to endorse the Proclamation from Governor Dayton which designated the month of August, 2015, as Child Support Awareness Month. Motion carried unanimously.

Julie Frick, CDA, requested the Board approve their 2016 operating budget.

Sarah Carlson, CDA Board Chair, highlighted the CDA's major accomplishments for the last three years. She pointed out their goals and strategic issues. Carlson explained their requested levy would result in a \$5.15 tax impact on an estimated value home of \$303,300.

Karen Reed, CDA, reviewed projected revenue and expenditures.

Ische offered the following Resolution, seconded by Workman:

Resolution #46-15  
Approving the 2016 Proposed Budget and Payable 2016 Tax Levy of the  
Carver County Community Development Agency and  
Certifying Said Levy to the County Auditor

On vote taken, all voted aye.

Nick Koltavy, Public Services, requested the Board approve updates to County policy manuals. He identified polices that were either updated or newly created. Kristen Hack, Employee Relations, reviewed updates to the Personnel Policy Manual.

Workman moved, Lynch seconded, to approve updates to the Administrative Policy Manual, Financial Policy Manual and Personnel Policy Manual. Motion carried unanimously.

Degler moved, Lynch seconded, to adjourn the Regular Session at 9:40 a.m. and go into a work session for an AIS policy update. Motion carried unanimously.

David Hemze  
County Administrator

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

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Request for approval to contract with Midwest Medical Examiner's Office**

Primary Originating Division/Dept: Sheriff <input type="text"/>	Meeting Date: 9/15/2015 <input type="text"/>
Contact: Debra Paige <input type="text"/> Title: Commander of Emergency Man <input type="text"/>	Item Type: Consent <input type="text"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: Communities: Create and maintain safe, healthy, and livable communities <input type="text"/>	

**BACKGROUND/JUSTIFICATION:**

Anoka County appointed, Dr. Quinn Strobl, a doctor of medicine licensed to practice medicine in the state of Minnesota and who is a forensic pathologist certified by the American Board of Pathology, as Chief Medical Examiner for Anoka County pursuant to Minn. Stat. § 390.33. Dr. Quinn Strobl, and the staff of Anoka, will provide Medical Examiner services for Carver County as set forth in Minn. Stat. § 390.005 (2014) and §§ 390.31 -.35 (2014) as part of her duties.

**ACTION REQUESTED:**

Approve and authorize the Board Chair to sign the Contract with Midwest Medical Examiner's Office to provide medical examiner services for Carver County. Also sign the attached Resolution appointing Dr. Quinn Strobl as Carver County Medical Examiner from January 1, 2016 - December 31, 2018

<b>FISCAL IMPACT:</b> Included in current budget <input type="text"/> If "Other", specify: <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> <b>\$236,310.00</b> <input type="text"/> <input type="text"/> <b>Total</b> <input type="text"/> <b>\$236,310.00</b> <input type="checkbox"/> Insert additional funding source
<b>FTE IMPACT:</b> None <input type="text"/>	

**Related Financial/FTE Comments:**

To be billed and paid quarterly in the amount of \$59,077.50.

*Office use only:*

RBA 2015 - 3452



# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

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

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

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

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

**WHEREAS**, Carver County has statutory obligations pursuant to Minnesota Statutes Chapter 390 to appoint a Medical Examiner and provide for reasonable and necessary compensation for expenses of the Medical Examiner; and

**WHEREAS**, the County has approved a contract with Anoka County to provide the services to meet these statutory obligations; and

**WHEREAS**, Dr. Quinn Strobl is a doctor of medicine licensed to practice medicine in the State of Minnesota and a forensic pathologist certified by the American Board of Pathology, and has been appointed as the Chief Medical Examiner of the Anoka County Medical Examiner's Office; and

**NOW, THEREFORE BE IT RESOLVED**, that pursuant to Minnesota State Statute 390.005, the Carver County Board of Commissioners appoints Dr. Quinn Strobl as the Carver County Medical Examiner for a three-year term for the period of January 1, 2016 through December 31, 2018.

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

**STATE OF MINNESOTA  
COUNTY OF CARVER**

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the \_\_\_\_\_ day of \_\_\_\_\_, 2015, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

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

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



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Agreement with City of Chaska and TC&W Railroad for Replacement of At-Grade Crossing Surface on CSAH 14 (Bavaria Road)**

Primary Originating Division/Dept: <u>Public Works - Program Delivery</u>	Meeting Date: <u>9/15/2015</u>
Contact: <u>Darin Mielke</u> Title: <u>Assistant Public Works Director</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

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

**BACKGROUND/JUSTIFICATION:**

The Twin Cities & Western Railroad (TCW) Crossing at CSAH 14 / Bavaria Road is in need of replacement. This segment of CSAH 14/Bavaria Road is a County State Aid Highway and City of Chaska Street. This agreement provides for TCW to provide the labor and equipment to complete the crossing work. The County and City of Chaska will reimburse TCW for the crossing material costs at a 50/50 cost share. The County will reimburse the City for 50% of the City's cost to complete traffic control, pavement cutting, and approach paving.

**ACTION REQUESTED:**

Approve agreement with City of Chaska and TC&W Railroad in the amount of \$53,679.98, pending finalization of the contract review process.

**FISCAL IMPACT:** Included in current budget  
*If "Other", specify:*

**FTE IMPACT:** None

**FUNDING**

County Dollars =	<b>\$19,258.43</b>
City of Chaska	\$16,758.43
TCW RR	\$17,663.12
<b>Total</b>	<b>\$53,679.98</b>

**Related Financial/FTE Comments:**

TCW RR to pay labor and equipment cost of \$17,663.12  
 City of Chaska to pay 50% of material cost of \$16,758.43.  
 Carver County to pay 50% of material cost of \$16,758.43 and 50% of cost of work completed by City of Chaska estimated at less than \$2500.

*Office use only:*

RBA 2015 - 3487

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Payment for Right-of-way Acquisition for the CSAH 11 and 6th Street Intersection Improvement Project (SAP 010-611-016)**

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Patrick Lambert"/> Title: <input type="text" value="Right-of-Way Agent"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

The 2015 construction program includes improvements to the intersection of CSAH 11 and 6th St in Carver, MN. Additional right-of-way is needed to complete this project. Carver County Public Works has negotiated a settlement with a property owner for the acquisition of a permanent roadway easement and a temporary construction easement along the CSAH 11 corridor at PID #04.0131100.

**ACTION REQUESTED:**

Adopt a resolution to authorize payment of compensation based on a negotiated settlement for easements required for the CSAH 11 and 6th Street Intersection Improvement Project (SAP 010-611-016).

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> <b>County Dollars =</b> <input type="text"/> CSAH Funds (Gas Tax etc) <input type="text" value="\$12,300.00"/> <b>Total</b> <input type="text" value="\$12,300.00"/> <input checked="" type="checkbox"/> Insert additional funding source
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

Related Financial/FTE Comments:

*Office use only:*

RBA 2015 - 3488

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

Date: September 15, 2015\_\_\_\_\_ Resolution No: \_\_\_\_\_

Motion By Commissioner: \_\_\_\_\_ Seconded by Commissioner: \_\_\_\_\_

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**Resolution Authorizing Payment of Settlement of Compensation to  
Landowner for Easements Required for the CSAH 11/6<sup>th</sup> St Improvements,  
Project # SAP 010-611-016**

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

WHEREAS, the County, acting by and through its Board of Commissioners, is authorized by law to acquire land and other interests in real estate which are needed for public use or purpose; and

WHEREAS, Carver County wishes to complete improvements to the intersection of CSAH 11 and 6<sup>th</sup> St, Carver, MN, Project #SAP 010-611-016 (“Project”); and

WHEREAS, in order to complete the Project it is necessary for the County to purchase property interests from the property described in Exhibit A attached hereto; and

WHEREAS, the County has obtained an appraisal to provide the County with an estimate of the damages caused by the County’s acquisition of the property interests required for the Project; and

WHEREAS, upon receipt of the appraisal, the County made an offer of compensation to the land owner for the needed property interests consistent with the estimate of the damages being incurred by the owner as a result of the County’s acquisitions; and

WHEREAS, a settlement has been reached with a property owner impacted by the project.

NOW, THEREFORE, BE IT RESOLVED by the Carver County Board of Commissioners as follows:

1. The Board of Commissioners finds that it is necessary and for a public purpose for the County to acquire the property interests described in Exhibit A for the Project.
2. Based upon an appraisal received by Carver County and negotiations with the affected property owner by the Director of Public Works or agents under his

supervision pay to said property owner the negotiated settlement amount, (which total an aggregate amount of \$12,300.00).

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

STATE OF MINNESOTA    )  
                                           ) ss.  
 COUNTY OF CARVER         )

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 15th day of September, 2015, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 15th day of September, 2015.

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

Subscribed and sworn to before me  
 this \_\_\_\_ day of \_\_\_\_\_, 2015.

Notary Public \_\_\_\_\_

My Commission Expires \_\_\_\_\_

Notary Stamp

**Exhibit A**

**Property Interest Required for the Intersecion Improvements at CSAH 11 and 6<sup>th</sup> St. in  
Carver, MN  
Project #SAP 010-611-016**

(Acquisition)

P.I.D. No. 04.0131100

Vernon Olsen Trust, Lorraine Olsen Trust & Estate of Lyle Olsen

Taking of a Temporary construction easement over County State Aid Highway No. 11.

Settlement Amount: \$12,300.00.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

Award Bid for CSAH 11 Intersection Improvements at 6th Street

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 9/15/2015

Contact: Scott Smith Title: Design Engineer

Item Type: Consent

Amount of Time Requested: minutes

Attachments:  Yes  No

Presenter: Title:

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

The intersection at county road 11 (Johnathan Carver Pkwy) and 6th Street in the City of Carver is in need of drainage and safety improvements. The county in coordination with the city has designed improvements to help address both of these concerns.

The county has entered into a joint powers agreement with the city for cost share of the improvements in accordance with the county cost participation policy.

The project (county project # 128715, state project # SAP 010-611-016) consists of widening the current two lane roadway to accomodate the addition of a left turn lane.

The project will also construct storm water improvements to address a long standing drainage issue with property in the SW corner of the intersection.

The Engineer's estimate is \$714,910.50. Bids were opened on Thursday, September 3, 2015 at 2:00 PM. (See attached low bid information). The low bidder is GMH Asphalt in the amount of \$489,281.43. The contractor has indicated that it is their intention to complete the project this fall.

The project is funded with County State Aid Highway (CSAH) funds and local funds.

**ACTION REQUESTED:**

Adopt a resolution to award a construction contract to the low bidder, GMH Asphalt, for the CSAH 11 improvement project at 6th Street in Carver, project number 128715, SAP 010-611-016 pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

If "Other", specify:

**FUNDING**

County Dollars =	\$0.00
City of Carver	\$16,657.62
CSAH (gas tax etc)	\$472,623.81
<b>Total</b>	<b>\$489,281.43</b>

FTE IMPACT: None

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3510

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

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

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**Awarding of the 128715 SAP 010-611-016 CSAH 11 Intersection Improvements at 6th Street  
Project, Carver County Contract 15-420**

WHEREAS, The County Engineer has secured and designated funding for this contract in the current fiscal year Road and Bridge budget; and

WHEREAS, On Thursday, September 3, 2015 at 2:00 p.m. at Carver County Public Works, 11360 Highway 212, Cologne, Minnesota, one (1) bid was received by Carver County Public Works and opened by two (2) representatives of Carver County Public Works for the **128715 SAP 010-611-016 CSAH 11 Intersection Improvements at 6th Street** Project, said bids for the responsible bidders are summarized as follows:

<u>Contractor</u>	<u>Total Bid</u>	<u>Over/Under Engineers Estimate</u>
GMH Asphalt	\$489,281.43	-31.56 %
<i>Engineers Estimate</i>	<i>\$714,910.50</i>	

And WHEREAS, after examination of the bids by Carver County Public Works, **GMH Asphalt** is the successful low responsible bidder;

NOW THEREFORE, BE IT RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Carver County Contract **15-420** with **GMH Asphalt** of Chaska, MN, in the name of the County of Carver for the construction of the **128715 SAP 010-611-016 CSAH 11 Intersection Improvements at 6th Street** Project in accordance with the construction plans and specifications contained in the project manual; and

BE IT FURTHER RESOLVED that Carver County Public Works is hereby authorized and directed to return the proposal guaranty to the bidders, except that of the successful low responsible bidder and second and third lowest bidder, which shall be retained until the construction contract has been signed and the performance and payment bonds of the low responsible bidder have been executed; and

BE IT FURTHER RESOLVED that Carver County Engineer, or his designee, is hereby authorized to take actions necessary and to enter into work orders, change orders or supplemental agreements on behalf of Carver County with an amount less than twenty-five thousand dollars (\$25,000.00) and an increased aggregate project total of all project changes of fifty thousand dollars (\$50,000.00), when time is of the essence to make contract changes due to unforeseen construction conditions in order to minimize construction delays and to efficiently carry out the planned project improvements.

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

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STATE OF MINNESOTA  
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the day of September 15, 2015, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 15th day of September, 2015.

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



# Project Bid Summary

CSAH 11 & 6TH STREET IMPROVEMENTS

CARVER COUNTY Project No. 128715

CITY OF CARVER

BMI #C15.109902

S.A.P. 010-611-016

## Bid Opening on September 3, 2015

Vendor Number	Business Name	Total Bid Amount	Percent Over/Under Estimate
	<b>Engineers Estimate</b>	<b>\$714,910.50</b>	
N/A	GMH Asphalt	\$489,281.43	31.56% UNDER ESTIMATE

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Authorize Public Works Director or his agent to sign CRP Transfer Documents**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Patrick Lambert"/> Title: <input type="text" value="Right-of-Way Agent"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

The 2015 construction season includes the reconstruction of CSAH 10 from CSAH 30 on the south to State Highway 7 on the north, Project Number 010-610-046. as part of the project, the county purchased approximately 10.39 acres along the Dakota Rail Regional Trail for the purpose of constructing an access from Co. Rd. 10 to the trail. A portion of the purchased land is covered by a Conservation Reserve Program Contract through September 30,2018. In order to avoid repaying approximately \$10,000 in prior payments made by The Carver County Farm Service Agency to the former owners, Ralph and June Rosckes, it is necessary to transfer the Conservation Reserve Program Contract to Carver County.

**ACTION REQUESTED:**

Approve the Public Works Director, or his agent, to sign necessary documents to transfer the Conservation Reserve Program Contract from Ralph and June Rosckes to Carver County.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text"/> \$0.00 <b>Total</b> <input type="text"/> \$0.00
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source

Related Financial/FTE Comments:

*Office use only:*

RBA 2015 - 3512

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Application for 2015-2016 renewal of On Sale Liquor License for Parley Lake Winery LLP dba Parley Lake Winery**

Primary Originating Division/Dept: <input type="text" value="PRTS - Property Taxation"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Lin Deardorff, Chairman of Parley Lake Winery LLP dba Parley Lake Winery has applied for renewal of their On-Sale Liquor License. They are located at 8350 Parley Lake Rd, Waconia. There are no delinquent real estate taxes owing on the parcels.

**ACTION REQUESTED:**

Approval of the application for renewal of the On-Sale Liquor License for Parley Lake Winery LLP dba Parley Lake Winery.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text"/> <b>Total</b> <span style="float: right;">\$0.00</span>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source

**Related Financial/FTE Comments:**

License fee: On Sale Liquor License \$2,000.00.

*Office use only:*

RBA 2015 - 3478

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Application for 2015-2016 renewal of On Sale and Sunday Liquor License for Lefties, LLC dba Traditions Old & New**

Primary Originating Division/Dept: <input type="text" value="PRTS - Property Taxation"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Jacqueline Brantley, President of Lefties, LLC dba Traditions Old & New has applied for renewal of their On Sale and Sunday Liquor License. They are located at 6940 Dahlgren Rd, Chaska. There are no delinquent real estate taxes owing on the parcel.

**ACTION REQUESTED:**

Approval of the application for renewal of the On-Sale and Sunday Liquor License for Lefties, LLC dba Traditions Old & New.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text"/> <b>Total</b> <span style="float: right;">\$0.00</span>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source

**Related Financial/FTE Comments:**

License fee: On Sale Liquor License - \$2,000.00 and Sunday On Sale - \$200.00.

*Office use only:*

RBA 2015 - 3479

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Application for 2015-2016 renewal of On Sale and Sunday Liquor License for Island View Golf Club, Inc. dba Island View Golf Club.**

Primary Originating Division/Dept: <input type="text" value="PRTS - Property Taxation"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Cliff Stahlke, Club Coordinator of Island View Golf Club, Inc. dba Island View Golf Club has applied for renewal of their On-Sale and Sunday Liquor License. They are located at 7795 Laketown Pkwy, Waconia. There are no delinquent real estate taxes owing on the parcels.

**ACTION REQUESTED:**

Approval of the application for renewal of the On Sale and Sunday Liquor License for Island View Golf Club, Inc. dba Island View Golf Club.

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

**Related Financial/FTE Comments:**

License fee: On Sale Liquor License - \$2,000.00 and Sunday On Sale - \$200.00.

*Office use only:*

RBA 2015 - 3480

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Application for 2015-2016 renewal of On Sale and Sunday Liquor License for Baumann Enterprises, Inc. dba B's on the River.**

Primary Originating Division/Dept: <input type="text" value="PRTS - Property Taxation"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Bryan Baumann, President of Baumann Enterprises, Inc. dba B's on the River has applied for renewal of their On Sale and Sunday Liquor License. They are located at 1455 County Road 27, Watertown. There are no delinquent real estate taxes owing on the parcel.

**ACTION REQUESTED:**

Approval of the application for renewal of the On Sale and Sunday Liquor License for Baumann Enterprises, Inc. dba B's on the River.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text"/> <b>Total</b> <span style="float: right;">\$0.00</span>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source

**Related Financial/FTE Comments:**

License fee: On Sale Liquor License - \$2,000.00; Sunday - \$200.00.

*Office use only:*

RBA 2015 - 3481

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Application for 2015-2016 renewal of On Sale and Sunday Liquor License for WJVA, Inc. dba Timber Creek Golf Course.**

Primary Originating Division/Dept: <input type="text" value="PRTS - Property Taxation"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Todd Moore, Secretary of WJVA, Inc. dba Timber Creek Golf Course has applied for renewal of their On Sale and Sunday Liquor License. They are located at 9750 County Road 24, Watertown. There are no delinquent real estate taxes owing on the parcels.

**ACTION REQUESTED:**

Approval of the application for renewal of the On Sale and Sunday Liquor License for WJVA, Inc. dba Timber Creek Golf Course.

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

**Related Financial/FTE Comments:**

License fee: On Sale Liquor License - \$2,000.00; Sunday - \$200.00.

*Office use only:*

RBA 2015 - 3482

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Application for 2015-2016 renewal of On Sale and Sunday Liquor License for Lancer at Edinburgh, Inc. dba Lancer Catering Waconia.**

Primary Originating Division/Dept: <input type="text" value="PRTS - Property Taxation"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Stephen Craver, Treasurer of Lancer at Edinburgh, Inc. dba Lancer Catering Waconia has applied for renewal of their On Sale and Sunday Liquor License. They are located at 8155 Paradise Lane, Waconia (Waconia Event Center). There are no delinquent real estate taxes owing on the parcel.

**ACTION REQUESTED:**

Approval of the application for renewal of the On Sale and Sunday Liquor License for Lancer at Edinburgh, Inc. dba Lancer Catering Waconia.

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

**Related Financial/FTE Comments:**

License fee: On Sale Liquor License - \$2,000.00; Sunday - \$200.00.

*Office use only:*

RBA 2015 - 3483



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Application for 2015-2016 renewal of On Sale Liquor License for Schram Winery LLC dba Schram Vineyards**

Primary Originating Division/Dept: <input type="text" value="PRTS - Property Taxation"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Teri Spencer"/> Title: <input type="text" value="Settlement Tech"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Aaron and Ashley Schram, President and Vice-President of Schram Winery LLC dba Schram Vineyards has applied for renewal of their On Sale Liquor License. They are located at 8785 Airport Road, Waconia. There are no delinquent real estate taxes owing on the parcel.

**ACTION REQUESTED:**

Approval of the application for renewal of the On Sale Liquor License for Schram Winery LLC dba Schram Vineyards.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> <input type="text"/> <b>Total</b> <span style="float: right;">\$0.00</span>
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source

**Related Financial/FTE Comments:**

License fee: On Sale Liquor License - \$2,000.00

*Office use only:*

RBA 2015 - 3489

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

Increased Compensation for Court-Appointed Attorneys

Primary Originating Division/Dept: <input type="text" value="Court Administration"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Kristen Trebil-Halbersma"/> Title: <input type="text" value="Court Administrator"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

In limited civil cases, court-appointed, publicly-funded, attorneys are statutorily mandated. These are lawyers who provide free legal representation to persons that qualify based on income, asset and household expense information. The court reviews a person's application and decides whether a court-appointed attorney will be assigned.

While court-appointed attorneys are mandated, each individual county has the ability to establish the hourly rate of compensation for court-appointed attorneys appearing in its jurisdiction. The State has passed the obligation for funding court-appointment attorneys to each individual county.

The First Judicial District increased the rate of compensation for court-appointed attorneys from \$50.00 to \$75.00 per hour in January 2006. Carver County's rate of compensation currently remains at \$75.00 per hour.

Currently, the court has experienced a decrease in attorneys willing to accept court appointments in Carver County. Court Administration staff spends a great deal of time attempting to secure attorney appointments, from a very limited panel of interested attorneys. This impacts court cases, creates backlog, and delays the entire judicial process. Furthermore, in complex cases such as Sexually Dangerous Predator civil commitments, Court Administration has been unable to find a qualified attorney willing to accept the appointment.

Court Administration, along with the County Attorney's Office, analyzed this trend. We concluded that the decrease in attorney availability is due, in part, to Carver County's hourly rate of compensation not being competitive with the hourly rate of compensation in the surrounding counties, particularly in neighboring Scott County, where the rate of compensation is \$100.00 per hour.

To attract a broader pool of court-appointed attorneys, we recommend increasing the hourly rate of compensation to \$100.00 per hour effective January 1, 2016. Judge T. Conkel, Chief Judge of the First Judicial District, as well as all of the Carver County Judges are in support of the proposed rate increase.

**ACTION REQUESTED:**

Approve an increase in the rate of compensation for court-appointed attorneys to \$100.00 per hour.

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

Office use only:

RBA 2015 - 3491

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Joint Powers Agreement with Scott County for Bridge No. 70532 Rehabilitation Project on CSAH 11**

Primary Originating Division/Dept: <input type="text" value="Public Works - Program Delivery"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Bill Weckman"/> Title: <input type="text" value="Program Delivery Manager"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Connections: Develop strong public partnerships and connect people to services and information"/>	

**BACKGROUND/JUSTIFICATION:**

Bridge No 70532 on Carver County State-Aid Highway 11 and Scott County State-Aid Highway 9 over the Minnesota River is in need of deck repairs and rehabilitation which will include a concrete deck mill and overlay. Carver County has two other bridges where similar deck rehabilitation work will be completed in 2016 and will be the lead agency for this joint project. This Joint Powers Agreement outlines the responsibilities for each county for completion of this work along with agreement on splitting the contract costs.

**ACTION REQUESTED:**

Approve joint powers agreement with Scott County for the Bridge No. 70532 Rehabilitation Project pending finalization of the contract review process.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;"><b>County Dollars =</b></td> <td style="width: 30%;"><input type="text"/></td> </tr> <tr> <td>CSAH Const. - Reg</td> <td style="text-align: right;">\$325,000.00</td> </tr> <tr> <td>Scott County</td> <td style="text-align: right;">\$325,000.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$650,000.00</b></td> </tr> </table> <input checked="" type="checkbox"/> Insert additional funding source	<b>County Dollars =</b>	<input type="text"/>	CSAH Const. - Reg	\$325,000.00	Scott County	\$325,000.00	<b>Total</b>	<b>\$650,000.00</b>
<b>County Dollars =</b>	<input type="text"/>								
CSAH Const. - Reg	\$325,000.00								
Scott County	\$325,000.00								
<b>Total</b>	<b>\$650,000.00</b>								
<b>FTE IMPACT:</b> <input type="text" value="None"/>									

**Related Financial/FTE Comments:**

Carver County and Scott County to equally share (50/50) construction and professional engineering services costs for the project. Preliminary estimates are \$600,000 for construction and \$50,000 for engineering.

*Office use only:*

RBA 2015 - 3497

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Resolution for TED Funding for TH 41 Reconstruction**

Primary Originating Division/Dept: <u>Public Works</u>	Meeting Date: <u>9/15/2015</u>
Contact: <u>Lyndon Robjent</u> Title: <u>Public Works Director</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No

Strategic Initiative:  
Growth: Manage the challenges and opportunities resulting from growth and development

**BACKGROUND/JUSTIFICATION:**

Carver County has been selected for a federal grant to expand TH 41 between TH 212 and Pioneer Trail in Chaska in 2018. The construction cost is estimated at approximately \$14,000,000. The federal grant is for \$7,420,000.

The State is seeking applications for \$30 million in grants for transportation projects that support economic development through the Transportation Economic Development (TED) program. Approximately \$15 million will be available in the Twin Cities region.

Carver County will partner with the City of Chaska to pursue a grant for TH 41. Details are still being worked out on the amount of grant dollars to seek. Its is likely to be around \$3.5 million. Remaining costs will be split between the county, city and state. Details of this cost split will be determined during the project development process.

The TED grant application is due to MnDOT on September 25.

**ACTION REQUESTED:**

Adopt a resolution to authorize pursuit of Transportation Economic Development (TED) Funding for TH 41 Expansion between TH 212 and Pioneer Trail.

**FISCAL IMPACT:** Other

*If "Other", specify:*

Unknown at this time

**FTE IMPACT:** None

**FUNDING**

County Dollars =

<input type="text"/>	<input type="text"/>
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<b>Total</b>	<b>\$0.00</b>
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Related Financial/FTE Comments:

Office use only:

RBA 2015 - 3500

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

Date: September 15, 2015

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

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

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

---

**AUTHORIZATION TO PURSUE TRANSPORTATION ECONOMIC  
DEVELOPMENT (TED) GRANT FOR TRUNK HIGHWAY 41  
EXPANSION FROM TH 212 TO PIONEER TRAIL**

WHEREAS, Trunk Highway (TH) 41 is a critical corridor in Carver County connecting TH 169 at the south county border to TH 212 and then TH 7 at the north county border and the highway is severely congested in areas. The roadway is a vital corridor to support economic development in Chaska and the entire County;

WHEREAS, Recognizing the importance of improving TH 41, the County applied for and has been selected to receive approximately \$7 million in federal funds for the expansion of TH 41 between TH 212 and Pioneer Trail in Chaska;

WHEREAS, The project construction cost exceeds the federal funding and the County is seeking other funding opportunities to fully fund the project;

WHEREAS, The State of Minnesota along with the Department of Employment and Economic Development (DEED) is seeking applicants for the 2015 Transportation Economic Development (TED) grant program;

WHEREAS, The County and City of Chaska are seeking support and partnerships with the business communities along TH 41 to support an application for TED funding;

NOW THEREFORE, BE IT RESOLVED that the Carver County Board of Commissioners supports the application for TED funding and hereby authorizes and directs the Carver County Engineer to submit the application.

---

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

---

STATE OF MINNESOTA  
COUNTY OF CARVER

I, Dave Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 5<sup>th</sup> day of May, 2015, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 15<sup>th</sup> day of September, 2015.

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Dave Hemze

County Administrator

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Payment for Right-of-way Work for CSAH 18 Reconstruction from Audobon Road to Powers Blvd**

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Patrick Lambert"/> Title: <input type="text" value="Right-of-Way Agent"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

**BACKGROUND/JUSTIFICATION:**

The 2014 construction program included the CSAH 18 Reconstruction - Phase 3 Project from Audubon Road to Powers Blvd. Additional right-of-way was needed to complete this project. Unanticipated work on PID #25.0231200 outside the construction limits was found to be necessary by the project engineer to meet the project charter and to fulfill the intent of the settlement agreement with the property owner. A quote has been received from the property owner to complete some of this work outside of the planned construction limits, as it was deemed appropriate to have the landowner complete the work since it is on private property and will not be part of the highway infrastructure that is maintained by the County. The quote is reasonable based on our past project experience. This work will not need to be added to the construction contract since it is being addressed by the landowner instead.

**ACTION REQUESTED:**

Adopt a resolution to authorize payment of compensation based on a quote from the property owner located at PID #25.0231200 for repairs on his property related to project SP 010-618-013.

<b>FISCAL IMPACT:</b> <input type="text" value="Included in current budget"/> If "Other", specify: <input type="text"/>	<b>FUNDING</b> County Dollars = <input type="text"/> CSAH Funds (Gas Tax etc) <input type="text" value="\$4,350.00"/> <b>Total</b> <input type="text" value="\$4,350.00"/> <input checked="" type="checkbox"/> Insert additional funding source
<b>FTE IMPACT:</b> <input type="text" value="None"/>	

Related Financial/FTE Comments:

*Office use only:*

RBA 2015 - 3501

# BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: September 15, 2015 \_\_\_\_\_ Resolution No: \_\_\_\_\_

Motion By Commissioner: \_\_\_\_\_ Seconded by Commissioner: \_\_\_\_\_

## Resolution Authorizing Payment of Repair Cost to Landowner for Related to the CSAH 18 Road Reconstruction, Project # SP 010-618-013

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

WHEREAS, the County, acting by and through its Board of Commissioners, is authorized by law to acquire land and other interests in real estate which are needed for public use or purpose; and

WHEREAS, Carver County wishes to complete the reconstruction of CSAH 18 from Audobon Road to Powers Blvd, Project #SP 010-618-013 (“Project”); and

WHEREAS, in order to complete the Project the county has received an estimate from the landowner located at PID #25.0231200 for needed additional work related to the project but outside the project limits; and

WHEREAS, the County Public Works Division deems said estimate of needed additional work to be reasonable; and

NOW, THEREFORE, BE IT RESOLVED by the Carver County Board of Commissioners as follows:

1. Based upon the estimate of cost to complete the needed additional work on the property identified as PID #25.0231200 the Director of Public Works or agents under his supervision pay to said property owner the amount of \$4,350.00.

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





**Exhibit A**

**Property Interest Required for the Intersecion Improvements at CSAH 11 and 6<sup>th</sup> St. in  
Carver, MN  
Project #SAP 010-611-016**

(Acquisition)

P.I.D. No. 04.0131100

Vernon Olsen Trust, Lorraine Olsen Trust & Estate of Lyle Olsen

Taking of a Temporary construction easement over County State Aid Highway No. 11.

Settlement Amount: \$12,300.00.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Deny Request for County Tax Abatement for City of Chaska Expansion Project**

Primary Originating Division/Dept: <input type="text" value="Property &amp; Financial Services"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="David Frischmon"/> Title: <input type="text"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

**BACKGROUND/JUSTIFICATION:**

The City of Chaska is in the process of considering tax abatement under MN Statutes, Sections 469.1812 to 469.1815 to finance a portion of the costs associated with construction of an expansion to the existing Lifecore Biomedical facility. State Statutes allow the city to abate taxes for up to twenty years if neither the school district or the county decide to not abate its share of the new tax base from the redevelopment project. Abating county taxes for this project would not meet the tax abatement policy, so county staff recommends to not abate the county's taxes for this project.

**ACTION REQUESTED:**

Motion to not abate county taxes for the City of Chaska's Lifecore Biomedical expansion project in accordance with the county's tax abatement policy.

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

Related Financial/FTE Comments:

*Office use only:*

RBA 2015 - 3508

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approval of the 2016 Law Enforcement Labor Services Licensed Sergeants Collective Bargaining Agreement**

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Kristin Hack"/> Title: <input type="text" value="Interim Employee Relations ..."/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

**Strategic Initiative:**

Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government

**BACKGROUND/JUSTIFICATION:**

Law Enforcement Labor Services, Local 289, Sheriff’s Office Licensed Sergeants Bargaining Unit and the County have completed negotiations for the successor collective bargaining agreement (CBA) and the membership has ratified the 2016 CBA.

Highlights and major changes in terms and conditions are:

- One year agreement covering 2016
- Pay-for-Performance in 2016: 0.00%, 2.25%, 3.50%, 4.75% - effective March 7, 2016
- General adjustment of 2.00% for employees performing at “solid performer” level and above - effective March 7, 2016
- Effective the first full pay period in January 2016, Sergeants whose wage is below the midpoint of the 2015 salary range as of July 1, 2015 shall be paid at the 2015 midpoint rate of pay
- Addition of mediation as a step in the grievance process
- Increase uniform allowance from \$720.00 to \$745.00 per year
- 2016 Insurance: County contributions remain the same as in 2015 with the County providing the greater of \$670.00 or 100% of the single HSA premium amount for single coverage, or the greater of \$1,225.00 or 68.6% of the family HSA premium for family coverage.
- Language incorporated in CBA consistent with Pay-for-Performance Administrative Guidelines – no compounding of increases, no performance pay for months not employed by the County.

**ACTION REQUESTED:**

Motion to approve the Law Enforcement Labor Services Sheriff’s Office Licensed Sergeants 2016 Collective Bargaining Agreement.

**FISCAL IMPACT:** Included in current budget

*If "Other", specify:*

**FUNDING**

County Dollars =

**Total**

**FTE IMPACT:** None

Related Financial/FTE Comments:

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Approval of the 2015-2016 Supervisors and Managers Association of Carver County (SMACC) Collective Bargaining Agreement**

Primary Originating Division/Dept: Employee Relations

Meeting Date: 9/15/2015

Contact: Kristin Hack

Title: Interim ER Director

Item Type:  
Consent

Amount of Time Requested:  minutes

Presenter:

Title:

Attachments:  Yes  No

**Strategic Initiative:**

Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government

**BACKGROUND/JUSTIFICATION:**

The Supervisors and Managers Association of Carver County and the County have completed negotiations for the successor collective bargaining agreement (CBA) and the membership has ratified the 2015 – 2016 CBA.

Highlights and the major changes in terms and conditions are:

- Pay-for-performance increases at 0.0% for needs improvement, 2.0% for solid performer, 3.25% for exceeds expectations, and 4.25% for outstanding overall performance ratings, effective the first full pay period in March 2015. No general adjustment in 2015.
- Pay-for-performance increases at 0% for needs improvement, 2.25% for solid performer, 3.5% for exceeds expectations, and 4.75% for outstanding overall performance ratings, effective the first full pay period in March 2016.
- General adjustment of 2.0% for employees performing at “solid performer” level and above - effective March 7, 2016.
- Addition of limited funeral leave.
- 2016 Insurance: Increase monthly County contribution from \$670 to \$690 for employee only tier, from \$775 to \$850 for employee + child(ren) tier, from \$1,075 to \$1,175 for employee + spouse tier, and from \$1,350 to \$1,450 for family tier.

**ACTION REQUESTED:**

Motion to approve the Supervisors and Managers Association of Carver County 2015-2016 Collective Bargaining Agreement.

**FISCAL IMPACT:** Included in current budget

*If "Other", specify:*

**FUNDING**

County Dollars =	<b>\$156,136.00</b>
County Dollars: 2016 B	\$265,610.00
<b>Total</b>	<b>\$421,746.00</b>

**FTE IMPACT:** None

**Related Financial/FTE Comments:**

The 2015 cost associated with this Collective Bargaining Agreement is \$156,136 and is included in the 2015 budget. The 2016 cost associated with this Collective Bargaining Agreement is \$265,610 and will be included in the regular 2016 budgeting process.

*Office use only:*

RBA 2015- 3509

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**  
Approval of Health and Human Services software projects to improve efficiencies and reduce costs.

Primary Originating Division/Dept: <input type="text" value="Health &amp; Human Services"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Rod Franks"/> Title: <input type="text" value="Health and Human Services Dir"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

**BACKGROUND/JUSTIFICATION:**

Northwoods will make a Desktop and Mobile Productivity solution for the following areas in the Health and Human Services Child and Family department - Intake, Assessment, Ongoing & Administration. The solution will operate on an iPad allowing the social workers to complete the necessary paperwork & capture client signatures while in the field. The solution will provide a front-end into OnBase where the documents will be stored & maintained. By providing a less paper-intensive work environment, the social workers will be able to spend 10-20% more time in the field assessing safety and proactively engaging clients. In addition to the HHS Child and Family staff using the Northwoods mobile solution, all Child and Family Department School Linked Therapists will receive iPads to enhance overall mobile productivity.

Through this solution, Carver HHS will have the ability to save 1.5 hours a day per worker within the first year resulting in savings of \$594,060.00 . More importantly, as efficiencies gained become common place business practices, Carver HHS will increase that time savings to 2 hours a day per worker in the second year of implementation resulting in a savings of \$792,080.00.

Through savings realized by gaining 1.5 – 2 hours per day per worker, it is estimated that Carver County HHS will achieve a return on this investment within 12 months. Following this initial period, Carver County HHS will be able to further utilize savings associated with staff and business efficiencies to promote greater cost containment strategies.

It is additionally estimated that Carver HHS will experience a savings of \$22,500.00 in annual staff mileage costs by reduced need for driving.

The total cost of this project, which includes all software, hardware, consulting services and licenses is \$445,163.08

HHS is also looking to increase efficiencies through utilizing two new software packages to replace outdated and inefficient ACS accounting software. These new systems will allow HHS to more accurately track and report revenues and monitor expenses. this will enhance HHS ability to enhance earned revenue and hold down purchase of services.

The total cost of these two software solutions is \$25,000.00

The HHS Behavioral Health Department is also needing to migrate its current Electronic Medical Records System data to a more modern and efficient system. This will increase efficiency in the Outpatient Mental Health Program, saving staff time which can then be utilized to perform billable services. This data migration project will also satisfy the federal mandate to implement EMRS.

The total cost for this project is \$100,000.00

Any ongoing License and Maintenance fees are structurally built into the 2016 budget, and can be maintained in future budgets without any increase in County Levy dollars. Onetime funding for these projects will come from the SW Metro Coop receivable currently on hand and be charged to Social Services fund 11-422-700-0000-6655.

**ACTION REQUESTED:**

Approve the Northwoods HHS Child and Family Co-Pilot Mobile solution, and additional hardware for a total cost of \$409,550.04

Approve the HHS accounting software systems for a total of \$23,000.00

Approve the HHS Behavioral Health EMRS data migration project for a total of \$92,000.00

<b>FISCAL IMPACT:</b> <input type="text" value="Budget amendment request form"/>	<b>FUNDING</b>						
If "Other", specify: <input type="text"/>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">County Dollars =</td> <td style="text-align: right;">\$570,163.08</td> </tr> <tr> <td>Federal reimbursement</td> <td style="text-align: right;">(\$45,613.05)</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$524,550.03</b></td> </tr> </table>	County Dollars =	\$570,163.08	Federal reimbursement	(\$45,613.05)	<b>Total</b>	<b>\$524,550.03</b>
County Dollars =	\$570,163.08						
Federal reimbursement	(\$45,613.05)						
<b>Total</b>	<b>\$524,550.03</b>						
<b>FTE IMPACT:</b> <input type="text" value="None"/>	<input checked="" type="checkbox"/> Insert additional funding source						

**Related Financial/FTE Comments:**  
All project related costs listed above are subject to Federal reimbursement of 8%.

# Budget Amendment Request Form



To be filled out AFTER RBA submittal

**Agenda Item:**

Approval of Health and Human Services software projects to improve efficiencies and reduce costs.

Department:

Meeting Date:

Fund:

- 01 - General
- 02 - Reserve
- 03 - Public Works
- 11 - CSS
- 15 - CRRRA
- 30 - Building CIP
- 32 - Road/Bridge CIP
- 34 - Parks & Trails
- 35 - Debt Service

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Professional Services	11-422-700-0000-6260	\$445,163.00
Software Purchase	11-405-700-0000-6655	\$25,000.00
Professional Services	11-480-740-0000-6260	\$100,000.00
<b>TOTAL</b>		<b>\$570,163.00</b>

CREDIT		
Description of Accounts	Acct #	Amount
Federal Administrative Revenue	11-405-700-3015-...	\$45,613.00
Fund balance- COOP funds		\$524,550.00
<b>TOTAL</b>		<b>\$570,163.00</b>

Reason for Request:

To reflect in the 2015 budget the costs and revenue associated with the purchase of the Northwood Mobility Solution in the amount of \$445,163.08, Accounting Software in the amount of \$25,000 and the cost of the EMRS data migration project of \$100,000 and the Federal Administrative Revenue associated with these purchases in the amount \$45,613.05.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Certificate of County Board Classification of Forfeited Lands**

Primary Originating Division/Dept: <u>Property &amp; Financial Services - Property Taxation</u>	Meeting Date: <u>9/15/2015</u>
Contact: <u>Kathy Smith</u> Title: <u>Taxation Analyst</u>	Item Type: <u>Consent</u>
Amount of Time Requested: <input type="text"/> minutes Presenter: <input type="text"/> Title: <u>Taxpayer Services Manager</u>	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

Fourteen properties in Carver County have forfeited to the State of Minnesota in Trust due to non-payment of delinquent property taxes. Per MS 282.01, all parcels of tax forfeited land must be classified as conservation or non-conservation land by the County Board.

It is necessary for the County Board of Commissioners to adopt the Certificate of County Board of Classification of Forfeited Lands resolution approving said classification of tax forfeited land. The resolution also requests approval from the Minnesota Department of Natural Resources for the land sales. This resolution will allow us to continue the necessary steps toward a tax forfeiture sale. Values do not need to be assigned prior to DNR approval. Due to time required for DNR approval and an approaching sale it is necessary to approve classification now. Appraised values will be submitted for County Board approval at a subsequent meeting.

Also attached are five Certificates of County Board of Classification of Forfeited Lands, one certificate for each city or township in which tax forfeited parcels exists. After the County Board has approved the classification, the city or township must approve the sale of these tax forfeited properties or withhold from sale.

**ACTION REQUESTED:**

Approve the Certificate of County Board of Classification of Forfeited Lands resolution assigning the classification of tax forfeited parcels as conservation or non-conservation and to approve forwarding the tax forfeited property to the Department of Natural Resources for their approval of the land sales. Also sign and return to Taxpayer Services Department the original five Certificates of County Board of Classification of Forfeited Lands.

**FISCAL IMPACT:** Other

*If "Other", specify:*

**FTE IMPACT:** None

**FUNDING**

County Dollars =	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
<b>Total</b>		<b>\$0.00</b>

**Related Financial/FTE Comments:**

*Office use only:*

RBA 2015 - 3493



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

Date: September 15, 2015

Resolution No.

Motion by Commissioner:

Seconded by Commissioner:

**CARVER COUNTY, MINNESOTA**

**CERTIFICATE OF COUNTY BOARD OF CLASSIFICATION OF FORFEITED LANDS**

WHEREAS, the County Board of Commissioners of the County of Carver, State of Minnesota, desires to offer for sale certain parcels of land, as listed on the attached Certificates, that have forfeited to the State of Minnesota for non-payment of taxes; and

WHEREAS, said parcels of land have been reviewed by the County Board of Commissioners and have been classified as conservation or non-conservation land as provided for in MN Statutes 282.01.

NOW, THEREFORE, BE IT RESOLVED, the Carver County Board of Commissioners hereby certifies that the parcels of land on the attached lists have been reviewed and do comply with the provisions of MN Statutes 85.012, 92.461, 282.01. subd. 8 and 282.018, subd. 2 (1990) and other statutes that require the withholding of tax forfeited lands from sale. The County Board of Commissioners hereby certifies that the Soil and Water Conservation Board has reviewed the attached land sale list and identified any and all non-forested marginal land and wetlands.

BE IT FURTHER RESOLVED, that the Carver County Board of Commissioners hereby approves the conservation/non-conservation land classification of said tax forfeited parcels of land and request approval from the Minnesota Department of Natural Resources for the sale of said lands.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2015

\_\_\_\_\_  
Chairman, Carver County Board of Commissioners

Attest: \_\_\_\_\_  
Administrator

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 \_\_\_ day of \_\_\_\_\_, 2015, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this \_\_\_ day of \_\_\_\_\_, 2015.

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

**CERTIFICATE OF COUNTY BOARD OF CLASSIFICATION OF FORFEITED LANDS AS PROVIDED BY  
CHAPTER 386, LAWS 1935  
AS AMENDED.**

To the Board of the Township of Young America

We, the members of the County Board of the County of CARVER, Minnesota, do hereby certify that the parcels of land hereinafter listed are all of the lands which have been classified by us as conservation/non-conservation Lands, from the list of lands forfeited to the State of Minnesota for non-payment of taxes for the year or years **2007** through **2013** as provided by Minnesota Statutes 1945, Section 282.01 as amended.

PIN	Legal Description	Appraised Value of Land	Conservation / Non-Conservation
11.0160700	Section 16 Township 115 Range 026 The South 559.00 feet of the West 842.9 feet of the Southwest Quarter of the Northwest Quarter of Section 16, Township 115, Range 26: EXCEPT the South 159.0 feet taken for State Highway No. 212; and EXCEPT the North 185.0 feet of the South 559.0 feet of the East 170.0 feet of the West 842.9 feet thereof; and ALSO EXCEPT the West 148 feet of the North 100 feet of the South 559 feet of the West 842.9 feet of said Southwest Quarter of the Northwest Quarter, Carver County, Minnesota	\$TBD	NON-CONSERVATION

In witness whereof we have hereunto subscribed our names this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Randy Maluchnik, Chair

\_\_\_\_\_

Gayle O Degler

\_\_\_\_\_

Tom Workman

\_\_\_\_\_

Tim Lynch

\_\_\_\_\_

Jim Ische

\_\_\_\_\_

Attest: Laurie Davies,  
Carver County Taxpayer  
Services Manager

\_\_\_\_\_

The foregoing classification and sale is hereby approved on \_\_\_\_\_, 2015.

By the Board of the Township of Young America

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Laurie Davies, Carver County Taxpayer Services Manager

By:  
Deputy

Drafted By: Carver County Taxpayer Services Office, Government Center, Administration Bldg., 600 E 4<sup>th</sup> St, Chaska, MN 55318 -2102

**CERTIFICATE OF COUNTY BOARD OF CLASSIFICATION OF FORFEITED LANDS AS PROVIDED BY  
CHAPTER 386, LAWS 1935  
AS AMENDED.**

To the Board of the City of Carver

We, the members of the County Board of the County of CARVER, Minnesota, do hereby certify that the parcels of land hereinafter listed are all of the lands which have been classified by us as conservation/non-conservation Lands, from the list of lands forfeited to the State of Minnesota for non-payment of taxes for the year or years **2009** through **2013** as provided by Minnesota Statutes 1945, Section 282.01 as amended.

PIN	Legal Description	Appraised Value of Land	Conservation / Non-Conservation
20.0502161	Section 18 Township 115 Range 23 City lots of Carver Block-075 all that p/o Lot 5 Blk 143 which lies within a strip of land 100' wide lying 50' on either side of centerline of CMSP & Pacific RR CO main track as now there laid across Blk 143	\$TBD	NON-CONSERVATION
20.1120210	Section 25 Township 115 Range 024 Outlot A, Carver Bluffs West	\$TBD	NON-CONSERVATION

In witness whereof we have hereunto subscribed our names this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Randy Maluchnik, Chair

\_\_\_\_\_

Gayle O Degler

\_\_\_\_\_

Tom Workman

\_\_\_\_\_

Tim Lynch

\_\_\_\_\_

Jim Ische

\_\_\_\_\_

Attest: Laurie Davies,  
Carver County Taxpayer  
Services Manager

\_\_\_\_\_

The foregoing classification and sale is hereby approved on \_\_\_\_\_, 2015.

By the Board of the City of Carver

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Laurie Davies, Carver County Taxpayer Services Manager

By:  
Deputy

Drafted By: Carver County Taxpayer Services Office, Government Center, Administration Bldg., 600 E 4<sup>th</sup> St, Chaska, MN 55318 -2102

**CERTIFICATE OF COUNTY BOARD OF CLASSIFICATION OF FORFEITED LANDS AS PROVIDED BY  
CHAPTER 386, LAWS 1935  
AS AMENDED.**

To the Board of the City of Chaska

We, the members of the County Board of the County of CARVER, Minnesota, do hereby certify that the parcels of land hereinafter listed are all of the lands which have been classified by us as conservation/non-conservation Lands, from the list of lands forfeited to the State of Minnesota for non-payment of taxes for the year or years **2006** through **2014** as provided by Minnesota Statutes 1945, Section 282.01 as amended.

PIN	Legal Description	Appraised Value of Land	Conservation / Non-Conservation
30.1660050	Section 05 Township 115 Range 023 Lot 1 Block 2, Grandview	\$TBD	NON-CONSERVATION
30.6491200	Section 30 Township 116 Range 023 Outlot P, Tuscan Hills	\$TBD	NON-CONSERVATION
30.6720490	Section 31 Township 116 Range 023 TRADITIONS AT CLOVER RIDGE 2ND OUTLOT C	\$TBD	NON-CONSERVATION

In witness whereof we have hereunto subscribed our names this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Randy Maluchnik, Chair

\_\_\_\_\_

Gayle O Degler

\_\_\_\_\_

Tom Workman

\_\_\_\_\_

Tim Lynch

\_\_\_\_\_

Jim Ische

\_\_\_\_\_

Attest: Laurie Davies,  
Carver County Taxpayer  
Services Manager

\_\_\_\_\_

The foregoing classification and sale is hereby approved on \_\_\_\_\_, 2015.

By the Board of the **City** of **Chaska**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Laurie Davies, Carver County Taxpayer Services Manager

By:  
Deputy

Drafted By: Carver County Taxpayer Services Office, Government Center, Administration Bldg., 600 E 4<sup>th</sup> St, Chaska, MN 55318 -2102

**CERTIFICATE OF COUNTY BOARD OF CLASSIFICATION OF FORFEITED LANDS AS PROVIDED BY CHAPTER 386, LAWS 1935**

**AS AMENDED.**

To the Board of the City of Norwood Young America

We, the members of the County Board of the County of CARVER, Minnesota, do hereby certify that the parcels of land hereinafter listed are all of the lands which have been classified by us as conservation/non-conservation Lands, from the list of lands forfeited to the State of Minnesota for non-payment of taxes for the year or years **2008 through 2014** as provided by Minnesota Statutes 1945, Section 282.01 as amended.

PIN	Legal Description	Appraised Value of Land	Conservation / Non-Conservation
58.0760080	Section 11 Township 115 Range 026 Commencing at a point in the north line of Outlot or Block Eleven (11), Village of Young America, according to the recorded plat thereof on file and of record, Office of County Recorder, Carver County, Minnesota, said point being 281 feet northeast of the northwest corner of said Outlot or Block Eleven (11), aforesaid; thence running Southwesterly along the north line of said Outlot or Block Eleven (11) aforesaid, 129 feet to a point; thence running in a Southeasterly direction to meander line; thence Northeasterly along said meander line 129 feet to a point; thence in a Northwesterly direction to place of beginning. Above situated upon Lots 1, 2, 3, 4 and SE 1/4 of SE 1/4 Sec. 11-115-26.	\$TBD	NON-CONSERVATION
58.6520210	Section 12 Township 115 Range 026 Lot 3 Block 10, The Preserve 3rd Addition	\$TBD	NON-CONSERVATION

In witness whereof we have hereunto subscribed our names this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Randy Maluchnik, Chair

\_\_\_\_\_

Gayle O Degler

\_\_\_\_\_

Tom Workman

\_\_\_\_\_

Tim Lynch

\_\_\_\_\_

Jim Ische

\_\_\_\_\_

Attest: Laurie Davies,  
Carver County Taxpayer  
Services Manager

\_\_\_\_\_

The foregoing classification and sale is hereby approved on \_\_\_\_\_, 2015.

By the Board of the **City** of **Norwood Young America**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Laurie Davies, Carver County Taxpayer Services Manager

By:  
Deputy

**CERTIFICATE OF COUNTY BOARD OF CLASSIFICATION OF FORFEITED LANDS AS PROVIDED BY  
CHAPTER 386, LAWS 1935  
AS AMENDED.**

To the Board of the City of Waconia

We, the members of the County Board of the County of CARVER, Minnesota, do hereby certify that the parcels of land hereinafter listed are all of the lands which have been classified by us as conservation/non-conservation Lands, from the list of lands forfeited to the State of Minnesota for non-payment of taxes for the year or years **2009** through **2014** as provided by Minnesota Statutes 1945, Section 282.01 as amended.

<b>PIN</b>	<b>Legal Description</b>	<b>Appraised Value of Land</b>	<b>Conservation / Non-Conservation</b>
<b>75.3110020</b>	Section 24 Township 116 Range 025 Outlot B Interlaken	\$TBD	NON-CONSERVATION
<b>75.3110030</b>	Section 24 Township 116 Range 025 Outlot C Interlaken	\$TBD	NON-CONSERVATION
<b>75.3131050</b>	Section 24 Township 116 Range 025 Outlot A, Legacy Village At Waconia according to the recorded plat thereof.	\$TBD	NON-CONSERVATION
<b>75.3131070</b>	Section 13 Township 116 Range 025 Outlot C, Legacy Village at Waconia according to the recorded plat thereof.	\$TBD	NON-CONSERVATION
<b>75.3150750</b>	Section 19 Township 116 Range 025 Outlot Q Interlaken 4th Addition	\$TBD	NON-CONSERVATION

In witness whereof we have hereunto subscribed our names this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Randy Maluchnik, Chair

\_\_\_\_\_

Gayle O Degler

\_\_\_\_\_

Tom Workman

\_\_\_\_\_

Tim Lynch

\_\_\_\_\_

Jim Ische

\_\_\_\_\_

Attest: Laurie Davies,  
Carver County Taxpayer  
Services Manager

\_\_\_\_\_

The foregoing classification and sale is hereby approved on \_\_\_\_\_, 2015.

By the Board of the City of Waconia

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Laurie Davies, Carver County Taxpayer Services Manager

By:  
Deputy

Drafted By: Carver County Taxpayer Services Office, Government Center, Administration Bldg., 600 E 4<sup>th</sup> St, Chaska, MN 55318 -2102

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

Property Assessed Clean Energy Program (PACE)

Primary Originating Division/Dept:

Contact:  Title:

Amount of Time Requested:  minutes

Presenter:  Title:

Meeting Date:

Item Type:

Attachments:  Yes  No

**Strategic Initiative:**

**BACKGROUND/JUSTIFICATION:**

The State of Minnesota's Department of Commerce has established a loan program to assist businesses in acquiring, constructing and installing energy efficiency or conservation improvements for their properties. The Property Assessed Clean Energy Program [PACE] provides low interest 10-20 year loans, payable to a third party lien holder via city or county tax assessments. The Port Authority of the City of St. Paul [Port Authority] administers this program for the State by entering into Joint Powers Agreements (JPA) with counties and cities for the assessment of business participants within their boundaries. The JPA relieves cities and counties of loan administration and liability, which are borne by the Port Authority.

Thirty PACE projects have been funded in Minnesota to date. Businesses can apply to the Port Authority for loans to finance energy conservation projects. The Port Authority reviews and approves the PACE loans of qualifying businesses and enters into a JPA with the city or county for the special assessment against the property. The special assessment is collected via the business's property tax statements and the funds are forwarded on to the Port Authority by the county or city as loan payments. The Port Authority assumes liability for any unpaid assessment, per the Joint Powers Agreement.

Two Carver County businesses, Carver County Commercial Properties and Whistle Post, LLC, have requested that a PACE program be established so that they may participate in the program. These current Carver County program requests are for small on-site solar electrical power systems meant to reduce the need for energy from other sources.

The County Taxpayer Services and Assessor Departments have been consulted on their involvement with the PACE Program in Carver County. They have advised that it will have minimal impact on their workload. Both support its establishment. The County Attorney and the Risk Manager have reviewed and approved the Joint Powers Agreement with the Port Authority.

**ACTION REQUESTED:**

Motion to approve the Joint Powers Agreement Between Carver County and the St. Paul Port Authority

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

FUNDING	
County Dollars =	\$0.00
	\$0.00
<b>Total</b>	<b>\$0.00</b>

FTE IMPACT:

Insert additional funding source

**Related Financial/FTE Comments:**

Carver County Tax Assessor has an established process for assessments. The amount of time devoted to the PACE assessment will be small.

*Office use only:*

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Lake Waconia Regional Park Master Plan Amendment Boundary Adjustment - Coney Island**

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Marty Walsh"/> Title: <input type="text" value="Parks Director"/>	Item Type: <input type="text" value="Regular Session"/>
Amount of Time Requested: <input type="text" value="10"/> minutes Presenter: <input type="text" value="Marty Walsh"/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

**BACKGROUND/JUSTIFICATION:**

The Carver County Parks Commission is recommending that the boundary for Lake Waconia Regional Park be adjusted to include Coney Island. The recommendation by the Park Commission is consistent with the County's 2030 Comprehensive Plan which shows Coney Island as a possible future regional park area. The recommendation is also consistent with the Metropolitan Council's 2040 Regional Parks Policy Plan which indicates Coney Island as a boundary adjustment for Lake Waconia Regional Park. Additionally, on March 3, 2015 the County Board approved a Charitable Pledge and Donation Agreement with the owners of Coney Island which laid the foundation for the acquisition of the island by the County. Further, a draft amendment which would incorporate Coney Island into Lake Waconia Regional Park has been prepared. The amendment addresses the requirements from the 2040 Regional Parks Policy Plan. The responses to the requirements have been reviewed by Staff and Park Commission and are recommended for submittal to the Metropolitan Council.

**ACTION REQUESTED:**

1) Approve the master plan amendment request, adjusting the boundary for Lake Waconia Regional Park to include Coney Island, conditioned on review and approval of the Metropolitan Council. 2) Authorize staff to submit for Acquisition Opportunity Funds of the Metropolitan Council to finance the purchase of Coney Island.

<b>FISCAL IMPACT:</b> <input type="text" value="None"/> <i>If "Other", specify:</i> <input type="text"/>	<b>FUNDING</b> <table style="width: 100%;"> <tr> <td><b>County Dollars =</b></td> <td style="text-align: right;"><b>\$0.00</b></td> </tr> <tr> <td>Metropolitan Council</td> <td style="text-align: right;">\$1,000,000.00</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>\$1,000,000.00</b></td> </tr> </table> <input type="checkbox"/> Insert additional funding source	<b>County Dollars =</b>	<b>\$0.00</b>	Metropolitan Council	\$1,000,000.00	<b>Total</b>	<b>\$1,000,000.00</b>
<b>County Dollars =</b>	<b>\$0.00</b>						
Metropolitan Council	\$1,000,000.00						
<b>Total</b>	<b>\$1,000,000.00</b>						
<b>FTE IMPACT:</b> <input type="text" value="None"/>							

**Related Financial/FTE Comments:**

The actual amount to be requested of the Metropolitan Council will include the purchase price plus closing and land stewardship costs. The amount of the request is likely to exceed the \$1,000,000.

*Office use only:*

RBA 2015 - 3499



# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Preliminary 2016 County Tax Levy and Budget**

Primary Originating Division/Dept: <u>Administration (County)</u>	Meeting Date: <u>9/15/2015</u>
Contact: <u>David Frischmon</u> Title: <u>Property and Financial Servic...</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>20</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>David Hemze and David Fris...</u> Title: <u></u>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

The 2016 Budget process began at an May 26th, 2015 Board workshop where the County Board directed staff to implement the Administrator's Recommended 2016 Budget Strategy to:

- \* Minimize the County's 2016 tax levy impact on the average value home, commercial and agricultural properties
- \* Capture the tax base from new construction
- \* Roll forward the 2016 capital projects and the facilities, vehicles and equipment replacement list from the 2016 Long Term Financial Plan ("LTFP") into the 2016 Budget

During July, Division Directors presented their 2016 budget requests at budget hearings.

At the August 25 Board workshop, County staff presented the County Administrator's Recommended Preliminary 2016 Budget and Levy.

On September 15th, the County Board is being asked to adopt a 2016 preliminary budget and property tax levy in accordance with the State law that requires that the County Board to adopt a preliminary property tax levy and budget for the following year by September 30th. The final property tax levy, adopted in December, can be lower than the preliminary levy but not higher.

In November, County staff plan to present the Administrator's Recommended 2017 Long Term Financial Plan ("LTFP"), which along with the Annual Budget, fulfills the County Board's direction to "connect financial strategies to the County's short and long-term goals and objectives."

In December, the County Board will hold a public hearing on Thursday, December 3rd, 2015 at 6:00 pm and will be asked to adopt the 2016 Final Tax Levy and Budget and the 2017 LTFP on December 15th, 2015.

**ACTION REQUESTED:**

Motion to approve the 2016 Administrator's Recommended \$101,421,490 Preliminary Total Budget and \$50,242,700 Preliminary Tax Levy.

**FISCAL IMPACT:** Other

*If "Other", specify:*

**FUNDING**

County Dollars =

**Total**  \$0.00

**FTE IMPACT:** Increase budgeted staff

**Related Financial/FTE Comments:**

Fiscal and FTE impacts are outlined in the attached County Administrator's Recommended 2016 Budget Message.

**2016 Budget: Recommended Net Levy Adjustments for Trends, Increased Fees, etc.**

Division/Dept.	Item	Division Director Request	County Administrator's Preliminary Recommendation	Adopted Changes
<b>Court Administration</b>	Increase budget for court appointed attorneys based on 3 year trend (largely due to inc costs in Juvenile cases) and anticipated fee increase from \$75 to 100.	(55,000)	(55,000)	
<b>Financial Services</b>	Budget software- cloud solution - annual maintenance	(20,000)	(20,000)	
<b>SWCD, Historical Society, &amp; Extension</b>	SWCD & Historical Society-allocation increase, Extension MOE increase	(20,000)	(20,000)	
<b>Admin Services</b>	Annual fee for hosting Sierra (Library's integrated library system)	(18,000)	(18,000)	
<b>Admin Services</b>	Managed Print Service- contract expiring	(36,000)	(36,000)	
<b>Sheriff's Office</b>	Decrease in Jail inmate revenue (working on estimated decrease)	(300,000)	(300,000)	
<b>Sheriff's Office</b>	Jail Medical Records software_ hosting needs	(10,000)	(10,000)	
<b>PR &amp; TSD</b>	License Center Revenue increases, based on 3 year average	36,000	36,000	
<b>Public Works</b>	Annual Maintenance for software programs	(28,300)	(28,300)	
<b>Public Works- Parks</b>	Advertising & supplies	(7,000)	(7,000)	
<b>Requests after 5/30</b>				
<b>PR&amp;TSD</b>	Chanhassen License Center Lease Revenue	(17,616)	(17,616)	
<b>Attorney's Office</b>	Transcript costs	(5,000)	(5,000)	
<b>Sheriff's Office</b>	Contract with on-site mid-level healthcare provider	(21,100)	(21,100)	
<b>Sheriff's Office</b>	Increase in inmate meals	(9,600)	(9,600)	
<b>Sheriff's Office</b>	Everbridge system	(16,500)	(16,500)	
<b>Employee Relations</b>	HRIS maintenance (currently \$56,500 set aside)	(18,500)	(18,500)	
<b>Public Works</b>	Smartlink Maintenance Revenue	(25,000)	(25,000)	
<b>CCS</b>	Purchase of Services	(442,000)	(442,000)	
	<b>GRAND TOTAL =</b>	<b>\$ (1,013,616)</b>	<b>\$ (1,013,616)</b>	<b>\$ -</b>

## 2016 Levy Savings Target By Division: Proposed Adjustments

Division	Department	Item	Levy Savings	County Administrator's Preliminary Recommended	Board Approved	Describe Adjustments i.e. impact/effective date/etc.
<b>Target: County Attorney's Office \$60,000</b>	County Attorney 01-90	Various Expenditure lines-6414/1101-6379	\$ 5,000	\$ -		Reduce funds available for these two budget lines.
			-	-		The County Attorney's Office is unable to achieve its' levy savings target by reducing other cost areas.
<b>Target: Commissioners \$12,200</b>	a. Commissioner	Commissioner Contingency	50,000	50,000		This contingency would be reduced from \$200k to \$150k. Average used annual during years 2011-15 is \$50k. This contingency is for unexpected items, so the risk is increased that we may not have enough to cover those issues.
<b>Target: County Administration \$8,000</b>	a. County Admin		-	-		Due to the small size of this budget, unable to arrive at this cut level without reducing training, professional association memberships, or lobbying efforts. These are investments with a positive payback and no reduction is recommended. Will be submitting a "zero impact" operating budget.
<b>\$2.2M Target: Financial Services \$14,000</b>	Financial Services	Professional Services: Audit Fees	7,000	7,000		New State Legislation ends the monopoly the State Auditor has over performing Carver County's financial audit effective July 1, 2016. County staff believes competition with the private sector for our 2016 financial audit will create negotiating leverage which will reduce our 2016 audit fees by at least 10% for our 2015 financial audit.
	Financial Services	Professional Services: Audit Fees	7,000	-		Same as above except increasing the estimated audit fee savings to 20% for our 2015 financial audit.
<b>\$2.2M Target: Public Health &amp; Environment \$120,000</b>	a. Land Mgmt.	<u>Increase revenue</u> projection for licenses and permits (\$42k revenue increase, partly offset by \$7k in related expenses)	35,000	35,000		The net increase in revenue is based on an upward trend in receipts in 2012, 2014 and 2015. Although continued growth is anticipated, an unforeseen downturn in the economy would obviously temper this projection. This projection does not entail an increase in the current fee schedule amounts.
	b. Public Health	<u>Increase revenue</u> projection for several grants; additional funds will replace levy funding for personnel.	35,081	35,081		Newly projected increased revenue allows the Department to decrease the need for levy funding.
<b>LEVY DECREASE</b>	c. Planning & Water Mgt.	<u>Decrease the county's levy contribution</u> to AIS programmatic costs	20,000	20,000		AIS inspection costs and program coordination will be funded with State, watershed districts', and other jurisdictions' funds.
<b>PROPOSED FEE INCREASE</b>	d. Environmental Services	<u>Increase fee for service</u> revenue from Hazardous Waste generators.	6,000	6,000		Hazardous Waste personnel and technology costs have risen steadily for the past ten years. At the same time, we have not raised hazardous waste generator fees in over 10 years. The division recommends a 10% fee increase to cover the increased costs of administering the program. Carver County fees are 20 to 40% lower than other metro counties and an increase would bring Carver closer to other metro counties though still below them.
<b>RISING REVENUE PROJECTIONS</b>	e. Environmental Services	<u>Increase revenue:</u> PaintCare	-	87,992		Before the budgetary gap emerged, the Division originally recommended creating a new Environmentalist position funded by the new PaintCare revenue. Given the budgetary structural gap, the County Administrator does not recommend that the Department fund a new FTE with the PaintCare funds. PaintCare revenue is now available to offset the Environmental Services Department's general levy impact. For 2016, the Environmental Services Department would be funded only by outside revenues, with no levy dollars.
<b>PROPOSED CUTS</b>	f. Public Health	Cut professional services and training costs for nurse home visiting.	11,919	11,919		Reduce the budget for outside contracts for services and provide the service with internal existing staff. PH would also use more funds from the Metro Alliance for Healthy Families (MAHF) and from TANF (Temporary Assistance for Needy Families) to pay for staff time, replacing general levy funds. Training expenses have decreased as start-up costs have subsided.
	g. Public Health	Cut levy funds used for conferences.	12,000	12,000		Replace levy funding for conferences with Local PH (LPH) grant funds. This would be made possible by reductions in LPH funds needed for professional services related to IT systems and community health surveys, which are decreasing.

<b>\$2.2M Target: Administrative Services \$520,000</b>	Admin Serv	Standing Workstations_ decrease on AttD	50,000	50,000	Find one-time funding to complete standing workstation funding and eliminate funding for future endeavors.
	Admin Serv	Training	2,000	2,000	Reduce out-of-state conferences by one per year.
	Admin Serv	Intern/Fellow	5,800	-	Eliminate funding for intern in Admin Serv. Impact would be less staffing to assist with special projects and the lost opportunity to build talent in the profession.
	Veterans	Conferences and Training	1,000	-	Cut one out-of-state training per year.
	Extension	Misc. Line Items	3,000	3,000	Small reductions to be made in a number of line items including office supplies, training materials, etc. Would require them to watch budget closer and be selective on purchases in these areas.
	Library	Leased Equipment	1,000	1,000	Purchased printer and therefore will not need the lease in 2016
	Library	Furniture_ decrease on AttD	10,000	5,000	The library has aging furniture. Cutting \$10k out of the \$15k budget would result in the library keeping worn-out furniture.
	Library	New Revenue for E-Resources	8,000	-	These are e-books and e-audio. Plan was to increase this line item by \$8k in 2016 by using additional revenue. This cut would eliminate that plan. E-resources are growing in popularity and this move would result in longer wait lists for books and a smaller selection.
	Library	Subscriptions	16,000	-	Half of the magazine/newspaper subscriptions would be cut. The result would be less variety for patrons to read.
	Library	Cleaning Services	1,500	1,500	Renegotiate cleaning contract in Waconia.
	Library	Conferences and Training	2,000	2,000	Reduce out-of-state conferences by one per year.
	Library	Office Supplies	5,000	5,000	Library reviewed budget to actual in office supplies and can reduce the amount by \$5,000.
	Library	Books and Materials	17,500	-	Result in fewer library books for patrons and longer wait lists for popular items.
	Facilities	Employee Mileage	5,000	5,000	Require more use of county vehicles.
	Facilities	Conferences and Training	5,000	-	No national professional development conferences for facilities staff.
	IT	Services	4,000	4,000	Cut the iPad 3G and 4G for non-essential duties. Would offers fewer mobile work options for employees.
	IT	Training	31,500	-	Reduce staff training across the department. Would result in less training on new technology and staff development.
IT	Professional Services	10,000	-	Unable to support some unplanned projects that pop up in the year. Many of these are the result of innovation events.	
IT	Software	10,000	-	Cut or postpone software upgrades. Essential upgrades only. Longer waits for enhancements and upgrades such as Adobe, Office 2010, and CRM.	
<b>\$2.2M Target: Court Services \$50,000</b>	a. Court Services	01-252-252-0000-5319	4,000	4,000	County Probation Office (CPO) state reimbursements/revenue increases have been approved by the MN Legislature for FY2016-2017. The increases in this budget area for probation services will be approx. + 4%, which will provide some additional revenue to Carver County, adding a projected \$5,000 over the currently budgeted amount in this line item.
	b.	01-252-252-0000-5561	4,000	4,000	Adult Probation/Supervision Fee increases of \$10 per year per client (\$10 x 400 clients = \$5K). This fee increase will provide additional revenue for the County, while remaining well within the average fee amounts across the metro counties for probation services.
	c.	01-252-252-1854-5590	5,000	5,000	Electronic Home Monitoring Admin Fees - Revenue in this area is increasing as the Court continues to further utilize EHM services as an alternative to incarceration and other more sanctions.
	d.	Salary Line Item	12,000	-	Newly appointed CS director (fall of 2015); Projected annual salary and savings of \$10K-\$15K/yr. This position will be budgeted at the mid-point for the salary range
	a. Court Services	01-252-253-1856-5564	8,000	-	Expand on our use of "service contracts" for STS program users for non-county department projects or sites. Current rate is set at \$300 per day with our Three Rivers Park District contract (30 days = \$9000). Expanding this contract to 45 days is a plausible option, and seeking out several additional contracts with local cities (similar to Scott Counties STS program) would provide a broader base of revenue support for this important program. Greater use of STS also saves the County jail costs and out-of-home correctional placement costs. The local MN DOC office could also assist in expanding our contracting options, as this program serves offenders under supervision with the County and the State.

	b.	01-252-252-0000-6331		2,000	2,000	Reduction in employee mileage expenses through greater use of County car(s) for client/offender transports and home visits. Court Services, as of late 2014, utilizes a transport car which has reduced employee mileage claims, potentially saving several thousand dollars each year in this line item.
	c.	01-252-254-3860-6040		5,000	5,000	Implementation of a juvenile detention risk assessment tool in 2016 could further reduce Carver County's use of out-of-county secure detention placements. This process has been successfully implemented in other metro counties via a national model known as the Juvenile Detention Alternatives Initiative (JDAI).
	d.	Salary Line Item		10,000	-	Court Services currently has a vacancy with it's Collections Officer position. This position is responsible for collecting ongoing revenue to off-set the County costs of out-of-home juvenile placements. This is a critical function, however a consolidated collections officer position(s) with Comm. Social Services Dept. could result in County cost savings. A shared/split position
<b>\$2.2M Target: Property Records &amp; Taxpayer Services \$60,000</b>	a. Taxpayer Services	License Center- Chanhassen- Increase in fee collections		60,000	60,000	Chanhassen License Center has seen steady growth in fee collections, capturing an additional \$60,000 within passport fees and photos, as well as, motor vehicle fees.
	b. Recorder	Recorder Technology fees- Information Technology Allocation		40,000	40,000	Increase the Recorders Technology allocation to IT for increased infrastructure and software costs within the Recorder's Office.
<b>\$1.1M Target: Sheriff's Office \$280,000</b>	Sheriff - Patrol	201-236-0000-5899 Refunds		4,000	4,000	Increase revenues based on averages of previous 4 year actuals.
	Sheriff - Off-Duty Contract	201-250-0000-5532		1,626	1,626	Increase revenues based on averages of previous 4 year actuals.
	Sheriff - Various	201-XXX-XXXX-6XXX		26,100	26,100	Reduce expenses in various line items to cover increased contract obligations detailed in Sched A
	Sheriff - Patrol Fleet	201-236-0000-6670 Vehicle Purchase_ decrease on AttD		50,000	50,000	Decrease the purchase of marked/unmarked police vehicles. Results in increased maintenance expenses (PW Budget) and forces altering the fleet cycling plan to keep vehicles past the point where value and costs equal.
	Sheriff - Admin	201- 201-0000-5224 Police Aid		11,500	11,500	Increase revenues based on averages of previous 4 year actuals.
	Sheriff - Jail Programs	201-235-1681-5858 & 6420 Commissary		10,000	10,000	Increase revenues (\$20K) and expenses (\$10K) based on averages or previous 4 year actuals, net \$10K in revenue. Decreased boarding may impact commissary rev/exp proportionally.
	Sheriff - Off-Duty Contract	201-250-0000-5532		8,374	8,374	Increase revenues based on averages of previous 4 year actuals.
<b>\$2.2M Target: Public Works \$280,000</b>	520 Parks (Revenue)	5285 Metro Council O&M Grants		20,000	20,000	Increase in annual allotment from Met Council
	301 ADMIN	6346 SERVICE AGREEMENTS		1,500	1,500	Typically not spent
	303 Program Delivery	6260 Prof & Tech Fees		20,067	20,067	
	303 Program Delivery	6309 Signal Maintenance		23,433	23,433	Signal painting and other major maintenance will have to be funded out of CIP \$
	304 Highway Operations	6260 Prof & Tech Fees		5,500	5,500	
	304 Highway Operations	6267 Spot Safety and Capacity Service		3,500	3,500	Major safety work will have to be funded out of CIP \$s
	304 Highway Operations	6660 Equipment and Furniture_ decrease on AttD		100,000	100,000	\$ 365,000 - original levy amount. Delay equipment lifecycle plan by 1 year or backfill \$100,000 with 101/61 Turnback Funds.
	306 Equipment Operations	6561 Gasoline		26,000	26,000	Historic avg. Large increases due to weather will require a budget amendment request
	306 Equipment Operations	6562 Diesel		20,000	20,000	Historic avg. Large increases due to weather will require a budget amendment request
	820 Highway Non Dept. (Revenue)	5216 State Aid Municipal Maintenance		10,000	10,000	Increase in CSAH revenue is likely. Depends on result of new formula
	820 Highway Non Dept. (Revenue)	5225 State Aid Regular Maintenance		50,000	50,000	Increase in CSAH revenue is likely. Depends on result of new formula

<b>\$2.2M Target: CSS \$330,000</b>	Home & Community Based Care	LTSS Time Study				For 2015 the Division had limited history to project the new LTSS Time Study revenue. For 2016 we have five quarters of reliable history. This revenue source pays for the 7.0 FTE Social Workers II's that were hired to do the MnChoices Assessments. The levy savings listed is after the costs of the positions have been covered.
			442,000	442,000		
			-	300,000		TBD
	Behavioral Health	Medical Assistance, Health Insurance and Client Fees	71,869	71,869		With a Nurse Practitioner, contract Psychiatrists and a Psychologist in place in the Outpatient Service the Division is projecting an increase in our revenues.
<b>\$2.2M Target: Employee Relations \$60,000</b>	01-050-050-6376-6379	Wellness Program	14,000	14,000		Effective 1/1/2016. This would eliminate health coaching conducted by Mayo, and reduce the amount available to pay for Health Incentive Program participation.
	01-050-000-0000-6335	County-Wide Training	30,000	-		Effective 1/1/2016. Leadership development, performance management, and other county-wide training initiatives budget would be eliminated. Investing in leadership development and employee development have been identified as county priorities and removing this funding would severely impact our ability to accomplish training and development initiatives.
	01-050-000-0000-6373	Misc. Employee Functions	3,000	-		Effective 2016. Eliminate support staff conference. Reduce programming and only provide low or no-cost speakers for a partial day training class as a potential alternative. The support staff conference has been a positive investment and training event in past years. Eliminating this event would negatively impact the County's priorities to invest in staff development.
	01-050-000-0000-6332	Conference, Professional Maintenance	2,000	-		Effective 1/1/2016. Reduce ER staff professional maintenance budget. This would negatively impact ER staff training and development options, with secondary impact on levels of service/knowledge provided to the organization and ability of staff to stay up to date on frequently changing issues in areas of legal, compliance, benefits, risk and liability, etc.
	01-050-000-0000-6241	Advertising & Legal Notice Publication	4,000	-		Effective 1/1/2016. This budget line item is already fairly minimal considering all the job recruitment conducted by ER. A reduction in this area would force ER staff to further reduce already minimal paid job advertisements. Divisions could be given the option to pay for additional advertising out of their own budgets if desired.
	01-050-000-0000-6260	Professional & Tech Fees For Services	7,000	-		Effective 1/1/2016. Cancel SafeAssure contract which provides multiple safety related services across County divisions. A portion of funding would need to be reallocated to ensure OSHA required safety training mandates are still met through other sources. This would be disruptive to our training delivery plan and would require ER and division staff to seek alternative training options. The County's focus on safety initiatives would be reduced overall.
<b>Division Subtotal</b>			<b>\$ 1,492,769</b>	<b>\$ 1,682,961</b>		

<b>County-wide</b>		Vacancy Savings Adjustment	\$ -	\$ 750,000		Based on prior year trends
		2015 Organizational Restructuring	-	330,000		The 2015 Organizational Restructuring provides a net reduction in salary and benefits through a 2.0 net FTE reduction, more strategic alignment of functions, and streamlining Divisions from 7 to 5.
		Redirect County Program Aid back into the Operating Budget and funding CIP projects with Turnback funds.	-	600,000		State CPA funding is being redirected back to the General Fund because this funding source has become more reliable and because State Turnback funds are available to fund one-time capital projects for the foreseeable future.
<b>County-Wide Subtotal</b>			<b>\$ -</b>	<b>\$ 1,680,000</b>		

	<b>\$ 1,492,769</b>	<b>\$ 3,362,961</b>
Cuts to FVE replacement (Att D), listed above	(210,000)	(205,000)
<b>Total Levy Target Savings</b>	<b>\$ 1,282,769</b>	<b>\$ 3,157,961</b>

## Attachment B: Recommended Staffing Changes

Division/Department	Division Requested FTE's/ hours	Requested Gross Levy (\$)	County Administrator's Preliminary Recommendation-FTEs	Position	Direct Funding	County Administrator's Preliminary Recommendation-Indirect Funding	County Administrator's Preliminary Recommendation-Net Levy (\$)
<b>Requested for 2016:</b>							
Admin Svcs-IT	1.00	85,610	0.00	GIS Specialist			
Admin Svcs-IT	1.00	123,963	0.00	Principal Analyst			
Admin Svcs-Library	0.25	6,725	0.00	STOc Library Assistant			
Admin Svcs-Library	2.00	85,946	0.00	Library Assistant			
PH&E-Environmental Svcs	1.00	87,992	0.00	Environmentalist I			
PH&E-Planning & Water Mgmt	0.40	35,960	0.40	Water Resources Assistant	35,960		-
PH&E-Public Health	1.00	102,852	0.00	Public Health Program Specialist			
PW-Administration	1.00	65,433	1.00	Admin Assistant		65,433	-
PW-Operations	3.00/ 6240 hrs	94,093	0.00	STOc - Hwy Maintenance Worker			
PW-Parks	0.43/ 800 hrs	12,000	0.43	PT Seasonal		12,000	-
PW-Program Delivery	1.00	102,503	0.00	Transportation Planner			
Sheriff-Communications	2.00	133,955	1.60	Dispatcher-911 svcs.			113,677
Sheriff-Jail	(0.38)	(16,089)	(0.38)	Visiting Clerk			(16,089)
CSS-Admin Support	1.00	65,433	1.00	Support Services Specialist	16,358	49,075	-
CSS-Behavioral Health	1.00	90,483	1.00	Registered Nurse	90,483	-	-
CSS-Home & Comm Based Care	2.00	177,810	2.00	Social Worker II	177,810	-	-
CSS-Child and Family	1.00	94,563	1.00	Therapist	94,563	-	-
<b>Totals</b>	<b>18.70</b>	<b>\$ 1,349,232</b>	<b>8.05</b>		<b>\$ 415,174</b>	<b>\$ 126,508</b>	<b>\$ 97,588</b>

Attachment C: Capital Projects by Fund for 2015

DEPT.	CIP #	DESCRIPTION	2015	2016	2016	Inc./Dec
			Adopted	Division Director Request	County Administrator's Preliminary Recommendation	
<b>Parks &amp; Trails Capital Improvements</b>						
		Extension of MN River Bluffs Regional Trail (Park & Trail Fund)	270,000	-	-	(270,000)
		Extension of MN River Bluffs Regional Trail (Federal)	649,600	-	-	(649,600)
		Extension of MN River Bluffs Regional Trail (CCRRA)	73,000	70,000	70,000	(3,000)
		Extension of MN River Bluffs Regional Trail (CPA)	49,719	-	-	(49,719)
		CR10 / Dakota Rail Regional Trail Connection (CPA)	141,619	-	-	(141,619)
		Security gates- Minnewashta and Baylor Park (CPA)	100,000	-	-	(100,000)
		Repurposing Houses, Plans & Construction for Group Use Area & Trailhead(CPA)	-	79,904	79,904	79,904
		34-520-XXX-XXXX-6610	1,283,938	149,904	149,904	(1,134,034)
<b>Fund 34 Total</b>	<b>34-XXX-XXX-XXXX-66XX</b>		<b>1,283,938</b>	<b>149,904</b>	<b>149,904</b>	<b>(1,134,034)</b>
<b>Levy Dollars - Fund #34</b>			-	-	-	-
<b>Building and Other Capital Improvements</b>						
		Master Space Plan Projects (CPA)	-	19,904	19,904	
		Contribution to Agricultural Society 2013/2014 Building Projects (CPA)	60,000	60,000	60,000	-
		Security Task Projects- (CPA)	190,000	-	-	(190,000)
		TBD projects- (CPA)	41,338	-	-	(41,338)
		30-XXX-XXX-XXXX-6630	291,338	79,904	79,904	(231,338)
<b>Fund #30 Total</b>	<b>30-XXX-XXX-XXXX-66XX</b>		<b>291,338</b>	<b>79,904</b>	<b>79,904</b>	<b>(211,434)</b>
<b>Levy Dollars - Fund #30</b>			-	-	-	-
<b>Regional Rail Authority Right-of Way Capital Improvements</b>						
		Contribution to County for FTE (levy)	36,000	41,000	41,000	5,000
		Extension of MN River Bluffs Regional Trail (levy)-to fund 34	73,000	70,000	70,000	(3,000)
		TBD Regional Rail Authority Projects and Stewardship (levy)	11,000	33,000	33,000	22,000
		15-XXX-XXX-XXXX-66XX	120,000	144,000	144,000	24,000
<b>Fund #15 Total</b>	<b>15-XXX-XXX-XXXX-66XX</b>		<b>120,000</b>	<b>144,000</b>	<b>144,000</b>	<b>24,000</b>
<b>Levy Dollars - Fund #15</b>			<b>120,000</b>	<b>140,000</b>	<b>140,000</b>	<b>20,000</b>
<b>Road &amp; Bridge Capital Improvements</b>						
<b>Transfers</b>						
		CSAH Regular funds transfer to Fund 03	100,000	100,000	100,000	-
		Wheelage tax funds transfer to Fund 35	-	315,000	315,000	315,000
		03-304-000-0000-6520	100,000	415,000	415,000	315,000
<b>Professional Services</b>						



307-8637	CSAH 18 Reconstruction (State Aid)		311,000	311,000	311,000
307-8637	CSAH 18 Reconstruction (Mun / State Participation)		206,000	206,000	206,000
307-8740	CSAH 51 Bridge over Carver Creek (State Aid Regular)	30,000	-	-	(30,000)
307-8737	CR 140 Bridge #L2795 (CPA)	50,000	-	-	(50,000)
307-8738	CR 140 Bridge #10504 (CPA)	50,000	-	-	(50,000)
307-8739	CR 140 Bridge #L2797 (CPA)	50,000	-	-	(50,000)
307-8754	CSAH 14 Corridor Signal Improvements (State Aid Regular)	50,000	-	-	(50,000)
307-8765	NON-CIP CSAH 10/51 Ring Road (Mun / State Participation)		128,000	128,000	128,000
		<b>32-307-000-0000-6680</b>	<b>230,000</b>	<b>645,000</b>	<b>645,000</b>

**Construction**

307-8014	<b>Shoulder Widening (County Levy)</b>		400,000	400,000	400,000
307-8014	<b>Shoulder Widening (Wheelage Tax)</b>		495,000	495,000	495,000
307-8014	<b>Shoulder Widening (State Aid)</b>		561,000	561,000	561,000
307-8015	<b>Safety Set Aside (County Levy)</b>	150,000	175,000	175,000	25,000
307-8016	<b>Traffic Marking / Signs / Signals (County Levy)</b>	340,000	315,000	315,000	(25,000)
307-8016	<b>Traffic Marking / Signs / Signals (CPA)</b>		110,000	110,000	110,000
	Development Driven Road & Bridge Projects (Portion of 50% unallocated CPA)	10,000	-	-	(10,000)
307-8737	CR 140 Bridge #L2795 (Bridge Bonding)	481,000	-	-	(481,000)
307-8737	CR 140 Bridge #L2795 (CPA)	100,000	-	-	(100,000)
307-8738	CR 140 Bridge #10504 (Bridge Bonding)	721,000	-	-	(721,000)
307-8738	CR 140 Bridge #10504 (CPA)	100,000	-	-	(100,000)
307-8739	CR 140 Bridge #L2797 (Bridge Bonding)	296,000	-	-	(296,000)
307-8739	CR 140 Bridge #L2797 (CPA)	100,000	-	-	(100,000)
307-8740	CSAH 51 Bridge over Carver Creek (State Aid Regular)	163,000	-	-	(163,000)
307-8740	CSAH 51 Bridge over Carver Creek (Bridge Bonding)	163,000	-	-	(163,000)
307-8745	CSAH 33 Bridge #10515 (CPA)		32,084	32,084	32,084
307-8754	CSAH 14 Corridor Signal Improvements (State Aid Regular)	48,211	-	-	(48,211)
307-8754	CSAH 14 Corridor Signal Improvements (Federal)	482,112	-	-	(482,112)
307-8765	NON-CIP CSAH 10-51 Ring Road (Mun / State Participation)		640,000	640,000	640,000
307-8743	CSAH 23 Bridge #10507 (Bridge Bond)		112,000	112,000	112,000
307-8756	CR123 Flood Mitigation (Fund Balance)	210,561	-	-	(210,561)
	Flood Mitigation (CPA)	122,675	-	-	(122,675)
307-8757	CSAH 10 / TH 5 Intersection (State Aid Regular)	300,000	-	-	(300,000)
307-8780	CSAH 11 MN River Bridge (State Aid Regular)		225,000	225,000	225,000
307-8784	CSAH 61 Reconstruction (Mun / State Participation)		1,740,000	1,740,000	1,740,000
307-8784	CSAH 61 Reconstruction (CPA)		17,724	17,724	17,724
		<b>32-307-000-0000-6681</b>	<b>3,787,559</b>	<b>4,822,808</b>	<b>4,822,808</b>

**Right of Way**

307-8637	CSAH 18 Reconstruction (TH41 to Galpin) (State Aid Regular)	-	181,350	181,350	181,350
307-8637	CSAH 18 Reconstruction (TH41 to Galpin) (Municipal/ State)	-	268,650	268,650	268,650
307-8737	CR 140 Bridge #L2795 (Fund Balance)	40,000	-	-	(40,000)
307-8738	CR 140 Bridge #10504 (Fund Balance)	40,000	-	-	(40,000)
307-8739	CR 140 Bridge #L2797 (Fund Balance)	40,000	-	-	(40,000)
307-8740	CSAH 51 Bridge over Carver Creek (State Aid Regular)	40,000	-	-	(40,000)
307-8765	NON-CIP CSAH 10-51 Ring Road (Mun / State Participation)		520,500	520,500	520,500
		<b>32-307-000-0000-6685</b>	<b>160,000</b>	<b>970,500</b>	<b>970,500</b>

**Resurfacing/Maintenance**

307-8000	<b>Resurfacing/Maintenance (County Levy)</b>	1,200,000	900,000	900,000	(300,000)
307-8000	Resurfacing/Maintenance (Wheelage)	415,000	-	-	(415,000)
307-8000	Resurfacing/Maintenance (State Aid)	900,000	2,482,500	2,482,500	1,582,500
		<b>32-307-000-0000-6684</b>	<b>2,515,000</b>	<b>3,382,500</b>	<b>3,382,500</b>

<b>Fund #32 Total</b>	<b>32-307-XXX-XXXX-66XX</b>		<b>6,792,559</b>	<b>10,235,808</b>	<b>10,235,808</b>
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<b>Road &amp; Bridge Levy Dollars - Fund #32</b>		<b>1,690,000</b>	<b>1,790,000</b>	<b>1,790,000</b>	<b>100,000</b>
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## Attachment D: 2015 Facilities, Vehicles and Equipment

DEPT.	CIP #	DESCRIPTION	2015	2016	2016	Inc./Dec
			Approved	Division Director Request	County Administrator's Preliminary Recommendation	
<b>Administrative Services - Facilities</b>						
Building Improvements - 6640						
	01-110	Facilities - Manager Initiatives	326,500	335,000	335,000	8,500
		Building Improvements 01-110-000-0000-6640	326,500	335,000	335,000	8,500
Dept Total		01-110-XXX-0000-66XX	326,500	335,000	335,000	8,500
<b>Administrative Services - Information Services</b>						
Manager Capital Initiatives						
		Technology - Manager Initiatives	310,000	320,000	320,000	10,000
		Software: 01-049-046-0000-6660	310,000	320,000	320,000	10,000
<b>Client Services</b>						
		Scanner Replacement	-	12,000	12,000	12,000
		Equipment: 01-049-060-0000-6660	-	12,000	12,000	12,000
Dept Total		01-049-XXX-XXXX-66XX	310,000	332,000	332,000	22,000
<b>Administrative Services - Library</b>						
Administration						
		Furniture replacement	15,000	10,000	10,000	(5,000)
		Self checkout replacement	-	20,000	20,000	20,000
		Equipment: 01-014-500-0000-6660	15,000	30,000	30,000	15,000
Dept Total		01-014-XXX-XXXX-66XX	15,000	30,000	30,000	15,000
<b>Administrative Services - Administration</b>						
		Ergonomic/adjustable height workstations/tables	50,000	-	-	(50,000)
		Equipment: 01-0XX-000-0000-6660	50,000	-	-	(50,000)
Dept Total		01-XX0-000-0000-66XX	50,000	-	-	(50,000)
<b>Public Health &amp; Environment</b>						
Planning and Water Management						
		Vehicle	30,000	-	-	(30,000)
		01-123-120-XXXX-6670	30,000	-	-	(30,000)
		Carver County Water Mgmt. Organization Project Fund*	140,000	135,000	135,000	(5,000)
		16-XXX-XXX-XXXX-6630	140,000	135,000	135,000	(5,000)
Division Total		16-XXX-XXX-XXXX-66XX	170,000	135,000	135,000	(35,000)
<b>Sheriff's Office</b>						
Jail						
		Washing Machines	-	25,000	25,000	25,000
		Jail Appliance Replacement LEC	40,000	-	-	(40,000)
		Jail- Paint	5,000	-	-	(5,000)
		Equipment: 01-201-235-0000-6660	45,000	25,000	25,000	(20,000)

<b>Support Services</b>		Total Capital Outlay 01-201-235	45,000	25,000	25,000	(20,000)
		Transport Van w/Security Divider	45,000	-	-	(45,000)
		Conference room/ office renovation		24,000	24,000	24,000
		Vehicles: 01-201-231-000-XXXX	45,000	24,000	24,000	(21,000)
		Total Capital Outlay 01-201-231	45,000	24,000	24,000	(21,000)
<b>Patrol</b>						
	236-01	Vehicles	283,342	247,500	247,500	(35,842)
		Vehicles: 01-201-236-0000-6670	283,342	247,500	247,500	(35,842)
		Total Capital Outlay 01-201-236	283,342	247,500	247,500	(35,842)
<b>Communication</b>						
	240-	MDCs and Radios	50,000	50,000	50,000	-
		Dispatch Consoles (equipment paid by 911 fees*)	700,000	-	-	(700,000)
		Equipment: 01-201-240-0000-6660	750,000	50,000	50,000	(700,000)
		Total Capital Outlay 01-201-240	750,000	50,000	50,000	(700,000)
<b>Division Total</b>		01-201-XXX-XXXX-66XX	1,123,342	346,500	346,500	(776,842)
<b>Public Works</b>						
<b>Highway Operations</b>						
		AVL / GPS for PW Fleet	15,000	-	-	(15,000)
		Public Works Equipment	-	265,000	265,000	265,000
		Public Works Equipment (CSAH)		150,000	150,000	150,000
		Equipment: 03-304-000-0000-6660	15,000	415,000	415,000	250,000
	305-020	Pickups (CSAH)	35,000	-	-	(35,000)
		1Ton Crew Cab (Dump Box) (CSAH)	55,000	-	-	(55,000)
		Trimble R10 GNSS (2) & TSC# Controller (CSAH)	48,000	-	-	(48,000)
		Hwy Vehicles: 03-304-000-0000-6670	138,000	-	-	(138,000)
		Skid Steer Loader	75,000	-	-	(75,000)
		Dozer	70,000	-	-	(70,000)
		Portable Traffic Signs (Levy)	42,500	-	-	(42,500)
		Portable Traffic Signs (CSAH)	7,500	-	-	(7,500)
		Vac Truck Nozzles (CSAH)	7,000	-	-	(7,000)
		Hwy Eq: 03-304-000-0000-6690	202,000	-	-	(202,000)
		Total Capital Outlay: 03-304	355,000	415,000	415,000	(90,000)
<b>Equipment Operations</b>						
		Fuel System Upgrade (CSAH)	35,000	-	-	(35,000)
		Fleet Pool Management Software	10,000	-	-	(10,000)
		Software: 03-306-000-0000-6655	45,000	-	-	(45,000)
		Total Capital Outlay 03-306	45,000	-	-	(45,000)
<b>Dept Total</b>		03-XXX-XXX-XXXX-66XX	400,000	415,000	415,000	(135,000)
<b>Park Administration</b>						
		Park Maintenance Projects (paid by increase in park permit fees*)	35,426	26,000	26,000	(9,426)
		Site Improvements: 01-520-000-0000-6610	35,426	26,000	26,000	(9,426)
		One Ton Diesel	51,000	-	-	(51,000)
		Equipment: 01-520-000-0000-6660	51,000	-	-	(51,000)
<b>Dept Total</b>		01-520-XXX-0000-66XX	86,426	26,000	26,000	(60,426)
<b>Social Services</b>						
		Software Purchase	-	10,000	10,000	10,000
		Software 11-405-600-XXXX-6655	-	10,000	10,000	10,000
		Home & Community Based Care Dept. Electronic Document Management Software (non-levy)	50,000	50,000	50,000	-

	Software 11-405-700-XXXX-6655	50,000	50,000	50,000	-
	Replacement Client Transport Vehicles (1 @ \$30,000)	25,000	30,000	30,000	5,000
	Vehicles 11-405-700-XXXX-6670	25,000	30,000	30,000	5,000
Division Total	11-XXX-XXX-XXXX-66XX	75,000	90,000	90,000	15,000
<b>County Totals</b>		<b>2,556,268</b>	<b>1,709,500</b>	<b>1,709,500</b>	<b>(996,768)</b>
	<b>*Non-Levy Dollars Available to Pay</b>	<b><u>(1,112,926)</u></b>	<b><u>(371,000)</u></b>	<b><u>(371,000)</u></b>	<b><u>(741,926)</u></b>
	<b>Net Levy Dollars Needed</b>	<b><u>\$ 1,443,342</u></b>	<b><u>\$ 1,338,500</u></b>	<b><u>\$ 1,338,500</u></b>	<b><u>\$ (104,842)</u></b>





## Carver County Government Center

600 East Fourth Street, Chaska, MN 55318

The Honorable Chair and Members  
of the Board of County Commissioners  
600 East Fourth Street  
Chaska, MN 55318

Dear Commissioners and Citizens of Carver County:

I am pleased to present the 2016 Recommended Preliminary Budget.

The recommendations included in this document reflect the improving but continually challenging economic times being experienced both globally and locally in Carver County. This recommended budget responds to this challenge by making smart fiscal decisions which ultimately result in a continued stable level of service to our citizens.

While our main benchmarks such as property market values and new construction show relatively improved growth, these potential new revenue sources were eroded by complicated statutory fiscal formulas that required us to share these revenues metro wide. At the same time, the County Board directed that the County's 2016 tax impact on the average-value home not increase despite the increase in value. But these challenges have been met in this budget recommendation as is evidenced by 2016 being the eleventh year in a row that owners of an average-value home will pay the same or less in County taxes as compared to the previous year.

Most of the County's commercial properties with an average-value increased in value and most of these properties show a decrease in county tax impact for 2016. Agricultural property increased in value for 2015 but at a slower rate than the average-value home; the county's tax impact on the average-value agricultural property will decrease in 2016 compared to 2015.

The 2016 Preliminary Budget totals \$101,421,490, which is an increase from 2015 Budget of \$93,780,852. The \$7,640,638 increase is largely related to construction projects planned for 2016 and salary and benefit costs.

The recommended preliminary budget limits the 2016 levy increase to capturing new construction tax base which allows the 2016 levy to increase \$380,780 (0.76%) to \$50,242,700 compared to the 2015 property tax levy of \$49,861,920.

The County Board is expected to hold a public hearing on the 2016 Budget on Thursday, December 3, 2015. The Board will be asked to adopt the final 2016 levy and budget on Tuesday, December 15, 2015. The 2016 Budget Book approved by the Board will provide a broad

overview of the budget, as well as narrative summaries for all county divisions and departments, elected officials, and programs and services that receive financial support from the County.

The Board will also be asked to approve the 2017 Long-Term Financial Plan on Tuesday, December 15, 2015. The County uses the [Long-Term Financial Plan](#) along with the Annual Budget to connect financial strategies to the County's short-term and long-term strategic goals and objectives. Long-term financial planning establishes a roadmap for funding significant capital projects, facilities, vehicles and equipment replacement, and significant operating budget financial challenges. The 2017 Long-Term Financial Plan will be used as a strategy planning tool to fund significant capital projects and operating challenges beyond the 2016 Budget.

The 2016 Recommended Preliminary Budget was developed over the past several months through staff meetings, Board work sessions and public hearings. The hard work county staff provided in assisting with the preparation of this budget should be acknowledged. In particular, division directors, managers, employee relations and finance staff were instrumental in preparing this budget recommendation, and their assistance is greatly appreciated.

The Budget Overview that follows forms the basis of the recommended preliminary 2016 Annual Budget and is being submitted for review by the Board of Commissioners and citizens of Carver County. It includes the 2015-2016 budget comparison summary, budget strategies, and trend data used to develop the preliminary budget. The updated summaries on revenues, expenditures, staffing changes, capital projects, and replacement cost for facilities, vehicles and equipment also factor into the final budget recommendation.

Thank you for your continued support and cooperation as we move toward completion of the 2016 Annual Budget process.

Sincerely,



David Hemze  
County Administrator

# Budget Overview

## Budget Summary

The 2016 Preliminary Budget totals \$101,421,490, which is an increase of \$7.6 million from the 2015 Budget.

2015-2016 Budget Comparison		
Revenue	2015 Budget	2016 Budget
Taxes & Penalties	51,616,883	52,668,621
Licenses & Permits	922,424	1,039,830
Intergovernmental	24,268,319	30,718,428
Charges for Services	11,883,636	12,478,250
Fines & Forfeitures	225,786	225,786
Investment Earnings	1,646,661	1,646,661
Other Revenues	2,517,143	2,643,914
<b>Total Revenues</b>	<b>93,080,852</b>	<b>101,421,490</b>
Expenditures		
Public Assistance	4,323,420	4,963,114
Personal Services	58,731,018	61,364,090
Services & Charges	9,634,178	10,323,365
Material & Supplies	4,322,640	4,417,494
Capital Outlay	10,403,542	14,509,439
Debt Services	5,812,865	5,749,365
Other Expenses	(899,650)	(1,711,489)
Transfers	1,452,839	1,806,112
<b>Total Expenditures</b>	<b>93,780,852</b>	<b>101,421,490</b>
<b>Capital Reserves Used</b>	700,000	-

This chart compares the revenue and expenditure amounts for 2015 and 2016.

The most significant changes in the 2016 Budget are in Intergovernmental, Personal Services, and Capital Outlay.

The increase in both revenues and expenditures are primarily due to the additional state and federal funds for both Social Services and Road & Bridge Construction projects. Also, personal services increased to remain competitive in the market.

The 2015 use of capital reserves was to fund the remaining portion of the Next Generation Phone System that was paid with existing revenue from 911 fees that have been accumulated over the last few years in preparation

of this purchase.

## Budget Strategies

In addition to having no county tax impact on the average-value home and decreasing the county tax impact on the average-value commercial and agricultural property, the 2016 Preliminary Recommended Budget was developed using the following strategies:

- **Capture the tax base from new construction.**

The County Administrator’s Preliminary Recommended 2016 Tax Levy increase is \$380,780, which is a 0.76% increase over the 2015 Levy. This increase, which represents the additional tax base from new construction was significantly lower than previous years due to significant Fiscal



Disparity (a State law that requires the 7 county metro area to share commercial tax base growth) adjustments primarily related to the previous year’s decertification of a large TIF district. The tax levy increase, along with \$3.1 in levy savings adjustments will be used to invest in salary and benefits to remain competitive with the market, for staffing changes to respond to the pent-up and growing demand for services as the County starts recovering from the recent economic downturn and to offset a \$1M in net adjustments for negative trends in spending and revenues.

The table below summarizes how the 2016 Budget was balanced:

<b>2016 Budget Executive Summary</b>	
Salary and Benefit increases (net offsetting revenue)	\$(2,432,379)
Attachment A1 - Net Trend Adjustments	(1,013,616)
Attachment A2 - Net Levy Savings	3,157,961
Attachment B- Staffing Changes	(97,588)
Attachment C- Capital Projects	(100,000)
Attachment D- Facilities, Vehicles, and Equipment	104,842
<b>2016 Levy Increase</b>	<b>\$380,780</b>

- **Invest in salary and benefits to remain competitive with the market.**

The salary and benefits levy need increased \$2,432,379 (or approximately 4.15%) to remain competitive with the market. In addition to the external market, the salary projection is based on pay-for-performance trends, union settlements, and overtime increases. Benefit costs were increased due to contractual increases in health insurance contributions, proposed health insurance and dental benefit changes, workers compensation rate increases, statutory increases in Public Employee Retirement Association (PERA) contribution rates and Other Post-Employment Benefits (OPEB) funding increases.

- **Analyze trends to identify revenue increases/decreases and areas for spending needs/cuts.**

The budget process identified proposed changes in spending and revenue based on trends, best practices, and reprioritizing line-item spending.

\$1 million in net trend adjustments are recommended with a \$300,000 decrease in jail inmate revenue and \$442,000 in increased child placement costs being the most significant trends. *See Attachment A1 for a summary of the recommended \$1 million in net trend adjustments.*

\$3.1 million in net levy savings are recommended with:

\$1.4 million coming from individual budget line items within each Division:

- \$850,000 in new revenue
- \$590,000 in reduced expenditures

\$1.7 million coming from county-wide levy savings:

- \$330,000 from a 2015 Organizational Restructuring,

- \$750,000 from a FTE vacancy savings that reflects an increase in employee turnover
- \$600,000 redirection of State County Program Aid from the CIPs to the General Fund that reflects the increased confidence in the State's ability to keep its State Aid promises as well as the expected \$1.3 million in State Highway Reimbursement that is expected to be paid to the County for the next 10 years.

*See Attachment A2 for a summary of the recommended \$3.1 million in net levy savings.*

- **Invest in staffing changes to respond to the pent-up and growing demand for services.**

\$97,588 is recommended for new 911/Dispatch positions in the Sheriff's Office to respond to the increasing number of calls for emergency services over the last several years. Additional positions, paid for by non-levy funds, are also recommended to respond to the pent-up and growing demand for services as the County recovers from the recent economic downturn. *See Attachment B for Recommended Staffing Changes*

- **Fund new capital projects without increasing the property tax levy.**

New capital projects have been funded with revenue sources that did not increase the County's property tax levy. These sources include federal, state, regional grants, and County Program Aid (CPA). *See Attachment C for the list of Capital Projects.*

This preliminary budget also takes into consideration that in 2016 the State has indicated the County should expect to receive \$1.3 million of Highway Reimbursement Funds. This State reimbursement is for the County advance-funding \$20 million of the State's contribution to the Southwest Reconnection Project in 2014. The State is expected to reimburse the County for this advance-funding over the next 10 years. *See Attachment E for the list of Capital Projects funded by Highway Reimbursement Funds.*

- **Invest in facilities, vehicles and equipment maintenance and replacement.**

Board direction in the County's Long Term Financial Plan is to have a 5 year plan to maintain and strategically replace facilities, vehicles and equipment. The 2016 Budget recommends \$1.34 million to maintain and replace facilities, vehicles and equipment which is a \$105,000 decrease from the 2015 Budget. This recommended decrease was included as part of the levy savings that were needed to balance the budget. *See Attachment D for this 2016 maintenance and replacement schedule.*

### ***Trend Data***

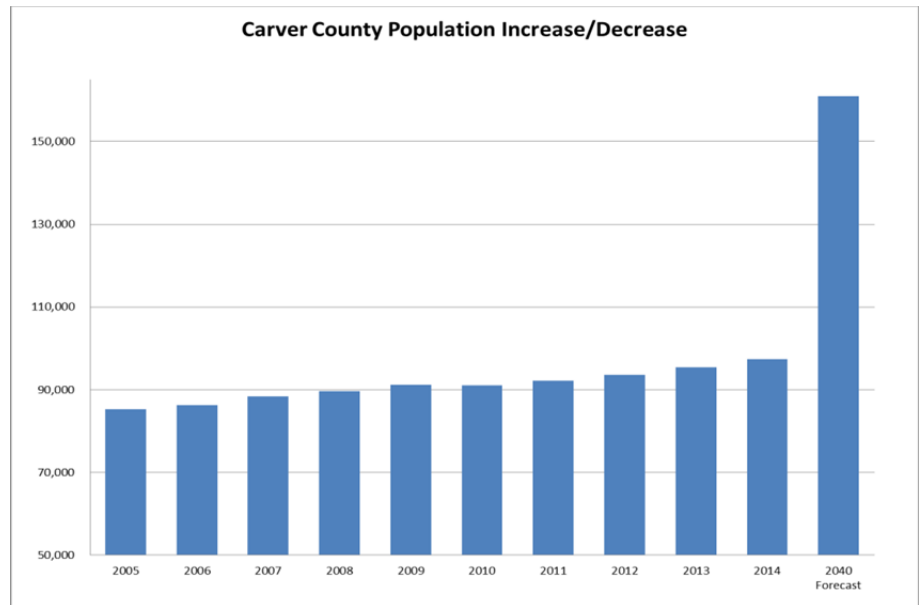
The following are key historical trends that were used to form the foundation of the 2016 Budget.

**Population:** Out of 87 counties in Minnesota, Carver County's estimated 2014 population of 97,338 is the 11<sup>th</sup> highest. The County's 2013 to 2014 population increase, 1.78%, was the highest year-to-year growth rate in Minnesota. Over the last decade Carver County had a

population growth of 14.03% adding a total of 11,958 residents. Carver County’s population is expected to continue to grow in the future. The 2040 forecasts from Metropolitan Council predict that Carver County will experience the highest population growth rate in the Metro Region into 2040, reaching a forecasted population of 161,020. That is a 65.72% increase from 2014.

The following shows the 2005-2009 and 2011-2014 Metropolitan Council population estimates as well as the 2010 Census populations.

<u>Year</u>	<u>Population</u>
2005	85,204
2006	86,236
2007	88,384
2008	89,615
2009	91,228
2010	91,042
2011	92,104
2012	93,584
2013	95,463
2014	97,162
2040	161,020 <i>(forecast)</i>

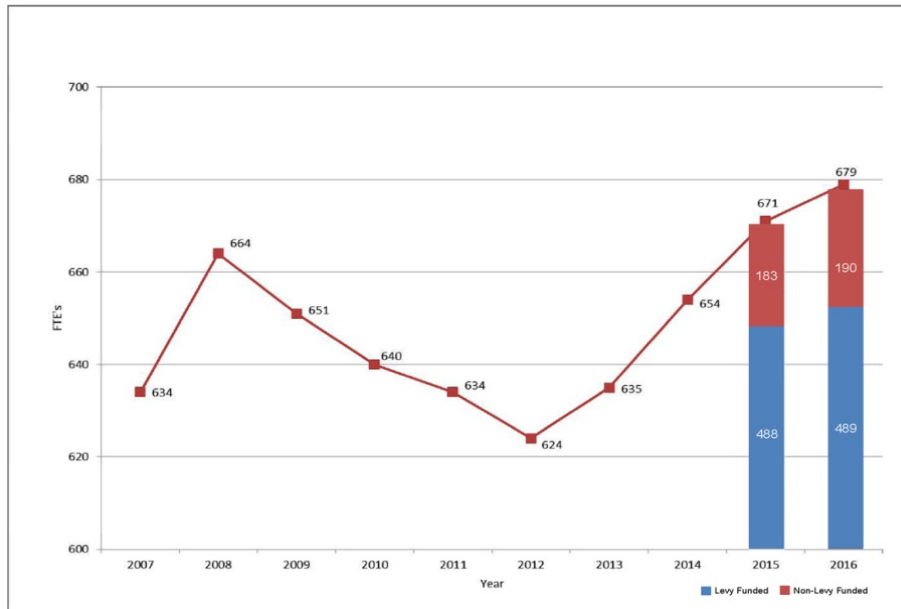


Population growth is the biggest factor related to service demand pressure for Carver County. Significant growth increases the need for public investment in infrastructure and impacts service delivery for government entities.

In addition to overall population growth, Carver County’s aging population is expected to impact the type and number of services that will need to be provided in the future. The population of County residents age 65 and older is expected to constitute about 28.2% of the total County population in 2040, up from 9.4% in 2013.

**County Employees:** As the County has grown in population over the past decade; the number of employees needed to meet service demands has also increased.

### Total Number of FTE Employee Positions (2007-2016)



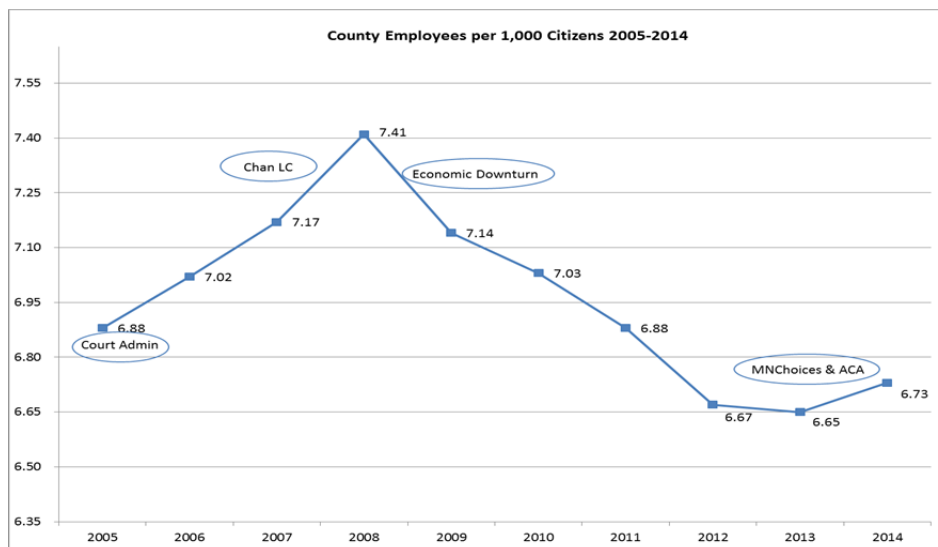
This graph shows the changes in the number of County employees in the past decade. It shows the number of Full-Time Equivalent (FTE) employee positions that are funded by levy and non-levy funding sources.

Based on the 2016 budget figures, it is estimated that 27.98% of FTEs will be funded by other sources of revenue that the County

has identified to help lower the need to use levy funds. Other revenue sources include contract revenue, fees for services, and grants.

Budget adjustments made due to the recession and the corresponding loss of state aid resulted in a loss of 40 FTE employee positions from 2008 to 2012. Starting in 2013 with the rebounding economy and federal/state mandates, FTE employee positions started to increase. The 2016 recommended budget proposes an increase of 8.05 FTEs from the 2015 FTE count to a total of 678.56 FTE positions. The majority of the recommended FTE increases are non-levy funded positions which increased in 2016 to 27.98%, compared to 27.27% in 2015.

Since wage and benefit costs for personnel is the County's largest expense, the number of County employees significantly impacts the budget. For example, if the number of County employees were to increase at the same rate as the population and double over the next two decades, the result would be large increases in the County budget that would push dramatic property tax increases. Instead the increase in population is expected to introduce economies-of-scale that will allow the County to operate more efficiently with a lower employee-to-citizen ratio.

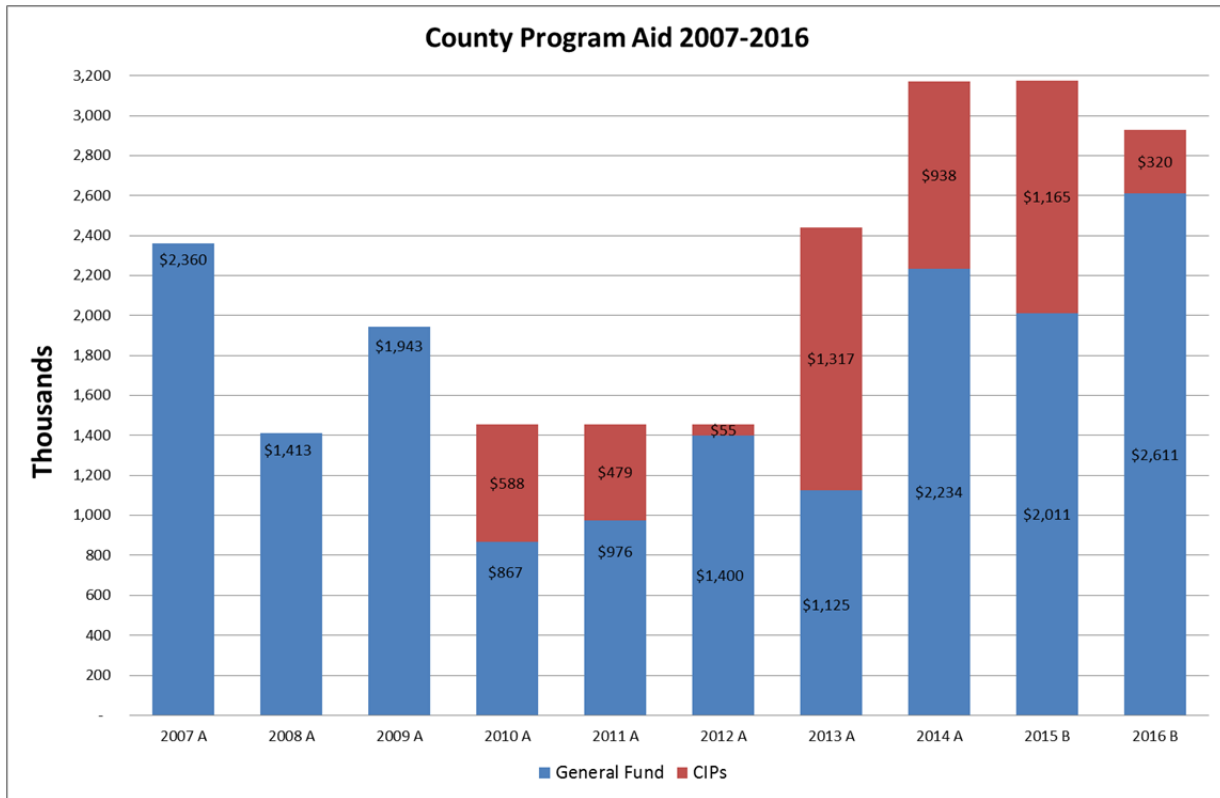


### County Employees per 1,000 Citizens 2005-2014

This graph shows the fluctuation in the number of employees per 1,000 citizens. It has gone from a high of 7.41 employees per 1,000 citizens in 2008 to a low of 6.65

in 2013. Since 2008 there has been a steady decrease in the number of employees per 1,000 citizens as a result of a limited growth in the tax base, flat and/or declining revenue as well as continual improvement in efficiencies gained through investments in technology and division reorganizations. In 2014, there is starting to be a slight rebound due to state and federal mandates.

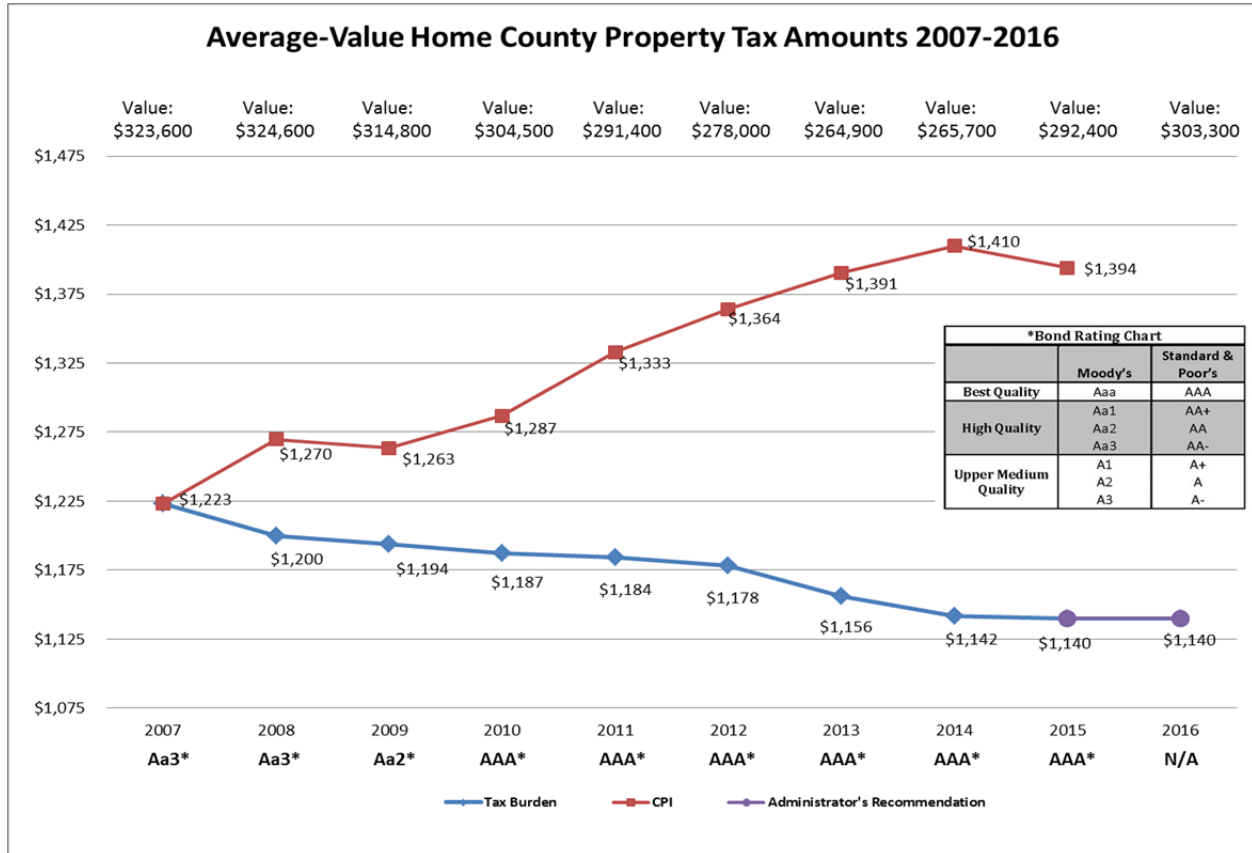
**County Program Aid Allocation:** The following chart illustrates the actual amount of County



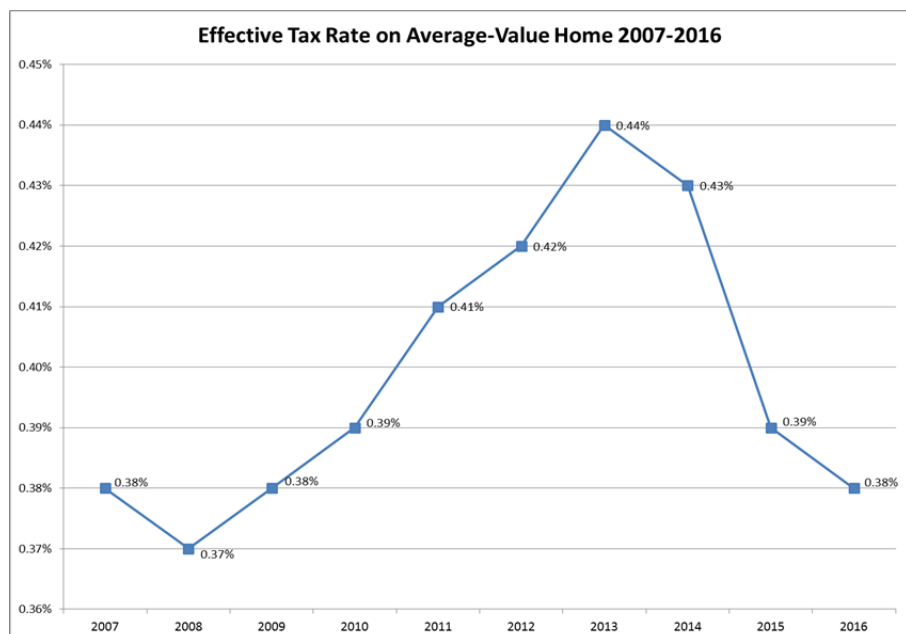
Program Aid (CPA) the County has received from 2007-2014 and the budgeted amount for 2015 and 2016. The 2016 Budget has the County receiving \$2,931,000 of CPA funds, which is a \$245,000 decrease from 2015. This chart also illustrates the amount of CPA that has been directed to the Capital Project Funds (CIPs) and the General Fund since 2010. In 2016, \$600,000 of CPA funds is budgeted to be redirected back into the General Fund.

**Property Taxation:** The Board has continued its strategy of setting the levy to maintain or decrease the County’s tax-impact on an average-value home. The value of the average home in Carver County increased from \$292,400 in 2015 to \$303,300 in 2016. The County’s portion of the total property tax bill on an average-value home for 2016 will remain the same as 2015, at \$1,140.

The following chart shows the changes in average home values and taxes from 2007 to 2016. It also shows how the average home's property tax has continually decreased compared to the Consumer Price Index (CPI), which has grown over the past several years. Carver County's bond rating which is also listed on the chart has been at the highest rating possible of AAA since 2010.

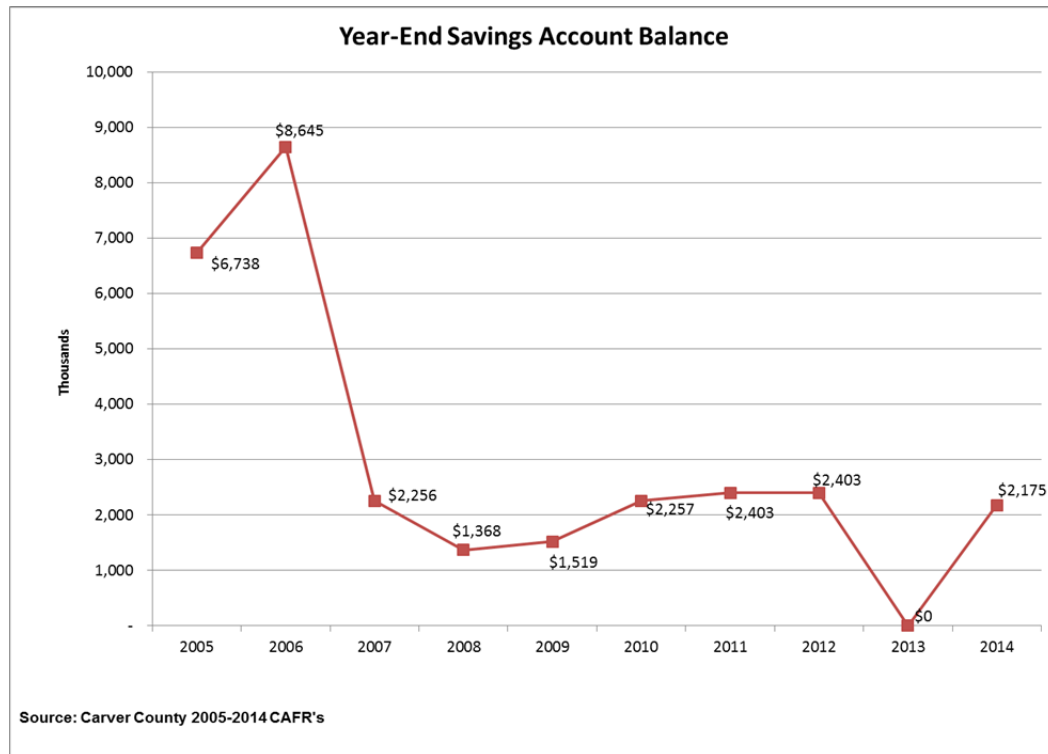


**Effective Tax Rate:** The effective tax rate is the percentage of market value a homeowner is paying in property taxes. It is calculated by taking the home's market value and dividing it by the tax. The upward movement on this trend reflects the decreasing valuation of homes that began in 2008 and ended in 2013. Rising home values and the relatively modest rate of tax increases by the



County resulted in a decreasing effective tax rate starting in 2014 and through 2016.

**Year-End Savings Account:** The Year-End Savings (YES) Account designates up to 5 percent of the County’s reserves for future unknowns such as emergencies, disasters, capital projects, and intergovernmental funding cuts. The following chart shows the trend in this account’s balance. Significant decreases in the YES Account from 2006 to 2008 were the result of planned Board-approved transfers to pay for one-time capital projects and land acquisitions. In 2013, the YES Account was brought down to zero; to offset a \$4.3 million negative 2013 mark-to-market



investment adjustment. The YES account was brought back up to the \$2 million mark in 2014 and anticipated to be around the same amount for 2015.

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Preliminary 2016 Carver County Water Management Organization Levy**

Primary Originating Division/Dept: <u>Public Health &amp; Environment - Planning/Water</u>	Meeting Date: <u>9/15/2015</u>
Contact: <u>Paul Moline</u> Title: <u>PWM Manager</u>	Item Type: <u>Regular Session</u>
Amount of Time Requested: <u>10</u> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <u>Paul Moline</u> Title: <u>PWM Manager</u>	

**Strategic Initiative:**

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

**BACKGROUND/JUSTIFICATION:**

State Statute requires that the preliminary Carver County Watershed Management Organization (CCWMO) levy request be certified by the CCWMO authority which is the County Board.

The levy request below is for the special taxing district making up the CCWMO. The levy consists of funds for projects (see attached project recommendation) plus general operating expenses. General operating expenses include staff time, Carver Soil & Water Conservation District (SWCD) allocation, general engineering costs, development review expenses, training, mileage, water monitoring equipment, maintenance, per diem for Water, Environment, & Natural Resource (WENR) Committee meetings, educational expenses, and conservation cost share funds.

The comparison from 2015 to 2016 shows a 6.8 percent increase in the levy request. The net levy increase consists of:

- 1) an increase of \$10,000 of WMO funds allocated to the Carver County Aquatic Invasive Species (AIS) program. This amount offsets the \$10,000 eliminated from the County General Levy for AIS.
- 2) an FTE (full-time equivalent) increase as identified in the Planning & Water Management Dept. 2016 budget request. The budget requests a change from the 0.60 FTE (Water Resource Assistant) to a 1.0 FTE. The resulting increase of 0.4 FTE would require an estimated \$33,960 to be funded by the CCWMO levy.
- 3) a decrease in the requested project budget of \$5,000 (see attached project recommendation).

	2016 LEVY REQUEST	2015 LEVY	CHANGE
CCWMO Taxing district	\$ 614,458	\$ 575,498 (total)	\$ 38,960

Based on the increased tax base projected for 2016, this requested CCWMO levy will result in an actual change (increase) in County (WMO) tax on an average home (\$303,300) of 6.5% -- equivalent to an increase of **\$1.64**.

**ACTION REQUESTED:**

Motion to set the preliminary 2016 CCWMO levy at \$614,458.00.

**FISCAL IMPACT:** None

*If "Other", specify:*

**FUNDING**

County Dollars =	<input type="text"/>
CCWMO Levy (2016)	\$614,458.00
<b>Total</b>	<b>\$614,458.00</b>

**FTE IMPACT:** Increase budgeted staff

**Related Financial/FTE Comments:**

Dollar amounts are needed to certify to Taxpayer Services the amount to include in the CCWMO levy. The County Board has approval authority for the CCWMO.





## Memo

**Date:** September 2 , 2015  
**To:** County Commissioners  
**From:** Paul Moline, Planning & Water Management  
**Re:** CCWMO Project Funding 2016  
cc. Dave Hemze, County Administrator  
Tom Vellenga, Public Services Director  
WMO Advisory Committee Members

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At their March 2015 meeting, the Carver County Water Management Organization (CCWMO) Advisory Committee recommended project funding for 2016 CCWMO dollars. The staff request and subsequent committee recommendation was based on the following factors/considerations:

- The CCWMO evaluation process which ranks projects based on a series of criteria.
- Recent requests for project funding.
- Projects identified in the CCWMO plan
- Funds committed to matching grant agreements.

Based on these factors, the following project recommendations for 2016 CCWMO funds are:

- 1. Carver/Bevens Creek Exclusion Grant** **\$10,000**  
Carver and Bevens Creek Exclusion Grant incorporates Best Management Practices to keep livestock out of streams and to restore eroding stream banks caused by concentrated livestock traffic. Specific locations were identified and landowner contacts began in 2014. Carver County is required to provide \$20,000 for matching funds of a \$40,000 Clean Water Legacy Grant received in 2014. \$10,000 has been committed in 2015 with the remaining \$10,000 being applied for the 2016 CCWMO funding.
- 2. SSTS Direct Discharge** **\$50,000**  
SSTS Direct Discharge Cost Share is an incentive based program to eliminate direct discharge SSTSs in the Bevens and Carver Creek Watersheds. This program has been in place for the past six years and targets specific subwatersheds as identified by CCWMO Staff. It is also available for first come first serve volunteers in the greater CCWMO area. \$50,000 is the estimate for the 2016 program and will help fund incentives for up to 25 separate SSTS installations.
- 3. City of Waconia Community Stormwater Re-use** **\$50,000**  
Application for funds from the City of Waconia to install a community scale water re-use system that will capture and reduce pollutant loading to Bent Creek (Carver Creek). Collaborative project would capture 252 acres of runoff to re-use at the City owned Brook Peterson Park and create a municipal stormwater re-use utility network. City is requesting \$50,000 in CCWMO funding as match to state grants and city funding.

**4. Watertown Wetland Restoration**

**\$25,000**

The County and the City of Watertown have been jointly working on a wetland restoration project on the southern part of town (Co rd 10 and 30<sup>th</sup> st). The low area currently drains to the Crow River through a series of tiles and ditches. Restoration includes constructing a structure near the ditch outlet which would retain water in the basin. County agreements with the City include commitment to financing the structure. Proposal would be to allocate 2016 and 2017 WMO funds to cover the estimated \$50,000 cost.

**TOTAL =**

**\$135,000**

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Preliminary 2016 Regional Rail Authority Levy and Budget ("CCRRA")**

Primary Originating Division/Dept: <input type="text" value="Public Works"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Lyndon Robjent"/> Title: <input type="text"/>	Item Type: <input type="text" value="Ditch/Rail Authority"/>
Amount of Time Requested: <input type="text" value="15"/> minutes	Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
Presenter: <input type="text"/> Title: <input type="text"/>	
Strategic Initiative: <input type="text" value="Finances: Improve the County's financial health and economic profile"/>	

**BACKGROUND/JUSTIFICATION:**

The CCRRA is requesting \$140,000 levy for 2016 which is a \$20,000 increase from 2015. The CCRRA levy amount had stayed the same since 2008.

This proposed 2016 levy is recommended to increase the funds available for corridor maintenance and preservation as well as trail development as outlined in the attached CCRRA CIP.

The 2016 Budget continues staffing and day to day stewardship (e.g. weed control, tree trimming, cleanup, grooming, sweeping, drainage corrections etc.) of the Dakota Rail and Union Pacific Rail corridors. In 2013 a new Parks/Highways Maintenance Worker was created. The position is funded 50% out of the CCRRA levy and 50% out of the Public Works Road and Bridge fund. This position performs CCRRA corridor maintenance in the summer and plows snow on the county highways in the winter.

**ACTION REQUESTED:**

Motion to approve setting the CCRRA's 2016 preliminary tax levy at \$140,000.

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

**Related Financial/FTE Comments:**

CCRRA's tax impact from a \$140K 2016 levy on the County's average value home of \$303,300 is estimated to be an annual increase of \$0.49 compared to 2015.

*Office use only:*

RBA 2015 - 3505

# Carver County Regional Rail Authority CIP

Revised - 08/21/15

Item #	Item	2015	2016	2017	2018	2019	2020	2021	Notes
	<b>Beg. Bal.</b>	\$157,000	\$0	\$0	\$2,220	\$76,554	\$87,893	\$87,893	
	Levy	\$120,000	\$140,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	
	Lease Revenue	\$2,100	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	
1	Salaries. (1/2 Maintenance Worker plus general staff administration for RRA work.)	(\$40,000)	(\$56,000)	(\$58,240)	(\$60,570)	(\$62,992)	(\$65,512)	(\$68,133)	50% of FTE plus partial staff time for administration of RR corridors. PWD, Parks Director, Accountant, Admin etc. Used \$15.6k starting in 2016
2	Dakota Railroad Stewardship (General Supplies etc)	(\$5,000)	(\$5,657)	(\$5,827)	(\$6,002)	(\$6,182)	(\$6,367)	(\$6,558)	Minor supplies & materials. Grow by 3% per year.
3	Dakota Railroad Preservation. (Pavement, Drainage, Bridges, etc)	(\$70,000)					(\$81,200)	(\$75,000)	Tree trimming, Crack Fill, Fog Seal, Seal Coat etc for Phase 1 & Phase 2 of DR Trail. Seal after 3 years+/- then every 5. Rehab Bridges as needed (10-years until plan in place)
4	UP RR Stewardship (General Supplies etc)	(\$1,000)	(\$4,000)	(\$4,120)	(\$4,244)	(\$4,371)	(\$4,502)	(\$4,637)	Minor supplies & materials. Grow by 3% per year.
5	UP RR Preservation (Pavement, Drainage, Bridges etc)					(\$60,000)		(\$75,000)	Tree trimming, Crack Fill, Fog Seal, Seal Coat etc. Seal after 3 years+/- then every 5. Rehab Bridges as needed (10-years until plan in place)
6	Mn River Bluffs Regional Trail Construction - <i>Chaska to Carver</i> (Prof Services, Construction)	(\$155,000)							Design 2013, 14, Construction (match to federal\$) & Inspection 2015,2016. Preservation thereafter. Seal after 3 years, then every 5
7	Mn River Bluffs Regional Trail Construction - <i>Chaska to Chanhassen</i> . (Prof Services, Construction)		(\$70,000)	(\$75,000)					Project development (2016) & construction (local match to fed \$) + inspection (2017).
8	Misc (taxes,ins, rentals, etc)	(\$8,100)	(\$8,343)	(\$8,593)	(\$8,851)	(\$9,117)	(\$9,390)	(\$9,672)	Grow at 3% per year
	<b>End Bal.</b>	\$0	\$0	\$2,220	\$76,554	\$87,893	\$74,921	\$2,893	

# Carver County Board of Commissioners Request for Board Action



**Agenda Item:**

**Closed Session for Labor Negotiations Strategy**

Primary Originating Division/Dept: <input type="text" value="Employee Relations"/>	Meeting Date: <input type="text" value="9/15/2015"/>
Contact: <input type="text" value="Kristin Hack"/> Title: <input type="text" value="Interim ER Director"/>	Item Type: <u>Closed Session</u>
Amount of Time Requested: <input type="text" value="45"/> minutes Presenter: <input type="text" value="Pam Galanter and Kristin H..."/> Title: <input type="text"/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No

**Strategic Initiative:**

Culture: Provide organizational culture fostering accountability to achieve goals & sustain public trust/confidence in County government

**BACKGROUND/JUSTIFICATION:**

Employee Relations is in negotiations for 2016 collective bargaining agreements and is seeking further guidance on the negotiation strategy. Minn. Stat. 13D.03 subd. 2 allows a public entity to go into a closed session to plan and discuss its strategy for the negotiation of labor agreements.

**ACTION REQUESTED:**

Motion to move into closed session to discuss labor negotiation strategy. Upon conclusion of the closed session, a motion to return to regular session.

**FISCAL IMPACT:** Other

*If "Other", specify:*

**FUNDING**

County Dollars =	<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>
<b>Total</b>	<input style="width: 95%;" type="text" value="\$0.00"/>

**FTE IMPACT:** None

Related Financial/FTE Comments:

*Office use only:*

RBA 2015 - 3485