



Carver County Board of Commissioners
 September 4, 2018
 Regular Session
 County Board Room
 Carver County Government Center
 Human Services Building
 Chaska, Minnesota

PAGE

9:00 a.m.	1.	<ul style="list-style-type: none"> a) CONVENE b) Pledge of allegiance c) Public comments - <i>Anyone wishing to address the Board of Commissioners on an item not on the agenda may come forward at this time. Please limit your comments to five minutes.</i> 	
	2.	Agenda review and adoption	
	3.	Approve minutes of August 21, 2018, Regular Session.....	1-4
	4.	Community Announcements	
9:10 a.m.	5.	<p>CONSENT AGENDA</p> <p><i>Connections: Develop strong public partnerships and connect people to services and information</i></p> <ul style="list-style-type: none"> 5.1 Veteran's Court Coordinator- Increasing FTE (grant funded) 5 5.2 Charitable Gambling Application for Exempt Permit-River Valley Ducks Unlimited 6 <p><i>Communities: Create and maintain safe, healthy and livable communities</i></p> <ul style="list-style-type: none"> 5.3 Improvements at Environmental Center 7-8 5.4 Environmental Attendant – Temporary..... 9-10 5.5 AIS Cleaning Station Grant Application..... 11-12 5.6 Issuance of Special Event Use Permit(s) - Public Events in County Regional Park System 13 5.7 Bid Award For Bridges 10J41 and 10J45 Construction Project..... 14-16 <p><i>Growth: Manage the challenges and opportunities resulting from growth and development</i></p> <ul style="list-style-type: none"> 5.8 Contract for Furniture Renovation 17 5.9 Contract with Video Services, Inc. 18 <p><i>Finances: Improve the County's financial health and economic profile</i></p> <ul style="list-style-type: none"> 5.10 Abatements/Additions 19-20 5.11 Review Social/ Commissioners' Warrants NO ATT 	
9:10 a.m.	6.	<p>COMMUNITIES: Create and maintain safe, healthy and livable communities</p> <ul style="list-style-type: none"> 6.1 Minnesota River Bluffs LRT Regional Trail Acquisition Master Plan Amendment 21 	
9:25 a.m.	7.	<p>FINANCES: Improve the County's financial health and economic profile</p> <ul style="list-style-type: none"> 7.1 Community Development Agency 2019 Budget and Levy..... 22-32 7.2 Carver County Preliminary 2019 Levy & Budget..... 33-56 7.3 Preliminary 2019 Carver County Water Management Organization Levy 57-59 	

- 10:15 a.m. **ADJOURN AS CARVER COUNTY BOARD AND CONVENE AS
CARVER COUNTY RAIL AUTHORITY**
- 10:20 a.m. **8. FINANCES: Improve the County’s financial health and economic profile**
 8.1 Preliminary Regional Rail Authority 2019 Budget and Levy 60
- 10:20 a.m. **ADJOURN AS CARVER COUNTY REGIONAL RAIL AUTHORITY**

WORK SESSION

- 10:20 a.m. **A. GROWTH: Manage the challenges and opportunities resulting from growth
and development**
 1. HHS Building Site Search 61
- 11:00 a.m. **BOARD REPORTS**
 1. Chair
 2. Board Members
 3. Administrator
 4. Adjourn

David Hemze
County Administrator

UPCOMING MEETINGS

September 11, 2018	No Meeting
September 18, 2018	4:00 p.m. Board Meeting
September 25, 2018	9:00 a.m. Board Work Session
October 2, 2018	9:00 a.m. Board Meeting
October 9, 2018	No Meeting
October 16, 2018	4:00 p.m. Board Meeting
October 23, 2018	9:00 a.m. Board Work Session

A Regular Session of the Carver County Board of Commissioners was held in the County Government Center, Chaska, on August 21, 2018. Chair Gayle Degler convened the session at 4:00 p.m.

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

Members absent: None.

Under public participation, Karen Johnson Leuthner, 15735 38th Street, Mayer, stated she was a public watchdog and did not represent anyone from the County. She noted the history of the tower and referenced the number of antennas currently on the site. She stated the citizens were never made aware of these plans. She believed the health effects should have been known and the height should never have been dropped. Johnson Leuthner stressed the structure needed to get removed from this area and should not have been built.

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

Ische moved, Maluchnik seconded, to approve the minutes of the August 7, 2018, Regular Session. Motion carried unanimously.

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

Authorized the Parks Director to submit SFY 2020 and SFY2021 Parks and Trails Legacy Fund requests to the Metropolitan Council.

Resolution #65-18, Support for Hosting One Green Corps Member and authorizing signature of the host site agreement.

Contract with Devereux for childrens residential treatment services.

Approved eliminating 1.0 FTE program specialist (Senior Public Health Services Professional) and add 1.0 FTE Public Health Nurse.

Approved the restrictive covenant with Metropolitan Council for grant SG 2011-084 and authorized the Chair to sign pending finalization of the contract review process.

Approved grant agreement SG-06019 with Metropolitan Council and authorized the Chair to sign pending finalization of the contract review process.

Approved contract with B&D Striping, LLC pending finalization of the contract review process.

Public Services contract with Wold Architects & Engineers pending completion of the contract review process.

Resolution #66-18, Carver County Right of Way Plat No. 27.

Approved the 2018 Crises grant agreement, awarding an additional \$150,000 for McLeod County crisis services pending contract approval, the creation of a 1.0 FTE grant funded crisis therapist for McLeod County and related HH&S budget amendment.

Authorized the Chair to sign the contract with BOLD planning.

Resolution #67-18, Authorizing Settlement of Compensation to Owner for Acquisition of Real Property Interests Needed for the Highway 140 Bridge Project.

Contract with TechAir, Inc., pending completion of the contract review process.

Approved issuing a charitable gambling license to Delano Ducks Unlimited for a raffle to be held on September 20, 2018.

Approved Brett Lyons, Veterans Services, attending the National County Veteran Service Officers Association training in Illinois.

Authorized the addition of a professional level support Assistant Veteran Services Officer STOC employee beginning on September 15, 2018, through December 31, 2019 and related Veterans Services budget amendment.

Approved Acting Chief Deputy Sheriff Employment Agreement with Paul Tschida.

Resolution #68-18, Veterans Service Enhancement Grant – FY 2019.

Reviewed August 14, 2018, Community Social Services' actions/Commissioners' warrants in the amount of \$415,368.63 and reviewed August 21, 2018, Community Social Services' actions/Commissioners' warrants in the amount of \$448,948.59.

Motion carried unanimously.

Rod Franks, Health and Human Services Director, presented to the Board the NACo Achievement Award the County recently received for Project Community Connect. He explained the event had been held the past eight years and organized by Carver and Scott County and the CAP Agency. He highlighted the services provided and stated this was a service that meets the needs of the community. Franks added this year's event would take place September 12th.

Nick Koktavy, Public Services, requested the Board approve the reappointment of the Veterans Service Officer Dan Tengwall. He noted, per Statute, the appointment is for a four-year term and highlighted Tengwall's accomplishments over the past four years.

Ische moved, Lynch seconded, to reappoint Dan Tengwall as Carver County Veterans Service Officer for an additional four-year term. Motion carried unanimously.

Tengwall thanked the Board for their past support. Chair Degler administered the oath of office to Tengwall.

Martin Walsh, Parks, requested the Board approve an amendment to the County Parks and Recreation Ordinance.

Lynch moved, Ische seconded, to open the public hearing. Motion carried unanimously.

Walsh stated the public hearing notice was published as required. He explained the proposed changes clarify the language within the document and clarifies the Board and Parks Director's authority for approval of permits that match the present operations. He summarized the operational efficiencies that moves select misdemeanors violations as payable offences and eliminates mandatory court appearances. He highlighted examples of payable offenses and pointed out violators are still allowed to appeal and go through the Court process. He added this also allows for enhanced fine amounts for repeat offenders.

Mary Shimshak, Assistant County Attorney, clarified setting up a payable list is not an uncommon practice and the judicial branch permits it. She added the payable lists are reviewed by the Judges and the law enforcement officer issuing the citation still has the option of having the offense be a misdemeanor level offense.

No public testimony was received.

Ische moved, Maluchnik seconded, to close the public hearing. Motion carried unanimously.

Ische offered the following Resolution, seconded by Maluchnik:

Resolution #69-18
Adopting Ordinance 86-2018,
Amending the Carver County Parks Ordinance, Title IX, Chapter 91

and to designate select misdemeanor violations of the Parks and Recreation Ordinance as payable offenses so defendants may pay a fine and avoid appearing in District Court as otherwise required by the Minnesota Judicial Branch; to allow fine amounts to be set for designated payable offenses and to allow enhanced fine amounts to be set for designated payable offenses for repeat offenders

On vote taken, all voted aye.

Summary: Carver County Parks and Recreation Ordinance No. 86-2018 amends and improves the language in the Carver County Parks and Recreation Ordinance No. 72-2011 Title IX,

Chapter 91, by: 1) Creating internal consistencies in language and terms; 2) Clarifying ambiguous language and terms; 3) Correcting a citation; and 4) Adding language to make the amended ordinance consistent with current county policies and practices. The full text of the Carver County Parks and Recreation Ordinance is available for inspection during normal business hours at the Office of the Parks Division in the Public Works Building, 11360 Highway 212, Cologne, Minnesota, 55322.

Ische moved, Lynch seconded, to open the public hearing on an amendment to the County Fee Schedule for services at the Waconia Event Center. Motion carried unanimously.

Martin Walsh, Parks, pointed out the Board's previous approval to operate the Event Center as a town hall service model, to amend the fee schedule and to begin to accept reservations. He stated the proposed fee covers the County's direct and incremental costs and reviewed the fee amounts.

No public testimony was received.

Workman moved, Degler seconded to close the public hearing. Motion carried unanimously.

Ische offered the following Resolution, seconded by Workman:

Resolution #70-18
Adopting Ordinance 87-2018, Amending the 2018 Carver County Fee Schedule,
Ordinance 48-2018.

On vote taken, all voted aye

Summary: The Carver County Board of Commissioners ordained and adopted Carver County Ordinance No. 87-2018, the 2018 Fee Schedule, on August 21, 2018, thereby amending Carver County Ordinance No. 48-2018, the 2018 Fee Schedule, by adding reasonable and proportionate fees, charges, and rates for services provided by Carver County at the Lake Waconia Event Center, located in the Lake Waconia Regional Park, 8155 Paradise Lane, Waconia, Minnesota 55387. This publication only summarizes the amendments. The full text of the amendments and the ordinance is available during regular business hours at Carver County Department of Land Records, 600 East 4th Street, Chaska, MN 55318.

Lynch moved, Ische seconded, to adjourn the Regular Session at 4:45 p.m. and go into a work session with Health & Human Services for an update on public transportation in the County. Motion carried unanimously.

David Hemze
County Administrator

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

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Veteran's Court Coordinator- Increasing FTE (grant funded)

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes
Presenter: Title:

Attachments: Yes No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Jennie Pinnow, Veteran's Court Coordinator began employment in March, 2018. The Board previously approved recruitment of this position on 11/21/17. The position is fully funded by a grant from the State of Minnesota through the 1st Judicial District. Given the funds remaining in the grant, and the work demand the position is experiencing, we are requesting an increase from .5 FTE to .7 FTE (28 hrs/wk).

ACTION REQUESTED:

Motion to approve an increase for the Veteran's Court Coordinator position to .7 FTE

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	\$0.00
Grant-2018	(\$6,768.00)
Grant-2019	(\$16,774.00)
Total	(\$23,542.00)

Insert additional funding source

Related Financial/FTE Comments:

Grant funds are currently budgeted and will cover the additional costs in 2018 and 2019. The grant is due to expire on 7/1/19, if it discontinues, the 2019 cost will only be \$8,387.

Office use only:

RBA 2018 - 5629

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Charitable Gambling Application for Exempt Permit-River Valley Ducks Unlimited

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

A Charitable Gambling application for Exempt Permit was received from River Valley Ducks Unlimited. They plan to hold a raffle on September 27, 2018 at the Stix Restaurant located at 6940 Dahlgren Rd, Chaska, MN 55318. This applicant has never received this type of license.

ACTION REQUESTED:

Approval to issue a Charitable Gambling License to River Valley Ducks Unlimited for a raffle to be held on September 27, 2018.

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 2018 - 5650

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Improvements at Environmental Center

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes
Presenter: Title:

Attachments: Yes No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The County Environmental Center has a number of pressing needs that require immediate attention. The staff proposes to improve the operations at that popular County facility without spending any General Levy funds. Over the last few years, non-levy funds have been set aside by the Environmental Services Department for the purpose of creating a new Brush and Yard Waste Site in Carver County. Earlier this year, the Board determined that brush and yard waste services should be provided by the private sector rather than the County. Therefore, the funds previously reserved for a new yard waste site are now available for other one-time (capital) uses. Under the staff proposal, most of the much-needed Environmental Center improvements would be funded by those brush-site dollars. The remainder of the funding would come from two other one-time sources: 1) a final refund of surplus money from the Solid Waste Management Coordinating Board (SWMCB) as they closed out their books, and 2) funds in our 2018 budget for the operation of the Kugler Eco-Site, which closed at the first of this year.

The Environmental Services Department's requested improvements to the Environmental Center include a new forklift (the old one is requiring more-frequent repairs and is increasingly expensive to maintain), employee lockers, locker rooms and employee showers (to wash away contamination and create a safer work environment), improve the Environmental Center HVAC system (old, and costly to repair), and upgrade work stations (better working environment).

ACTION REQUESTED:

Motion to authorize the use of dollars originally designated for a new Brush and Yard Waste Collection Site to be used for improvements at the Carver County Environmental Center, and to approve an addition to Environmental Services budget for funds received from the SWMCB final distribution, to be used for facility improvements.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	<input type="text" value=""/>
Rollover Funding	\$128,490.00
ES Prof. Services	\$5,832.00
SWMCB distribution	\$11,678.00
Total	\$146,000.00

Insert additional funding source

Related Financial/FTE Comments:

Available funding of \$134,322 is in the current Environmental Services budget. Budget amendment is requested for the \$11,677.59 received as Carver county's share of the 2018 final distribution made to SWMCB members. ES Professional Services previously used to subsidize the Kugler Eco-Site are funded through non-levy sources such as the Solid Waste Fee and State funds.

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Improvements at Environmental Center

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT			CREDIT		
Description of Accounts	Acct #	Amount	Description of Accounts	Acct #	Amount
Equipment and Furniture Purchase	01-123-130-1554-6660	\$33,000.00	Refunds and Reimbursements	01-123-130-0-5899	\$11,678.00
Building Improvements	01-123-130-1554-6640	\$25,490.00	Building Construction	01-123-130-1554-...	\$58,490.00
Building Improvements	01-123-130-0-6640	\$87,510.00	Building Construction	01-123-130-0-6630	\$70,000.00
TOTAL		\$146,000.00	Professional Services	01-123-130-1586-...	\$5,832.00
			TOTAL		\$146,000.00

Reason for Request:

Add \$11,678 from SWMCB refund to the Environmental Services department budget and reallocate \$134,322 within Env. Services budget for improvements.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Environmental Attendant - Temporary

Primary Originating Division/Dept: Public Services - Environ. Svc.

Meeting Date: 9/4/2018

Contact: Greg Boe Title: Env Services Mgr

Item Type:
Consent

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The Environmental Services Department regularly hires 1-2 interns each summer, thereby providing college students with valuable work experience in their chosen area of study. We also benefit from having extra help for our Environmental Center and other program areas during our busiest season. The staff is now recommending that we bring on a similar temporary environmental attendant, or intern, this fall. The seasonal, temporary attendant will help us provide adequate staffing for a busy fall season at the EC. The staff recommends using savings from vacancies in part-time recycling attendant positions to pay for the temporary position required this fall during the peak Environmental Center season. The position is planned only for this year.

ACTION REQUESTED:

Motion to approve hiring an Environmental Intern for the fall of 2018, and to approve shifting funds from the "Part Time" budget line to the "Short-Term On-Call" line to cover those wages.

FISCAL IMPACT: Budget amendment request form

If "Other", specify:

FUNDING

County Dollars = **\$6,720.00**

FTE IMPACT: None

Total **\$6,720.00**

Insert additional funding source

Related Financial/FTE Comments:

The staff is proposing to move \$6,720.00 from Salaries and Wages - Part Time (6112), which are "vacancy savings," to Salaries - Short-term On-call (6119), to cover this internship's cost.

Office use only:

RBA 2018 - 5648

Budget Amendment Request Form



To be filled out AFTER RBA submittal

Agenda Item: Fall Intern for Environmental Services

Department:

Meeting Date:

Fund:

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

Requested By:

DEBIT		
Description of Accounts	Acct #	Amount
Salaries - STOC	01-123-130-0000-6119	\$6,720.00
TOTAL		\$6,720.00

CREDIT		
Description of Accounts	Acct #	Amount
Salaries and Wages - Part Time	01-123-130-0000-...	\$6,720.00
TOTAL		\$6,720.00

Reason for Request:

Hiring a Fall (2018) Intern for the Environmental Services Department (use of vacancy savings).

Carver County Board of Commissioners Request for Board Action



Agenda Item:

AIS Cleaning Station Grant Application

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

In order to further improve our Aquatic Invasive Species (AIS) program and help prevent the spread of invasive species, the staff is proposing to submit an application up to \$100,000 for a Conservation Partners Legacy (CPL) grant from the Minnesota Department of Natural Resources. The purpose of this grant project would be to purchase and install up to three user-operated waterless boat cleaning stations at critical public water accesses within the County. These stations would provide tools needed for boaters to inspect and clean their own watercraft at the boat launch, including wet/dry vacuums, high-powered blowers, tethered hand tools, instructions how to remove AIS, and other informational AIS messaging. Those resources and methods could empower boaters to prevent the spread the AIS themselves and amplify the work of County AIS Inspectors. They would not add to the County's labor costs. The grant application recommends a resolution of support from the Board. If the application is successful, the staff will bring more project details to the Board as part of a request to accept the grant.

ACTION REQUESTED:

Motion to approve a resolution of support to apply for a CPL grant for waterless boat cleaning stations.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	\$0.00
CCWMO	\$10,000.00
CPL Grant	\$100,000.00
Total	\$110,000.00

Insert additional funding source

Related Financial/FTE Comments:

This program requires a 10% match from the Carver County Water Management Organization and/or partners through a combination of in-kind and cash. Cash match of up to \$10,000 would come from proposed 2019 or future 2020 CCWMO funds allocated to the AIS program.

Office use only:

RBA 2018 - 5644



BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: _____

Resolution No.: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

RESOLUTION of Support of Submission of Conservation Partners Legacy Grant Proposal for Installation of CD3 Waterless Boat Cleaning Stations.

WHEREAS, the Minnesota Department of Natural Resources (DNR) manages the Conservation Partners Legacy (CPL) program to provide competitive matching grants from \$5,000 up to \$400,000 to local, regional, state, and national nonprofit organizations and government entities. Grants must restore, protect or enhance prairies, wetlands, forests, or habitat for fish, game, or wildlife in Minnesota;

WHEREAS, Carver County administers a comprehensive aquatic invasive species (AIS) prevention program, which is funded in part by local aquatic invasive species prevention aid from the Minnesota Department of Natural Resources, the Carver County Water Management Organization, and local partnerships;

WHEREAS, to further enhance AIS strategies, water quality and aquatic habitat, and support diverse cooperative partnerships, Carver County plans to submit a proposal for a CPL grant project with the goal of installing three "CD3" waterless boat cleaning stations at strategic public access sites.

NOW, THEREFORE, BE IT RESOLVED that:

Carver County supports the submission of a grant project proposal requesting up to \$100,000 for the installation of waterless boat cleaning stations at up to three public water access located in Carver County.

FURTHER, the County will contribute cash or in-kind match from the Carver County Water Management Organization up to \$10,000.

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 4th day of September, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Issuance of Special Event Use Permit(s) - Public Events in County Regional Park System

Primary Originating Division/Dept: <input type="text" value="Public Works - Parks"/>	Meeting Date: <input type="text" value="9/4/2018"/>
Contact: <input type="text" value="Sam Pertz"/> Title: <input type="text" value="Parks & Recreation Supervisor"/>	Item Type: <input type="text" value="Consent"/>
Amount of Time Requested: <input type="text" value=""/> minutes	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Presenter: <input type="text" value=""/> Title: <input type="text" value=""/>	
Strategic Initiative: <input type="text" value="Communities: Create and maintain safe, healthy, and livable communities"/>	

BACKGROUND/JUSTIFICATION:

Three (3) events seek Special Event Use Permits from the Parks Office: Independent School District 108 (Central Public Schools) has two High.School (H.S.). Cross Country running meets, and a local, informal, group has planned a competitive speed walking event.

By County Ordinance Chapter 91: Use permits shall be required for the exclusive or special use of all or portions of park areas and facilities when they are closed to the public; to conduct certain activities not normally permitted as per conditions of this chapter; for regulation of large group activities, as defined herein, or to reduce or eliminate certain user fees for groups, as defined herein.

Specific details for each event group are as follows:

ISD 108 – H.S. Cross Country Endurance Events

- Date(s): September 11th (19 Team Invitational), October 16th (8 Team Conference)
- Where: Baylor Regional Park, Camden Township
- What: Running Endurance Events for H.S. Athletes
- Attendance: Event on 11th: ~2,000, Event on 16th: ~1,000
(Attendance estimated includes: athletes, spectators, volunteers, coaching staff etc.)
- Impact on Park System: Use of Prairie Shelter for finish area, race routes utilize trail system within park, heavy impacts on general use vehicle parking in/out of park. Impacts of vehicle congestion on CR33, outside of Park entrance, for the event on September 11th.
- Required Permit Items Obtained & Reviewed: Yes, process underway.
- Significant Elements/Items of Attention: Event scope/volume will and does pose the potential for a park user to have an impacted experience due to volume of vehicles and people in the park.
- Permit Fees: Team meet fees and shelter rental are applied per the approved 2018 Parks Department fee schedule (9/11 Event: \$533.00 and 10/16 Event: \$238.00).
- Years with Park Issued Permit: 10+ years with this event group.
- Staff Notes: No prior issues with event group, respectful to park area and event/permitting expectations. Staff is not aware of negative experiences had by other park users that would come to the park during these events. Overall, these events are a great showcase of Baylor Regional Park and the regional facilities within Carver County. Two other running activities are coordinated by this group that are not public special events, but are alumni and time trial opportunities (dates: 8/20 and 8/25).

Informal Local Group: Competitive Speed Walking Marathon(s)

- Date(s): Saturday, September 22nd, 2018
- Where: Dakota Rail Regional Trail
- What: Speed walking marathon(s) for adult athletes
- Attendance: Est. 200 total people (~125 athletes, ~75 volunteers & spectators)
- Impact on Park System: Minimal use to regional trail facility. The primary segment of trail identified is between CR10 and the eastern county line. Weekends typically have more use; however event premise fits the use. Permit will not authorize exclusive use of the trail, allowing for other users to coexist.
- Required Permit Items Obtained & Reviewed: Yes, process underway.
- Significant Elements/Items of Attention: Event duration will be 9 hours long. Permit will not authorize the use of motorized equipment (unless needed for emergency). Exclusive use of the trail is not provided in the permit.
- Permit Fees: Staff is not recommending fees be applied to this special event use permit given the size, timeframe within the operational year and event scope.
- Years with Park Issued Permit: This is the first year a permit has been requested.
- Staff Notes: Staff sees no significant issue with the event and/or the permitting process. The group is an informal group coordinating this event. Event coordinators worked to obtain insurance coverage for the event through the US Track and Field (USTF) organization as the races are USTF sanctioned.

At the August 22nd 2018 Park Commission meeting, both groups were recommended to proceed onto the County Board for permitting approval.

ACTION REQUESTED:

Motion to approve the issuance of the Special Event Use Permits to both ISD 108 Central Schools and the informal local speed walking group for the event dates of September 11th, September 22nd and October 16th 2018.

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

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Bid Award For Bridges 10J41 and 10J45 Construction Project

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

This contract is for the replacement of two bridges in Carver County. Carver County Bridge 93035 over Joint Ditch 4 on CSAH 20 and Hollywood Township Bridge L2774 on Wagon Ave. over Joint Ditch 4. Both replacements are due to the overall poor condition of the existing bridges. The two projects were combined due to their close proximity. Carver County Public Works is acting as the agent for Hollywood Township in order for the township to receive Town Bridge funds for the Wagon Ave Bridge. County and Hollywood Township have previously executed a joint powers agreement for this project. There is no cost to the County for the Wagon Ave. portion of the project. Bridge 93035 on CSAH 20 has been awarded state bridge bonds to pay for half of the bridge costs.

Bids were opened on August 23, 2018 at Carver County Public Works by two staff members. Landwehr Construction, Inc. of St. Cloud MN was the low bidder with a bid of \$502,920.93. The Engineer's estimate for the project was \$602,483.50.

ACTION REQUESTED:

Motion to adopt a resolution to award the contract to Landwehr Construction, Inc. for the Bridge 10J41 and 10J45 Construction project for \$502,920.93.

FISCAL IMPACT:

If "Other", specify:

FTE IMPACT:

FUNDING

County Dollars =	
State Bridge Funds	\$125,693.50
CSAH Regular	\$234,358.00
Town Bridge Funds	\$132,869.43
Hollywood Township	\$10,000.00
Total	\$502,920.93

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5647

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

Date: September 4, 2018 Resolution No: _____
Motion by Commissioner: _____ Seconded by Commissioner: _____

Awarding Bridge 10J41 and 10J45 Construction Project, Carver County Contract 18-314

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

WHEREAS, On Monday, August 23rd, 2018 at 1:00 p.m. at Carver County Public Works, 11360 Highway 212, Cologne, Minnesota, two (2) bids were received by Carver County Public Works and opened by two (2) representatives of Carver County Public Works for the Bridge 10J41 and 10J45 Construction Project, said bids for the responsible bidders are summarized as follows:

<u>Contractor</u>	<u>Total Bid</u>	<u>Over/Under Engineers Estimate</u>
Landwehr Construction, Inc.	\$502,920.93	-16.53 %
Midwest Contracting, LLC	\$706,058.40	17.19%
<i>Engineers Estimate</i>	<i>\$602,483.50</i>	

And WHEREAS, after examination of the bids by Carver County Public Works, Landwehr Construction, Inc. is the successful low responsible bidder.

NOW THEREFORE, BE IT RESOLVED that the Carver County Board of Commissioners hereby authorizes and directs the Carver County Board Chairman and Carver County Administrator to enter into Carver County Contract [18-314] with Landwehr Construction, Inc. of St. Cloud, Minnesota, in the name of the County of Carver for the construction of the Bridge 10J41 and 10J45 Construction Project in accordance with the construction plans and specifications contained in the project manual; and

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

BE IT FURTHER RESOLVED that Carver County Engineer, or his designee, is hereby authorized to take actions necessary and to enter into work orders, change orders or supplemental agreements on behalf of Carver County with an amount less than fifty thousand dollars (\$50,000) and an increased aggregate project total of all project changes of one hundred thousand dollars (\$100,000.00), when time is of the essence to make contract changes due to unforeseen construction conditions in order to minimize construction delays and to efficiently carry out the planned project improvements.

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

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 23rd day of September, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 23rd day of September, 2018.

Dave Hemze

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Contract for Furniture Renovation

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Facility Services Department is working closely with the Planning and Water Department and the Land Management Department to make better use of their space to meet current and future space needs. A new furniture plan has been developed to make better use of their existing space and add two additional work stations into the existing space.

The County received a quote from Alternative Business Furniture (ABF) in the amount of \$34,117 to complete this furniture plan, which includes purchasing and installing the new office furniture and removing the current furniture. ABF was awarded a competitive state contract. The County would purchase off that contract.

ACTION REQUESTED:

Motion to approve the contract with Alternative Business Furniture to replace, rearrange, and expand the number of work stations in Planning and Water and an adjacent Land Management work station, pending completion of the customary County contract review process.

FISCAL IMPACT:

FUNDING

If "Other", specify:

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Facility Services budgeted for this project.

Office use only:

RBA 2018 - 5643

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Contract with VIDEO SERVICES, Inc.

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

▼

BACKGROUND/JUSTIFICATION:

Carver County needs to replace and upgrade much of the audio-visual equipment in the County Board Room. The existing equipment is outdated and increasingly unserviceable upon equipment failure. With the help of SDA Consulting, we issued an RFP to which we received two bids (one from Security & Sound for \$102,950 and the other from Video Services, Inc. for \$81,600) The staff recommendation is to contract with Video Services, Inc (VSI) which will upgrade and install the new audio-visual system, tentatively planned for the first two weeks of November. The final work and testing should be complete by the end of December.

The draft contract covers all specified materials, installation, programming, and commissioning of the system. We will be upgrading hardware only (not software), which will be portable if the future location of the Board Room ever changes. New equipment will include, but is not limited to, a monitor in the hallway, a new projector, a wider screen, new monitors and speakers on the dais, an additional speaker on the ceiling, iPads for control of the system from within the Board Room, and new cameras (plus an additional one). In the cable-cast room, there will be a large TV monitor, and much of the control equipment will be replaced. The necessary hardware will be put in place to incorporate live streaming at a later date.

ACTION REQUESTED:

Motion to contract with VIDEO SERVICES, Inc., pending completion of the County's customary contract review process.

FISCAL IMPACT: ▼

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT: ▼

Total

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5662

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Abatements/Additions

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:
Consent

Amount of Time Requested: minutes
Presenter: Title:

Attachments: Yes No

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

Abatements requested by taxpayers. See attached listing.

ACTION REQUESTED:

Motion to approve.

FISCAL IMPACT:
If "Other", specify:

FUNDING

County Dollars =	(\$344.53)
Other	(\$913.47)
Total	(\$1,258.00)

FTE IMPACT:

Insert additional funding source

Related Financial/FTE Comments:

Office use only:

RBA 2018 - 5645



Property & Financial Services
 Government Center - Administration Building
 600 East 4th Street
 Chaska, MN 55318-2102

Property Tax, Elections and License Centers
 Phone: (952) 361-1910
 Email: taxsvc@co.carver.mn.us

County Assessor
 Phone: (952) 361-1960
 Email: assessment@co.carver.mn.us

**Abatements presented to the
 Carver County Board of Commissioners
 September 4, 2018**

Abatement approval is recommended by the County Assessor and Property Tax, Elections & License Centers Manager on the following properties for the reasons listed.

Payable Year	Parcel Number	Name	Reason for Abatement	Original Tax Amount	Adjusted Tax Amount	Total Amount of Tax Adjustment	Reduction in Penalties and/or Interest Paid	Total Amount of Adjustment	County Dollars Abated
2018	30.9510475	Edy Hernandez & Nancy Hernandez	Homestead	\$ 154.00	\$ 114.00	\$ (40.00)	\$ -	\$ (40.00)	\$ (13.49)
2018	25.1600170	Robby Kendall & Jamie Kendall	Homestead	\$ 2,594.00	\$ 2,432.00	\$ (162.00)	\$ -	\$ (162.00)	\$ (68.09)
2018	85.2250630	Paige Ehalt	Overall Tax Decrease	\$ 4,298.00	\$ 3,512.00	\$ (786.00)	\$ -	\$ (786.00)	\$ (186.55)
2018	75.2960270	Timothy Lovett	Homestead	\$ 5,294.00	\$ 5,252.00	\$ (42.00)	\$ -	\$ (42.00)	\$ (12.20)
2018	30.0610170	Daniel Lee & Amanda Cutter	Homestead	\$ 4,450.00	\$ 4,384.00	\$ (66.00)	\$ -	\$ (66.00)	\$ (23.19)
2018	85.9510115	Robert Stevens & Angie Stevens	Homestead	\$ 470.00	\$ 308.00	\$ (162.00)	\$ -	\$ (162.00)	\$ (41.01)
			TOTALS	\$ 17,260.00	\$ 16,002.00	\$ (1,258.00)	\$ -	\$ (1,258.00)	\$ (344.53)

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Minnesota River Bluffs LRT Regional Trail Acquisition Master Plan Amendment

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Minnesota River Bluffs LRT Regional Trail is an existing trail that is consistent with the County's 2030 Comprehensive Plan and the Metropolitan Councils 2040 Parks and Open Space System Plan.

Hennepin County Regional Rail Authority (HCRRA) owns the trail corridor area between the east county line to just beyond the intersection of County Road 61 in Carver County, an approximate 3 mile segment of former railroad corridor. HCRRA notified Carver County November 13, 2017 of its desire to sell the portion of the railroad corridor in Carver County to Carver County. HCRRA does not intend to use this segment of the railroad corridor for transportation purposes. Further, a portion of the railroad corridor and trail was damaged in 2014 during a period of heavy rains, causing a slope failure which damaged and required closure of the trail.

Carver County is considering purchasing the railroad corridor that lies in Carver County from HCRRA. The identified funding source for the acquisition is funding available through the Metropolitan Council's Park Acquisition Opportunity Fund. To be eligible for this funding, creation of an acquisition master plan amendment is required.

The Minnesota River Bluff LRT Regional Trail master plan amendment has been prepared by WSB & Associates.

This proposed plan address necessary elements of the Metropolitan Councils 2040 Regional Parks and Opens Space System Plan.

The Carver County Parks Commission reviewed the draft Minnesota River Bluffs LRT Regional Trail Acquisition Master Plan Amendment at its August 22, 2018 meeting and has recommended approval of the amendment.

ACTION REQUESTED:

It is requested that the County Board approve the Minnesota River Bluffs LRT Regional Trail Acquisition Master Plan Amendment, contingent upon the approval of the Metropolitan Council.

FISCAL IMPACT:

FUNDING

If "Other", specify:

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

Approval of the master plan positions Carver County to request funding from the Metropolitan Council for acquisition of property from the Hennepin County Regional Rail Authority for the Minnesota River Bluffs LRT Regional Trail within the boundary of Carver County.

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Community Development Agency 2019 Budget and Levy

Primary Originating Division/Dept: ▼

Meeting Date:

Contact: Title:

Item Type:
 ▼

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:
 ▼

BACKGROUND/JUSTIFICATION:

The Carver County Community Development Agency (CDA) provides affordable housing opportunities and fosters economic development in the County. For 2019, the CDA would like to request a levy of \$2,503,130, which is a \$149,429 increase from the 2018 levy (about 6 percent). The impact on a \$336,900 valued home would be a rise of \$3.32, for a total of \$53.96.

On August 21, the CDA presented the proposed levy and budget at a County Board work session.

ACTION REQUESTED:

Motion to approve the attached resolution approving the 2019 proposed budget and payable 2019 tax levy of the Carver County Community Development Agency and certifying said levy to the County Auditor.

FISCAL IMPACT: ▼

If "Other", specify:

FTE IMPACT: ▼

FUNDING

County Dollars =	<input type="text"/>
Other Revenue	\$9,239,510.00
CDA Tax Levy	\$2,503,130.00
Total	\$11,742,640.00

Insert additional funding source

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.

Office use only:

RBA 2018 - 5657

Carver County Community Development Agency

CDA Board of Commissioners

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

2019 BUDGET NARRATIVE

For the 2019 budget, the Carver County Community Development Agency (CDA) is requesting a levy of \$2,503,130 which is a \$149,429 or about 6% increase from the 2018 levy. The impact on a \$336,900 valued home is \$3.32 for a total of \$53.96.

Tenant Based Rental Assistance Programs

Bridges Program

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

Housing Trust Fund

A rental assistance program through MN Housing designed to address homelessness (preference) for those with a disability.

Permanent Supportive Housing Program

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

Coordinated Entry System

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

Carver County Homes

The CDA will contract with Met Council to provide vouchers for the 81 housing units scattered throughout Carver County.

Rental Housing Opportunities

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

- Bluff Creek – Carver
- Brickyard – Chaska
- Centennial – Chanhassen
- Clover Ridge Townhomes-Chaska
- Crossings – Waconia
- Lake Grace – Chaska
- Oak Grove – NYA
- West 1st Street – Chaska
- Waconia Townhomes-Waconia
- Waybury – Chaska
- Windstone – Chaska

Project-Based Vouchers:

Thirty-one (31) units scattered throughout our properties are Project Based Vouchers.

Of that total, nine (9) are designated for homeless and three (3) are designated for homeless veterans.

A newly created partnership with the school districts includes two (2) units designated for homeless households within the Waconia School District and three (3) units designated for homeless households within Eastern Carver County School District.

Community and Economic Development Programs

Community Growth Partnership Initiative

The Community Growth Partnership Initiative was created and funded by the Carver County Community Development Agency 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 Cities within Carver County.

Since its inception, the Initiative has achieved the following:

Planning Grants:

- The City of Carver-Create a Redevelopment Plan for the Lenzen Bus Garage for senior housing.
- The City of Watertown-Create a Redevelopment Plan for the former Carver County Public Works satellite location. The new location for Lakeview Clinic is under construction.
- City of New Germany-Complete a Wastewater Facility Plan.
- City of NYA-Complete a Redevelopment Plan for downtowns.

Redevelopment Grants:

- 191 jobs created (81 FTE positions). 14 jobs retained.

Housing Counseling

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

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

Land Trust Program

The CDA administers a Community Land Trust program. The CLT model provides access to home ownership opportunities for moderate income households who might not otherwise afford homes in the community. The CLT ensures permanent affordability by removing from the real estate purchase. Homebuyers must be at or below 80% AMI and mortgage ready. Currently, there are 28 land trust homes located throughout Carver County. Homes are currently located in Chaska, Victoria, and Waconia.

The CDA received funding in 2017 to expand the Land Trust program in the City of Waconia. The CDA will be adding an addition four to five units.

Septic/Well Replacement Loan

The CDA has partnered with Carver County Environmental Services to provide county residents with a low-interest loan to make improvements to their failing septic system or well. The CDA is responsible for approving clients for the program as well as filing the special assessment against the property.

Small Cities Development Program

The CDA administers this program for cities in Carver County that receive SCDP funding from the Department of Employment & Economic Development (DEED). The program can fund single-family, rental and commercial rehab, public facilities and homebuyer programs.

In 2017, the CDA has received funding of \$511,750 for the City of Watertown for Commercial Rehabilitation and Single-Family Owner-Occupied Rehabilitation within a targeted area.

To date, grant funds totaling \$122,631 have been expended. This includes four commercial rehabs that have been completed. In process rehab includes two commercial and four single family homes. The entire amount of the commercial portion of the grant will be expended by the end of 2018 and half of the owner-occupied.

Watertown EDA rehab fund

The CDA is administering a home ownership rehab fund on behalf of the Watertown EDA for households throughout the entire City of Watertown at or below 100% AMI. This allows more flexibility in funding than Small Cities Development Program.

One loan has been fully executed, one is out to bid, and three applications are pending.

MN 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.

Single Family Mortgage Program

The CDA administers the Minnesota City Participation Program (MCP) offered through the MN Housing. The MCP program is designed to assist first-time homebuyers in Carver County obtain affordable financing to purchase a home. The 2018 MCP program year has been a resounding success to date.

MCP results as of 6-30-18:

- Carver County 2018 Allocation Amount: \$1,721,784
- Committed Loans: 16
- Committed Amount: \$3,047,089 (177% usage rate)
- Carver County Non-MCP Committed Loans: \$1,161,387 (5 loans)
- Overallotment for Carver County: \$6,262,066 (364% usage rate)

Metropolitan Consortium of Community Developers (MCCD) Open to Business Program

The Open to Business program has had the following activity through June 2018:

Clients Served:

Pre-Start Planning	10
Start-up	9
Existing Business - Opportunity	16
Existing Business - Challenged	2
Total Clients:	37

Industry Segment:

Construction/Real Estate	4
Food	7
Health/Fitness	4
Manufacturing	3
Professional / Consulting	1
Retail	5
Service	10
Technology	1
Wholesale/Distribution	2

Financing:

Loans Approved:	4
Amount:	\$80,500
Leveraged:	\$75,000

City: Bus. Res.

Carver	1	1
Chanhassen	11	9
Chaska	6	7
Cologne	0	0
Mayer	0	0
NYA	4	4
Victoria	2	1
Waconia	9	9
Watertown	2	2

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 within the cities of Carver County through new mixed-use projects which promote downtown living and shopping.
- Provide marketing, technical assistance to cities and business finance resources to industrial and business park developments in 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; represent Carver County as the Public-Sector Representative on the Greater MSP Advisory Group.
- Work towards attracting new sources of capital and investment to Carver County.
- 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 in an effort to preserve the “Naturally Occurring Affordable Housing” in Carver County. The CDA actively looks for financing opportunities to construct affordable housing for Carver County to meet the housing demand outlined in the Carver County 2017 Affordable Housing Study Updates and the 2030 Comprehensive Plan.

The CDA has been in discussions with the City of Watertown regarding the 25 acres the CDA currently owns.

The CDA is also investigating the potential of utilizing the Land Trust model in partnership with MAC-V for veterans.

The CDA is going to pursue a contract to study Tourism and Economic Development in 2018/2019.

	2017 Budget	2018 Budget	2019 Requested Budget
REVENUES			
Administrative Revenues	75,620	100,620	94,030
Pass-Through Grant Funds	222,600	524,000	416,000
Revolving Loan Funds			
Other Revenues	1,239,750	1,711,448	2,332,499
Housing Revenues	6,714,635	6,864,600	6,396,981
TOTAL REVENUES	8,252,605	9,200,668	9,239,510
EXPENDITURES			
Administrative & Operating Expenses	2,757,359	3,059,769	3,823,659
Pass-Through Grant Funds	222,600	524,000	416,000
Other Expenditures	376,000	276,000	276,000
Community/Economic Development	480,000	830,000	830,000
Housing Expenditures	6,714,635	6,864,600	6,396,981
TOTAL EXPENDITURES	10,550,594	11,554,369	11,742,640
TOTAL CDA DIFFERENCE BETWEEN	2,297,989	2,353,701	2,503,130

*Revenues: Other Revenues will increase, and Housing Revenues decrease due to the reclassification of the public housing portfolio from Housing Revenues to Other Revenues (grouping these units with other CDA owned scattered site units).

*Expenditures: Administrative & Operating Expenses will increase while Housing Expenditures decrease due to the reclassification of the operating expenses of the public housing units as well.



BOARD OF COUNTY COMMISSIONERS CARVER COUNTY, MINNESOTA

Date: _____

Resolution No.: _____

Motion by Commissioner: _____

Seconded by Commissioner: _____

RESOLUTION APPROVING THE 2019 PROPOSED BUDGET AND PAYABLE 2019 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 2019 budget and levied the special benefits tax, payable 2019, 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 2019 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 \$2,503,130 for taxes payable 2019 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 4th day of September, 2018, now on file in the Administration office, and have found the same to be a true and correct copy thereof.

Dated this 4th day of September, 2018.

County Administrator

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Carver County Preliminary 2019 Levy & Budget

Primary Originating Division/Dept: Administration (County)

Meeting Date: 9/4/2018

Contact: Dave Hemze & David Frischmon Title: County Administrator

Item Type:
Regular Session

Amount of Time Requested: 15 minutes

Attachments: Yes No

Presenter: Dave Hemze & David Frischmon Title: County Administrator and Propri

Strategic Initiative:

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

BACKGROUND/JUSTIFICATION:

The 2019 Budget process began at a June 5th, 2018 Board workshop where the County Board directed staff to develop two options for balancing the 2019 Budget:

#A - "Zero Impact" on the average value home and

#B - "Inflation Impact" on the average value home.

During July, Division Directors presented their 2019 budget requests and recommended levy adjustments for both options at budget hearings with Board members which are summarized in the 2019 Budget Attachments A-F.

By September 30th, State law requires that the County Board adopt a 2019 preliminary property tax levy to finance 2019 County operations and capital projects. On September 4th, the County Board is being asked to adopt a 2019 preliminary property tax levy for the County, CRRRA and WMO. The final property tax levy, adopted in December, can be lower than the preliminary levy but not higher.

In November, County staff plan to present the Administrator's Recommended 2020 Long Term Financial Plan ("LTFP"), which along with the Annual Budget, fulfills the County Board's direction to "connect financial strategies to the County's short and long-term goals and objectives."

In December, the County Board is expected to hold a public hearing on the 6th and on the 11th adopt the 2019 Budget and the 2020 LTFP.

ACTION REQUESTED:

Motion to approve the Administrator's Recommended Preliminary 2019 Tax Levy of \$56,264,855 and Budget of \$146,906,535 and to set a 2019 Budget Public Hearing for December 6th, 2018 at 6:00 pm.

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 FTE and tax impacts from the Administrator's Recommended Preliminary 2019 Budget and Levy will be presented at the Board Meeting.

2019 Budget: Net Levy Adjustments/Trends

	Item	Division Request	County Administrator's Preliminary Recommendation	Board Approved
County-wide:				
	Attachment C - 2018 Capital Projects - Road Preservation	100,000	100,000	
	Attachment D - 2018 Equipment Replacement	100,600	100,600	
	Attachment E - Redirect CPA from Operating to One-Time Projects	100,000	100,000	
	Vacancy Savings Adjustment - 5.4% of 2019 Salary & Benefit Projection	(400,000)	(400,000)	
	<i>Subtotal</i>	<i>(99,400)</i>	<i>(99,400)</i>	
Divisions:				
HHS	Increase in Beacon Contract- families moving forward	30,000	30,000	
HHS	Increased service costs within Child & Family for treatment foster care related to high needs children, family assessment cases, changes in State eligibility requirements.	225,000	225,000	
HHS	Increased services costs withing HCBC for fostercare related to high needs children.	52,000	52,000	
HHS	Revenue shortfalls and cuts (VCA, FA, Child Protection, etc.)	119,970	119,970	
Public Services- Facilities	Waconia Event Center (operating costs for Townhall model)	20,000	20,000	
Court Admin	Increase based on 3 year average- civil court appointed atty costs	50,000	50,000	
Sheriff	First-Net (ongoing costs)	20,000	20,000	
Sheriff	COOP Plan (ongoing costs)	10,000	10,000	
Employee Relations	County-wide training	10,000	10,000	
Employee Relations	Professional Services- Arbitration	10,000	10,000	
PW- Parks	Eliminate park entrance fees	170,000	-	
PW- Parks	Decrease STOC gate attendants (weekday)	(15,000)	-	
PW	Federal Lobbist contract	40,000	40,000	
	<i>Subtotal</i>	<i>741,970</i>	<i>586,970</i>	
	Accounted for in Attachment A2	(741,970)	(586,970)	
	Accounted for in Attachment C-E	(300,600)	(300,600)	
	GRAND TOTAL =	\$ (400,000)	\$ (400,000)	\$ -
				\$ -

"Zero Impact (1)" 2019 Budget Gap = \$ (1,800,000)

Levy Adjustment Targets By Division:

Note: Bolded adjustments submitted by the Divisions are to hit levy targets, but are not being recommended by the Divisor.

Division(s)	2018 Levy /CPA Allocation	2018 Levy/ CPA %	2019 Initial Levy Target	Departments	Adjustment Type (Pick One): New Revenue, Trends, Cost Savings, "Decrease Programs/Services", etc.	DD Submitted Levy Adjustments	Administrator's Recommended Levy Adjustments	Board Approved Levy Adjustments	Describe Adjustments i.e. driving factors, impact, effective date, etc.
Property & Financial Services				Property Assessment	Cost Savings	(3,887)	(3,887)	-	Due to past trends, reductions in gas and auto tabs/licenses can be reduced
				Property Assessment	New Revenue	(43,134)	-	-	Projected increase in City Assessing Contract revenue which is recommended to help cover the Att B request for an additional Assessor and, therefore, has been submitted to meet levy targets, but is not recommended to be used as a levy adjustment target.
				Land Records	New Revenue	(18,000)	(18,000)	-	Due to past trends, mortgage registration and county recorder fees have been up.
				PTELC	Trends	(17,200)	(17,200)	-	Due to past trends, reductions in various expenditure line items can be reduced and an increase in revenues related to certified copies and elections.
				Financial Services	Cost Savings	(4,950)	(4,950)	-	Due to past trends, reductions in office equipment, stationary, and data processing can be reduced
Subtotal PFS	1,762,592	3.0%	(54,660)			(87,171)	(44,037)		
Public Services				Facilities	Att A1- Waconia Event Center	20,000	20,000		Transition Waconia Event Center from a third party lease with an "Event Manager Model" (Lancer) to a "Town Hall Model" so utilities, maintenance, insurance, etc. included in Facilities budget similar to other County buildings i.e. Environmental Center, First Street, etc. (note: building stewardship costs which would be eligible for Met Council reimbursement are not included in this amount.)
				IT	Decrease Programs/Services	(40,000)	-	-	Eliminate the CIO's Initiatives Fund: Doing so would eliminate projects the CIO supports. These projects include CIO initiatives, Division projects, projects that go over budget, and unexpected issues that arise. Examples of previous uses: defeating the Qakbot worm (vendor), ITSM (helpstar replacement) Professional Services, and Aumentum Hosting for PFS Division. Making this cut entails an almost certain risk of system failures, slowdowns, and postponements in upgrades.
				IT	Cost Savings	(800)	-	-	Cut Learning Resources: Cutting this fund would reduce the number of new instructional, reference, and related books, manuals, guides, and related materials for the IT office. Such resources are critical to the IT staff's continuous learning as Info. Technology changes every year.
				IT	Cost Savings	(10,000)	(10,000)		Cut cell phone payments for phones with no usage for 1 month: This decrease would give IT the authority automatically to suspend devices with no monthly usage and cancel the following month if there were no request for reactivation. IT would not deactivate the device if there were a documented business case on file to keep it active.
				IT	Cost Savings	(2,000)	-	-	Postpone Computer Workstation Purchases: GIS and Software teams would extend the life of their computer workstations. This would raise the risk of errors and slowdowns and likely cause inefficiencies with professional staffers using older computers that are beyond their recommended life.
				IT	Decrease Programs/Services	(5,000)	-	-	Cut Noncapitalized Equipment: This reduction would completely remove IT's ability to make larger purchases on items like GPS units, storage, and plotters.
				IT	Decrease Programs/Services	(1,500)	-	-	Eliminate the GIS GeoCortex server monitoring software. The GIS Team wouldn't have the ability to monitor the health of GIS Services. This tool allows staff to see if GIS is "up or down" by sending alerts.
				IT	Decrease Programs/Services:	(29,870)	-	-	Reduce Project Management professional services: this cut would almost eliminate the PMO professional services fund and remove our ability to bring in experts' help on almost all system upgrades, software deployments, and maintenance support. Our own staff would have to take on challenges for which they are not equipped, with limited resources. IT uses professional services to bring in firms that have specialized knowledge in technologies beyond that of staff on security, troubleshooting hardware/software issues, and technology implementations.
				IT	Decrease Programs/Services	(5,000)	-	-	Cut Software purchases: The IT software budget is very tight; there is only about \$10,000 for additional license costs or increases. IT would have to be extremely selective on additional software licensing requests in 2019 if this cut were implemented.

IT	Decrease Programs/Services	(53,643)	-	Reduce Infrastructure professional services: this cut would severely limit our ability to bring in vendor help on system upgrades, software deployments, and maintenance support. The staff would have to take on such tasks with limited resources. IT uses professional services to bring in firms that have specialized knowledge in technologies beyond the expectations of staff on security, troubleshooting hardware/software and technology implementations. The cut would raise a substantial risk of system failures and slowdowns and postpone or cut programs and services to County divisions and partner cities.
IT	Cost shift to CarverLink	(3,458)	(3,458)	Costs for one Sr. Systems Engineer position are shared between the CarverLink and IT budgets. Additional costs for budgeted salary and benefits increases can be shifted to CarverLink.
Extension	Trend	4,263	4,263	MOA Increase: AMC negotiates with the University of Minnesota Extension on the cost to provide local educators such as 4H program educators and Master Gardener coordinators. For 2019, the increase is 2.2%.
Extension	Cost Savings	(2,773)	-	Reduce office supply budget, food and beverage budget, professional and technical fees, mileage for intern, and teaching supplies.
Extension	Cost Savings	(2,500)	-	Eliminate per diem for Extension Committee members. Could have a negative impact on ability to attract and retain members.
Facilities	Cost Savings	(30,000)	(30,000)	Reduce grounds keeping costs by moving additional snow removal duties in-house.
Facilities	Cost Savings	(25,000)	-	Eliminate energy consultant services. Probably a negative impact on rebates and energy reducing projects.
Facilities	Cost Savings	(3,000)	-	Reduction in cleaning supplies. Would reduce the number of cleaning chemicals used.
Facilities	Decrease Programs/Services	(5,000)	-	Reduction in non-capital equipment purchases. This cut would raise the risk of a deterioration in Facilities' ability to buy the equipment needed to complete a repair or construction timely.
Facilities	Decrease Programs/Services	(10,000)	-	Reduction in professional services. This cut would reduce our ability to hire vendors (architects, designers, technical experts) to assist on project design. That reduction would raise the risk that our project designs would yield flawed elements, raising costs and decreasing satisfaction in the long run.
Facilities	Decrease Programs/Services	(44,400)	-	Reduce and postpone Facility repairs, upgrades, additions, build-outs, and other improvements. This cut would erode building conditions, maintenance, and employee working conditions -- and therefore employee morale, recruitment, and retention.
Library	Decrease Programs/Services	(104,000)	-	Cut more than 25% of library material acquisitions for its collection, including books and magazines. This would have a large negative impact on the collection and our ability to furnish the materials the public seeks. We would anticipate strong dissatisfaction and complaints from some library patrons, employees, and the media.
Library	Cost Savings	(400)	-	Cut in communications (Facebook blasts, promotional materials, e.g.). Fewer people would learn about the services that the library offers.
VSO	Trends	4,000	4,000	Costs for training, memberships, software licensing, and other IT needs have increased since adding an additional two employees over the past three years. The VSO requires another \$4,000 per year to provide the resources necessary for the professional staff.
VSO	Cost shift to Grant funding	(4,000)	-	Shift costs to grant funds rather than general levy to fund operating cost increases. This shift would yield a smaller amount of the grant for projects and events.
VSO	Decrease Programs/Services	(5,865)	-	Reduction in STOC. Less office coverage during summer. We would look at the VA's Federal Work-study Program as an option to backfill this loss in staffing.
VSO	Cost shift to Grant funding	(5,000)	-	Use grant funds rather than general levy to fund most of the department's conference and training activities. This would limit grant funds available for special projects and events. It would not be sustainable over the long term if the MDVA grant were reduced by the Legislature.
PWM	New Revenue	(4,000)	(4,000)	Per agreement with the Lower MN Watershed District (LMWD), the 2019 amount from the LMWD increases the funding covering labor by this amount.
PWM	WMO Levy Cost Shift	(10,290)	(10,290)	Staff salaries for the dept. are currently funded by both the General Levy and the WMO levy. The shift would, in turn, move an additional \$10,290 from the general levy to the WMO levy to cover more personnel costs. That shift would raise the proposed 2019 WMO levy, putting additional pressure on the WMO levy to cover a greater percentage of PWM staff costs.
Public Services Admin.	Cost Savings	(20,000)	-	Eliminate the Professional Services line. This cut would erase our ability to contract for expertise on training, technology, and other unusual & urgent priorities for the Division as well as unplanned activities and costs.

				Public Services Admin.	Cost Savings	(6,054)	-		Reduce STOC expense by eliminating the Administrative Fellow position. This position has benefited the county by providing division and county leadership with support for research and special projects that help our communications, policy planning, and strategic planning work. It is also an investment in future municipal administrative leaders.
				Env Services	New Revenue - SW Fee increase	(44,000)	(44,000)		By raising our Solid Waste Fee by \$1 in 2019, we could generate approximately \$44,000 in new revenue. We would put \$37,458 toward ensuring that ES requires no levy funds. We would then propose placing the remainder in our grant programs for increased recycling and organics diversion.
				Env Services	New Revenue- Fee increases	(11,750)	(11,750)		Fee increases at the Environmental Center to offset cost increases related to carpet, mattresses, and box spring disposals
				Env Services	Trends	11,750	11,750		Cost increases at the Environmental Center related to carpet, mattresses, and box spring disposals.
				Env Services	Trend	6,542	6,542		Addition to solid waste grant programs, to be funded by the additional Solid Waste service fee revenue (see above).
Total PS	14,276,972	24.6%	(442,748)			(442,748)	(66,943)		
Sheriff's Office				Communications	Att A1- FirstNet	20,000	20,000		ongoing costs
				Communications	Att A1- COOP Plan	10,000	10,000		ongoing costs
				Patrol	2019 Contract Revenues	(347,498)	(347,498)		Police contract increases for FY2019
				Communications	Decrease Program/Service	(50,000)	-		Defer equipment purchase
				Jail	Increase Pay For Stay	(10,000)	(10,000)		Pay For Stay Revenue increase
				All	Misc. Line Item Cuts	(22,000)	-		Short supplies, decrease professional contracted services, services cut
				Emergency Mgmt.	Decrease Program/Service	(10,000)	-		Eliminate FD funding of mutual aid equipment - results in lack of public safety equipment
Subtotal Sheriff	14,854,203	25.6%	(460,648)			(409,498)	(327,498)		
Public Works				Parks	Att A1- Eliminate Park Entrance Fees	155,000	-		Eliminate park entrance fees offset by a decrease in STOC gate attendants on weekdays only
					Att A1- Federal Lobbyist Contract	40,000	40,000		ongoing costs
				PW	New Revenue from Local Option Sales Tax	(40,000)	(40,000)		Use to fund Lobbyist Contract. There is a significant advantage in having Lockridge in DC lobbying for TH 212 grants.
				PW	New Revenue from CSAH	(71,000)	(71,000)		Additional CSAH Maintenance Funding
				PW	Decrease Supplies	(12,000)	(12,000)		Tires, Parts, General supplies
				PW	Decrease Services	(19,888)	(19,888)		Rentals, Traffic Signal Maintenance, Misc. Repairs
				PW	Decrease Conference & Training	(5,000)	(5,000)		Trends indicate underutilization
				Parks	New Revenue- Fee increases	(38,035)	(38,035)		Increased fees to be consistent with regional agency rates
				Parks	Trends- increase in parks & rec stewardship	38,035	38,035		Trends indicate underutilization
				PW	Eliminate Project Manager Position	(122,000)	-		This position was funded with Sales Tax in 2018 to assist with the management of the Transportation Tax Implementation Plan. Need to shift the sales tax used for this position to other levy funded FTEs. Eliminating this position is a short term solution that will force additional work onto existing employees and delay the delivery of projects.
Subtotal PW	7,413,028	12.8%	(229,888)			(74,888)	(107,888)		
Buildings CIP						-	-		
Subtotal Buildings CIP	19,904	0.0%	(617)			-	-		
Health & Human Services				HHS	Att A1- Beacon Contract	30,000	30,000		increased contract costs for Beacon Contract- families moving forward
				HHS	Decrease in services	(83,000)	-		Non mandated service. Homelessness may increase
				Workforce	Eliminate vacant position	(104,000)	(104,000)		Due to low unemployment & workforce caseloads
				Crisis	Decrease in services	(98,000)	-		Eliminates ability to initiate collaborative work with law enforcement
				Child & Family	Decrease in services	(100,000)	-		Will increase length of time a child protection case stays open. Non revenue generating position
				Early Childhood Respite	Decrease in services	(9,000)	-		No funding for parents struggling with special needs children

				Jail Mental Health	Decrease in services	(70,600)	-		Discontinue contract for mental health services provided in the jail - non mandated service
				HCBC	Att A1- Increase service need	52,000	52,000		Foster care for high needs children
				Child & Family	Att A1- Increase service need	100,000	100,000		Increased treatment foster care costs for high needs children
				Child & Family	Att A1- Increase service need	50,000	50,000		Due to increased family assessment cases vs. investigations
				Child & Family	Att A1- Increase service need	75,000	75,000		Change in State eligibility requirement which now opens it up to age 23
					Eliminate vacant position	(107,000)	(107,000)		Non revenue generating position
					Cost savings	(64,500)	-		Non revenue generating position
					Cost savings	(90,000)	-		Loss of revenue attached to position - Net levy is reflected
					Att A1- Revenue	119,970	119,970		Revenue shortfall in multiple grant areas (VCA, FA, Child Protection, etc.)
Subtotal HHS	11,287,188	19.4%	(350,030)			(299,130)	215,970	-	
County Attorney					Decrease Programs/Services	(99,925)	-		Eliminate existing personnel. This will cause delays for clients, overload staff, deadlines will be missed. Staff taking on more tasks.
					New Revenue	(3,000)	(3,000)		Increase in Prosecution Contract revenue for 2019
Subtotal CA	3,226,463	5.6%	(100,057)			(102,925)	(3,000)	-	
Employee Relations					Att A1- County-wide training	10,000	10,000		increased need and cost of training
					Att A1- Professional Services	10,000	10,000		increased arbitration costs
					Professional Services	11,000	11,000		Learning Management System
					Decrease Programs/Services	(3,100)	-		Reduce Wellness Other Miscellaneous Expenses 01-050-050-6379-6379
					Decrease Programs/Services	(25,000)	-		Reduce Wellness Professional Services 01-050-050-0000-6260. Eliminate wellness portal technology along with additional program elements.
					Decrease Programs/Services	(29,000)	-		Significantly Reduce Countywide Training 01-050-000-0000-6335
					Decrease Programs/Services	(11,000)	-		Eliminate Learning Management System 01-050-000-0000-6260
					Trends	(20,000)	(20,000)		Reduce Wellness Program HIP Funding 01-050-050-6376-6379
Subtotal ER	1,836,509	3.2%	(56,953)			(57,100)	11,000	-	
Court Services/Probation					New Revenue	(20,000)	(20,000)		Anticipated increase in probation supervision fee revenue- client numbers up, which will impact supervision and services to clients
					Cost Savings	(4,034)	(4,034)		CSTS User/Enhancement fees- less than expected fee for 2019
					New Revenue	(10,000)	(10,000)		Increase in salary/benefit reimbursement from MN Department of Corrections based on anticipated salary increases for 2019
					Decrease Programs/Services	(10,000)	(10,000)		Decrease child placement budget, specifically line 01-252-254-3715-6040- greater use of community alternatives to short-term juvenile placement.
Subtotal Court Serv.	1,419,923	2.4%	(44,034)			(44,034)	(44,034)	-	
Court Administration					Att A1- Court Appointed Atty Costs Trends - Based on market rates of County Attorneys and comparable to other surrounding counties, the hourly rate of Court Appointed Attorney's is \$100/hour and due to the increased CHIPS attorney fees and statutory changes effective 2015-2016, the trends increased. However, case filings from 2015 to 2017 appear to have stayed consistent and thus far in 2018 our report projections reflect 2018 will also not increase compared to years past. We do not foresee an increase in filings or fees related to CHIPS cases in 2019.	50,000	50,000		increase needed based on 3 year budget to actual trends within civil court appointed atty costs. Court appointed attorney fees are market driven hourly rates and the county is ordered to pay the hourly fees pursuant to statute. The court continues to track each court appointed attorney invoice, type of work and hours worked so we can compare the appointed attorney's fees to other appointed attorneys with similar case work with a large overview to see if there are options to reduce the number of hearings, or look into other possibilities to reduce overall costs. The increase will assist Civil Commitments which according to budget trends have consistently been above the funds appropriated to that case type the last three years. Commitment case filings have not significantly increased within the last three years and current year projections are that they will remain consistent. However, the funding increase will assist with ensuring accurate funding needs are available for the attorney fees related to Civil Commitments.
Subtotal Court Adm.	281,100	0.5%	(8,717)			50,000	50,000		
County Commissioners	-					-	-		Reductions to County Commissioner and County Admin budgets were considered but are not being recommended including reductions to Commissioner Contingency, membership dues, conference and training, and lobbying expenses.
Subtotal County Commissioners	601,025	1.0%	(18,639)			-	-		
County Administration						-	-		See County Commissioner budget note above.

Subtotal County Admin.	425,958	0.7%	(13,210)			-	-	-	
County Commissioners & County Admin Total	1,026,983		(31,848)			-	-	-	
Soil and Water Conservation District				SWCD	staffing costs	16,602	16,602	-	increase cost of staffing, based on County projection
				SWCD	Cost shift to WMO	(5,366)	(5,366)		A portion of the increase in SWCD staffing costs has been included in the WMO recommended levy increase for 2019.
				SWCD	Decrease Programs/Services	(20,932)	-		Shift accounting from SWCD to the BWSR district capacity grant. Additional staff time would be charged to the grant, leaving fewer funds available for projects.
Subtotal SWCD	312,656	0.5%	(9,696)			(9,696)	11,236	-	
Historical Society				Historical	staffing costs	6,238	6,238	-	increase cost of staffing, based on County projection
				Historical	Decrease Programs/Services	(12,900)	-		To make their levy adjustment target, the Society would reduce personnel cost increases (projected at \$6,238 for 2019) and keep vacant positions open longer. This would compound the challenges of attracting and retaining staffers.
Subtotal Historical Society	214,823	0.4%	(6,662)			(6,662)	6,238	-	
Fair Board					Cost Savings/ additional grants	(3,442)	-	-	The Fair Board plans to recover the respective levy adjustment by applying for additional grants and seeking sponsors for specific items.
Subtotal Fair Board	111,000	0.2%	(3,442)			(3,442)	-	-	
Subtotal	\$ 58,043,344	100.0%	\$ (1,800,000)			\$ (1,487,294)	\$ (298,956)	\$ -	

Debt Service	4,542,200	n/a	n/a	Accounted for in Attachment B - Staffing Changes	211,000
Interest Income	(1,543,391)			Division Negative Trends in Attachment A1	(586,970)
Non-Departmental	(7,073,037)	n/a	n/a	Net Division Levy Adjustments	(674,926)
Total Levy/ CPA	53,969,116				

Gap as a % of Total Levy/CPA = 3.3%

Attachment B: Recommended Staffing Changes

as of 8/17/2018

Division/Department	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 2019:									
Attorney's Office	1.00	Levy	1.00	Assistant County Attorney	111,176	-	-	111,176	111,176
HHS/Administrative Support	1.00	Partial Levy	1.00	Accounting Supervisor	111,249	16,687	-	94,562	94,562
HHS/Administrative Support	1.00	Partial Levy	1.00	Social Services Director	145,816	21,872	-	123,944	123,944
HHS/Child and Family	0.50	Partial Levy	-	Social Worker	60,869	4,870	-	55,999	-
HHS/Income Support	1.00	Partial Levy	1.00	Financial Assistance Specialist	77,861	38,931	-	38,931	38,931
HHS/Public Health	1.00	Partial Levy	-	Public Health Nurse	107,537	-	35,000	72,537	-
Property and Financial Services	0.80	Partial Levy	0.80	Payroll Technician	66,274	-	31,597	34,677	34,677
Property and Financial Services	(1.00)	Levy	(1.00)	Payroll Administrator	(87,623)	-	-	(87,623)	(87,623)
Property and Financial Services	1.00	Partial Levy	1.00	Senior Payroll Administrator	91,145	-	-	91,145	91,145
Property and Financial Services	1.00	No Levy	1.00	Appraiser	78,524	-	78,524	-	-
Property and Financial Services	1.00	Levy	-	Taxation Analyst	77,859	-	-	77,859	-
Public Services	1.00	No Levy	1.00	Environmentalist	83,345	-	83,345	-	-
Public Services	1.00	Levy	1.00	Facility Technician	79,340	-	25,000	54,340	54,340
Public Services	1.00	Levy	1.00	IT Systems Engineer	88,604	-	-	88,604	88,604
Public Services	1.00	Levy	-	Librarian	101,755	-	-	101,755	-
Public Services	1.00	Levy	-	Library Assistant	63,555	-	-	63,555	-
Public Services	0.25	No Levy	0.25	Seasonal Water Resource Education Intern	9,131	-	9,131	-	-
Public Works	1.00	Levy	-	Communications Manager	103,429	-	-	103,429	-
Public Works	1.00	Partial Levy	1.00	Park Operations and Natural Resource Supervisor	108,714	-	55,000	53,714	53,714
Public Works	0.25	No Levy	0.25	STOC - PT Seasonal	6,953	-	6,953	-	-
Public Works	2.00	No Levy	2.00	Highway Maintenance Operator	160,345	-	160,345	-	-
Public Works	1.00	Partial Levy	-	Senior Engineering Technician	88,702	-	44,351	44,351	-
Sheriff's Office	1.00	Partial Levy	-	Deputy Sheriff	94,579	36,000	-	58,579	-
Subtotal:	19.80		12.30		\$ 1,829,139	\$ 118,360	\$ 529,246	\$ 1,181,533	\$ 603,469
Levy Adjustments:									
Eliminate Vacant Positions	Division Submitted FTE's	Funding Source	Administrator Recommended FTE's Changes	Position	Division Submitted Gross Cost (\$)	Direct Reimbursement	Indirect Funding	Division Submitted Net Levy (\$)	Administrator Recommended Net Levy (\$)
HHS/	(1.00)	Partial Levy	(1.00)	CD Assessor	(107,000)	-	-	(107,000)	(107,000)
HHS/Workforce	(1.00)	Partial Levy	(1.00)	Employment Counselor	(104,000)	-	-	(104,000)	(104,000)
Subtotal:	(2.00)		(2.00)		\$ (211,000)	\$ -	\$ -	\$ (211,000)	\$ (211,000)
Grand Total:	17.80		10.30		\$ 1,618,139	\$ 118,360	\$ 529,246	\$ 970,533	\$ 392,469

Approved during 2018: Savings will carryover into 2019**

Included in the 2019 Salary and Benefit Projection (after Adopted 2018 Budget)	FTE's	Date of RBA	Position	Requested Gross Levy (\$)	Direct Reimbursement	Indirect Funding	Division Requested Net Levy (\$)	
Property and Financial Services	(0.35)	10/17/2017	Licensing Specialist					
Property and Financial Services	(0.50)	10/17/2017	Licensing Specialist					
Property and Financial Services	1.00	10/17/2017	Licensing Specialist					
HHS/HCBC	1.00	10/17/2017	Social Worker II					
1st Judicial District	0.50	11/21/2017	Court Coordinator - Veteran					
Public Services	0.50	12/12/2017	Library Technology Associate					
Public Services	(0.50)	12/12/2017	Library Technology Associate					
Public Services	(0.38)	12/12/2017	Library Shelters					
Employee Relations	0.20	12/12/2017	Employee Relations Senior Advisor					
Employee Relations	(0.20)	12/12/2017	Employee Relations Business Partner					
HHS/Behavioral Health	(0.88)	1/16/2018	Lead Case Management Associate					
HHS/Behavioral Health	0.88	1/16/2018	Social Worker					
Public Services	0.80	2/20/2018	Law Library Paralegal					
Public Services	(0.80)	2/20/2018	Librarian					
HHS/Behavioral Health	(1.00)	2/27/2018	Crisis Program Supervisor					
HHS/Behavioral Health	(1.00)	2/27/2018	Crisis Therapist					
Public Services	1.00	3/20/2018	Assistant Facility Project Manager					
Public Services	(1.00)	3/20/2018	Facilities Services Coordinator					
Property and Financial Services	0.00	3/20/2018	Payroll Technician - Limited Term					
Property and Financial Services	1.00	3/20/2018	Licensing Specialist					
Public Works	1.00	3/20/2018	Inventory Control Technician					
Public Works	(1.00)	3/20/2018	Equipment Technician					
HHS/HCBC	1.00	3/20/2018	Social Worker					
Subtotal:	1.27			\$ -	\$ -	\$ -	\$ -	\$ -
NOT Included in the 2019 Salary and Benefit Projection (RBAs between 4/1 and 5/15/18)								
HHS/Behavioral Health	0.40	4/17/2018	HHS Administrative Assistant (0.60 to 1.0)					
HHS/Behavioral Health	0.10	4/17/2018	Crisis Therapist (0.80 to 0.90)					
HHS/Behavioral Health	(0.50)	4/17/2018	Crisis Therapist					
HHS/Behavioral Health	0.10	4/17/2018	Crisis Therapist (0.90 to 1.0)					
Public Services	1.00	5/1/2018	IT Security and Infrastructure Supervisor					
Public Services	1.00	5/1/2018	IT Support Technician Supervisor					
Public Services	(1.00)	5/1/2018	IT Senior Systems Engineer					
Public Services	(1.00)	5/1/2018	IT Lead Support Technician					
Property and Financial Services	1.00	5/1/2018	Senior Taxation Analyst					
Property and Financial Services	(1.00)	5/1/2018	Taxation Analyst					
Property and Financial Services	1.00	5/1/2018	Senior Appraiser					
Property and Financial Services	(1.00)	5/1/2018	Appraiser					
Employee Relations	0.20	5/15/2018	Employee Relations Business Partner (0.80 to 1.0)					
Subtotal:	0.30			\$ -	\$ -	\$ -	\$ -	\$ -
Total:	21.37	0.00		\$ 1,931,390	\$ 234,391	\$ 158,481	\$ 1,538,519	\$ -

Attachment C: Capital Projects by Fund for 2019
as of 8/13/18

DEPT.	CIP #	DESCRIPTION	2018 Board Approved	2019 Recommended	2019 Board Approved	Inc./Dec
Parks & Trails Capital Improvements						
522-512	TH5	Arboretum Trail (Municipal / State Participation)	1,472,000	256,000	-	(1,216,000)
522-512	TH5	Arboretum Trail (CPA)	79,904	73,539	-	(6,365)
522-516	TH5	Arboretum Trail (Parks & Trails)	299,000	-	-	(299,000)
529-000		Reimbursement for Lake Waconia Park Land Acquisition (Met Council Grant)	705,270	-	-	(705,270)
		34-000-XXX-XXXX-66xx	2,556,174	329,539	-	(2,226,635)
Fund 34 Total	34-XXX-XXX-XXXX-66XX		2,556,174	329,539	-	(2,226,635)
Levy Dollars - Fund #34			-	-	-	-
Building and Other Capital Improvements						
		Contribution to Agricultural Society 2013/2014 Building Projects (CPA)	60,000	60,000	-	-
		Building Security Improvement Plan- (CPA)	19,904	13,539	-	(6,365)
		30-XXX-XXX-XXXX-6630	79,904	73,539	-	(6,365)
Fund #30 Total	30-XXX-XXX-XXXX-66X		79,904	73,539	-	(6,365)
Levy Dollars - Fund #30			-	-	-	-
Regional Rail Authority Right-of Way Capital Improvements						
		Contribution to County for FTE (levy)	63,202	63,202	-	-
		Ditch Drainage, Culvert Cleaning, Tree Removal	102,798	102,798	-	-
		15-XXX-XXX-XXXX-66XX	166,000	166,000	-	-
Fund #15 Total	15-XXX-XXX-XXXX-66XX		166,000	166,000	-	-
Levy Dollars - Fund #15			162,000	162,000	-	-
Road & Bridge Capital Improvements						
Transfers		State Aid Regular transfer for FTEs	320,000	320,000	-	-
		Transportation Sales & Use Tax to Fund 3 for FTEs	279,970	279,970	-	-
		CSAH Regular funds transfer to Fund 03	25,000	25,000	-	-
		Wheelage tax funds transfer to Fund 35	315,000	315,000	-	-
		03-304 & 35-814	939,970	939,970	-	-
Professional Services						
307-8692	CSAH 14	Marsh Lake Road Reconstruction (CSAH 43 - CSAH 11) (State Aid)		546,000		
307-8692	CSAH 14	Marsh Lake Road Reconstruction (CSAH 43 - CSAH 11) (Mun / St)		234,000		
307-8747	Hollywood Township	Bridge #L2774 (Mun / State Participation)	10,000		-	(10,000)
307-8747	Hollywood Township	Bridge #L2812 (Mun / State Participation)	10,000		-	(10,000)
307-8758	TH41	Reconstruction (TH212 - Pioneer) (Mun / State Participation)	840,259		-	(840,259)
307-8786	Highway 212 / CSAH 44	Interchange Phase I (State Aid)		220,000		
307-8786	Highway 212 / CSAH 44	Interchange Phase I (Mun / State Participation)		120,000		
307-8788	CSAH 44 and TH 212	Interchange (State Aid)	350,979		-	(350,979)
307-8788	CSAH 44 and TH 212	Interchange (Mun / State Participation)	724,228	875,000	-	150,772
307-8813	CSAH 61	Reconstruction (TH41 - East Chaska Creek (Mun / State Participation)		340,000		
		32-307-000-0000-6680	1,935,466	1,215,000	-	(1,060,466)

Construction					
307-8015	Safety Set Aside (County Levy)	175,000	85,701	-	(89,299)
307-8016	Traffic Marking / Signs / Signals (County Levy)	315,000	315,000	-	-
TBD	Additional Wheelage Tax funded projects	879,166	859,396	-	(19,770)
TBD	Transportation Sales & Use Tax funded projects	3,296,829	3,296,829	-	-
307-8016	Traffic Marking / Signs / Signals (CPA)	159,808	-	-	(159,808)
307-8637	CSAH 18 Reconstruction (TH41 - CSAH 15) (State Aid)		1,972,180		
307-8637	CSAH 18 Reconstruction (TH41 - CSAH 15) (Mun / State Participation)		2,657,820		
307-8692	CSAH 14 Marsh Lake Road Reconstruction (CSAH 43 - CSAH 11) (State Aid)		4,460,000		
307-8692	CSAH 14 Marsh Lake Road Reconstruction (CSAH 43 - CSAH 11) (Mun / St)		2,340,000		
307-8747	Hollywood Township Bridge #L2774 (Bridge Bonding)	447,000		-	(447,000)
307-8748	Hollywood Township Bridge #L2812 (Bridge Bonding)	315,000		-	(315,000)
307-8750	Bridge #10503 on CSAH 53 over Bevens Creek (CPA)		147,078		
307-8750	Bridge #10503 on CSAH 53 over Bevens Creek (Bridge Bonding)		241,000		
307-8751	Bridge #L2826 on 154th Street over Bevens Creek (Bridge Bonding)		571,000		
307-8752	Bridge #3569 on 53rd Street over Joint Ditch 1 (Bridge Bonding)		571,000		
307-8758	TH 41 Reconstruction (TH 212 - Pioneer Trail) (State Aid Regular)	2,100		-	(2,100)
307-8758	TH 41 Reconstruction (TH 212 - Pioneer Trail) (Federal)	7,420,000		-	(7,420,000)
307-8758	TH 41 Reconstruction (TH 212 - Pioneer Trail) (Municipal / State)	3,081,145		-	(3,081,145)
307-8783	Th 212 @ CSAH 43 and 34 (RICWS) (Federal)	273,618		-	(273,618)
307-8783	Th 212 @ CSAH 43 and 34 (RICWS) (Municipal / State)	30,402		-	(30,402)
307-8786	Highway 212 / CSAH 44 Interchange Phase I (State Aid)		1,250,000		
307-8786	Highway 212 / CSAH 44 Interchange Phase I (Mun / State Participation)		1,200,000		
307-8788	CSAH 44 and TH 212 Interchange (Mun / State Participation)		8,750,000		
307-8796	CSAH 20 Bridge #93035 Replacement (Bridge Bonding)	149,589		-	(149,589)
307-8830	TH41 Reconstruction (TH41 / CSAH 18 Roundabout) (Mun / State Participation)		1,610,000		
307-8834	TH41 Reconstruction (MN River - Walnut Court) (Mun / State Participation)		1,135,200		
307-8835	CSAH 34 Reconstruction from McLeod CL 500' East (State Aid)	100,000		-	(100,000)
307-8836	TH 212n Flashing Yellow Arrows (State Aid)	161,158		-	(161,158)
307-8836	TH 212n Flashing Yellow Arrows (Mun / State Participation)	215,001		-	(215,001)
	32-307-000-0000-6681	17,020,816	31,462,204	-	(12,463,890)
Right of Way					
307-8726	TH101 Reconstruction (CSAH 61 - CSAH 14) (Muni/ State Participation)		5,900,000		
307-8786	CSAH 44 from TH 212 to Cemetery Driveway (State Aid)	250,000		-	(250,000)
307-8786	CSAH 44 from TH 212 to Cemetery Driveway (Mun / State Participation)	250,000		-	(250,000)
307-8788	CSAH 44 and TH 212 Interchange (Mun / State Participation)	875,000		-	(875,000)
307-8790	CSAH 32 Major rehab (County Levy)	50,000		-	(50,000)
307-8796	CSAH 20 Bridge #93035 Replacement (State Aid Regular)	25,000		-	(25,000)
307-8813	CSAH 61 Reconstruction (TH41 - East Chaska Creek) (Mun / State Participation)		10,000		
	32-307-000-0000-6685	1,450,000	10,000	-	(1,450,000)
Resurfacing/ Rehab/ Maintenance					
307-8000	Resurfacing/ Rehab/ Maintenance (County Levy)	1,450,000	1,689,299	-	239,299
307-8000	Resurfacing/ Rehab/ Maintenance (Wheelage)	564,166	583,936	-	19,770
307-8000	Resurfacing/ Rehab/ Maintenance (State Aid)	1,586,508	3,711,160	-	2,124,652
	32-307-000-0000-6684	3,600,674	5,984,395	-	2,383,721
Fund #32 Total	32-307-XXX-XXXX-66XX	24,946,926	46,631,569	-	(12,590,635)
Road & Bridge Levy Dollars - Fund #32		1,990,000	2,090,000	-	100,000

Attachment D: 2019 Facilities, Vehicles and Equipment (County-wide)

as of 7/10/18

DEPT.	DESCRIPTION	2018	2019	2019	2019	Inc./Dec
		Board Approved	Initially Rolled Forward from 2018 LTFP	County Administrator's Preliminary Recommendation	Board Approved	
Public Services - Admin						
	Vehicle Replacement for Public Services (\$30K moved to PW)	-	-	-	-	-
Dept Total	01-048-000-0000-66XX	-	-	-	-	-
Public Services - Facilities						
Building Improvements - 6640						
	Facilities - Manager Initiatives	330,000	330,000	330,000	-	-
Dept Total	01-110-XXX-2001-66XX	330,000	330,000	330,000	-	-
Public Services - Information Services						
Capital Initiatives						
	IT Capital Initiatives	334,400	334,400	334,400	-	-
	Moved to operations budget, based on usage and need		(250,000)	(250,000)		(250,000)
	Software: 01-049-046-0000-6660	334,400	84,400	84,400	-	(250,000)
Client Services						
	Scanner Replacement	15,000	20,000	20,000	-	5,000
	Equipment: 01-049-060-0000-6660	15,000	20,000	20,000	-	5,000
CarverLink						
	CarverLink buildout	70,000	55,000	55,000	-	(15,000)
	CarverLink equipment replacement	30,000	30,000	30,000	-	-
	Equipment: 02-048-000-130x-666x	100,000	85,000	85,000	-	(15,000)
Dept Total		449,400	189,400	189,400	-	(260,000)
Public Services - Library						
Administration						
	Furniture replacement	10,000	10,000	10,000	-	-
	Equipment replacement	20,000	-	-	-	(20,000)
	Equipment: 01-014-500-0000-6660	30,000	10,000	10,000	-	(20,000)
Dept Total	01-014-XXX-XXXX-66XX	30,000	10,000	10,000	-	(20,000)
Public Services - Planning & Water						
WMO						
	Carver County Water Mgmt. Organization Project Fund*	177,575	186,611	186,611	-	9,036
	16-XXX-XXX-XXXX-6630	177,575	186,611	186,611	-	9,036
Dept Total	16-XXX-XXX-XXXX-66XX	177,575	186,611	186,611	-	9,036
Sheriff's Office						
Admin						
	Sheriff Priorities		25,000	25,000	-	25,000
	Equipment: 01-201-201-0000-66xx	-	25,000	25,000	-	25,000
Jail						
	Jail Facility Maintenance	5,000	-	-	-	(5,000)

	Equipment: 01-201-235-0000-6660	5,000	-	-	-	(5,000)
Patrol						
	Vehicles	278,000	293,600	293,600	-	15,600
	Vehicles: 01-201-236-0000-6670	278,000	293,600	293,600	-	15,600
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	378,000	413,600	413,600	-	35,600
Public Works						
Highway Operations						
	Public Works Equipment (PS +30K & HHS +30K)	315,000	425,000	425,000	-	110,000
	Public Works Equipment (CSAH)	150,000	150,000	150,000	-	-
	Equipment: 03-304-000-0000-6660	465,000	575,000	575,000	-	110,000
		-	-	-	-	-
Park Administration						
	Park Maintenance Projects (paid by increase in park permit fees*)	26,000	26,000	26,000	-	-
	Site Improvements: 01-520-000-0000-6610	26,000	26,000	26,000	-	-
Division Total		491,000	601,000	601,000	-	110,000
Health & Human Services						
	Replacement Client Transport					
	Vehicles (1 @ \$30,000) (\$30K moved to PW)	30,000	-	-	-	(30,000)
	Vehicles 11-405-700-XXXX-6670	30,000	-	-	-	(30,000)
Division Total	11-XXX-XXX-XXXX-66XX	30,000	-	-	-	(30,000)
County Totals		1,885,975	1,730,611	1,730,611	-	(155,364)
	Transfer to IT operations	-	250,000	250,000	-	250,000
	*Non-Levy Dollars Available to Pay	(453,575)	(447,611)	(447,611)	-	5,964
	Net Levy Dollars Needed	1,432,400	1,533,000	1,533,000	-	100,600

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2019**

as of 8/15/18		2018	2019	2019	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Adopted	Inc./Dec
Commissioners					
District 1	AMC and miscellaneous instate	4,000	4,000	-	-
District 2	Transportation Alliance Fly-in-Washington	1,500	1,500	-	-
	Waste Expo-Outstate location TBD	1,500	1,500	-	-
	AMC/Midwest Regional Rail and miscellaneous instate	1,000	1,000	-	-
District 3	Transportation Alliance Fly-in-Washington	750	250		(500)
	NACO Legislative-Washington	750	950		200
	NACO Annual Conference-Nevada	1,000	750		(250)
	Western Interstate Conference-Outstate location TBD	500	650		150
	RAC Oustate Location TBD	500	650		150
	NACO Leadership Summit-Outstate location TBD	-	250		250
	AMC and miscellaneous instate	500	500		-
District 4	AMC and miscellaneous instate	4,000	4,000		-
District 5	NACO Annual Conference-Nevada	1,500	1,500		-
	Western Interstate Conference- Outstate location TBD	1,500	1,500		-
	AMC and miscellaneous instate	1,000	1,000		-
Total- Commissioners	01-001-XXX-0000-6332	20,000	20,000	-	-
County Administration					
	AMC Annual Conference	700	700		-
	MCMA/MACA Annual Conference	725	725		-
	MACA Fall	475	475		-
	NACO/ICMA National	2,000	2,000		-
	Misc.- Administrator/staff	200	200		-
Total- County Administration	01-030-000-0000-6332	4,100	4,100	-	-
Public Services - Administration					
	MCMA Annual Conference- Minnesota - 2	1,350	1,500	-	150
	ICMA National Conference- Out of State	1,800	1,800	-	-
	MACA Fall- Minnesota	500	650	-	150
	Webinars and In State Training	1,800	1,500	-	(300)
	Staff Professional Training	100	100	-	-
Total- Public Services Admin	01-048-000-0000-6332	5,550	5,550	-	-
Public Services - Facilities					
Facilities Management					
	IFMA & EDAM - Local	1,100	1,100	-	-
	IFMA National	1,000	1,000	-	-
Total- Facilities	01-110-000-0000-6332	2,100	2,100	-	-
Public Services - Information Services					
Manager	Microsoft Ignite Conference (out of state training - 1)	-	3,500	-	3,500
	In state training	4,000	500		(3,500)
	01-049-000-0000-6332	4,000	4,000	-	-
Infrastructure	Security Supervisor - Security Conference (out of state -1)	7,000	5,000	-	(2,000)
	IT Manager IT Solutions Conference (out of state - 1)		5,000		5,000
	Tech Supervisor Data Center Conference (out of state - 1)	3,000		-	(3,000)
	In state training	13,000	18,400	-	5,400
	01-049-046-0000-6332	23,000	28,400	-	5,400
Client Services	ARMA National Fall Conference or MER Conference (out of state - 1)	3,000	4,000	-	1,000
	In state training	4,000	1,600	-	(2,400)
	01-049-xxx-0000-6332	7,000	5,600	-	(1,400)
GIS & Software	ESRI International Conf. (out of state - 2)	4,000	4,000	-	-
	ESRI Developers Summit (out of state - 1)	4,600	2,300	-	(2,300)
	Microsoft Ignite Conf. (out of state -1)		4,000		4,000
	SQL Database Conference (out of state - 1)	3,500			(3,500)
	Web and SharePoint (out of state - 1)		3,500		3,500
	In state training	6,400	5,700	-	(700)
	01-049-062-0000-6332	18,500	19,500	-	1,000
Project Management Office	Onbase National Conference (out of state - 1)	3,500	3,500	-	-
	Web and SharePoint (out of state - 1)	3,500		-	(3,500)
	PM/BA Conference (out of state - 2)	7,000	7,000	-	-
	Peak Academy Black Belt Training – Innovation (out of state- 1)	4,250			(4,250)
	In state training	1,250	4,000	-	2,750
	01-049-064-0000-6332	19,500	14,500	-	(5,000)
CarverLink	In state training	2,300	2,300	-	-
	02-048-000-0000-6332	2,300	2,300	-	-
Total- Information Tech	01-049-XXX-XXXX-6332 & 02-048.6332	74,300	74,300	-	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2019**

as of 8/15/18		2018	2019	2019	
DIVISION - DEPT.	DESCRIPTION	Adopted	Requested	Adopted	Inc./Dec
Public Services - Library					
	IUG conference (2019 in Phoenix, AZ) - 2 conference attendees	2,000	4,000		2,000
	PLA Annual Conference (2018 Philadelphia-County funding budgeted for 2 attendees)	4,000	-	-	(4,000)
	Library Marketing Conference	-	2,000		2,000
	01-014-500-0000-6332	6,000	6,000	-	-
	ALA Conference - Out of State (MELSA pays for 2 attendees)	-	-		-
	Power Up Conference - Wisconsin (MELSA pays for 4 attendees)	-	-		-
	01-014-500-0000-6332 Reimbursed by MELSA	-	-	-	-
Law Library	In State Training	500	500	-	-
	02-508-000-0000-6332	500	500	-	-
Total- Library	01-014-500-0000-6332 & 02-508.6332	6,500	6,500	-	-
Public Services - Veteran Services					
	MN DVA Spring Training/Conference (Two staffers @ \$300/staffers)	350	600	-	250
	Nat'l County Veteran Service Officer Conf (Out of State - two staffers @ \$1500/staffer)	2,250	3,000	-	750
	Minnesota County Veterans Service Officer Conference (Four staffers @ \$750/staffer)	2,100	3,000	-	900
	County Veterans Service Officer Assistant's & Secretary Association Conf (Not sending ;	300	-	-	(300)
Total- Veteran Services	01-120-000-0000-6332	5,000	6,600	-	1,600
Public Services - Land Management					
	Planning/Zoning Administrators workshop or conference	900	900	-	-
	Tuition Reimbursement	200	200	-	-
	Continuing Education - Building Plan Technician Certification and Septic Certification	300	300	-	-
	CRM Training	200	200	-	-
	01-123-160-0000-6332	1,600	1,600	-	-
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	-	-
Solid Waste	RAM/SWANA Annual Conference [4]	950	950	-	-
	SWAA Annual conference	200	200	-	-
	Misc. special issue conferences	650	1,150	-	500
	US Composting Council Conference [Out of State]	1,300	1,300	-	-
Industrial Hazardous Waste	National Hazardous Waste Conference - Out of State	500	1,000	-	500
	Misc. special issue conferences	300	300	-	-
	OSHA/Safety Training	300	300	-	-
	01-123-130-XXXX-6332	8,050	9,050	-	1,000
Public Services - Planning & Water Management					
	Various water related, ISTS, WCA, Wetland, Erosion Control Conferences, seminars, training sessions	1,350	-	-	(1,350)
	ESRI Annual User Conference (Out of State)	1,500	1,500	-	-
	Misc. Professional conferences or Tuition Reimbursement	250	250	-	-
	Annual Water Resource Conference	650	-	-	(650)
	MN Water Resource conference: MNAPA Annual Conference, other water related conferences, other planning related conferences.	-	1,650	-	1,650
	GIS Conference & Training	500	-	-	(500)
	In state GIS, CRM or other software conference & training	-	850	-	850
	National (Out of State) or State/Local Wetland and/or CRM Training	1,800	-	-	(1,800)
	Wetland Certification and related training	-	1,800	-	1,800
	National (Out of State) potential conferences: Nat. APA Conf., Nat. NALMS Conf., Nat. StormCon Conf., Nat. TMDL Conf., National LID Symposium	1,550	1,550	-	-
	01-123-XXX-XXXX-6332 & 16.6332	7,600	7,600	-	-
AIS	National (Out of State) or State AIS conferences and training: State of Water, AIS Summit, AISRC center, Upper Midwest Invasive Species Conference, WI AIS ID Training or related trainings	1,500	1,500	-	-
	01-123-120-5021-6332	1,500	1,500	-	-
Total- Public Services		112,200	114,800	-	2,600
Attorney					
	IMLA & NDAA- Out of State (Chicago)	6,000	6,000	-	-
	Various training courses- continuing education credits for Attorneys	6,000	10,500	-	4,500
Total- Attorney	01-090-000-0000-6332	12,000	16,500	-	4,500
Court Services - Probation					
	Correctional Evidence-Based Practices (LS/CMI, YLS, MI, Case Planning, etc.)	500	500	-	-
	APPA National Probation Training Institute (Out-of-State)	1,400	1,400	-	-
	MN Association of County Probation Officers (MACPO) - Spring Conference	1,500	1,500	-	-
	MACPO Regional Training for Probation Officers	250	250	-	-
	Miscellaneous Mental Health Training Opportunities	500	500	-	-
	Minnesota Corrections Association (MCA) - Fall Institute	1,350	1,350	-	-
Total- Court Services	01-252-XXX-XXXX-6332	5,500	5,500	-	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2019**

as of 8/15/18

DIVISION - DEPT.	DESCRIPTION	2018	2019	2019	Inc./Dec
		Adopted	Requested	Adopted	
Employee Relations - Personnel Services					
	MCHRMA Spring Conference	300	300	-	-
	MCHRMA Fall Conference	400	400	-	-
	MPELRA Summer Conference	500	500	-	-
	MPELRA Winter Session	200	200	-	-
	ADA, WC, FMLA, COBRA, ACA	500	500	-	-
	SHRM Seminars	600	600	-	-
	Support, MCIT Seminars	600	600	-	-
	Legal Update Seminars	2,400	2,400	-	-
	NPELRA, SHRM or IPMA or NEOGOV Out-of-State Conference	4,000	4,000	-	-
	IPMA Local, Regional or National Conference	700	700	-	-
	PRIMA National Conference (IN)	2,000	2,000	-	-
	01-050-000-0000-6332	12,200	12,200	-	-
	Wellness Conference	1,000	1,000	-	-
	01-050-050-0000-6332	1,000	1,000	-	-
Total- Employee Relations	01-050-XXX-0000-6332	13,200	13,200	-	-
Property & Financial Services					
Property & Financial Services- Financial Services					
	National GFOA Conference- Los Angeles, CA (OUT OF STATE) (2)	2,200	4,200	-	2,000
	National APA Congress- San Francisco, CA (OUT OF STATE)	3,000	3,000	-	-
	Minnesota GFOA Conference (2)	1,500	1,500	-	-
	MCCC Annual Conference	1,000	1,000	-	-
	Additional Staff Training (IFS, Year-end, OSA)	1,250	1,250	-	-
	Treasurer's Mid-Year Conference	750	750	-	-
Total- Finance	01-045-000-0000-6332	9,700	11,700	-	2,000
Property & Financial Services- Property Tax, Elections and License Centers ("PTELC")					
Administration/Property Tax					
	MN Assoc. of County Officers	750	750	-	-
	MN Assoc. of County Auditors	1,600	1,600	-	-
	Tax Training /Dept. Revenue	1,500	1,500	-	-
	MCCC Conference	1,500	1,500	-	-
	Staff Training	2,150	2,150	-	-
	01-040-040-0000-6332	7,500	7,500	-	-
License Centers					
	MN Assoc. of County Officers	600	600	-	-
	Deputy Registrar Annual Meeting	600	600	-	-
	Staff Training	800	800	-	-
	01-040-055-0000-6332	2,000	2,000	-	-
Elections & Vitals					
	MN Assoc. of County Officers	600	600	-	-
	Sec. of State Training	600	600	-	-
	National NACRC Conference (OUT OF STATE)	2,000	-	-	(2,000)
	MCRA Conference (Vitals)	300	300	-	-
	National NAEO Conference (OUT OF STATE)	2,000	-	-	(2,000)
	Staff Training	600	600	-	-
	01-040-065-0000-6332	6,100	2,100	-	(4,000)
Total- PTELC	01-040-XXX-XXXX-6332	15,600	11,600	-	(4,000)
Property & Financial Services-Property Assessment					
	MAAO Fall Conference	1,220	1,250	-	30
	MAAO Seminars	700	1,500	-	800
	CLE Seminars	750	750	-	-
	MCCC Annual Conference	1,000	1,500	-	500
	MAAP Training	-	200	-	200
	Appraisal Training	4,000	4,000	-	-
Total- Property Assessment	01-047-000-0000-6332	7,670	9,200	-	1,530
Property & Financial Services-Land Records					
	MN Association of County Officers	2,000	2,000	-	-
	PRIA National Conference Colorado Springs, CO (OUT OF STATE) (2)	2,000	4,000	-	2,000
	Recorder's Conference	2,000	2,000	-	-
	Examiner of Titles Training	500	500	-	-
	Staff Training	1,000	1,000	-	-
Total- Land Records	01-100-000-0000-6332	7,500	9,500	-	2,000
Total- Property & Financial Services		40,470	42,000	-	1,530
Public Works - Road & Bridge Administration					
	MCEA Institute	500	500	-	-
	Highway Accountants Conference (2)	700	1,050	-	350
	AMC Annual Conference	600	600	-	-
	NACE Annual Conference (Wichita, Kansas) OUT OF STATE	1,500	1,500	-	-
	MTA Fly In (Washington DC) OUT OF STATE	1,300	1,300	-	-
	MTA Annual Meeting	100	100	-	-
	MAPA (MN Asphalt Pavement Assoc.)	100	100	-	-
	PM Web Users Conference OUT OF STATE	-	1,000	-	1,000
	Miscellaneous	1,700	350	-	(1,350)
	03-301-000-0000-6332	6,500	6,500	-	-

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2019**

as of 8/15/18

DIVISION - DEPT.	DESCRIPTION	2018	2019	2019	Inc./Dec
		Adopted	Requested	Adopted	
Program Delivery					
	MCEA Institute	2,505	2,505	-	-
	MCEA Summer Conference	650	650	-	-
	MSPS Conference	980	950	-	(30)
	MN-Dot Survey Technical Conference	1,400	1,050	-	(350)
	Frontier Precision	1,000	1,000	-	-
	MN GISLIS Conference	3,450	4,600	-	1,150
	ESRI User Conference (San Diego) OUT OF STATE	3,000	3,400	-	400
	GIS Transportation Asset Management Conference OUT OF STATE	1,650	1,650	-	-
	Cartograph Conference (Colorado) OUT OF STATE	2,550	2,550	-	-
	Leadership Training	1,000	1,000	-	-
	MN Transportation Conference	600	600	-	-
	Toward Zero Deaths Conference	800	800	-	-
	MN-Dot and U of M certificates	3,000	3,000	-	-
	MN-Dot and U of M re-certificates	2,000	4,000	-	2,000
	MN-Dot R-O-W Conference	500	500	-	-
	Project Management Training	2,000	1,000	-	(1,000)
	Project Management Institute Days Conference	1,600	1,700	-	100
	NACE Annual Conference (Wichita, Kansas) OUT OF STATE	2,250	2,250	-	-
	Drone Training & Testing	1,600	1,600	-	-
	MN Bar Association	500	-	-	(500)
	Miscellaneous	65	695	-	630
	03-303-000-0000-6332	33,100	35,500	-	2,400
Highway Operations					
	Equipment Training, Pesticide	3,000	2,500	-	(500)
	APWA National and Snow Conference, (out of State)	6,000	6,000	-	-
	U of W Snow and Ice Management	3,000	3,000	-	-
	Asset Works Academy (2 staff) OUT OF STATE	3,000	4,500	-	1,500
	03-304-000-0000-6332	15,000	16,000	-	1,000
Equipment Operations					
	Hydraulic, Electrical, & Welding Training	2,500	3,000	-	500
	Mack Class OUT OF STATE	10,000	7,000	-	(3,000)
	03-306-000-0000-6332	12,500	10,000	-	(2,500)
Total- Public Works	03-XXX-XXX-XXXX-6332	67,100	68,000	-	900
Public Works - Parks					
	MRPA Annual Conference	1,500	1,500	-	-
	MN Shade Tree Short	100	100	-	-
	MRPA Seminars	100	100	-	-
	Park Supervisor Seminars	100	100	-	-
	National Park Institute (Out of State)	2,500	2,500	-	-
	Miscellaneous	700	700	-	-
Total- Parks	01-520-000-0000-6332	5,000	5,000	-	-
Sheriff's Office					
Administrative Services Unit		10,000	20,000	-	10,000
	Clerical Support (15)				
	MSA Summer Conference				
	MSA Winter Conference				
	Administrative Services Manager (PLEAA Conference)				
	Sheriff MSA Jail Conference				
	Chief Deputy				
Jail Services Unit		9,000	9,000	-	-
	Jail Training-Conf, Mgmt. Training, etc.				
	From SS Other				
Operation Services Unit		10,005	10,005	-	-
	Investigation Division				
	Crime Technician				
	School Resource Officer/Gangs/Bike Patrol				
	SERT				
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				
Support Services Unit		59,675	59,375	-	(300)
	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 (1)				
	EVOC, 1st Aid, SPSC				
	01-201-XXX-XXXX-6332	88,680	98,380	-	9,700

**CONFERENCE AND TRAINING LIST
BY DEPARTMENT FOR 2019**

as of 8/15/18

DIVISION - DEPT.	DESCRIPTION	2018	2019	2019	Inc./Dec
		Adopted	Requested	Adopted	
Emergency Management Unit	AMEM Emergency Management Conference	3,900	3,900	-	-
	Governor's Emergency Mgmt. Conf.	1,000	1,000	-	-
	Emergency Management Training	1,000	1,000	-	-
	Hazardous Materials Training	2,600	2,600	-	-
	01-201-280-0000-6332	8,500	8,500	-	-
Conceal & Carry	Conceal & Carry- reserve fund	1,700	1,700	-	-
	02-202-000-0000-6332	1,700	1,700	-	-
Reserves-	Reserves	1,000	1,000	-	-
	02-204-000-0000-6332	1,000	1,000	-	-
Explorers	Explorers	2,750	2,750	-	-
	02-205-000-0000-6332	2,750	2,750	-	-
Posse	Posse Training	3,750	3,750	-	-
	02-203-000-0000-6332	3,750	3,750	-	-
Communications	Communications	-	637	-	637
	01-201-240-0000-6332	-	637	-	637
911 Communication	Communications	4,200	4,200	-	-
	APCO/NENA MSA State Conference-(6)	3,480	3,480	-	-
	02-911-000-0000-6332	7,680	7,680	-	-
Total- Sheriff	01-201-XXX-XXXX-6332	114,060	124,397	-	10,337
Health & Human Services- Social Services	National Youth Conference - Chicago	-	1,800	-	1,800
	Workforce Conference - Out of State	3,600	1,800	-	(1,800)
	National Eligibility Workers Assoc Conf - Out of State	3,600	4,800	-	1,200
	National Child Support Assoc Conf Out of State	1,800	1,800	-	-
	National Child Support Assoc Conf Out of State - County Attorney	1,800	1,800	-	-
	2018 National Conf. on Coaching in Health & Human Services	1,500	-	-	(1,500)
	National Human Services Conference- Out of State	-	1,500	-	1,500
	Signs of Safety Training - Out of State	6,000	-	-	(6,000)
	International Signs of Safety Garthering - Out of State	6,000	3,500	-	(2,500)
	International Conference on Child & Family Maltreatment - San Diego	-	2,000	-	2,000
	CWLA National Conference - Washington	-	2,000	-	2,000
	Solution Focused Brief Therapy National Conference - Out of State	2,000	-	-	(2,000)
	National Council of Behavior Health - Out of State	1,500	-	-	(1,500)
	National Crisis Providers Conference	2,200	-	-	(2,200)
	Mental Health America Annual Conference - Out of State	1,500	-	-	(1,500)
	Justice and Mental Health Second Chance Conference - Out of State	1,600	-	-	(1,600)
	National Adult Protective Services Association Conference - Out of State	3,600	3,600	-	-
	Credible Conference - Out of State	-	2,382	-	2,382
	Conferences within State	44,182	54,700	-	10,518
	11-XXX-XXX-XXXX-6332	80,882	81,682	-	800
Public Health					
Public Health Department - Leadership	National Public Health Conference - Out of State: potentially NACCHO, APHA, ASTHO or other public health focused conference	3,000	-	-	(3,000)
	CHS State Conference	2,000	-	-	(2,000)
	CPHEO Public Health Institute Seminars	2,000	-	-	(2,000)
	Staff Computer Trainings	1,000	-	-	(1,000)
Public Health Nursing Unit	TB Clinical Intensive Conference - Out of State	-	3,500	-	3,500
	Training for Maternal & Child Health	1,000	-	-	(1,000)
	Training for TANF-related Family Home Visiting	2,000	-	-	(2,000)
	Training for Disease Prevention & Control	1,500	-	-	(1,500)
	Training for Child & Teen Checkups	3,000	-	-	(3,000)
	Minnesota E-Health Summit	700	-	-	(700)
	National Conference - Out of State: focused on Family Health and Family Home Visiting	3,000	3,500	-	500
	Vaccinology Research Conference - Out of State	-	3,500	-	3,500
Planning & Promotion Unit	NACCHO Emergency Preparedness Conference - Out of State	6,000	3,500	-	(2,500)
	NACCHO/APHA Annual Conference - Out of State	-	3,500	-	3,500
	Health Promotion Focused Conference - Out of State	6,000	-	-	(6,000)
	Aging Focused Conference - Out of State	4,000	-	-	(4,000)
	GIS Conference & Training - Out of State	3,000	3,500	-	500
	Planning and Health Promotion Workshops and Seminars	3,000	-	-	(3,000)
	Public Health Emergency Preparedness Training	500	-	-	(500)
	Conferences within State	-	11,990	-	11,990
	11-460-XXX-XXXX-6332	41,700	32,990	-	(8,710)
Total- Health & Human Services	11-XXX-XXX-XXXX-6332	122,582	114,672	-	(7,910)
County Totals		516,212	528,169	-	11,957



Carver County Government Center

600 East Fourth Street, Chaska, MN 55318

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

Dear Commissioners and Citizens of Carver County:

I am pleased to present the Recommended 2019 Budget.

The budget recommendations included in this document respond to a variety of fiscal challenges and continue Carver County's history of providing a stable level of service to our citizens. The prudent decisions included within these budget recommendations are meant to continue our fiscal stability and Carver County's long history of maintaining a AAA bond rating.

One of the more significant challenges includes addressing unfortunate societal impacts such as higher service levels and expenses for child protection and foster care. Unfortunately, this challenge is made even more difficult as the State of Minnesota continues to shift costs to Carver County for these types of mandated expenses – the 2019 shifts alone total over \$580,000.

On a more positive note, main economic benchmarks, including property market values and new construction, show improved growth over the past year. For example, the County's \$336,900 average value home increased in value by 6% compared to last year. The budget recommendations for 2019 utilize new revenues obtained by this growth ultimately resulting in a 3.8% County tax impact on the average-valued residential property.

The 2019 Preliminary Budget totals \$146,906,535 which is a \$22,560,463 (18.14%) increase from 2018 Budget of \$124,346,072. The significant change is a \$19M increase in capital outlay mainly for the Road and Bridge Capital Improvement Budget. The recommended preliminary 2019 levy increases by \$2,615,355 (4.9%) to \$56,264,855 compared to the 2018 property tax levy of \$53,649,500.

The County Board plans to hold a public hearing on the 2019 Budget on Thursday, Dec. 6, 2018. The Board will be asked to adopt the final 2019 levy and budget on Tuesday, Dec. 11, 2018. The 2019 Budget Book will provide a broad overview of the budget, as well as narrative summaries for all county divisions and departments, elected officials, and programs and services that receive financial support from the County.

The Board will also be asked to approve the 2020 Long-Term Financial Plan on Tuesday, Dec.

11, 2018. The County uses the [Long-Term Financial Plan](#) along with the Annual Budget to connect financial strategies to the County's short-term and long-term strategic goals and objectives. Long-term financial planning establishes a roadmap for funding significant capital projects, facilities, vehicles and equipment replacement, and significant operating budget financial challenges. The 2020 Long-Term Financial Plan will be used as a strategy planning tool to fund significant capital projects and operating challenges beyond the 2019 Budget.

The 2019 Recommended Budget was developed over the past several months through staff meetings, Board work sessions and public hearings. The hard work County staff provided in assisting with the preparation of this budget should be acknowledged. In particular, division directors, managers, Employee Relations and Financial Services staff were instrumental in preparing this budget recommendation, and their assistance is greatly appreciated.

The Budget Overview that follows forms the basis of the recommended preliminary 2019 Annual Budget and is being submitted for review by the Board of Commissioners and citizens of Carver County. It includes the 2018-2019 budget comparison summary, budget strategies, and trend data used to develop the preliminary budget. The updated summaries on revenues, expenditures, staffing changes, capital projects, and replacement cost for facilities, vehicles and equipment also factor into the final budget recommendation.

Thank you for your continued support and cooperation as we move toward completion of the 2019 Annual Budget process.

Sincerely,



David Hemze
County Administrator

Budget Overview

Budget Summary

The 2018 Preliminary Budget totals \$146,906,535 which is an increase of \$22,560,463 from the 2017 Budget.

2018-2019 Budget Comparison		
Revenue	2018 Budget	2019 Budget
Taxes & Penalties	\$60,171,019	\$62,791,074
Licenses & Permits	1,259,906	1,336,613
Intergovernmental	44,379,073	63,335,925
Charges for Services	13,727,359	14,603,008
Fines & Forfeitures	211,486	216,486
Investment Earnings	1,546,661	1,546,661
Other Revenues	3,050,568	3,076,768
Total Revenues	\$124,346,072	\$146,906,535
Expenditures		
Public Assistance	\$5,716,123	\$5,918,922
Personnel Services	70,071,063	73,297,941
Services & Charges	11,809,550	11,848,319
Material & Supplies	4,524,157	4,528,989
Capital Outlay	27,796,722	47,236,599
Debt Services	5,057,200	5,032,200
Other Expenses	(2,794,417)	(3,207,917)
Transfers	2,165,674	2,251,482
Total Expenditures	\$124,346,072	\$146,906,535
Reserves Used	-	-

This chart compares the revenue and expenditure amounts for 2018 and 2019.

The most significant changes in the 2019 Budget are in Intergovernmental, Personal Services, and Capital Outlay.

The increase in intergovernmental revenues is primarily due to the additional state and federal funds that were included in the 2019 Budget to finance Road and Bridge capital projects. The 2019 Road and Bridge Capital Improvement Budget increased by \$19.4 million compared to 2018. Personnel services (costs) are budgeted to increase to remain competitive in the market.

Strategies to Close the Budget Gap

2019 Budget Gap: Executive Summary	
Tax Levy Increase: 3.8% Impact on Average Value Home	(\$2,615,355)
Salary and Benefit Projection:	2,410,242
Attachment A: County-wide Levy Adjustments	(400,000)
Attachment A2: Net Division Levy Adjustments	(87,956)
Attachment B: Staffing Changes	392,469
Attachment C: Capital Projects	100,000
Attachment D: Facilities, Vehicles, and Equipment Replacement	100,600
Attachment E: Redirect CPA from operating to capital	100,000
Budget Gap: Reserves Used	\$0
Attachment E: Projects Funded by Non-Tax Levy Revenue	\$2,197,000

Following the Board’s direction to have a minimal county tax impact on the average-value home, the Recommended 2019 Budget was developed using the strategies that are summarized in this chart and then described in the following paragraphs.

- **Capture tax base from new construction so the County's tax impact on the average value home reflects an inflationary increase.**

The County Administrator's Recommended 2019 Tax Levy increase is **\$2,615,355** which is a 4.9% increase over the 2018 Levy. However, by capturing the tax base from new construction the county's tax impact on the average value home is reduced to 3.8% increase.

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

The salary and benefits for 2019 are recommended to increase **\$2,615,355**, 3.43%, compared to 2018. The salary projection is based on market trends, pay-for-performance, health insurance, PERA changes, and overtime increases. The other benefit projections are estimated respectively based on the projected salary increases.

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

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

The 2019 Budget identifies **\$400,000** in County-wide levy savings from the vacancy savings projection. Division levy adjustments totaled \$674,926 with the majority coming from: Sheriff contract revenue - \$347,498, additional CSAH Maintenance funding in PW - \$71,000, Solid waste fee increase to offset operations funding gap - \$44,000, and use of local sales tax revenue for lobbyist contract - \$40,000. The Division levy adjustments are offset largely by Health and Human Services negative trends which include: \$277,000 increased service costs for foster care, \$119,970 Legislative cost shift to County for HHS services, and a \$50,000 increase for Court Appointed Atty costs related to CHIPS cases. *See Attachments A1 and A2 for a summary of the \$87,956 in recommended net levy adjustments.*

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

The recommended staffing changes are primarily funded by non-levy sources along with **\$392,469** of the 2019 tax levy. *See Attachment B for recommended 2019 Staffing Changes*

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

New capital projects have been funded with revenue sources that did not increase the County's property tax levy. These sources include federal, state, regional grants, and County Program Aid (CPA). Following past County Board direction an additional tax levy of **\$100,000** is being allocated to the Road Preservation Plan in the 2019 Budget. *See Attachment C for the list of recommended 2087 Capital Projects.*

This recommended budget also includes one-time projects funded by **\$1.44 million** of Highway Reimbursement Funds plus \$120k carryover from 2018, a \$537K transfer of Year-End Savings in 2018, and **\$100,000** in CPA redirection. The State is reimbursing the County for advance-funding \$20 million of the State's contribution to the Southwest Reconnection Project in 2014. This funding is planned to end in 2022. *See Attachment E for the list of recommended 2019 Capital Projects funded by 2019 Highway Reimbursement Funds and other financing sources.*

- **Funding for a five-year schedule to replace facilities, vehicles and equipment.**

Board direction in the County's Long-Term Financial Plan is to have a five-year schedule to strategically replace facilities, vehicles and equipment. The 2019 Budget recommends \$1,730,611 million to replace facilities, vehicles and equipment, which is a \$155,364 increase from the 2018 Budget. The 2019 levy needed to fund these purchases is \$1,533,000, which is an increase of **\$100,600** from 2018. *See Attachment D for the recommended 2019 facilities, vehicles and equipment replacement schedule.*

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Preliminary 2019 Carver County Water Management Organization Levy

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

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

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

The comparison from 2018 to 2019 shows a 5.5 percent increase in the levy request. The net levy increase consists of:

- 1) an increase to the WMO project fund based on city project requests and proposed grant match (attached), \$9,036
- 2) an increase in the SWCD allocation, \$5,366.
- 3) an increase in the WMO portion of salaries, \$10,290
- 4) an increase to cover the proposed 0.25 FTE intern, \$6,631
- 5) an increase in the water quality monitoring program to cover lab cost increases, \$5,500
- 6) an increase in the landowner cost share program to cover increased demand, \$5,000
- 7) an increase in the AIS allocation to operation of the decontamination unit, \$4,000
- 8) an increase in permit fee revenue, \$4,000
- 9) a decrease in the project maintenance fund; -\$2,000

	2019 LEVY REQUEST	2018 LEVY	CHANGE
CCWMO Taxing district	\$ 764,979	\$ 725,156	\$39,823

Based on the increased tax base projected for 2019, this requested CCWMO levy will result in an actual change (increase) in County (WMO) tax on an average home (\$) of 3.41% -- equivalent to an annual increase of **\$1.02**.

ACTION REQUESTED:

Motion to set the preliminary 2019 CCWMO levy at \$764,979.

FISCAL IMPACT:

FUNDING

If "Other", specify:

County Dollars =

FTE IMPACT:

CCWMO Levy (2019)

Total

Insert additional funding source

Related Financial/FTE Comments:

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



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 27, 2018
To: County Commissioners
From: Paul Moline, PWM Manager
Re: CCWMO Project Funding 2019
cc. David Hemze, County Administrator
Tom Vellenga, Asst. County Administrator

At their May 2018 meeting, the Carver County Water Management Organization (CCWMO) Advisory Committee recommended WMO project funding for 2019 for an amount of \$186,611. The staff request and subsequent committee recommendation was based on the following factors/considerations:

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

The following table describes the recommended projects and dollar amounts.

Project Description	CCWMO Funded Amount
<p>City of Waconia East Frontage Road Improvements - Application for funds from the City of Waconia to install a a sump manhole with SAFL Baffle to provide water quality treatment of runoff as part of the East Frontage Rd (Hwy 5) project. The City is requesting \$5,000 and staff recommends providing full funding for 2019. Total project costs are estimated at \$10,000.</p>	\$5,000
<p>City of Waconia Cedar Point Park Shoreline Stabilization - Application for funds from the City of Waconia to install a bioretention feature at Cedar Point Park located on Lake Waconia. The project will decrease pollutant loading to from urban street runoff to Lake Waconia. The City is requesting \$9,611 and staff recommends providing full funding for 2019. Total project costs are estimated at \$19,222.</p>	\$9,611
<p>City of Chaska Seminary Fen Ravine Restoration Study - Application for funds from the City of Chaska to study the estimated sediment contribution to the fen and develop approaches and cost estimates for correcting the erosion problem. A ravine draining to the Fen has deposited a large sediment plume. The City is requesting \$20,000 and is matching \$20,000. Staff is recommending providing \$10,000 in WMO funding for 2019 and will request \$10,000 in SWCD engineering funds to add to the project . Total project costs are estimated at \$40,000.</p>	\$10,000
<p>SSTS Direct Discharge - SSTS Direct Discharge Cost Share is an incentive based program to eliminate direct discharge SSTSs in the Bevens and Carver Creek Watersheds. This program has been in place for the past ten years and targets specific subwatersheds as identified by CCWMO Staff and the WMO Advisory committee. Funding would provide enough funds to finish the Carver Creek Watershed area.</p>	\$60,000
<p>BWSR Clean Water Fund & Met Council Grant Match - The CCWMO received a grant from the Metropolitan Council to retrofit at the ISD #112 (Eastern Carver Schools) Kindergarten Center in Chaska, MN. The retrofit would include installation of a stormwater filtration basin and trench grates designed to treat an acre of impervious surface currently entering Lake Grace untreated. The Met Council grant provides \$37,500 towards the project and a local match is required. Total project cost is estimated at . \$57,500. Staff recommends providing the required match funds.</p> <p>The CCWMO will also be receiving approximately \$520,000 for FY '18 – FY '19 to implement projects and programs in current water management plans as part of the state's pilot One Watershed One Plan funding approach. As part of this significant funding opportunity, the WMO needs to provide local cash match. Staff is proposing to fund \$65,000 in WMO match to leverage the state funding. Projects included in the grant funding include:</p> <ul style="list-style-type: none"> • Grace Lake Chain – projects from SWA (18 different BMPs) • Lake Waconia Stormwater Retrofits (4 SAFLs) • Lake Bavaria Stormwater Pond Retrofits (retrofit 2 ponds with filtration shelves) and untreated street retrofits • West Chaska Creek Restoration/Remeander (remeander 1,100 linear feet of a ditched segment of West Chaska Creek) 	\$87,000
<p>Feasibility Studies - There are several projects that need feasibility work to move forward before potential grant funding can be considered. Staff is proposing to fund three feasibility studies in 2019:</p> <ul style="list-style-type: none"> • Dalhgren Rd. concentrated/untreated runoff which discharges directly to Timber Creek (Carver Creek tributary). • City of Watertown Dam removal on Crow River which would enhance the fishery on the Crow. • Bevens Creek Dam removal near Co Rd 50 which has failed and continues to erode the streambank. 	\$15,000
TOTAL	\$186,611

Carver County Board of Commissioners Request for Board Action



Agenda Item:

Preliminary Regional Rail Authority 2019 Budget and Levy

Primary Originating Division/Dept:

Meeting Date:

Contact: Title:

Item Type:

Amount of Time Requested: minutes

Attachments: Yes No

Presenter: Title:

Strategic Initiative:

BACKGROUND/JUSTIFICATION:

The Administrator's Recommended 2019 Regional Rail Authority Levy is \$162k which is the no change from 2018. The 2019 Rail Authority Budget also has no change from 2018 and will be used for staffing and stewardship of rail property similar to 2018.

The CCRRA levy is used to fund administrative, maintenance staff, and law enforcement time for day to day operations and stewardship. These duties included planning, permitting and capital improvement projects, patrol services, as well as corridor maintenance work of mowing, weed control, tree trimming, debris and trash removal, drainage corrections and site inspections for the Dakota Rail and Union Pacific Rail corridors.

ACTION REQUESTED:

Motion to approve setting the CCRRA's 2019 preliminary tax levy at \$162,000 and Budget at \$166,000.

FISCAL IMPACT:

If "Other", specify:

FUNDING

County Dollars =

FTE IMPACT:

Total

Insert additional funding source

Related Financial/FTE Comments:

The 2019 preliminary tax levy of \$162,000 would decrease the Regional Rail Authority's tax impact on the County's average value home.

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RBA 2018 - 5653

Carver County Board of Commissioners Request for Board Action



Agenda Item:
HHS Building Site Search

Primary Originating Division/Dept: <input type="text" value="Public Services"/>	Meeting Date: <input type="text" value="9/4/2018"/>
Contact: <input type="text" value="Nick Koltavy"/> Title: <input type="text" value="Public Services Dep. Div. Dir."/>	Item Type: <input type="text" value="Work Session"/>
Amount of Time Requested: <input type="text" value="20"/> minutes Presenter: <input type="text" value="Rod Franks & Nick Koltavy"/> Title: <input type="text" value="HHS Director & Public Services Dir."/>	Attachments: <input type="radio"/> Yes <input checked="" type="radio"/> No
Strategic Initiative: <input type="text" value="Growth: Manage the challenges and opportunities resulting from growth and development"/>	

BACKGROUND/JUSTIFICATION:

In the last Master Space Plan work session, the Board indicated its support for proceeding with the first phase of the Plan, which consists of relocating the majority of the Health and Human Services Division to a building outside the Government Center. The staff would now like to propose an overall plan for identifying the best site for a new Health and Human Services (HHS) building, possibly including an existing building.

ACTION REQUESTED:

Board guidance.

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

Related Financial/FTE Comments:

Once the staff has identified a suitable site, we will return to the Board to request an authorization to develop an offer.

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RBA 2018 - 5638