

**County Board of Equalization Meeting
June 20, 2016 – 5:00 pm.
County Board Room**



Carver County Board of Commissioners
June 21, 2016
Carver County Government Center
Human Services Building
Chaska, Minnesota

PAGE

WORK SESSION
(held in EOC Room)

| | | | |
|-----------|----|--|---|
| 2:00 p.m. | A. | Communities: Create and maintain safe, healthy and livable communities | |
| | | 1. Update and discussion on the state of Homelessness/Housing in Carver County | 1 |

REGULAR SESSION
(held in County Board Room)

| | | | |
|-----------|----|--|-------|
| 4:00 p.m. | 1. | <ul style="list-style-type: none"> 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 June 7, 2016 Regular Session | 2-9 |
| | | 4. Community Announcements | |
| 4:05 p.m. | 5. | CONSENT AGENDA | |
| | | <i>Communities: Create and maintain safe, healthy and livable communities</i> | |
| | | 5.1 2016 Equipment Purchase - Phase 1 | 10-11 |
| | | 5.2 Professional services agreement for engineering services for Minnesota River Bluff Trail..... | 12 |
| | | 5.3 Amendment to the Southwest Regional Trail Connection Master Plan | 13-14 |
| | | 5.4 Convert Social Worker II to Adult Mental Health Registered Nurse/Case Manager | 15 |
| | | <i>Connections: Develop strong public partnerships and connect people to services and information</i> | |
| | | 5.5 Request for approval to contract with Northwoods Consulting Partners | 16-17 |
| | | 5.6 Tobacco License | 18-21 |

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

5.7 Crisis Program transfer of FTE to a Social Worker II position 22
5.8 Crisis program transfer of FTEs 23
5.9 Request for 1.0 FTE Licensing Specialist for Chaska License Center 24-25

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

5.10 State Performance Measurement Program (2016) 26-38
5.11 Local Bridge Replacement Program (LBRP) General Fund Grant Agreement No. 1001406 for Bridge No. 39-41
5.12 Review Social Services/Commissioners Warrants NO ATT

4:05 p.m. **6. CULTURE: Provide organizational culture fostering accountability to achieve goals and sustain public trust/confidence in County government**

6.1 Request for Employee Relations Business Partner 1.00 FTE 42-43

4:10 p.m. **7. GROWTH: Manage the challenges and opportunities resulting from growth and development**

7.1 Minnesota Pollution Control Agency (MPCA) Joint Powers Agreement..... 44-45

4:25 p.m. **8. COMMUNITIES: Create and maintain safe, healthy and livable communities**

8.1 Request to accept grant from MN DHS and hire one FTE (Social Worker II) 46-47
8.2 Authorize Fireworks Display at Lake Waconia Regional Park 48
8.3 Authorize Fireworks Display at Lake Minnewashta Regional Park 49

4:50 p.m. **ADJOURN REGULAR SESSION**

4:50 p.m. **BOARD REPORTS**

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

David Hemze
County Administrator

UPCOMING MEETINGS

| | |
|---------------|---|
| June 21, 2016 | 5:30 p.m. MN River Bluffs Regional Trail Ribbon Cutting |
| June 28, 2016 | Work Session Canceled |
| July 5, 2016 | 9:00 a.m. Regular Session |
| July 12, 2016 | No Meeting |
| July 19, 2016 | 4:00 p.m. Board Meeting |

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Update and discussion on the state of Homelessness/Housing in Carver County

Primary Originating Division/Dept: Health & Human Services - Administration

Meeting Date: 6/21/2016

Contact: Rod Franks Title: Health and Human Services Director

Item Type:
Work Session

Amount of Time Requested: 120 minutes

Presenter: Rod Franks Title: Health and Human Services Director

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Board had previously requested that they be provided an update on the efforts currently be taken and planned within the County to address issues of Affordable Housing Availability, Homelessness, and need for Emergency Shelter services. Health and Human Services(HHS) Staff will present the latest statistics regarding the state of homelessness in carver County, and will present details on efforts and effectiveness currently underway to address homelessness/housing.

HHS Staff will also facilitate a discussion with community stakeholders, and dialogue with the Commissioners, on these issues. It is hoped the discussion and dialogue will assist staff in providing direction for future efforts.

ACTION REQUESTED:

Receive information and participate in dialogue on Homelessness/Housing in Carver County.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2016 - 3778

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on June 7, 2016. Chair James Ische convened the session at 9:00 a.m.

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

Members absent: Randy Maluchnik.

Under public comments, Karen Johnson Leuthner, 15735 38th Street, Mayer, stated she was present a year ago raising questions related to the County's purchase of a contractor's yard in Hollywood Township and was still wondering what is going on. She thanked staff for giving her information and stated she is continuing on with questions. Johnson Leuthner questioned the cost to the taxpayers, stated they needed to see the design and stated the public needs to know more about this.

The following amendment was made to the agenda:

Move 5.14 Sun Edison - Community Solar Garden and 5.15 Innovative Powers Systems LLC – Community Solar Garden to Agenda Item 6.0.

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

Lynch moved, Degler seconded, to approve the minutes of the May 17, 2016, Regular Session. Motion carried unanimously.

Community announcements were made by the Board.

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

Approved the Carver County Park and Trail System Canada Goose Management Plan.

Resolution #26-16, Authorizing County Participation in Planning Process of Carver County Hazard Mitigation Plan and authorized signing letter of agreement to enter into an agreement, as sub-grantee with the MN Division of Homeland Security and Emergency Management, for the program entitled Hazard Mitigation Assistance for the update of the County Hazard Mitigation Plan.

Approved the budget period five amendment to Public Health Emergency Preparedness and Cities Readiness Initiative Grant from the Minnesota Department of Health, as the Community Health Board, pending contract approval by County Attorney/Risk Management.

Resolution #27-16, Authorizing Payment of Settlements of Compensation to Landowners for Easements Required for the CSAH 10 Road Reconstruction, Project #SP 010-610-046.

Contract with Houston Engineering, Inc., pending finalization of the contract review process.

Approved the ARMER system software and hardware upgrade, Minnesota Department of Transportation contract, and approved related budget amendment.

Authorized the adjustment of drivers in the Veterans Services Office from three 0.4 FTEs to two 0.6 FTEs.

Contract with All In One Translation Agency, LLC for translation services in an amount not to exceed \$75,000.

Authorized the Sheriff's Office acceptance of K9 bulletproof vest and fruit bouquet.

Contract with Kim Tong Translation Services, Inc., for translation services in an amount not to exceed \$75,000.

Resolution #28-16, Awarding the 2016 County Highway Overlay Project, Carver County Contract 16-178.

Landscaping Agreement on CSAH 61 with the City of Chanhassen pending finalization of the contract review process.

Resolution #29-16, Designating the Route of CSAH 44 and its street name of Big Woods Boulevard.

Authorized the release of the draft CCWMO Water Management Rule Amendments for a 60-day public review and comment period.

Approved the AFSCME General 2016 Collective Bargaining Agreement.

Authorized the County Attorney to hire a temporary attorney and approved related budget amendment.

Approved the change of 1 FTE Public Works Administrative Assistant to GIS Technician and related budget amendment.

Approved the Memorandum of Agreement with the AFSCME Health and Human Services Bargaining Unit.

Resolution #30-16, FHWA Match Monies for 2014 Local Road and Bridge Flood Damage Repair General Fund Agreement Agency Agreement No. 1003278.

Resolution #31-16 Authorizing and Setting Time and Terms of Tax Forfeited Land Sale.

Approved the following abatements:

| | |
|------------|-----------------|
| 11.0030200 | Gianna Campbell |
| 11.0100400 | Gianna Campbell |

| | |
|------------|-----------------|
| 58.5200010 | Paul Meyer |
| 58.5200020 | Paul Meyer |
| 75.2740630 | Timothy Connor |
| 25.1600230 | Bryce Uzzell |
| 75.3130510 | Mark Gutknecht |
| 04.0310300 | Aaron Peterson |
| 04.0310500 | Aaron Peterson |
| 09.0081112 | Joseph Schrupp |
| 25.3451030 | Marie Sund |
| 25.6380220 | Richard Veien |
| 30.4460170 | Lauren Mihajlov |
| 65.0850460 | Robert Zellman |
| 58.6520020 | Donna Mack |

Agreement with SRF Consulting Group, Inc., in the amount of \$78,000 pending finalization of the contract review process.

Reviewed May 24, 2016, Community Social Services' actions/Commissioners' warrants in the amount of \$437,875.20; reviewed May 31, 2016, Community Social Services' actions/Commissioners' warrants in the amount of \$349,746.62 and reviewed June 7, 2016, Community Social Services' actions/Commissioners' warrants in the amount of \$393,919.29

Motion carried unanimously.

Jason Mielke, Public Services, appeared before the Board to review Sun Edison's request for a conditional use permit. He noted the request had been approved by the Planning Commission. He explained this would allow for the construction, operation and maintenance of up to a five megawatt Community Solar Garden on property owned by Paul and Joan Nesvold in Watertown Township. Mielke indicated Watertown Township recommended denial. He stated the Planning Commission considered the Township's denial and approved the application on the grounds the applicant was meeting the zoning code requirements.

Neil Johnson, Watertown Township, stated he was present to represent the township landowners and the policies they have adopted as a township. Johnson reviewed the definition of essential services. He stated there was nothing in the application that the location Sun Edison has chosen is essential to perform the function of electricity generation that it seeks to accomplish. He indicated he was informed the subscriptions are confidential but understood the Waconia School District was one of them. He stated the District is in Waconia Township and he can only assume the other subscribers are in the metro area. Johnson stated because Sun Edison has failed to demonstrate that the location is essential to perform the function of electricity generation Watertown Township believes that the CUP must be denied and requested the Board deny the CUP.

Johnson referenced the comp plan and specifically Watertown Township's chapter of the comp plan. He pointed out the LU-4 Economic Opportunity Area of the Township's policy and noted this an

area they have selected for generation of electricity and all other areas fall under LU1 which is agricultural. He recognized a landowners property rights and the value placed on it. He stated their chapter in the comp plan is their land use guide and landowners have a right to believe that the township will remain ag for the foreseeable future. Johnson pointed out if they had amended the comp plan to accommodate solar, then everyone in the township would have had a voice in the change. He stated the comp plan as it exists only recognizes small scale solar use and it does not say anything about large scale solar applications.

He pointed out the previous reasons given for the denial of the Hollywood Township solar project and believed the reasons cited were no different than Watertown Township's. Johnson suggested their reasons for denial were stronger because of the Township's designated opportunity area.

Wayne Hubin, 11975 Swede Lake Road, Watertown, distributed a summary of responses he received from neighboring property owners and a letter from a real estate agent. He stated he contacted individuals to get their thoughts on it. He referenced the comp plan when it was initiated and the vision that he believed was still valid for today.

He referenced sections of the comp plan related to the key land uses and the character of the area. He noted the residences on each side of the site and questioned putting this into the middle of these residences. He stated the residents were not in favor of this and pointed out the letter from Keller Williams indicating that a solar garden would decrease the pool of buyers. He pointed out the benefits to Xcel Energy but nothing in the proposal provides benefits to the residents and landowners in the neighborhood. He stated he understood the rights of the landowners but people around it are not in favor of this. He suggested the possibility of putting together a moratorium until the issues are settled.

Martin Gavin, representing Sun Edison, stated they worked with the Township early on with conditions for approval. He stated these conditions for approval were turned over to the Planning Commission and made part of the recommendations. He stated the application complies with the essential energy standards. He acknowledged they agreed to comply with any national or local standards regarding stray voltage and he didn't see this as being any different than any other type of electrical system. He stated, in his experience, this has not been an issue and reiterated they would comply with any standards that are out there and mitigate any risk from stray voltage.

Gavin stated he believed the escrow would be sufficient for the decommissioning, that they have a commitment with the landowners and have agreed to provide financial commitment to the County. He also pointed out the salvage value of the equipment.

Karen Johnson Leuthner brought up her concerns on the possibility of Sun Edison filing bankruptcy. She noted the past information she provided to the Board. She stated she has talked with Xcel and she was told developers are LLCs. She suggested a public meeting should have been held to determine what solar companies are planning and believed this has not been handled correctly. She urged the County to make sure Sun Edison was financially secure.

Tim Nesvold, on behalf of his parents, identified the neighborhood and pointed out berming that would be done. He stated his parents have a proud legacy of this area, had cattle on this farm and more recently had native grasses planted in the more erodible areas. He stated his family did not want this project to start and not complete and they would not go through with the lease agreement if they felt Sun Edison would not finish it. He highlighted the shaping that would be done at the site and believed the drainage may be improved.

Steve Burns, 2510 County Road 21, Watertown, suggested that County Boards in Minnesota should be going after the legislature for putting Counties in this position with coming up with these mandates. He stated this was unfair to the residents and Board members to have waded through these issues.

Wayne Hubin clarified the setback to the Kuntz house was 500 feet but not to the Neaton house.

Kathy Anderson, 14750 50th Street, Mayer, stated the decisions that are made and the consistency in which they are made has an effect on everyone. She indicated as citizens, throughout this process, they have been advised to have legitimate reasons to explain why something should or should not happen. She stated throughout this process they have brought in numerous documents on the County's controls and they all have landowner rights. Anderson stressed the need to be consistent.

She explained solar developers are not utilities, are not regulated and are private businesses. She stated the State Legislature put a requirement on Xcel and they did not put anything on any County. She noted a year ago they would not have had this conversation because solar was small scale only and noted the change last year that amended the zoning ordinance to allow this. She stressed the State did not make Carver County do this and the County amended the ordinance to make solar an essential services. She recognized many of them have struggled with how to deal with this but did not think this needed to be solved on their backs. She further pointed out the comp plan did not get amended and the ordinance is not in align with the comp plan.

The Board inquired if any new information was brought today to the Board that the Planning Commission had not already heard or considered. Laura Jaunich, Assistant County Attorney, stated she attended many Planning Commission meetings, reviewed the records and based on what she has heard today, believed the Planning Commission had reviewed and heard the same information. The Board asked that Ms. Jaunich review the letter submitted by Mr. Johnson today and agreed to move to the next agenda item to allow her time to review.

Steve Just, Public Services, requested the Board approve Innovative Power System's conditional use permit. He explained the Planning Commission recommended approval of Innovative Power System's request on property owned by Ed Duane and Dorla Lind. He stated this would be on about 25 acres and would be a large solar energy system up to five mega-watts. He noted the standards would be met and Young America Township also recommended approval.

Degler moved, Lynch seconded, to adopt the Findings of Fact and Order #PZ20160023 for the issuance of Conditional Use Permit #PZ20160023, Ed Duane and Dorla Lind Trust/Innovative

Powers Systems. Degler, Ische, Lynch voted aye. Workman voted nay. Motion carried.

Laura Jaunich, Assistant County Attorney, explained she had an opportunity to review Watertown Township's letter and the information provided by Mr. Hubin today. She stated there was nothing new in those documents that the Planning Commission had not already considered or evaluated.

The Board inquired why a moratorium had not been done. Jaunich responded when the ordinance was amended they believed it was done properly and there has not been a reason to. The Board also recognized when the possibility of a moratorium had been raised, most of the applications had already been made and they would not have been able to close the door on those applications.

Steve Just, Public Services, stated they also recognized the limited acres available and concurred this looked like something the County could handle.

The Board recognized the work and research the Planning Commission did to consider the issues and the difficulty of the decision.

Degler moved, Lynch seconded, to adopt the Findings of Fact and to issue Order #PZ20160006 for the issuance of Conditional Use Permit #PZ20160006, Sun Edison, Watertown Township. Degler, Ische, Lynch voted aye. Workman voted nay. Motion carried.

Mary Kay Wahl, Finance, requested the Board adopt a Resolution providing for the sale of General Obligation Refunding Bonds. She explained the intent was to refinance a portion of the County's existing debt for debt service savings. She noted the estimated savings for levy collections in 2017-2022. Wahl highlighted the list of outstanding debts and identified the ones they planned on refunding.

She reviewed the bond sale schedule and indicated they would ask the Board to award the sale on July 19th.

Nick Anhut, Ehlers and Associates, clarified they have been keeping track of these bonds and these were the highest interest rates the County has outstanding. He noted both of these bonds have call dates in the future which means they cannot be called until next year. He stated what they were proposing with this refinancing is to bond for funds to set aside in escrow to pay those future maturities off at the time those call dates occur. He added this would provide them the ability to access the market right now.

Degler offered the following Resolution, seconded by Workman:

Resolution #31-16
To Issue and Sell Approximately \$8,315,000
General Obligation Refunding Bonds

On vote taken, all voted aye.

Pat Lambert, Public Works, requested the Board approve an agreement for right of way acquisition for the CSAH 11 reconstruction project

Lynch moved, Degler seconded, to approve a Settlement Agreement with Calvin and Sharon Haasken and authorize the Chair and Administrator to sign the agreement. Degler, Ische, Lynch voted aye. Workman abstained as he had a family member living in the area. Motion carried.

Darin Mielke, Public Works, requested the Board adopt a five year bridge Resolution. He noted this would make the bridges eligible for bond bridge funds and is used by MnDOT for planning purposes. He stated the State Bridge Bond program relies heavily on the input provided and the program has been very successful.

He pointed out in order for a bridge to be eligible the sufficiency rating needs to be 80% or less. Mielke stated the Resolution helps them prioritize projects and is used to roll up into their CIP program. He highlighted the bridge locations and indicated most were planned for 2016 and 2017.

Degler offered the following Resolution, seconded by Workman:

Resolution #32-16
2016 Carver County 5 Year Bridge Resolution

On vote taken, all voted aye.

Keith Carlson, Minnesota County Intercounty Association, appeared before the Board for a legislative update. He stated the legislature came in with some unfinished business and last evening added to the unfinished agenda with the Governor not signing the tax bill. He noted the surplus available to spend and the amount available after the Governor's pocket veto. He pointed out the possibility of a special session. He stated the largest question mark is the fate of any long term transportation project funding and noted, even if a special session is held, any transportation funding would be of a one time nature. He stated other issues may be affected by the outcome of elections.

Nancy Sileksy, MICA, updated the Board on Health and Human Services changes. She indicated the short session made it difficult to accomplish a lot.

Ryan Erdmann, MICA, reviewed changes in the areas of public safety and corrections. He noted Real ID legislation did not pass and the need to adopt written policy if body cameras were used.

Carlson thanked the County for their continued membership and Commissioners Degler and Maluchnik for representing the County on the MICA Board.

Martin Walsh, Parks, requested the Board adopt a Resolution of support for the Crow River Regional Trail Master Plan. He explained Three Rivers Park District was developing a Master Plan and expanding into Carver County. He identified the one third mile area within Carver County and

planned route. He indicated Watertown Township did not object and the Planning Commission believed it was a great opportunity to make this connection.

Lynch offered the following Resolution, seconded by Workman

Resolution #33-16
Support for the Three Rivers Park District Master Plan for the
Crow River Regional Trail

On vote taken, all voted aye.

David Hemze, County Administrator, requested the Board approve the 2016-2017 Strategic Plan. He pointed out the work session held with the Division Directors and County Board. He stated this was a two year look into the future. Hemze stated they were not recommending any changes to the vision, mission or goals but looked at strategies under those goals. He highlighted the accomplishments over the past year and future issues to be worked on.

Workman moved, Degler seconded, to adopt Carver County's 2016-2017 Strategic Plan. Motion carried unanimously.

Lynch moved, Degler seconded, to adjourn the Regular Session at 11:20 a.m. and go into a work session on the Chaska License Center and 2017-2018 Financial Audit. 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:

2016 Equipment Purchase - Phase 1

| | |
|---|--|
| Primary Originating Division/Dept: <u>Public Works - Operations</u> | Meeting Date: <u>6/21/2016</u> |
| Contact: <u>Mike Legg</u> Title: <u>Operations Manager</u> | Item Type: <u>Consent</u> |
| Amount of Time Requested: <input type="text"/> minutes | Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No |
| Presenter: <input type="text"/> Title: <input type="text"/> | |

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Public Works manages the county fleet operations and maintenance and assists all divisions with fleet purchasing. The fleet budget comes from several sources depending on division including but not limited to county levy, county state aid highway funds (gas tax) and grants. Public Works has created a long term fleet replacement program that is incorporated into the Long Term Financial Plan. Additional new equipment needs due to growth and other operational changes are planned and budgeted each year. The overall equipment budget from year to year is comprised of fund balance and new funds. The fund balance exists due to cost savings and re-evaluation of current equipment needs in any given year. This provides the opportunity to accelerate future equipment purchases, replace equipment that did not reach its anticipated life span, and consider new requests that were not in the program.

Public Works is requesting to purchase the following equipment: (vendor, department and justification information is listed)

1. Case DV45 Steel Drum Roller- (Titan Equipment, Savage - Public Works Operations - This unit was scheduled for 2016 replacement.
2. One ton Pickup - (Waconia Ford - Public Works Operations - This unit was scheduled for 2017 replacement)
3. 2 Message boards - (Street Smart Rentals-state contract vendor - Public Works Operations - These units were not scheduled to be replaced until 2022. Due to continued failure and the current vendor no longer servicing parts, they are needed now)
4. 4 Used half ton extended cab pickups - (MnDOT -2 for Public Works Program Delivery - scheduled for 2017, 2 for Public Services - new requests. Purchasing used from MnDOT allows us to get 4 units for the price of 2 new ones)
5. Disc Mower - (Lano Equipment NYA - Public Works Operations - This implement was scheduled for 2018 replacement but is needed now due to continued breakdowns)
6. Kick off Broom - (RMS - state contract vendor - Public Works Operations - This unit was scheduled for 2017 replacement)
7. Tandem Axle Plow Truck - (Nuss Truck and equipment and Towmaster - state contract vendors - Public Works Operations - This unit was scheduled for 2017 replacement)

The total cost of this equipment after applicable trade-ins is \$445,138.06. Staff obtained quotes per the county contract and local preference purchasing policies. A summary of cost information is attached.

ACTION REQUESTED:

Authorize Public Works to purchase all equipment as quoted.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars = **\$445,138.06**

| | |
|---|---|
| <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
|---|---|

FTE IMPACT: None

Total **\$445,138.06**

Related Financial/FTE Comments:

2016 Budget for Carver County Equipment

| Rank | Unit # | Discription | Type and Status | State contract | Local vendor | Quote 1 | Quote 2 | Quote 3 | | |
|------|--------|--|-----------------|----------------|--|---------|--------------|--------------|-------------------|--------------------|
| | 5904 | Case 721 Loader | 1990 | \$196,570.00 | Ordered- Zeigler Cat | Yes | No | Zeigler | Titan | RDO |
| | | ordered Zeigler Cat | | | | | | | | |
| | 5881 | Rex Steel Drum Roller | 1988 | \$39,300.00 | Like Kind- 5 ton preferred | Yes | No | Zeigler | Titan | Titan (Demo) |
| | | Quote- State Bid | | | | | | | | |
| | NA | Quick Attach for Hoe | NA | \$10,700.00 | Ordered- Zeigler Cat | No | No | Zeigler | | |
| | | ordered Zeigler Cat | | | | | | | | |
| | NA | Lowboy Trailer | 2000 | \$72,140.00 | Ordered-Lano Equipment | Yes | Yes | Lano | Titan | Swanston Equipment |
| | | Ordered Lano eq. | | | | | | | | |
| 1 | 0202 | Ford F350 | 2003 | \$35,496.00 | Crew Cab Dump Box T83- Gas | Yes | Yes | Waconia Ford | | |
| | | Quote- State Bid | | | | | \$35,496.00 | | | |
| 2 | NA | Measage Board | | \$17,750.00 | Replacement boards | Yes | No | Street Smart | | |
| | | Quote- Street Smart | | | | | | | | |
| 3 | NA | Half ton pu | NA | \$15,000.00 | New add for Operations/Shop needs | No | Yes | MN DOT | Waconia Ford | |
| | | | | | MN DOT has 4 lightly used for price of 2 new | | \$15,000.00 | | | |
| 3 | 0106 | Half ton pu | NA | \$13,500.00 | Replace S10 Blazer | No | Yes | MN DOT | Waconia Ford | |
| | | | | | | | \$13,500.00 | | | |
| 3 | NA | Half ton pu | NA | \$13,500.00 | Add for PS | No | Yes | MN DOT | Waconia Ford | |
| | | | | | | | \$13,500.00 | | | |
| 3 | NA | Half ton pu | NA | \$13,500.00 | Add for PS or Parks | No | Yes | MN DOT | Waconia Ford | |
| | | | | | | | \$13,500.00 | | | |
| 4 | NA | Disc Mower | | \$5,175.00 | Replacement for ditch mower | Yes | Yes | Lano | | |
| | | Quote- Lano Eq. | | | | | \$5,175.00 | | | |
| 5 | 0103 | Kick off Broom | | \$48,592.06 | Replacement like kind- Front mount preferred | Yes | No | RDO | Rufferage Johnson | |
| | | Quote- RMS- | | | | | 48592.06 | | | |
| 6 | 0108 | Tandem Plow Truck | | \$240,964.00 | Replacement for 0108 | Yes | No | Nuss | Towmaster | |
| | | Quote- requested from Mack and Towmaster | | | | | \$240,964.00 | | | |
| | | Total | | \$722,187.06 | | | | | | |

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Professional services agreement for engineering services for Minnesota River Bluff Trail

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

As a part of the 2013 Federal Solicitation for Transportation Enhancement Funding, Carver County made application to construct approximately 1 mile of trail on the former Union Pacific Railroad corridor from County Road 61 near the Chanhassen/ Chaska boundary to Bluff Creek Drive in Chanhassen. The property is owned by the Hennepin County Regional Railroad Authority and who previously sent a letter in support of the grant application. This portion of former railroad line is currently permitted to the City of Chanhassen for trail purposes. They too support the project.

Carver County was awarded \$250,000 of Federal funding to be matched with \$50,000 of local funds to construct the trail.

Professional consulting services are needed for public process, project memorandum, design and engineering. This work is outside of the funding provided for construction.

At a later date, an amendment to the contract may be required for construction management.

ACTION REQUESTED:

Approve a professional services agreement with SRF Consulting Group and authorizes the Board Chair to sign the agreement upon review and approval of Risk Management and County Attorney's Office.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

| | |
|------------------|--------------------|
| County Dollars = | \$71,404.00 |
| | \$0.00 |
| | \$0.00 |
| Total | \$71,404.00 |

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2016 - 4047

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment to the Southwest Regional Trail Connection Master Plan

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Carver County applied for Federal funding and is approved \$250,000 to construct a segment of trail between County Road 61 and Bluff Creek Drive on the former railroad grade in Chanhassen during 2017. Federal funding covers approximately 80 percent of the construction costs.

It is planned that the County would use Parks and Trails Funding provided through the Metropolitan Council to cover the 20 % match to the Federal funds and provide funding for design, engineering and inspection.

This segment of trail is currently not eligible for Regional funding as it is not included in a master plan approved by the Metropolitan Council. The Draft Amendment to the Southwest Regional Trail Connection Master Plan incorporates the County Road 61 to Bluff Creek Drive trail segment.

This Draft Amendment has been reviewed and approved by the following:

Carver County Park Commission May 11, 2016

Chanhassen Park Commission May 24, 2016

Chanhassen City Council June 13, 2016

ACTION REQUESTED:

Approve an Amendment of the Southwest Regional Trail Connection contingent upon review and approval of the Metropolitan Council.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

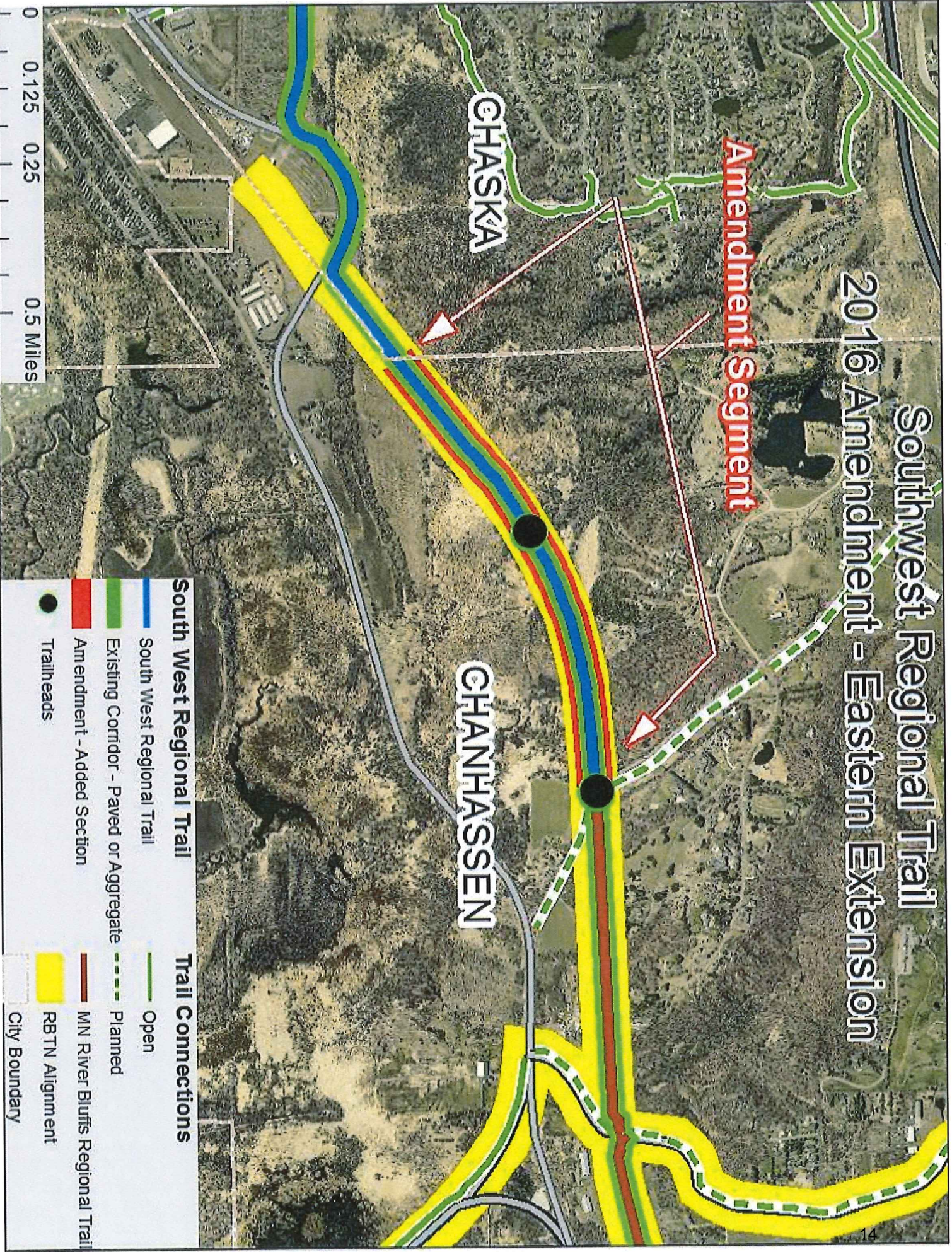
RBA 2016 - 4050

Southwest Regional Trail 2016 Amendment - Eastern Extension

Amendment Segment

CHASKA

CHANHASSEN



South West Regional Trail

- South West Regional Trail
- Existing Corridor - Paved or Aggregate
- Amendment - Added Section
- Trailheads

Trail Connections

- - - Open
- - - Planned
- MN River Bluffs Regional Trail
- RB TN Alignment
- City Boundary

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Convert Social Worker II to Adult Mental Health Registered Nurse/Case Manager

Primary Originating Division/Dept: Health & Human Services - Behavioral Health

Meeting Date: 6/21/2016

Contact: Melissa Hanson Title: Community Support Supervisor

Item Type:
Consent

Amount of Time Requested: minutes

Presenter: Title: Director of Health and Human Se

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The contract with the MN Department of Human Services for a Registered Nurse/Adult Mental Health Case Manager is ending on 06/30/16. To continue to provide this critical service to adults with serious and persistent mental illness in Carver County, the Board had previously approved a Social Worker II position to be effective 07/01/16. The state is continuing to provide funding to Carver County for this position. The Social Worker II job description did not adequately address the registered nurse education requirements, licensure, skills and job duties, so a new job description has been created for this position. The title of the new job description is Adult Mental Health Registered Nurse/Case Manager, and is graded at the same level as the Social Worker II position (Level 13).

ACTION REQUESTED:

Approval of the change in position from Social Worker II to Adult Mental Health Registered Nurse/Case Manager, to be effective July 1, 2016.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

There is no fiscal impact, as the newly created job description is graded at the same level as the previously approved Social Worker II position.

Office use only:

RBA 2016 - 4058

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for approval to contract with NORTHWOODS CONSULTING PARTNERS

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Northwoods will make a Desktop and Mobile Productivity solution for the following areas in the HHS Home and Community Based Care department - Long Term Care (LTC), Developmental Disabilities (DD), Autism Spectrum Disorder, MNChoices Assessment, Senior Services (Elderly Waiver, Senior Services Waiver, Adult Protection). 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 more time in the field proactively engaging with clients. Northwoods is in the process of implementing a similar solution for the HHS Child & Family department.

ACTION REQUESTED:

Motion to contract with NORTHWOODS CONSULTING PARTNERS pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

| | |
|-------------------------|---------------------|
| County Dollars = | \$0.00 |
| LTSS State/Fed Funds | \$361,284.00 |
| Total | \$361,284.00 |

Insert additional funding source

Related Financial/FTE Comments:

This amount consists of \$200,832 (Professional Services), \$133,710 (Compass Software for 35 users) and \$26,742 (Compass Software Maintenance for Year 1).

Office use only:

RBA 2016 - 3999

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Request for approval to contract with NORTHWOODS CONSULTING PARTNERS

Department:

Meeting Date:

Requested By:

Fund:

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

| DEBIT | | | CREDIT | | |
|-------------------------|----------------------|--------------|-------------------------|---------------------|--------------|
| Description of Accounts | Acct # | Amount | Description of Accounts | Acct # | Amount |
| 2016 Data Processing | 11-405-700-0000-6655 | \$150,000.00 | 2016 LTSS State | 11-445-760-3015-... | \$75,000.00 |
| 2017 Data Processing | 11-405-700-0000-6655 | \$211,284.00 | 2016 LTSS Federal | 11-445-760-3015-... | \$75,000.00 |
| | | | 2017 LTSS State | 11-445-760-3015-... | \$105,642.00 |
| | | | 2017 LTSS Federal | 11-445-760-3015-... | \$105,642.00 |
| | | | | | |
| TOTAL | | \$361,284.00 | TOTAL | | \$361,284.00 |

Reason for Request:
 Utilizing LTSS revenue to fund the NORTHWOODS project which will improve workflow in the HCBC area.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Tobacco License

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Fleet and Farm of Green Bay LLC, dba Mills Fleet Farm has applied for a new tobacco license at 1935 Levi Griffin Rd, Carver, MN. They are in compliance with the Carver County Tobacco Ordinance. Fleet and Farm of Green Bay LLC is requesting the Carver County Board of Commissioners approval to sell tobacco products at this new location through 6/30/16.

In addition, attached is a list of businesses that have applied for a tobacco license for the time period of 7/1/16-6/30/17. These businesses are in compliance with the Carver County Tobacco Ordinance. The owners are requesting Carver County Board of Commissioners approval to sell tobacco products.

ACTION REQUESTED:

Approval of the Carver County Board of Commissioners to issue a tobacco license to Fleet and Farm of Green Bay LLC, dba Mills Fleet Farm to be effective through 6/30/16. In addition, approval of the County Board of Commissioners to issue tobacco licenses to the attached list of compliant businesses to be effective 7/1/16-6/30/17.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =

Total \$0.00

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2016 - 4049

Tobacco License Applications To Be Approved by County Board

| | |
|--|--|
| <p>License #10-508 Dahlgreen Golf Club, Inc dba Dahlgreen Golf Club David Tessman, Office Manager 6940 Dahlgren Road Chaska, MN 55318</p> | <p>License # 10-509 Nash Finch Company dba Econofoods #318 Kathleen M. Mahoney, VP Secretary 710 Faxon Road NYA, MN 55368</p> |
| <p>License # 10-513 Good Time Liquors LLC Danielle L Butler, Owner 400 Faxon Road Norwood Young America, MN 55368</p> | <p>License # 10-515 Holiday Stationstores, Inc dba Holiday Stationstore #199 Cindy Zierhut, License Administrator 441 79th Street West Chanhassen, MN 55317-4505</p> |
| <p>License # 10-523 Mid-County Coop dba Holiday Stationstore #3577 William F. Reimers, General Manager 409 Paul Avenue North Cologne, MN 55322</p> | <p>License # 10-526 R E Smith Oil & Tire Co., Inc. Russell E Smith, Owner 503 Faxon Road North Norwood Young America, MN 55368</p> |
| <p>License # 10-540 Bluff Creek Golf Course Michael Cohrs, General Manager 1025 Creekwood Drive Chaska, MN 55318</p> | <p>License # 10-541 Plocher's Inc dba Floyds Lois Plocher, Owner 1758 Arboretum Blvd. Victoria, MN 55386</p> |
| <p>License # 10-557 TBI Liquor Two, Inc dba Cheers Wine & Spirits Michael G. Baier, President 530 West 79th Street #100 Chanhassen, MN 55317</p> | <p>License # 10-566 Schoknecht, Inc dba Lisa's Place Lisa M Schoknecht, President 205 Broadway North Carver, MN 55315</p> |
| <p>License # 10-578 Kwik Trip, Inc dba Kwik Trip #402 Donald P. Zietlow, President 2201 West 78th Street Chanhassen, MN 55317</p> | <p>License # 10-594 Holiday Stationstores, Inc dba Holiday Stationstore #360 Cindy Zierhut, License Administrator 1793 Arboretum Blvd. Victoria, MN 55386-7706</p> |
| <p>License # 10-596 Champlin 2005 LLC dba Cub Foods #1644(31564) Doyle Troyer, VP Corporate Tax 7900 Market Blvd. Chanhassen, MN 55317</p> | <p>License # 10-604 Holiday Stationstores, Inc. dba Holiday Stationstore #371 Cindy Zierhut, License Administrator 502 North Faxon Road Norwood Young America, MN 55368-9734</p> |
| <p>License # 10-605 Walgreen Co dba Walgreens #09728 Alexander W Gourlay, President & CEO 600 West 79th Street Chanhassen, MN 55317</p> | <p>License # 10-606 Harvey's Bar & Grill Inc. Laura Niesche, President 220 North Broadway Carver, MN 55315</p> |
| <p>License # 10-611 Last Call Too dba Last Call Diane R. Henning, Owner 118 Main Street East NYA, MN 55397</p> | <p>License # 10-613 Casey's Retail Company dba Casey's General Store #2655 Richardt T Schappert, President 300 County Road 40 East Carver, MN 55315</p> |
| | |

| | |
|--|---|
| <p>License # 10-619 B&B Hospitality dba HI-5 Market Deepinder S. Baveja, Owner 1510 Commercial Avenue Victoria, MN 55386</p> | <p>License # 10-624 Kleinprintz Liquors, LLC dba MGM Liquor Warehouse Jason Kleinprintz, Managing Member 7856 Market Blvd., P.O. Box 412 Chanhassen, MN 55317</p> |
| <p>License # 10-626 Southern Sands Inc. dba Down South Bar & Grill Jilann Paehlke, Owner 360 Broadway Street New Germany, MN 55367</p> | <p>License # 10-627 Kwik Trip, Inc. dba Kwik Trip #492 Donald P. Zietlow, President 8921 Crossroads Blvd. Chanhassen, MN 55317</p> |
| <p>License # 10-628 Walgreen Co. dba Walgreens #12434 Alexander W Gourley, President & CEO 2499 Highway 7 Excelsior, MN 55331-9701</p> | <p>License # 10-631 Crossroads Liquor of Victoria LLC dba Crossroads Liquor Paul Schindler, President 7999 Victoria Drive Victoria, MN 55386</p> |
| <p>License # 10-633 Northern Tier Retail LLC dba SuperAmerica #4366 Courtney Fuchs 2391 Highway 7 Excelsior, MN 55331</p> | <p>License # 10-634 GMB Enterprise, LLC dba Inn Town Wine & Spirits Gary Bjurstrom, Owner 102 Lake Street West Cologne, MN 55322</p> |
| <p>License # 10-636 Schmidt C-Stores, Inc, dba Schmidty's Mayer Thomas R Schmidt, President 308 Ash Avenue North Mayer, MN 55360</p> | <p>License # 10-637 Fleet and Farm of Green Bay, dba Mills Gas Mart Jeffrey L Meek / License Dept. 1921 Levi Griffin Road Carver, MN 55315</p> |
| <p>License # 10-638 Family Dollar Inc. dba Family DollarStore #6540 Bradley Hunter, VP Controller 713 Faxon Road Norwood, MN 55397</p> | <p>License # 10-639 Chanhassen Marathon Hani H. Kotifani 380 Lake Drive East Chanhassen, MN 55317</p> |
| <p>License # 10-642 Chanhassen Stop, LLC Elias Saman, President - Heather Saman, Vice President 7755 Century Blvd Chanhassen MN 55317</p> | <p>License # 10-643 Northern Tier Retail, LLC dba SuperAmerica #5001 Courtney Fuchs 2960 82nd Street Chaska MN 55318-2329</p> |
| <p>License # 10-646 MLNG LLC dba The Vintage Michael Clausen, Owner 8971 Crossroads Blvd., Suite 160 Chanhassen, MN 55317</p> | <p>License # 10-647 Huynh Inn LLC dba Carver Liquor Ngan Thi Bich Huyna 309 Broadway North Carver, MN 55315</p> |
| <p>License # 10-648 Kwik Trip, Inc dba Kwik Trip #854 Donald P Zietlow, President 520 Reform Street N NYA, MN 55368</p> | <p>License # 10-649 Churchills Quality Cigars & Gifts Derrick Smigiel, Owner/President 8000 Victoria Drive Victoria, MN 55386</p> |
| <p>License # 10-650 United Farmers Coop dba United Xpress Darv Turbis, VP Energy 17535 Highway 7 New Germany, MN 55367</p> | <p>License # 10-651 e-Cig Store of Shakopee, LLC Sean T Condon 8971 Crossroads Blvd., Suite 140 Chanhassen, MN 55317</p> |
| | |

| | |
|---|---|
| <p>License # 10-652 Minnesota Fine Wines & Spirits, LLC dba Total Wine & More Sarah M Zach 510 Lake Dr Chanhassen, MN 55317</p> | <p>License # 10-653 The Dog House LLC David Peter Reimer 313 Broadway Street Carver, MN 55315</p> |
| <p>License # 10-654 Fleet and Farm of Green Bay LLC dba Mills Fleet Farm Jeffry L Meek 1935 Levi Griffin Rd Carver, MN 55315</p> | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Crisis Program transfer of FTE to a Social Worker II position

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Crisis Program would like to transfer an existing (vacant position) 1.0 FTE Healthcare Navigator (HCN) position to a 1.0 FTE Social Worker II. Due to the changes in insurance availability and streamlining of insurance applications there is less of a need for the specific duties of an HCN position. However there is an immediate need for pratitoners to assist in telephonic and mobile crisis response which can be conducted by a Social Worker II position.

ACTION REQUESTED:

Motion to approve the transfer to the 1.0FTE from a health care Navigator position to a Social Worker II position.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

The vacated 1.0FTE HCN position salary was above the hiring range for the requested Social Worker II position.

Office use only:

RBA 2016 - 4032

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Crisis program transfer of FTEs

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes
Presenter: Title:

Attachments: Yes No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Two established, current Crisis Therapists have requested to transfer their total FTE's. Tom Daniel would like to increase his FTE .1 FTE (.8 to a .9 FTE) and Christine Shaman would like to decrease her FTE by .1 FTE (.9 to a .8FTE). The two changes would be budget neutral.

ACTION REQUESTED:

Motion to approve the transfer of .1 FTE between two Crisis therapists.

FISCAL IMPACT:
If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

One Crisis Therapist (.9 FTE to .8 FTE) is paid at a higher wage than the other Crisis Therapist (.8 FTE to .9 FTE); there would be a savings.

Office use only:

RBA 2016 - 4054

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for 1.0 FTE Licensing Specialist for Chaska License Center

| | |
|---|--|
| Primary Originating Division/Dept: <input type="text" value="Property & Financial Services"/> | Meeting Date: <input type="text" value="6/21/2016"/> |
| Contact: <input type="text" value="Laurie Davies"/> Title: <input type="text"/> | Item Type: <input type="text" value="Consent"/> |
| Amount of Time Requested: <input type="text"/> minutes | Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Presenter: <input type="text"/> Title: <input type="text"/> | |
| Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/> | |

BACKGROUND/JUSTIFICATION:

At the June 7th Board workshop, County staff presented a request to add an additional 1.0 FTE Licesensing Specialist for the Chaska License Center to respond to an increasing volume of transactions, reduce customer wait times at the Chaska License Center to be more consistent with the Chan License Center and to help processs the transactions at the new Chaska drive-thru window that is expected to be open in September 2016.

ACTION REQUESTED:

Approve the request for an additional 1.0 FTE Licensing Specialist for the Chaska License Center funded by License Center revenues.

| | |
|---|--|
| FISCAL IMPACT: <input type="text" value="Budget amendment request form"/> If "Other", specify: <input type="text"/> | FUNDING County Dollars = <input type="text"/> License Center revenues <input type="text" value="\$63,605.00"/> Total <input type="text" value="\$63,605.00"/> <input checked="" type="checkbox"/> Insert additional funding source |
| FTE IMPACT: <input type="text" value="Increase budgeted staff"/> | |

Related Financial/FTE Comments:

Office use only:

RBA 2016 - 4060

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Request for 1.0 FTE for Chaska License Center

Department:

Meeting Date:

Fund:

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

Requested By:

| DEBIT | | |
|-------------------------|----------------------|--------------------|
| Description of Accounts | Acct # | Amount |
| Salaries & Wages | 01-040-055-1109.6111 | \$39,458.00 |
| FICA | 01-040-055-1109.6172 | \$2,454.00 |
| Comp Abs | 01-040-055-1109.6151 | \$103.00 |
| Health & Life Ins | 01-040-055-1109.6152 | \$496.00 |
| Medicare | 01-040-055-1109.6155 | \$582.00 |
| PERA | 01-040-055-1109.6162 | \$2,954.00 |
| Workers Comp | 01-040-055-1109.6173 | \$75.00 |
| LT Disability | 01-040-055-1109.6175 | \$83.00 |
| Cafeteria Contributions | 01-040-055-1109.6121 | \$17,400.00 |
| TOTAL | | \$63,605.00 |

| CREDIT | | |
|-------------------------|---------------------|--------------------|
| Description of Accounts | Acct # | Amount |
| License Center Revenue | 01-040-055-1108-... | \$63,605.00 |
| TOTAL | | \$63,605.00 |

Reason for Request:

increasing transaction counts, reduce customer wait times and help for new drive -thru window

Carver County Board of Commissioners Request for Board Action



Agenda Item:

State Performance Measurement Program (2016)

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

On 6/21/11, the Carver County Board approved the 2011 participation in the State's Performance Measurement program. On 6/26/12, the Board certified that it had adopted and implemented the 10 performance measures developed by the Council on Local Results and Innovation and that the County is implementing a local performance measurement system.

For 2016, the Carver County Board is asked to approve the 2016 participation in the State's Performance Measurement Program by certifying prior to or on July 1, 2016 that it has adopted and implemented at least 10 performance measures developed by the Council; implement a system to use this information to help plan, budget, manage, and evaluate programs and processes for optimal future outcomes; and continue to report the results of the performance measures to its residents.

ACTION REQUESTED:

Motion to approve the attached resolution and the Performance Measures- 2016 Report

FISCAL IMPACT:

If "Other", specify:

FUNDING

| | |
|---------------------------|-------------------------------|
| County Dollars = | <input type="text" value=""/> |
| State Performance Aid (2) | \$13,820.00 |
| Total | \$13,820.00 |

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Eligible for a reimbursement of \$0.14 per capita in local government aid, not to exceed \$25,000 and is also exempt from levy limits under sections 275.70 to 275.74 for taxes payable in 2017, if levy limits are in effect.

Office use only:

RBA 2016 - 4034

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

DATE June 21, 2016
MOTION BY COMMISSIONER _____

RESOLUTION NO. _____
SECONDED BY COMMISSIONER _____

Performance Measurement Program, 2016 Report

WHEREAS, the Minnesota Legislature created the Council on Local Results and Innovation in 2010; and

WHEREAS, the Council on Local Results and Innovation developed a Performance Measurement Program that is voluntary for counties and cities to participate in; and

WHEREAS, Carver County has elected to participate in the Performance Measurement Program since 2011; and

WHEREAS, there are direct financial impacts for participation in this program, \$13,603 was received for 2015; and

WHEREAS, the County Board has adopted and implemented at least 10 of the performance measures, as developed by the Council on Local Results and Innovation, and a system to use this information to help plan, budget, manage, and evaluate programs and processes for optimal future outcomes; and

NOW, THEREFORE, BE IT RESOLVED, that the Carver County Board will continue to report the results of the performance measures to its citizens by the end of 2016.

BE IT FINALLY RESOLVED, that the Carver County Board approves submission of the Carver County Performance Measures Report.

| 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 ___ of _____, 2016, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

County Administrator



CARVER
COUNTY

Program Year 2016

Performance Measures

About This Program

The Minnesota State Legislature in 2010 created the Council on Local Results and Innovation to develop standard performance measures to aid residents, taxpayers, and state and local elected officials in determining the efficiency and effectiveness of counties and cities in providing services and measuring residents' opinion of those services. The Council released a standard set of 10 performance measures for counties and created a comprehensive performance measurement system for counties to implement.

Carver County voluntarily agreed to participate in the state's Performance Measurement Program in 2011 and has participated each year since that time. The County follows the guidelines sent out by the Council and receives Local Government Aid reimbursement for its participation in the program. Carver County is one of 20 counties in the state (23 percent of all counties) that participate in the Performance Measurement Program.

The Performance Measurement Program reinforces Carver County's work to achieve its vision, mission, and goals listed and described as follows:

Vision: Where the future embraces the past in keeping Carver County a great place to live, work and play for a lifetime.

Mission: To meet the service requirements and special needs of our residents in a fiscally responsible and caring way. We will plan the county's growth to preserve its uniqueness and will encourage rural and urban compatibility. We will protect our history while planning for a dynamic future.

Goals and Outcome/Output Measures: Carver County's Strategic Plan outlines five goals designed to serve as the foundation for all future strategies, work, and priorities of the County. Each year, the County Board works with County staff to develop an Implementation Plan that outlines outcome/output measures that address the following five goals:

- **Communities Goal:** Create and maintain safe, healthy, and livable communities.
- **Connections Goal:** Develop strong public partnerships and connect people to services and information.
- **Finances Goal:** Improve the County's financial health and economic profile.
- **Growth Goal:** Manage the challenges and opportunities resulting from growth and development.
- **Culture Goal:** Provide an organizational culture which fosters individual accountability to achieve goals and sustain public trust and confidence in County government.

Within this Performance Measurement and Indicators Report, the County's goal statements related to Communities, Connections, Finances, and Growth are listed with one or more performance measures or indicators listed under the goal. No performance measures or indicators for the Culture goal were included in this report since none of the state standards for performance measures align with the County's goal statement related to Culture.

Communities Goal

Create and maintain safe, healthy, and livable communities.

Public Safety Standard Measures

Crime Rates and Response Times: One aspect of public safety is reflected in data submitted by the Minnesota Bureau of Criminal Apprehensions on Part I and Part II crimes committed in Carver County. Part I crimes include: homicide, rape, aggravated assault, burglary, robbery, auto theft, theft, and arson. Part II crimes include: other assaults, forgery, fraud, stolen property, vandalism, weapons, prostitution, other sex offenses, narcotics, gambling, family/children crime, driving under the influence (DUI), liquor laws, disorderly conduct, and other offenses. The following table indicates Part I and Part II crime rates for Carver County and Carver County Deputy average response times for these types of crimes. The average response time is indicated in minutes from the time the call was dispatched to the first squad on the scene for a top-priority call for Part I and Part II crimes:

| Public Safety | | | |
|----------------------|----------------------|-----------------------|---------------------------------|
| Year | Part I Crimes | Part II Crimes | Response Time In Minutes |
| 2011 | 896 | 1,802 | 3.22 |
| 2012 | 865 | 1,627 | 3.06 |
| 2013 | 818 | 1,587 | 4.53 |
| 2014 | 865 | 1,645 | 3.36 |
| 2015 | 928 | 1,789 | 2.89 |

Adult Offenders New Felony Convictions: The recidivism rate for felony offenders is another measure of public safety. Data from the Minnesota Sentencing Guidelines Commission is used to determine the percent of adult offenders with a new felony conviction within three years of discharge. Pre-trial supervision cases were excluded as these cases are not formal supervision, and different results are expected for cases placed on supervision post-adjudication.

| Adult Offenders with New Felony Convictions Within 3 Years of Discharge | |
|--|------------------------------|
| Data Sample Analysis Year | Percent of Recidivism |
| 2007-2008 Data Sample Analyzed in 2011 | 2.7% (1) |
| 2009-2010 Data Sample Analyzed in 2012 | 6.3% (2) |
| 2010-2011 Data Sample Analyzed in 2013 | 5.6% (3) |
| 2011-2012 Data Sample Analyzed in 2014 | 4.0% (4) |
| 2012-2013 Data Sample Analyzed in 2015 | 6.0% (5) |

- (1) Sample generated from a Court Services Tracking System (CSTS) report of closed cases between 7/1/07 and 6/30/08. Out of the sample of 621 cases, a random selection of every sixth case was selected to make an approximate 18% sample to track recidivism.
- (2) Sample generated from a Court Services Tracking System (CSTS) report of closed cases from 4/1/09 to 4/1/10. Out of the sample of 644 cases, every fifth case was selected to total a sample of 128 offenders, which is approximately a 20% sample. Recidivism was tracked on these cases. Eight offenders reoffended at a felony level.
- (3) Sample generated from a Court Services Tracking System (CSTS) report of closed cases from 6/1/10 to 6/1/11. Out of the sample of 539 cases, every fifth case was selected to total a sample of 107 offenders, which is approximately a 20% sample. Recidivism was tracked on these cases. Six offenders reoffended at a felony level.
- (4) Sample generated from Court Services Tracking System (CSTS) report of closed cases from 6/1/11 to 6/1/12. Out of the sample of 537 cases, the first three pages of clients were selected to total a sample of 125 offenders, which is approximately a 23% sample. Recidivism was tracked on these cases. Five offenders reoffended at a felony level.
- (5) Sample generated from a Court Services Tracking System (CSTS) report of closed cases from 6/1/12 to 6/1/13. Out of the sample of 540 cases, random clients were selected to total a sample of 79 offenders, which is approximately a 15% sample. Recidivism was tracked on these cases. 5 offenders reoffended at a felony level.

Public Health/Social Services Standard Measures

Tobacco and Alcohol Use: In assessing the health of the County, areas of focus for the Public Health Department have included tobacco use and excessive alcohol use by County residents. The department uses the County Health Rankings to obtain information on tobacco and alcohol use by County residents.

The table below compares the percentage of County residents who use tobacco with the state average, and it compares the percentage of County residents who drink alcohol excessively with the state average.

| Tobacco and Excessive Alcohol Use | | | | |
|--|----------------------------------|------------------------------|--|--|
| Year | Carver County Tobacco Use | Minnesota Tobacco Use | Carver County Excessive Alcohol Use | Minnesota Excessive Alcohol Use |
| 2011 | 15% | 19% | 20% | 20% |
| 2012 | 15% | 18% | 22% | 19% |
| 2013 | 15% | 17% | 25% | 20% |
| 2014 | 14% | 16% | 26% | 19% |
| 2015 | 13% | 16% | 26% | 19% |

Low-Birth-Weight Births: Another measure of a healthy community is reflected in the percentage of low-birth-weight births that occur each year. Data from the Minnesota Department of Health and the County Health Rankings provide information on the percentage of low-birth-weight babies born to County residents.

As the table below indicates, the percentage of low-birth-weight births in the County has remained consistently below the state average from 2011-2015.

| Low-Birth-Weight Births | | |
|-------------------------|---------------|-----------|
| Year | Carver County | Minnesota |
| 2011 | 5.6% | 6.5% |
| 2012 | 5.3% | 6.5% |
| 2013 | 5.7% | 6.5% |
| 2014 | 5.7% | 6.5% |
| 2015 | 5.7% | 6.5% |

Maltreatment of Children: The safety of children in terms of the prevention of child abuse and neglect is also a measure of a community’s health and safety. County records are used to determine the percent of children where there is a recurrence of maltreatment following an intervention. The measures indicated in the table below follow federal measurement guidelines used to determine the percentage of children who were victims of substantiated or indicated child abuse and/or neglect during the reporting period that had another substantiated or indicated report within 12 months.

| Maltreatment of Children Recurrence | |
|-------------------------------------|--|
| Year | Percent of Recurrence of Child Abuse and/or Neglect in 12-Month Period |
| 2011 | 9.4% |
| 2012 | 0% |
| 2013 | 0% |
| 2014 | 0% |
| 2015 | 2.1% |

Elections Standard Measures

Accuracy of Post-Election Audit: One measure of a liveable community is participation in elections and confidence in the accuracy of election results. Minnesota counties perform a post-election audit of election results returned by the optical scan ballot counters used in state

general elections. The review is a hand count of the ballots for each eligible election in the precinct compared with the results from the voting system used in the precinct. The following table indicates the percentage of accuracy for the past three state elections.

| Election Results Accuracy Base on Post-Election Audit | |
|--|-------------------------------|
| Year | Percentage of Accuracy |
| 2010 | 100% |
| 2012 | 100% |
| 2014 | 100% |

Environment Standard Measures

Collection of Hazardous Household Waste and Electronics: Hazardous waste can contaminate the soil and/or water supply if not disposed of properly, posing a threat to health and the environment. Recycling rates for hazardous household waste and electronics provide another measure of a healthy community.

The Carver County Environmental Center records the total tonnage of hazardous household waste and electronics collected for recycling. The following table lists the tonnage for electronics recycled in the County and the combined total for hazardous household waste and electronics.

| Hazardous Household Waste and Electronics Collected | | | |
|--|-----------------------------|----------------------------------|---|
| Year | Electronics Recycled | Hazardous Household Waste | Total Hazardous Household Waste and Electronics Recycled |
| 2011 | 286 tons | 203 tons | 489 tons |
| 2012 | 276 tons | 212 tons | 488 tons |
| 2013 | 316 tons | 210 tons | 526 tons |
| 2014 | 292 tons | 214 tons | 506 tons |
| 2015 | 292 tons | 228 tons | 520 tons |

Connections Goal

Develop strong public partnerships and connect people to services and information.

Social Services Standard Measures

Workforce Participation Rates: The Minnesota Family Investment Program (MFIP) is the state’s welfare reform program for low-income families with children. It helps families work their way out of poverty by expecting, supporting, and rewarding work. Direct benefits include food support and cash assistance. MFIP clients also receive Medical Assistance (MA), child care help, and employment services. When most families first apply for cash assistance, they will participate in the Diversionary Work Program, or DWP. This is a four-month program that helps parents go immediately to work rather than receive welfare. Connecting MFIP/DWP participants to services and information so they can become self-sufficient through employment is one measure of strong public partnerships.

The table below reflects data from the Minnesota Department of Human Services on the percent of MFIP/DWP adult residents of the County who are working 30 or more hours per week or are off cash assistance three years after beginning the program.

| Workforce Participation Rate for MFIP/DWP Participants | |
|---|--|
| Year | Percentage Working or Off Cash Assistance After Three Years |
| 2011 | 50.1% |
| 2012 | 55.4% |
| 2013 | 52.8% |
| 2014 | 53.8% |
| 2015 | 48.1% |

Library Standard Measures

Library Use: Another measure of the County’s efforts to connect people to services and information is reflected in the number of annual visits to County libraries. The County’s Library System consists of six public branch libraries in the communities of Chanhassen, Chaska, Norwood Young America, Victoria, Waconia and Watertown, a law library at the Government Center in Chaska, and four express library locations in Carver, Cologne, Mayer and Victoria.

The following table reflects the number of Library visits using County records to compare the total population, total number of visits per year, and the number of visits per 1,000 residents.

| Library Annual Visits | | | |
|------------------------------|--------------------------|-----------------------------|-----------------------------------|
| Year | County Population | Total Library Visits | Visits per 1,000 Residents |
| 2011 | 92,104 | 584,998 | 6.4 |
| 2012 | 93,584 | 580,242 | 6.2 |
| 2013 | 95,463 | 557,219 | 5.8 |
| 2014 | 97,162 | 551,358 | 5.7 |
| 2015 | 98,714 | 535,064 | 5.4 |

Veterans Services Standard Measures

Veterans Benefits: A main purpose of the County's Veterans Services Office is to connect veterans and their families with the benefits they are entitled to receive. One measure of the County's ability to connect veterans to the services and information they need is reflected in the total number of dollars brought into the County as benefits for veterans. The table below reflects those totals for federal and state programs.

| Veterans Benefits | | | | | |
|--------------------------|--|--|---|--------------------------------------|---|
| Year | Federal: Compensation & Pension | Federal: Education & Vocation Rehab | Federal: Insurance & Indemnities | Federal: Medical Care | State: Soldiers Assistance |
| 2012 | \$7,460,000 | \$1,662,000 | \$489,000 | \$7,880,000 | \$11,914 |
| 2013 | \$8,791,000 | \$1,705,000 | \$419,000 | \$9,063,000 | \$19,610 |
| 2014 | \$10,071,324 | \$1,829,524 | \$288,026 | \$8,212,363 | \$15,797 |
| 2015 | \$10,251,000 | \$1,783,000 | \$458,000 | \$9,457,000 | \$57,069 |

Finances Goal

Improve the County’s financial health and economic profile.

Financial Standard Measures

Bond Ratings: One indication of a county’s financial health is its bond rating. Bond ratings are expressed as letters ranging from “AAA,” which is the highest grade, to “C,” also referred to as “Junk,” which is the lowest grade. An issuer that is rated AAA has an exceptional degree of creditworthiness and can easily meet its financial commitments.

Carver County’s ratings shown in the table below were issued by Standard and Poor’s (S&P) Rating Services.

| Bond Ratings | |
|---------------------|-----------------------|
| Year | S&P Rating |
| 2011 | AAA |
| 2012 | AAA |
| 2013 | AAA |
| 2014 | AAA |
| 2015 | AAA |

Growth Goal

Manage the challenges and opportunities resulting from growth and development.

Taxation Standard Measures

Level of Assessment Ratio: Carver County is among the fastest growing counties in the state. As the number of households in the County increases along with population growth, the challenge is to provide accurate property value assessments. The level of assessment ratio is an indication of the quality and accuracy of the County's property value assessments. It is based on the difference between a property's assessed value and the actual sale price of the property. If the ratio falls between 90% and 105%, the level of assessment is determined to be acceptable. The following table shows the level of assessment ratio for all property types.

| Level of Assessment Ratio | |
|----------------------------------|-----------------------------|
| Year | Median Ratio Percent |
| 2011 | 94.7% |
| 2012 | 93.7% |
| 2013 | 96.3% |
| 2014 | 95.0% |
| 2015 | 94.2%* |

**Based on 2015 assessment for the sales during 2015, brought forward for 2016 assessment.*

Public Works Standard Measures

Snow Plowing: As the County's population has increased, so has traffic on its County road system. One of the challenges the County faces is to meet the financial challenge associated with plowing 270 miles of roadway in a timely manner during snow events. The following table provides estimates of how much time it takes to plow all County roads each year.

| Snow Plowing –Hours to Plow County Road System | | |
|---|---------------|----------------|
| Year | Range | Average |
| 2011 | 8-10 hours | N/A |
| 2012 | 8-10 hours | N/A |
| 2013 | 8-10 hours | N/A |
| 2014 | 8-10 hours | N/A |
| 2015* | 5.5-6.5 hours | 5.45 hours |

**2015 was an abnormally light winter*

County Pavement Condition Rating: Another challenge brought about by increased use of the County's road system is maintaining road pavement conditions. The Public Works Division uses a rating of the surface quality of the pavement known as the Pavement Condition Index (PCI). The PCI uses a scale of 0 to 100 in which a rating of 85+ is Excellent, 55-84 is Acceptable, and 0-55 is Failed. The table below shows that the pavement conditions for all County Roads for each year.

| Average County PCI Rating | |
|----------------------------------|--|
| Year | Pavement Condition Index Rating |
| 2011 | 74.3 |
| 2012 | 80.3 |
| 2013 | 79.2 |
| 2014 | 76.9 |
| 2015 | 76.1 |

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Local Bridge Replacement Program (LBRP) General Fund Grant Agreement No. 1001406 for Bridge No. 10548

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Application was made for Local Bridge Replacement Program (LBRP) funds for the SAP 010-630-030 Bridge replacement project that is presently under construction. \$214,802.50 of LBRP funding was approved for this project.

Bids for Project SAP 010-630-0300 were opened on December 17, 2015. The project is located on CSAH 30 West of CSAH 33 over Joint Ditch #1 / Crane Creek. The project includes the replacement of old Bridge No. 7118 over Joint Ditch #1 / Crane Creek and approach work in Carver County. Carver County will be responsible for any bridge costs that exceed the bonding amount.

Upon the receipt of the signed Grant Agreement No. 1001406, with all the necessary attachments, that includes a signed resolution by Carver County agreeing to the various terms stated in the agreement, the money will be distributed.

ACTION REQUESTED:

Adopt a resolution approving Grant Agreement No. 1001406 in the amount of \$214,802.50 with authorization for Board Chair and County Administrator to sign pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =

| | |
|------|--------------|
| CSAH | \$543,919.63 |
|------|--------------|

| | |
|------------|--------------|
| LBRP Grant | \$214,802.50 |
|------------|--------------|

| | |
|--------------|---------------------|
| Total | \$758,722.13 |
|--------------|---------------------|

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2016 - 4044

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

Date: _____
Motion by Commissioner: _____

Resolution No: _____
Seconded by Commissioner: _____

**For Agreement to State Transportation Fund
Local Bridge Replacement Program
Grant Terms and Conditions
SAP 010-630-030**

WHEREAS, Carver County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No.10548; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available; and

WHEREAS, the amount of the grant has been determined to be \$ 214,802.50 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Carver County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required. The proper county officers are authorized to execute a grant agreement with the Commissioner of Transportation concerning the above-referenced grant.

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 _____, 2016, 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.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for Employee Relations Business Partner 1.00 FTE

| | |
|---|--|
| Primary Originating Division/Dept: <u>Employee Relations</u> | Meeting Date: <u>6/21/2016</u> |
| Contact: <u>Kerie Anderka</u> Title: <u></u> | Item Type: <u>Regular Session</u> |
| Amount of Time Requested: <u>10</u> minutes | Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Presenter: <u>Kerie Anderka</u> Title: <u>Employee Relations Division Di...</u> | |

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Carver County's Employee Relations Division has maintained a very lean staffing model over the years. In more recent years, the County's organizational approach and strategic plan have integrated Employee Relations as a key partner in achieving organizational success, and in playing a significant role in organizational initiatives. Employee Relations supports excellent service provision for our community through objectives to ensure a qualified and high-performing workforce. At the same time, regulatory compliance requirements and legal issues in the broader business landscape have placed significantly increasing demands on Employee Relations staff time.

The Employee Relations Division strives to provide valuable service both to external customers and applicants, and to every County Division - partnering with Divisions to accomplish their strategic goals. Recognizing the valuable assistance that Employee Relations team members bring to the table as County Divisions meet the various challenges and opportunities in conducting daily business, a key organizational need identified at the Division Directors' Strategic Planning Session this year is the need for additional Employee Relations support. There was a consensus established, that in order to more effectively drive organizational success, additional hours of dedicated Employee Relations time is a critical element required - and that the need for this is immediate.

Carver County currently employs 696 full time equivalent employees (FTEs). While metrics on appropriate number of HR Generalist staff to employees varies, ranging from 1:150 down to 1:50 as recommended FTE ratios, the standard benchmark is 1 HR generalist to every 100 employees. Carver County Employee Relations currently has four positions serving as Business Partners, which is our position comparable to HR Generalists. Last year, an Employee Relations Coordinator was also added, with a portion of the generalist workload being assigned to that role among other duties. An organization of our size, if comparing to typical ratios, could have six or seven dedicated HR Generalists based on the number of FTEs supported.

Employee Relations staff work hard and value technology, innovation, and an efficient approach in our work. With the heavy workload already carried by the Employee Relations Business Partners, it is not possible to provide the additional support needed by the organization, with the current staff complement. With the support of the organizational leadership team, I am requesting the addition of 1.00 FTE Employee Relations Business Partner to be hired in 2016.

ACTION REQUESTED:

Motion to approve the addition of 1.00 FTE Employee Relations Business Partner position.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

see comment below

FUNDING

| | |
|------------------|---------------------|
| County Dollars = | \$102,715.00 |
| | |
| Total | \$102,715.00 |

FTE IMPACT: Increase budgeted staff

Related Financial/FTE Comments:

The ER Business Partner position is a grade 15 with salary range from \$58,739 to \$87,776. The amount indicated reflects salary and benefits, budgeted at midpoint of the salary range with family insurance contribution. For 2016, the vacancy savings account would be used to fund the position; and the additional position will be built into the base 2017 Budget.

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Request for Employee Relations Business Partner 1.00 FTE

Department:

Meeting Date:

Fund:

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

Requested By:

| DEBIT | | |
|-------------------------|-------------|---------------------|
| Description of Accounts | Acct # | Amount |
| Salaries & Wages | 01-050.6111 | \$73,258.00 |
| LT Disability | 01-050.6175 | \$146.00 |
| Medicare | 01-050.6155 | \$1,061.00 |
| FICA | 01-050.6172 | \$4,534.00 |
| PERA | 01-050.6162 | \$5,491.00 |
| Worker's Comp | 01-050.6173 | \$139.00 |
| Comp Abs | 01-050.6151 | \$190.00 |
| Cafeteria Contribution | 01-050.6121 | \$17,400.00 |
| Health & Life Ins | 01-050.6152 | \$496.00 |
| TOTAL | | \$102,715.00 |

| CREDIT | | |
|-------------------------|-------------|---------------------|
| Description of Accounts | Acct # | Amount |
| Vacancy Savings | 01-820.6828 | \$102,715.00 |
| TOTAL | | \$102,715.00 |

Reason for Request:

Increase vacancy savings budget to reflect 1.0 ER Business Partner FTE addition.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Minnesota Pollution Control Agency (MPCA) Joint Powers Agreement

| | |
|--|--|
| Primary Originating Division/Dept: <u>Public Services - Environ. Svc.</u> | Meeting Date: <u>6/21/2016</u> |
| Contact: <u>Joe Enfield</u> Title: <u>Interim Environmental Servic...</u> | Item Type: <u>Regular Session</u> |
| Amount of Time Requested: <u>15</u> minutes | Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Presenter: <u>Joe Enfield</u> Title: <u>Interim Environmental Service...</u> | |

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The MPCA has awarded the County a grant to continue research and composting activities at the Minnesota Landscape Arboretum. This is the fourth grant award related to composting such organic waste as discarded food waste and soiled paper packaging along with yard waste.

Known as the Source Separated Organics Demonstration Project, it is a cooperative demonstration project among the Minnesota Landscape Arboretum, a private compost site operator (Specialized Environmental Technologies -- SET), and the County. Private haulers will also use this site to drop off organic waste collected from local residents and businesses. The previous grants provided funds for development of the site, equipment, testing, and a part-time staff person. The site has operated without issue and has fulfilled the expectations of the previous grants.

Current organic waste composting capacity is limited by strict State Rules. The research at the demonstration site will provide valuable information that could yield the development of more cost-effective organic waste compost sites. This site operates under a Demonstration Project Permit and is the only site in the State capable of doing the research.

The grant funds of \$65,000 would be used to install additional testing and monitoring equipment and further site characterization to provide the ability to permit the site when the Demonstration Project has expired. The grant term runs through 2017. The project will assist Carver County and other Metro Counties in meeting Solid Waste Master Plan goals related to promoting organic waste composting as a landfill alternative.

The Minnesota Landscape Arboretum strongly supports the Demonstration Project, which has received the 2008-09 Governor's Award for Pollution Prevention, the 2008 Recycler of the Year Award, and the Local Government Innovation Award of the University of Minnesota's Public and Nonprofit Leadership Center.

ACTION REQUESTED:

Motion to approve the MPCA Joint Powers Agreement pending completion of the County's customary contract review process.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FUNDING

| | |
|------------------|--------------------|
| County Dollars = | \$5,000.00 |
| MPCA | \$65,000.00 |
| Total | \$70,000.00 |

FTE IMPACT: None

Related Financial/FTE Comments:

A budget amendment is being prepared to add revenue and an expenditure budget for grant funds to be received from the MPCA for further research at the Demonstration Project. The County contribution of \$5,000 is already budgeted for the Environmental Services Department.

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Approve Acceptance of Minnesota Pollution Control Agency (MPCA) Joint Powers Agreement

Department:

Meeting Date:

Requested By:

Fund:

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

| DEBIT | | | CREDIT | | |
|-------------------------|----------------------|-------------|-------------------------|---------------------|-------------|
| Description of Accounts | Acct # | Amount | Description of Accounts | Acct # | Amount |
| Professional Services | 01-123-130-1549-6260 | \$65,000.00 | State Grant | 01-123-130-1549-... | \$65,000.00 |
| TOTAL | | \$65,000.00 | TOTAL | | \$65,000.00 |

Reason for Request:

To add revenue and expenditure budget for grant funds to be received from the Pollution Control Agency for further research at the Demonstration Composting site.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request to accept grant from MN DHS and hire one FTE (Social Worker II)

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Regular Session

Amount of Time Requested: minutes

Presenter: Title:

Attachments: Yes No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

This grant was aquired through an RFP process in which Carver County was awarded \$227,000.00 for a two year period of time from 6/30/16-6/30-18. It will allow the county to hire one FTE (Social Worker II) to provide housing supportive services to adults with serious mental illness while working in collaboration with housing partners in Carver County. Contract was submitted to the contract protal for approval on 6/7/16.

ACTION REQUESTED:

Approval for Carver County to receive the grant dollars in contract with the Minnesota Department of Human Services and for the Behavioral Health department to be allowed to hire one FTE (Social Worker II) to carry out the supportive service duties outlined in the grant pending approval through the contract portal from County Attorney, Risk Management and HHS Director.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

| | |
|-------------------------|----------------------|
| County Dollars = | <input type="text"/> |
| <input type="text"/> | <input type="text"/> |
| Grant dollars | \$227,000.00 |
| Total | \$227,000.00 |

Insert additional funding source

Related Financial/FTE Comments:

Carver County will receive the granted dollars from the state. The dollars will be used as outlined in the budget for the grant and includes the addition of one FTE to carry out the supportive services component of the grant.

Office use only:

RBA 2016 - 4056

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Request to accept grant from MN DHS and hire one FTE (Social Worker II)

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 |
| Salaries & Wages | 11-480-749-0000-6111 | \$121,888.00 |
| FICA | 11-480-749-0000-6172 | \$7,571.20 |
| Comp. Absences | 11-480-749-0000-6151 | \$316.91 |
| Health & Life Ins | 11-480-749-0000-6152 | \$35,792.88 |
| Medicare | 11-480-749-0000-6155 | \$1,747.20 |
| PERA | 11-480-749-0000-6162 | \$9,152.00 |
| Workers Comp | 11-480-749-0000-6173 | \$597.25 |
| Long Term Disability | 11-480-749-0000-6175 | \$249.60 |
| Mileage | 11-480-749-0000-6331 | \$6,684.96 |
| Taxable Meals | 11-480-749-0000-6330 | \$3,000.00 |
| Client Program Costs | 11-480-749-0000-6035 | \$40,000.00 |
| TOTAL | | \$227,000.00 |

| CREDIT | | |
|-------------------------|--------|---------------------|
| Description of Accounts | Acct # | Amount |
| DHS Housing Grant | | \$227,000.00 |
| TOTAL | | \$227,000.00 |

Reason for Request:

2 year grant awarded which allows the county to hire 1 FTE (Social Worker II) to provide housing supportive services to adults with serious mental illness.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Authorize Fireworks Display at Lake Waconia Regional Park

| | |
|--|--|
| Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/> | Meeting Date: <input type="text" value="6/21/2016"/> |
| Contact: <input type="text" value="Marty Walsh"/> Title: <input type="text" value="Parks and Trails Supervisor"/> | Item Type: <input type="text" value="Regular Session"/> |
| Amount of Time Requested: <input type="text" value="15"/> minutes | Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Presenter: <input type="text" value="Marty Walsh"/> Title: <input type="text" value="Parks Director"/> | |
| Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/> | |

BACKGROUND/JUSTIFICATION:

County Ordinance pertaining to fireworks states it is unlawful for any person to set off or attempt to set off or ignite any firecracker, fireworks, smoke bombs, rockets, black powder guns or other pyrotechnics without authorization from the Board.

The Waconia Chamber of Commerce is asking for use of an undeveloped area on the eastern end of the park for a pyrotechnic launch site.

The Waconia Chamber Commerce has also asked for consideration to waive the permit fee in lieu of listing the County as a sponsor for the fireworks display.

The Park Commission considered the request at its June 8, 2016 regular meeting. Staff did not recommend waiving the fee as it would be inconsistent with permitting practices.

The Commission on a 4 to 2 vote made recommendation that the permit fee of \$312 apply. They further recommended that the Chamber be allowed to collect donations after 6:30 p.m. on July 4th from visitors in the park to help off-set the cost fireworks. Consistent with other vending agreements, the Park Commission further recommended the Chamber would be subject to a 10 percent fee on all revenue collected above \$312 as they are not a non-profit organization. Details and logistics were to be worked out with Park Staff.

The Waconia Chamber of Commerce and Waconia Pyrotechnic Inc. are responsible for any coordination with Water Patrol Services of the Sheriff's Office, other units of government and any additional permits necessary for the activity.

In the event of bad weather the fireworks display will be postponed and rescheduled for July 5th. Should fireworks be displayed on July 5th, the Waconia Chamber of Commerce and Waconia Pyrotechnic Inc. will coordinate this activity with the Waconia Event Center and the County Parks Department.

The County has allowed a previous fireworks display from the park. The past display had been conducted appropriately.

ACTION REQUESTED:

Authorize a permit for use of Lake Waconia Regional Park for the July 4th, 2016 fireworks display under the following conditions:

- 1 -Signed permit with indemnification language from Pyrotechnic Inc.:
- 2 -Paid permit fee by the Waconia Chamber of Commerce
- 3- Submitted current certificate of insurance
- 4- Authorize the Waconia Chamber of Commerce to collect donations after 6:30 p.m. on July 4th or as reschedule on July 5th, 2016 at Lake Waconia Regional Park. A 10 percent fee is to be applied on revenue above \$312. Details and logistics are to be worked out with Park Staff.

| | |
|---|--|
| FISCAL IMPACT: <input type="text" value="None"/> | FUNDING |
| <i>If "Other", specify:</i> <input type="text"/> | County Dollars = |
| FTE IMPACT: <input type="text" value="None"/> | Waconia Chamber of Con <input type="text" value="\$312.00"/> |
| | Total <input type="text" value="\$312.00"/> |
| | <input checked="" type="checkbox"/> Insert additional funding source |

Related Financial/FTE Comments:

Office use only:

RBA 2016 - 3995

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Authorize Fireworks Display at Lake Minnewashta Regional Park

| | |
|---|--|
| Primary Originating Division/Dept: <u>Public Works - Parks</u> | Meeting Date: <u>6/21/2016</u> |
| Contact: <u>Sam Pertz</u> Title: <u>Parks and Trails Supervisor</u> | Item Type: <u>Regular Session</u> |
| Amount of Time Requested: <input type="text"/> minutes | Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No |
| Presenter: <input type="text"/> Title: <input type="text"/> | |

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Parks Department has received a request to launch fireworks from within Lake Minnewashta Regional Park on July 4th, 2016. County Ordinance pertaining to fireworks states it is unlawful for any person to set off or attempt to set off or ignite any firecracker, fireworks, smoke bombs, rockets, black powder guns or other pyrotechnics without authorization from the Board.

The request is from a group of homeowners who live on Lake Minnewashta and are requesting the use of Boat Access #2 at the park. To accommodate the fireworks display, Boat Access #2 would remain CLOSED on July 4th. The parking area must be cleared of vehicles and people in order to establish a clear zone (safety zone) for the pyrotechnic display company to set up the fireworks. A special use permit fee of \$312.00 is being charged to the homeowners for the use of the park facility and to offset the costs of staff time. The homeowners and pyrotechnic display company are responsible for obtaining permits from the City of Chanhassen and the Chanhassen Fire Department and coordinating water patrol services through the Carver County Sheriff's Office. In the event of bad weather, high winds out of the west or north, or extremely dry conditions, the fireworks display will be postponed and rescheduled for another date.

The County has approved past fireworks displays sponsored by the homeowners on Lake Minnewashta. Past displays have been conducted appropriately. The Park Commission recommended approval of the permit to launch fireworks at its June 8, 2016 meeting.

ACTION REQUESTED:

Authorize a permit for use of Lake Minnewashta Regional Park Boat Access #2 for the July 4th fireworks display under the following conditions to be met by the organizers of the event and pyrotechnic display company:

- 1 -Signed permit with indemnification language from pyrotechnic display company.
- 2 -Paid permit fee
- 3- Submitted current certificate of insurance

FISCAL IMPACT: None

If "Other", specify:

FTE IMPACT: None

FUNDING

| | |
|------------------|---|
| County Dollars = | <input style="width: 100%;" type="text"/> |
| Lk Mtka HOA | \$312.00 |
| Total | \$312.00 |

Related Financial/FTE Comments:

Office use only:

RBA 2016 - 3994