



**Carver County Board of Commissioners
September 3, 2024
Board Meeting**

The County Board Room is open to the public

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

- 9:15 a.m. 1. a) **CONVENE**
 b) **Pledge of allegiance**
 c) **Public comments**
- Public comments that relate to an item on the agenda may be heard when that agenda item is discussed. Please limit your comments to five minutes or less.
- Individuals unable to attend in person can provide public comments by e-mail at admin-contact@carvercountymn.gov.
2. Agenda review and adoption
3. Approve minutes of August 20, 2024, Regular Session 1-3
4. Community Announcements
- 9:35 a.m. 5. **CONSENT AGENDA**
- Communities: Create and maintain safe, healthy, and livable communities*
- 5.1 Amendment 4 to Professional Services Agreement for Design Services for Hwy 11/14 Project.....4
- 5.2 Authorization to Advertise for Bid the Dakota Regional Trail Repair Project CP 248979 5
- 5.3 Joint Powers Agreement with the City of Chaska and CCRRA for Construction and Operations of Circle The Brick Trail Segment.....6-9
- Connections: Develop strong public partnerships and connect people to services and information*
- 5.4 Amendment 1 to Professional Services Agreement for Final Design of Brandondale Trail Project with SRF Consulting Group 10
- Culture: Provide organizational culture fostering accountability to achieve goals and sustain trust/confidence in County government*
- 5.5 Request for Board Approval of Donated Prize Items for 2024 Employee Health & Safety Fair 11
- Customer service: Continue the County's delivery of high value, timely service and support*
- 5.6 Approval of Household Hazardous Waste Metro Area Reciprocity Agreement 12
- 5.7 Re-Appointment of County Assessor..... 13

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

5.8	Approval of Initial Offers for Highway 5 Project - Arboretum Area	14-22
5.9	Settlement Agreements for Right of Way Acquisitions for the Highway 18 Project - Arboretum Area	23-27
5.10	Mathiowetz Construction - Request to Deposit Fill Material on Private Property (IUP)	28-33
5.11	Carver County Parks Department - Request for Parking Lot and Trailhead Facility (CUP)	34-38
5.12	US Fish & Wildlife Services - Early Termination of a parcel from the Ag Preserve Program.....	39-50
5.13	Amendment 1 to Professional Services Agreement with SRF Consulting Group Inc. for Final Design for the Highway 41/10 Project	51-52
5.14	Amendment 8 to Professional Services Agreement with SRF Consulting Group for Preliminary Design of Hwy 41/10 Project.....	53
5.15	Professional Services Agreement for Highway 41/10 Project Construction Communication and Engagement Services.....	54-55

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

5.16	Land and Easement Dedication for Highway 30	56
5.17	Amendment No. 1 To Professional Services Agreement with Clifton Larson Allen (CLA)	57
5.18	Review Health & Human Services and Commissioner Warrants	NO ATT

9:45 a.m.	6. GROWTH: Manage the challenges and opportunities resulting from growth and development	
	6.1 Memorandum of Understanding with the University of Minnesota for the Highway 5 Project and the Highway 18 Project - Arboretum Area	58
10:00 a.m.	7. FINANCES: Improve the County's financial health and economic profile	
	7.1 Preliminary Carver County 2025 Levy and Budget	59-83
	7.2 Preliminary Carver County Water Management Organization 2025 Levy	84--87
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11:15 a.m.	RECESS AS COUNTY BOARD AND CONVENE AS CARVER COUNTY REGIONAL RAIL AUTHORITY	
	7.4 Preliminary Carver County Regional Rail Authority 2025 Levy and Budget	99
11:25 a.m.	ADJOURN AS CARVER COUNTY REGIONAL RAIL AUTHORITY AND RECONVENE AS COUNTY BOARD	
11:25 a.m.	8. County Administrator Report	
11:35 a.m.	ADJOURN REGULAR SESSION	

David Hemze
County Administrator

UPCOMING MEETINGS

September 8, 2024	1:00 p.m.	Steamboat Days Parade
September 10, 2024		No Board Meeting
September 16, 2024	12:00 p.m.	Comcast Groundbreaking Ceremony
September 17, 2024	9:00 a.m.	No Meeting (Washington D.C. Trans Fly In)
September 19, 2024	3:30 p.m.	Julie Frick Retirement
	7:00 p.m.	League of Women Voters Fall Candidate Forum, MN House 48 Candidate, County Board Room, lwvecc@lwvmnorg
September 24, 2024	9:00 a.m.	Board Work Session
September 24, 2024	7:00 p.m.	League of Women Voters Fall Candidate Forum, Carver County Commissioners, County Board Room, lwvecc@lwvmnorg
October 1, 2024	9:00 a.m.	Board Meeting
October 3, 2024	3:00 p.m.	Judge Cain Retirement
October 8, 2024		No Board Meeting
October 15, 2024	9:00 a.m.	Board Meeting
October 22, 2024	9:00 a.m.	Board Work Session
	1:00 p.m.	Retiree and Years of Service Recognition
October 29, 2024		No Board Meeting
November 5, 2024	9:00 a.m.	Board Meeting
November 12, 2024	9:00 a.m.	Ditch Redetermination of Benefits Public Hearing
November 19, 2024	9:00 a.m.	Board Meeting
November 26, 2024	9:00 a.m.	Board Work Session

CARVER COUNTY COMMISSIONERS PROCEEDINGS

SPECIAL SESSION – August 20, 2024

A Special Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on August 20, 2024. Chair Gayle Degler convened the session at 9:00 a.m.

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

Members absent: None.

Public comments. Sam Cooke, 310 East 38th St., Minneapolis spoke on concerns with the Hollywood Township Radio Tower.

Udermann moved, Workman seconded, to approve the agenda with the amendment of 6.2. Motion carried unanimously.

Fahey moved, Lynch seconded, to approve the minutes of the August 6, 2024, Regular Session. Motion carried unanimously

Lynch moved, Fahey seconded, to approve the following consent agenda items below. Motion carried unanimously.

- 5.1 Accepted the first installment and approve ongoing Local Affordable Housing Aid funds from the Department of Revenue. Motion to approve the distribution plan with 30% of the funds being allocated to Carver County Health and Human Services and 70% of the funds being allocated to Carver County Community Development Agency.
- 5.2 Resolution 73-24 authorizing and directing the consultant county attorney and county staff to take all steps necessary to acquire the right of way and easements necessary for the Highway 11/14 Project, by filing an action in eminent domain, negotiation of early entry authorization and the use of the quick-take procedure.
- 5.3 Authorized County staff to Close and execute all documents needed for the County's purchase of a 3-mile segment of the North LRT Line/Lake Minnetonka LRT Regional Trail in Carver County from HCRRA, upon review of Closing documents needed for the conveyance, and subject to the contract review process as warranted. Approved the grant agreement between Metropolitan Council and the County (SG-24-P1-03-01) and authorized the Board Chair and County Administrator to sign the agreement. Approved Agreement and Restrictive Covenant and authorize Board Chair to sign
- 5.4 Approved Commissioner Fahey's out-of-state travel to attend the Washington D.C. Fly-in on September 17-19, 2024.
- 5.5 Approved a professional services agreement with Mathiowetz Construction Co. for CSAH 51 Railroad Crossing Pavement Work for \$61,949.27, pending finalization of the contract review process.

CARVER COUNTY COMMISSIONERS PROCEEDINGS

SPECIAL SESSION – August 20, 2024

- 5.6 Entered into an agreement to purchase wetland credits from Patricia Preiner (MPJWR) for \$15,086.13 for the Highway 18 Project - Arboretum Area, pending finalization of the contract review process.
- 5.7 Approved a Professional Service Agreement with Dakota Conservators Inc. to provide professional guardianship and conservatorship services, for a period beginning September 1, 2024, through December 31, 2027, with a not to exceed amount of \$250,000.
- 5.8 Issued a Charitable Gambling License to Marsh Lake Ducks Unlimited for a raffle to be held on September 18, 2024.
- 5.9 Issued 1 Day to 4 Day Temporary On-Sale Liquor License application for Augusta Ball Club, Chaska for October 5, 2024.
- 5.10 Issued a Charitable Gambling License to the Augusta Ball Club Inc for a raffle to be held on October 5, 2024.
- 5.11 Resolution 74-24 authorizing the split of a portion County parcel (PID 10.0311000) and to proceed with a sale to Todd W Hoerter.
- 5.12 Approved Amendment 3 to the Professional Services Agreement for the Highway 18 (82nd Street) Project with SRF Consulting Group for \$888,384.59, pending finalization of the contract review process.
- 5.13 Adopted the Findings of Fact and issue Order #PZ20240026 for the issuance of an Interim Use Permit.
- 5.14 Resolution 75-24 approving additional language to the Metropolitan Agricultural Preserves Program Early Termination criteria.
- 5.15 Approved Donation to Carver County Sheriff's K-9 Unit
- 5.16 Resolution 76-24 approving the appraised value, classification, terms of sale and sale date, time and location of a tax forfeiture private sale
- 5.17 Approved the creation of a \$250k HHS out-of-home/residential placement reserve account by redirecting a portion of the out-of-home/residential placement 2023 budget to actual positive variance that the County's 2023 year-end audit rolled into the 1/1/24 Year-End-Savings ("YES") account.

Reviewed August 5, 2024, Community Social Services' actions/Commissioners' warrants in the amount of \$329,884.32 and reviewed August 16, 2024, Community Social Services' actions/Commissioners' warrants in the amount of \$284,314.19.

9:20 am Break

9:26 am back in session

Motion by Fahey, Lynch seconded at 9:28 a.m. to enter into closed session for Highway 11/14 Project Property Acquisitions. Motion carried unanimously.

Regular Board back at 10:13am

CARVER COUNTY COMMISSIONERS PROCEEDINGS

SPECIAL SESSION – August 20, 2024

6.2 Colleen Carlson, , the University of Minnesota Extension recognized the Degler Farm as the 2024 Farm Family of the Year. Gayle and Lois Degler's farm, now four generations strong, is in its 76th planting season in Chanhassen.

6.1 Matt Massman, Executive Director with MICA gave a Legislative Update on 2024 session priorities, Tyler Settlement, tax forfeiture policy changes, other tax and local aid changes, environment and general government changes. Steve Novak spoke on transportation and transit. Nancy Silesky provided a Health and Human Service overview.

7.1 ADMINISTRATOR REPORT – Moving into a closed session followed by a work session.

Motion by Lynch, Fahey seconded at 11:04 a.m. to enter into closed session for Labor Negotiation Strategy. Motion carried unanimously.

Adjourned Closed session.

Motion by Lynch, Fahey seconded to adjourn regular session. Motion carried unanimously.

Entered into Work Session to discuss 2025 CDA Budget and Levy

David Hemze
County Administrator

ATTEST: _____
County Administrator

Chair

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment 4 to Professional Services Agreement for Design Services for Hwy 11/14 Project

Primary Originating Division/Dept:

Meeting Date: 9/3/2024

Contact: Darin Mielke

Title:

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Highway 11 and Highway 14 intersection has received federal funding in the amount of 2 million dollars through a Highway Safety Improvement Project grant. This intersection was identified a location that will have increased safety concerns in the near future due to increased population to the west of Chaska. This project has been advanced on the CIP to a spring of 2025 construction due to the important connection while other major projects are under construction such as Highway 5 in 2026. Carver County is partnering with the City of Victoria on this project. TKDA was selected to perform design, project management, and other necessary tasks to complete construction plans for this project. The original contract was in the amount of \$160,382. During the design process, three contract amendments totaling \$38,000 have been added to the design scope for soil boring investigative work to further explore poor soil conditions.

This contract amendment 4 is necessary for changed conditions for work that is necessary to complete the construction plans for the project. This additional scope of work includes additional project management for coordination with the geotechnical subconsultant, preparing for an open house, incorporating trail design for the north and east legs of the intersection, historic coordination associated with the Grimm farm, creating a separate standalone tree clearing plan, storm sewer asset management coordination and additional utility coordination efforts. This additional scope amounts to \$80,043 for this contract amendment and staff is recommending approval. The total contract amount with this amendment is \$278,425.

ACTION REQUESTED:

Motion to approve Amendment 4 to Contract 23-255 for design services for the Hwy 11/14 Project with TKDA, Inc. for \$80,043.00, pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =

CSAH Reg. Funds	\$60,032.25
City of Victoria	\$20,010.75
Total	\$80,043.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Funding is shown as a 75%/25% County/City cost split. The actual cost split will be based on actual costs in accordance with the JPA between the County and City of Victoria for this project.

Office use only:

RBA 2024 - 10043

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Authorization to Advertise for Bid the Dakota Regional Trail Repair Project CP 248979

Primary Originating Division/Dept:

Meeting Date: 9/3/2024

Contact: Martin Walsh

Title:

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Two areas on the Dakota Rail Regional Trail are in need of repair due to severe cracking and irregular settlement of the bituminous surface. These areas of the trail between State Hwy 25 Mayer and County Road 10 have been signed and areas marked with bollards to identify the problematic conditions for users.

Public Works staff have worked to assemble plans for the repair work and are ready to advertise the project.

Public Works would like to bid the projects in September. The project proposal has a completion date of June 1st 2025, however the desire is to get the construction completed this fall. The completion date was selected to obtain the most competitive pricing for the work.

The estimated construction cost is \$500,000.

ACTION REQUESTED:

Motion to authorize the Advertisement for Bid for the Dakota Regional Trail Repair Project, CP# 248979.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars = \$300,000.00

CCRRA \$200,000.00

Total \$500,000.00

☐ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2024 - 10061

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Joint Powers Agreement with the City of Chaska and CCRRA for Construction and Operations of Circle The Brick Trail Segment

Primary Originating Division/Dept:

Meeting Date: 9/3/2024

Contact: Martin Walsh

Title:

Item Type:

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The City of Chaska has received federal funds to construct a segment of the Minnesota River Bluffs Regional Trail in Chaska. The planned trail project extends from First Street near Athletic Park to the East Creek Diversion Channel near the intersection of Audubon Road and County Road 61. The area of the trail involves two parcels owned by CCRRA (PID's 30,0000500, 30.9990600) and one County owned parcel along County Road 61 (PID 30,00456600). The project is planned to be under construction later this summer.

This segment of trail is a part of a Destination type regional trail, which the County participates at a higher rate of funding by County Policy for stand alone trail projects.

Chaska is the lead agency for the project and has developed plans which in addition to constructing the trail will also have streetscape elements of wayfinding signage, Kiosk, landscaping, and other elements. A Joint Powers Agreement is needed between the County, CCRRA, and Chaska to grant permission to Chaska to enter on the two parcels of CCRRA and one parcel of County property to construct, maintain, and operate the trail improvements thereon, and to allocate the costs and financial responsibilities of constructing the trail between said parties.

The estimated cost of the total project is \$3,118,400. The County plans to apply for grant funding from Met. Council over two fiscal years for its acquisition costs of two permanent transportation easements on CCRRA property from CCRRA for the trail

Staff negotiated a Joint Powers Agreement between Chaska, CCRRA, and Carver County. The County must grant Chaska permission to construct trail improvements on a strip of property the County owns along County Road 61 identified as PID 30,00456600 as part of the project, agree to accept the easements, and agree to assume negotiated maintenance responsibilities.

Previous Board Actions.

- June 18, 2024 - Board approved CCRRA to enter JPA with Chaska for construction, operation, and maintenance of Circle the Brick Trail Segment.
- July 9, 2024 - Board approved a Permanent Transportation Easement, and authorized CCRRA to grant said easement on tracts of CCRRA property to County, conditioned on County's receipt of Met Council funding.
- August 6, 2024- Board approved Stipulation for Settlement Agreement between CCRRA and Carver County which documented the County's acquisition costs of the Permanent Transportation Easement during the first eligible fiscal year.

Requested Action

- Authorize Carver County to enter JPA with City of Chaska and CCRRA, in part, for construction, operation, and maintenance of Circle the Brick Trail Segment in Chaska.

Funding Breakdown

\$1,224,000 - Federal Funds (Construction 80%)

\$1,526,650 - Carver County (20% construction Regional Trail, Admin, Landscaping, Easements)

\$367,759 – City of Chaska (20 % local trail construction, Streetscaping, Admin, Landscaping, Easements)

\$3,118,400 – Total Estimated Cost

Current Schedule

- Federal Authorization to Advertise: 6/14
- Ad to paper: 6/17
- Advertise: 6/20 – 7/11
- Bid Opening: 8/8
- OCR Review and authorize award: 8/8-8/30
- Council Authorizes Contract: 8/19
- Construction Start: Week of 9/2
- Construction End: 10/28

ACTION REQUESTED:

Motion to adopt a resolution authorizing Carver County to enter into a Joint Powers Agreement with the City of Chaska and CCRRA, and authorize the Board Chair and Administrator to sign on behalf of the County upon completion of the contract review process.

FISCAL IMPACT: Other

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars = **\$200,000.00**

Active Trans Funds \$1,600,000.00

Total **\$1,800,000.00**

 Insert additional funding source

Related Financial/FTE Comments:

A budget amendment was previously submitted for this JPA agreement. The County is being added to the JPA with both the City of Chaska and CCRRA.

The project budget includes \$200,000 from the 2024 Budget Attachment E (one time funds) as well as Active Transportation Funds which are part of the new Transportation Advancement Account that is a new revenue source from the 2023 legislative session. The \$1.8 million total funding shown includes an approximate 18 % contingency.

Office use only:

RBA 2024 - 10066

BOARD OF COUNTY COMMISSIONERS

CARVER COUNTY, MINNESOTA

Date: 9/3/2024
Motion by Commissioner: _____

Resolution No: _____
Seconded by Commissioner: _____

WHEREAS, Carver County desires to enter into a Joint Powers Agreement (JPA) with the City of Chaska and the Carver County Regional Railroad Authority (CCRRA) for the construction, operation, and maintenance of a regional trail on two parcels of real property owned by CCRRA, which extends over a portion of parcel identified by Tax Parcel Identification Number 30.9990600 lying northeast of 1st Street West and all of the parcel identified by Tax Parcel Identification Number 30.9990500 (CCRRA Property), and on all of the County owned parcel PID 30,00456600 (County Property), as part of the Minnesota River Bluffs Regional Trail project (Project); and

WHEREAS, in part, the JPA grants rights to Chaska to enter and be upon the CCRRA Property and the County Property to construct, operate, and maintain trail improvements, and assigns certain maintenance and cost obligations amongst the parties; and

WHEREAS, on June 18, 2024, the Board acting on behalf of the CCRRA, authorized CCRRA to enter the JPA with the City of Chaska and the County for the Project; and

WHEREAS, Carver County is also a party to the same JPA between CCRRA and City of Chaska for the Project; and

WHEREAS, the JPA provides that CCRRA will transfer the maintenance obligations CCRRA assumes under the JPA on Tracts 2 and 7 of CCRRA Property to Carver County by a separate JPA (JPA for Tracts 2 and 7) when CCRRA conveys a permanent transportation easement over Tracts 2 and 7 to the County; and

WHEREAS, a separate JPA between CCRRA and the County transfers the CCRRA obligations to the County over Tracts 2 and 7 when CCRRA conveys the permanent transportation easement over Tracts 2 and 7 to the County; and

NOW THEREFORE, be it resolved that Carver County Board hereby authorizes Carver County to:

1. Enter a Joint Powers Agreement with the City of Chaska and the CCRRA regarding rights of entry onto the County Property, the construction, operation, and maintenance of Project improvements, and the allocation of costs, upon the standard approval of the JPA by the Carver County Attorney's Office and the contract review process; and
2. Enter a separate Joint Powers Agreement with the CCRRA, to transfer CCRRA's operation, maintenance, and repair obligations on Tracts 2 and 7 of CCRRA Property to the County when and if CCRRA conveys the permanent transportation easement over Tracts 2 and 7 to the County, and upon the standard approval of the JPA by the Carver County Attorney's Office and the contract review process .

	ABSENT	YES	NO
Gayle Degler, Chair	_____	_____	_____
John P. Fahey, Vice Chair	_____	_____	_____
Tom Workman	_____	_____	_____
Matt Udermann	_____	_____	_____
Tim Lynch	_____	_____	_____

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 3rd_ day of September, 2024, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 3rd of September 2024.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment 1 to Professional Services Agreement for Final Design of Brandondale Trail Project with SRF Consulting Group

Primary Originating Division/Dept:

Meeting Date: 9/3/2024

Contact: Darin Mielke

Title:

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Carver County, acting as the sponsor for the City of Chaska, is leading the final design of the Brandondale Trail Project. This project is a Safe Routes to School Project that includes a new trail segment from approximately Ravoux Road to just west of Ridge Lane and connecting to the new trail included in the larger Highway 41/10 Project. Carver County contracted with SRF Consulting Group to perform the detailed final design for this project in March 2024 with a not to exceed contract amount of \$168,440.50. During the final design work, additional services were needed to bring the construction plans to completion. A majority of this work revolves around the addition of a retaining wall that wasn't initially thought to be needed.

This additional scope of work includes the following additions:

Project management for additional scope of work - \$5,763.50

Survey and Parcel Sketch Revisions - \$1,547.00

Design Changes for Shoulder Widths and Retaining Wall - \$42,846.00

Staff is recommending approval of the additional scope of work in order to complete the construction plans for bidding. The total contract cost with this amendment is \$219,597.00. The estimated construction cost is \$1,605,000.

ACTION REQUESTED:

Motion to approve an amendment to the PSA with SRF CONSULTING GROUP INC. for \$51,156.50 for additional final design services for the Brandondale Trail Project, pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =

CSAH Regular Funds \$24,230.10

City of Chaska \$26,926.40

Total \$51,156.50

Related Financial/FTE Comments:

Cost splits will be finalized with an upcoming JPA between the County and City of Chaska.

Office use only:

RBA 2024 - 10038

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Request for Board Approval of Donated Prize Items for 2024 Employee Health & Safety Fair

Primary Originating Division/Dept:

Meeting Date: 9/3/2024

Contact: Danielle Griesmer

Title:

Item Type:

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:

Carver County's Employee Health & Safety Fair is one of the County's most popular employee engagement and appreciation events, which provides resources and activities to support and promote the health, safety, and well-being of Carver County employees and their families.

This year's Health & Safety Fair will take place on Wednesday, September 25, 2024, and will host internal and external exhibitors, including several of the County's benefit vendors, local community centers, local health services providers, and other health and safety partners including the Sand Creek EAP, SafeAssure, Minnesota Safety Council, and American Red Cross.

Participating exhibitors will display health, safety, and well-being information, provide resources, and promote their services. Several of the exhibitors will be providing handouts and brochures, as well as small giveaway promotional items with a value of \$5.00 or less. Examples of these items include pens, stress balls, magnets, keychains, and stickers.

This is a well-attended employee event and exhibitor provision of these small giveaway items generates employee excitement and may increase event attendance and engagement with participating exhibitors.

ACTION REQUESTED:

Motion to approve small giveaway items donated by external exhibitors for the 2024 Employee Health & Safety Fair.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

\$0.00

☐ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2024 - 10067

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of Household Hazardous Waste Metro Area Reciprocity Agreement

Primary Originating Division/Dept:

Meeting Date: 9/3/2024

Contact: Brad Hanzel

Title:

Item Type:

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Household Hazardous Waste Metro Area Reciprocity Agreement allows residents from the seven Twin Cities Metropolitan Area (TCMA) counties to access any household hazardous waste (HHW) facility in the TCMA. Each county has agreed to a fee of \$34 per vehicle for this service. While the terms are consistent with previous agreements, the reimbursement fee has been updated to \$34 per vehicle, down from \$35. This reciprocal use fee is calculated based on a weighted average of program costs, revenue, and participation rates.

Historically, the Environmental Center (EC) receives waste from 15 residents of other member counties for every 1 Carver County resident using a different member county facility, resulting in a substantial revenue stream. In 2023, the County earned over \$54,000 in revenue while reimbursing just \$3,290 to other member counties. The EC consistently has the lowest per-participant costs among member county facilities, leading to more revenue. Carver County expects to generate approximately \$250,000 in revenue over the five year term of the contract.

The newly adopted Minnesota Pollution Control Agency (MPCA) 2022-2042 Metropolitan Solid Waste Management Policy Plan includes a strategy requiring all seven TCMA counties to continue participation in the reciprocal use agreement for HHW collection sites. This strategy will be incorporated in the update of the Carver County Solid Waste Management Plan.

ACTION REQUESTED:

Motion to approve the 2025-2029 Household Hazardous Waste Metro Area Reciprocity Agreement pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

\$0.00

Insert additional funding source

Related Financial/FTE Comments:

As noted in the background information, the agreement generates revenue for Carver County. This revenue is included in the Environmental Services budget.

Office use only:

RBA 2024 - 10050

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Re-Appointment of County Assessor**Primary Originating Division/Dept:

Meeting Date: 9/3/2024



Contact: David Frischmon

Title:

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title: Attachments: ☐ Yes ☒ No**Strategic Initiative:****BACKGROUND/JUSTIFICATION:**

The State of Mn requires the County Board to formally appoint the County Assessor every 4 years.

Ryan Johnson was appointed County Assessor by the County Board on 10/4/2022 to fill the remainder of Mark Miele's four year appointment.

ACTION REQUESTED:

Approve re-appointment of Ryan Johnson as the County Assessor for 4 years starting January 1, 2025.

FISCAL IMPACT: 

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: **Total**

\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2024 - 10058

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Approval of Initial Offers for Highway 5 Project - Arboretum Area

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 9/3/2024

Contact: Darin Mielke

Title: Deputy County Engineer

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 2025-2028 construction seasons includes the Highway 5 Project - Arboretum Area. This project will expand approximately 3.5 miles of State Highway 5 from 80th Street in the City of Victoria to Century Boulevard in the City of Chanhassen, and complete safety improvements to approximately 1.5 miles of County Highway 13 (Rolling Acres Road) from approximately 82nd Street to Fribourg Court in the City of Victoria. The project is on schedule for a 2025 federal project authorization aligning with the project funding.

Carver County is the lead agency for this project. Additional right-of-way is needed to complete the project scope. Carver County has contracted with appraisers in order to establish fair market value for the right of way acquisitions needed in support of the project. Appraisals were obtained and reviewed by certified appraisers in order to determine market value for the right of way needed. Staff are recommending making of initial offers to the impacted property owners based on this work.

ACTION REQUESTED:

Motion to adopt a resolution to authorize written initial offers of compensation for right-of-way acquisitions for the Highway 5 Project - Arboretum Area.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None

FUNDING

County Dollars =

CSAH Reg. Funds	\$253,800.00
City of Victoria	\$253,800.00
Trans. Sales Tax	\$656,200.00
Total	\$1,163,800.00

Insert additional funding source

Related Financial/FTE Comments:

Highway 5 costs will be paid for with Transportation Sales Tax funds. Highway 13 costs will be split 50/50 with the City of Victoria per an upcoming JPA with the City of Victoria.

Office use only:

RBA 2024 - 10020

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: September 3, 2024

Motion by Commissioner: _____

Resolution No: _____

Seconded by Commissioner: _____

Resolution Authorizing Offers of Just Compensation to Owners for Acquisition of Real Property Interests Needed for TH 5 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 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 construct highway and related improvements in Carver County for improvements to Highway 5 between Downtown Victoria and Highway 41 in Chanhassen and to complete safety improvements to approximately 1.5 miles of County Highway 13 (Rolling Acres Road) from approximately 82nd Street to Fribourg Court in the City of Victoria. (“TH 5 Project” or “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, the 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 that 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 part of the TH 5 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 September 3, 2024, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 3rd day of September, 2024.

Dave Hemze	County Administrator

Exhibit A

TH 5 Project

Carver County Public Works No. 228963

Property Tax Identification No. 65.4920030

Parcel Number: 4

Fee Owner(s): J & D Holdings, LLC, a Minnesota limited liability company

Property Address: 1510 Commercial Ave, Victoria, MN 55386

Permanent easement for public right-of-way purposes contains **1,875 SF**, more or less.

Permanent easement for public drainage and utility purposes contains **1,408 SF**, more or less.

Temporary easement for construction purposes contains **2,606 SF**, more or less.

Property Tax Identification No. 65.3800020

Parcel Number: 5

Fee Owner(s): Eridu, L.L.C., a Minnesota limited liability company

Property Address: 1495 Stieger Lake Ln, Victoria, MN 55386

Permanent easement for public right-of-way purposes contains **2,878 SF**, more or less.

Permanent easement for public drainage and utility purposes contains **1,305 SF**, more or less.

Temporary easement for construction purposes contains **16,252 SF**, more or less.

Property Tax Identification No. 65.3580200

Parcel Number: 25

Fee Owner(s): Jennifer Lea Boll, a single person

Property Address: 931 Parkview Ln, Victoria MN 55386

Temporary easement for construction purposes contains **3,399 SF**, more or less.

Property Tax Identification No. 65.0070600

Parcel Number: 33

Fee Owner(s): Kimberly Marie Spaeth and Nicholas Adam Spaeth, spouses married to each other

Property Address: 700 Arboretum Blvd, Victoria, MN 55386

The Property being taken in fee simple contains **920 SF**, more or less.

Temporary easement for construction purposes contains **400 SF**, more or less.

Property Tax Identification No. 65.0132100

Parcel Number: 39

Fee Owner(s): HTB Victoria LLC, a Minnesota limited liability company

Property Address: Address Unassigned

Permanent easement for public right-of-way purposes contains **7,663 SF**, more or less.

Permanent easement for public drainage and utility purposes contains **6,813 SF**, more or less.

Permanent easement for wall purposes contains **2,250 SF**, more or less.

Temporary easement for construction purposes contains **10,883 SF**, more or less.

Property Tax Identification No. 65.0130300

Parcel Number: 40

Fee Owner(s): Cottonwood Acres Land Company LLC, a Minnesota limited liability company

Property Address: 1405 78th St. W., Victoria, MN 55386

Permanent easement for public drainage and utility purposes contains **854 SF**, more or less.

Temporary easement for construction purposes contains **2,261 SF**, more or less.

Property Tax Identification No. 65.0130700

Parcel Number: 41

Fee Owner(s): Bonnie J. Luchsinger, a single person

Property Address: 1401 78th St. W, Victoria, MN 55386

Temporary easement for construction purposes contains **1,149 SF**, more or less.

Property Tax Identification No. 65.5000130

Parcel Number: 42

Fee Owner(s): William Johnson and Bonnie Johnson, spouses married to each other

Property Address: 1420 Marigold Cir., Victoria, MN 55386

The Property being taken in fee simple contains **2,020 SF**, more or less.

Permanent easement for trail maintenance purposes contains **1,179 SF**, more or less.

Temporary easement for construction purposes contains **1,045 SF**, more or less.

Property Tax Identification No. 65.5550010

Parcel Number: 59

Fee Owner(s): Kevin O. Christianson and Marta L. Christianson, spouses married to each other

Property Address: 1100 77th St. W, Victoria, MN 55386

The Property being taken in fee simple contains **172 SF**, more or less.

Property Tax Identification No. 65.3260180

Parcel Number: 63

Fee Owner(s): Madelyn Creek Townhomes Homeowner's Association, a Minnesota nonprofit corporation

Property Address: Anthony Way, Victoria, MN 55386

Temporary easement for construction purposes contains **250 SF**, more or less.

Property Tax Identification No. 65.0180610

Parcel Number: 66

Fee Owner(s): JHL Properties LLC, a Minnesota limited liability company

Property Address: 8099 Bavaria Rd, Victoria, MN 55386

The Property being taken in fee simple contains **52,363 SF**, more or less.

Permanent easement for public drainage and utility purposes contains **9,124 SF**, more or less.

Temporary easement for construction purposes contains **2,602 SF**, more or less.

Property Tax Identification No. 25.4280010

Parcel Number: 78

Fee Owner(s): LTF Real Estate MP II, LLC, a Delaware limited liability company

Property Address: 2901 Corporate Pl, Chanhassen, MN 55317

Permanent easement for public drainage and utility purposes contains **4,421 SF**, more or less.

Temporary easement for construction purposes contains **4,421 SF**, more or less.

Property Tax Identification No. 25.4280020

Parcel Number: 79

Fee Owner(s): LTF Real Estate Company, Inc., a Minnesota corporation

Property Address: 2902 Corporate Place, Chanhassen, MN 55317

Permanent easement for public right-of-way purposes contains **1,521 SF**, more or less.

Permanent easement for public drainage and utility purposes contains **3,047 SF**, more or less.

Temporary easement for construction purposes contains **16,460 SF**, more or less.

Property Tax Identification No. 25.4280030

Parcel Number: 80

Fee Owner(s): LT Headquarters 2, LLC, a Delaware limited liability company

Property Address: 2900 Corporate Pl, Chanhassen, MN 55317

Temporary easement for construction purposes contains **1,349 SF**, more or less.

Property Tax Identification No. 25.0610020

Parcel Number: 81

Fee Owner(s): Arboretum Village Village Homes Association, Inc., a Minnesota nonprofit corporation

Property Address: Address Unassigned

Permanent easement for public right-of-way purposes contains **2,213 SF**, more or less.

Temporary easement for construction purposes contains **8,794 SF**, more or less.

Property Tax Identification No. 25.0640070

Parcel Number: 82

Fee Owner(s): Arboretum Village Village Homes Association, Inc., a Minnesota nonprofit corporation

Property Address: 7779 Arboretum Village Circle, Chanhassen, MN 55317

Permanent easement for public right-of-way purposes contains **198 SF**, more or less.

Temporary easement for construction purposes contains **6,429 SF**, more or less.

Property Tax Identification No. 25.0640125

Parcel Number: 83

Fee Owner(s): Arboretum Village Coach Homes Association, Inc., a Minnesota nonprofit corporation

Property Address: Address Unassigned

Temporary easement for construction purposes contains **2,179 SF**, more or less.

Property Tax Identification No. 25.2610070

Parcel Number: 86

Fee Owner(s): Melissa L. Schiena aka Melissa Herbst Schiena fka Melissa Lyn Herbst Collins, married to Michael G. Schiena

Property Address: Address Unassigned

The Property being taken in fee simple contains **28,915 SF**, more or less.

Property Tax Identification No. 25.2610011

Parcel Number: 87

Fee Owner(s): Darlene J. Hanson, a single person

Property Address: 7750 Crimson Bay Rd, Chaska, MN 55318

Temporary easement for construction purposes contains **4,310 SF**, more or less.

Property Tax Identification No. 65.0071400

Parcel Number: 92

Fee Owner(s): LaVonne Isabelle Kirsch, a single person

Property Address: 484 Arboretum Blvd, Chaska MN 55318

Temporary easement for construction purposes contains **700 SF**, more or less.

Property Tax Identification No. 65.3500130

Parcel Number: 93

Fee Owner(s): Matthew Clark-Johnson and Sarah Clark-Johnson, spouses married to each other

Property Address: 7381 Tamarack Trl, Victoria, MN 55386

The Property being taken in fee simple contains **424 SF**, more or less.

Temporary easement for construction purposes contains **102 SF**, more or less.

Property Tax Identification No. 65.4640670

Parcel Number: 95

Fee Owner(s): Swiss Mountain Limited Partnership, a Minnesota limited partnership

Property Address: 550 Interlaken, Victoria, MN 55386

The Property being taken in fee simple contains **2,312 SF**, more or less.

Property Tax Identification No. 65.4640450

Parcel Number: 96

Fee Owner(s): Joseph M. Clere, a single person, and Lauren E. Glennon, a single person

Property Address: 889 St. Moritz, Victoria MN 55386

The Property being taken in fee simple contains **2,231 SF**, more or less.

Temporary easement for construction purposes contains **306 SF**, more or less.

Property Tax Identification No. 65.4640460

Parcel Number: 103

Fee Owner(s): Mark W. Duggan, a single person

Property Address: 893 Interlaken, Victoria, MN 55386

The Property being taken in fee simple contains **804 SF**, more or less.

Permanent easement for trail maintenance purposes contains **93 SF**, more or less.

Temporary easement for construction purposes contains **374 SF**, more or less.

Property Tax Identification No. 65.4640060

Parcel Number: 104

Fee Owner(s): Chad A. Schwartz and Heather M. Schwartz, spouses married to each other

Property Address: 890 Interlaken, Victoria, MN 55386

The Property being taken in fee simple contains **525 SF**, more or less.

Temporary easement for construction purposes contains **833 SF**, more or less.

Property Tax Identification No. 65.0122400

Parcel Number: 106

Fee Owner(s): Evangelical Mount Olivet Lutheran Church, a Minnesota nonprofit corporation

Property Address: 7150 Rolling Acres Rd, Excelsior, MN 55331

The Property being taken in fee simple contains **16,315 SF**, more or less.

Permanent easement for wall maintenance contains **1,952 SF**, more or less.

Temporary easement for construction purposes contains **26,626 SF**, more or less.

Property Tax Identification No. 65.0122410

Parcel Number: 107

Fee Owner(s): Mount Olivet Rolling Acres, Inc., a Minnesota nonprofit corporation

Property Address: 7200 Rolling Acres Rd, Excelsior, MN 55331

The Property being taken in fee simple contains **2,470 SF**, more or less.

Temporary easement for construction purposes contains **6,743 SF**, more or less.

Property Tax Identification No. 65.0071800

Parcel Number: 108

Fee Owner(s): Mount Olivet Rolling Acres, Inc., a Minnesota nonprofit corporation

Property Address: 7150 Rolling Acres Rd, Excelsior, MN 55331

Permanent easement for public drainage and utility purposes contains **330 SF**, more or less.

Temporary easement for construction purposes contains **1,206 SF**, more or less.

Property Tax Identification No. 65.0071500

Parcel Number: 110

Fee Owner(s): Circle K Limited, LLC, a Minnesota limited liability company

Property Address: 7240 Rolling Acres Rd, Excelsior, MN 55331

The Property being taken in fee simple contains **2,551 SF**, more or less.

Temporary easement for construction purposes contains **560 SF**, more or less.

Property Tax Identification No. 65.0072200

Parcel Number: 111

Fee Owner(s): Ryan Wenning and Jane M. Wenning, spouses married to each other

Property Address: 7284 Rolling Acres Rd, Excelsior, MN 5531

The Property being acquired in fee simple contains **20,127 SF**, more or less.

Temporary easement for construction purposes contains **4,779 SF**, more or less.

Property Tax Identification No. 65.3500170

Parcel Number: 113

Fee Owner(s): Kyle Acker and Jacquelyn Larson, spouses married to each other

Property Address: 800 Overlook Ln, Victoria, MN 55386

The Property being taken in fee simple contains **612 SF**, more or less.

Temporary easement for construction purposes contains **5,889 SF**, more or less.

Property Tax Identification No. 65.3500140

Parcel Number: 114

Fee Owner(s): Les Sowa and Connie Sowa, spouses married to each other

Property Address: 750 Overlook Ln, Victoria, MN 55386

The Property being taken in fee simple contains **201 SF**, more or less.

Permanent easement for public drainage and utility purposes contains **95 SF**, more or less.

Temporary easement for construction purposes contains **253 SF**, more or less.

Property Tax Identification No. 65.3500200

Parcel Number: 115

Fee Owner(s): Overlook at Tamarack Lake Association, a Minnesota nonprofit corporation

Property Address: Address Unassigned

The Property being taken in fee simple contains **1,926 SF**, more or less.

Temporary easement for construction purposes contains **3,580 SF**, more or less.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Settlement Agreements for Right of Way Acquisitions for the Highway 18 Project - Arboretum Area

Primary Originating Division/Dept: Public Works - Program Delivery	Meeting Date: 9/3/2024
Contact: Anthony Stucchi	Item Type: Consent
Title: Assistant Right of Way Agent	
Amount of Time Requested: minutes	Attachments: ☒ Yes ☐ No
Presenter:	Title:
Strategic Initiative: Growth: Manage the challenges and opportunities resulting from growth and development	

BACKGROUND/JUSTIFICATION:

The Highway 18/82nd St. Project is a project identified in the 2021 Arboretum Area Transportation Plan. It aims to connect Highway 13 to Highway 41, providing a vital link for Victoria, and improved access to the Minnesota Landscape Arboretum, Chaska, and Chanhassen. Key features include upgrading the gravel road to a two-lane paved urban highway and adding a multi-use trail enhancing community connectivity. This initiative is a joint effort involving Carver County, and the cities of Chaska, Chanhassen, and Victoria. Construction is planned to begin late 2024 and conclude at the end of the 2025 construction season.

Additional right-of-way is needed to complete the project scope. Carver County has contracted with appraisers in order to establish fair market value for the right of way acquisitions needed in support of the project. On June 4, 2024, the County Board authorized Public Works staff to make offers for direct purchase of the impacted properties.

On July 16, 2024, the county board gave Public Works staff direction on last written offers. On July 30, 2024 the County filed the petition for use of eminent domain.

Negotiations Negotiations have continued and staff have reached recommended settlements with the following property owners located at PID#'s: 30.0590020, 30.3340010, and 30.0170400.

ACTION REQUESTED:

Adopt a resolution to approve right of way acquisition settlements for the Highway 10/41 Project for the properties located at PID #'s: 30.0590020, 30.3340010, and 30.0170400.

FISCAL IMPACT: Included in current budget	FUNDING
If "Other", specify:	County Dollars =
FTE IMPACT: None	Trans Sales Tax \$145,750.00
	Total \$145,750.00
	☒ Insert additional funding source
Related Financial/FTE Comments:	

Office use only:

RBA 2024 - 10053

BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: Sept 3, 2024

Resolution No: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property Interests Needed for Highway 18 Project – Arboretum Area

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 construct highway and related improvements in Carver County for a new segment of County State Aid Highway 18 from .015 miles west, south, and north of the CSAH 13 (Bavaria Road) intersection in the City of Victoria to .02 miles west of Trunk Highway 41 in the City of Chaska (“CSAH 18 Project” or “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 identified 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 Owner submits to County the information necessary for reimbursement; and

WHEREAS, the Carver County Board of Commissioners authorized the Public Works Division Director or agents under his supervision, to make initial written offers of just compensation to the Owners within the Project from whom property interests are required; and

WHEREAS, the Public Works Division Director or agents under his supervision, have negotiated settlement(s) with the Owners impacted by the Project as described in said Exhibit A.

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 part of the CSAH 18 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) and the negotiations between said Owner(s) and the Public Works Division Director or agents under his supervision, County shall make a payment of compensation to the Owners within the Project from whom the County must acquire needed real property interests, in the amounts as described in said Exhibit A; and

BE IT FURTHER RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Stipulation of Settlement Agreement with said property owner(s), in the name of the County of Carver for the Project.

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 Sept 3, 2024, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 3rd day of Sept 2024

Dave Hemze	County Administrator

Exhibit A
to
Resolution Authorizing Settlement of Compensation to Owners for Acquisition of Real Property
Interests

Highway 18 Project – Arboretum Area

Carver County Public Works No. 108365

Property Tax Identification No. 30.0590020

Parcel Number(s): 15

Fee Owners: Flexential, LLC

Property Address: 3500 Lyman Blvd, Chaska, MN 55318

Temporary easement for construction purposes contains **3,063 sq. ft.**, more or less.

\$2,400.00

Appraisal Fee.

\$5,000.00

Settlement Amount: **\$7,400.00**

Property Tax Identification No. 30.3340010

Parcel Number(s): 20

Fee Owners: Cara Thorpe and Reid Thorpe

Property Address: 305 82nd Street, Chaska, MN 55318

Subject property being acquired in fee simple contains **8,558 sq. ft.**, more or less.

\$15,000.00

Temporary easement for construction purposes contains **2,212 sq. ft.**, more or less.

\$350.00

Impacts to improvements.

\$6,500.00

Settlement Amount: **\$21,850.00**

Property Tax Identification No. 30.0170400

Parcel Number(s): 24

Fee Owners: Carver County Holdings, LLC, a Minnesota limited liability corporation.

Property Address: Vacant Land - 82nd Street West, Chaska, MN 55318

Subject property being acquired in fee simple contains **161,286 sq. ft.**, more or less.

Permanent easement for drainage and utility purposes contains **2,025 sq. ft.**, more or less.

\$113,200.00

Temporary easement for construction purposes contains **36,589 sq. ft.**, more or less.

\$2,200.00

Impacts to improvements.

\$1,100.00

Settlement Amount: **\$116,500.00**

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Mathiowetz Construction - Request to Deposit Fill Material on Private Property (IUP)**Primary Originating Division/Dept: Public Services - Land Mgmt.

Meeting Date: 9/3/2024

Contact: Donovan Hart

Title: Senior 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:**

File #PZ20240033. On August 20, 2024, the Planning Commission voted unanimously to recommend approval of Mathiowetz Construction Company's Interim Use Permit (IUP) application to remove approximately 40,000 cubic yards of clay and deposit approximately 50,000 cubic yards of clean uncontaminated material from the Hwy. 212 reconstruction/expansion project onto Clarence Stender's nearby farm field.

The subject property is located in Section 18, Benton Township. The County & MNDOT-led road project would take place during the 2024-25 construction seasons. Because of the immediate proximity of the project and fill site, there would be no impact of haul trucks on County and township roads.

There would be full reclamation of the approximately 4.3-acre disturbed area, with a cover crop of winter oats planted when the soil depositing and land shaping is completed. The applicant will need to apply for and receive a Carver County Water Management Organization (CCWMO) permit prior to any activity. The Interim Use Permit would be terminated when all permit requirements are met.

The Benton Town Board recommended approval of the request.

The Planning Commission's Resolution and Township Map is attached for the County Board's consideration. The Planning Commission packet is available online here: carvercountymn.gov/home/showpublisheddocument/26690

ACTION REQUESTED:

A motion to adopt the Findings of Fact and issue Order #PZ20240033 for the issuance of an Interim Use Permit.

FISCAL IMPACT: None If "Other", specify: **FUNDING**

County Dollars =

FTE IMPACT: None **Total**

\$0.00

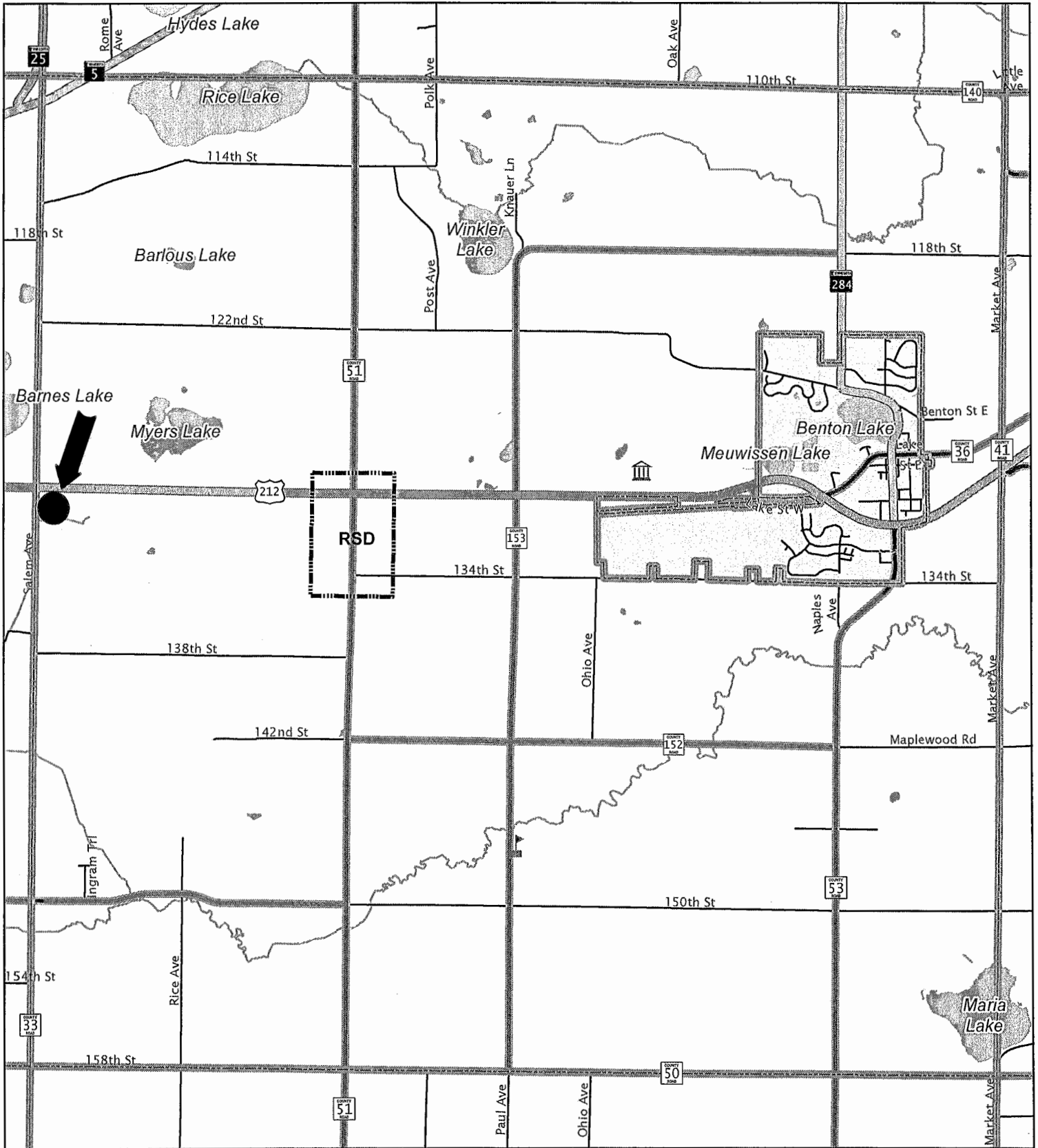
 Insert additional funding source

Related Financial/FTE Comments:

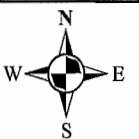
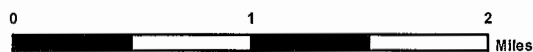
Office use only:

RBA 2024 - 10049

BENTON TOWNSHIP



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



Map Created by Carver County GIS
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COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20240033

RESOLUTION #: 24-10

WHEREAS, the following application for an Interim Use Permit has been submitted and accepted:

FILE #: PZ20240033

APPLICANT: Mathiowetz Construction Co. (Greg Huiras)

OWNER: Clarence Stender Jr.

SITE ADDRESS: 14325 Hwy 212, Norwood Young America, 55368

PERMIT TYPE: Land Reclamation of 10,000+ cu. yds. (Borrow Pit)

PURSUANT TO: County Code, Chapter 152, Section(s) 152.081 and 152.082 (C)(1)

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCEL #: 01-018-0400

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of August 20, 2024; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Clarence J. Stender, Jr. owns an approximate 63-acre parcel located in the North Half (N½) of the Southwest Quarter (SW¼) of Section 18, Benton Township. The property is improved with an existing farmstead (i.e. house and associated buildings), contains agricultural production land and wetlands, and is bisected by the Twin Cities and Western (TC&W) Railroad. The site is also located in the Agricultural Zoning District and the Carver County Water Management Organization - CCWMO (Bevens Creek watershed).
2. Mathiowetz Construction Company ("Mathiowetz"), represented by Greg Huiras, has secured the contract with Carver County to construct the reconstruction and expansion of Hwy. 212 between Cologne and Norwood Young America. Conveniently located next to the road corridor, the subject property is the proposed site for the borrow area. The close proximity of the borrow area reduces project costs and eliminates the impact of loaded haul trucks on County roads traveling to a borrow pit site. The zoning code classifies this type of soil removal and replacement as land reclamation.
3. Mathiowetz is requesting an Interim Use Permit (IUP) pursuant to Section 152.081 and 152.082 (C)(1) of the Carver County Zoning Code which allows for land reclamation involving 10,000 cubic yards or more as an Interim Use Permit (IUP).
4. The submitted project narrative (dated August 7, 2024) describes the project. Mathiowetz has an agreement with the property owner to remove approximately 40,000 cubic yards of clay from the property during the 2024-2025 construction season. The borrow area is currently utilized as a crop production farm field. As part of the reclamation effort 50,000 cubic yards of uncontaminated soil, removed from a roadway site location, would be deposited onto the Stender property. Work vehicles include haul trucks, excavators, and bulldozers. There would be no on-site processing of materials. Working hours would be 7:00AM to 7:00PM, Monday through Saturday. Four employees will work the site. There will be no public access to the site and no signage on the property.
5. The applicant has submitted site plans (dated July 24, 2024) showing the existing and proposed conditions for where clay would be removed and soil replaced from a 4.3-acre area on the northwest part of the Stender property adjacent to Salem Avenue & Hwy. 212. The Operations Plan shows a 50-foot setback from property lines, which complies with the setback requirement for mining activities, as well as a 50-foot wetland setback. The site plan shows the contractor trucks using the current farmstead driveway to Hwy. 212. Thus, the trucks would remain with the road construction zone and not travel on

public roads. Reconstruction of Salem Avenue is part of this project and gets closed down for a period of time. The Salem Avenue access shown on the Operations Plan would be used during the reconstruction of that local road. At the initiation of the project activities, the field's topsoil is stripped and stockpiled in a berm around much of the disturbed area. The site plan shows perimeter sediment control above the wetland area. There would be a temporary stormwater basin created upslope of the wetlands. The "End User" site plan contains contour lines showing the reduction of westward slope of the land in the southern and middle of the disturbed area, with a slight increase in slope (7% to 9.5%) in the northern part. Restoration of the project area returning the property to a tillable field. The narrative reports, "The rate and pattern of the current stormwater surface flows will not be altered with the placement of the proposed soils."

6. The applicant has submitted a 500-foot Setback Line Exhibit (dated July 30, 2024) to verify the house to the southwest is not within the required 500-foot setback for mining activities for residences outside the subject property. The Stender home is within this 500-foot setback, but that is allowable since it is on the same property as the mining activity.
7. The submitted IUP materials were sent to MN Department of Transportation (MNDOT), the Hwy. 212 road authority. At the time of writing this staff report, MNDOT had not provided review comments on the application.
8. A CCWMO permit is required, and Stormwater Management standards would need to be met for the storm water basin area and reclamation of all disturbed areas. The CCWMO permit would be issued when all other permitting requirements are met and the surety for the CCWMO permit is submitted.
9. The Benton Town Board reviewed and recommended approval of the request during their August 8, 2024, Town Board meeting with the comment: "We as Supervisors discussed and all approve with Co. staff recommendations."
10. The Planning Commission has considered all the factors required by Section 152.251 of the Carver County Code and finds that all are either true in this case or can be mitigated by conditions placed on the permit.

THEREFORE, BE IT RESOLVED, THAT the Carver County Planning Commission hereby recommends approval of the Interim Use Permit application for Mining/Land Reclamation activities on the parcel described in Exhibit A. The following conditions should be considered part of the permit:

1. The permit is subject to administrative review. The Interim Use Permit (IUP) is issued to Mathiowetz Construction Company. The permit allows for the removal of approximately 40,000 cubic yards of materials from and deposit about 50,000 cubic yards of soil on the subject property. The permit allows for extraction limited by the approximate 4.3-acre operational area, and it is not transferable to another property owner and/or allowed for leasing activity. The permit shall terminate upon the exhaustion of the clay material mining and soil filling activity, or upon a change in ownership, or completion of the Hwy 212 road reconstruction/expansion project, which occurs first. However, Permit #PZ20240033 shall not be considered terminated until all reclamation areas have been completed to the satisfaction of the approved Carver County Water Management Organization (CCWMO) permit and Zoning Code standards and the financial security has been released, if applicable.
2. The termination date of the IUP shall be when the permittee has completed all permit requirements of the necessary Carver County, CCWMO and other agency permits.
3. The Permittee shall comply with all road authority access requirements, as determined by the Carver County Public Works Department and/or Minnesota Department of Transportation. Mining and/or similar disturbance shall not occur within 50 feet of the public right-of-way. The Permittee shall receive all required permits for work within the public right-of-way prior to the initiation of construction activities.

4. The Permittee shall comply with any/all CCWMO rules and regulations including but not limited to, grading, vegetation (w/maintenance) and landscaping plan(s). An erosion/sediment control plan and stormwater management plan for site restoration, screening, vegetation, and maintenance shall be prepared and implemented in accordance with the CCWMO Water Management guidelines and the Wetland Conservation Act (WCA) before mining commences, if applicable. Any and all site improvements shall be completed pursuant to Chapter 153 – Water Resource Management. Permittee shall obtain a National Pollutant Discharge Elimination System (NPDES) permit as required by the Minnesota Pollution Control Agency (MPCA).
5. Permittee shall obtain and maintain a Non-generator's Certificate or contact the Environmental Services (E.S.) Department to obtain a Hazardous Waste Generator's License, if required.
6. The Permittee shall always comply with the County standards as detailed in Chapter 152 – Zoning Code and Chapter 154 – Sign Regulations. The Permittee shall not exceed the allowed square footage of signage on the property.
7. Permittee agrees to defend, indemnify and hold harmless the County, its officers and employees against any and all liability, loss, costs, damages and expenses which the County, its officers or employees may hereafter sustain, incur, or be required to pay arising out of the certificate holder's performance or failure to adequately perform its obligations pursuant to this permit, or arising out of a dispute as to the ownership of the property.

OPERATIONAL REQUIREMENTS:

These requirements combined with the most current Site and Operational Plans shall govern the mining operation.

1. The mining activity shall operate in accordance with the submitted Project Description (dated: August 7, 2024), Site Plan and Reclamation Plans (dated July 24, 2024), 500-foot Setback Line Exhibit (dated July 30, 2024), and any/all CCWMO permit approval(s) (i.e. stormwater infiltration, BMPs, site vegetation and plantings, and site reclamation), and any/all Benton Township conditions, Carver County Public Works access requirements/right-of-way standards. If there are any inconsistencies between previously submitted versions, the terms of the most recent shall prevail and shall be considered requirements of this permit. The mining activity shall be operated and maintained in accordance with the Carver County Zoning Code (i.e. screening, noise mitigation, etc.) These plans shall be attached to and be considered part of this permit.
2. The hours of operation shall be from 7:00AM to 7:00PM Monday through Saturday. Mining and processing shall not occur on Sundays or federally observed holidays, unless for emergency related purposes (i.e., flooding, etc.).
3. The construction equipment located on-site includes, but is not limited to: excavators, bulldozers, and haul trucks.
4. Existing drainage patterns shall not be altered if possible; if alteration is unavoidable, the alteration shall not adversely affect surrounding properties and/or cause erosion or sedimentation.
5. If internal access roads are used to the extent that dust becomes a problem for surrounding properties, the access roads shall be treated with water or Calcium Chloride.
6. All storage of equipment and materials used in the operation shall be kept within the operational area to minimize visual exposure to areas outside the mining area.
7. The Permittee shall comply with the noise pollution requirements/standards of the Minnesota State Rules Chapter 7030. White noise backup alarms shall be installed and maintained on all Permittee owned mining equipment operating at the site, as well as establishing circular traffic patterns for loading to reduce backup movements.
8. No trash, garbage, waste, construction debris, or other similar materials shall be deposited in or near the operational area.

RESTORATION REQUIREMENTS:

1. The design of the restored areas must be according to standards of the Zoning Code and the CCWMO Water Management Rules. To the extent possible, restoration shall be staged such that the exhausted phases of the operation are stabilized and have established turf. Said design may be subject to revisions and modifications by the Land Management Department and Carver County SWCD.
2. The Permittee must maintain existing vegetation wherever possible and implement erosion control as required by the CCWMO Rules permit. The Permittee is responsible for obtaining a CCWMO Permit regarding stormwater management and site reclamation of all aggregate mining areas. If a CCWMO Permit is not obtained within six (6) months of the County Board's approval, File #PZ20240033 shall be suspended until the appropriate permit is obtained. A financial security for erosion control/restoration shall be held by the County for the duration of the project/permit.
3. Topsoil and overburden required for restoration shall be maintained and shall be preserved from erosion or other loss. Only material necessary for restoration may be hauled to the site. Said material shall be incorporated into site restoration immediately or stockpiled according to the site plan.

PERFORMANCE SECURITIES & INSURANCE REQUIREMENTS:

1. Permittee shall provide a performance security (pursuant to Section 152.082 (C) 5 (ii)) in a form acceptable to the County, naming the County as an obligee. The security shall be drafted to be effective for at least 3 months after the annual anniversary dated of this point. Performance Surety amount required - \$10,000.00 per acre of open mining activities (i.e., mining, staging, and restoration areas).
2. The conditions of the surety shall be that if the Permittee fails to conform to any of the conditions or requirements of this permit or for any reason ceases to operate the facility in accordance with the provisions of this permit and the County is required to expend monies, labor, or material to bring the operation into conformance with the permit or to perform restoration as provided in this permit due to non-performance by the Permittee, the County may utilize the performance security for reimbursement for any and all expenses incurred to remedy such failure of the Permittee.
3. Permittee shall submit a Certificate of Insurance with coverage provided by an insurance company duly licensed by the State of Minnesota indicating that the Permittee has in force coverage for General Liability, Automobile Liability, Loading and Unloading, Completed Operations Liability, Explosion and Collapse of Underground Operations Liability including a minimum limit of liability in the amount of \$2,000,000 for any one occurrence. The Certificate of Insurance shall include Workers' Compensation Insurance or Permittee shall sign an appropriate affidavit regarding employee status and submit it to the Land Management Department. The Insurance Certificate(s) described above shall carry an irrevocable notice to the County by the carrier 30 days prior to any change, modification, lapse, or cancellation of the policies required.
4. Insurance coverage required above shall be kept in effect for the duration of the permit. If the permit is to be terminated, insurance shall be maintained until the completion of restoration and return of the performance security.
5. The obligor and its sureties hereby indemnify and save the County harmless from all losses, costs, and charges that may occur to the County because of default.
6. The Permittee shall submit a copy of Worker's Compensation Insurance to the Carver County Land Management Department annually.

ADOPTED by the Carver County Planning Commission this 20th day of August 2024.


Scott Hoese (Aug 27, 2024 19:55 CDT)

Scott Hoese, Chairman
Carver County Planning Commission

08/27/24

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Carver County Parks Department - Request for Parking Lot and Trailhead Facility (CUP)**Primary Originating Division/Dept: Public Services - Land Mgmt. Meeting Date: 9/3/2024

Contact: Christina Neel

Title: Land Management 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:**

File #PZ20240032. On August 20, 2024, the Planning Commission voted 4-0 to recommend approval of Carver County Parks Department's Conditional Use Permit (CUP) application for a Public/Quasi Public Facility, on their 9.09-acre parcel in Section 3, Waconia Township.

Carver County Parks Department is requesting a CUP for a parking lot and trailhead facility at the intersection of Co Rd 10N and the Dakota Regional Rail Trail (Maple - Rural Service District). The lot will have 14 standard parking spaces and one ADA accessible space. The facility would provide safer access to the Dakota Rail Regional trail. Site improvements include: bike rack, wayfinding signage, trash receptacle and portable restroom facility. The estimated peak use of the facility would be 25-30 trips per day and it will be open 6AM-10PM, which is consistent with other parks facilities. The ingress/egress and turn lane have been reviewed and approved by Public Works, the road authority.

The 2040 Comprehensive Plan provides for "Essential Services, Public and Quasi-Public Services, and Limited Private Uses That Serve a Community Purpose" (LU-20) as potential land uses. This request is also consistent with the Comprehensive Plan's Parks, Open Space, and Trails objective to "develop a system of high value trails and bikeways, with a focus on providing a high-quality experience to encourage high levels of use" and "to provide connections with the greater regional trail system." Application for and receipt of a Carver County Watershed Management Organization (CCWMO) permit will be required prior to any construction.

The Waconia Town Board recommended approval of the request.

The Planning Commission's Resolution and Township Map is attached for the County Board's consideration. A copy of the Planning Commission packet is available for review at: carvercountymn.gov/home/showpublisheddocument/26660

ACTION REQUESTED:

A motion to adopt Findings of Fact and issue Order #PZ20240032 for the issuance of a Conditional Use Permit.

FISCAL IMPACT: None If "Other", specify: **FUNDING**

County Dollars =

FTE IMPACT: None

Total

\$0.00

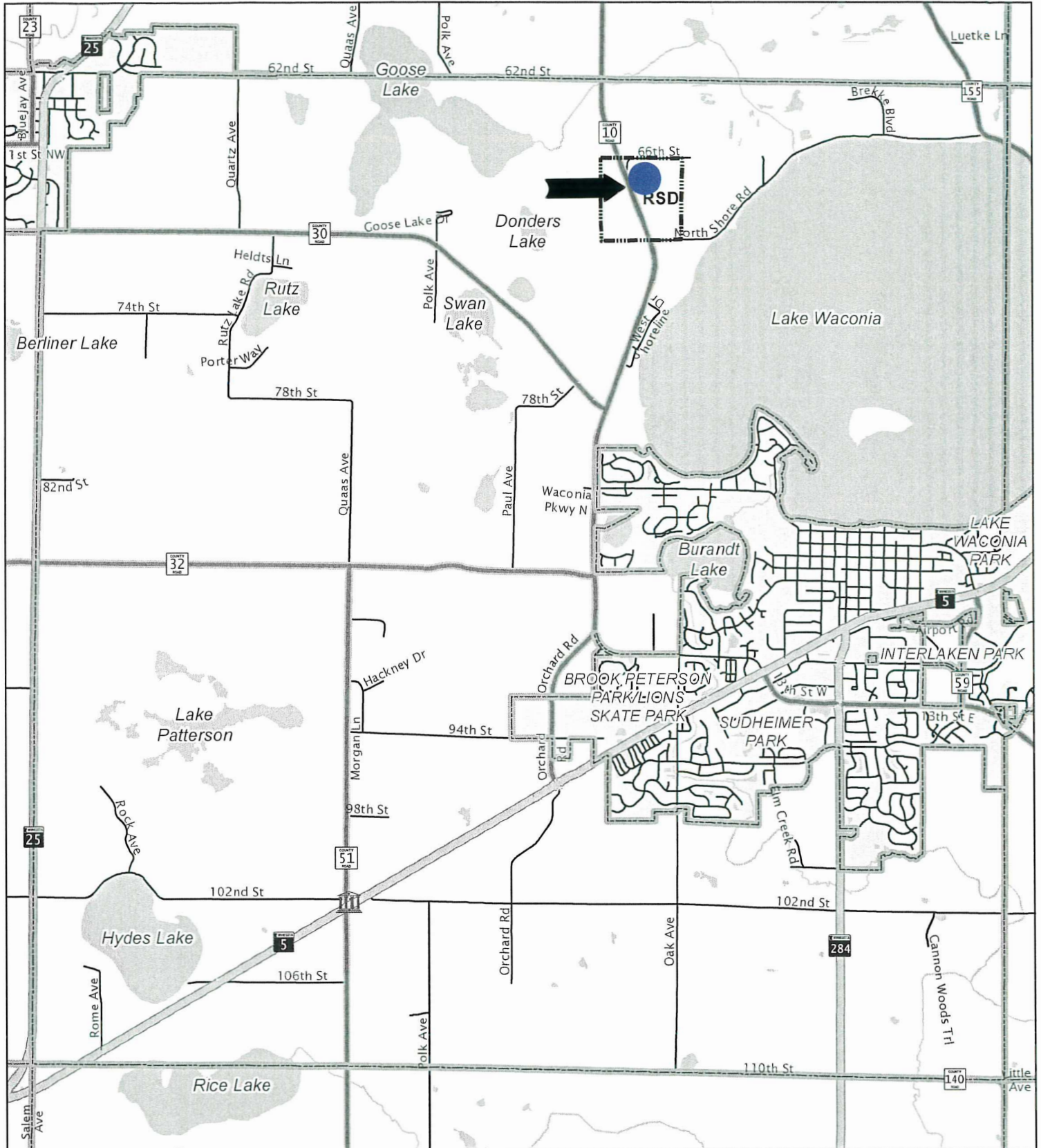
 Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2024 - 10048

WACONIA TOWNSHIP



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

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Map Created by Carver County GIS

COUNTY OF CARVER
PLANNING COMMISSION RESOLUTION

FILE #: PZ20240032

RESOLUTION #: 24-09

WHEREAS, the following application for an Interim Use Permit has been submitted and accepted:

FILE #: PZ20240032

APPLICANT: Martin Walsh, on behalf of Carver County Parks Department

OWNER: Carver County

SITE ADDRESS: 67XX County Road 10 N (Land adjacent to Dakota Rail Regional Trail)

PERMIT TYPE: Public/Quasi Public Facility

PURSUANT TO: County Code, Chapter 152, Section 152.054

LEGAL DESCRIPTION: See attached Exhibit "A"

PARCELS #: 09-003-0310

WHEREAS, said application was duly considered at a public hearing held by the Carver County Planning Commission at its regular meeting of August 20, 2024; and,

WHEREAS, the Carver County Planning Commission finds as follows:

1. Carver County owns an approximately 9.09-acre parcel located in the North Half (N½) of the Southeast Quarter (SE¼) of Section 3, Waconia Township. The property includes a 10-foot-wide trail access that connects County Road 10 N and the Dakota Rail Regional Trail, with no structures. The property is located within the Agricultural Zoning District, Rural Service District of Maple, and the Carver County Water Management Organization (CCWMO) - Carver Creek watershed.
2. Martin Walsh, on behalf of the Carver County Parks Department, is proposing a trailhead facility including a 15-car parking lot, and a kiosk structure for information and wayfinding. The new parking lot would meet all setbacks and other Zoning Code regulations.
3. The 2040 Comprehensive Plan provides for “Essential Services, Public and Quasi-Public Services, and Limited Private Uses That Serve a Community Purpose” (LU-20) as potential land uses. This request is also consistent with the Comprehensive Plan’s Parks, Open Space, and Trails objective to “develop a system of high value trails and bikeways, with a focus on providing a high-quality experience to encourage high levels of use” and “to provide connections with the greater regional trail system.” The application by Carver County Parks Department for a Conditional Use Permit (CUP) is pursuant to Sections 152.050, 152.052, and 152.054 of the Zoning Code.
4. The Dakota Rail Regional Trail is 29 miles in length, with 12.4 miles crossing the northern portion of the County in a former railroad corridor. It is a multi-use trail for walking/hiking, biking, running, inline skating and other activities. The trail runs through or along many points of interest in the County, such as the Crow River, Goose Lake, Lake Waconia and the Cities of New Germany, Mayer, and St. Bonifacius. The County has noticed several vehicles improperly parked along the side of County Road 10N, prompting the desire for an off-street parking area for safer access for trail users. The Carver County Regional Rail Authority owns the right-of-way that contains the trail itself, but the subject parcel of this request is owned by Carver County.

5. The Site Plan (dated July 25, 2024) shows the proposed ingress/egress and parking area. There would be 14 standard parking spaces and one accessible space with passenger loading zone in accordance with the provisions of the Americans with Disabilities Act. One parking space shall be reserved for the portable restroom (“biff”) to be seasonally located and serviced. Other improvements include planting maple, oak, and elm trees surrounding the parking lot, as well as a bike rack and benches. The parking area would connect directly to the existing 10-foot-wide trail leading to an existing rest stop and connection to the Dakota Rail Regional Trail.
6. Described in the applicant’s narrative (dated July 23, 2024), the request addresses the need for parking and improved safety at the connection to the trail by providing a defined parking area not along the roadway. The trail-adjacent parking area would be open 6AM-10PM daily, which is consistent with other County Park areas and facilities. The location would be maintained, trash would be removed routinely by the Carver County Parks Department, and a seasonal biffy is planned to be on site from May through October. Estimated peak use of the site would account for 25-30 trips per day, based on the observations at similar access sites along the Dakota Rail Regional Trail in the City of Mayer and City of New Germany. The applicant describes a future kiosk structure for information and wayfinding, benches, and a trash receptacle to be installed on-site.
7. The subject property is located within the Carver County Water Management Organization (CCWMO) jurisdiction. In an email dated August 8, 2024, Abigail Ernst, Water Resources Program Analyst, indicated the request will need Erosion and Sediment Control permit, Stormwater Management permit, and a wetland delineation prior to any construction activity.
8. This request was reviewed by Carver County Public Works on July 29, 2024. Whitney Schroeder, traffic engineer, stated the Public Works Department approves the proposed access as designed and all related work along CSAH 10 south of the Dakota Rail Regional Train crossing. They evaluated the need for turn lanes as the site is along a 55mph roadway but determined that while the proposed turn lane is shorter than County preferences, it is acceptable given the site’s proximity to a driveway to the south and the bridge/guardrail to the north. They also found the proposed signage was consistent with other County trailhead locations.
9. On July 31, 2024, this request was reviewed by Carver County Regional Rail Authority, who stated they are in support of the parking lot.
10. This request was sent to Carver County Soil & Water Conservation District for comment. At time of printing, no comments or concerns have been received; however, any comments received would align with the CCWMO review.
11. At their July 22, 2024, meeting, the Waconia Township Board reviewed the request and recommended approval, stating “pending notice of local notification, township approved plan.”
12. The Planning Commission has considered all the factors required by Section 152.251 of the Carver County Code and finds that all are either true in this case or can be mitigated by conditions placed on the permit.

THEREFORE, BE IT RESOLVED, THAT the Carver County Planning Commission hereby recommends approval of the Conditional Use Permit application for trailhead facility and parking lot as a Public/Quasi Public Facility – Recreational Facility on the parcel described in Exhibit A. The following conditions should be considered part of the permit:

1. The permit is subject to administrative review. A change in use of the property or scale of the site improvements shall be cause for the permit to be reviewed by Land Management for a determination as to whether an application for an amendment or similar consideration is necessary.
2. Operations shall be substantially in accordance with the submitted narrative and Site Plans. The hours for the site are 6:00AM – 10:00PM every day.

3. Any grading, and/or filling activity on the property shall be completed in accordance with regulations of the Carver County Water Management Organization (CCWMO) and the Wetland Conservation Act (WCA), if applicable, including an Erosion and Sediment Control Permit, Stormwater Permit, and Wetland Delineation. Review and approvals are required prior to the issuance of construction and/or building permits, if applicable.
4. Any structures used in conjunction with the Parks Department operations, shall meet the applicable requirements of the Carver County Zoning Code, State Building Code, and applicable Fire Code. Any required building permits shall be applied for and issued prior to construction. Any future remodeling or construction shall be reviewed by the Zoning Administrator to determine if an amendment to the CUP is necessary.
5. The permittee shall comply with all access permits and any access improvements required by Carver County Public Works. No public parking shall be allowed along County Road 10N. No construction shall occur within the public right-of-way without the proper permit(s).
6. The permittee shall comply with all conditions of Chapter 50: Solid Waste Management of the Carver County Code of Ordinances pertaining to the storage and disposal of solid waste materials.
7. The Permittee shall comply at all times with the County standards as detailed in Chapter 152 – Zoning Code and Chapter 154 – Sign Regulations, MN State Building Code requirements, and all other applicable local, state, and federal regulations.

ADOPTED by the Carver County Planning Commission this 20th day of August 2024.


[Scott Hoese \(Aug 27, 2024 19:55 CDT\)](#)

Scott Hoese, Chairman
Carver County Planning Commission

08/27/24

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

US Fish & Wildlife Services - Early Termination of a parcel from the Ag Preserve Program

Primary Originating Division/Dept: Public Services - Land Mgmt. v	Meeting Date: 9/3/2024 calendar
Contact: Jason Mielke Title: Land Use Manager	Item Type: Consent v
Amount of Time Requested: minutes Presenter: Title:	Attachments: ☒ Yes ☐ No
Strategic Initiative: Growth: Manage the challenges and opportunities resulting from growth and development v	

BACKGROUND/JUSTIFICATION:

The Metropolitan Agricultural Preserve Act was passed in 1980 in order to protect farmland from premature conversion to non-agricultural uses within the seven-county metropolitan area. Carver County is the designated "Authority" to administer the Metropolitan Agricultural Preserves policy pursuant to Minnesota Statute.

The Carver County Board functions as the "Authority" for all the townships in Carver County and the County Land Management Department administers the program. The Board adopted policy as a guide for determining the eligibility of agricultural parcels for early Agricultural Preserve termination through Resolution No. 75-24.

- Termination of an agricultural preserve earlier than the date derived through the application in section MS [473H.08](#) may be requested by the owner eight years after commencement of the preserve based on either of the following criteria:
 - The termination shall only be allowed for identified agricultural parcels being acquired by a government entity for the purpose of conservation preservation practices.
 - A written statement must be submitted by the government entity identifying the intent and purpose of the land acquisition.

On May 24, 2023, a property in Young America Township was purchased by Pheasants Forever (a MN Non-Profit) with the intent to restore the land for conservation preservation purposes and in turn donate the property to U.S. Fish & Wildlife Service ("government entity"). The property is currently in the Agricultural Preserve program and the Notice Initiating Expiration that Pheasants Forever submitted to Carver County won't result in the agricultural preserve expiring until April 8, 2032. The U.S. Fish & Wildlife cannot acquire the property before the covenant expires or until the Carver County Board of Commissioners approves an early termination by board majority vote. Therefore, the U.S. Fish & Wildlife Service is requesting early termination of a property (approx. 77 acres) located in Sections 9 & 10 of Young America Township (attached) for future conservation preservation purposes.

Location maps and U.S. Fish & Wildlife Service documentation are attached to provide more background, as well as a proposed County Board Resolution. Staff is recommending the early termination.

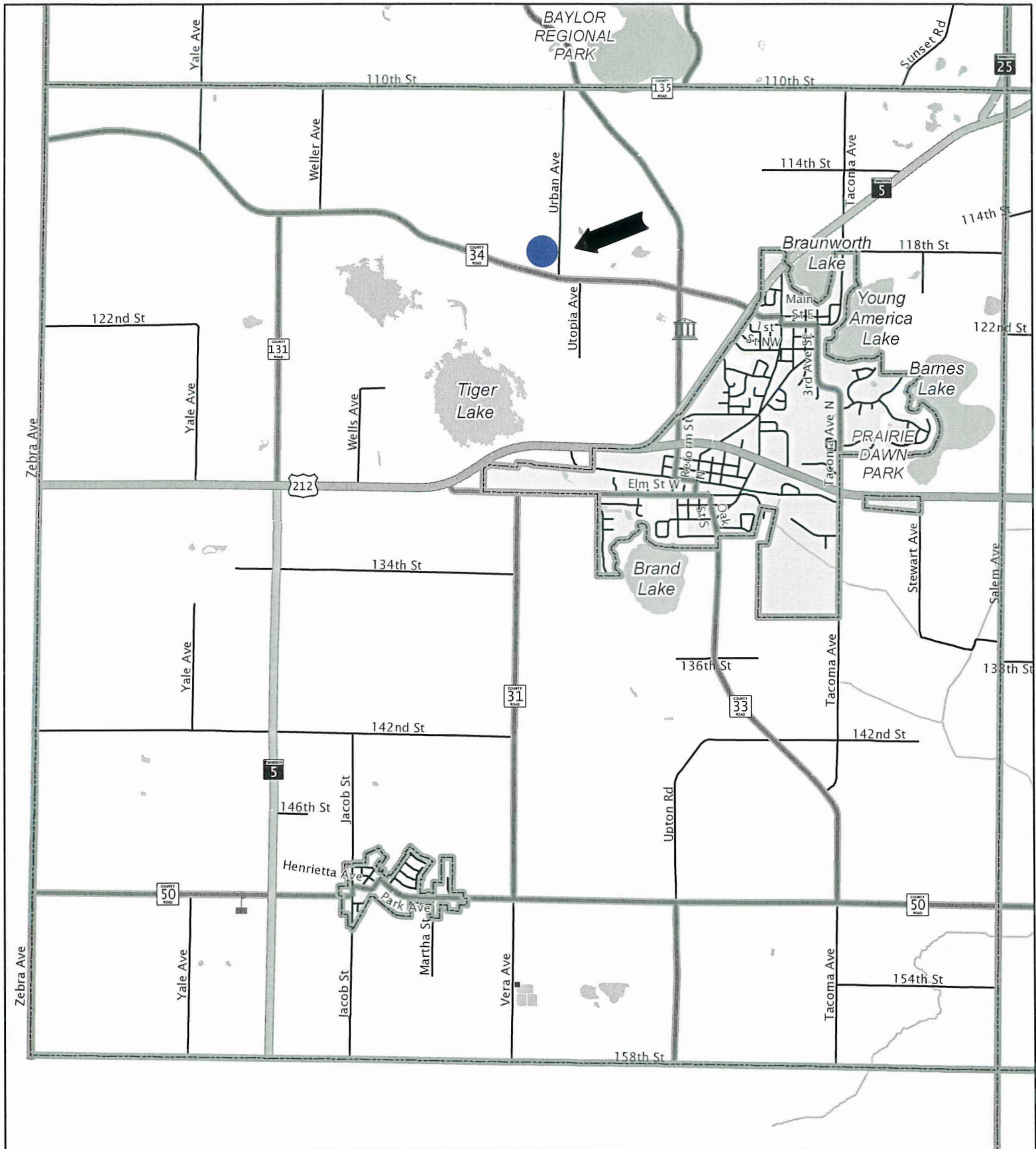
ACTION REQUESTED:

A motion to adopt a resolution for early termination of the subject parcel of land from the Metropolitan Agricultural Preserves Program.

FISCAL IMPACT: None v	FUNDING
<i>If "Other", specify:</i>	County Dollars =
FTE IMPACT: None v	Total \$0.00
☒ Insert additional funding source	

Related Financial/FTE Comments:

YOUNG AMERICA TOWNSHIP



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

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

**A RESOLUTION APPROVING THE EARLY TERMINATION “APPROVAL OF AUTHORITY” OF A
PARCEL OF LAND FROM THE METROPOLITAN AGRICULTURAL PRESERVES PROGRAM.**

Date: September 3, 2024

Resolution #

Motion by Commissioner:

Seconded by Commissioner:

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WHEREAS, M.S. Chapter 473H.02, designates the “**Authority**” by definition as, “*the unit of government exercising planning and zoning authority for the land specified in an application as provided under section [473H.05](#) and pursuant to sections [394.21](#) to [394.37](#), [462.351](#) to [462.364](#), or [366.10](#) to [366.181](#).*”, and;

WHEREAS, M.S. Chapter 473H.09 Subd. 3. **Approval of authority**, states the “*Termination of an agricultural preserve earlier than the date derived through the application in section [473H.08](#) may be requested by the owner eight years after commencement of the preserve. An owner seeking termination under this subdivision must provide notice to the authority exercising planning and zoning authority for the land on a form provided by the commissioner of agriculture. The notice must describe the property for which termination is desired and the date of termination. Termination of the agricultural preserve and covenant pursuant to this subdivision shall become effective only upon approval by a majority vote of the authority.*”, and;

WHEREAS, M.S. Chapter 473H.09 Subd 3., further designates the Carver County Board of Commissioners as the body to authorize the determination of an early termination. Said subdivision lists general criteria, but leaves the application and interpretation of the general criteria to the planning and zoning authority, and;

WHEREAS, the Carver County Board of Commissioners which functions as the “Authority” for all the townships in Carver County has adopted by Resolution #75-24 certain standards for determining the eligibility of agricultural parcels early termination under Subd 3., and;

WHEREAS, **Approval of authority** and within the townships of Carver County includes:

1. Termination of an agricultural preserve earlier than the date derived through the application in section [473H.08](#) may be requested by the owner eight years after commencement of the preserve based on either of the following criteria:
 - b. The termination shall only be allowed for identified agricultural parcels being acquired by a government entity for the purpose of conservation preservation practices.
 - A written statement must be submitted by the government entity identifying the intent and purpose of the land acquisition, and;

WHEREAS, Pheasants Forever, Inc. has an agreement on place for the donation of land to the U.S. Fish & Wildlife Service for the purpose of conservation preservation practices.

- Township: Young America, Section 9 & 10
- PID #: 11.0100225
- Owner: Pheasants Forever, Inc.
- Acres: 84.82

WHEREAS, the above referenced parcel meets the requirements for early termination “Approval of Authority” from the Agricultural Preserve Program.

THEREFORE BE IT RESOLVED, the above referenced parcel is hereby approved for early termination “Approval of Authority” standards from the Agricultural Preserve Program pursuant to MS 473H.09 Subd. 3 and Carver County Board of Commissioners Resolution #75-24.

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YES	NO	ABSENT
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I, Dave Hemze, 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 September 3, 2024, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 3rd day of September 2024.

Dave Hemze
Carver County Administrator



United States Department of the Interior

FISH AND WILDLIFE SERVICE

5600 American Boulevard West, Suite 990
Bloomington, Minnesota 55437-1458



IN REPLY REFER TO:

FWS/NWRS-RE - Minnesota W.A.
Carver
Pheasants Forever, Inc. (13b,c)

August 20, 2024

Jason Mielke
Carver County Land Use Manager
600 East 4th Street
Chaska, MN 55318-2101

Dear Mr. Mielke:

On June 5, 2023, Pheasants Forever, Inc. had a deed recorded for the purchase of the subject property from ; Diane Wickenhauser and John Wickenhauser, married to each other; Donna Lueck and Robert Lueck, married to each other; and Janel Engelstad and Loren Engelstad, married to each other for the sole purpose of donating it to the U.S. Fish and Wildlife Service for the purpose of protecting the habitat into perpetuity. The property will be open to the public.

Please see the attached deed and Donation Agreement.

Sincerely,

Scott Goodwin
Realty Specialist
Division of Realty

Enclosures
Deed from Sale
Donation Agreement

United States Department of the Interior
U.S. Fish and Wildlife Service
(Waterfowl Production Areas)

Agreement for the Donation of Lands

THIS AGREEMENT, Made and entered into this 28 day of JUNE, 2023, by and between **PHEASANTS FOREVER, INC., a non-profit under the laws of the State of Minnesota**, hereinafter called the “Donor”, for Donor’s heirs, executors, administrators, successors, and assigns, and the UNITED STATES OF AMERICA, acting by and through the Secretary of the Interior or his authorized representative, hereinafter called the “Donee”. The donation described herein shall benefit the U.S. Fish and Wildlife Service, an agency of the United States of America.

WITNESSETH:

1. In consideration of the mutual promises and covenants set forth in this agreement, the Donor agrees to donate to the United States its fee simple interest in certain lands upon the terms and conditions hereinafter set forth, together with all water, access, mineral, and other rights, easements, and appurtenances thereunto belonging, owned by them, situated and lying in the County of **Carver**, State of **Minnesota**, containing 84.82 acres, more or less, and more particularly described as follows:

See attached Exhibit “A”

2. The Donor agrees that the Donor has the full right, power, and authority to convey, and that they will convey to the Donee, the fee simple title thereunto clear, free and unencumbered, subject to the following easements or reservations: Notice of Funding Restriction dated May 11, 2023, recorded on June 5, 2023 as Document No. A761113, in the Office of the County Recorder, Carver, County, Minnesota, corresponding Grant Agreement No. 3-198755, and Lessard-Sams Outdoor Heritage Council letter dated February 21, 2022; to existing road and utility easements, if any; to the rights of the Donee and third persons, if any, as provided by the Patent of record.

Donor reserves use of the land herein described, for agricultural purposes until December 31, 2023. Provided, however, that subsequent to the calendar year of closing, the occupation and operation of the agricultural use reservation retained herein, shall be subordinate to and subject to such rules and regulations as may be prescribed by the Secretary of the Interior governing the use, occupation, protection, and administration of units of the National Wildlife Refuge System, and must adhere to the GMO/Pesticide Use Policy of the Region 3 Office of the U.S. Fish and Wildlife Service.

3. The Donor further agrees not to do, or suffer others to do, any act by which the value or title said lands may be diminished or encumbered. It is further agreed that any loss or damage

occurring prior to the vesting of satisfactory title in the Donee by reason of the unauthorized cutting or removal of products therefrom, or because of fire, shall be borne by the Donor; and that, in the event any such loss or damage occurs, the Donee may refuse, without liability, to accept conveyances of said lands.

4. The Donor further agrees that, during the period covered by this instrument, officers and accredited agents and assigns of the Donee shall have, at all proper times, the unrestricted right and privilege to enter upon said lands for all proper and lawful purposes, including examination of said lands and the resources upon them.

5. The Donor will execute and deliver upon demand of the proper officials and agents of the Donee, a good and sufficient deed of warranty conveying to the Donee a safe title to said lands, improvements and other interests of such character as to be satisfactory to the Attorney General of the Donee, and said deed shall provide that the use, occupation, and operation of the rights-of-way, easements, and reservations retained therein, shall be subordinate to and subject to such rules and regulations as may be prescribed by the Secretary of the Interior governing the use, occupation, protection, and administration of areas under and in compliance with the Migratory Bird Hunting and Conservation Stamp Act of March 16, 1934 (16 U.S.C. 718-718(d)).

6. In consideration whereof, the Donee agrees that it will accept donation of all of said lands and other interests, the acreage to be ascertained by a survey to be made by Donor in collaboration with Donee, and according to standard methods and procedures, or by recourse to the records of the Bureau of Land Management, or by both; and after the preparation, execution, delivery, and recordation of the deed at no cost to the Donor, and after the Attorney General shall have approved the title thus vested in the Donee it will inform the Donor of such acceptance. The expenses of the Donor for recording fees, revenue stamps, transfer taxes, and similar expenses incidental to the conveyance of Donor's property; and any amount paid as a penalty cost for prepayment of any pre-existing recorded mortgage entered into in good faith, encumbering such real property; as well as the pro rata share of prepaid real property taxes allocable to the period subsequent to the vesting of title in the Donee, or the effective date of possession of such real property by the same, whichever is earlier; shall be subject to reimbursement as provided in Section 303 of the Act of January 2, 1971, 84 Stat. 1899. Full possession and use of the premises shall pass to the Donee as of the date the executed deed is delivered to the Donee, subject only to the reservations stated in section 2 above.

7. It is understood and agreed that, if the Secretary of the Interior determines that the title to said lands or any part thereof should be acquired by the Donee by judicial proceedings, either to procure a safe title or, when it is in the public interest, to take immediate possession, or for any other reason, then the compensation to be claimed by the owners and the award to be made for said lands in said proceedings shall be upon the basis of the purchase price herein provided.

8. It is mutually agreed that an abstract, certificate of title, or other evidence of title to the property herein contracted to be sold, satisfactory to the Attorney General, will be obtained by the Donee at its expense.

9. It is mutually understood and agreed that this contract shall not be assigned in whole

or in part without the consent in writing of the Donee.

10. It is further mutually agreed that no Member of or Delegate to Congress, or Resident Commissioner, shall be admitted to any share or part of this contract or agreement, or to any benefit to arise thereupon. Nothing, however, herein contained shall be construed to extend to any incorporated company, where such contract or agreement is made for the general benefit of such incorporation or company.

11. It shall be the obligation of the Donor to pay all taxes and assessments outstanding as liens at the date title vests of record in the Donee, whether or not such taxes and assessments are then due and payable.

12. It is mutually understood and agreed that notice of acceptance of this agreement shall be given to the Donor by certified mail addressed to **Eric Sterner, 1783 Buerkle Circle, St. Paul, MN 55110**, shall be effective upon the date of mailing and shall be binding upon the Donor, except as such obligation may be affected by the provisions of paragraph 6 hereof. This Agreement may be executed and acknowledged in multiple counterparts for the convenience of the parties, which together shall constitute one agreement and the counterpart signature and acknowledgment pages may be detached from the various counterparts and attached to make one copy of this Agreement to simplify the recordation of this Agreement. Each such copy of this Agreement shall be deemed an original. It shall not be necessary in making proof of this Agreement to produce or account for more than one counterpart.

IN WITNESS WHEREOF, the Donor has hereunto signed Donor's name and affixed Donor's respective seal on the day first above written, with the understanding that this agreement for donation cannot be executed by the Secretary of the Interior or her authorized representative until after it is reported to her for her consideration, and therefore the Donor has and does hereby grant unto the United States of America by and through the Secretary of the Interior or her authorized representative, or any other officer or agency of the United States authorized to receive said lands, the option and right to enter into this Agreement for the Donation of Lands within 12 months from the execution thereof by the Donor, and to receive said lands as herein provided.

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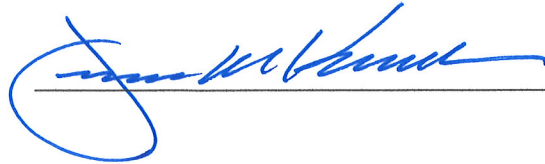
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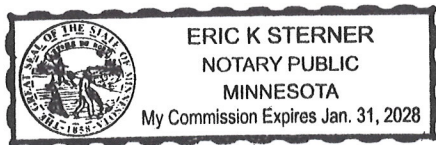
In the presence of:
Pheasants Forever, Inc.

 L.S.

ACKNOWLEDGMENT

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

On this 28 day of JUNE, 2023 before me, the undersigned, a Notary Public in and for the State aforesaid, personally appeared JAMES M. KEIZER known to me to be the ASSISTANT SECRETARY of PHEASANTS FOREVER, INC., a non-profit under the laws of the State of Minnesota, who executed the within instrument and acknowledged to me that such corporation executed the same.



(SEAL)


Notary Public, State of Minnesota

My commission expires: JAN. 31, 2028

The Secretary of the Interior, acting by and through his authorized representative, has executed this agreement on behalf of the United States of America on this _____ day of _____, 20____.

THE UNITED STATES OF AMERICA

By: _____
Realty Officer
U.S. Fish and Wildlife Service

EXHIBIT "A"

Pheasants Forever, Inc.
(13b,c)
Carver County Waterfowl Production Area
Carver County, Minnesota

The following described tract of land is located in Minnesota, Carver County, approximately 1.5 miles northwesterly of Young America, Minnesota being all of the lands described in Trustee's Deed from Sarah Schneewind ET AL., as tenants in common, dated March 21, 2017 and recorded March 24, 2017 as Document Number A642983 in the records of Carver County, described according to the public land surveys:

Township One Hundred Fifteen (115) North, Range Twenty-six (26) West, Fifth Principal Meridian: In Section 9, that part of Northeast Quarter of the Northeast Quarter (NE $\frac{1}{4}$ NE $\frac{1}{4}$), and in Section 10, that part of the North Half of the Northwest Quarter (N $\frac{1}{2}$ NW $\frac{1}{4}$), as delineated on a plat designated Pheasants Forever, Inc. Tract (13b,c), bearing the date of February 1, 2023 on file in the Office of the Regional Director, Bloomington, Minnesota, U.S. Fish and Wildlife Service, more particularly described as follows:

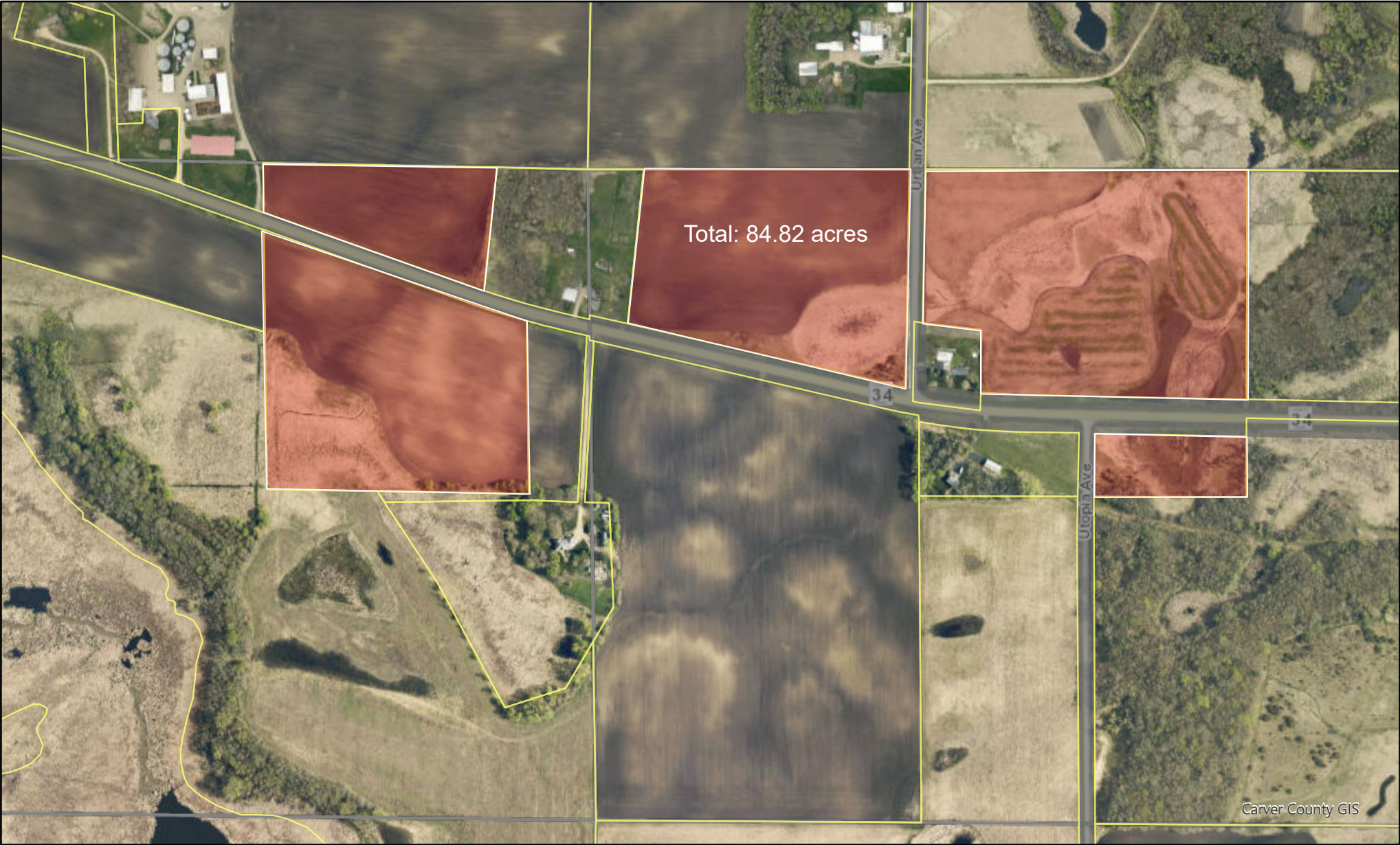
COMMENCING at a square cut stone marking the northeast corner of said Section 9; thence on a bearing of North 88 degrees 44 minutes 26 seconds West (Carver County Coordinate System bearings and distances), along the north line of said Section 9, a distance of 368.76 feet to the northwest corner of Document No. A709140, on file in the office of the Carver County Recorder, marked by a 5/8" rebar with a plastic cap stamped "46169", which is the POINT OF BEGINNING of the land to be described; thence on a bearing of South 06 degrees 09 minutes 18 seconds West, along the west line of said Document No. A709140, a distance of 533.94 feet to the south line of said Document No. A709140, marked by a P.K. Nail and disc stamped "46169; thence southeasterly a distance of 187.30 feet, along the south line of said Document No. A709140, on a non-tangential curve concave to the northeast, which has a radius of 3773.83 feet, a central angle of 02 degrees 50 minutes 37 seconds, a chord bearing of South 72 degrees 58 minutes 19 seconds East, and a chord distance of 187.28 feet to the west line of Document No. A705636, on file in the office of the Carver County Recorder, marked by a P.K. Nail and disc stamped "46169; thence on a bearing of South 00 degrees 24 minutes 55 seconds East, along the west line of said Document No. A705636, a distance of 733.36 feet to the south line of said Northeast Quarter of the Northeast Quarter, marked by an RLS 45365 capped iron rod; thence on a bearing of North 88 degrees 57 minutes 39 seconds West, along the south line of said Northeast Quarter of the Northeast Quarter, a distance of 1063.47 feet to the southwest corner of said Northeast Quarter of the Northeast Quarter, marked by an RLS 15475 capped Iron Pipe which is 0.50 feet north of the actual corner; thence on a bearing of North 00 degrees 31 minutes 08 seconds West, along the west line of said Northeast Quarter of the Northeast Quarter, a distance of 1320.66 feet to the northwest corner of said Northeast Quarter of the Northeast Quarter, marked by a 5/8" rebar with a plastic cap stamped "46169"; thence on a bearing of South 88 degrees 44 minutes 26 seconds East, along the north line of said of Section 9, a distance of 948.35 feet to the POINT OF BEGINNING, containing 30.30± acres.

AND

COMMENCING at a square cut stone marking the northwest corner of said Section 10; thence on a bearing of South 89 degrees 47 minutes 44 seconds East (Carver County Coordinate System

bearings and distances), along the north line of said Section 10, a distance of 226.93 feet to the east line of Document No. A709140, on file in the office of the Carver County Recorder, marked by an illegible capped iron rod, which is the POINT OF BEGINNING of the land to be described; thence on a bearing of South 06 degrees 09 minutes 18 seconds West, along the east line of said Document No. A709140, a distance of 677.90 feet to the north line of Document No. A705635, on file in the office of the Carver County Recorder, which is also the center line of the County Road, marked by a P.K. Nail and disc stamped "46169; thence on a bearing of South 76 degrees 54 minutes 07 seconds East along the north line of said Document No. A705635, which is also the center line of the County Road, a distance of 1069.37 feet to a P.K. Nail and Disc stamped "46169; thence southeasterly, along the north line of said Document No. A705635, which is also the center line of the County Road, on a tangential curve concave to the northeast, which has a radius of 2864.79 feet, a central angle of 02 degrees 27 minutes 55 seconds, and an arc distance of 123.26 feet to the west line of Document No. A81963, marked by a P.K. Nail and disc stamped "46169; thence on a bearing of North 01 degrees 09 minutes 27 seconds East, along the west line of said Document No. A81963 and its northerly extension, a distance of 323.75 feet to a 5/8" rebar with a plastic cap stamped "46169"; thence on a bearing of South 82 degrees 38 minutes 33 seconds East a distance of 275.00 feet to the northerly extension of the east line of said Document No. A81963, marked by a 5/8" rebar with a plastic cap stamped "46169"; thence on a bearing of South 01 degrees 09 minutes 27 seconds West, along the east line of said Document No. A81963 and its northerly extension, a distance of 326.27 feet to the north line of Document No. 354470, on file in the office of the Carver County Recorder, which is also the center line of the County Road, marked by a P.K. Nail and Disc stamped "46169; thence southeasterly, along the North line of said Document No. A354470, which is also the center line of the road, a distance of 184.69 feet, on a non-tangential curve concave to the northeast, which has a radius of 2864.79, a central angle of 03 degrees 41 minutes 38 seconds, a chord bearing of South 86 degrees 43 minutes 18 seconds East, and a chord distance of 184.66 feet; thence on a bearing of South 88 degrees 34 minutes 07 seconds East, tangent to said curve, along the north line of said Document No. A354470, which is also the center line of the road, a distance of 231.08 feet to the east line of the West Half of the Northeast Quarter of the Northwest Quarter, marked by a P.K. Nail and Disc stamped "46169; thence on a bearing of South 0 degrees 00 minutes 34 seconds West, along the east line of the West Half of the Northeast Quarter of the Northwest Quarter, a distance of 331.73 feet to the south line of said North Half of the Northwest Quarter, marked by a 5/8" x 18 rebar with a plastic cap stamped "46169"; thence on a bearing of South 89 degrees 38 minutes 02 seconds East, along the south line of said North Half of the Northwest Quarter, a distance of 663.76 feet to the southeast corner of said North Half of the Northwest Quarter, marked by an RLS 48328 capped iron pipe; thence on a bearing of North 0 degrees 12 minutes 10 seconds East, along the east line of said North Half of the Northwest Quarter, a distance of 1323.00 feet to the northeast corner of the Northwest Quarter of said Section 10; thence on a bearing of North 89 degrees 47 minutes 44 seconds West, along the north line of said Section 10, a distance of 2445.92 feet to the POINT OF BEGINNING, containing 54.52± acres.

PHEASANTS FOREVER, INC. DONATION TO U.S. FISH & WILDLIFE SERVICES

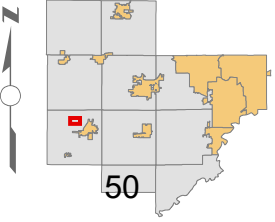
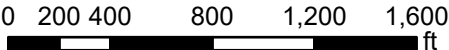




**CARVER
COUNTY**

Date: 8/21/2024

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



Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Amendment 1 to Professional Services Agreement with SRF Consulting Group Inc. for Final Design for the Highway 41/10 Project

Primary Originating Division/Dept: Public Works - Program Delivery		Meeting Date: 9/3/2024
Contact: Donna Eder	Title: Assistant Public Works Director	Item Type: Consent
Amount of Time Requested: minutes		Attachments: ☐ Yes ☒ No
Presenter:		
Strategic Initiative: Growth: Manage the challenges and opportunities resulting from growth and development		

BACKGROUND/JUSTIFICATION:

Carver County, in partnership with the City of Chaska and MnDOT, entered into a contract with SRF Consulting Group, Inc. for final design for the Highway 41/10 Project in the City of Chaska. This project will construct four roundabouts along Highway 10 at Bavaria Road, White Oak Drive, Highway 41, and Park Ridge Drive. This project will provide safe and improved transportation for both pedestrians and vehicles by improving traffic operations and installing grade separated pedestrian crossings. Carver County has been working diligently with SRF Consulting Group, Inc. to inform and involve the community and stakeholders, with the goal of advancing the project to construction in 2025. During the course of the final design work, additional design services were needed in to order get to a final construction plan. This contract amendment addresses this additional work needed and totals \$604,779.35. The original contract amount is \$1,101,403.00.

The additional required design services are as follows:

Project Management - \$64,705.00 for additional coordination time with key stakeholders
 Agency Coordination - \$30,240.00 for additional coordination time with key agencies
 Final Design - \$397,486.35 - for additional design scope of work due to coordination efforts
 Permitting - \$8,276.00 - additional permitting coordination needed due to project design changes
 Landscaping - \$77,162.00 - City of Chaska's request to add landscaping
 Surveying - \$6,239.00 - additional parcel sketches and landowner coordination
 Misc. Fees, Supplies and Mileage - \$734.00
 Geotechnical and Irrigation Design- \$36,489.00 - for additional soil borings for design and irrigation system design for the City of Chaska

Staff is recommending approval of this contract amendment in order to complete the final design scope of work necessary for this project. The total contract amount for final design services is \$1,706,182.35. The total engineering fees with final design services is \$2,370,341.75. This represents 12 % of the estimated construction cost of \$19,600,000. Engineering costs range from 8% to 15% for a large urban construction projects depending on complexity. This is considered a very complex project..

ACTION REQUESTED:

Motion to approve an amendment to the professional services agreement with SRF Consulting Group Inc. for \$604,779.35 for final design services for the Highway 41/10 Project, pending finalization of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =

MnDOT TED Funds	\$108,402.25
Trans Sales Tax	\$96,545.12
CSAH Reg. Funds	\$295,539.47
Total	\$604,779.35

County Dollars =

City of Chaska	\$104,292.51
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Total	\$604,779.35
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 Insert additional funding source

Related Financial/FTE Comments:

The funding splits with the City of Chaska will be finalized with an upcoming JPA.

Office use only:

RBA 2024 - 10060

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Amendment 8 to Professional Services Agreement with SRF Consulting Group for Preliminary Design of Hwy 41/10 Project**

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 9/3/2024

Contact: Darin Mielke

Title: Deputy County Engineer

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:

Carver County led the preliminary design effort for the Highway 41/10 Project, which includes the reconstruction and expansion of Highway 10 to a 4-lane urban highway from approximately Bavaria Road to Park Ridge Drive in the City of Chaska. The City of Chaska and MnDOT are also partners on this project. During the course of the preliminary design work, the complexity of the design required additional effort beyond what was originally anticipated.

This amendment includes additional work totaling \$266,598.70 and includes the following:

Project Management - \$48,183.00 for additional coordination time with key stakeholders

Preliminary Design - \$95,045.70 for noise wall analysis and coordination and environmental documentation requirements

Land Acquisition - \$81,901 for additional parcel acquisition changes due to landowner interactions and plan changes

Traffic Analysis - \$10,912 for additional traffic analysis needed for MnDOT requests

Project Visualizations - \$28,282 for fly through video and graphics to reflect project changes and the addition of the Chaska

Public Safety Campus

Misc. Fees, Supplies, Mileage - \$2,275

Staff is recommending approval of this contract amendment in order to complete the preliminary design scope of work necessary for this project. Total contract amount with this amendment is \$664,158.90. The total engineering fees with final design services is \$2,370,341.75. This represents 12 % of the estimated construction cost of \$19,600,000. Engineering costs range from 8% to 15% for a large urban construction project depending on project complexity. This is considered a very complex project.

ACTION REQUESTED:

Motion to approve an amendment with SRF Consulting Group for additional services needed for the Professional Services Agmt. for the Highway 41/10 Project in the amount of \$266,598.70, pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None**FUNDING****County Dollars =**

MnDOT TED Funds	\$47,042.55
CSAH Reg. Funds	\$128,253.14
Trans Sales Tax	\$41,896.99
City of Chaska	\$49,406.02
Total	\$266,598.70

☒ Insert additional funding source

Related Financial/FTE Comments:

The funding splits with the City of Chaska will be finalized with an upcoming JPA.

Office use only:

RBA 2024 - 10056

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Professional Services Agreement for Highway 41/10 Project Construction Communication and Engagement Services**

Primary Originating Division/Dept: Public Works - Program Delivery

Meeting Date: 9/3/2024

Contact: Darin Mielke

Title: Deputy County Engineer

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:

Carver County is the lead agency on the Highway 41/10 Project and is responsible for providing oversight and administration of the project through construction. Carver County Public Works is unable to provide sufficient staff to this project for public communications due to the scope of the project and other staffing needs. This professional services agreement is for construction public communication services for construction work on Highway 10 from approximately Highway 212 to Audubon Road in the City of Chaska. To accommodate the various needs of the residential and business community, private and public utilities and the traveling public, that will also allow construction to occur in the least impactful way, the project will take place over the 2025 and potentially early 2026 construction seasons.

HDR Engineering, Inc. has been found to be a valuable communications asset on previous county led projects and due to that experience, it is Public Works staff's desire to retain their professional services again for this project. HDR Engineering, Inc. has provided a scope of work and a corresponding cost estimate for this project and after review of their communications proposal, the services to be provided and corresponding costs for those services are reasonable.

This work will include public outreach to the local businesses and residents through different methods such as: direct mailings, maintaining a project website, social media postings, detour graphic support for residents and businesses and project informational products to display to the public.

ACTION REQUESTED:

Motion to approve a professional services agreement with HDR Engineering Inc. for Construction Communication and Engagement Service for the Highway 41/10 Project for \$135,673.74, pending finalization of the contract review process.

FISCAL IMPACT: Included in current budget

If "Other", specify:

FTE IMPACT: None**FUNDING****County Dollars =**

CSAH Reg. Funds \$101,755.31

City of Chaska \$33,918.43

Total \$135,673.74☒ Insert additional funding source

Related Financial/FTE Comments:

The funding split is estimated and will be finalized with an upcoming JPA with the City of Chaska.

Office use only:

RBA 2024 - 10062

BOUNDARY SURVEY

~for~ Joel Vinkemeier
~Part of~ South 1/2 - Southeast 1/4, Sec. 5, Twp. 116, R. 26,
Camden Township, Carver County, Minnesota.

2.26 ACRE BUILDING SITE DESCRIPTION

Part of the South Half of the Southeast Quarter of Section 5, Township 116, Range 26, Carver County, Minnesota, described as follows:
Commencing at the southeast corner of said Southeast Quarter;
thence on an assumed bearing of South 88 degrees 46 minutes 10 seconds West along the south line of said Southeast Quarter 307.89 feet to the point of beginning of the tract to be described;
thence continuing South 88 degrees 46 minutes 10 seconds West along said south line 428.61 feet;
thence North 02 degrees 11 minutes 00 seconds East 248.21 feet;
thence South 89 degrees 55 minutes 09 seconds East 380.64 feet;
thence South 09 degrees 09 minutes 29 seconds East 241.36 feet to the point of beginning.

This tract contains 2.26 acres and is subject to any and all easements of record.

1.33 AC. OF SEC. 8 ROEPKE TO CARVER COUNTY DESCRIPTION

Part of the East Half of the East Half of the Northeast Quarter of Section 8, Township 116, Range 26, Carver County, Minnesota, lying northerly of the following described line:
Beginning at the northeast corner of said Section 8;
thence on an assumed bearing of South 00 degrees 06 minutes 03 seconds East along the east line of said Northeast Quarter 96.54 feet to the point of beginning of the line to be described;
thence South 89 degrees 48 minutes 13 seconds West 126.60 feet;
thence westerly along a tangential curve concave to the north, said curve having a radius of 15,817.75 feet, a central angle of 01 degrees 55 minutes 08 seconds and an arc length of 529.72 feet to the west line of said East Half of the East Half of the Northeast Quarter and said line there terminating.

This tract contains 1.33 acres and is subject to any and all easements of record.

PROPOSED PUBLIC HIGHWAY EASEMENT DESCRIPTION

An easement for County Highway purposes, over, under, and across part of the Southeast Quarter of Section 5, Township 116, Range 26, Carver County, Minnesota, described as follows:
Commencing at the southeast corner of said Southeast Quarter;
thence on an assumed bearing of South 88 degrees 46 minutes 10 seconds West along the south line of said Southeast Quarter 502.09 feet to the point of beginning of said easement to be described;
thence continuing South 88 degrees 46 minutes 10 seconds West along said south line 234.42 feet;
thence North 02 degrees 11 minutes 00 seconds East 11.56 feet;
thence South 88 degrees 24 minutes 13 seconds East 234.16 feet to the point of beginning.

REMNANT TRACT DESCRIPTION SEC. 5-116-26

The South Half of the Southeast Quarter of Section 5, Township 116, Range 26, Carver County, Minnesota, excepting therefrom the following described tract:

Commencing at the southeast corner of said Southeast Quarter; thence on an assumed bearing of South 88 degrees 46 minutes 10 seconds West along the south line of said Southeast Quarter 307.89 feet to the point of beginning of beginning of the tract to be described; thence continuing South 88 degrees 46 minutes 10 seconds West along said south line 428.61 feet; thence North 02 degrees 11 minutes 00 seconds East 248.21 feet; thence South 89 degrees 55 minutes 09 seconds East 380.64 feet; thence South 09 degrees 09 minutes 29 seconds East 241.36 feet to the point of beginning.

This tract contains 76.94 acres and is subject to any and all easements of record.

REMNANT TRACT DESCRIPTION SEC. 8-116-26

Part of the East Half of the East Half of the Northeast Quarter of Section 8, Township 116, Range 26, Carver County, Minnesota, lying southerly of the following described line:
Beginning at the northeast corner of said Section 8; thence on an assumed bearing of South 00 degrees 06 minutes 03 seconds East along the east line of said Northeast Quarter 96.54 feet to the point of beginning of the line to be described; thence South 89 degrees 48 minutes 13 seconds West 126.60 feet; thence westerly along a tangential curve concave to the north, said curve having a radius of 15,817.75 feet, a central angle of 01 degrees 55 minutes 08 seconds, an arc length of 529.72 feet to the west line of said East Half of the East Half of the Northeast Quarter and said line there terminating.



E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
990 5th Ave SE, Suite 2
Hutchinson, MN 55350
Tel. (320) 587-2025

www.egrud.com

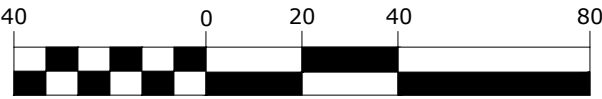
NOTES

- Latest site visit by E.G. Rud and Sons, Inc. was on 07/17/24.
- Orientation of the bearing system is based on the Carver Co. Coord. Sys. NAD 83 (86 adj.).
- Parent Parcel ID Number: 550052500, Site Address: 17660 CO RD 30 Mayer, MN 55367.

LEGEND

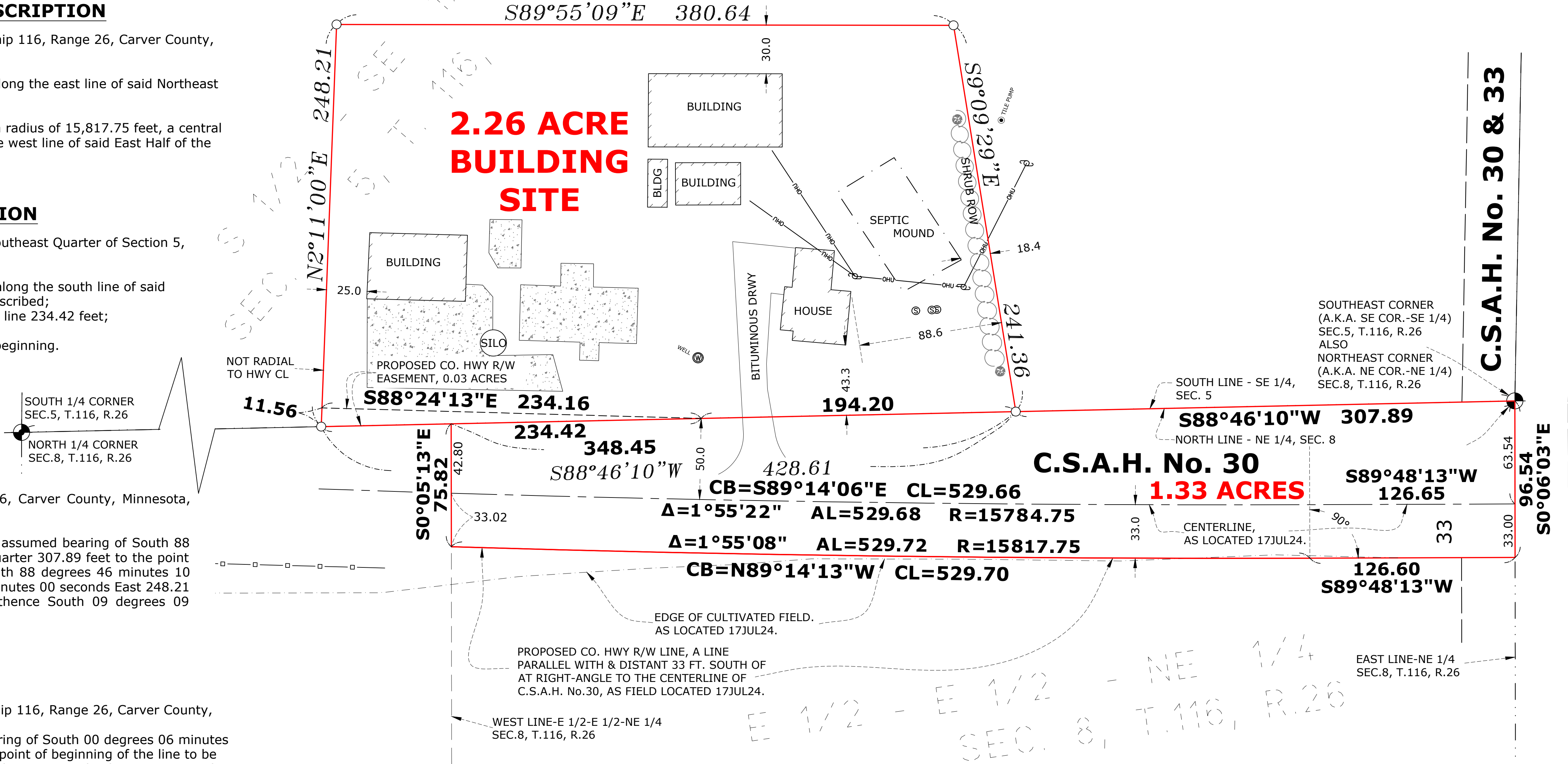
-  DENOTES CARVER COUNTY CAST IRON MONUMENT
-  DENOTES IRON MONUMENT SET, MARKED #'S 45356/52705
-  DENOTES POWER POLE
-  DENOTES SEPTIC TANK RISER
-  DENOTES OVERHEAD UTILITY
-  DENOTES CONCRETE SURFACE

GRAPHIC SCALE



SCALE IN FEET

NORTH



I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

KURT D. NELSON

Date: 12AUG24 License No. 45356

DRAWN BY: KDN		JOB NO: 24.0335	DATE: 7/28/2024
CHECK BY: KDN		FIELD CREW: SNN & JWM	
1	12AUG24	REV. PER CO. COMMENTS	KDN
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3			
NO.	DATE	DESCRIPTION	BY

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Land and Easement Dedication for Highway 30

Primary Originating Division/Dept:

Meeting Date: 9/3/2024

Contact: Darin Mielke

Title:

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☒ Yes ☐ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The property owner at PID 55.0052500 located along Highway 30 and 33 is looking split and sell off the building site that is located on the parcel. During the land split review, it was found that this parcel did not have legal access to Highway 30, as the driveway would cross the adjacent property to the south before connecting to Highway 30. In order to correct this issue, the property owner has worked with the adjacent property owner to facilitate a fee transfer of the existing right of way to the County. In addition, the property owner performing the split will be granting a highway easement at no cost to the County as well. The survey and legal descriptions for this land and easement transfer to the County is attached to this agenda item. Staff is recommending approval of this agenda item to accept the fee transfer of the existing right of way from PID 02.0081900 and to also accept a highway easement from PID 55.0052500, both at no cost to the County. The County Board Chair and County Administrator will need to sign on the deed transfer to accept.

ACTION REQUESTED:

Motion to accept land transfer and highway easement dedication from property owners for County State Aid Highway 30 right of way, and authorize the County Board Chair and County Administrator to sign the necessary documents to complete the land transfer.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

\$0.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2024 - 10051

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Amendment No. 1 To Professional Services Agreement with Clifton Larson Allen (CLA)

Primary Originating Division/Dept:

Meeting Date: 9/3/2024

Contact: Hope Mack

Title:

Item Type:

Consent

Amount of Time Requested: minutes

Presenter:

Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

Preliminary work has been done by CLA on an Inflation Reduction Act Tax Credit Services as it would relate to energy saving infrastructure systems at Paradise Commons in Waconia Regional Park. CLA has estimated that the County would be eligible for a rebate ranging between \$450,000 and \$582,000 for building systems of HVAC, and PV Solar.

CLA current contract for the preliminary investitive services for the IRA rebate is \$9,500 and is requesting a contract amendment of \$25,500, for additional services to complete the application for the rebate. The new contract amount would be \$35,000.

ACTION REQUESTED:

Motion to approve Amendment No. 1 to Professional Services Agreement with Clifton Larson Allen and authorize Board Chair and County Administrator to sign upon completion of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

\$25,500.00

FTE IMPACT:

Total

\$25,500.00

☒ Insert additional funding source

Related Financial/FTE Comments:

Initial contract amount \$9,500. Amendment amount \$25,500. New contract value of \$35,000

Office use only:

RBA 2024 - 10064

Carver County Board of Commissioners

Request for Board Action



Agenda Item:

Memorandum of Understanding with the University of Minnesota for the Highway 5 Project and the Highway 18 Project - Arboretum Area.

Primary Originating Division/Dept:

Meeting Date: 9/3/2024

Contact: Lyndon Robjent

Title:

Item Type:

Amount of Time Requested: minutes

Presenter: Lyndon Robjent, Eric Johnson Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The 2025-2028 construction seasons includes the Highway 18 and the Highway 5 Projects - Arboretum Area. Both of these projects are identified in the 2021 Arboretum Area Transportation Plan.

The Highway 18 (82nd Street) Project aims to connect Highway 13 to Highway 41, providing a vital link for Victoria, and improved access to the Minnesota Landscape Arboretum, Chaska, and Chanhassen. Key features include upgrading the gravel road to a two-lane paved urban highway and adding a multiuse trail enhancing community connectivity. Construction is planned to begin late 2024 and conclude at the end of the 2025 construction season.

The Highway 5 Project will expand approximately 3.5 miles of State Highway 5 from 80th Street in the City of Victoria to Century Boulevard in the City of Chanhassen, complete safety improvements to approximately 1.5 miles of County Highway 13 (Rolling Acres Road) from approximately 82nd Street to Fribourg Court in the City of Victoria. Construction is planned to begin late 2025 and conclude in the 2028 construction season.

These major initiatives are a joint effort involving Carver County, and the cities of Chaska, Chanhassen, and Victoria. Both projects require additional right-of-way from the University of Minnesota to complete the project scope. Carver County has been working closely with the University of Minnesota / Minnesota Landscape Arboretum for the past 5 years in the development of the projects which has led us to this point to develop a MOU which describes the project scope and objectives, roles and responsibilities, timeline and milestones, financial considerations, legal and regulatory compliance, communication and coordination, and risk management. This MOU allows Carver County to assemble the needed property to complete the projects, defines key mitigation measures for impacts to the Arboretum, and defines the numerous items we will continue to work together on.

ACTION REQUESTED:

Motion to approve a Memorandum of Understanding between Regents of the University of Minnesota and Carver County for the Highway 5 Project and the Highway 18 Project - Arboretum Area subject to completion of the contract review process.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

\$0.00

☐ Insert additional funding source

Related Financial/FTE Comments:

The MOU is a non-binding agreement. Financial responsibilities and payment terms will be defined in a separate agreement.

Office use only:

RBA 2024 - 10068

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Preliminary Carver County 2025 Levy and Budget

Primary Originating Division/Dept: Administration (County)

Meeting Date: 9/3/2024

Contact: David Frischmon

Title: Property and Finance Director

Item Type:

Regular Session

Amount of Time Requested: 30 minutes

Presenter: Hemze and Frischmon

Title: Administrator and PF Director

Attachments: ☒ Yes ☐ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The 2025 Budget process formally began on May 28th at a Strategic Planning Workshop.

During July and August, Division Directors presented their 2025 budget and levy adjustment requests at budget hearings with Board members which are summarized in the attached 2025 Budget Attachments A-F.

At the August 27th Board workshop, the County Administrator presented his recommended 2025 preliminary property tax levy and budget.

On September 3rd, the County Board will be asked to adopt a 2025 preliminary property tax levy for the County, Regional Rail Authority and Water Management Organization. The final property tax levy, adopted in December, can be lower than the preliminary levy but not higher. State law requires that the County Board adopt a 2025 preliminary property tax levy to finance 2025 County operations and capital projects by September 30th.

At the November 26th Board Workshop, County staff plan to present the Administrator's Recommended 2026 Long Term Financial Plan ("LTFP"), which along with the 2025 Annual Budget, fulfills the County Board's direction to "connect financial strategies to the County's short and long-term goals and objectives."

On November 26th, the County Board is expected to hold a 2025 Budget/Levy public hearing and then adopt the Final 2025 Budget/Levy for the County, Regional Rail Authority and Water Management Organization and the 2026 LTFP on December 3rd, 2024.

ACTION REQUESTED:

Motion to approve the Administrator's Recommended 2025 Preliminary Levy of \$76,383,855 (+8.9% from 2024), a Total Budget of \$287,662,845 and to set a 2025 Budget Hearing for Tuesday, November 26th, 2024 at 6:00pm.

FISCAL IMPACT: Other

If "Other", specify: see comment below

FUNDING

County Dollars =

FTE IMPACT: Increase budgeted staff

Total

\$0.00

☐ Insert additional funding source

Related Financial/FTE Comments:

The County Administrator's Recommended 2025 Preliminary Levy is 8.9% higher than the 2024 Levy which will have a 4.6% tax impact on the County's average value home. The County Administrator's Recommended 2025 Budget includes over \$2.5M in sustainable county wide and division levy adjustments and a net increase of 5.35 FTEs.

Office use only:

RBA 2024 - 10055

2025 Budget- Attachments

September 3rd, 2024

Attachment	Page
Attachment A: Net County-Wide Adjustments and Net Division Adjustments/Trends.....	1
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2025 Budget: Net County-wide Adjustments and Net Division Adjustments/Trends

as of 8/20/24

	Item	County-Wide/ Division Initial Levy Adjustment Requests	Targeted Levy/Service Level Adjustments	County Administrator's Preliminary Recommendation
County-wide:				
	Attachment C - 2025 Capital Projects - Road Preservation	(100,000)	-	(100,000)
	Attachment D - 2025 Equipment Replacement	(100,000)		(100,000)
	Attachment E - CPA redirected from Operating Budget to One-Time Projects	(100,000)		(100,000)
	<i>Subtotal accounted for in Attachment C-E</i>	<i>(300,000)</i>	<i>-</i>	<i>(300,000)</i>
	IT Cost Increases (fees, additional staff, etc.)	(30,000)		(30,000)
	Debt Levy- 4 year plan for new building	(250,000)	(200,000)	(450,000)
	County-wide Negative Trends	(700,000)		(700,000)
	Vacancy Savings (5.5%)	700,000		700,000
	<i>Subtotal</i>	<i>(280,000)</i>	<i>(200,000)</i>	<i>(480,000)</i>
Net County Wide Levy Adjustments		(580,000)	(200,000)	(780,000)

Divisions Negative Expenditure Levy Adjustments/Trends:

Sheriff-Support Services-Court Security	Entry Point Screening: Sheriff's Office will take over maintenance from Facilities	(13,000)		(13,000)
Sheriff-Support Services	Conference and Training Budget cost increases for inflation	(20,000)		(20,000)
Sheriff-Operations	Axon Camera System cloud storage and maintenance cost increases	(10,000)		(10,000)
Sheriff-Jail	Jail Medical Services Contract Cost increases	(40,000)		(40,000)
Sheriff-Jail	Aramark Jail Food Service Provider increases	(15,000)		(15,000)
Sheriff-Jail	Jail Medical Record System maintenance fee starting Mid 2025	(20,000)		(20,000)
Sheriff-Emergency Management	Medical Examiner Services fee increase 2025	(6,000)		(6,000)
Sheriff-Communication	Portable Radio Replacement Planning: Cost increase for inflation	(15,000)		(15,000)
County Admin/Board	Lobbying Services, Membership Dues, and Legal Notices	(10,000)		(10,000)
Public Services - IT	Cloud Infrastructure as a Service - Migration and subscription cost for Data Center move to the Cloud	(75,000)		(75,000)
Public Services	Extension MOA	(31,700)		(31,700)
Public Services	Historical Society Allocation Increase 4.9% (same increase as 2024)	(12,600)		(12,600)
Public Services	SWCD Allocation Increase 4.9% (same increase as 2024)	(18,000)		(18,000)
Public Services	Create budget for Communications	(25,000)		(25,000)
Public Services - Facilities	Fuel Island - Professional Services	(25,000)	20,000	(5,000)
Public Services - Facilities	Paradise Commons - Service Agreements	(25,000)		(25,000)
Public Services - Facilities	Utilities - Increase in energy costs - this is roughly a 5% increase over previous year	(50,000)		(50,000)
Attorney - Administration	Create a budget for victim support within CAO admin budget	(10,000)		(10,000)
Attorney - Administration	Discontinue contract with Sexual Violence Center	15,000		15,000
Attorney - Administration	Increase contract with Southern Valley Alliance for Battered Women	(5,000)		(5,000)
Property & Finance- Finance	Conference and Training/staff development/membership dues	(5,000)		(5,000)
Property & Finance- Finance	Software Licensing Fees Increases (IFS, GovAP, eTime, OpenGov)	(8,000)		(8,000)
Public Works - Operations	50 Additional Automatic Vehicle Locator (AVL) devices	(8,000)		(8,000)
Public Works- Parks	Asset Preservation (Structures, Bituminous Surfaces, Hazardous and Diseased Tree Removal)	(100,000)		(100,000)
Public Works- Parks	Software Licensing Fees Increases (Bitly Account, Adobe Suits, WebTrack)	(5,000)		(5,000)
Public Works- Parks	Overtime and On-Call (increased service demands for summer & winter Operations, On-Call Schedule, Service needs for Paradise Commons)	(22,000)		(22,000)
Public Works-Parks	Conference and Training Budget (Technical Training for Maintenance Staff and Parks Admin Services)	(2,500)		(2,500)
Public Works -Parks	Custodial Supplies (Increased Service Demands, Addition of Paradise Commons)	(2,300)		(2,300)
Public Works- Parks	Grounds Keeping Supplies	(1,300)		(1,300)
Public Works-Parks	LP Gas	(3,000)		(3,000)
HHS- Court (Probation) Services	Transfer Veteran's Court to Scott County	30,000		30,000
HHS- Behavioral Health (Crisis)	Mental Health Clinical Services to Sheriff's Department/Jail by HHS (increased cost)	(390,000)	290,000	(100,000)
HHS- Child & Family	180 Degrees/Hope House contract (Hennepin County doing Host County Contract)	(60,000)	120,000	60,000
HHS- Behavioral Health	Ending of Legislative Relief for DNMC State placements (starting 07/01/2025)	(132,000)		(132,000)
HHS- Behavioral Health (Housing)	Local Affordable Housing Aid (LAHA) (metro sales tax)- housing/cm/rent assistance (revenue below)	(462,000)	(27,000)	(489,000)
HHS- Child & Family	African American Family Preservation Act (Layla Jackson Law - 2024 Legislation) - delayed	(200,000)	200,000	-
Employee Relations	Benefits Connect software for employee benefits enrollment - previous HP credits funding ending	(24,000)		(24,000)
Employee Relations	NEOGOV HR and payroll technology systems pricing increase	(10,200)		(10,200)
Employee Relations	Membership Dues (\$2k) and Conferences/Professional Maintenance (\$2k) - Inflation + Add'l Staff	(4,000)		(4,000)
Employee Relations	Professional & Technical Services- background checks, job evaluation, classification services, etc.	(13,900)		(13,900)
Employee Relations	Health Incentive Program - commissioner request to compare to city program	(490,000)	490,000	-
		-	-	-
	<i>Subtotal - Expenditure Levy Adjustments/Trends</i>	<i>(2,324,500)</i>	<i>1,093,000</i>	<i>(1,231,500)</i>

Divisions Net Revenue Levy Adjustment/Trends:

HHS- Behavioral Health	Local Affordable Housing Aid (LAHA) (metro area sales tax)- revenues in	462,000	27,000	489,000
Public Services - Library	Eliminate Library Overdue Fines	(30,000)		(30,000)
Public Services - Library	Adjust for declining trend library fee revenue (total declining revenue is \$30,000, Library using \$20,000 in new MELSA formula funds to offset a portion of the declining revenue)	(10,000)		(10,000)
	<i>Subtotal - Revenue Levy Adjustments/Trends</i>	<i>422,000</i>	<i>27,000</i>	<i>449,000</i>

Divisions Net Revenue Levy Adjustment AFTER May Strategic Planning Meeting:

Sheriff- Patrol	Contract revenue- offset sal/ben increases		327,222	327,222
Sheriff- Jail	Inmate Boarding revenue contract increases		60,000	60,000
Sheriff- Conceal & Carry	Offsetting funds for salary and benefit increases		23,423	23,423
HHS - Child & Family	Child Welfare Targeted Case Management - Rate/revenue increase		162,000	162,000
HHS - Child & Family and HCBC	Children's Mental Health Targeted Case Management - Rate/revenue increase		26,000	26,000
HHS - Adult Mental Health	Adult Mental Health Targeted Case Management - increased caseloads		20,000	20,000
HHS- Behavior Health	Third party revenue- Crisis Unit		38,899	38,899
PFS- Assessor	Contract revenue- offset sal/ben increases		11,787	11,787
Public Services- Law Library	Offsetting funds for salary and benefit increases		2,913	2,913
Public Services- WMO	Offsetting funds for AIS salary and benefit increases		3,202	3,202
Public Services - AIS	Increase in levy for STOC salaries to keep current level of service		(4,000)	(4,000)
Public Services- WMO	Offsetting funds for salary and benefit increases		61,448	61,448
Public Services- Env Serv	Offsetting funds for salary and benefit increases - Solid Waste Fee increase of \$2/unit		98,844	98,844
Public Services- Env Serv	Environmental Services restructure - offset salary and benefit increases		41,584	41,584
Attorney- Prosecution	Contract revenue- offset sal/ben increases		7,526	7,526
Public Works - R&B Fund 03	Increased revenues from state aid maintenance, construction fund and other sources		50,000	50,000
Public Works - R&B Fund 32	Reduction in county levy need for road preservation		400,000	400,000
	<i>Subtotal - Revenue Levy Adjustments/Trends</i>	<i>-</i>	<i>1,330,848</i>	<i>1,330,848</i>

Net Division Levy Adjustments/Trends

(1,902,500)	2,450,848	548,348
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Net County Wide and Division Levy Adjustments

(2,482,500)	2,250,848	(231,652)
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FYI: Summary numbers in Bold included in May/Aug Board .ppt presentation

Attachment B: Recommended Staffing Changes

as of 08/19/24

Division/Department	Division priorities	Division Requested FTE's	Funding Source	Administrator Recommended FTE's Changes	Position	Requested Gross Levy (\$)	Direct Reimbursement	Indirect Funding	Division Requested Net Levy (\$)	Administrator Recommended Net Levy (\$)
Requested for 2025:										
Attorney's Office	1	1.00	Levy	-	Assistant County Attorney	148,958	-	-	148,958	
Employee Relations	1	1.00	Levy	-	Staffing & Recruitment Supervisor/Office Mgr.	154,611	-	-	154,611	
Employee Relations	2	1.00	Levy	-	Employee Relations Business Partner	141,832	-	-	141,832	
PFS - Property Assessments	1	1.00	Non Levy	1.00	Commercial Appraiser	129,959	-	129,959	-	-
PFS - Property Assessments	1	(0.50)	Non Levy	(0.50)	Appraiser Intern	(29,922)	-	(29,922)	-	-
PFS - License Centers	2	1.00	Non Levy	1.00	License Center Supervisor	120,437	-	120,437	-	-
PFS - Property Tax	3	0.50	Partial Levy	0.50	Property Tax Specialist	36,118	-	29,382	6,736	6,736
PFS - Property Tax	3	(0.15)	Levy	(0.15)	STOC	(6,736)	-	-	(6,736)	(6,736)
HHS - Behavioral Health	1	1.00	Levy	-	HHS Administrative Assistant	97,727	-	-	97,727	
HHS - Home & Community Based Care	2	1.00	Levy	-	HCBC Supervisor	163,184	-	-	163,184	
HHS - Court Services	3	(1.00)	Levy	(1.00)	Court Services Office Manager	(131,472)	-	-	(131,472)	(131,472)
HHS - Court Services	3	1.00	Partial Levy	1.00	Program Supervisor	138,591	-	7,119	131,472	131,472
HHS - Behavioral Health	4	1.00	Non Levy	1.00	Social Worker	137,670	137,670	-	-	-
HHS - Behavioral Health	5	0.40	Partial Levy	-	Adult Mental Health Registered Nurse	83,954	37,780	-	46,174	
HHS - Public Health	6	1.00	Non Levy	1.00	Senior Public Health Services Professional	163,184	163,184	-	-	-
HHS - Child and Family	7	0.20	Levy	-	Social Worker	25,438	-	-	25,438	
HHS - Behavioral Health	8	0.50	Non Levy	0.50	Community Opioid Coordinator	53,153	53,153	-	-	-
HHS - Behavioral Health	9	1.00	Levy	-	Interns - Paid	42,320	-	-	42,320	
HHS - Child and Family	10	1.00	Levy	-	Interns - Paid	42,320	-	-	42,320	
HHS - Administrative Support	11	0.44	Levy	-	STOC	20,000	-	-	20,000	
Public Services - Information Technology	1	1.00	Levy	-	IT Solutions Architect	147,511	-	-	147,511	
Public Services - Information Technology	2	(1.00)	Levy	-	IT Senior GIS Analyst	(142,875)	-	-	(142,875)	
Public Services - Information Technology	2	1.00	Levy	-	IT Lead GIS Analyst	149,734	-	-	149,734	
Public Services - Library Services	3	1.23	Levy	-	Library Assistant(s)	175,457	-	-	175,457	
Public Works - Program Delivery	1	0.00	Levy	-	Restructure- Program Delivery	44,384	-	44,384	-	-
Public Works - Program Delivery	2	1.00	Levy	1.00	Engineering Specialist	121,301	-	121,301	-	-
Public Works - Operations	3	(1.00)	Levy	(1.00)	Transportation Operations Technician	(81,907)	-	-	(81,907)	(81,907)
Public Works - Administration	3	1.00	Levy	1.00	Administrative Assistant	96,227	-	14,320	81,907	81,907
Public Works - Program Delivery	4	1.00	Levy	-	Project Manager	142,475	-	-	142,475	
Public Works - Parks	5	0.30	Partial Levy	-	Parks Reservation Specialist	58,067	-	34,000	24,067	
Public Works - Parks	6	0.25	Levy	-	STOC - PT Seasonal	10,270	-	-	10,270	
Public Works - Parks	7	1.00	Levy	-	Parks Planner	142,921	-	-	142,921	
Subtotal:		18.17		5.35		\$ 2,394,889	\$ 391,787	\$ 470,980	\$ 1,532,122	\$ 0

Attachment B- FTE requests- Justifications

County Attorney

(#1) 1.00 Assistant County Attorney- \$148,958 levy request-

The CAO has seen a dramatic increase in high profile criminal cases (ex: murder cases, officer-involved shootings and white-collar crime) and criminal sexual assault cases (CSC cases have tripled). Our office has also seen our appeals go from about 2-4 per year to 12 appeals last year (each appeal takes about 30-40 hours of a prosecutor's time). The complexities and challenges of the criminal prosecutions has increased – it simply is not like prior years where caseloads were loaded with DUIs, thefts and assaults. In order to meet the prosecution demands to ensure public safety the CAO needs an additional prosecutor. We do not want to face a situation where excessive caseloads lead to overburdened prosecutors not having sufficient time and resources for their cases, plea bargaining more cases where it is not justified or losing quality attorneys who leave our office for other opportunities.

Employee Relations

(#1) \$154,611 Staffing & Recruitment Supervisor/Office Manager funded by levy. Levy request of \$154,611:

Demands relating to staffing and recruitment initiatives have dramatically increased in recent years and there are opportunities for enhancement in this area. Additionally, many of the office management functions within Employee Relations could benefit from additional supervisory level oversight to streamline and advance processes, enhance use of existing technology platforms, and build capacity for data analytics. These functions have been directly supervised by the ER Director, and in part by the ER Deputy Director. However, the organizational demand for advancement in these realms likely requires someone who can devote continuous and intensive ongoing expertise to overseeing these areas. This staffing request is the Division's highest priority for 2025.

(#2) \$141,832 Employee Relations Business Partner funded by levy. Levy request of \$141,832:

This staffing request is the Division's second priority. An additional professional level ER Business Partner would increase the Division's capacity to meet growing demands to carry out, manage, advise on, and ensure compliance with increasingly complex and extensive legal requirements for employers, as well as supporting divisions in navigating the current array of challenges in the employment landscape. County divisions, departments, and mid-level management continue to lean more heavily on Employee Relations staff as key collaborators to accomplish service delivery objectives and goals, increasing the demands on a small but strong team of ER Business Partners.

Property & Finance

(1) \$129,959 Commercial Appraiser. Levy request \$0: The request for a 2nd Commercial Appraiser for the Assessing Department is primarily being driven by two factors: the continued strong growth in the county's commercial tax base and valuing commercial properties is becoming more complex and increasingly being litigated in Tax Court. Funding will be 100% provided by the **elimination of 0.50 Appraiser Intern** and increased city/township assessment contract revenue.

(2) \$120,437 License Center Supervisor. Levy request \$0: The request for a 2nd License Center Supervisor is being driven by the need for both License Center locations to have their own Supervisor to

ensure the high-quality customer service being delivered by the 18 license center staff continues as the volume and complexity of license center transactions continues to increase. Funding will be 100% provided by the increased revenues from the License Center fees increases that became effective on 10/1/2023 and 1/1/24.

(#3) \$36,118 Property Tax Specialist. Levy request \$0: The request for a part-time Property Tax Specialist is primarily being driven by 3 factors: the county's tax base continues to grow which creates incremental work related to property tax calculation, collection and settlement for the property tax department, a \$600k, 18 month property tax software conversion is expected to track additional property tax data and create new reporting functionality which will increase the workload for county property tax staff and the State of Mn's already complex property tax process continues to get more complicated and create additional work for property tax staff with the State's new property tax forfeiture process being a prime example. Funding for this position is from the elimination of 0.15 Property Tax STOC and reprioritizing various line items across the Property and Finance Division.

Health & Human Services

(#1) HHS Administrative Assistant (Behavioral Health)- 1.00 FTE- \$97,727 levy need-

BHH– Administrative Assistant at FSC (1.0 FTE Classification A13; 100% levy). The Behavioral Health & Housing Department has significantly grown in both staffing and clients seen. With this growth an ever increasing demand has been placed on the Administrative Support staff at First Street Center to process client inquiries, serve as in-person receptionist, schedule appointments, process intake and insurance information, verify insurance coverage and co-payment requirements, assist with legal and court documents, manage health records, initiate and follow up on both written and verbal correspondence with clients, providers and third party payers, and address the day-to-day administrative offices support duties. Public Health has provided short term COVID – 19 Recovery funds to provide two part-time STOC administrative support staff, but funding for these positions is scheduled to sunset in 2025. Furthermore, there have been many vacancies and/or absences of administrative support staff due to accommodations and FMLA. The Administrative Support Supervisor has had to divert more and more of her time to cover for her staff; thereby, taking her away from critical supervisory duties. This position does require 100% levy funding.

(#2) HCBC Supervisor – 1.00 FTE - \$163,184 levy need-

The proposed plan in 2025 is to divide the current LTC unit into two distinct units. The first unit would be responsible for children and young adults and the other unit responsible for adults. Children and young adults have significantly different service and support needs compared to adult clients. The transition from child to adult services tends to be fragmented due to the involvement of multiple programs, eligibility requirements, specific program mandates, and the need to coordinate services across multiple departments.

A unit focusing on improving the efficiency of responding to children and young adults in the community requiring mental health case management and transition to adult services supports would help meet Federal, State, and HHS divisional efforts to improve client access to services. The Long-Term Care unit is in the best position to coordinate client access to funding and programs when they receive support from multiple departments. The new LTC unit would coordinate with the Child and Family Department to

develop a divisional approach to support Children's Mental Health consistent with what is currently in place with the HCBC, Adult Mental Health, and Behavioral Health Departments. The goal is to transition clients from residential placement settings to community-based services and supports funded through Medical Assistance waivers, providing the specific statutory supervision requirements for case managers working with children and young adults require. The new LTC unit would improve integration with the Financial Assistance Department assisting MA eligible clients in the process of accessing MA, the Career Force Department to support education and employment opportunities, and the Housing unit addressing housing needs specific to young adults.

The proposed HCBC supervisor will be responsible for monitoring programs including waiver and consumer directed programs, quality assurance monitoring, case file review, case consultation, policy and procedure training primarily with new staff, consulting on appeals, and assuring mandated supervision requirements are met. To meet compliance and provide adequate support, each supervisor will have an estimated 10-12 staff.

(#3) Court Service Office Manager- eliminate and create Program Supervisor +1.00/-1.00 FTE- no levy need-

The Office Manager currently supervises the Corrections Administrative Assistants, and the Program Supervisor would supervise the Corrections Administrative Assistants and the Treatment Court Coordinators and Jail Re-Entry Coordinator.

(#4) Social Worker- 1.00 FTE- \$0 levy need-

BHH – Social Work in the Community Support Unit (1.0 FTE Classification C41; 100% Direct Reimbursement - Non-Levy). MN Statutes indicate that counties must ensure that AMH-TCM services are available to eligible individuals, with no more than 30 clients per full time case manager on average. The increase in volume of referrals and caseload sizes has reached a tipping point where an additional 1.0 FTE Social Worker is required to comply with MN Statutes and standards of care. The position would be funded through MA and PMAP billing, with Adult Mental Health Initiative (AMHI) grant funds allocated for non-billable case management services. Furthermore, the addition of this position will allow clinical social workers to provide increased jail mental health collaboration, in particular Diagnostic Assessments. No county levy will be required to fund this position.

(#5) Adult Mental Health Registered Nurse- 0.40 FTE- \$46,174 levy need-

BHH – Psychiatric Adult Mental Health Registered Nurse (Increase current 0.6 FTE to 1.0 FTE Classification C41). The Carver County Community Support Program (CSP) provides services to adults experiencing serious and persistent mental illness (SPMI), per MN Statute 245.4712. An integral component of the CSP program is the provision of nursing services. The Adult Mental Health Registered Nurse provides medication monitoring and administration of long-acting antipsychotic medications to prevent hospitalizations and support individuals in maintaining quality of life in the community. The number of individuals in need of this level of support continues to increase, as the number of individuals open to adult mental health case management services has also increased (through civil commitment and on a voluntary basis). Adult mental health nursing services are included in the CSP Maintenance of Effort (MOE) BRASS Code 434. The addition of .4 FTE for this position will be an important component of meeting the annual CSP MOE requirements.

(#6) Senior Public Health Services Professional – 1.00 FTE - \$0 levy need-

PH – Senior Public Health Program Specialist for Emergency Preparedness (1.0 FTE Classification C42; 100% Direct Reimbursement – Non-Levy). The COVID-19 pandemic has revealed the significant gap in our capacity to prepare, respond and mitigate both anticipated and unanticipated public health hazards and emergencies. These include but are not limited to communicable disease outbreaks, weather related emergencies, infrastructure failure, mass dispensing of medical counter measures, mass care and coordination of family assistance centers, and provision of essential services. The expansion of dedicated public health professionals will better equip Public Health to partner with Minnesota Reserve Corps (MRC) volunteers, Carver County Emergency Management, regional hospitals, Emergency Management Services, Fire, and Law Enforcement personnel. Furthermore, it will enhance our capacity to cultivate and establish mutual aid agreements, shared use facility agreements, and better coordinate plan of care in the event of emergencies with long term care facilities, non-English speaking residents and those with disabilities or other barriers that will pose significant challenges navigating the response and care needed during a public health emergency. No county levy will be required to fund this position.

(#7) Social Worker- 0.20 FTE- \$25,438 levy need-

- Additional capacity is necessary to maintain adequate recruitment, retention, and support for the child foster care (CFC) and family childcare (FCC) programs.
- Recruitment for Child Foster Care and Family Child Care providers is necessary. CFC and FCC have seen a steady decline in available non-relative foster homes and family childcare providers. Focused and sustained recruitment efforts are necessary to support continued options for children in Carver County. This requires a dedicated staff to take on the role of coordinating community events and other recruitment methods.
- Carver County has continued to place children with relatives at a very high rate. In 2023, relative placements were found for 79% of children. Relative foster parents most often require significantly more support to navigate the licensing process while also caring for children.
- Even though there has been a decrease in CFC & FCC providers, the tasks related to licensing and supporting these homes have grown. For CFC, the children placed in traditional foster homes typically require additional support from providers. There are increased licensing expectations for the FCC and so the current FCC Licensors cannot dedicate efforts for recruitment.
- While Home Placement numbers have decreased in Carver County, the CFC licensors continue to get referrals to licensing relatives from other counties in Minnesota and outside of Minnesota.
- In addition to licensing duties, the foster care licensing team field placement requests from Carver County staff as well as out of county to seek placement options and as backup options for possible relative placements in case the relative placement is determined not a viable option at the time of placement.
- In addition to child foster care, the licensing team also carries an Adult Foster Care/CRS caseload.
- The position is currently budgeted in the approved HHS budget at .8 FTE.

(#8) Community Opioid Coordinator- 0.50 FTE- \$0 levy need-

This position would be similar to the Jail Re-Entry Program Coordinator but would focus on Opioid Use for those leaving jail and/or those with drug-related charges or justice involvement/child protection involvement that includes drug use. This .5 FTE would be 100% funded utilizing National Opioid Settlement Funds.

It is different than the position in Public Health as that position (.3) is focused on coordinating the logistics of the settlement (reports, meetings, fund allocation). This new coordinator would work with people who are interfacing with the system and identify as having current substance use as a main contributor.

(#9) Interns (Behavioral Health)- Paid- 1.00 FTE- \$42,320 levy need-

BHH-Internships for Anicca Day Treatment Program. (2 positions at 0.5FTE, 100% levy) The Anicca Day Treatment program is for students in grades 7-12 who need an increased level of mental health support to reduce mental health symptoms and learn skills to enhance their social, emotional, and academic functioning. The program is also designed for adolescents transitioning from hospital, partial hospital, or residential services. Services are provided by licensed and qualified mental health staff in a safe, therapeutic, and structured environment that is interactive and includes group therapy, emotional and social skills groups, psychoeducation, individual and family therapy, and daily academic instruction from licensed teachers. The program is able to function at full capacity due in part to master's level interns who co-facilitate therapeutic groups as well as individual and family therapy sessions. In recent years, the Anicca program has struggled to bring on interns due to competitions with a growing number of paid internships available to students. The Behavioral Health and Housing department proposes offering two paid internships year-round that would be filled by eligible graduate students as they complete their internship requirements.

(#10) Interns (Child & Family)- Paid- 1.00 FTE- \$42,320 levy need-

The Child and Family Department proposes offering two paid internships year-round that would be filled by eligible graduate students as they complete their internship requirements. Offering paid internships helps keep Carver competitive with other public sector organizations. Historically, interns have gone on to apply for open positions within the department; offering paid internships helps to recruit students who are at the top of their class that can potentially turn into highly qualified and well-trained applicants.

The HHS Child and Family department has a high rate of turnover and having a good internship program will allow us to create a better pipeline into hiring as we work with the interns. In addition, paid internships attract more interns which will allow us to attract candidates with different views and backgrounds. Paid internships are valuable and are supported across Minnesota. Most interns in the business world are paid interns. HHS is competing with for-profit organizations and paid internship programs will add a competitive edge for HHS.

Paid internships will:

- Professionalize the workforce by paying interns for the time; this already occurs in the business/science world. The ability to have multiple interns will support creating a better hiring pipeline into Child and Family.
- Recruitment of future employees who are trained and familiar with the organization, the potential candidate can step in and do the work and or cover for STOC needs. Internships also provide us with time with the student to assess their ability to meet the work demands.
- Many universities are now requiring at least a stipend for internships so paying for the work allows the agency access to more internship options. Since a paid internship would be preferable, this is a way to secure the best candidates.
- The status of unpaid internships is not sustainable due to the mounting challenges faced by social work students that includes paying for their tuition, the need to work outside paid jobs to survive,

coupled with the demands of the job.

- With increasing costs associated with rising tuition and expenses, unpaid internships have become a barrier for students with low-income or disparities who are trying to enter the profession and add different views to the work. Multiple state and local grants now require providers to have familiarity and knowledge of culture and culturally centered service delivery models.

(#11) STOC Pool- 0.44 FTE- \$20,000 levy need-

Throughout 2023 and thus far in 2024, HHS continues to support being short-staffed at the HHS Front Desk and CareerForce Front Desk by utilizing healthcare unwinding funds to provide STOC staff. There have been 2.0 FTE (with different individuals) on an ongoing basis. In-person foot traffic and call volume have returned to levels even higher than before the COVID-19 pandemic. As the pandemic ends and associated funding is exhausted, the high volume of work coupled by continual turnover in those Administrative Representative positions, necessitates a pool of STOC funds so we can continue to keep the front desk in both HHS service areas open to the public.

In March 2024, (RBA 9654) HHS did garner approval from the County Board to repurpose an Administrative Assistant FTE from our HCBC department to our Front Desk as an Administrative Representative. This was an attempt to fix our own coverage shortfall in this area by reorganizing positions to meet the greatest need. This prevented HHS from asking for a new 1.0 FTE during the 2025 budget cycle. We would like a small STOC pool to continue to support this important public-facing work.

Public Services

(#1) IT Solutions Architect- 1.00 FTE-\$147,511 levy need.

The Solution Architect identifies and evaluates new trends in technology and provides recommendations on their use across the county. As the county has introduced new technologies, the demand of the Solution Architect has grown.

Artificial Intelligence (AI) and Business Intelligence are rapidly becoming commonplace and an important tool for businesses, including local government, to introduce efficiency and cost savings. In 2023, Microsoft announced their AI-powered service Copilot. Copilot has the capability, if implemented, to innovatively improve how employees work. Copilot will enable an employee to quickly summarize meeting notes, including action items, improve writing quality, generate images through text prompts, and generate valuable insights about their data. New technologies like AI do not come without cost and staff resources, however. To implement AI successfully at the County will require dedicated staff time.

Data intelligence is another major technology trend, one that the County has been working toward but has been currently unable to fully implement. Divisions and Departments are looking to use their business data to gain insights and improve the services they provide.

(#2) IT Lead GIS Analyst 1.00 FTE, (IT Senior GIS Analyst-1.00) -\$6,859 levy need.

This request is to elevate a Senior GIS Analyst position to a Lead GIS Analyst. Under the strategic guidance of the Enterprise Software Services Manager and in addition to the roles of a Senior GIS Analyst, the IT Lead GIS Analyst oversees the enterprise GIS program by managing GIS applications,

system design, data, ArcGIS Online and security. This position will make recommendations to the Enterprise Software Services Manager on product licensing, professional service acquisitions and software implementations and ongoing maintenance. This position would serve as primary liaison to vendors for software and aerial imagery. They will represent the County in a variety of public forums; conducts presentations; serves as subject matter expert on the GIS program; provides leadership in the deployment of GIS Technology. This position provides work direction to GIS staff. Sits on the MetroGIS Coordinating Committee and the 8 County Metro Data Producer Workgroup.

(#3) Library Assistant- 1.23 FTE- \$175,457 levy need.

This request is to increase .65 FTE Western Cluster Library Assistant, .5 FTE Chaska Library Assistant, and .625 Chanhassen Library Assistant to 3.0 FTE (fulltime) positions. The additional hours will be added proportionally to each Library cluster to fill-in gaps in the existing schedule and provide depth for coverage throughout branches. These positions will share responsibilities as point person for the Express Libraries, the daily statistical records and daily cash reports as well as provide desk coverage. In addition to providing depth on the schedule the goal is to avoid the chronic high cost of recruitment and training new staff, provide stability and longevity. The full-time library assistant positions already in place have indeed provided staffing stability and a stepping-stone opportunity for part-time staff.

Public Works

(#1) Program Delivery Restructure- 0.00 FTE- \$0 levy need, \$44,384 indirect funding. Attracting and retaining staff is a major issue for Public Works especially in Program Delivery. PW is proposing to promote several existing staff in Program Delivery in 2025. Proposed funding for the restructure will be from non-levy funds (CSAH Maintenance and Construction fund)

(#1) Transportation Operations Technician – (1.00 FTE) – Eliminate position. (\$81,907). Have not been able to fill this position. Will use these funds for the new Administrative Assistant request

(#2) Engineering Specialist - 1.00 FTE - \$0 levy need, \$121,301 indirect funding. The next 3 years of CIP expenditures will be the largest in county history. Annual average will be larger than \$100M. Increasing county staff especially in the construction group is important to oversee the program and reduce consultant expenditures. This position will be funded with non-levy funds (CSAH Maintenance and Construction fund)

(#3) Administrative Assistant - 1.00 FTE - \$0 new levy need, \$81,907 from Elimination of Trans Op Tech FTE, \$14,320 indirect funding. CSAH Maintenance and or Construction Fund). This position is needed to augment communications, assist with right of way administrative tasks, assist with contracts and assist with software program data entry and management. Administrative Assistants can be recruited more easily than engineering or transportation technicians.

(#4) Project Manager- 1.00 FTE- \$142,475 levy need. The next 3 years of CIP expenditures will be the largest in county history. Annual average will be larger than \$100M. Increasing county staff especially in the construction group is important to oversee the program and reduce consultant expenditures. This position is requested to be funded with county levy.

NOTE: Public Works will be evaluating an addition reorganization in 2024 outside of this budget request given recent recruiting and retention issues. This will likely involve restructuring the planning, engineering and construction group. Potential changes include:

- *Add Senior Planner, Eliminate Planning Manager*
- *Add Project Delivery Manager to oversee Design and Construction*
- *Add 2 Senior Design Engineers, Eliminate Design Engineer and Senior Civil Engineer*
- *Potentially Upgrade Engineering Manager and Construction Manager position.*
- *The reorg will likely affect other positions depending on the DBM grades*
- *This will add 1 more FTE to Program Delivery.*
- ***Anticipated Costs Range \$200-250K. Funding will be non-levy CIP funds (CSAH, Sales Tax).***
It is anticipated that the consultant budget used for CIP projects will need to be reduced to pay for this.

(#5) Parks Reservation Specialist- 0.30 Part-Time to FT- \$34,000 levy need, \$24,067 indirect funding. Customer contact continues to increase for permitting activities for events such as wallkathons, fishing tournaments, shelter reservations, permitting of vendors, Paradise Commons reservations and showings, and continued strong reservations for camping. The position works with and provides direction for seasonal campground hosts and seasonal staff at Paradise Commons to deliver services. The additional FTE request works to lessen the burden on the Parks Administrative Assistant who is performing higher level functions of contract and grant submittals for review and processing, invoicing, claims processing, Park Commission packet and communications.

(#6) Park Seasonal- STOC- 0.25- \$10,270 levy need. The County will have 5 additional trail miles to maintain in 2025. More staffing is needed with the addition of a 3-mile segment of the Lake Minnetonka Regional trail and 2 additional miles of the MN River Bluffs Regional trail to provide routine maintenance of mowing, litter removal, and woody vegetation management.

(#7) Parks Planner – 1.0 Full-Time FTE - \$142,921 levy need. Additional planning work is needed to accomplish the Parak and Trail CIP especially with the new TAA funding. This planner would develop master plans, manage preliminary studies and design and write grant applications as needed. Consultants will be needed in lieu of this position which will cost more.

Attachment C: Capital Projects by Fund for 2025

as of 8/23/24

As of 8/23/24			2024	2025	2025	
DEPT.	CIP #	DESCRIPTION	Adopted	Requested	Board Approved	Inc./Dec
Parks & Trails Capital Improvements						
	522-512	TH5 Arboretum Trail (CPA)- payback to Fund 32	73,699	73,699		-
		Lake Minnetonka Regional Trail- Culvert Replacement (Met Council Stewardship Funds)		350,000		350,000
		Lake Minnewashta Regional Park Creative Playground (P&T Funds and Met Council CIP Funds)	1,224,000	-		(1,224,000)
		Baylor Regional Park Boardwalk Replacement (Governors Modernization Funds)	317,000	-		(317,000)
		34-000-XXX-XXXX-66xx	1,614,699	423,699	-	(1,191,000)
Fund 34 Total		34-XXX-XXX-XXXX-66XX	1,614,699	423,699	-	(1,191,000)
Levy Dollars - Fund #34			-	-	-	-
Building and Other Capital Improvements						
		Contribution to Agricultural Society 2023/2024 Building Projects (CPA)	60,000	60,000	-	-
		Building Security Improvement Plan- (CPA)	13,699	13,699	-	-
		One-Time projects- detailed on Att E (CPA)	810,187	784,735	-	(25,452)
		30-XXX-XXX-XXXX-6630	883,886	858,434	-	(25,452)
Fund #30 Total		30-XXX-XXX-XXXX-66XX	883,886	858,434	-	(25,452)
Levy Dollars - Fund #30			-	-	-	-
Regional Rail Authority Right-of Way Capital Improvements						
		Contribution to County for FTE (levy)	165,415	160,129		(5,286)
		Ditch Drainage, Culvert Cleaning, Tree Removal, Trail Crack Sealing & Sealcoating	48,833	73,021		24,188
		15-XXX-XXX-XXXX-66XX	214,248	233,150	-	18,902
Fund #15 Total		15-XXX-XXX-XXXX-66XX	214,248	233,150	-	18,902
Levy Dollars - Fund #15			212,248	231,150		18,902
Road & Bridge Capital Improvements						
Transfers						
307		State Aid Regular transfer for FTEs	398,409	421,609		23,200
307		Transportation Sales & Use Tax to Fund 3 for FTEs and 212 professional services	510,891	525,891		15,000
307		TAA-Transit/GHG/CS transfer to HHS for Transitlink Service Expansion		87,000		87,000
		03-304 & 35-814	909,300	1,034,500	-	125,200
Professional Services						
307	8820	Highway 41 and 10 Expansion from Bavaria to Park Drive (MUN/STATE)	368,263			(368,263)
307	8820	Highway 41 and 10 Expansion from Bavaria to Park Drive (Sales Tax)	852,914			(852,914)
307	8826	TH 212 Expansion from Norwood Young America to Cologne (MUN/STATE)	92,354			(92,354)
307	8826	TH 212 Expansion from Norwood Young America to Cologne (CSAH Reg)	387,096			(387,096)
307	8827	TH 5 - Expansion from Kochia Lane to Minnewashta Pkwy & RAR from 78th to Fribourg.(MUN/STATE)	176,480			(176,480)
307	8827	TH 5 - Expansion from Kochia Lane to Minnewashta Pkwy & RAR from 78th to Fribourg.(Fed)	3,565,612			(3,565,612)
307	8827	TH 5 - Expansion from Kochia Lane to Minnewashta Pkwy & RAR from 78th to Fribourg.(CSAH Reg)	366,240			(366,240)
307	8827	TH 5 - Expansion from Kochia Lane to Minnewashta Pkwy & RAR from 78th to Fribourg.(Sales Tax)	1,710,548			(1,710,548)
307	8842	TH5/CSAH11(W) Intersection Improvements (MUN)	16,974	19,669		2,695
307	8842	TH5/CSAH11(W) Intersection Improvements (Sales Tax)	928,996	686,263		(242,733)
307	8936	TH5/CSAH11(E) Intersection Improvements (MUN/STATE)	5,402			(5,402)
307	8936	TH5/CSAH11(E) Intersection Improvements (Sales Tax)	1,351			(1,351)
307	8760	CSAH 10 Expansion from RR to Creek Ln. N. (MUN/STATE)	2,026			(2,026)
307	8760	CSAH 10 Expansion from RR to Creek Ln. N. (Sales Tax)	300,173			(300,173)
307	8824	CSAH 61 Reconstruction from Yellow Brick Road to Bluff Creek Dr.(MUN/STATE)	576,208			(576,208)
307	8857	Arboretum Area Transportation Plan (Sales Tax)	250,000	250,000		-

Attachment C: Capital Projects by Fund for 2025

as of 8/23/24

DEPT.	CIP #	DESCRIPTION	2024	2025	2025	Inc./Dec
			Adopted	Requested	Board Approved	
307	8869	CSAH 18/ Sunset Traffic Signal (MUN/STATE)	44,255			(44,255)
307	8869	CSAH 18/ Sunset Traffic Signal (CSAH Reg)	44,255			(44,255)
307	8873	CSAH 61 Reconstruction from CSAH 11 to CSAH 44 (MUN/STATE)	248,754			(248,754)
307	8874	CSAH 14 Reconstruction from TH 41 to Bavaria incl. Village Rd Traffic Signal (MUN/STATE)	112,000			(112,000)
307	8874	CSAH 14 Reconstruction from TH 41 to Bavaria incl. Village Rd Traffic Signal (CSAH Reg)	632,000			(632,000)
307	8879	CSAH 40 Rehab and SW from CSAH 52 to CSAH 50 (CSAH Reg)	220,000			(220,000)
307	8930	CSAH 11 Improvements from 10 to RR, Including Intersection (MUN)	22,977	78,889		55,912
307	8930	CSAH 11 Improvements from 10 to RR, Including Intersection (Sales Tax)	128,966	548,279		419,313
307	8942	Maplewood Road Bridge over Bevens Creek (MUN/STATE)	10,000			(10,000)
307	8365	82nd St (CSAH 18) construction Bavaria (incl. int.) to Hwy 41 (Sales Tax)		4,540,971		4,540,971
307	8832	Rolling Acres Rd (CSAH 13) from Interlaken to TH 7 and Intersection Improvements (MUN)		54,950		54,950
307	8832	Rolling Acres Rd (CSAH 13) from Interlaken to TH 7 and Intersection Improvements (CSAH Reg)		28,518		28,518
307	8832	Rolling Acres Rd (CSAH 13) from Interlaken to TH 7 and Intersection Improvements (Sales Tax)		191,280		191,280
307	8870	CSAH 14/CSAH 17 Traffic Signal (CSAH Reg)		69,000		69,000
307	8932	CSAH 53 SW and Rehab from N. of CR 152 to SCL (CSAH Reg)		25,000		25,000
307	8932	CSAH 53 SW and Rehab from N. of CR 152 to SCL (TAA-Preservation)		227,683		227,683
307	8963	Highway 5 Reconstruction from 80th St. to Century Blvd and Rolling Acres Road from 78th to Fibourg Ct. (MUN)		275,647		275,647
307	8963	Highway 5 Reconstruction from 80th St. to Century Blvd and Rolling Acres Road from 78th to Fibourg Ct. (Sales Tax)		7,356,035		7,356,035
307	9000	Seal Coat, Crack Seal, Sheet Patching, Bridge Decks, Culverts, Misc. (County Levy)		174,288		174,288
		32-307-000-0000-6680	11,063,846	14,526,472	-	3,462,626
Construction						
307	8015	Safety Set Aside (County Levy)	175,000	175,000		-
307	8016	Traffic Marking / Signs / Signals (County Levy)	315,000	940,963		625,963
307	8016	Traffic Marking / Signs / Signals (County Program Aid)	147,399	147,399		-
307	8820	Highway 41 and 10 Expansion from Bavaria to Park Drive incl Ped Underpasses (MUN/STATE)	4,226,181			(4,226,181)
307	8820	Highway 41 and 10 Expansion from Bavaria to Park Drive incl Ped Underpasses (Fed)	7,933,360			(7,933,360)
307	8820	Highway 41 and 10 Expansion from Bavaria to Park Drive incl Ped Underpasses (Sales Tax)	2,619,966			(2,619,966)
307	8826	TH 212 Expansion from Norwood Young America to Cologne (MUN/STATE)	34,000,000			(34,000,000)
307	8826	TH 212 Expansion from Norwood Young America to Cologne (Fed)	27,500,000			(27,500,000)
307	8826	TH 212 Expansion from Norwood Young America to Cologne (Sales Tax)	4,258,129			(4,258,129)
307	8844	CSAH 40 Rehab and SW from CSAH 52 to South County Line (Fed)	2,000,000			(2,000,000)
307	8844	CSAH 40 Rehab and SW from CSAH 52 to South County Line (CSAH Reg)	1,724,294			(1,724,294)
307	8844	CSAH 40 Rehab and SW from CSAH 52 to South County Line (TAA-Preservation)	689,000			(689,000)
307	8844	CSAH 40 Rehab and SW from CSAH 52 to South County Line (Wheelage Tax)	576,706			(576,706)
307	8864	CSAH 10 at Waconia Pkwy N. Intersection (City Lead) (Fed)	1,760,000			(1,760,000)
307	8864	CSAH 10 at Waconia Pkwy N. Intersection (City Lead) (CSAH Reg)	873,058			(873,058)
307	8871	Signal ReplacementCSAH 17 & W 78th St (MUN/STATE)	223,463			(223,463)
307	8871	Signal ReplacementCSAH 17 & W 78th St (CSAH Reg)	223,463			(223,463)
307	8918	CSAH 27 Major Rehab from CSAH 10 to North County Border (CSAH Reg)	54,422			(54,422)
307	8918	CSAH 27 Major Rehab from CSAH 10 to North County Border (CSAH Mun)	848,982			(848,982)
307	8931	CSAH 11 shoulder widening and rehab from TH 5 to TH7 (CSAH Reg)	2,839,631			(2,839,631)
307	8931	CSAH 11 shoulder widening and rehab from TH 5 to TH7 (Wheelage Tax)	665,510			(665,510)
307	8942	Maplewood Road Bridge over Bevens Creek (MUN/STATE)	10,000			(10,000)
307	8942	Maplewood Road Bridge over Bevens Creek (Bridge Bonds)	440,000			(440,000)
307	8365	82nd St (CSAH 18) construction Bavaria (incl. int.) to Hwy 41 (STATE)		10,000,000		10,000,000
307	8365	82nd St (CSAH 18) construction Bavaria (incl. int.) to Hwy 41 (CSAH Reg)		5,917,336		5,917,336
307	8781	CSAH 11/CSAH 40 Roundabout (City Lead?) (MUN)		2,500,000		2,500,000
307	8781	CSAH 11/CSAH 40 Roundabout (City Lead?) (CSAH Reg)		2,500,000		2,500,000
307	8842	TH5/CSAH11(W) Intersection Improvements (STATE)		4,704,269		4,704,269
307	8842	TH5/CSAH11(W) Intersection Improvements (Fed)		2,400,000		2,400,000
307	8842	TH5/CSAH11(W) Intersection Improvements (Sales Tax)		903,327		903,327
307	8906	CSAH 11 & CSAH 14/MLR Roundabout (MUN)		215,199		215,199
307	8906	CSAH 11 & CSAH 14/MLR Roundabout (Fed)		2,000,000		2,000,000
307	8906	CSAH 11 & CSAH 14/MLR Roundabout (CSAH Reg)		596,186		596,186

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as of 8/23/24

DEPT.	CIP #	DESCRIPTION	2024	2025	2025	Inc./Dec
			Adopted	Requested	Board Approved	
307	8963	Highway 5 Reconstruction from 80th St. to Century Blvd and Rolling Acres Road from 78th to Fibourg Ct. (STATE)		27,571,751		27,571,751
307	8963	Highway 5 Reconstruction from 80th St. to Century Blvd and Rolling Acres Road from 78th to Fibourg Ct. (Fed)		44,443,353		44,443,353
307	8963	Highway 5 Reconstruction from 80th St. to Century Blvd and Rolling Acres Road from 78th to Fibourg Ct. (CSAH Reg)		3,020,952		3,020,952
307	8963	Highway 5 Reconstruction from 80th St. to Century Blvd and Rolling Acres Road from 78th to Fibourg Ct. (Sales Tax)		20,983,116		20,983,116
		32-307-000-0000-6681	94,103,563	129,018,851	-	34,915,288
Right of Way						
307	8827	TH 5 - Expansion from Kochia Lane to TH 41 & RAR from 78th to Fribourg.(MUN/STATE)	303,887			(303,887)
307	8827	TH 5 - Expansion from Kochia Lane to TH 41 & RAR from 78th to Fribourg.(Fed)	427,693			(427,693)
307	8827	TH 5 - Expansion from Kochia Lane to TH 41 & RAR from 78th to Fribourg. (CSAH Reg)	303,887			(303,887)
307	8827	TH 5 - Expansion from Kochia Lane to TH 41 & RAR from 78th to Fribourg. (Sales Tax)	2,926,323			(2,926,323)
307	8842	TH5/CSAH11(W) Intersection Improvements. (Sales Tax)	1,498,182			(1,498,182)
307	8904	CSAH 30 shoulder widening and SFDR from TH 25 to CSAH 10 (CSAH Reg)	320,000			(320,000)
307	8879	CSAH 40 Rehab and SW from CSAH 52 to CSAH 50 (CSAH Reg)		350,000		350,000
307	8906	CSAH 11 & CSAH 14/MLR Roundabout (MUN)		53,750		53,750
307	8906	CSAH 11 & CSAH 14/MLR Roundabout (CSAH Reg)		161,250		161,250
307	8930	CSAH 11 Improvements from CSAH 10 to RR (MUN)		23,185		23,185
307	8930	CSAH 11 Improvements from CSAH 10 to RR (Sales Tax)		57,964		57,964
		32-307-000-0000-6685	5,779,973	646,149	-	(5,133,824)
Resurfacing/ Maintenance						
307	8000	Resurfacing (County Levy)	2,100,000			(2,100,000)
307	8000	Resurfacing (CSAH Reg)	1,535,122	-		(1,535,122)
307	9000	Seal Coat, Crack Seal, Sheet Patching, Bridge Decks, Culverts, Misc. (County Levy)		999,749		999,749
307	9000	Seal Coat, Crack Seal, Sheet Patching, Bridge Decks, Culverts, Misc. (TAA-Preservation)		481,192		481,192
307	8000	Resurfacing (Wheelage Tax)		1,987,666		1,987,666
307	8000	Resurfacing (TAA-Preservation)		2,614,161		2,614,161
		32-307-000-0000-6684	3,635,122	6,082,768	-	2,447,646
Fund #32 Total	32-307-XXX-XXXX-66XX		115,491,804	151,308,740	-	35,816,936
Road & Bridge Levy Dollars - Fund #32			2,590,000	2,290,000	-	(300,000)

Attachment D: Facilities, Vehicles and Equipment Replacement Schedule (County-wide)

as of 8/19/24

as of 8/19/24

		2024	2025	2025	2025	
DEPT.	DESCRIPTION	Board Approved	Initially Rolled Forward from 2025 LTFP	County Administrator's Preliminary Recommendation	Board Approved	Inc./Dec
Public Services - Facilities						
	Building Improvements - 6640					
	Facilities - Manager Initiatives	355,000	370,000	370,000	-	15,000
Dept. Total	01-110-XXX-2001-66XX	355,000	370,000	370,000	-	15,000
Public Services - Information Technology						
Capital Initiatives						
	IT Capital Initiatives	60,000	90,000	90,000	-	30,000
	Software: 01-049-046-0000-6660	60,000	90,000	90,000	-	30,000
Infrastructure						
	Scanner/Printer Replacement	20,000	20,000	20,000	-	-
	Equipment: 01-049-046-0000-6660	20,000	20,000	20,000	-	-
CarverLink						
	CarverLink buildout*	105,000	280,000	280,000	-	175,000
	CarverLink equipment replacement*	125,000	125,000	125,000	-	-
	Equipment: 02-048-000-130x-666x	230,000	405,000	405,000	-	175,000
Dept. Total		310,000	515,000	515,000	-	205,000
Public Services - Library						
Administration						
	Furniture/Equipment replacement	20,000	20,000	20,000	-	-
Dept. Total	01-014-XXX-XXXX-66XX	20,000	20,000	20,000	-	-
Public Services - Planning & Water						
WMO						
	Carver County Water Mgmt. Organization Project Fund*	175,000	175,000	175,000	-	-
	16-XXX-XXX-XXXX-6630	175,000	175,000	175,000	-	-
Dept. Total	16-XXX-XXX-XXXX-66XX	175,000	175,000	175,000	-	-
Sheriff's Office						
Admin						
	Sheriff Priorities	50,000	50,000	50,000	-	-
	Equipment: 01-201-201-0000-66xx	50,000	50,000	50,000	-	-
Patrol						
	Camera Replacement: BWC and Squads	20,000	30,000	30,000	-	10,000
	Vehicles	445,000	460,000	460,000	-	15,000
	Vehicles: 01-201-236-0000-6670	465,000	490,000	490,000	-	25,000
Communication						
	MDC Replacement and Mobile Radio Replacement	60,000	60,000	60,000	-	-
	Portable Radio Replacement Planning	35,000	35,000	35,000	-	-
	Equipment: 01-201-240-0000-6660	95,000	95,000	95,000	-	-
Division Total	01-201-XXX-XXXX-66XX	610,000	635,000	635,000	-	25,000
Public Works						
Highway Operations						
	County-wide Fleet	605,000	635,000	635,000	-	30,000
	Public Works Equipment (CSAH)*	150,000	150,000	150,000	-	-
	Equipment: 03-304-000-0000-66xx	755,000	785,000	785,000	-	30,000
		-	-	-	-	-
Park Administration						
	Park Maintenance Projects	50,000	50,000	50,000	-	-
	Park Maintenance Projects (O&M Funds)*	95,984	-	-	-	(95,984)
	Site Improvements: 01-520-000-0000-66xx	145,984	50,000	50,000	-	(95,984)
Division Total		900,984	835,000	835,000	-	(65,984)
County Totals		2,370,984	2,550,000	2,550,000	-	179,016
		*Non-Levy Dollars Available to Pay	(650,984)	(730,000)	(730,000)	(79,016)
		Net Levy Dollars Needed	1,720,000	1,820,000	1,820,000	100,000

Attachment E:

2025 Budget - One-Time Projects: Building maintenance, capital projects, equipment, software, etc.

as of 8/19/24

	Division Priority	Item	2025 LTFP/Division Director Request	2025 County Administrator Recommendation	2025 Board Approved
2025 Long Term Financial Plan Projects:					
Facilities Capital Projects		Boiler Replacement - 1st Street Building	115,000	115,000	
Facilities Capital Projects		Carpet and Furnishings Replacement - Various Buildings	50,000	50,000	
Facilities Capital Projects		HVAC Pneumatic Controls Replacement - 606 Building	350,000	350,000	
Facilities Capital Projects		Replace Roof - Encore Building	125,000	125,000	
Facilities Capital Projects		Replace RTU's - PW Cologne Building	70,000	70,000	
Facilities Capital Projects		Parking Lot Repairs - Waconia Buildings	275,000	275,000	
Facilities Capital Projects		9120 / Mental Wellness Facility - Deferred Maintenance	125,000	125,000	
Facilities Capital Projects		606 Entry Way - Doors	50,000	50,000	
Facilities Capital Projects		Asset Mgmt. - Start Up - Software / Data collection	75,000	75,000	
Facilities Capital Projects		Convert 9120 to Siemens from Johnson Controls	50,000	50,000	
Information Technology		Conference Rooms AV Equipment	50,000	50,000	
Information Technology		Fiber Installed in PW Projects	75,000	75,000	
Information Technology		Switch and Wireless Network Upgrades	75,000	75,000	
Information Technology		Data Analytics Professional Services	50,000	50,000	
Sheriff Capital Projects	1	Armer Radio System Upgrade	25,000	25,000	
Sheriff Capital Projects	2	Sheriff Priorities - Additional One-Time Projects	60,000	60,000	
Sheriff Capital Projects	3	Hollywood Tower Replacement	400,000	-	
Sheriff Capital Projects	4	Inmate Cardiac Monitoring	10,000	10,000	
Sheriff Capital Projects	5	Forensic Exam Center	7,000	7,000	

Division Director Project Requests and Equipment:					
Public Works - Operations	1	PWHQ Cologne Multi-Bay Salt Shed (Brine Salt, Salt Sand mix, Topsoil)	25,000	25,000	
Public Works - Operations	2	PWHQ Cologne Sign Shop Rolling Table	30,000	30,000	
Public Works-Parks	1p	Dakota Rail Regional Trail Bituminous Replacement (CR 10 - Hwy 25)	200,000	200,000	
Public Works-Parks	2p	Hazardous Tree Removal due to Emerald Ash Borer Disease	50,000	50,000	
Public Works-Parks	3p	Lake Minnewashta Regional Park Staircase Replacement	50,000	50,000	
Public Works-Parks	4p	Regional Trailhead Kiosk Structures (MN River Buffs (2) Lake Mtka (2)	160,000	160,000	
Public Works-Parks	5p	Baylor Regional Park Playground	1,000,000	-	
Public Works -Parks	6p	Forestry Mulching Head needed for Vegetation Management on 18 miles of trail	30,000	30,000	
Public Works-Parks	7p	Helixx UTV Box Spreader	9,000	9,000	
Public Works-Parks	8p	Phase I Coney Island Interpretive Signage	50,000	50,000	
Public Works-Parks	9p	Musk Ox Rev. Snowblower	25,000	25,000	
Public Works-Parks	10p	Paradise Commons Outdoor Fire Feature	50,000	50,000	
Public Works-Parks	11p	Dump Trailer	20,000	20,000	
Public Work-Parks	12p	Pontoon for Recreation Programs (Fishing, Transportation Coney Island)	45,000	-	
PFS-Chaska License Center		Remodel for Standard DL Same Day Issuance (pending 6/30/24 legislative decision)	50,000	50,000	
PFS-Chaska License Center		Sidewalk expansion to replace dirt where customers wait near building entrance	10,857	10,857	
Public Services- Laketown TWP Request		Request for county commitment- 201 Sewer System	1,100,000	-	
Administration		Master Space Plan (YES Funded)	1,500,000	1,500,000	

One Time Projects Total =	6,441,857	3,896,857	-
Initial Project Funding +over/(under)	(2,545,000)	-	-
One-Time Funding Sources:			
2019 - 2024 CPA Board \$100k Redirection - net CPA adjustments	810,187	810,187	-
2023 CPA excess	7,122	7,122	-
\$100,000 redirected from 2025 CPA , net 2025 CPA reduction (prelim)	(25,452)	(25,452)	-
Redirected Debt Service Levy available until a 2029 Gov. Center Bond Sale	1,605,000	1,605,000	-
YES Account Allocation (\$2.4M remaining)	1,500,000	1,500,000	-
Total One-Time Funding Sources:	\$ 3,896,857	\$ 3,896,857	\$ -

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2025**

as of 8/19/24		2024	2025	2025	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
Commissioners					
District 1*	AMC and miscellaneous instate	4,000	4,000	4,000	-
District 2*	AMC Midwest Regional Rail and miscellaneous instate. Transportation fly-in Washington, DC (September)	4,000	4,000	4,000	-
District 3*	AMC and miscellaneous instate	4,000	4,000	4,000	-
District 4*	AMC and miscellaneous instate	4,000	4,000	4,000	-
District 5*	AMC and miscellaneous instate	4,000	4,000	4,000	-
<i>*Out of state travel approval is required via separate Board action if not listed above, and must meet the Elected Officials Out of State Travel Policy</i>					
Total- Commissioners	01-001-XXX-0000-6332	20,000	20,000	20,000	-
County Administration					
	AMC Annual Conference	700	700	700	-
	MCMA/MACA Annual Conference	725	725	725	-
	MACA Fall	475	475	475	-
	Washington, DC Transportation Funding	2,000	2,000	2,000	-
	Misc.- Administrator/staff	200	200	200	-
Total- County Administration	01-030-000-0000-6332	4,100	4,100	4,100	-
Public Services - Administration					
	MCMA Annual Conference - Minnesota	725	725	725	-
	ICMA National Conference - Out of State- Tampa, FL	1,800	2,000	2,000	200
	MACA Fall - Minnesota	475	475	475	-
	Government Social Media Conference - Out of State- California	1,850	-	-	(1,850)
	Webinars and In State Training	500	150	150	(350)
	MAGC Conference - Minnesota (2 employees)	200	-	-	(200)
Total- Public Services Admin	01-048-000-0000-6332	5,550	3,350	3,350	(2,200)
Public Services - Communications					
	Government Social Media Conference - Out of State- Orlando	-	2,000	2,000	2,000
	Government Social Media Conference - Out of State- Orlando (funding for a 2nd attendee contingent on approval of attachment A Communications dept request)	-	2,000	2,000	2,000
	MAGC Conference - Minnesota (2 employees)	-	200	200	200
Total-Communications	01-035-000-0000-6332	-	4,200	4,200	4,200
Public Services - Facilities					
Facilities Management					
	IFMA & EDAM - Local	1,100	1,100	1,100	-
	IFMA National- Texas	1,000	1,000	1,000	-
Total- Facilities	01-110-000-0000-6332	2,100	2,100	2,100	-
Public Services - Information Services					
CIO					
	Microsoft Ignite/M365 Conference - TBD or InfoTech Conference - Las Vegas, NV (out of state - 1)	3,500	3,500	3,500	-
	In state training	500	500	500	-
	01-049-000-0000-6332	4,000	4,000	4,000	-
Infrastructure					
	Cisco World - Las Vegas, NV (out of state - 2)	10,000	10,000	10,000	-
	Microsoft Ignite/M365 Conference - TBD		3,500	3,500	3,500
	In state training	23,400	19,900	19,900	(3,500)
	01-049-046-0000-6332	33,400	33,400	33,400	-
Client Services					
	ARMA InfoCon - Savannah, GA or NAGARA - Oklahoma City, OK (out of state - 1)	3,500	3,500	3,500	-
	In state training	2,100	2,100	2,100	-
	01-049-xxx-0000-6332	5,600	5,600	5,600	-
GIS & Software					
	ESRI Conference - San Diego, CA (out of state - 2)	4,000	4,000	4,000	-
	Microsoft Ignite - Out of State-TBD or M365 Conference - Las Vegas, NV (out of state - 3)	11,500	11,500	11,500	-
	In state training	4,000	4,000	4,000	-
	01-049-062-0000-6332	19,500	19,500	19,500	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2025**

as of 8/19/24

		2024	2025	2025	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
Project Management Office					
	Hyland Community Live - National Harbor, MD (out of state - 1)	3,500	3,500	3,500	-
	PMI Global Summit - Los Angeles, CA (out of state - 1)	3,500	3,500	3,500	-
	In state training	7,500	7,500	7,500	-
	01-049-064-0000-6332	14,500	14,500	14,500	-
Support Services					
	In state training	3,500	3,500	3,500	-
	01-049-063-0000-6332	3,500	3,500	3,500	-
Security					
	In state training	500	500	500	-
	CISA Annual Conference - TBD (out of state - 1)	3,000	3,000	3,000	-
	KnowBe4 Conference - Orlando, FL (out of state - 1)	3,000	3,000	3,000	-
	01-049-066-0000-6332	6,500	6,500	6,500	-
CarverLink					
	In state training	2,300	2,300	2,300	-
	02-048-000-0000-6332	2,300	2,300	2,300	-
Total- Information Tech	01-049-XXX-XXXX-6332 & 02-048.6332	89,300	89,300	89,300	-
Public Services - Library					
	American Library Association (2024) - San Diego, CA - 2 attendees	4,000	-	-	(4,000)
	Public Library Association (2024) - Columbus, OH - 2 attendees	2,000	-	-	(2,000)
	American Library Association (2025) - Philadelphia, PA - 3 attendees		6,500	6,500	6,500
	01-014-500-0000-6332	6,000	6,500	6,500	500
MELSA-funded Conferences *					
	Power Up Conference (2024) - Madison, WI (5 attendees)	4,000	-	-	(4,000)
	LibLearnX (2025) - Phoenix, AZ (1 attendee)		2,500	2,500	2,500
	COSUGI (Customers of Sirsi Users Group (2024) - Provo, Utah (2 attendees)	5,000	-	-	(5,000)
	COSUGI (Customers of Sirsi Users Group (2025) - Milwaukee, WI (2 attendees)		5,000	5,000	5,000
	In-State Conferences (MLA) and Webinars	5,000	9,500	9,500	4,500
	01-014-500-8011-6332 Reimbursed by MELSA *	14,000	17,000	17,000	3,000
	<i>*Beginning in 2021 the Library has included MELSA-reimbursed conference expenses and the offsetting reimbursement revenue in the requested budget for the department. These additions are levy neutral.</i>				
Law Library					
	American Association of Law Libraries Conference (2024) - Chicago, IL	2,000	-	-	(2,000)
	American Association of Law Libraries Conference (2025) - Portland, OR (1 attendee)		2,000	2,000	2,000
	In State Training	500	500	500	-
	02-508-000-0000-6332	2,500	2,500	2,500	-
Total- Library and Law Library	01-014-500-XXXX-6332 & 02-508.6332	22,500	26,000	26,000	3,500
Public Services - Veteran Services					
	MN DVA Spring Training/Conference - 3 staff	1,280	1,700	1,700	420
	Nat'l County Veteran Service Officer Conf - 2 staff, Louisville, KY	3,665	2,845	2,845	(820)
	MN County Veterans Service Officer Conference 3 staff	2,355	2,355	2,355	-
	MN County Veterans Service Support Staff Conference	400	400	400	-
Total- Veteran Services	01-120-000-0000-6332	7,700	7,300	7,300	(400)
Public Services - Land Management					
	Planning/Zoning Administrators workshop or conference (e.g. MACPZA, APA, etc.)	900	900	900	-
	Continuing Education (e.g. Building Plan Technician Certification, etc.)	300	300	300	-
	Professional Development or work related Tuition Reimbursement (In State)	400	800	800	400
	01-123-160-0000-6332	1,600	2,000	2,000	400
Public Services- Environmental Services					
Administration					
	Annual Agricultural Inspectors Conference	250	-	-	(250)
	Annual MPCA Sewage Treatment System Cont. Education (3)	1,900	-	-	(1,900)
	Annual MPCA County Feedlot Officers Training	300	-	-	(300)
	Misc. professional conferences or work related tuition reimbursement	900	-	-	(900)
	Feedlot, SSTS and Water Quality misc. conferences	500	-	-	(500)
Septic Systems					
	In state UofM, MPCA, MOWA, and other SSTS related conferences and training	-	2,500	2,500	2,500
Feedlots					
	In state MACFO and other feedlot conferences and training	-	500	500	500
Noxious Weeds					
	In state county agricultural inspectors conference	-	500	500	500
Solid Waste					
	In state RAM, SWANA, SWAA, and other solid waste related conferences and training	-	3,000	3,000	3,000
	US Composting Council national conference (2025 Phoenix, AZ)	-	1,700	1,700	1,700
	RAM/SWANA Annual Conference [4]	950	-	-	(950)
	SWAA Annual Conference	200	-	-	(200)
	Misc. special issue SW Conferences	1,500	-	-	(1,500)

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2025**

as of 8/19/24

DIVISION - DEPT.	DESCRIPTION	2024	2025	2025	Inc./Dec
		Adopted	Requested	Recommended	
Hazardous Waste	US Composting Council Conference (2024 Daytona Beach, FL)	1,300	-	-	(1,300)
	In state OSHA and other safety related training	-	300	300	300
Industrial Hazardous Waste	NAHMA national conference (2025 out-of-state TBD)	-	3,200	3,200	3,200
	NAHMA National Conference (2024 Austin, TX)	2,000	-	-	(2,000)
	Misc. special issue conferences	300	-	-	(300)
	OSHA/Safety Training	300	-	-	(300)
Total - Environmental Services	01-123-130-XXXX-6332	10,400	11,700	11,700	1,300

Public Services - Planning & Water Management

	ESRI Annual User Conference 2025 San Diego, CA	1,500	1,500	1,500	-
	Misc. Professional conferences or Tuition Reimbursement	250	250	250	-
	MN Water Resource conference: MNAPA Annual Conference, other water related in state conferences, other planning related in state conferences.	1,650	1,650	1,650	-
	In state GIS, CRM or other software conference & training	850	850	850	-
	In state Wetland Certification and related training	2,300	2,300	2,300	-
	National (Out of State) potential conferences: Nat. APA Conf. 2024 Minneapolis, or Nat. NALMS Conference 2024 South Lake Tahoe, CA., or Nat. StormCon Conf. 2024 Reno, NV or Center for Watershed Protection Nat. Conf. 2024 KC, MO	1,550	-	-	(1,550)
	National (Out of State) potential conferences: Nat. APA Conf. 2025 Denver, CO, or Nat. NALMS Conference 2025 Green Bay, WI., or Nat. StormCon Conf. 2025 TBD or Center for Watershed Protection Nat. Conf. 2025 Puerto Rico	-	1,550	1,550	1,550
	01-123-XXX-XXXX-6332 & 16.6332	8,100	8,100	8,100	-

AIS

	Nat AIS conference 2024 Missoula, MT; or International AIS conference 2024 Halifax, Nova Scotia, Canada; or in state AIS conferences and training: State of Water, AIS Summit, MAISRC center, Upper Midwest Invasive Species Conference 2024 MN in state, Invaders Summit	1,625	-	-	(1,625)
	nat AIS conference; or international AIS conference ; or in state AIS conferences and training: State of Water, AIS Summit, MAISRC center, Upper Midwest Invasive Species Conference 2025 Duluth, Invaders Summit, International Conference on biology and ecology of bio-invader mgmt. (ICBEBM), New York, January; 2025 North American. AIS Forum – Wash. DC.	-	1,625	1,625	1,625
	01-123-120-5021-6332	1,625	1,625	1,625	-

Total- Public Services		148,875	155,675	155,675	6,800
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Attorney

	IMLA (Orlando, FL) & NDAA- (Boise, Idaho)	6,000	6,000	6,000	-
	Various training courses- continuing education credits for Attorneys	5,500	5,500	5,500	-
Total- Attorney	01-090-000-0000-6332	11,500	11,500	11,500	-

Employee Relations

	MCHRNA Spring Conference	300	300	300	-
	MCHRNA Fall Conference	400	400	400	-
	MPELRA Summer Conference	500	500	500	-
	MPELRA Winter Session	200	200	200	-
	ADA, WC, FMLA, COBRA, ACA	500	500	500	-
	SHRM Seminars	600	600	600	-
	Support, MCIT Seminars	600	600	600	-
	Legal Update Seminars	2,400	2,400	2,400	-
	NPELRA (Oregon), SHRM (California) PSHRA (Washington, DC) or NEOGOV (Nevada)	4,700	4,700	4,700	-
	Out-of-State Conferences	2,000	2,000	2,000	-
	AAOHN Occupational Health Nurses National Conference (Pennsylvania)	2,000	2,000	2,000	-
	PRIMA National Conference (Seattle, WA)	1,000	1,000	1,000	-
	Midwest Health Promotion Conference	-	2,000	2,000	2,000
	Staff Training (In-State) and/or Additional Delegate to Session(s) Listed Above (Contingent)	-	2,000	2,000	2,000
	01-050-XXX-0000-6332	15,200	17,200	17,200	2,000

Property & Finance

Finance

	National GFOA Conference- Washington, DC (OUT OF STATE) (2)	4,200	5,500	5,500	1,300
	Payroll Congress (PAYO)- virtual for 2025	3,000	1,500	1,500	(1,500)
	Minnesota GFOA Conference (3)	1,500	2,000	2,000	500
	MCCC Annual Conference	1,000	1,000	1,000	-
	Additional Staff Training (IFS, Payroll, Year-end, OSA)	2,000	4,000	4,000	2,000
	01-045-000-0000-6332	11,700	14,000	14,000	2,300

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2025**

as of 8/19/24

		2024	2025	2025	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
Property Tax					
	MN Assoc. of County Officers	750	750	750	-
	MN Assoc. of County Auditors	500	500	500	-
	Tax Training /Dept. Revenue	500	500	500	-
	MCCC Conference	500	500	500	-
	Staff Training	1,300	1,300	1,300	-
	01-040-040-0000-6332	3,550	3,550	3,550	-
License Centers					
	MN Assoc. of County Officers	600	600	600	-
	Deputy Registrar Annual Meeting	600	600	600	-
	Staff Training	800	800	800	-
	01-040-055-0000-6332	2,000	2,000	2,000	-
Elections & Licensing					
	MN Assoc. of County Officers	600	600	600	-
	MACATFO Summer Conference	600	600	600	-
	Sec. of State Training	600	600	600	-
	Staff Training	600	600	600	-
	01-040-065-0000-6332	2,400	2,400	2,400	-
County Assessor					
	MAAO Fall Conference	2,500	2,500	2,500	-
	MAAO Seminars	2,500	2,500	2,500	-
	CLE Seminars	1,250	1,250	1,250	-
	MCCC Annual Conference	1,500	1,500	1,500	-
	MAAP Training	1,500	1,500	1,500	-
	State Licensure Education (multiple levels)	8,750	8,750	8,750	-
	01-047.6332	18,000	18,000	18,000	-
Land Records and Vitals					
	MN Association of County Officers	2,000	2,000	2,000	-
	PRIA Winter Symposium (2) and Annual Conference (2)- (OUT OF STATE- San Antonio, TX and Tacoma, WA)	4,000	6,643	6,643	2,643
	MACO Annual Conference and MACATFO/MCRA Summer Conference	2,000	2,000	2,000	-
	Examiner of Titles Training	500	500	500	-
	MCRA Conference (Vitals)	300	300	300	-
	Staff Training (in state)	700	700	700	-
	01-100.6332	9,500	12,143	12,143	2,643
Total- Property & Finance		47,150	52,093	52,093	4,943
Public Works - Road & Bridge					
Administration					
	MCEA Institute	900	900	900	-
	MCEA Summer Conference	700	700	700	-
	Minnesota Highway Accountants Conference (2)	1,150	1,150	1,150	-
	Minnesota Transportation Conference	400	400	400	-
	NACE Annual Conference (OUT OF STATE- Chicago)	3,000	3,000	3,000	-
	MTA Fly In (OUT OF STATE- Washington DC)	1,500	1,500	1,500	-
	MTA Annual Meeting	100	100	100	-
	AMC	700	700	700	-
	Program Management User Conference_Procore - Out of State- Denver, CO	1,100	1,100	1,100	-
	APWA Annual Conference OUT OF STATE	-	-	-	-
	DC Congressional Visit - Highway 5 OUT OF STATE- (Placeholder if needed)	1,200	1,200	1,200	-
	MAPA (MN Asphalt Pavement Assoc.)	100	100	100	-
	Miscellaneous staff training	500	500	500	-
	03-301-000-0000-6332	11,350	11,350	11,350	-
Asset & Performance Mgmt.					
	MN GISLIS Conference	3,680	3,680	3,680	-
	ESRI User Conference (OUT OF STATE, San Diego, CA)	2,300	2,300	2,300	-
	Transportation Research Board National Conference OUT OF STATE- Location TBD	2,875	2,875	2,875	-
	GIS Transportation Asset Management Conference	-	-	-	-
	iAM North American Conference OUT OF STATE- Denver, CO	2,875	2,875	2,875	-
	Cartograph Conference- Training, Development, Certifications (Colorado) OUT OF STATE- Colorado (3)	5,750	5,750	5,750	-
	Leadership Training	500	500	500	-
	Drone Training & Testing (certifications, renewal testing, etc)	2,000	2,000	2,000	-
	03-302-000-0000-6332	19,980	19,980	19,980	-
Program Delivery					
	MCEA Annual Conference	3,640	3,640	3,640	-
	MCEA Summer Conference	1,600	1,600	1,600	-
	MSPS Conference	1,425	1,425	1,425	-
	MSPS Winter Conference	300	300	300	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2025**

as of 8/19/24

DIVISION - DEPT.	DESCRIPTION	2024	2025	2025	Inc./Dec
		Adopted	Requested	Recommended	
	MACS Seminars	300	300	300	-
	GIS Seminars	400	400	400	-
	MN-Dot Survey Technical Conference	1,600	1,600	1,600	-
	Frontier Precision	1,000	1,000	1,000	-
	CTC AutoCad	4,000	4,000	4,000	-
	MN Transportation Conference	1,500	1,500	1,500	-
	Toward Zero Deaths Conference	1,000	1,000	1,000	-
	MN-Dot and U of M certificates	7,500	7,500	7,500	-
	MN-Dot and U of M re-certificates	4,135	4,135	4,135	-
	MN-Dot R-O-W Conference	1,000	1,000	1,000	-
	Project Management Training	1,000	1,000	1,000	-
	Project Management Institute Days Conference	2,500	2,500	2,500	-
	NACE Annual Conference (OUT OF STATE- Palm Springs , CA)	2,850	2,850	2,850	-
	ATTSA How To Conference (OUT OF STATE- Fargo, ND)	500	500	500	-
	IMSA Certifications	2,000	2,000	2,000	-
	IMSA TS Tech 2-year Re-certification	1,000	1,000	1,000	-
	MN APA Conference & Workshop	1,200	1,200	1,200	-
	Miscellaneous	50	50	50	-
	03-303-000-0000-6332	40,500	40,500	40,500	-
Highway Operations					
	Equipment Training, Pesticide	600	600	600	-
	Maintenance Expo - St Cloud	750	750	750	-
	APWA Snow Conference (OUT OF STATE- Kansas City, MO)	5,700	5,700	5,700	-
	APWA National Conference (OUT OF STATE- Atlanta, GA)	2,850	2,850	2,850	-
	Government Fleet Expo (OUT OF STATE- Louisville, KY)	2,850	2,850	2,850	-
	Asset Works Academy (2 staff) (OUT OF STATE- Kansas City, MO)	5,700	5,700	5,700	-
	MnDOT Certifications/Training	5,905	5,905	5,905	-
	MCEA Institute	900	900	900	-
	UofM Leadership - LTAP	315	315	315	-
	Miscellaneous Safety, Design Classes	18,160	18,160	18,160	-
	03-304-000-0000-6332	43,730	43,730	43,730	-
Equipment Operations					
	Hydraulic, Electrical, & Welding Training	2,700	2,700	2,700	-
	Staff safety, microsoft, misc. training	2,300	2,300	2,300	-
	03-306-000-0000-6332	5,000	5,000	5,000	-
Parks					
	MRPA Annual Conference	1,500	1,500	1,500	-
	MN Shade Tree Short	600	600	600	-
	MRPA Seminars	100	100	100	-
	Park Supervisor Seminars	100	100	100	-
	National Park Institute (OUT OF STATE)	2,500	2,500	2,500	-
	Outdoor Recreation Curriculum Standards	500	500	500	-
	Out of State Recreation Services Certification	750	750	750	-
	Northern Green Expo	300	300	300	-
	Miscellaneous (herbicide/pesticide etc.)	300	300	300	-
	01-520-000-0000-6332	6,650	6,650	6,650	-
Total- Public Works	01 & 03-XXX-XXX-XXXX-6332	127,210	127,210	127,210	-
Sheriff's Office					
Administrative Services Unit		20,000	20,000	20,000	-
	Clerical Support (15)				
	MSA Summer Conference				
	MSA Winter Conference				
	Administrative Services Manager (MNPLEAA Conference)				
	Sheriff MSA Jail Conference				
	Chief Deputy				
Jail Services Unit		9,000	15,000	15,000	6,000
	Jail Training-Conf, Mgmt. Training, etc.				
	From SS Other				
Patrol Services Unit					
	Training - State POST, OSHA mandated,				
	Elective, 1st Responder, PRISIM, ADA, etc.				
	Traffic Safety/Criminal Interdiction/Weights/Scales				
	K-9 Trials and Certifications				
	Supervisor Development				
Operation Services Unit					
	Investigation Division				
	Crime Technician				
	School Resource Officer/Gangs/Bike Patrol				
	SERT				

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2025**

as of 8/19/24

		2024	2025	2025	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Recommended	Inc./Dec
Support Services Unit		69,380	83,380	83,380	14,000
	ATV				
	Civil Process				
	Conceal and Carry				
	Warrants				
	Dive Team				
	Community Service Officers (CSO)				
	Court/Bailiffs				
	Reserves				
	Volunteer Services- Chaplain				
	Rec Services - Water Patrol				
	Snowmobile				
	Training -In House Entire Office - Sex Harr, Cult Div., 1st Aid				
	Instructor Courses-recertification, etc.				
	Supervisory - Sgt & Cpl				
	Licensed Personnel Training				
	ILEETA Conference Outstate- St. Louise, MO (1)				
	EVOC, 1st Aid, SPSC				
	01-201-XXX-XXXX-6332	98,380	118,380	118,380	20,000
Emergency Management Unit					
	AMEM Emergency Management Conference (IN STATE)	1,900	1,900	1,900	-
	Governor's Emergency Mgmt. Conf. (IN STATE)	1,000	1,000	1,000	-
	IAEM Conference (OUT OF STATE- Colorado Springs, CO)- 3	4,842	4,842	4,842	-
	01-201-280-0000-6332	7,742	7,742	7,742	-
Conceal & Carry					
	Conceal & Carry- reserve fund	1,700	1,700	1,700	-
	02-202-000-0000-6332	1,700	1,700	1,700	-
Reserves-					
	Reserves	1,000	1,000	1,000	-
	02-204-000-0000-6332	1,000	1,000	1,000	-
Posse					
	Posse Training	3,750	3,750	3,750	-
	02-203-000-0000-6332	3,750	3,750	3,750	-
Communications					
	Communications	1,137	1,137	1,137	-
	01-201-240-0000-6332	1,137	1,137	1,137	-
911 Communication					
	Communications	4,200	4,200	4,200	-
	APCO/NENA MSA State Conference-(6)	3,480	3,480	3,480	-
	02-911-000-0000-6332	7,680	7,680	7,680	-
Total- Sheriff	01-201-XXX-XXXX-6332	121,389	141,389	141,389	20,000
Health & Human Services					
WORKFORCE	National Youth Conference - Out of State- TBD	3,000	3,000	3,000	-
WORKFORCE	National Workforce Development Staff Conference - Out of State- TBD	2,000	2,000	2,000	-
WORKFORCE	Workforce Conference, NAWB - Out of State - Washington, D.C.	3,500	3,500	3,500	-
FAS	National Eligibility Workers Assoc Conf - Out of State- TBD	3,000	3,000	3,000	-
CHILD SUPPORT	National Child Support Assoc Conf- Out of State- TBD	2,000	2,000	2,000	-
CHILD SUPPORT	National Child Support Assoc Conf - Out of State - County Attorney- Washington, DC	2,000	2,000	2,000	-
CHILD SUPPORT	National Child Support Assoc Policy Forum, Out of State, Washington DC	2,000	2,000	2,000	-
PROBERT - ADMIN	APHS A The Future of Human Services, Policy and Compliance, TBD	2,000	2,000	2,000	-
PROBERT - ADMIN	National Human Services Directors/Deputy Directors Retreat, TBD	4,000	4,000	4,000	-
PROBERT - ADMIN	National Human Services Conference - Out of State APHSA- Baltimore, MD	4,000	2,200	2,200	(1,800)
FAS	NASTA/SNAP National Conference - Out of State- Location TBD	1,500	1,500	1,500	-
GOODWIN - ADMIN	National Human Services Conference (APHSA) - Location TBD - Goodwin	2,200	2,200	2,200	-
CHILD & FAMILY	International Signs of Safety Gathering - Out of State- TBD	3,000	3,000	3,000	-
PROBERT - ADMIN	Equity Summit - Out of State- TBD	2,500	2,500	2,500	-
CHILD & FAMILY	National Conference on Child Abuse & Neglect, Out of State - Maryland		3,000	3,000	3,000
CHILD & FAMILY	Child Welfare League of America - Out of State, Washington DC	2,500	2,500	2,500	-
CHILD & FAMILY	National Criminal Justice Training Center Training - Out of State- TBD	5,000	5,000	5,000	-
CHILD & FAMILY	Family Finding Conference with Kevin Campbell, Out of State, TBD		2,500	2,500	2,500
CHILD & FAMILY	QPI Champions Conference, Out of State, TBD		2,500	2,500	2,500
CHILD & FAMILY	National Association of Social Workers (NASW), Out of State - TBD		2,000	2,000	2,000
CHILD & FAMILY	DCAC/Providing Justice and Restoring Hope/Crimes Against Children/Out of State/TBD		2,200	2,200	2,200
CHILD & FAMILY	American Professional Society on the Abuse of Children - Out of State	-			-
CRISIS	National Association of Suicidology - Out of State- TBD	5,000	5,000	5,000	-
CRISIS	Annual Suicide Prevention Summit - Out of State- Location TBD	2,000	4,000	4,000	2,000
BEHAVIORAL HEALTH	National Council of Behavioral Health (NATCON) - Out of State- Philadelphia, PA	4,000	5,000	5,000	1,000

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2025**

as of 8/19/24

DIVISION - DEPT.	DESCRIPTION	2024	2025	2025	Inc./Dec
		Adopted	Requested	Recommended	
PROBERT - ADMIN	Family Resource Center (FRC) Site visit- Out of State- Location TBD	4,000	4,000	4,000	-
PROBERT - ADMIN	National Family Resource Center (FRC) conference - Out of State- Location TBD	4,000	4,000	4,000	-
CHILD & FAMILY	National Association of Welfare Research & Statistics- Out of State- Location TBD- Staff on Board- no cost to County	3,000	3,000	3,000	-
Health and Human Services	Conferences within State	117,490	72,392	72,392	(45,098)
	11-XXX-XXX-XXXX-6332	180,690	148,992	148,992	(31,698)
Public Health					
Public Health Department					
	Disease Prevention & Control (DP&C) Conference - Out of State TBD	5,000	3,500	3,500	(1,500)
	NACCHO Emergency Preparedness Conference - Out of State - San Antonio, TX	5,000	5,000	5,000	-
	NACCHO Annual Conference - Out of State- TBD	5,000	5,000	5,000	-
	APHA Annual Conference - Washington, DC	5,000	5,000	5,000	-
	Conferences within State	1,450	1,450	1,450	-
	11-460-XXX-XXXX-6332	21,450	19,950	19,950	(1,500)
Court Services - Probation					
	Drug Court National Conference- \$6000- grant funded (Out-of-State) (up to 3)				
	APPA National Probation Training Institute (Out-of-State) (up to 2)	2,100	3,000	3,000	900
	MN Association of County Probation Officers (MACPO) - Spring Conference	2,400	4,500	4,500	2,100
	Minnesota Corrections Association (MCA) - Fall Institute	2,000	2,000	2,000	-
	01-252-XXX-XXXX-6332	6,500	9,500	9,500	3,000
Total- Health & Human Services 11-XXX-XXX-XXXX-6332		208,640	178,442	178,442	(30,198)
County Totals		704,064	707,609	707,609	3,545

Carver County Board of Commissioners Request for Board Action

**Agenda Item:****Preliminary Carver County Water Management Organization 2025 Levy**

Primary Originating Division/Dept: Public Services - Planning & Water Mgmt

Meeting Date: 9/3/2024

Contact: Paul Moline

Title: PS Deputy Director

Item Type:

Regular Session

Amount of Time Requested: 15 minutes

Presenter: Paul Moline

Title: PS Deputy Director

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

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

BACKGROUND/JUSTIFICATION:

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

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

The comparison from 2024 to 2025 shows a 8.9 percent increase in the levy request. The net levy increase of \$84,855 consists of:

- | | |
|--|-------------|
| 1) an increase to the CCWMO portion of staffing cost increases | (\$62,779) |
| 2) an increase to the CCWMO portion of the Carver SWCD allocation | (\$ 8,874) |
| 3) an increase to the CCWMO contribution to the Aquatic Invasive Species (AIS) program | (\$ 3,202) |
| 4) an increase in engineering review professional services costs | (\$ 10,000) |

	2025 LEVY REQUEST	2024 LEVY	CHANGE
CCWMO Taxing district	\$ 1,038,284	\$953,429	\$84,855

Based on the increased tax base projected for 2025, this requested CCWMO levy will result in a \$1.59 (4.5%) increase to the CCWMO tax on an average value home (\$471,900).

ACTION REQUESTED:

Motion to set the preliminary 2025 CCWMO levy at \$1,038,284.

FISCAL IMPACT: Other

If "Other", specify: 2025 recommended budget

FUNDING**County Dollars =**

CCWMO Levy (2025) \$1,038,284.00

Total \$1,038,284.00☒ Insert additional funding source**FTE IMPACT:** None

Related Financial/FTE Comments:

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

Office use only:

RBA 2024 - 10016



Carver County Water Management Organization

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

Memo

Date: August 22, 2024
To: County Commissioners
From: Paul Moline, PS Deputy Director
Re: CCWMO Project Funding 2025
cc. David Hemze, County Administrator
Nick Koltavy, Asst. County Administrator

At their May 2024 meeting, the Carver County Water Management Organization (CCWMO) Advisory Committee recommended WMO project funding for 2024. Subsequent direction from the County Board has resulted in a staff request of \$190,000 and is based on the following factors/considerations:

- The CCWMO evaluation process, which ranks projects based on a series of criteria
- Recent requests for project funding from LGU's
- Projects identified in the CCWMO plan
- Funds committed or projected for matching grant agreements
- Ability to provide funds to multiple cities
- Project fund surplus due to:
 - SSTS Direct Discharge Incentive Program fund balance

The following table describes the recommended projects and dollar amounts.

Project Requestor & Description	Project Benefits	Requested Funding	Partner Contribution	Staff Rec WMO Levy Funding	Notes/ Reasoning
City of NYA Stormwater Treatment The City of Norwood Young America will reconstruct a manhole along Main Street that drains into Young America Lake by adding a deeper sump and a "SAFL Baffle" stormwater treatment device. Total project costs are estimated at \$48,062.50.	Project will collect and pass through stormwater from 6.95 acres along Main Street and provide in-line treatment to runoff prior to discharging to Young America Lake	\$24,031.25	City of NYA \$24,031.25	\$15,000	The CCWMO allocated \$15,000 to city SAFL projects in 2021. The city has yet to utilize these funds. Current request can use these unspent funds.
City of Watertown Stormwater Treatment The City of Watertown will install sump manholes along Madison St. and Lewis Ave that drains into the Crow River to include "SAFL Baffle" stormwater treatment devices. Total project costs are estimated at \$111,206.25.	Project will collect and pass through stormwater from downtown Watertown and provide in-line treatment to runoff prior to discharging to the Crow River.	\$55,603.13	City of Watertown \$55,603.13	\$25,000	CCWMO is supportive of these projects to provide treatment to untreated impervious areas discharging to waterbodies.
City of Chaska – Seminary Fen Ravine Stabilization The City of Chaska has identified three areas of severe ravine erosion along the Seminary Fen. One ravine was previously stabilized and the City is seeking to work on the 2 nd ravine area. The project will stabilize the ravine using rock checks and pools. Total project costs are estimated at \$1,008,000..	The ravine is 1,200 Linear Feet long and is contributing 233 tons of sediment and 370 pounds of phosphorus each year to the Fen. The project aims to eliminate or significantly reduce these sediment amounts.	\$80,000	City of Chaska- \$100,000	\$50,000	The City has obtained \$800,000 in state funding. CCWMO supports stabilizing ravines and reducing sediment to the Seminary Fen.

Project Requestor & Description	Project Benefits	Requested Funding	Partner Contribution	Staff Rec WMO Levy Funding	Notes/ Reasoning
CCWMO – Lake Bavaria Mgmt Plan Implementation Project A subwatershed assessment for Lake Bavaria identified 29 potential projects to help protect the lake. Implementation funding will help advance one project.	Reduce pollutant load to Lake Bavaria	\$25,000	State Clean Water Legacy Grant (unknown)	\$25,000	Lake Bavaria mgmt. plan was developed along with stakeholders in 2024 and implementation of projects was highly recommended.
CCWMO – CCRP program match The Continuous Conservation Reserve Program (CCRP) State Incentive Grants is a voluntary, federal funded conservation program which targets environmentally sensitive land. The program is administered through the SWCD. \$20,000 new state funds are available to help enrollment or re-enrollment into CRP. CCWMO proposes to match an additional \$10,000	Reduce runoff from agricultural areas to waterbodies.	\$10,000	MN State conservation funds \$20,000	\$10,000	Contribute WMO funding to agricultural areas that drain to WMO priority 1 water bodies.
Watershed Based Funding Initiative & DNR Grant Match The CCWMO is anticipating new grant funds from the Clean Water Legacy Fund. The WMO needs to provide local cash match. Staff is proposing to fund \$35,000 to the existing budgeted WMO match and provide match to other state grants that will come available in 2025.	Fund planned projects with 90% state grant funds.	\$65,000	MN BWSR Clean Water Legacy up to \$520,000	\$65,000	Contributes towards 10% local matching requirements for grants.
Repair & Maintenance Fund CCWMO is responsible for maintaining and repairing previously constructed projects.	Previously constructed projects will need repair and maintenance to extend life and function correctly.	\$15,000	None	\$15,000	Funds are needed to replenish the repair and maintenance fund.
TOTALS		\$259,634.38	\$1,519,634.38	\$190,000	

Carver County Board of Commissioners Request for Board Action



Agenda Item:
CDA 2025 Budget and Levy

Primary Originating Division/Dept:

Meeting Date: 9/3/2024

Contact: Nick Koktavy

Title:

Item Type:

Regular Session

Amount of Time Requested: minutes

Presenter: Allison Streich

Title:

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 and fosters economic development in the County. For 2025, the CDA would like to request a levy of \$3,583,402, a 6.19% increase, which is a \$208,792 increase from the 2024 levy. The impact on a \$471,900 average valued home would be an increase of \$1.98, for a total of \$69.53 for 2025.

On August 20, the CDA presented a proposed levy and budget at a County Board work session. In accordance with Minnesota Statutes, the CDA is authorized to levy special benefit taxes subject to approval from the Carver County Board of Commissioners.

ACTION REQUESTED:

Motion to approve the resolution approving the 2025 proposed budget and payable 2025 tax levy of the Carver County Community Development Agency and certifying said levy to the County Auditor.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

Other Revenue \$13,488,854.00

CDA Tax Levy \$3,583,402.00

Total \$17,072,256.00

☒ Insert additional funding source

FTE IMPACT:

Related Financial/FTE Comments:

The CDA's special benefit tax levy is spread upon all taxable property within Carver County and is completely separate from the County's property tax levy. Minnesota Statutes allow the CDA to levy taxes but, their levy is subject to County Board approval.

Office use only:

RBA 2024 - 10046



BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: _____

Resolution No.: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

RESOLUTION APPROVING THE 2025 PROPOSED BUDGET AND PAYABLE 2025 TAX LEVY OF THE CARVER COUNTY COMMUNITY DEVELOPMENT AGENCY AND CERTIFYING SAID LEVY TO THE COUNTY AUDITOR

WHEREAS, in accordance with Minnesota Statutes, Section 469.033, Subd. 6 (“**Section 469.033**”), and Laws of Minnesota, including Laws of Minnesota for 1980, Chapter 482, as amended by Laws of Minnesota for 2001, Chapter 214, the Carver County Community Development Agency (the “**Agency**”) is authorized to levy special benefit taxes upon all property within its area of operation; and

WHEREAS, the area of operation of the Agency is the whole of the County of Carver, Minnesota; and

WHEREAS, the Agency has by resolution duly approved and adopted its 2025 budget and levied the special benefits tax, payable 2025, subject to the approval of the Carver County Board of Commissioners (the “**Carver County Board**”); and

WHEREAS, the Authority is authorized to levy its special benefits tax pursuant to Minnesota Statutes, Section 469.107 or Section 469.033, with the approval of the Carver County Board;

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

1. The County has previously approved the levy by the Authority for taxable year 2011 and any subsequent years of taxes upon the taxable property in the County in amounts pledged by the Authority to pay debt service with respect to its outstanding housing development bonds. In addition, the County hereby approves the levy by the Authority for taxable year 2025 of taxes upon the taxable property in the County in the amounts specified for purposes other than such debt services in the Authority’s annual budget upon the taxable property in the County.
2. The Authority’s requested levy of \$3,583,402 for taxes payable 2025 is hereby certified to the County Auditor.
3. A copy of this Resolution shall be furnished to the Authority through its Executive Director by the County Administrator.

YES

ABSENT

NO

**STATE OF MINNESOTA
COUNTY OF CARVER**

I, David Hemze, duly appointed and qualified County Administrator of the County of Carver, State of Minnesota, do hereby certify that I have compared the foregoing copy of this resolution with the original minutes of the proceedings of the Board of County Commissioners, Carver County, Minnesota, at its session held on the 3rd day of September, 2024, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 3rd day of September 2024.

County Administrator

Carver County Community Development Agency

CDA Board of Commissioners

Greg Anderson - Chair
Adam Teske - Vice Chair
Troy Williams - Secretary/Treasurer
Jay Rohe - Commissioner
Greg Kummer - 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.

2025 BUDGET NARRATIVE

For the 2025 budget, the Carver County Community Development Agency (CDA) is eligible for a levy of \$3,984,217, which is \$609,607 increase from the 2024 levy. The CDA is requesting a levy of \$3,583,402. The impact on a \$471,900 average valued home is \$1.98 for a total of \$69.53

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.

Rental Housing Opportunities

The CDA provides and manages affordable housing opportunities for families and seniors throughout Carver County (734 units).

- Bluff Creek – Carver
- Brickyard – Chaska
- Carver County Homes-Scattered Sites throughout Carver County
- Centennial – Chanhassen
- Crossings – Waconia
- Hilltop I/Hilltop II-Watertown
- Lake Grace-Chaska
- Mayer Elderly-Mayer
- Oak Grove-NYA
- Trails Edge South – Waconia
- Waybury – Chaska
- Windstone – Chaska

Project-Based Vouchers:

Of the CDA rentals, 153 units have Project Based Vouchers.

Of that total:

- 9 are designated for the unhoused population.
- 3 are designated for homeless veterans.

- 20 are designated for mainstream (between the ages of 18 and 61 and disabled).
- 4 are for partnership with Beyond New Beginnings.
- 10 are designated for homeless families within the school districts.
- 81 are our former public housing units converted under Rental Assistance Demonstration (RAD).
- 26 regular Project Based Vouchers.

Resident Services:

- Staff time to connect residents with needed services in the community. This includes presentations from outside organizations such as CAP Agency, River Valley Health Services, Humanity Alliance, WeCAB and others. It also includes meeting with residents to determine needs and help complete applications and make referrals. Services include energy assistance, SNAP, mobile food shelf and others.

Community Development Programs

Community Development Programs:

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:

- Twenty-eight grants totaling \$206,990 have been awarded to help Carver County cities and townships prepare for future development.
- Grants have been awarded to the cities of Carver, Chanhassen, Chaska, Mayer, New Germany, Norwood Young America, Victoria, Waconia, Watertown, and the township of Laketown Township.
- Project examples include site specific redevelopment plans, wastewater facility plans, a downtown redevelopment plan, a parking study, housing study, and industrial park study.

Community Development Grants:

- Twenty-six grants totaling \$2,000,833 have been awarded to assist Carver County cities and townships with jobs, housing, or redevelopment projects.
- Grants have been awarded to the cities of Carver, Chanhassen, Chaska, Cologne, Mayer, Norwood Young America, Victoria, Waconia, Waconia Township and Watertown.
- Project examples include business expansion and site improvements to facilitate housing or redevelopment and business development.

NextStage:

The CDA continues to support NextStage in providing business with no cost business consultation. Planning resources include writing a business plan, refining concepts, testing concepts feasibility, and compiling financial projects. Starting business resources include helping select appropriate business

entity, licensing, compliance, accounting system support, and direct financing. Once the business is up and running support includes building revenue, managing costs, securing capital, and providing access to state and local financing.

Facilitate, support, and market Chambers, Cities, State and regional partnerships and local businesses. Continued promotion utilizing Choose Carver County website.

Homeownership Programs:

- **Carver County Community Land Trust Program**

The CDA administers the Carver County Community Land Trust (CCCLT) program, which provides access to home ownership opportunities for low-to-moderate income households who might not otherwise afford homes in the community. The CCCLT 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, receive certification from a homebuyer education course, and be mortgage ready. Currently, there are 42 land trust homes located throughout Carver County within Chaska, Cologne, Mayer, Victoria, Waconia, and Watertown. Since its inception, the land trust has served over 74 families. An additional 5 homes are in development in Chaska and Watertown that will be added into the CCCLT Program.

- **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.

- **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.

- **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.

	2023	2024 YTD
Carver County Allocation Amount	\$1,943,009	\$1,992,221
Committed Loans	46	23
Committed Amount	\$12,643,287	\$6,979,350
Down payment and closing cost assistance	\$362,350	\$371,000

American Rescue Plan Act (ARPA)/CDA Housing Project Funds

In 2021 Carver County allocated \$5,900,000 to the CDA for various housing projects Carver County.

- The CDA has submitted a funding application to Minnesota Housing Finance for Trails Edge Senior (76 units) will commit the remaining \$1 million. Announcement for projects selected will come out in December to allow for a 2025 construction season.
- The allocation of \$1 million for Carver Place was funded with 9 different sources and will be under construction in fall of 2024.
- The allocation of \$1 million for Carver Oaks was funded and will be under construction in late 2024/early 2025.
- The allocation of \$1.8 million for the rehab of Watertown/Mayer is under way and is due to be completed mid-2024.
- The allocation of \$200,000 for the rehab of Bluff Creek Apartments is complete.
- An allocation of \$300,000 of ARPA funds for affordable housing through an agreement with the Carver County Community Development Agency for the Humanity Alliance Unite Lodge project. This project has been completed.
- An allocation of \$600,000 of ARPA funds for affordable housing through an agreement with the Carver County Community Development Agency for the West Creek Apartment project. This project is completed.

ARPA Funds update

Project	Funding Amount	Status
Humanity Alliance	\$300,000	Paid and complete
Bluff Creek Rehab	\$200,000	Paid and complete
West Creek Apartments	\$600,000	Project opened on August 1
Carver Place	\$1,000,000	Project fully funded and closed
Rural Development Rehab	\$1,800,000	Unit rehabs completed, all county funding expended
Carver Oaks Senior	\$1,000,000	Project closing in late 2024/early 2025
Trail's Edge Senior	\$1,000,000	Submitted application in July for funding

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.

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.

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

The CDA has entered into a contract to develop a new Economic Development website “Choose Carver County” to provide up to date available land and industrial properties available. The CDA will continue to support businesses in Carver County, looking for expansion opportunities and financing options with the cities. The CDA will continue to promote the cities in Carver County and the activities that make it a “Great Place to Live and Work”.

Through a partnership with the City of Chaska, construction on the Ernst project rehab and addition of three houses will begin in the fall 2024.

New Initiative:

- **Local Housing Trust Fund**

The CDA dedicated \$100,000 in 2024 to a local housing trust fund. The CDA is working on the guidelines for a homebuyer initiative for first-time and first gen homeownership.

2025 Levy Funding Change from Original

Use	2024 Approved	2025 Original Request	2025 Final Levy Increase
Administrative	\$142,721	\$394,607	\$208,792
Community Growth Partnership Initiative	\$415,000	\$15,000	\$0
Local Housing Trust Fund	\$100,000	\$200,000	\$0
Total	\$242,721	\$609,607	\$208,792

Use	Change in Base	Final 2025 Amount
Local Housing Trust Fund	-\$267,500	\$32,500
CGPI	-\$82,500	\$332,500
Staff Training	-\$20,815	\$19,185
Greater MSP	-\$30,000	\$0
Total	-\$400,815	

2025 Requested Budget

Revenue

Revenues		2024 Approved Budget	2025 Requested Budget	Change
Administrative (including pass-through grants and operating)		\$3,319,093	\$3,771,216	\$452,123
Housing		\$9,449,806	\$9,717,638	\$267,832
Tax Levy		\$3,374,610	\$3,583,402	\$208,792
TOTAL		\$16,143,509	\$17,072,256	\$928,747

2025 Requested Budget

Expense

Expenditures	2024 Approved Budget	2025 Requested Bu	Change
Administrative, Operating, Pass-through grant, Community Development	\$6,417,703	\$7,078,618	\$660,915
Housing	\$9,449,806	\$9,717,638	\$267,832
Bonds	\$ 276,000	\$ 276,000	\$0
TOTAL	\$16,143,509	\$17,473,071	\$928,747

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Preliminary Carver County Regional Rail Authority 2025 Levy and Budget

Primary Originating Division/Dept:

Meeting Date: 9/3/2024

Contact: David Frischmon

Title:

Item Type:

Ditch/Rail Authority

Amount of Time Requested: minutes

Presenter: Lyndon Robjent

Title:

Attachments: ☐ Yes ☒ No

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Administrator's Recommended Carver County Regional Rail Authority ("CCRRA") preliminary 2025 levy of \$231,150 (+8.9%) and 2025 Budget of \$233,150. The \$18,902 increase is needed for additional vegetation management on the recently acquired Lake Minnetonka Regional Trail as well as paying for increased ongoing staffing costs for day to day operations, maintenance, security, and stewardship of the CCRRA corridors including mowing, weed control, tree trimming, debris and trash removal, drainage corrections, etc. The CCRRA fund has sufficient reserves to finance the expected capital projects in 2024 and 2025.

ACTION REQUESTED:

Motion to approve setting the CCRRA's 2025 preliminary tax levy of \$231,150 and 2025 Budget of \$233,150.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

\$0.00

Insert additional funding source

Related Financial/FTE Comments:

The County Administrator's Recommended 2025 Regional Rail Authority Preliminary Levy is 8.9% higher than the 2024 Levy which would have less than one dollar increase on the County's average value home.

Office use only:

RBA 2024 - 10057