



CARVER COUNTY

minnesota

Carver County Board of Commissioners

August 17, 2021

Regular Session

The County Board Room is open to the public. However, Board Room audience capacity is limited to twelve (12) due to COVID-19 concerns.

Individuals who are not able to attend in person and wish to provide public comments can do so by email at admin-contact@co.carver.mn.us or by leaving a voicemail at (952) 361-1516. Public comments received in writing such as those received by e-mail will be summarized during the meeting and posted on the County website at

<https://www.co.carver.mn.us/government/county-board-of-commissioners/county-board-meetings-and-agendas> following the meeting. Voicemail public comments will be played during the meeting. If you would like to join the Regular Session videoconference please send an e-mail, no later than noon on the Monday prior to the scheduled meeting date, to Carver County Administration at admin-contact@co.carver.mn.us to receive a WebEx invitation.

Public comments that relate to an item on the agenda will be heard when that agenda item is discussed. Please limit your public comments to five minutes or less.

The Regular Session portion of the meeting will be webcast live at: <https://www.youtube.com/user/CarverCountyMN/live>

- 9:00 a.m. 1. a) **CONVENE**
 b) **Pledge of allegiance**
 c) **Public comments submitted via email/voice mail**
2. Agenda review and adoption
3. Approve minutes of August 3, 2021 Regular Session..... 1-3
4. Community Announcements
- 9:10 a.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy, and livable communities*
- 5.1 Amendment to the 2019 UASI Grant 4
- 5.2 Donation to Sheriff's Office 5
- 5.3 Special Use Permit Request By ISD 108, NYA Central Schools, Cross
 Country Running Meets At Baylor Regional Park..... 6

- 5.4 Eliminate Sheriff's Office 1.0 Deputy Sheriff and create 1.0 Crime Information Analyst 7-8
- 5.5 Carver County Right of Way Plat No. 33 for the Highway 24 Project .. 9-17

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

- 5.6 Approval to Make Offer for Necessary Right of Way Acquisition Related to the Highway 15 Resurfacing Project 18-21
- 5.7 Resolution for Submittal of Funding Applications to MnDOT's Transportation Economic Development Program..... 22-25

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

- 5.8 Re-Appointment of Carver County Surveyor 26
- 5.9 Approval of Administrative Services Manager Agreement 27

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

- 5.10 Request for Approval to Contract with HealthPartners 28-29
- 5.11 Elimination of Petty Cash Fund for Chanhassen Library 30
- 5.12 Review/Social/Commissioners' Warrants..... NO ATT

- 9:10 a.m. **6. COMMUNITIES: Create and maintain safe, healthy, and livable communities**
 - 6.1 Proclamation Recognizing John Lenzen 31-32
 - 6.2 Carver County Extension Committee Youth Representative Appointment..... 33
 - 6.3 Family Homeless Prevention and Assistance Program (FHPAP) Board Resolution for Grant Cycle 2021-2023..... 34-35

- 9:50 a.m. **7. GROWTH: Manage the challenges and opportunities resulting from growth and development**
 - 7.1 Landfill Certificate of Need - County Board Letter Request 36-38

- 10:05 a.m. **8. County Administrator Report**

10:10 a.m. ADJOURN REGULAR SESSION

WORK SESSION

- 10:10 a.m. **A. FINANCES: Improve the County's financial health and economic profile**
 - 1. CDA 2022 Budget and Levy 39-48
- 10:40 a.m. **B. COMMUNITIES: Create and maintain safe, healthy, and livable communities**
 - 1. Pandemic Update 49

David Hemze
County Administrator

UPCOMING MEETINGS

August 24, 2021	9:00 a.m. Board Work Session
August 31, 2021	No Board Meeting
September 7, 2021	9:00 a.m. Board Meeting
September 14, 2021	No meeting
September 21, 2021	9:00 a.m. Board Meeting

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on August 3, 2021. Chair Tim Lynch convened the session at 9:04 a.m.

Members present: Tim Lynch, Chair, Gayle Degler, Vice Chair, John P. Fahey, Matt Udermann and Tom Workman.

Members absent: None.

Under public comments, Karen Johnson Leuthner, 15735 38th Street, Mayer, appeared before the Board to recap the issues with the CUP issued to John Linder and stated she had documentation that proved it was built to sell. Johnson Leuthner believed the County refused to go after those responsible. She stated the truth was never told and that the CUP should never have been issued. She indicated she would be following up with an email to the Board.

Sam Cooke, 6044 Elliot Avenue South, Minneapolis, questioned what was going on and what were they hiding. He stated the tower should never have been built and built on a wetland. He stated this was a political issue that must come to an end.

Peggy Kinzler, representing AFSCME, stated probation officers have been in negotiations since 2019. She stated this journey and treatment has impacted the entire workforce and morale is low. She submitted postcards from employee and community members on behalf of the probation officers.

Probation officers Renee Kleber, Jackie Nichols, Scott Lorenz and Dan Muggli, pointed out their long work histories, explained the services they provide to the public and stated they were dedicated employees. They indicated they were residents of the County and involved in their communities. They explained following a State policy change in January 2020, Carver County declared they were new employees with a July 2019 hire date. They asked the County to honor their original hire dates and recognize their years of service.

Voice mail comments were played and received from Josh Nichols, Frank Neudorff, Scott and Wynne Trick asking the Board to recognize the probation officers' years of service.

Workman requested that staff provide them with a history of the situation with the probation officers. He also questioned specifically what Mr. Cooke was asking them to do and if they had the ability to do that. County Attorney Metz agreed he would forward them a letter previously sent to Mr. Cooke on what authority the County Board has.

The following amendments were made to the agenda:

Delete 5.9 – Landfill certificate of need-County Board Letter Request.

Move 5.5 to 6.1 – Distribution of essential service food items to community non-profit partners.

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

Fahey moved, Degler seconded, to approve the minutes of the July 20, 2021, Regular Session. Motion carried unanimously.

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

Resolution #71-21, County Board Acknowledgment 2020 Box Culvert Construction Projects Final Payments.

Approved the donation of 150-200 bags of compost to Carver County homes.

Resolution #72-21, Authorizing Settlement Compensation to Owners for Acquisition of Real Property Interests Needed for Highway 10 Project-North Watertown.

Approved joint powers agreement with Watertown Township for the reconstruction and bituminous surfacing of Quarry Avenue, pending finalization of the contract review process.

Approved the one day to four day temporary on sale liquor license application for August Ball Club, Chaska, for October 2, 2021.

Approved issuing a charitable gambling license to the Augusta Ball Club for a raffle to be held on October 2, 2021.

Approved Amendment 1 to joint powers agreement no. 1045437 with the State of Minnesota for professional and technical services for the Highway 212 project-Benton Township, pending finalization of the contract review process.

Adopted the Findings of Fact and issue Order PZ20210044 for the issuance of a Conditional Use Permit, Cally and Stacy Trimbo, Dahlgren Township.

Approved the elimination of 1 FTE deputy, accompanying contract revenue due to non-renewal of contract and related Sheriff's budget amendment.

Resolution #73-21, County Board Acknowledgment Watertown Wetland Restoration Project, Final Payment.

Contract with Michel Masonry pending finalization of the contract review process.

Reviewed July 27, 2021, Community Social Services' actions/Commissioners' warrants in the amount of \$306,589.78 and reviewed August 3, 2021, Community Social Services' actions/Commissioners' warrants in the amount of \$651,744.81.

Degler, Fahey, Udermann, Workman voted aye. Lynch abstained as one of the settlements was with a relative of his. Motion carried.

Rod Franks, HH&S, requested the Board approve the distribution of essential service food items to community nonprofit partners. Richard Scott, Public Health, explained they were obligated to provide essential services during the pandemic and cultivated strong partnerships during this time. He indicated when they see certain expiration dates, they reach out to community partners to determine their needs. He pointed out different facilities have different needs and six partner

identified needs. Scott indicated as they move forward, they will see what happens with the new variant and will continue to work with community partners.

Udermann moved, Fahey seconded, to approve the distribution of approximately \$623 of food that is within the short date code period to community non-profit partners. Motions carried unanimously.

County Administrator Hemze recognized recent CDC recommendations on masking. He recommended no changes at this time and if that changes, he would come back to the Board for that decision. He indicated they would continue with telework and social distancing. He also stated reopening the license centers was still on hold as the State was still not opening their doors.

Degler moved, Workman seconded, to adjourn the Regular Session at 10:14 a.m. and go into a work session for a 2022 budget update and an update on the Arboretum Area Transportation Plan. 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:****Amendment to the 2019 UASI Grant**

Primary Originating Division/Dept: Sheriff

Meeting Date: 8/17/2021

Contact: Shelly Starry Title: Emergency Management Specia

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:

Emergency Management request for a grant amendment was approved by HSEM. We were not able to complete the grant work and deliverables because there were delays in the equipment procurement with the vendor. This left us with \$4,300.00 of the grant remaining. An extension of the grant to 12/31/2021 will allow us to spend down the grant and complete all grant work.

Carver County Emergency Management receives 1% of the federally approved Minnesota, Department of Public Safety - Homeland Security & Emergency Management Division (HSEM) allocation of the Urban Area Initiative (UASI) grant. Allocated funds are based on approved grant justifications in accordance with federal grant guidelines. Carver County first responders, county government and the citizens of Carver County benefit by having Carver County Emergency Management apply for and administer this grant program.

ACTION REQUESTED:

Seeking board approval to the grant amendment for extending the grant deadline.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: None

Total

\$0.00

☒ Insert additional funding source**Related Financial/FTE Comments:**

Carver County Emergency Management makes approved purchases and provides documentation that meets certain minimum standards set forth by Minnesota HSEM and in return HSEM reimburses federal grant dollars to the county for purchased items and/or services.

Office use only:

RBA 2021 - 7794

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Donation to Sheriff's Office**

Primary Originating Division/Dept: Sheriff - Administrative Services

Meeting Date: 8/17/2021

Contact: George Pufahl

Title: Lieutenant

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:

Operation Underground Railroad, a 501 (C) (3) non-profit organization exists to protect children from human trafficking and sexual exploitation. The funds donated go directly to supply our office with the necessary investigative forensic tools to enhance our ability to investigate these crimes furthering successful resolution in court proceedings. Acceptance of these funds will enhance our mission to create and maintain safe, healthy, and livable communities.

ACTION REQUESTED:

Approve donation

FISCAL IMPACT: None

If "Other", specify:

FTE IMPACT: None**FUNDING**

County Dollars =

\$0.00

Donation

\$25,270.00

Total

\$25,270.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7805

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Special Use Permit Request By ISD 108, NYA Central Schools, Cross Country Running Meets At Baylor Regional Park

Primary Originating Division/Dept: Public Works - Parks

Meeting Date: 8/17/2021

Contact: Sam Pertz

Title: Parks & Trails Supervisor

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:

Independent School District (ISD) 108, Central Schools of Norwood Young America, has requested a special use permit for upcoming cross county running meets planned for August 28 and September 14, 2021 to be held at Baylor Regional Park.

By County Ordinance, Chapter 91; special events require issuance of a use permit.

In past years, some of these events have attracted 1000's of people (athletes, faculty, spectators) to the park. Of the two event dates this season, September 14 will have a large attendance.

The meets are organized and facilitated by athletic faculty of ISD 108, NYA Central Schools, in coordination with their athletic conference. Appropriate insurance certificates and other permit requirements have been provided to the County by ISD 108. These events have a long history of being successfully organized by the permittee on County park property. One item of particular importance within the permit language is advance warning signage of vehicles parked on the road shoulder of Highway 33. Electronic highway messaging signs will be utilized to inform oncoming motorists of the event ahead.

The Park Commission is expected to recommend approval of the request for board action on August 11, 2021.

Staff of ISD 108 is aware that should COVID19 guidelines and requirements change, corresponding changes to the permit may also apply.

ACTION REQUESTED:

Motion to approve the special use permit for cross country running meets coordinated by ISD 108, NYA Central Schools, for the 2021 season.

FISCAL IMPACT: None

If "Other", specify:

FUNDING

County Dollars =

\$0.00

Total

\$0.00

FTE IMPACT: None

Related Financial/FTE Comments:

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Eliminate Sheriff's Office 1.0 Deputy Sheriff and create 1.0 Crime Information Analyst

Primary Originating Division/Dept: Sheriff

Meeting Date: 8/17/2021

Contact: Mike Wollin

Title: Commander

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:

The Sheriff's Office has identified the need to add a 1.0 FTE Crime Information Analyst to help determine where and when crimes are likely to occur thus allowing for the more effective and efficient use of tactical, operational, and strategic resources. A Crime Information Analyst is a highly trained employee that provides case support through research, compiling, analyzing, and mapping crime trends and patterns and other critical data.

The Crime Information Analyst's tactical data provides situational awareness on a day by day or week by week basis. Their operational role provides leadership with the necessary data to assess and allocate resources to help reduce criminal activity. While the data analysis provides strategic value for the long-term planning and problem solving needs of the agency, a Crime Information Analyst also assists to identify and collect real time data during critical incidents and major cases, which is then used to more effectively deploy law enforcement resources to help proactively resolve the incident within our jurisdictions.

This position can be a force multiplier and would continue to further our goal of maintaining safe, healthy and livable communities.

ACTION REQUESTED:

Approve the Sheriff's Office request to eliminate 1.0 Deputy Sheriff and create 1.0 Crime Information Analyst to further support effective and efficient use of Sheriff's Office personnel and other operational resources.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FUNDING

County Dollars =

\$12,748.47

FTE IMPACT: Other staffing change (grade, classification, hours, etc.)

Total

\$12,748.47

☒ Insert additional funding source

Related Financial/FTE Comments:

The annual cost to eliminate the Deputy Sheriff position and create a Criminal Analyst position will be covered by redirecting budget within the Sheriff's Office operating budget.

Office use only:

RBA 2021 - 7809

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Eliminate Sheriff's Office 1.0 Deputy Sheriff and create 1.0 Crime Information Analyst

Department:

Meeting Date: 8/17/2021

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: Mike Wollin

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Salary and benefits	01-201-239-1715.61xx	\$109,911.00	Salary and benefits	01-201-236.61xx	\$97,163.00
TOTAL		\$109,911.00	gasoline	01-236.6561	\$12,748.00
			TOTAL		\$109,911.00

Reason for Request:

Elim deputy sheriff position and create a criminal analyst position

Carver County Board of Commissioners Request for Board Action

**Agenda Item:**

Carver County Right of Way Plat No. 33 for the Highway 24 Project

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 8/17/2021

Contact: Luke Kranz

Title: Assistant County Surveyor

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:

The 2022 construction season includes the reconstruction of Highway 24 from Highway 10 east to the Hennepin County line. In order to meet state and federal regulations, additional right-of-way acquisition in some areas is necessary.

The County Surveyor has prepared CARVER COUNTY RIGHT OF WAY PLAT NO. 33 to simplify the writing of easement descriptions and to identify to the public the County's interest in the highway right of way.

ACTION REQUESTED:

Adopt a resolution to approve CARVER COUNTY RIGHT OF WAY PLAT NO. 33 and authorize the Chair of the County Board to sign the plat.

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 2021 - 7815

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

Date: August 17, 2021

Motion by Commissioner: _____

Resolution No: _____

Seconded by Commissioner: _____

Carver County Right of Way Plat No. 33

WHEREAS, Carver County will be improving County State Aid Highway (CSAH) No. 24 from CSAH No. 10 easterly to the Hennepin County line; and

WHEREAS, the County Surveyor has prepared Carver County Right of Way Plat No. 33 to simplify the writing of legal descriptions and to identify to the public the County's interest in the highway right of way.

NOW, THEREFORE BE IT RESOLVED, that the Carver County Board of Commissioners approves Carver County Right of Way Plat No. 33 and authorizes the Chair of the County Board to sign the plat.

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 17th day of August, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

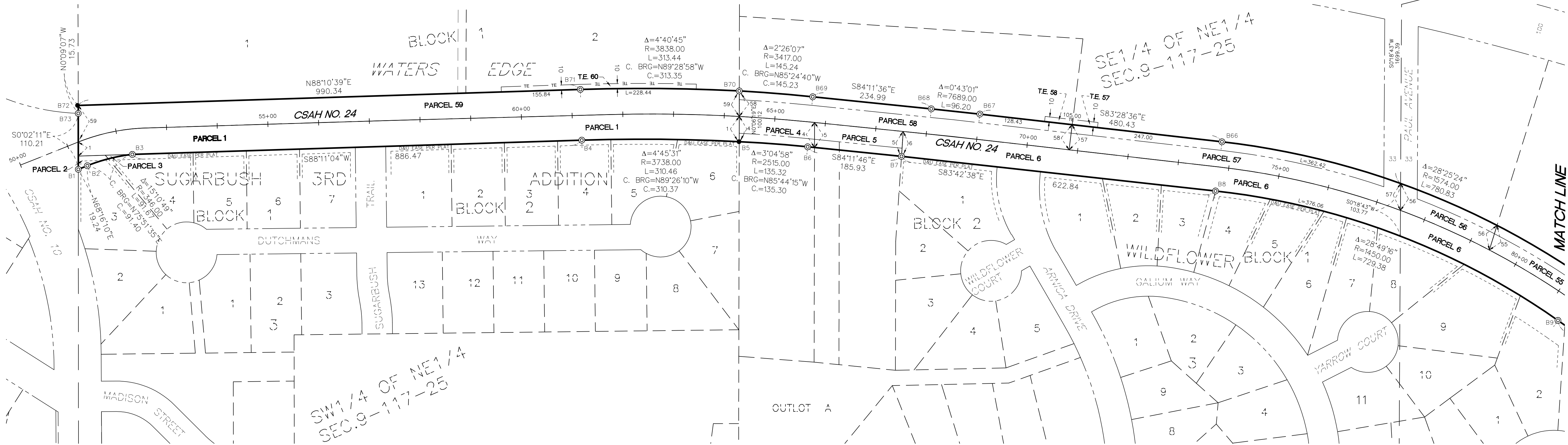
Dated this 17th day of August, 2021.

Dave Hemze

County Administrator

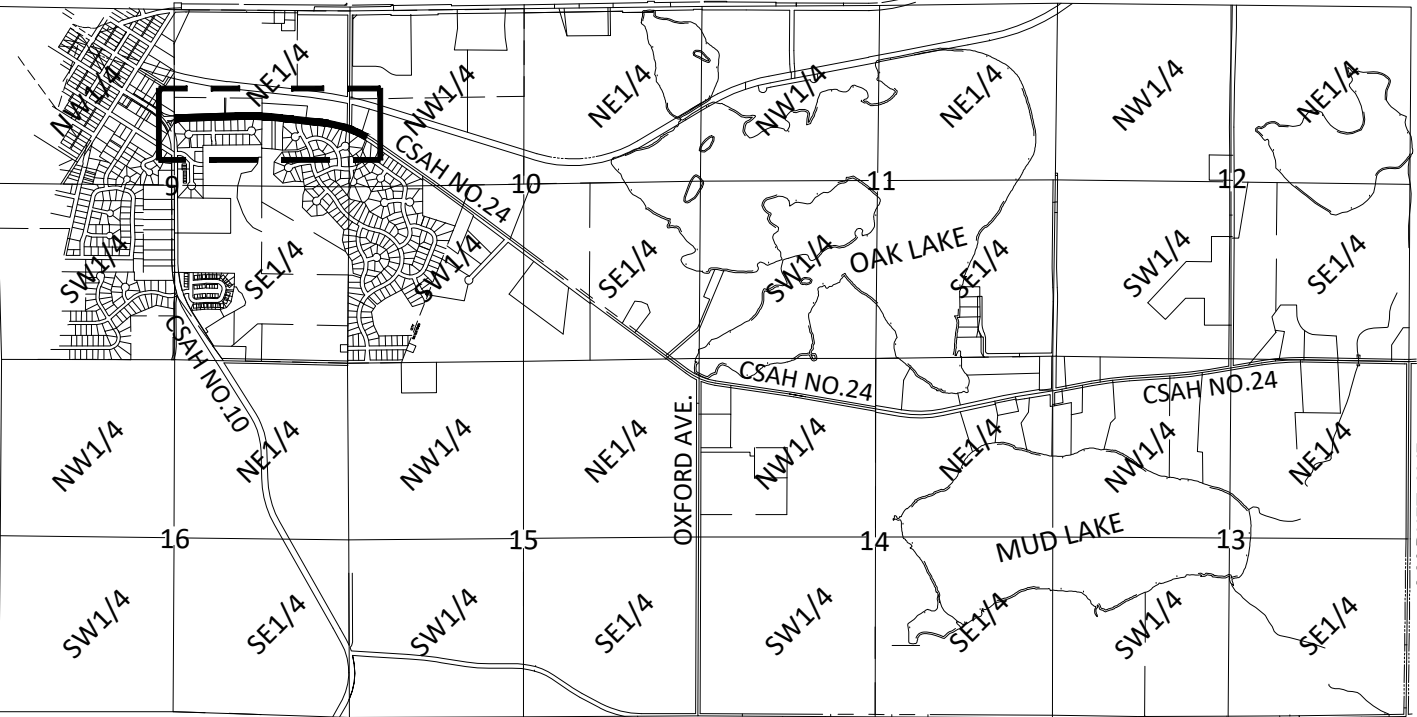
CARVER COUNTY RIGHT OF WAY PLAT NO. 33

PLAT FILE NO.
C.R. DOC. NO.



PARCEL NUMBER	RECORD OWNER	LOCATION	PARCEL ID NO.	RECORDED DOC. NO.	EXISTING ROAD RW (SQ FT)	NEW ROAD RW (SQ FT)	TOTAL ROAD RW (SQ FT)	PERMANENT EASEMENT (SQ FT)	TEMPORARY EASEMENT (SQ FT)	INTEREST
1	DEDICATED	SUGARBUSH & SUGARBUSH 3RD ADDITION	•	A103647 & A139135	64,573	•	•	•	•	•
2	RICHARD B & AMANDA R LOYCANO	LOT 3, BLOCK 1, SUGARBUSH 3RD ADDITION	85.4220030	A709374	•	920	920	•	•	EASEMENT
3	BRADLEY ALAN & KAYLA JOHNSON	LOT 4, BLOCK 1, SUGARBUSH 3RD ADDITION	85.4220040	A707135	•	168	168	•	•	EASEMENT
4	J & J VANDERLINDE PROPERTIES, LLC	PART OF SE1/4 OF NE1/4 SEC.9, T117, R25	85.0092400	A574393	4,916	2,422	7,338	•	•	EASEMENT
5	DEAN CHARLES LOEHR	PART OF SE1/4 OF NE1/4 SEC.9, T117, R25	10.0091210	A704612	5,758	2,777	8,535	•	•	EASEMENT
6	DEDICATED	WILDFLOWER	•	A218045	112,592	•	•	•	•	•
56	GERMAIN & MARIAN BOLL LIVING TRUST	PART OF SW1/4 OF NW1/4 SEC.10, T117, R25	10.0101200	A136676	7,102	2,884	9,986	•	•	EASEMENT
57	ELK DEVELOPMENT, LLC	PART OF SE1/4 OF NE1/4 SEC.9, T117, R25	10.0091610	A404651	22,503	10,639	33,142	•	501	EASEMENT
58	DAVID C TRUAX	PART OF SE1/4 OF NE1/4 SEC.9, T117, R25	85.0092500	A353677	21,635	11,205	32,840	•	550	EASEMENT
59	DEDICATED	WATERS EDGE	•	A262608	59,654	•	59,654	•	•	•
60	CITY OF WATERTOWN	PART OF LOT 2, BLOCK 1, WATERS EDGE	85.4600020	A263504	•	•	•	•	3,846	EASEMENT

VICINITY MAP
SEC. 9, 10, 12, 13, 14, 15
TWP. 117 N RGE. 25 W
CARVER COUNTY, MINNESOTA



NOTES:

Existing prescriptive right-of-way as defined by Minnesota Statute 160.05 is not shown.

Record owners noted in the parcel table were compiled from current deeds of record available in the office of the Carver County Recorder.

Parcel boundaries and corresponding parcel acreage have been determined by current deed evidence of record.

All right angle road widths shown are to the proposed construction centerline.

The Carver County Board of Commissioners pursuant to resolution number _____, dated _____, is hereby designating the definite location of a portion of the right-of-way of County State Aid Highway No. 24 in the S1/2 of the NE1/4 of Section 9; the S1/2 of the NW1/4, NE1/4 of the SW1/4, W1/2 of the SE1/4, SE1/4 of the SE1/4 of Section 10; the NE1/4 of the NE1/4 of Section 15; the N1/2 of the NW1/4, Gov't Lots 1 & 2 of Section 14; the N1/2 of the NE1/4, Gov't Lots 1 & 2 of Section 13; the S1/2 of the SE1/4 of Section 12; all in Township 117 North, Range 25 West, Carver County, Minnesota as shown on this official plat of said right-of-way, pursuant to Minnesota Statutes Sections 160.085 and 160.14.

This plat was approved by the Board of Commissioners of the County of Carver, State of Minnesota at a regular meeting held the _____ day of _____, 20____.

Chair _____ Attest _____

I hereby certify that this plat was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota; that this plat meets the requirements of Minnesota Statutes Chapter 160.085 and Chapter 160.14, Subdivision I; that all parcels of land affected by the acquisition are correct as shown on this plat; that monuments indicating the boundary lines will be correctly placed in the ground after completion of construction; that all measurements are correctly shown on this plat; and that the right-of-way boundary lines are correctly designated on this plat.

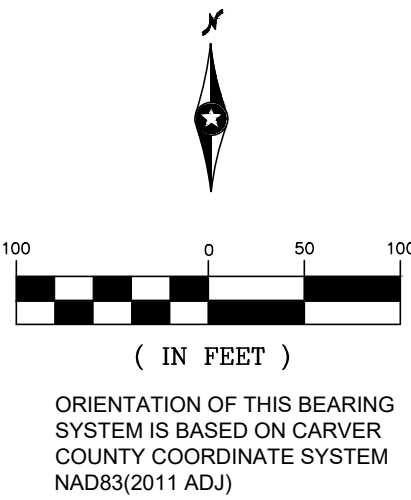
Brian E. Praske, Carver County Surveyor
Minnesota License Number 44646

Date _____

I hereby certify that this plat was filed this _____ day of _____, 20____ at _____ o'clock _____ M. as Document Number _____.

_____, Carver County Recorder

- Carver County Cast Iron Monument
- Individual Parcel Limits
- Boundary Corner with set 1/2 inch by 18 inch iron pipe with an aluminum cap stamped Carver County RW and the boundary corner number
- Found monument as noted
- Existing Right of Way Line
- Permanent Easement
- Temporary Easement (T.E., Expiration Date 7/31/2023)
- Curve Radius
- Curve Central Angle
- Curve Length
- Curve Chord Bearing
- Proposed centerline stationing per Carver Co. Project No. 158794

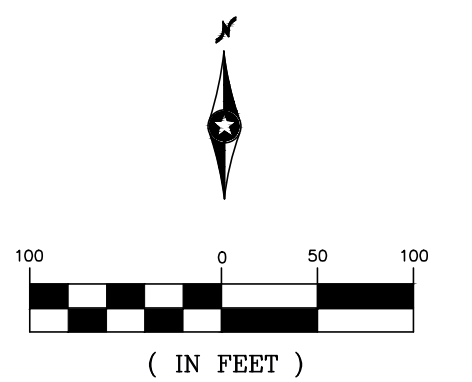
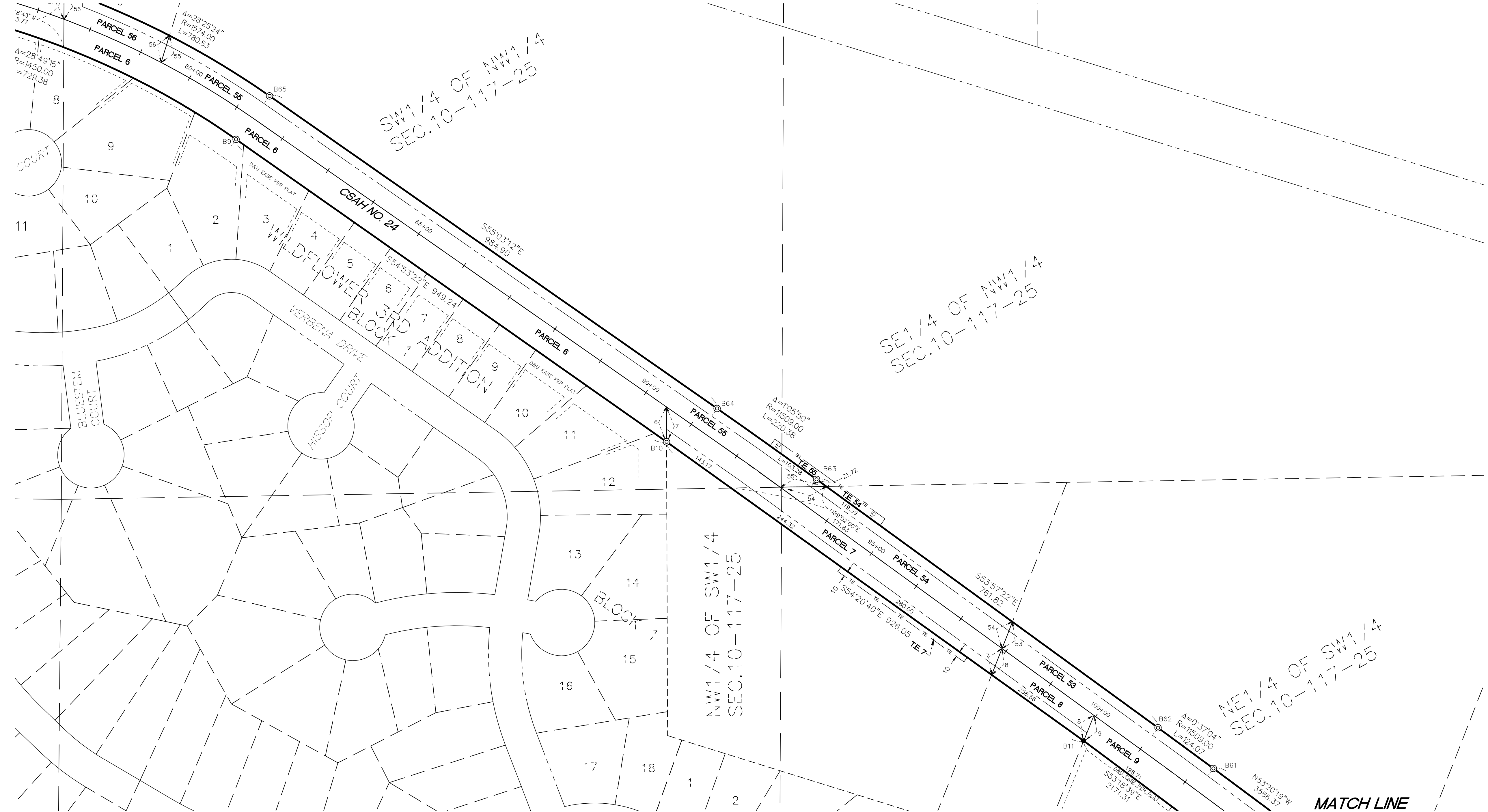


C.S.A.H. NO. 24 (158794)

Public Works Division
11360 Hwy 212, Suite 1
Cologne, MN 55322
952.466.5200

CARVER COUNTY RIGHT OF WAY PLAT NO. 33

MATCH LINE
SEE SHEET 1

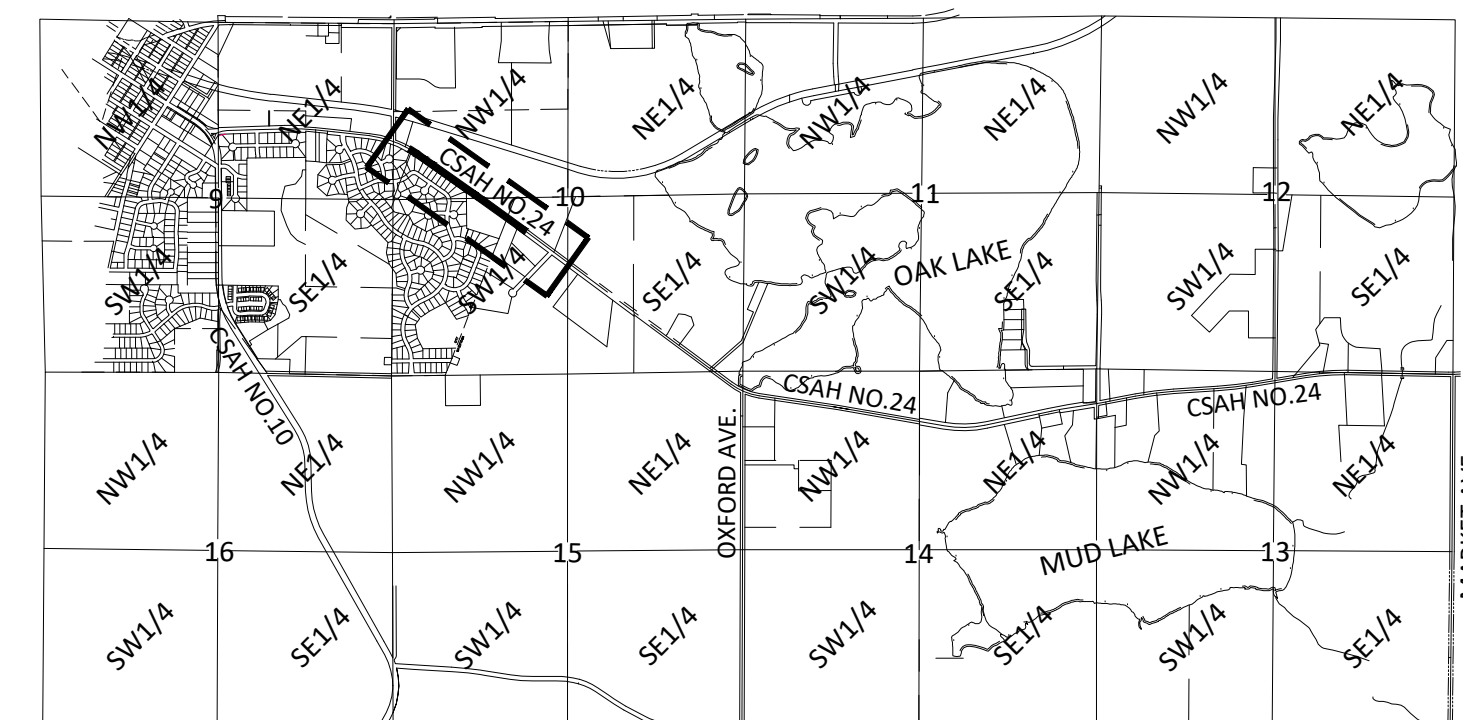


ORIENTATION OF THIS BEARING
SYSTEM IS BASED ON CARVER
COUNTY COORDINATE SYSTEM
NAD83(2011 ADJ)

-  Carver County Cast Iron Monument
-  Individual Parcel Limits
-  Boundary Corner with set 1/2 inch by 18 inch iron pipe with an aluminum cap stamped Carver County RW and the boundary corner number
-  Found monument as noted

*MATCH LINE
SEE SHEET 3*

VICINITY MAP
SEC. 9,10,12,13,14,15
TWP. 117 N RGE. 25 W
CARVER COUNTY, MINNESOTA

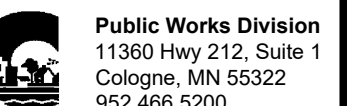


PARCEL NUMBER	RECORD OWNER	LOCATION	PARCEL ID NO.	RECORDED DOC. NO.	EXISTING ROAD RW (SQ FT)	NEW ROAD RW (SQ FT)	TOTAL ROAD RW (SQ FT)	PERMANENT EASEMENT (SQ FT)	TEMPORARY EASEMENT (SQ FT)	INTEREST
6	DEDICATED	WILDFLOWER	●	A218045	112,592	●	●	●	●	●
7	GEORGE L & JEAN M BUEHL	PART OF NW1/4 OF SW1/4 & NE1/4 OF SW1/4 SEC.10, T117, R25	10.0100100	A135309	24,372	13,561	37,933	●	2,800	EASEMENT
8	TRUST AGREEMENT OF MICHAEL & GLORIANNE SEXTON	PART OF NE1/4 OF SW1/4 SEC.10, T117, R25	10.0100400	A584462	6,764	3,240	10,004	●	●	EASEMENT
9	DEDICATED	DREAM ACRES	●	A198479	108,513	●	108,513	●	●	EASEMENT
53	ROBERT W & JANE F NEUMANN	PART OF NE1/4 OF SW1/4 SEC.10, T117, R25	10.0100500	A201746	28,490	14,669	43,159	●	4,906	EASEMENT
54	STEVE E & IRENE J MAASS	PART OF NE1/4 OF SW1/4 SEC.10, T117, R25	10.0100200	A693536	15,464	7,291	22,755	●	1,651	EASEMENT
55	DEUTSCH FAMILY, LP	PART OF SE1/4 OF NW1/4 & SW1/4 OF NW1/4 SEC.10, T117, R25	10.0101100	A416858	45,623	24,168	69,791	●	2,025	EASEMENT
56	GERMAIN & MARIAN BOLL LIVING TRUST	PART OF SW1/4 OF NW1/4 SEC.10, T117, R25	10.0101200	A136676	7,102	2,884	9,986	●	●	EASEMENT

R= Curve Radius
 Δ = Curve Central Angle
L= Curve Length
C.BRG= Curve Chord Bearing

20+00 — 21+00 Proposed centerline stationing per Carver Co. Project No. 158794

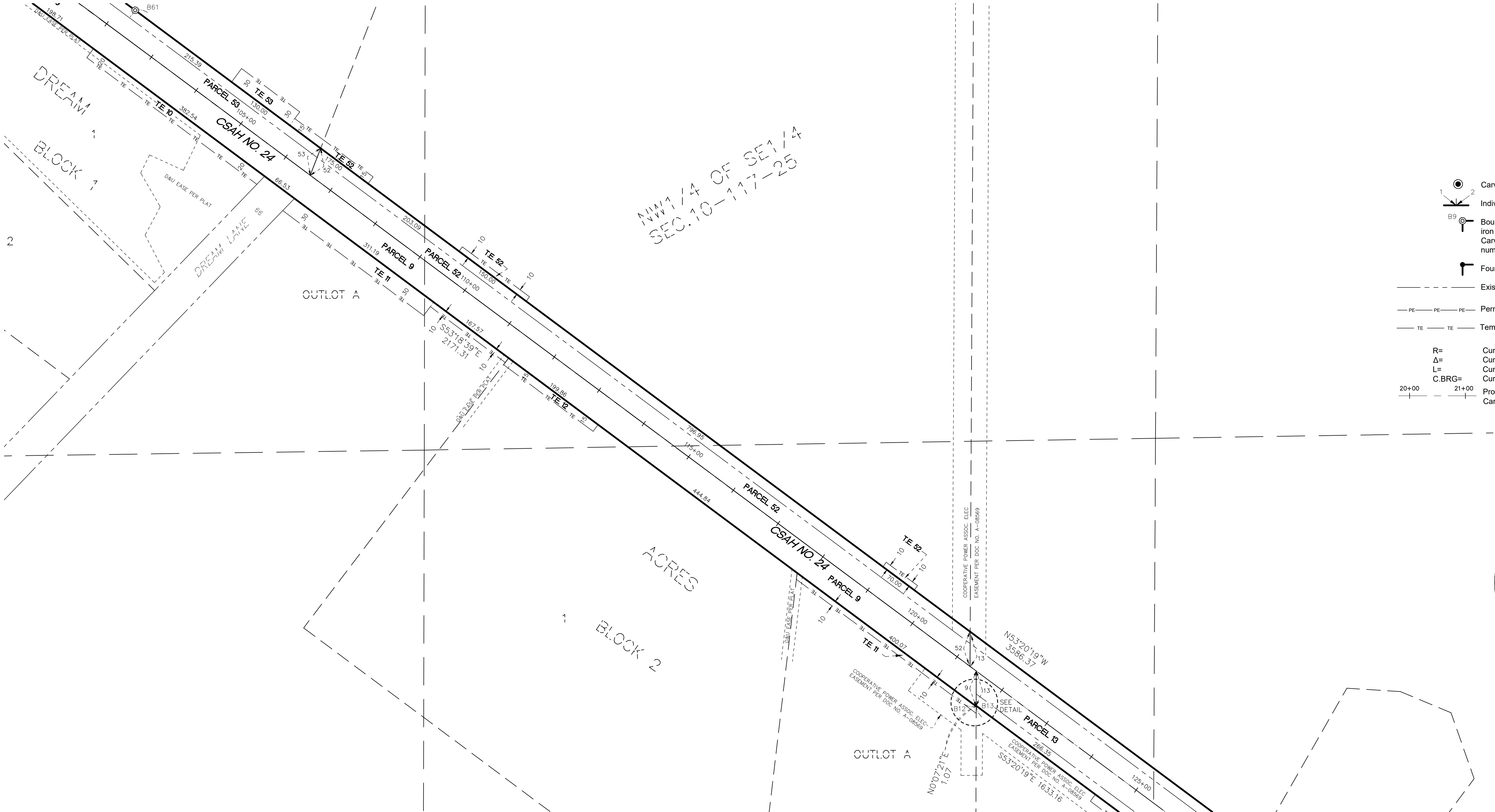
C.S.A.H. NO. 24 (158794)



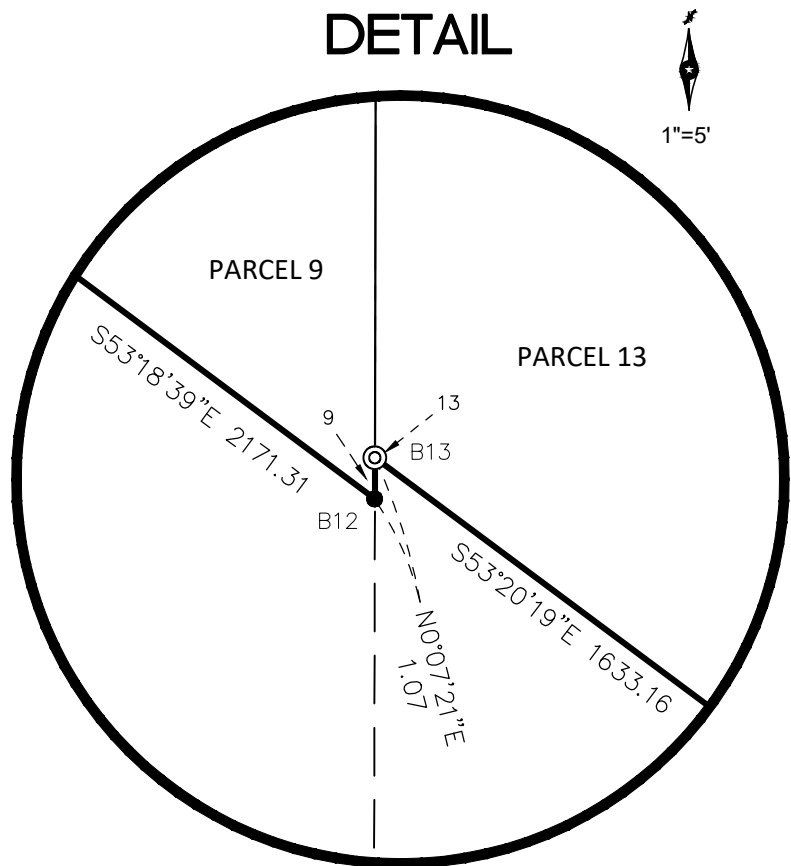
CARVER COUNTY RIGHT OF WAY PLAT NO. 33

PLAT FILE NO.
C.R. DOC. NO.

MATCH LINE
SEE SHEET 2



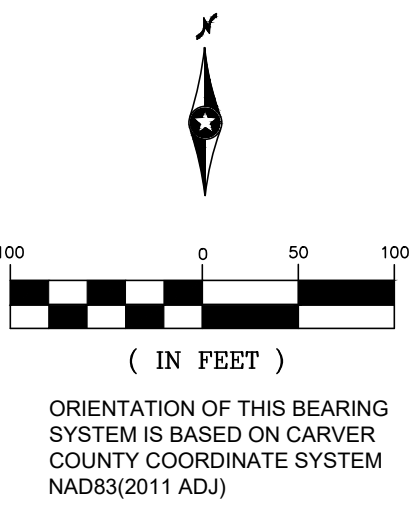
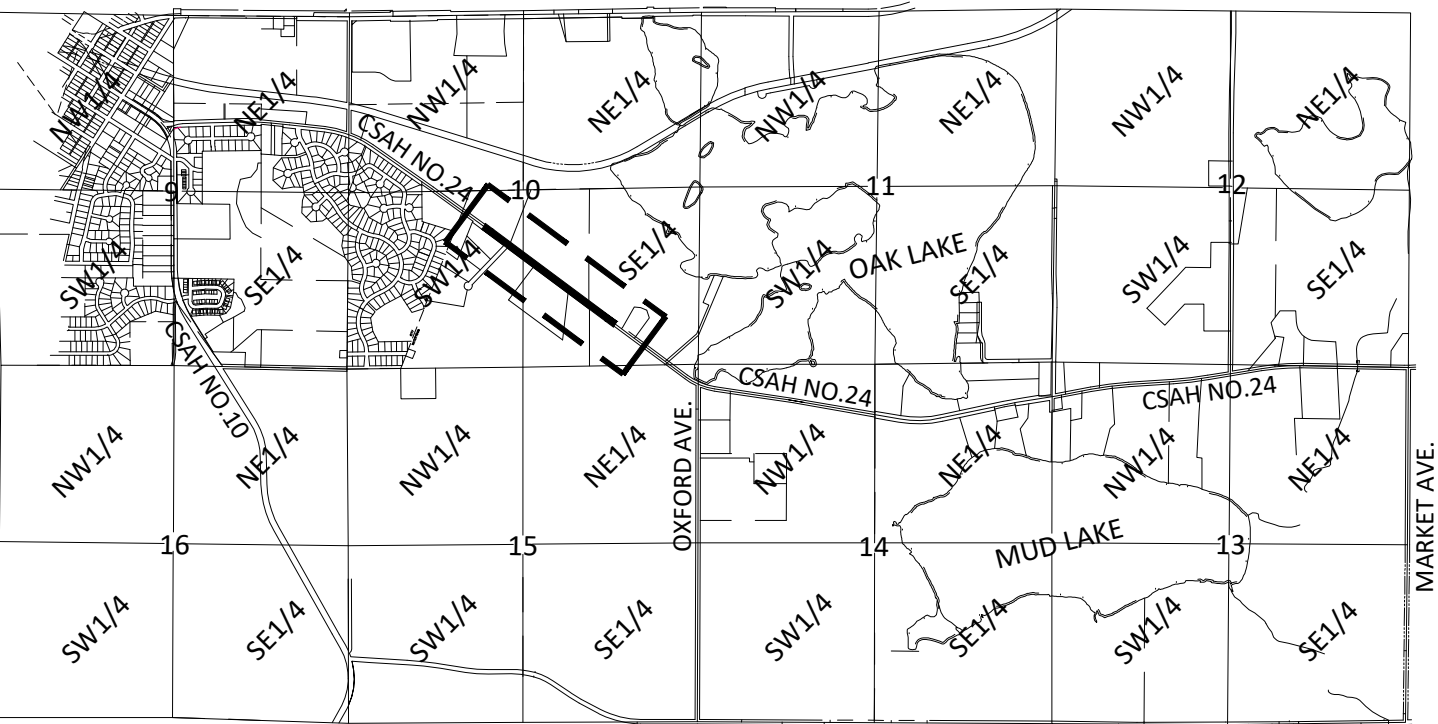
- Carver County Cast Iron Monument
- Individual Parcel Limits
- Boundary Corner with set 1/2 inch by 18 inch iron pipe with an aluminum cap stamped Carver County RW and the boundary corner number
- Found monument as noted
- Existing Right of Way Line
- Permanent Easement
- Temporary Easement (T.E., Expiration Date 7/31/2023)
- R= Curve Radius
- Δ= Curve Central Angle
- L= Curve Length
- C.BRG= Curve Chord Bearing
- Proposed centerline stationing per Carver Co. Project No. 158794



MATCH LINE
SEE SHEET 4

VICINITY MAP
SEC. 9, 10, 12, 13, 14, 15
TWP. 117 N RGE. 25 W
CARVER COUNTY, MINNESOTA

PARCEL NUMBER	RECORD OWNER	LOCATION	PARCEL ID NO.	RECORDED DOC. NO.	EXISTING ROAD RW (SQ FT)	NEW ROAD RW (SQ FT)	TOTAL ROAD RW (SQ FT)	PERMANENT EASEMENT (SQ FT)	TEMPORARY EASEMENT (SQ FT)	INTEREST
9	DEDICATED	DREAM ACRES	•	A198479	108,513	•	108,513	•	•	EASEMENT
10	STANLEY E & DENISE A KLUGE	LOT 1, BLOCK 1, DREAM ACRES	10.0950010	A214815	•	•	•	•	7,625	EASEMENT
11	KM HOLDINGS, LLC	OUTLOT A	10.0950060	A535962	•	•	•	•	15,078	EASEMENT
12	EDWARD A KOCOUREK	LOT 1, BLOCK 2, DREAM ACRES	10.0950050	A527429	•	•	•	•	2,999	EASEMENT
13	VERNON O RICHTER & MARY L RICHTER FAMILY TRUST	PART OF SW1/4 OF SE1/4 & SE1/4 OF SE1/4 SEC.10, T117, R25	10.0100700	A259082 & A578485	86,413	44,480	130,893	•	16,646	EASEMENT
52	BETTY J NEUMANN	PART OF THE SW1/4 OF SE1/4, NW1/4 OF SE1/4, & NE1/4 OF SW1/4 SEC.10, T117, R25	10.0100300	A198477	48,391	24,732	73,123	•	3,819	EASEMENT
53	ROBERT W & JANE F NEUMANN	PART OF NE1/4 OF SW1/4 SEC.10, T117, R25	10.0100500	A201746	28,490	14,669	43,159	•	4,906	EASEMENT

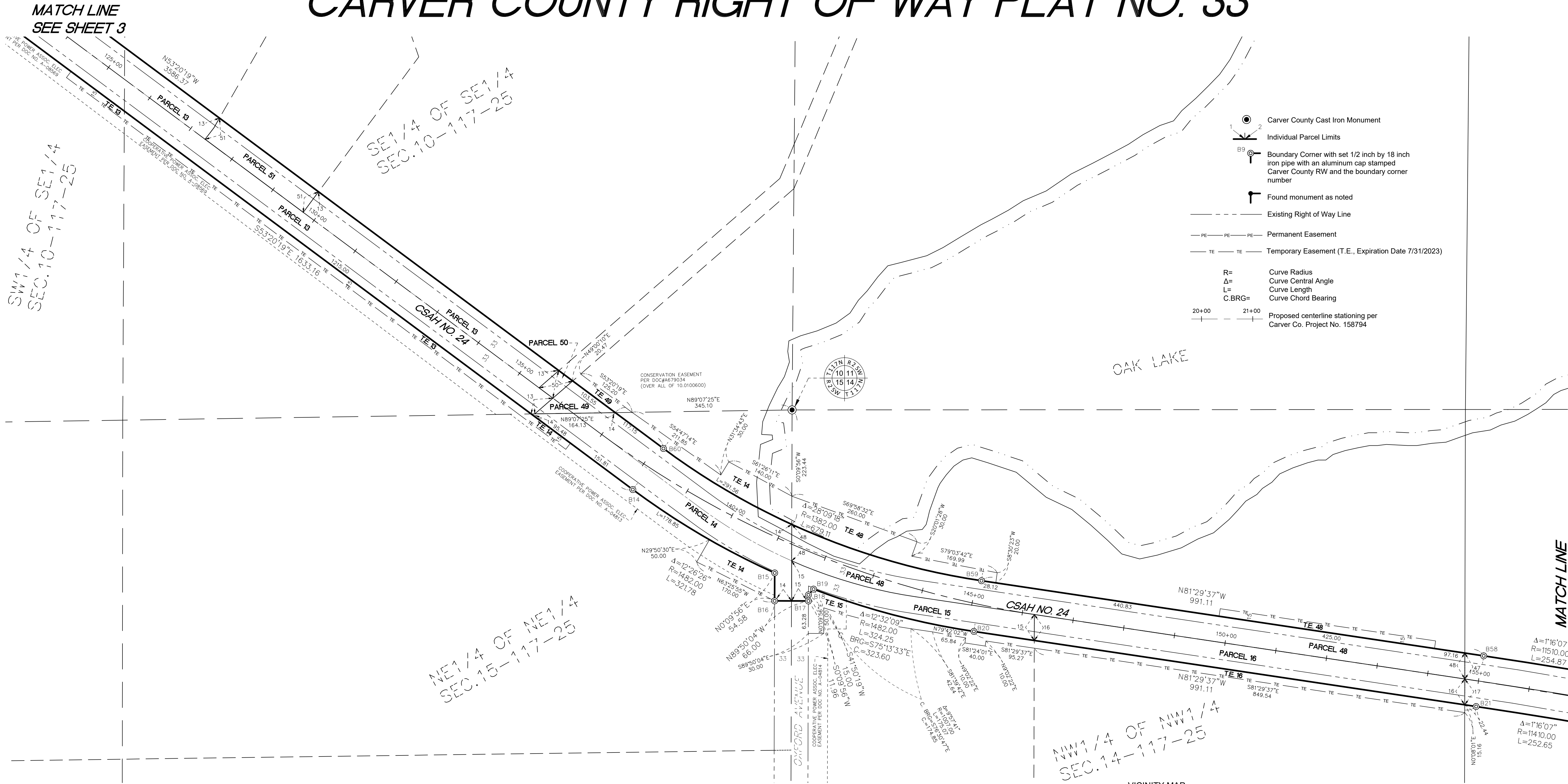


C.S.A.H. NO. 24 (158794)

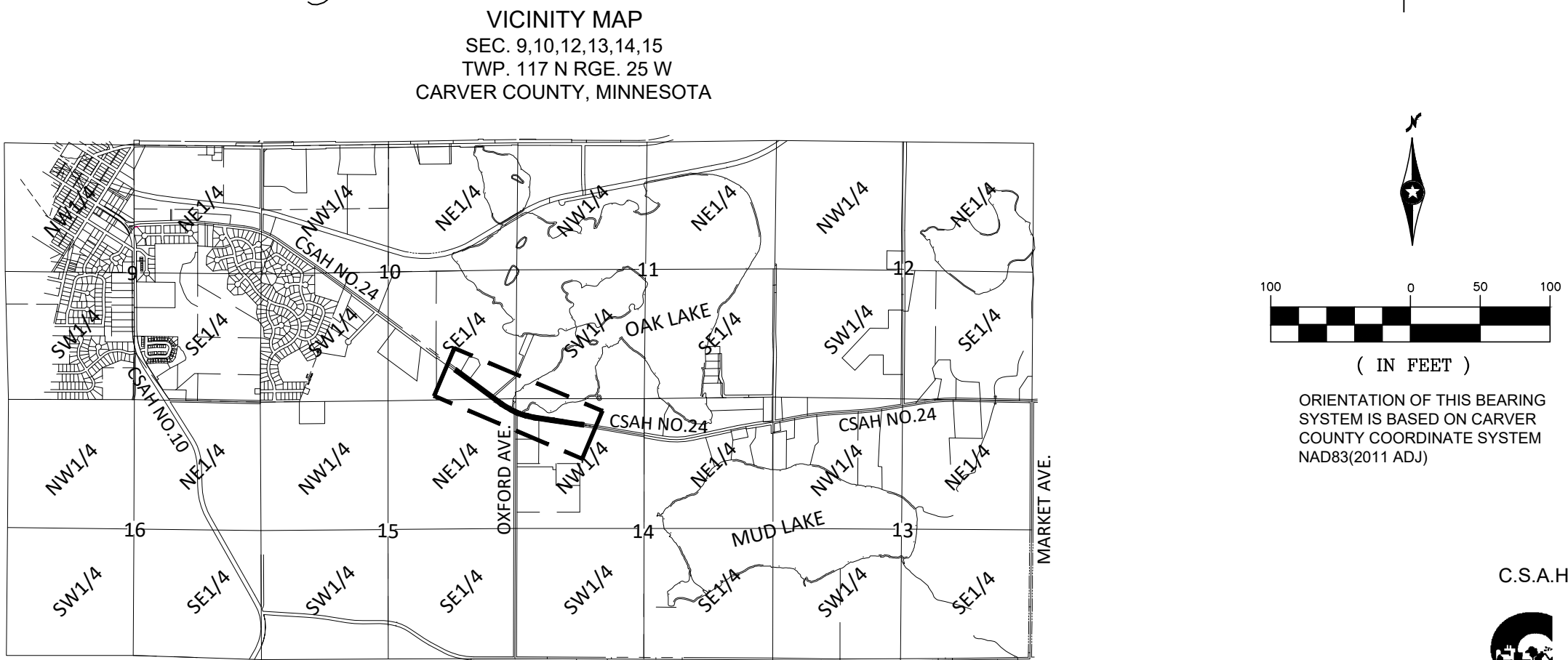
Public Works Division
11360 Hwy 212, Suite 1
Cologne, MN 55322
952.466.5200

CARVER COUNTY RIGHT OF WAY PLAT NO. 33

PLAT FILE NO.
C.R. DOC. NO.



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13	VERNON O RICHTER & MARY L RICHTER FAMILY TRUST	PART OF SW1/4 OF SE1/4 & SE1/4 OF SE1/4 SEC.10, T117, R25	10.0100700	A259082 & A578485	86,413	44,480	130,893	•	16,646	EASEMENT
14	WILLIAM PAUL WILCOX	PART OF NE1/4 OF NE1/4 SEC.15, T117, R25	10.0150600	A143818	35,668	16,586	52,254	•	21,904	EASEMENT
15	SHEILA M DOUGHMAN	PART OF NW1/4 OF NW1/4 SEC.14, T117, R25	10.0141200	A139072	17,236	5,159	22,395	•	10,752	EASEMENT
16	RED DOOR RANCH, LLC	PART OF NW1/4 OF NW1/4 SEC.14, T117, R25	10.0140900	A622754	28,034	14,441	42,475	•	12,743	EASEMENT
48	CONRAD GRACZYK & CHRISTINE PACE	PART OF NW1/4 OF NW1/4 SEC.14, T117, R25	10.0141100	A682744	44,118	26,225	70,343	•	23,690	EASEMENT
49	PHYLUS WHEATLEY SETTLEMENT HOUSE INCORPORATED	PART OF SE1/4 OF SE1/4 SEC.10, T117, R25	10.0100600	A677231	3,262	1,691	4,953	•	2,288	EASEMENT
50	DAVID M & CATHERINE RICHTER	PART OF SE1/4 OF SE1/4 SEC.10, T117, R25	10.0110910	A590381	1,115	574	1,689	•	•	EASEMENT
51	LAWRENCE & ELIZABETH FRYE	PART OF SE1/4 OF SE1/4 SEC.10, T117, R25	10.0100800	A515403	7,874	4,080	11,954	•	•	EASEMENT
52	BETTY J NEUMANN	PART OF THE SW1/4 OF SE1/4, NW1/4 OF SE1/4, & NE1/4 OF SW1/4 SEC.10, T117, R25	10.0100300	A198477	48,391	24,732	73,123	•	3,819	EASEMENT

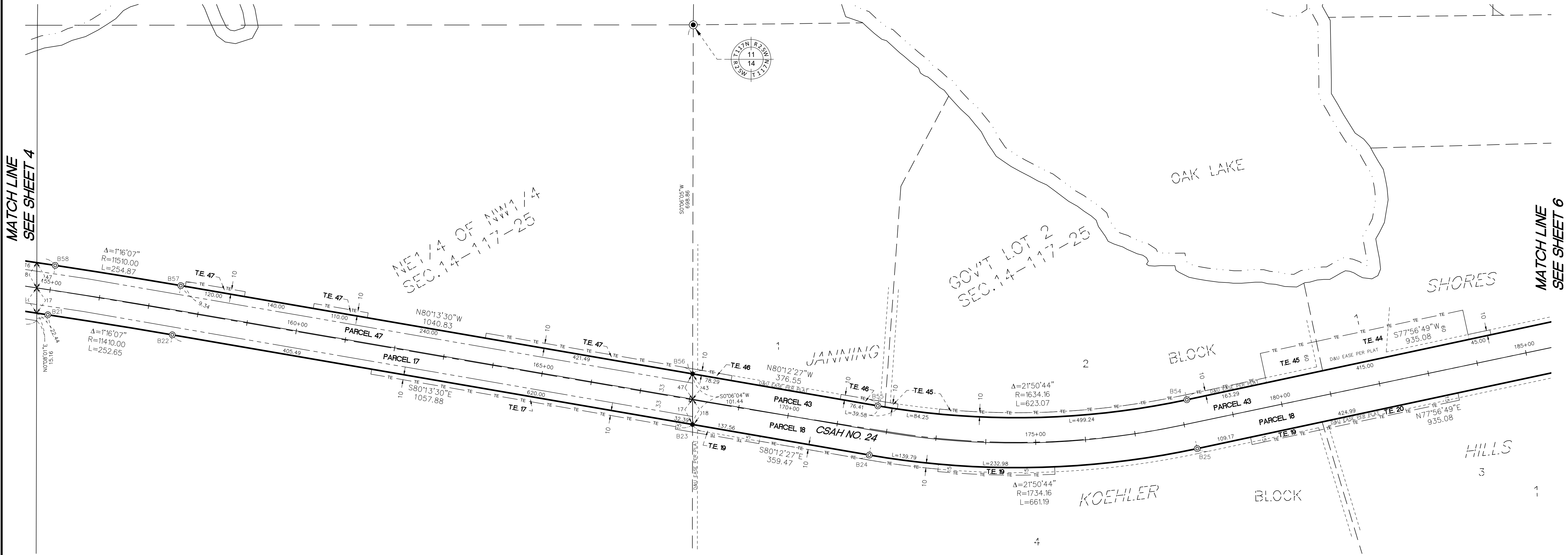


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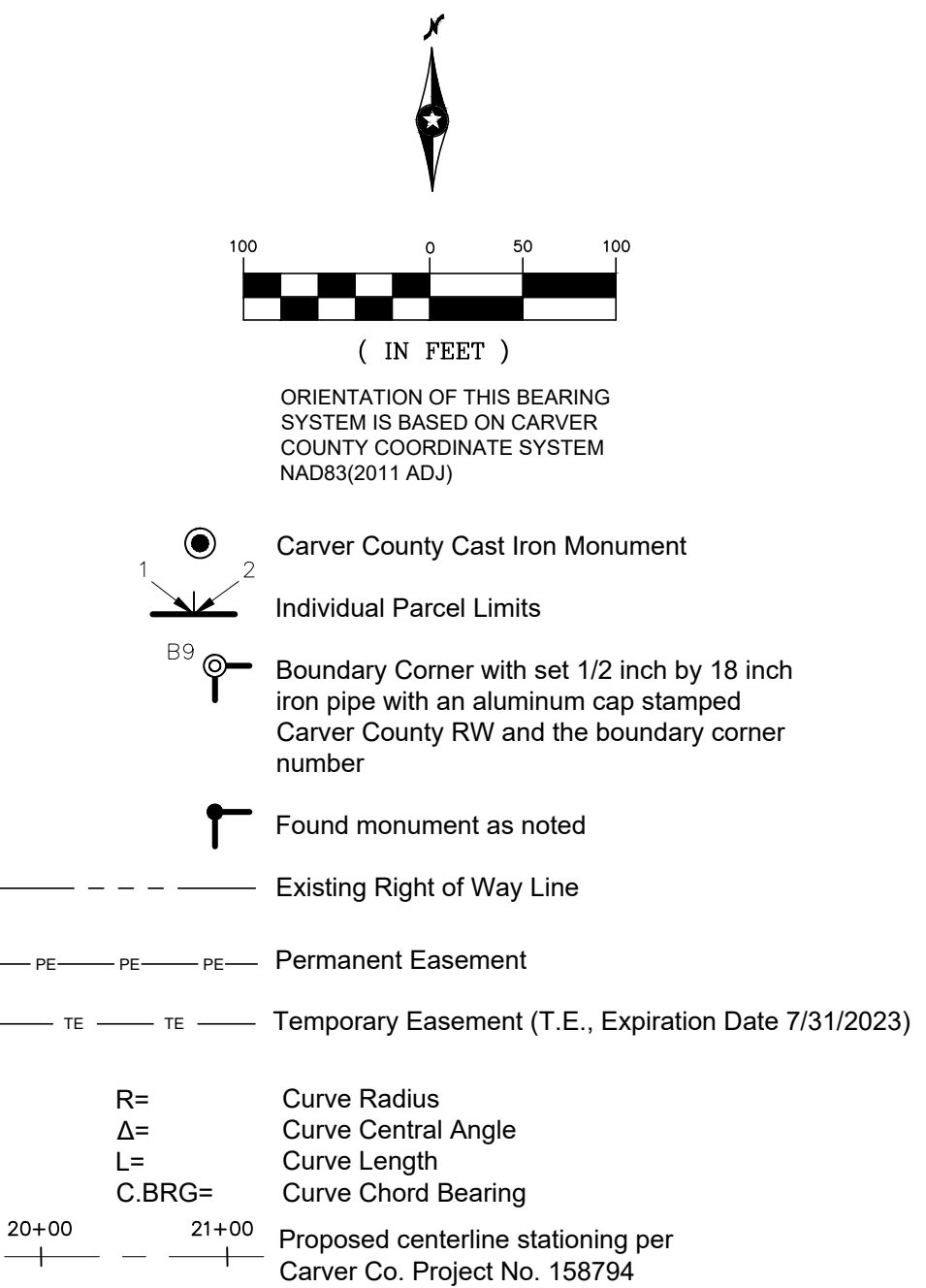
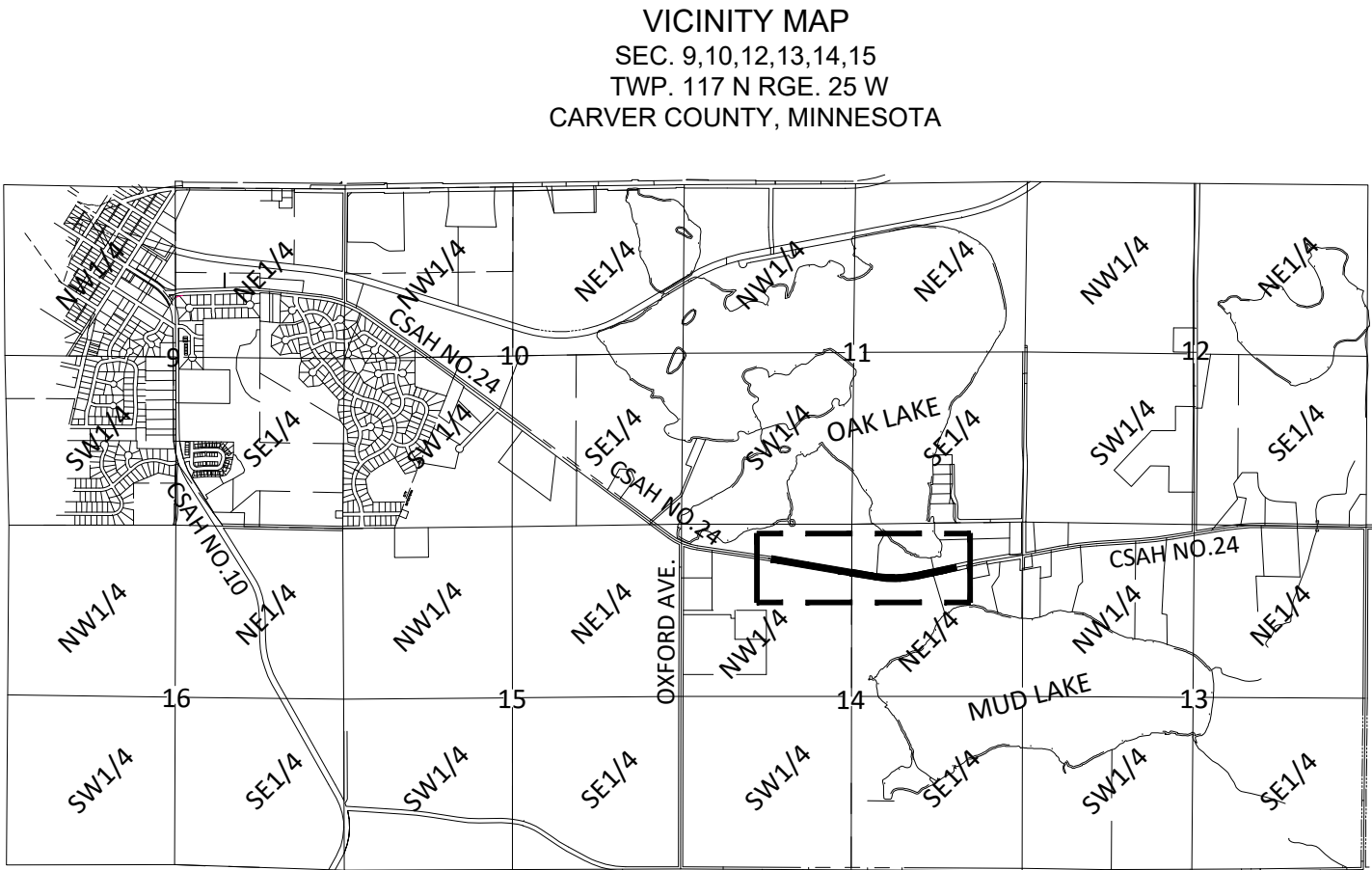
Public Works Division
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952.466.5200

CARVER COUNTY RIGHT OF WAY PLAT NO. 33

PLAT FILE NO.
C.R. DOC. NO.



PARCEL NUMBER	RECORD OWNER	LOCATION	PARCEL ID NO.	RECORDED DOC. NO.	EXISTING ROAD RW (SQ FT)	NEW ROAD RW (SQ FT)	TOTAL ROAD RW (SQ FT)	PERMANENT EASEMENT (SQ FT)	TEMPORARY EASEMENT (SQ FT)	INTEREST
17	BAHRAM AKRADI, LLC	PART OF NE1/4 OF NW1/4 SEC.14, T117, R25	10.0140800	A469962	45,469	21,178	66,647	•	6,705	EASEMENT
18	DEDICATED	KOEHLER HILLS	•	A135568	118,387	•	118,387	•	•	•
19	DAVID C & JENNIFER L CAMERON	LOT 4, BLOCK 1, KOEHLER HILLS	10.2000040	A639103	•	•	•	•	11,385	EASEMENT
20	D SCOTT & SHARON L HARDING	LOT 3, BLOCK 1, KOEHLER HILLS	10.2000030	A193262	•	•	•	•	4,164	EASEMENT
43	DEDICATED	JANNING SHORES	•	A230714	128,650	•	128,650	•	•	•
44	LAURIE J JANNING & MARK W EICKHOFF	LOT 3, BLOCK 1, JANNING SHORES	10.1500030	A268411	•	•	•	•	22,336	EASEMENT
45	ROBERT L JANNING	LOT 2, BLOCK 1, JANNING SHORES	10.1500020	A232930	•	•	•	•	13,763	EASEMENT
46	JEFFREY L & TARA L JANNING	LOT 1, BLOCK 1, JANNING SHORES	10.1500010	A232933	•	•	•	•	1,696	EASEMENT
47	JOAN T EDWARDS	PART OF NE1/4 OF NW1/4 SEC.14, T117, R25	10.0111600	A76368	42,517	24,127	66,644	•	6,508	EASEMENT

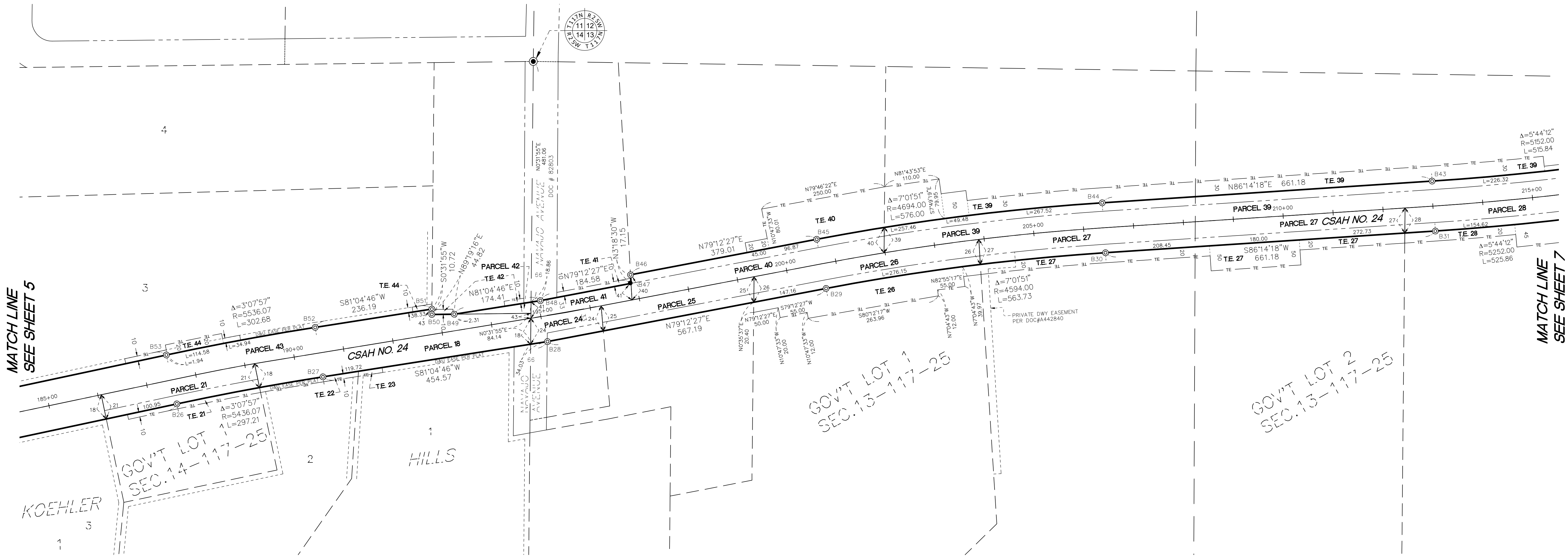


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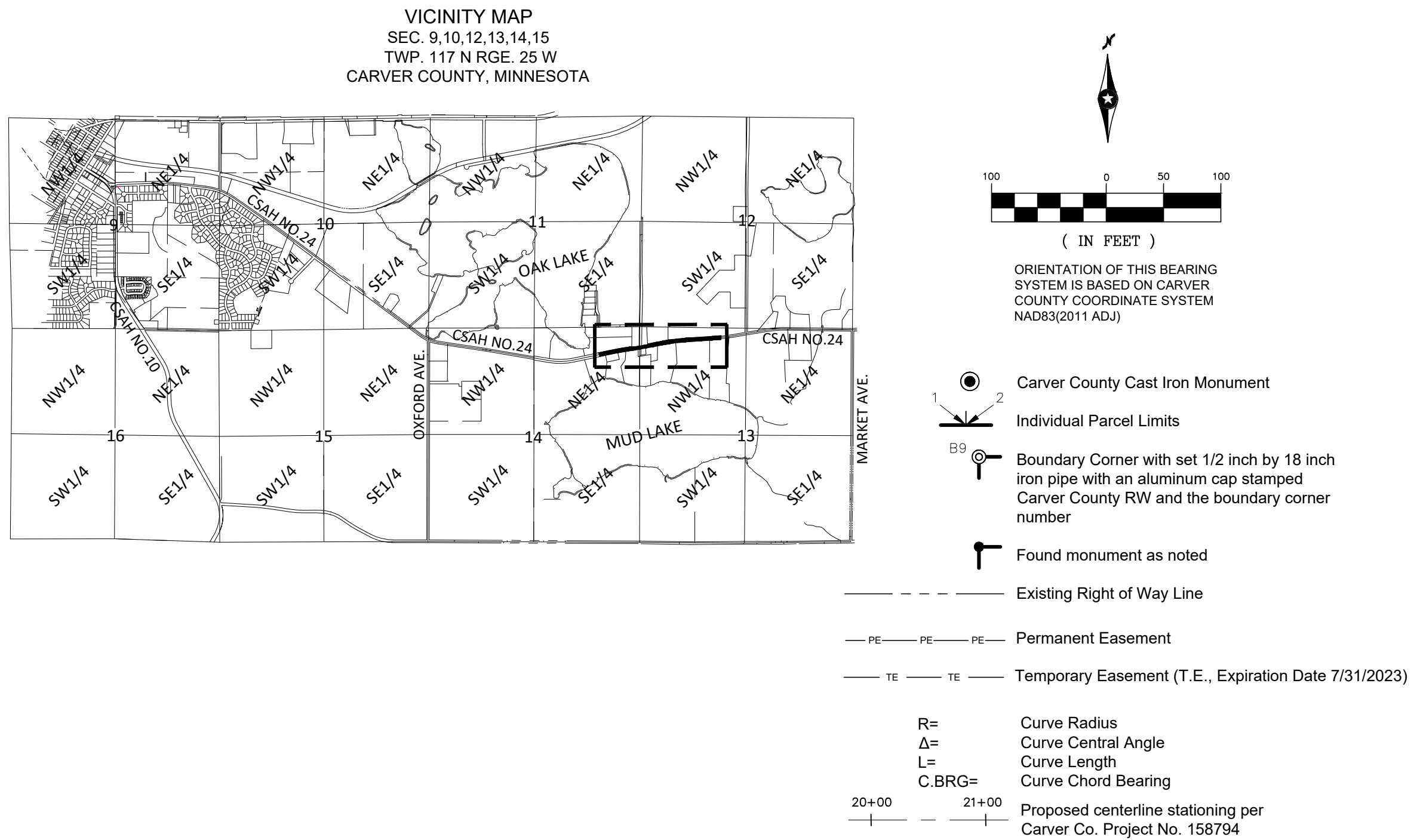
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CARVER COUNTY RIGHT OF WAY PLAT NO. 33

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18	DEDICATED	KOEHLER HILLS	•	A135568	118,387	•	118,387	•	•	
20	D SCOTT & SHARON L HARDING	LOT 3, BLOCK 1, KOEHLER HILLS	10.2000030	A193262	•	•	•	•	4,164	EASEMENT
21	TIMOTHY KRUEGER	PART OF GOV'T LOT 1, SEC.14, T117, R25	10.0142200	A656695	10,064	5,319	15,383	•	2,696	EASEMENT
22	RONALD & ROCHELLE ANDERSON	LOT 2, BLOCK 1, KOEHLER HILLS	10.2000020	A645897	•	•	•	•	1,992	EASEMENT
23	LEWIS O & MELISSA L MINER	LOT 1, BLOCK 1, KOEHLER HILLS	10.2000010	A684233	•	•	•	•	490	EASEMENT
24	JASON THOMPSON	PART OF GOV'T LOT 1, SEC.13, T117, R25	10.0131600	A716928	5,390	1,927	7,317	•	•	EASEMENT
25	MATTHEW ANTHONY & CLAIRE TSCHANN	PART OF GOV'T LOT 1, SEC.13, T117, R25	10.0131500	A628611	10,220	5,223	15,443	•	•	EASEMENT
26	BRETT & KATHY BERKLAND	PART OF GOV'T LOT 1, SEC.13, T117, R25	10.0131010	A442838	15,080	7,801	22,881	•	20,098	EASEMENT
27	DAVID A DOTZENROTH REVOCABLE TRUST	PART OF GOV'T LOT 1 & GOV'T LOT 2, SEC.13, T117, R25	10.0131000	A669888	28,174	14,483	42,657	•	22,412	EASEMENT
28	DAVID A DOTZENROTH REVOCABLE TRUST	PART OF GOV'T LOT 2, SEC.13, T117, R25	10.0130800	A669892	15,867	8,144	24,011	•	15,859	EASEMENT
39	REGINALD D VINKEMEIER JR TRUST & ELIZABETH L VINKEMEIER TRUST	PART OF GOV'T LOT 1 & GOV'T LOT 2, SEC.13, T117, R25	10.0130600	A452599	65,274	32,757	98,031	•	49,425	EASEMENT
40	LARRY J & JUSTINE A ANDERSON	PART OF GOV'T LOT 1 SEC.13, T117, R25	10.0130900	A50480	16,960	8,766	25,726	•	20,084	EASEMENT
41	ST PETER LUTHERAN CHURCH OF WATERTOWN TOWNSHIP	PART OF GOV'T LOT 1 SEC.13, T117, R25	10.0131400	A32771	6,696	•	6,696	•	1,508	EASEMENT
42	ST PETER LUTHERAN CHURCH OF WATERTOWN TOWNSHIP	PART OF GOV'T LOT 1 SEC.14, T117, R25	10.0141500	A32772	1,711	•	1,711	•	816	EASEMENT
43	DEDICATED	JANNING SHORES	•	A230714	128,650	•	128,650	•	•	
44	LAURIE J JANNING & MARK W EICKHOFF	LOT 3, BLOCK 1, JANNING SHORES	10.1500030	A268411	•	•	•	•	22,336	EASEMENT

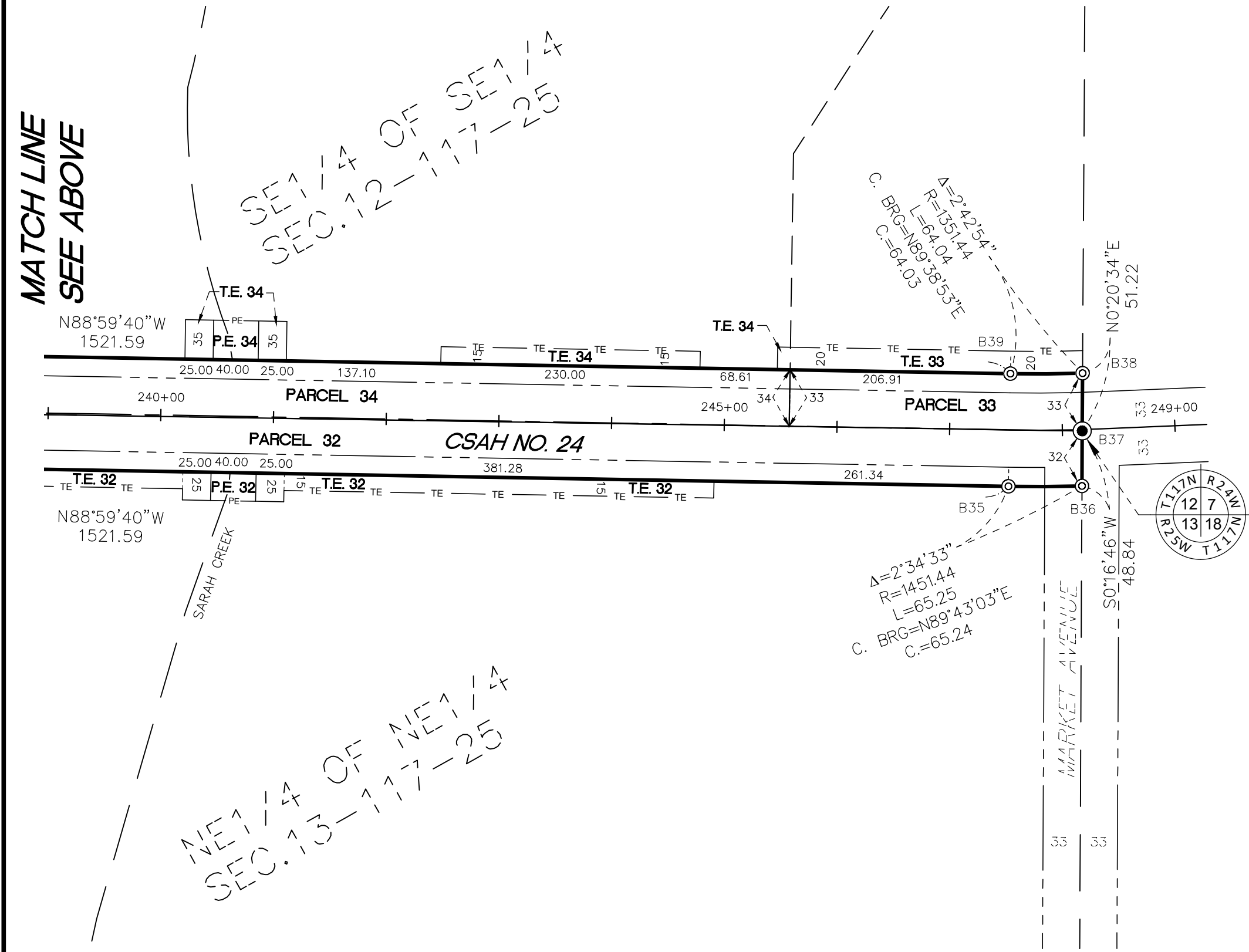
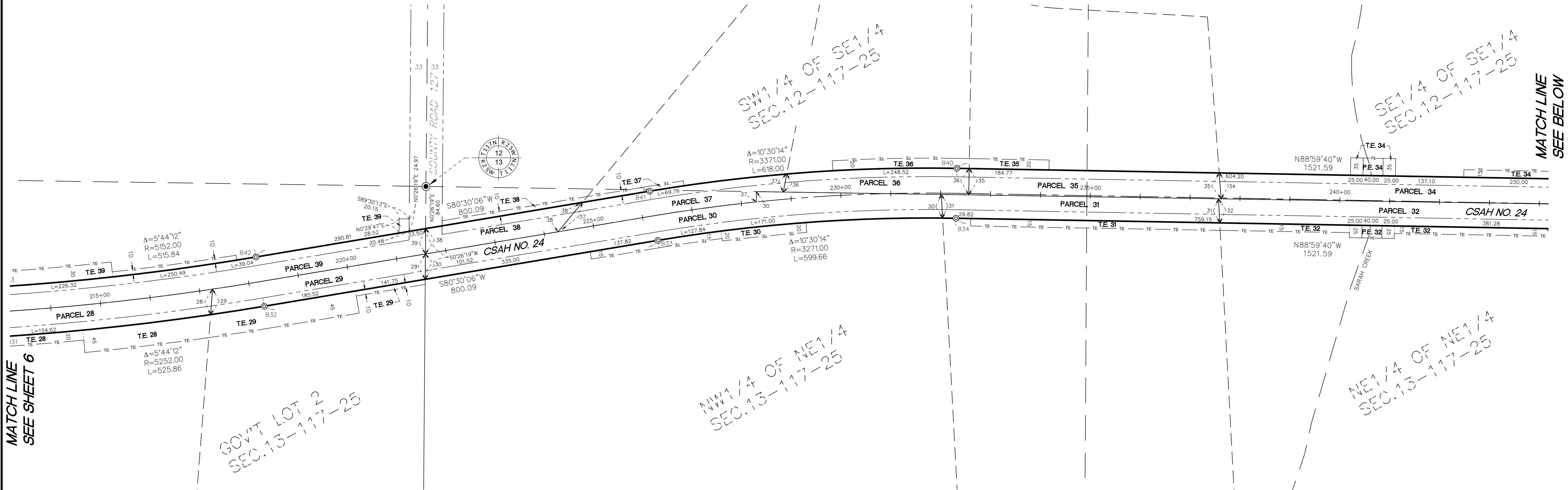


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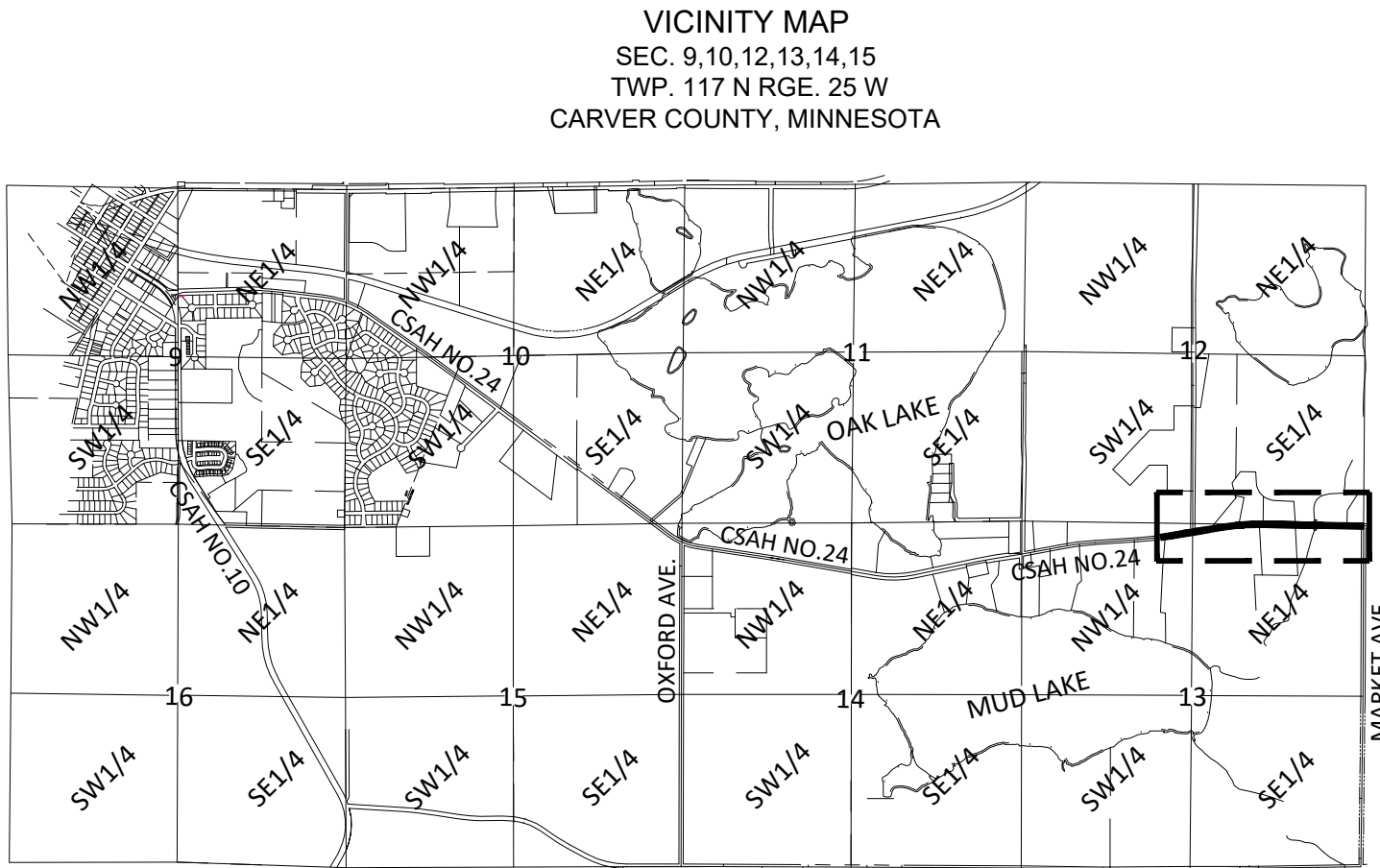
Public Works Division
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952.466.5200

CARVER COUNTY RIGHT OF WAY PLAT NO. 33

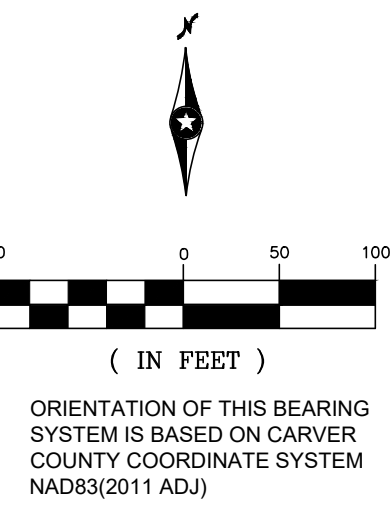
PLAT FILE NO.
C.R. DOC. NO.



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28	DAVID A DOTZENROTH REVOCABLE TRUST	PART OF GOV'T LOT 2, SEC.13, T117, R25	10.0130800	A669892	15,867	8,144	24,011	•	15,859	EASEMENT
29	DAVID A DOTZENROTH REVOCABLE TRUST	PART OF GOV'T LOT 2, SEC.13, T117, R25	10.0131100	A666731	14,306	7,400	21,706	•	14,896	EASEMENT
30	PAUL M & NANCY A VETSCHER	PART OF NW1/4 OF NE1/4 SEC.13, T117, R25	10.0131210	A367004	36,473	17,767	54,240	•	7,390	EASEMENT
31	PAUL M & NANCY A VETSCHER	PART OF NW1/4 OF NE1/4 & NE1/4 OF NE1/4 SEC.13, T117, R25	10.0131200	A184916	17,043	9,444	26,487	•	7,492	EASEMENT
32	SUZANNE SCHMIT	PART OF NE1/4 OF NE1/4 SEC.13, T117, R25	10.0131220	A184915	34,715	17,435	52,150	1,000	10,865	EASEMENT
33	H DOUGLAS JR & CHERYL R HILL	PART OF SE1/4 OF SE1/4 SEC.12, T117, R25	10.0121210	A205036	8,595	4,413	13,008	•	5,181	EASEMENT
34	WJVA INC	PART OF SE1/4 OF SE1/4 SEC.12, T117, R25	10.0121200	A591228	27,093	13,590	40,683	1,400	5,428	EASEMENT
35	WJVA INC	PART OF SW1/4 OF SE1/4 & SE1/4 OF SE1/4 SEC.12, T117, R25	10.0121250	A714225	17,785	8,532	26,317	•	3,200	EASEMENT
36	JACOB & KATHERINE SCHMOTTER	PART OF SW1/4 OF SE1/4 SEC.12, T117, R25	10.0121230	A689009	11,321	6,247	17,568	•	5,480	EASEMENT
37	JACOB & KATHERINE T SCHMOTTER	PART OF SW1/4 OF SE1/4 SEC.12, T117, R25	10.0121240	A689008	13,605	7,146	20,751	•	2,007	EASEMENT
38	WJVA INC	PART OF SW1/4 OF SE1/4 SEC.12, T117, R25	10.0121400	A591228	9,988	4,706	14,694	•	2,901	EASEMENT
39	REGINALD D VINKEMEIER JR TRUST & ELIZABETH L VINKEMEIER TRUST	PART OF GOV'T LOT 1 & GOV'T LOT 2, SEC.13, T117, R25	10.0130600	A452599	65,274	32,757	98,031	•	49,425	EASEMENT



- Carver County Cast Iron Monument
- Individual Parcel Limits
- Boundary Corner with set 1/2 inch by 18 inch iron pipe with an aluminum cap stamped Carver County RW and the boundary corner number
- Found monument as noted
- Existing Right of Way Line
- Permanent Easement
- Temporary Easement (T.E., Expiration Date 7/31/2023)
- R= Curve Radius
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- L= Curve Length
- C.BRG= Curve Chord Bearing
- Proposed centerline stationing per Carver Co. Project No. 158794



Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval to Make Offer for Necessary Right of Way Acquisition Related to the Highway 15 Resurfacing Project

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 8/17/2021

Contact: Patrick Lambert

Title: Senior Right of Way Agent

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The 2021 construction season includes the resurfacing Highway 15 from Highway 61 to Highway 10 and from Highway 14 to Highway 18. Part of the project is to add a right turn lane at the southern entrance to Autumn Wood Dr and relocate the existing trail. Additional right of way is needed at PID #30.0640780 to complete the project. The Carver County Senior Right-of-Way Agent has completed a Minimum Damages Assessment in order to determine fair market value of the needed right of way.

ACTION REQUESTED:

Motion to adopt a resolution to make an offer to the owner of the property located at PID #30.0640780 based on a Minimum Damage Assessment completed by the Carver County Senior Right-of-Way Agent.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FUNDING

County Dollars =

Wheelage Tax

\$5,327.00

FTE IMPACT: None

Total

\$5,327.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7807

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: 8/17/2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution Authorizing Offers of Just Compensation to Owner for Acquisition of Real Property Interests Needed for the Highway 15 Resurfacing Project

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

WHEREAS, the County, acting by and through its Board of Commissioners, is authorized by law, and pursuant to Minnesota Statutes, § 163.02, subd. 2; §117.012; and § 117.042, to acquire land and other real property interests in Carver County which the County needs for a public use or public purpose; and

WHEREAS, the County proposes to resurface Highway 15, add a right turn lane and relocate the trail at the south entrance to Autumn Woods Drive (“Project”); and

WHEREAS, to complete the Project, the County must acquire the real property interests described in Exhibit A, attached hereto, from the Owners of the real property interests described in said Exhibit A; and

WHEREAS, the County obtained either an appraisal(s) from a licensed real estate appraiser when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A exceeds \$25,000, or the County obtained a minimum damage acquisition report from a qualified person with appraisal knowledge, in lieu of an appraisal, when the estimate of the damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A is under \$25,000; and

WHEREAS, County must determine and submit an initial written offer of just compensation to the Owners of said needed real property interests covering the full amount of damages caused by the County’s proposed acquisitions; and

WHEREAS, the Owners of said real property interests may obtain an independent appraisal by a qualified appraiser of the real property interests which the County proposes to acquire for the Project; and

WHEREAS, the Owners of said real property interests are entitled to reimbursement for the reasonable costs of the appraisal from the County up to a maximum of the limits stated in Minn. Stat. §117.036, provided the Owners submit to the County the information necessary for reimbursement.

NOW, THEREFORE, BE IT RESOLVED that County’s acquisition of the real property interests described in said Exhibit A and the construction of highway and related improvements as part of the Highway 15 Resurfacing Project constitute a valid public use or public purpose; and

BE IT FURTHER RESOLVED that based upon the estimate of damages from the County’s proposed acquisitions of the real property interests described in said Exhibit A which the County obtained either from an appraisal(s) or a minimum damage acquisition report(s), the Public Works Division Director or agents under his supervision, shall make initial written offers of just compensation to the Owners of the real property interests described in Exhibit A from whom the County must acquire real property interests needed for the Project; and

BE IT FURTHER RESOLVED that the Public Works Division Director or agents under his supervision, shall reimburse the Owners of said real property interests for an independent appraisal of damages from a licensed real estate appraiser to estimate the full amount of damages which will be caused to Owners by the County’s proposed acquisition of the real property interests described in said Exhibit A, and that, upon the Owners providing to County a copy of that appraisal report, evidence of the cost of that report, and evidence of payment of that amount to the appraiser, County shall reimburse Owners for the cost of Owners’ independent appraisal report, subject to the limits stated in Minn. Stat. §117.036. In lieu of said independent appraisal of damages, the Public Works Division Director or agents under his supervision, may offer in addition to the initial written offer to property Owners, an amount up to said limits in Minn. Stat. §117.036.

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 **August 17th, 2021** now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 17th day of August 2021

Dave Hemze

County Administrator

Exhibit A

to

Resolution Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests

Highway 15 Resurfacing Project

Carver County Public Works No. 188855

Property Tax Identification No. 30.0640780

Parcel Number(s): N/A

Fee Owners: The Jonathan Association

Property Address: County Road 15, Chaska, MN

Permanent easement acquisition for public right of way purposes contains **1,117 sq. ft.** more or less

Temporary easement for construction purposes contains **1,095 sq. ft.**, more or less.

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Resolution for Submittal of Funding Applications to MnDOT's Transportation Economic Development Program

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 8/17/2021

Contact: Angie Stenson

Title: Sr. Transportation Planner

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Minnesota Department of Transportation (MnDOT), in partnership with the Minnesota Department of Employment and Economic Development (DEED), is soliciting applications for the Transportation Economic Development (TED) Program for projects in Calendar Years 2022 through 2024. The TED Program is authorized by the Minnesota State Legislature in State Statute 174.12 and provides competitive funding awards to construction projects on State highways that provide a measurable economic benefit at the local, regional, or statewide geographic scale. A total of \$20 million in Trunk Highway funds are available from MnDOT for the 2021 TED program solicitation with a maximum award to any one project of \$5 million.

County staff has identified two County-led, eligible, programmed Trunk Highway projects, with significant economic development and transportation system impacts, as candidates for this competitive funding opportunity:

1. Highway 5 Arboretum Area Mobility and Access Improvement Project from west of Highway 13 (Rolling Acres Road) to east of Minnewashta Parkway in the Cities of Victoria and Chanhassen.
2. Highway 41 and Highway 10 Improvement Project in the City of Chaska.

Both projects were developed through coordinated partnership and public engagement efforts with local and State agencies that culminated in adopted corridor studies: the Arboretum Area Transportation Plan (Highway 5) and the Highway 10 Corridor Study (Highway 41 and Highway 10). These projects will provide a direct economic development benefit at the local, regional, and statewide scale and significantly address existing transportation mobility, safety, and access issues on the Trunk Highway system.

The resolution states that the County will provide funding towards the local match and partner with MnDOT and respective local agencies to contribute to the overall local match and project funding as identified in the grant application. Both projects are identified for use of County transportation sales tax funding. Below are the funding package details for each grant application:

1. Highway 5 Arboretum Area Mobility and Access Improvement Project
 - Total Cost: \$22,339,330; TED Request: \$5,000,000; Federal Funding secured via Metropolitan Council: \$10,000,000; MnDOT Construction Administration: \$1,471,119; Local agencies: \$504,742; Projected County Sales Tax Funding: \$5,363,469
2. Highway 41 and Highway 10 Improvement Project
 - Total Cost: \$18,840,702; TED Request: \$3,000,000; Federal Funding secured via Metropolitan Council: \$7,933,360; City: \$1,911,995; Projected County Sales Tax Funding: \$5,995,347

ACTION REQUESTED:

Motion to adopt a resolution to support and approve the submittal of competitive funding applications to MnDOT's TED Program for the Highway 5 Arboretum Area Mobility and Access Improvement Project and the Highway 41 and Highway 10 Improvement Project and authorize and direct the Carver County Engineer to submit the applications.

FISCAL IMPACT: Other *If "Other", specify:***FTE IMPACT:** None **FUNDING****County Dollars =**

Hwy 5-TED Request	\$5,000,000.00
Hwy 5-Met Council Feder	\$10,000,000.00
Hwy 5-MnDOT	\$1,471,119.00
Hwy 5-Local agencies	\$504,742.00
Hwy 5-County TT	\$5,363,469.00
Hwy 41/10-TED Request	\$3,000,000.00
Hwy 41/10-Met Council F	\$7,933,360.00
Hwy 41/10-City	\$1,911,995.00
Hwy 41/10-County TT	\$5,995,347.00
Total	\$41,180,032.00

 Insert additional funding source**Related Financial/FTE Comments:**

Both projects are identified for use of County transportation sales tax funding. See funding package details in background section.

Office use only:

RBA 2021 - 7810

BOARD OF COUNTY COMMISSIONERS

CARVER COUNTY, MINNESOTA

Date: August 17, 2021

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution of Support and Approval for Submittal of Funding Applications to MnDOT's Transportation Economic Development Program

WHEREAS, the Minnesota Department of Transportation (MnDOT), in partnership with the Minnesota Department of Employment and Economic Development (DEED), is soliciting applications for the Transportation Economic Development (TED) Program for projects in Calendar Years 2022 through 2024; and

WHEREAS, the TED Program, authorized by the Minnesota State Legislature in State Statute 174.12, provides competitive funding awards to construction projects on State highways that provide a measurable economic benefit at the local, regional, or statewide geographic scale; and

WHEREAS, a total of \$20 million in Trunk Highway funds are available from MnDOT for the 2021 TED program solicitation with a maximum award to any one project of \$5 million; and

WHEREAS, the County has identified two County-led, eligible, programmed Trunk Highway projects, with significant economic development impacts, as candidates for this competitive funding opportunity:

1. Highway 5 Arboretum Area Mobility and Access Improvement Project from west of Highway 13 (Rolling Acres Road) to east of Minnewashta Parkway in the Cities of Victoria and Chanhassen.
2. Highway 41 and Highway 10 Improvement Project in the City of Chaska.

WHEREAS, both projects were developed through coordinated partnership and public engagement efforts with local and State agencies that culminated in adopted corridor studies: the Arboretum Area Transportation Plan (Highway 5) and the Highway 10 Corridor Study (Highway 41 and Highway 10); and

WHEREAS, both projects provide a direct economic development benefit at the local, regional, and statewide scale and significantly address existing transportation mobility, safety, and access issues on the Trunk Highway system; and

WHEREAS, the Carver County Board of Commissioners adopted a ½ percent local option sales tax in May 2017 dedicated for transportation projects, and both projects are identified in the implementation plan for partial use of these funds; and

WHEREAS, the County will provide funding towards the local match and partner with MnDOT and respective cities to contribute to the overall local match and project funding as identified in the grant application; and

NOW THEREFORE BE IT RESOLVED, that the Carver County Board of Commissioners supports and approves the submittal of competitive funding applications to MnDOT’s TED Program for the Highway 5 Arboretum Area Mobility and Access Improvement Project and the Highway 41 and Highway 10 Improvement Project and authorizes and directs the Carver County Engineer to submit the applications.

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 17th day of August, 2021, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 17 day of August, 2021.

	Dave Hemze Administrator
	County

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Re-Appointment of Carver County Surveyor**

Primary Originating Division/Dept: Employee Relations

Meeting Date: 8/17/2021

Contact: Darin Mielke

Title: Deputy County Engineer

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☐ Yes ☒ No**Strategic Initiative:**

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

BACKGROUND/JUSTIFICATION:

The County Surveyor is appointed by the Board of County Commissioners in accordance to Minnesota Statutes 389.011 for a term not to exceed four years. The county surveyor, Brian Praske, was last appointed to this position on August 1, 2017 and is at the end of his current 4 year term.

It is recommended that Brian Praske be re-appointed as the Carver County Surveyor to a four-year term commencing on August 1, 2021.

ACTION REQUESTED:

Motion to appoint Brian Praske as the Carver County Surveyor effective August 1, 2021.

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 2021 - 7800

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of Administrative Services Manager Agreement

Primary Originating Division/Dept: Sheriff	Meeting Date: 8/17/2021
Contact: Jason Kamerud Title: County Sheriff	Item Type: Consent
Amount of Time Requested: minutes	Attachments: ☐ Yes ☒ No
Presenter: Title:	

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

County Sheriff Jason Kamerud is requesting approval of the Administrative Services Manager employment contract to begin August 23, 2021. This position is vacant due to a resignation effective July 9, 2021 and is included in the 2021 budget.

The Sheriff has identified a candidate to fill this appointed role pending satisfactory completion of employment prerequisites. The identified candidate has over 7 years of management experience and has over 13 years of experience in the public sector. The Administrative Services Manager position manages the Administration Department within the Sheriff's Office, develops press releases, and oversees the overall branding of the Sheriff's Office, among other duties. The candidate's combination of education and experience will position this individual to be successful in this role.

The terms of the employment agreement clarify this is an exempt "at will" position. The agreement includes an initial salary of \$95,000 which is within the 2021 non-bargaining salary scale for DBM C43. The agreement also includes eligibility for salary increases, insurance, accrual of PTO and other benefits consistent with the Personnel Policies for non-bargaining staff, standard notice and severance language. No increase in staffing costs are anticipated as a result of the actions requested.

ACTION REQUESTED:

Approval of the employment agreement for Administrative Services Manager pending satisfactory completion of employment prerequisites.

FISCAL IMPACT: Included in current budget	FUNDING
If "Other", specify:	County Dollars =
FTE IMPACT: None	Total \$0.00
	☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7812

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for Approval to Contract with HealthPartners

Primary Originating Division/Dept: Employee Relations

Meeting Date: 8/17/2021

Contact: Kerie Anderka Title: Employee Relations Division ...

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:

Minn. Statutes 476.6161 requires a public employer to request proposals for health insurance at least once every five years. The County was required to request proposals for the 2022 plan year since 2016 was the last year we completed this process.

Review of proposals and analysis was conducted with the involvement of representatives from the County's health insurance broker Gallagher Benefit Services, Employee Relations staff and County Leadership, and members of the County's health insurance labor management advisory committee. HealthPartners was identified as the most competitive proposal offering a 12% increase for 2022 and a multiyear agreement with rate cap guarantees of 12% for 2023 and 2024.

Following the request for proposal and review process for the provision of employee group health insurance benefits, Employee Relations recommends moving forward with a renewal contract with HealthPartners effective January 1, 2022. Health Partners has requested that we sign the standard Multiyear Health Plan Renewal Agreement that will lock in our rate caps from 2022 through 2024.

The 2022 monthly health insurance premiums are outlined below:

HDHP HSA - \$2800 Single/\$4800 Family Deductible-100% after Deductible

Single \$846.14

Single + Spouse \$2,167.90

Single + Child(ren) \$1,620.30

Family \$2,584.24

Choice Distinctions - \$750 Single Deductible-\$35/\$45 copay-80%/75% after Deductible

Single \$960.80

Single + Spouse \$2,614.66

Single + Child(ren) \$1,921.66

Family \$3,066.04

HDHP HRA - \$2000 Single/\$4000 Family Deductible-100% after Deductible

Single \$919.90

Single + Spouse \$2,503.42

Single + Child(ren) \$1,841.12

Family Rate \$2,935.44

The total 2022 annual renewal estimate is \$9,700,000. Employees and the County share the cost of health insurance. County cafeteria contributions are negotiated with each bargaining unit.

ACTION REQUESTED:

Motion to approve the multiyear agreement with HealthPartners for 2022-2024 for provision of group health insurance coverage.

FISCAL IMPACT: Included in current budget ▼*If "Other", specify:***FUNDING****County Dollars =****FTE IMPACT:** None ▼**Total**

\$0.00

☒ Insert additional funding source**Related Financial/FTE Comments:**

The 2022 annual renewal estimate of \$9,700,000 is based on a 12% premium rate increase compared to 2021 premiums and plan enrollment distribution.

Office use only:

RBA 2021 - 7802

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Elimination of Petty Cash Fund for Chanhassen Library**

Primary Originating Division/Dept: Public Services - Library

Meeting Date: 8/17/2021

Contact: Heidi Hoks

Title: Library Director

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:

State Statute 412.271, subd. 5, allows the Board to establish petty cash funds.

The library department currently maintains separate petty cash funds for the Chanhassen Library (\$50) and for the Western Libraries (\$50). After analyzing use of the Chanhassen petty cash account, it has been determined it is not necessary to keep that account open due to minimal use.

The Library recommends closing the Chanhassen Library petty cash account. This recommendation is supported by the Library Board. The petty cash account for the Western Libraries will remain open.

ACTION REQUESTED:

Approve the elimination of the Chanhassen Library petty cash account.

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 2021 - 7808

Carver County Board of Commissioners Request for Board Action

**Agenda Item:**

Proclamation Recognizing John Lenzen

Primary Originating Division/Dept: County Board

Meeting Date: 8/17/2021

Contact: David Hemze Title:

Item Type:
Regular Session

Amount of Time Requested: 10 minutes

Presenter: Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Carver County Commissioners would like to recognize and thank Mr. John Lenzen for his many accomplishments and contributions to Carver County.

ACTION REQUESTED:

Motion to approve proclamation recognizing John Lenzen.

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 2021 - 7813



In Recognition of John Lenzen

Whereas, John Lenzen, has been a lifelong resident of Carver County and is deeply ingrained in the betterment of the County; and

Whereas, John Lenzen, has served his community as City of Carver Mayor, founding member and president of the Carver Lions Club, firefighter, parade organizer and steadfast supporter of St. John Lutheran's Church, the Chaska Christmas Tree, Chaska High School and other civic groups; and

Whereas, John Lenzen's decades as a successful businessman and supporter of many local charities and events throughout the County, and his generosity is unparalleled.

Now, therefore, the Carver County Board of Commissioners do hereby thank and recognize John Lenzen for his many accomplishments and his contributions to communities throughout Carver County.

BOARD OF COMMISSIONERS

Tim Lynch, Chair
Gayle Degler, Vice Chair
John P. Fahey
Matt Udermann
Tom Workman

Carver County Board

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Carver County Extension Committee Youth Representative Appointment

Primary Originating Division/Dept: Administration (County) ▼

Meeting Date: 8/17/2021

Contact: Dave Hemze Title: County Administrator

Item Type:
Regular Session ▼

Amount of Time Requested: 10 minutes

Presenter: Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Makayla Johnson has submitted an application to serve as a youth representative appointment on the Carver County Extension Committee. The Extension Committee has discussed a youth representative in the past and supports this addition.

ACTION REQUESTED:

Motion to approve appointment.

FISCAL IMPACT: None ▼

If "Other", specify:

FTE IMPACT: None ▼

FUNDING

County Dollars =

Total

\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7804

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Family Homeless Prevention and Assistance Program (FHPAP) Board Resolution for Grant Cycle 2021-2023

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

Meeting Date: 8/17/2021

Contact: Jennifer Romero

Title: Housing Unit Supervisor

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:

The Family Homeless Prevention and Assistance Program (FHPAP) grant is from the MN Housing Finance Agency (MHFA). The FHPAP Advisory committee completed a Letter Of Interest (LOI) process on behalf of both Scott and Carver counties to work in collaboration on this grant. As a result of the LOI responses, the CAP Agency, His House Foundation and Greater Twin Cities United way were selected as sub-grantees to deliver FHPAP Services to the residents of Scott and Carver Counties. These services include Homeless Prevention and Homeless Assistance through the provision of Support Services and Direct Assistance funding for deposits, rent and other housing related expenses. Carver County is the fiscal agent for this grant. The funds will be sent to Carver County from MHFA and in turn, Health and Human Services (HHS) will distribute funds on a quarterly basis to the sub-grantees.

ACTION REQUESTED:

Motion to approve and sign the attached Board Resolution.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FUNDING

County Dollars =

\$0.00

MHFA

\$589,300.00

FTE IMPACT: None

Total

\$589,300.00

☒ Insert additional funding source

Related Financial/FTE Comments:

This grant does not effect county staffing as it is administered by other agencies through sub-grantee agreements.

Office use only:

RBA 2021- 7801

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Family Homeless Prevention and Assistance Program (FHPAP) Board Resolution for Grant Cycle 2021-2023

Department:

Meeting Date: 8/17/2021

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: Denise Heckmann

DEBIT

Description of Accounts	Acct #	Amount
CAP	11-480-700-3581-6043	\$447,300.00
His House	11-480-700-3588-6043	\$100,000.00
United Way	11-480-700-3589-6043	\$42,000.00
TOTAL		\$589,300.00

CREDIT

Description of Accounts	Acct #	Amount
FHPAP Grant	11-480-700-0000-...	\$589,000.00
TOTAL		\$589,000.00

Reason for Request:

Acceptance of the FHPAP Grant for which HHS is the fiscal agent.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Landfill Certificate of Need - County Board Letter Request

Primary Originating Division/Dept: Public Services - Environ. Svc.	Meeting Date: 8/17/2021
Contact: Brad Hanzel Title: Environmental Services GC S...	Item Type: Regular Session
Amount of Time Requested: 10 minutes	Attachments: ☒ Yes ☐ No
Presenter: Greg Boe Title: Environmental Services Depart...	
Strategic Initiative: Growth: Manage the challenges and opportunities resulting from growth and development	

BACKGROUND/JUSTIFICATION:

Minnesota Rules state that no new land disposal capacity for municipal solid waste (MSW) shall be permitted outside the Twin Cities Metropolitan Area (TCMA) without a certificate of need (CON) issued by the Minnesota Pollution Control Agency (MPCA) indicating that additional disposal capacity is needed.

Landfills seeking expansion approval must submit requests to the MPCA, which must include a letter from the County Board of each county generating waste that would come to that facility, indicating the best estimate of the amount of MSW that will be sent for management at that particular facility.

Carver County received a request this summer from Waste Management to provide a letter containing the County's best estimate of the amount of MSW available for management at the Spruce Ridge Resource Management Facility over the next 10 years.

In 2020, Carver County generated a total of 55,136 tons of MSW. A majority of the waste was landfilled at Burnsville Sanitary Landfill (Burnsville), Pine Bend Landfill (Inver Grove Heights), and Spruce Ridge Landfill (Glencoe). Six percent was delivered out-of-state to Seven Mile Creek Landfill (Eau Claire, WI) and Central Disposal Landfill (Lake Mills, IA) and less than one percent was delivered for processing to the Recycling and Energy Center (Newport).

The MPCA has forecast that Carver County will generate and landfill approximately 566,121 tons of MSW from 2021-2030. Carver County staff then utilized that forecast, as well as historical trends (based on hauler and facility reporting), to estimate the amount of MSW available to be managed at the Spruce Ridge Resource Management Facility from 2021-2030.

If new or additional MSW waste-to-energy capacity serving the Metropolitan Area becomes available, the County maintains that the management of MSW generated in the County should follow the waste management hierarchy and applicable restrictions on disposal whenever possible.

MSW collection and disposal within Carver County is entirely managed by private entities. The County does not control or require all or a portion of MSW to be delivered to a designated waste management facility. Therefore, the estimates Carver County provides could change greatly between 2021 and 2030 depending on private business decisions within the waste industry.

A response letter to Waste Management has been prepared by Environmental Services, and is attached to this RBA. Environmental Services staff recommends the Carver County Board authorize signature of the letter by the Carver County Board Chair. Carver County prepared and provided similar response letters to Dem-Con Companies, Republic Services Pine Bend Landfill, and Waste Management Burnsville Landfill in December 2020 for TCMA certificate of need requests.

Staff will provide the Board with an overview of the MPCA certificate of need process and Carver County's role in that process.

ACTION REQUESTED:

Motion to authorize Board Chair signature of the response letter.

RISCAL IMPACT: None	FUNDING
If "Other", specify:	County Dollars =
FTE IMPACT: None	Total \$0.00
	☒ Insert additional funding source
Related Financial/FTE Comments:	

August 17, 2021

Blair Nelson
District Manager
Spruce Ridge Resource Management Facility, Inc.
12755 137th Street
Glencoe, MN 55336

Re: Spruce Ridge Resource Management Facility, Inc. – Certificate of Need

Dear Mr. Nelson:

This letter is in response to Waste Management's letter dated June 16, 2021 requesting information pertaining to municipal solid waste (MSW), construction and demolition waste (C&D) and industrial waste management in Carver County. In accordance with the Metropolitan Solid Waste Management Policy Plan, Carver County has prepared its best estimate of MSW tonnages available for management at the Spruce Ridge Resource Management Facility (SRRMF) from 2021 through 2030. Unfortunately, the County does not track C&D and industrial waste data and therefore is unable to provide estimates on the amounts of those waste streams available for management at the SRRMF for 2021-2030.

Carver County is committed to protecting and improving the environment and the quality of life within the County through the implementation of the 2018-2038 Carver County Solid Waste Management Master Plan (Master Plan). The overall objective of the Master Plan is to manage MSW consistent with the waste management hierarchy, which identifies waste reduction, recycling, and the processing of waste as preferred methods over land disposal. While it is our goal to divert waste from land disposal, the County understands the role that land disposal plays for the current and future management of municipal solid waste.

Forecast models generated by the Minnesota Pollution Control Agency (MPCA), in cooperation with Carver County, estimate that Carver County will need enough local land disposal capacity to properly dispose of approximately 566,121 tons of unprocessable MSW from 2021 through 2030. To determine the best estimate of MSW available for management at the SRRMF for that time, the County analyzed information provided by Waste Management as well as historical data provided by haulers and disposal facilities.

Waste Management indicated that in 2019 and 2020, approximately 16% of the waste managed at the SRRMF originated from Carver County. Waste Management applied this percentage to waste forecasts developed by the MPCA and Carver County and estimated approximately 90,580 tons of Carver County MSW would be available for management at the SRRMF from 2021-2030.

Carver County utilized 2019 data from the MPCA ReTRAC data management system to determine the market share and percentage of Carver County MSW managed at the SRRMF. Based on this data, approximately 13% of Carver County waste was managed at the SRRMF in 2019. When applying this percentage to the waste forecasts developed by the MPCA and Carver County, the County estimated that approximately 73,596 tons of Carver County MSW would be available for management at the SRRMF from 2021-2030.

	WM Estimates (tons)	Carver County Estimates (tons)	
Year	Total MSW for Spruce Ridge Resource Management Facility	Total MSW Available for Land Disposal	Total MSW for Spruce Ridge Resource Management Facility
2021	8,517	53,229	6,920
2022	8,641	54,008	7,021
2023	8,766	54,787	7,122
2024	8,891	55,566	7,224
2025	9,015	56,345	7,325
2026	9,127	57,042	7,415
2027	9,238	57,740	7,506
2028	9,350	58,437	7,597
2029	9,462	59,135	7,688
2030	9,573	59,832	7,778
2021-2030	90,580	566,121	73,596

The County would like to point out that MSW collection and disposal within Carver County is entirely managed by private entities. The County does not control or require all or a portion of MSW to be delivered to a designated waste management facility. Therefore, the estimates Carver County provided could change greatly between 2021 and 2030 depending on private business decisions within the waste industry.

To help minimize our long-term liability with our waste (“cradle to grave” responsibility), the County would like to see our waste stay within Minnesota to ensure all disposal facilities are meeting the MPCA minimum permit requirements for construction, operation, closure and monitoring. Additionally, Carver County supports utilizing local facilities to minimize energy resources and environmental impacts of transporting waste for disposal.

If new or additional MSW processing capacity serving the Metropolitan Area becomes available, the County maintains that the management of the MSW generated in the County follows the waste management hierarchy and applicable restrictions on disposal.

Please contact Brad Hanzel at 952-361-1805 or bhanzel@co.carver.mn.us if you have questions or require additional information.

Sincerely,

Tim Lynch
Carver County Board of Commissioners, Chair

Cc: Greg Boe, Carver County Environmental Services
Brad Hanzel, Carver County Environmental Services
Peder Sandhei, MPCA

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****CDA 2022 Budget and Levy**

Primary Originating Division/Dept: Public Services

Meeting Date: 8/17/2021

Contact: Nick Koktavy

Title: Asst. County Administrator

Item Type:

Work Session

Amount of Time Requested: 20 minutes

Presenter: Julie Frick

Title: CDA Executive Director

Attachments: ☒ Yes ☐ No**Strategic Initiative:**

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

BACKGROUND/JUSTIFICATION:

The Carver County Community Development Agency (CDA) provides affordable housing opportunities and fosters community economic development in the County. The CDA's special benefit tax levy is distributed upon all taxable property within Carver County and is completely separate from the County's property tax levy.

In accordance with Minnesota Statutes, the CDA is authorized to levy special benefit taxes subject to approval from the Carver County Board of Commissioners. At this work session, the CDA staff will present information on the 2022 budget and levy. On September 7, the CDA will present the 2022 levy and budget for the County Board's consideration.

ACTION REQUESTED:

Provide comments on the CDA's 2021 levy and budget.

FISCAL IMPACT: Other

If "Other", specify: Discussed at meeting

FUNDING

County Dollars =

FTE IMPACT: None

Total

\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2021 - 7798

Carver County Community Development Agency

CDA Board of Commissioners

Sarah Carlson - Chair
Molly Koivumaki - Vice Chair
Darrel Sudheimer- Secretary/Treasurer
Greg Kummer – Commissioner
Greg Anderson - Commissioner

Mission Statement:

The Carver County Community Development Agency provides affordable housing opportunities and fosters Community and Economic Development in Carver County.

Vision:

To be an innovative leader in creating housing and economic opportunities to create Communities for a Lifetime in Carver County.

Values:

Commitment to Quality Results

Providing quality housing and private development assistance activities will be the hallmark of the Carver County CDA.

Quality Customer Service

As the Carver County CDA communities continue to develop, we are committed to meeting our customers' needs.

Commitment to Our Employees

To promote a challenging, fulfilling and safe work environment that recognizes employee commitment to excellence.

Partnering

The CDA will achieve its mission through actively seeking partnerships and collaborative efforts with Carver County, its communities and with other agencies.

Integrity

In undertaking our duties, we are committed to the values of honesty, fairness and trust.

2022 BUDGET NARRATIVE

For the 2022 budget, the Carver County Community Development Agency (CDA) is requesting a levy of \$2,995,348, which is a \$103,048 or about 3.5% increase from the 2021 levy. The impact on a \$374,300 valued home is \$1.69 for a total of \$61.16.

Tenant Based Rental Assistance Programs and Housing

Bridges/Bridges RTC Program

MN Housing funded program to provide a housing subsidy for persons with mental illness.

Housing Trust Fund

A rental assistance program through MN Housing for High Priority Homeless households.

Permanent Supportive Housing Program

A federally funded program as part of the HEARTH Act for persons that are homeless and disabled.

Coordinated Entry System

The CDA is a point of entry for the Coordinated Entry process for single adults and families that are experiencing homelessness in Carver County. This process is a HUD mandate to connect the homeless with housing program resources.

Rental Housing Opportunities

The CDA provides and manages affordable housing opportunities for working families and seniors throughout Carver County.

- Bluff Creek – Carver
- Brickyard – Chaska
- Carver County Homes-Scattered site throughout Carver County
- Centennial – Chanhassen
- Crossings – Waconia
- Lake Grace-Chaska
- Oak Grove-NYA
- Waybury – Chaska
- Windstone – Chaska

Coming in 2021:

- The transfer and rehab of three rural development properties located in Watertown and Mayer.
- The start of construction on Trail's Edge South in Waconia.

Project-Based Vouchers:

144 units have Project Based Vouchers.

Of that total:

- 9 are designated for homeless
- 3 are designated for homeless veterans
- 20 are designated for mainstream (between the ages of 18 and 61 and disabled)
- 3 are for partnership with Beyond New Beginnings
- 10 are designated for homeless families within the school districts
- 81 former public housing converted under RAD
- 18 regular PBV

Resident Services:

- Staff time to connect residents with needed services in the community.

Community and Economic Development Programs

Economic Development Strategy

In January 2020, the CDA adopted an Economic Development Strategy, which set a roadmap of goals, objectives, and actions steps to guide the CDA on economic development activities. The six strategic directions include: business retention, expansion, and attraction; marketing; partnerships; tourism; resources; and livability. The Economic Development Strategy was reviewed in the fall of 2020 and an updated strategy was adopted in January 2021.

Growth Partnership Initiative

The Community Growth Partnership Initiative was created and funded by the CDA in January 2016. The goals of the program are to increase the tax base and improve the quality of life in Carver County through three specific strategies: affordable housing development, job creation and redevelopment/community development; through direct grants to Carver County cities.

Since its inception, the Initiative has achieved the following:

Predevelopment Grants:

- Thirteen grants have been awarded to help cities prepare for future development
- Grants have been awarded to the cities of Carver, Chaska, Watertown, Norwood Young America, New Germany, Victoria, and Laketown Township
- Project examples include site specific redevelopment plans, wastewater facility plans, a downtown redevelopment plan, and a parking study.

Community Development Grants:

- Fifteen grants have been awarded to assist cities with jobs, housing or redevelopment projects
- When completed, these projects will add over 450 new housing units of which nearly half will be affordable, create 130 jobs, and leverage over \$110M in other public and private funds
- Grants have been awarded to the cities of Chanhassen, Chaska, Carver, Cologne, Victoria, Waconia, and Watertown
- Project examples include business expansion and site improvements to facilitate housing or redevelopment

Tourism

In July 2021, the CDA launched the “Visit Carver County” website to promote tourism in Carver County. Throughout the remainder of 2021 and into 2022, we will continue to build out the site with more content with our cities and subcommittee partners as well as work on a partnership with Explore Minnesota.

COVID Economic Assistance Programs

Since August 2020, the CDA has assisted Carver County, as well as several cities, in administering housing and business economic assistance programs for those impacted by COVID.

Carver County CARES funds (fall 2020)

- 65 households assisted
- 169 for-profit and 19 non-profit businesses assisted
- Contract for services with four chambers to assist with marketing of the programs
- Over \$1.4M distributed in less than three months

Carver County COVID-19 Economic Support Programs (January 2021-present)

- 181 households assisted
- 199 for-profit and non-profit businesses assisted
- Over \$4.7M distributed

Housing Counseling

The CDA is a HUD-certified housing counseling agency that provides the following to Carver County residents:

- **Foreclosure Prevention Assistance**- Assist homeowners who are delinquent or may become delinquent on their mortgage.
- **Financial Fitness Counseling**– Assist residents with budgets, credit repair, negative rental reference report responses.
- **Pre-Purchase Counseling & Education**- County residents and potential homebuyers can meet with the CDA to determine if they would qualify for a mortgage to buy a home and to set up a plan with the client to help them overcome any barriers they may have to achieving homeownership. Potential homebuyers can attend our education workshop (HomeStretch).
- **Post Purchase Counseling**- Carver County residents meet with counselors to discuss refinance options or budgeting questions to ensure successful home ownership and maintenance questions.
- **Rental Assistance Counseling**- Provides assistance in finding rentals in Carver County, reviewing the rental history reports and assisting with the explanation of barriers.

- **Homeless Counseling** – Counselors assist homeless clients in understanding the coordinated entry system and shelter program and make appropriate referrals as needed.

With the recent departure the CDA's housing counselor, the declining number of counselees, and that those requesting service live mostly outside of Carver County, the CDA has requested a six-month temporary inactive status in its housing counseling services to reevaluate how to best assist Carver County residents. In the meantime, CDA staff is working with other housing counseling providers to make sure that residents seeking services during this inactive status receive the assistance they need.

Carver County Community Land Trust Program

The CDA administers a Community Land Trust (CLT) program, which provides access to home ownership opportunities for moderate income households who might not otherwise afford homes in the community. The CLT ensures permanent affordability by retaining ownership of the land and removing it from the real estate purchase. Homebuyers must be at or below 80% AMI and mortgage ready. Currently, there are 34 land trust homes located throughout Carver County within Chaska, Cologne, Mayer, Victoria, Waconia, and Watertown. Since its inception, the land trust has served over 60 families.

The program continues to add units. Currently, there is an open grant to allow for the CLT to expand throughout the county with an additional six units. In December 2020, the CDA was also awarded three new grants to add 10 new units to the portfolio through partnerships with Habitat for Humanity and the City of Chaska.

Small Cities Development Program

The CDA administers this program for cities in Carver County that receive SCDP funding from the Department of Employment and Economic Development (DEED) through a competitive process. The program can fund single-family, rental and commercial rehabilitation; public facilities; and homebuyer programs. The CDA is currently administering two SCDP awards:

	Watertown (2017)	Norwood Young America (2019)
Funding received from DEED	\$511,750	\$556,600
Commercial rehab completed	8	2
Commercial rehab in process	0	2
Single-family rehab completed	5	Not applicable
Single-family rehab in process	2	Not applicable
Mixed use/rental rehab completed	Not applicable	0
Mixed use/rental rehab in process	Not applicable	0

Other CDA Programs

Watertown EDA rehab fund

The CDA administers a home ownership rehabilitation fund on behalf of the Watertown EDA for households in the city at or below 100% AMI. Through July 2021, three loans have been executed and with one in process.

Minnesota Housing Rehab

The CDA administers the Minnesota Housing Rehabilitation Loan/Emergency and Accessibility Loan Programs (RLP/ELP) throughout Carver County. The program provides deferred loan financing to eligible low-income homeowners who are unable to secure home improvement financing in the private sector. Funds may be used for basic home improvements that directly affect the home's safety, habitability, or energy efficiency. One homeowner is exploring the program.

Septic/Well Replacement Loan

The CDA partners with Carver County Environmental Services to provide residents with a low-interest loan for improvements to failing septic systems or wells. The CDA is responsible for program administration and has coordinated nine loans so far in 2021.

Single Family Mortgage Program

Annually, the CDA assists in making sure Carver County residents can access the Minnesota City Participation Program (MCP) offered through Minnesota Housing. The MCP program is designed to assist first-time homebuyers obtain affordable financing to purchase a home. The MCP program continues to be well utilized as shown below.

	2020	2021 (Jan-June)
Carver County Allocation Amount	\$1,475,350	\$1,548,895
Committed Loans	42	16
Committed Amount	\$8,939,083	\$3,673,931
Carver County Non-MCP Committed Loans	\$5,566,932 (22 loans)	\$1,751,789 (6 loans)
Downpayment and closing cost assistance	\$890,840	\$264,719

Small Business Support Programs

Since late 2012 through 2020, the CDA has contracted a non-profit organization to provide free technical assistance to entrepreneurs and small businesses. Since its inception, the program has:

- Served over 360 Carver County residents and/or business owners
- Delivered nearly 4200 hours of technical assistance
- Provided \$2.2 million in direct funds
- Leveraged over \$11 million in private financing
- Had residents or businesses of 10 of the 11 cities in Carver County utilize the services

Most referrals to this program come from the cities and banks; however, other entrepreneurs also provide a large number of referrals validating confidence in the program by the small business community.

Additionally, in 2020, the CDA engaged in a new partnership with Hennepin, Ramsey, Scott and Dakota counties to offer the CEO Next Program to second stage, high growth potential businesses. This nine-month program assists CEOs with their business by providing them tools and techniques specifically designed for growing regional companies. For the 2020-2021 program, the CDA sponsored one business. Another business is anticipated to be served in the 2021-2022 program.

Ongoing Initiatives:

- Develop workforce, senior, and affordable housing in Carver County so workers can live and work here in Carver County, which will support economic development and business throughout the county.
- Promote redevelopment through new housing and jobs projects which promote revitalization, resilience, and sustainability of our cities in Carver County.
- Provide marketing, technical, or other assistance to cities and businesses to assist with housing, job, and redevelopment projects throughout the county.
- Establish and maintain high quality service with interested stakeholders to build a collegial working relationship that contributes to CDA initiatives.
- Participate in the Greater MSP Economic Development Partnership by attending meetings and engaging with the partnership.
- Work towards attracting new sources of capital and investment to Carver County.
- Continuation of existing programs for entrepreneurs and new programs directed to high growth companies.
- Enhanced partnerships with Carver County and GIS applications.
- Promotion of tourism in Carver County

The CDA actively looks for opportunities in the County to further senior and affordable workforce rental housing to preserve the “Naturally Occurring Affordable Housing” in Carver County. Project examples include the transfer of rural development properties and the purchase of housing for Beyond New Beginnings and homeless Veterans in partnership with MACV.

The CDA intends to explore funding options for future projects on land currently owned by the CDA. The projects consist of a 43-unit senior and 60-unit general occupancy in the City of Carver and a 60-unit senior in City of Waconia.

The CDA continues to look at options for the 25 acres the CDA currently owns in the City of Watertown.

The CDA will continue to grow the tourism website by adding content and engaging partners in the process.

As the residents and businesses of Carver County continue to be impacted by COVID-19, the CDA will help to provide services to residents and businesses who have and continue to be impacted.

In coordination with Habitat for Humanity, the CDA will add up to eight new units into the CLT program. Additionally, through a partnership with the City of Chaska, architectural work will be done in 2021 with construction in 2022, on the rehab of the historic Ernst House and the addition of three new units.

		2021 Approved Budget	2022 Requested Budget	Change
REVENUES				
Administrative Revenues		97,160	87,478	(9,682.00)
Pass-Through Grant Funds		607,692	689,043	81,351.00
Operating Revenues		1,886,940	2,076,118	189,178.00
Housing Revenues		7,749,400	8,150,242	400,842.00
Tax Levy		2,892,300	2,995,348	103,048.00
TOTAL REVENUES		13,233,492	13,998,229	764,737.00
EXPENDITURES				
Administrative & Operating Expenses		3,358,300	3,702,944	344,644.00
Pass-Through Grant Funds		607,692	689,043	81,351.00
Housing Expenditures		7,791,500	8,150,242	358,742.00
Bond Expenditures		276,000	276,000	0.00
Community/Economic Development		1,200,000	1,180,000	(20,000.00)
TOTAL EXPENDITURES		13,233,492	13,998,229	764,737.00

Administrative Revenues - decrease due to the expiration of the SCDP Watertown grant and reduced funding of counseling grants.

Pass-Through Grant Funds – increase due to additional funds in both federal and state housing assistance payments and MHFA Rehab loans.

Operating Revenues – increase due to management fees and enterprise revenue from additional housing units

EXPENDITURES

Administrative & Operating Expenses - increase due to health insurance costs, additional FTE's for Rural Development housing acquisition, additional funds budgeted for IT support and equipment replacement

Priority Project List
American Recovery Plan Act (ARPA)

Housing Projects

\$3 Million allocation:

Priority	Project	Funding	About the project
1	Trail's Edge Senior	\$1 Million	60-76 units of affordable, ages 55+
2	Carver Oaks Senior	\$1 Million	40 units of affordable, ages 55+
3	Carver Place	\$1 Million	60 units of affordable, general occupancy

\$5 Million allocation:

Priority	Project	Funding	About the project
1	Trail's Edge Senior	\$1 Million	60-76 units of affordable, ages 55+
2	Carver Oaks Senior	\$1 Million	40 units of affordable, ages 55+
3	Carver Place	\$1 Million	60 units of affordable, general occupancy
4	Watertown/Mayer rehab	\$1.8 Million	Rehab of rural development properties
5	Bluff Creek Rehab	\$220,000	Rehab of the property

Business Projects

Project	Funding	About the project
E-Commerce/Technology	\$500,000	Technology upgrades for businesses to allow e-commerce
Shop Local	\$50,000	Start up funds for county-wide shop local campaign

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Pandemic Update**

Primary Originating Division/Dept: Health & Human Services

Meeting Date: 8/17/2021

Contact: Rod Franks

Title: HHS Director

Item Type:

Work Session

Amount of Time Requested: 20 minutes

Presenter: Richard Scott

Title: HHS Deputy Director

Attachments: ☐ Yes ☒ No**Strategic Initiative:**

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

BACKGROUND/JUSTIFICATION:

Dr. Richard Scott, Health and Human Services Deputy Director, will provide the Carver County Board of Commissioners an update on the status of the pandemic, as well as the local impacts due to the effects of the Delta variant strain of COVID-19. He will also discuss the most recent activities and key strategies used to address the increasing threat caused the new Delta variant and vaccination status of the county. Dr Scott will also be available to answer questions.

ACTION REQUESTED:

Receive pandemic update.

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 2021 - 7817